



Notice of meeting of

Scrutiny Management Committee

To: Councillors Merrett (Vice-Chair), Blanchard, Cuthbertson, Hill, Hyman, Livesley and Kirk (Chair)

Date: Monday, 26 February 2007

Time: 5.00 pm

Venue: Guildhall

AGENDA

1. **Declarations of Interest**

At this point in the meeting, Members will be invited to declare any personal or prejudicial interests they may have in the business on the agenda.

2. **Minutes** (Pages 1 - 6)

To approve and sign the Minutes of the meetings of the Committee held on 22 & 29 January 2007, respectively.

3. **Public Participation**

At this point in the meeting members of the public who have registered their wish to speak regarding an item on the agenda or an issue within the Committee's remit can do so. Anyone who wishes to register or requires further information is requested to contact the Democracy Officer on the contact details listed at the foot of this agenda. The deadline for registering is Friday 23 February 2007.

4. Update on Implementation of Recommendations from Previous Scrutiny Reviews (Pages 7 - 50)

To consider a report updating the position in relation to outstanding recommendations and agreed actions from previous scrutiny reviews since 2004/5.

5. Guidance on Sustainable Development - Comments from Director of City Strategy on Final Scrutiny Report (Pages 51 - 114)

To receive and consider further advice from the Director of City Strategy on the recommendations contained in the above final report prior to formally submitting the report to the Executive.

6. Any other business which the Chair decides is urgent under the Local Government Act 1972

Democratic Services Manager

Dawn Steel

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

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

Contact details are set out above.

City of York Council

Committee Minutes

| | |
|-----------|---|
| MEETING | SCRUTINY MANAGEMENT COMMITTEE |
| DATE | 22 JANUARY 2007 |
| PRESENT | COUNCILLORS MERRETT (VICE-CHAIR), BLANCHARD, HILL, LIVESLEY, VASSIE (SUBSTITUTE) AND KIRK (CHAIR) |
| APOLOGIES | COUNCILLORS CUTHBERTSON AND HYMAN |

45. DECLARATIONS OF INTEREST

There were no declarations of interest made in relation to the items of business on the agenda.

46. MINUTES P1

The minutes of the meeting of the Committee held on 18 December 2006 were approved as a correct record and signed by the Chair.

47. PUBLIC PARTICIPATION

The Chair reported that there had been no registrations to speak at the meeting.

48. UNDERSTANDING TRAFFIC CONGESTION IN YORK

Members received a briefing paper from the Assistant Director (City Development & Transport) on the key issues relating to traffic congestion and its effects in York, together with an initial draft remit based on the original topic registration submitted by Councillor Simpson-Laing.

A full discussion took place on whether to proceed with a review around the registered topic and if so, what remit for any such review would be suitable given available resources to support it.

RESOLVED:

That an Ad-Hoc Scrutiny Sub-Committee be established on a 4:2:1 basis to review issues surrounding 'traffic congestion' in York with a view to any such review being concluded within 6 months on the basis of an appropriate remit being put together and emailed to SMC Members focusing on the impact of traffic congestion upon the following matters:

- Air quality;
- Economic performance;
- Quality of life;
- Accessibility to services, employment, education & health;
- Physical environment;
- Road safety;

- Bus reliability;
- Journey times; and
- Co2 emissions.

49. GOVERNMENT WHITE PAPER - 'STRONG & PROSPEROUS COMMUNITIES'.

Members considered a further report on the potential implications of the White Paper (Strong & Prosperous Communities) for the scrutiny function in York. The report illustrated how existing processes with the function could be adapted to meet the requirements of 'community call for action' and suggested alternatives for managing reviews with partners.

Members were reminded that processes were already in place to deal with a corporate response to the wider implications for local authorities contained within the White Paper and it was suggested that any comments they might have at this stage be fed into that process.

RESOLVED: That the report be received and Members concerns generally regarding the resource implications arising from the new arrangements for scrutiny contained within the White Paper be referred for consideration as part of any wider response to it from the Council.

Councillor Kirk, Chair

[The meeting started at 6.00pm and finished at 7.50pm]

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| MEETING | SCRUTINY MANAGEMENT COMMITTEE |
| DATE | 29 JANUARY 2007 |
| PRESENT | COUNCILLORS KIRK (CHAIR), MERRETT (VICE-CHAIR), BLANCHARD, CUTHBERTSON, HYMAN, LIVESLEY AND D'AGORNE (SUBSTITUTE) |
| | COUNCILLOR MOORE FOR MINUTE NO.53 BELOW |
| APOLOGIES | COUNCILLOR HILL |

50. CHAIR'S REMARKS

The Chair referred to issues arising from the SMC calling-in meeting on 8 January 2007, convened to discuss the York West Swimming Facilities. She read out the following statement:

“I received a representation regarding the issues arising out of the SMC calling-in meeting on Monday, 8 January – which was to discuss the Executive decision on the York West swimming facilities.

After consultation with the officers I stated that the Council had received no complaints about the consultation process. At the time I understood that statement to be true, but it has since transpired that a complaint had been received by an elected Member, by e-mail, which was passed to officers. To that extent I wish to formally withdraw that statement as it now appears it may have been inaccurate.

I have also been asked to reconsider my ruling in respect of the representations presented orally by Cllr Merrett to the Committee. I have spoken to the Head of Legal Services and understand that although my comments were a legitimate response to those representations the provisions in Standing Orders which allow a member of a Committee to be ruled out of order are limited to those matters set out in paragraphs 14 & 16 of Standing Orders.

Having reflected on this information, I accept that Cllr Merrett's conduct was not in breach of either of these Standing Orders and therefore was not out of order and I withdraw that ruling.”

Cllr Merrett expressed his appreciation that the ruling had been withdrawn.

51. DECLARATIONS OF INTEREST

The Chair invited Members to declare any interests they might have in the business of the meeting. Councillors D'Agorne and Merrett declared personal but non-prejudicial interests in any cycling related issues raised as part of debate under Minute No.54 below (Update on Implementation of

Recommendations of Previous Scrutiny Reviews – Cycling Policy & Provision of Facilities).

52. PUBLIC PARTICIPATION

The Chair reported that no registrations to speak at the meeting had been received under the Council's Public Participation Scheme.

53. HIGHWAYS MAINTENANCE PROCUREMENT REVIEW AD-HOC SUB-COMMITTEE

Members considered a report which provided an update on progress relating to the above review, in view of the timescale set by Scrutiny Management Committee (SMC) for completion of Part A of the Sub-Committee's remit.

In November 2006, the SMC had agreed that Part A should be completed by the end of January 2007, to enable the findings to be used in considering the Council's next steps following the outcome of the PFI Expression of Interest (EOI), which was expected at that time. Subsequently, the DfT had indicated that the outcome of the EOI was not likely to be known until early/mid February. Furthermore, the Sub-Committee had recognised that they would not be able to give due consideration to all the objectives within the timescale set by SMC. They had therefore requested that the timeframe be extended and that a final draft report be brought to SMC on 26 February 2007.

The Sub-Committee had already met twice informally to consider the first three objectives of Part A of the remit. Their findings to date were set out in Annex B to the report. The recommendation was to extend the timeframe until 26 February. Members agreed that an extension to March would be preferable, to enable the Sub-Committee to hold a further three meetings during February before reporting back to SMC in March.

RESOLVED: That the timeframe for completion of the review of Part A of the remit for the review of Highways Maintenance Procurement be extended to 26 March 2007.

REASON: In order to allow full consideration to be given to the objectives of Part A of the remit.

54. UPDATE ON IMPLEMENTATION OF RECOMMENDATIONS OF PREVIOUS SCRUTINY REVIEWS

Members received a report which was intended to provide an update on the implementation of recommendations from Scrutiny reviews completed since 2004.

A list of the recommendations had been circulated to all relevant Officers within Directorates, with a request that they submit their updates no later than 26 January 2007. However, not all updates had been received and Members felt that it would be better to allow more time for responses to be received.

RESOLVED: That this item be deferred to the next meeting of the Committee.

REASON: To allow sufficient time for the submission and consideration of Officers' responses.

55. REVIEW OF TRAFFIC CONGESTION - PROPOSED REMIT

Members considered a report which presented a suggested remit for the Scrutiny review topic entitled Reducing Traffic Congestion in York (topic no. 120). A full discussion took place on the proposed remit.

RESOLVED: That the following be agreed as the remit for this topic:

“Aim

To identify ways including LTP1 & LTP2 and other evidence, of reducing present levels of traffic congestion in York, and ways of minimising the impact of the forecast traffic increase.

Objectives

Having regard to the impact of traffic congestion (based on external evidence and those measures already implemented in LTP1 or proposed in LTP2), recommend and prioritise specific improvements to:

- CO² Emissions
- Air Quality, in particular looking at the five hotspots identified in the LTP2
- Economic Performance
- Quality of Life
- Accessibility to services, employment, education and health
- Road Safety
- Journey times and reliability of public transport
- Alternative environmentally viable and financially practical methods of transport”

REASON: To enable the agreed review on 'traffic congestion' to commence as soon as possible.

Cllr Kirk, Chair

[The meeting started at 5.00 pm and finished at 6.25 pm].

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Scrutiny Management Committee

26 February 2007

Report of the Head of Civic Democratic & Legal Services

Update on Implementation of Recommendations of Previous Scrutiny Reviews

Summary

1. This report provides Members with update information on the implementation of recommendations made as a result of the reviews completed since 2004.

Background

2. At a previous meeting of Scrutiny Management Committee, Members requested an update on the implementation of the recommendations made as a result of all completed scrutiny reviews since 2004 which were subsequently approved by the Executive.

Consultation

3. Relevant officers within Directorates were asked to submit their updates no later than Friday 26 January, to allow consideration of these at the meeting of SMC on 29 January 2007. In some cases this was not possible and so SMC agreed to defer consideration of the updates until their next meeting.

Options

4. Members can agree the scrutiny comments shown in Annex B and:
 - a. Sign off those recommendations where implementation has been completed, and;
 - b. Request further updates to clarify any outstanding recommendations

Analysis

5. The annual scrutiny reports for 2004/05 and 2005/06 contained information on all the reviews completed within that timeframe – see Annex A. The approved recommendations arising from those reviews and any reviews completed since, are contained within Annexes B & C .

6. The following reviews were listed in the annual scrutiny report for 2004/05. It is not clear if these reviews ever took place as no evidence / information can be found. Any recommendations arising are therefore unknown:
 - Environmental Management Systems
 - Property Management
7. A review of 'Housing Allocations Systems' was completed in May 2005. The Executive Member for Housing approved the recommendations but on 7 June 2005 the Executive deferred consideration of the final report. There is no record of report being considered at a later date.
8. A review of 'Housing Repair Contracts' was completed in September 2004. Scrutiny Management Committee considered the final report on 25 October 2004 and a number of recommendations were agreed for future action. The final report and approved recommendations were fed into a report considered by the Executive In November 2004, which sought approval for the establishment of a Housing Repairs Partnering Agreement between Community Services and Commercial Services for the responsive and voids repair service to the City of York Council's housing stock and associated properties. Full implementation of the approved recommendations occurred through the resulting Service level Agreement.
9. An update on the review of 'Resources to Deal with Crime Levels in York' was considered in April 2005 by the Economic Development & Community Safety Scrutiny Board. The Chief Constable declined an invitation to discuss this review with Members of the Board but highlighted that resources were being put into a number of new initiatives which York would benefit from. At that time, the Board agreed to bring this topic to conclusion.
10. A review of 'Post-16 Inclusion in Education' was completed in February 2005. The Education & Children's Services EMAP considered and approved the final report and recommendations on 15 March 2005. They requested the implementation of an action plan to keep them updated on the outcome of the recommendations and continue to receive reports on any issues concerning post-16 access and inclusion.

Corporate Objectives

11. This process of monitoring the implementation of approved recommendations will contribute to improving our organisational effectiveness.

Implications

12. There are no known Financial, Human Resources, Equalities, Legal, ITT or Other implications connected to this report".

Risk Management

13. In compliance with the Councils risk management strategy, there are no known risks associated with this report.

Recommendations

14. Members are asked to note the contents of this report and agree which recommendations arising from previously completed scrutiny reviews can be signed off.

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

Contact Details

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Chief Officer Responsible for the report:

Suzan Hemingway
Head of Civic, Democratic & Legal Services
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Report Approved



Date 23 January 2007

Wards Affected:

All



For further information please contact the author of the report

Background Papers: None

Annexes

Annex A - Summary of all reviews completed since June 2004

Annex B - List of recommendations approved by the Executive since September 2004

Annex C – Floods Scrutiny recommendations and updates

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REVIEWS COMPLETED AND REPORTS PUBLISHED
June 2004 – May 2005

| <u>TITLE</u> | <u>SCRUTINY BOARD</u> | <u>DATE</u> |
|--|--|-----------------------|
| Environmental Management Systems | Environment and Sustainability | June 2004 |
| Regional Government | Economic Development and Community Safety | June 2004 |
| Floods | Ad Hoc Panel | September 2004 |
| Post Office Closures | Public Meeting | September 2004 |
| York City Centre Retailing | Economic Development and Community Safety | October 2004 |
| Property Management | Resources | October 2004 |
| Cycling Policy & Provision of Facilities | Planning and Transport | October 2004 |
| Young People in York | Ad Hoc Panel | November 2004 |
| Housing Repair Contracts | Ad Hoc Panel | November 2004 |
| Mental health needs of the homeless with special reference to mental health needs | Social Services and Health | November 2004 |
| Public Access to Archaeology | Leisure and Heritage | December 2004 |
| Post-16 Inclusion in Education | Education | March 2005 |
| The cleaning of gullies, gutters, footpaths and back lanes on terraced streets | Commercial Services | May 2005 |
| Housing Allocations | Housing | May 2005 |

REVIEWS COMPLETED AND REPORTS PUBLISHED
June 2005 – 25th May 2006

| <u>TITLE</u> | <u>SCRUTINY BOARD</u> | <u>DATE</u> |
|--|--|----------------------|
| Drugs Alcohol and Anti-Social behaviour | Economic Development and Community Safety | April 2006 |
| Confidentiality and Transparency Ad-Hoc Panel | Economic Development and Community Safety | February 2006 |
| Scrutiny of Housing Allocations Systems | Housing Scrutiny Board | May 2005 |
| The Cleaning of Gullies, Gutters, Footpaths and Back Lanes on Terraced Streets | Commercial Services Scrutiny Board | May 2005 |
| Sustainable Energy in Council Buildings: Energy Use, the City of York Council and Display | Environment and Sustainability | July 2005 |
| Take-Aways; Powers of Enforcement | Environment and Sustainability | October 2005 |
| Sustainable Energy in Council Buildings: Generating the Future | Environment and Sustainability | February 2006 |
| Allocation of Police Resources in York and N. Yorks | Economic Development and Community Safety | May 2005 |
| Sustainability and Social Responsibility in Procurement | Resources Scrutiny Board | July 2005 |
| Putting Libraries at the Heart of the Community | Leisure and Heritage Scrutiny Board | November 2005 |
| The Future of York City Archives | Leisure and Heritage Scrutiny Board | December 2005 |
| Social Services Scrutiny Board | Services for Care Leavers in York | November 2005 |

| Board and Topic | Rec No. | Recommendations as approved by the Executive on 9 November 2004 | Update on Implementation of Recommendations as at January 2007 |
|---|---------|--|---|
| Social Services and Health Scrutiny Board: Access to Services to the Homeless in York (Review Completed Sept 2004) | 1 | The Council, with Selby and York PCT, should support the aims and long-term financial maintenance of the PMS. | No progress, but maintaining current service in light of PCT's financial difficulties |
| | 2 | The Council should request that the PCT re-establishes the drop-in service at Carecent. | This recommendation was signed off by the former Social Services and Health Scrutiny Board in July 2005. |
| | 3 | The Council should work towards building a stronger and closer working relationship with the PMS. | This recommendation was signed off by the former Social Services and Health Scrutiny Board in July 2005. |
| | 4 | The Council should request that the PCT examines ways of increasing the profile of PMS in the voluntary services. | PMS regularly attends the Homelessness forum thus raising its profile with relevant voluntary agencies. |
| | 5 | The Council should request that the PCT seeks to increase the number of detox beds in York. | This recommendation was signed off by the former Social Services and Health Scrutiny Board in July 2005. |
| | 6 | The Council should look jointly with the PCT into ways of providing more rehabilitation services to support clients after detox. | This recommendation was signed off by the former Social Services and Health Scrutiny Board in July 2005. |
| | 7 | The Council should work to develop better relationships with external organisations, encouraging these groups to improve communications between themselves and with the Council. | This recommendation was signed off by the former Social Services and Health Scrutiny Board in July 2005. |
| | 8 | The Council should investigate ways of sharing training opportunities in this area both across the Council and with other statutory and voluntary organisations, in order to reduce the cost incurred by smaller agencies. | This recommendation was signed off by the former Social Services and Health Scrutiny Board in July 2005. |
| | 9 | The Council should examine the use of grant-supported joint training for staff working with the homeless on mental health issues. Statutory bodies should take a lead role in assessing training needs across all interested agencies and should promote the take-up of that training. | This recommendation was signed off by the former Social Services and Health Scrutiny Board in July 2005. |
| | 10 | The Board should be supplied with the results of the Advocacy for the Homeless survey currently being conducted by Mind. | The Board received a copy of the results |
| | 11 | This Board or the Council should write to the ODPM explaining the main findings of this review and highlighting the need for flexibility in policy based on the 'local connection' directive. | This recommendation was signed off by the former Social Services and Health Scrutiny Board in July 2005. |
| | 12 | The council should maintain its homelessness strategy, continuing its current policy on homelessness and its policies aimed at preventing homeless people from developing mental health problems. | The general Homelessness prevention agenda has been prioritised and resources with Homelessness Services re-configured to address this. Supporting People are looking to fund a specialist mental health accommodation worker to address specific mental health needs |
| | 13 | In recognising the welcome review of the housing allocation process, the council's housing allocations continue to be made with sensitivity to clients' needs for suitable homes and appropriate support. | This recommendation was signed off by the former Social Services and Health Scrutiny Board in July 2005. |
| | 14 | The Council should examine ways of increasing support given to the homeless in temporary accommodation and while in tenancies. | This recommendation was signed off by the former Social Services and Health Scrutiny Board in July 2005. |
| | 15 | The council should examine tenancy sustainability programmes as a way of helping particularly vulnerable people. | This has been highlighted in the Supporting People review and several schemes have been proposed to address this. |

Scrutiny Comment: Any outstanding issues could be referred to Health Scrutiny and review could be signed off

| Board and Topic | Rec No. | Recommendations as approved by the Executive on 26 Oct 2004 | Update on Implementation of Recommendations as at January 2007 |
|--|---------|---|---|
| Economic Development and Community Safety Board: City Centre Retailing (Review Completed June 2004) | 1 | a) That the appeal and potential benefits of a large 'flagship' retailer in York are acknowledged as a valuable addition to the stores that York already has. | New brand retailers are coming to the City. H & M, Zara, New Look, etc. have all recently established in York in new developments such as Spurriergate. It is considered that the location of a flagship retailer would attract further investment of this kind since shoppers seek key brand names for destination shopping. |
| | | b) That future efforts to develop this type of retailer are supported, if it is viable to do so in view of the other issues that must be taken into account when any such large scale development is proposed. | Planning Officers are in meetings with the land owners Land Securities and are currently discussing their principles and how this fits into the Development Brief and the LDF process. Further consultation with Castle Picadilly Reference Group will be needed to develop the Castle Piccadilly Area which is the most suitable area to locate a flagship retailer. |
| | 2 | a) That the appeal and potential benefits of a primarily food selling retailer in York city centre are acknowledged. b) That future efforts to develop this type of retailer are supported, providing the other planning requirements that must be taken into account for such developments can be satisfied. c) That a large, non-specialist food retailer be sought for the city centre, to serve a broad customer base | The Foss Islands site is currently being cleared and preparation work is underway to develop a new Morrison's Food Store. This store is likely to be completed before Christmas 2007. However, there may still be the need for a primarily food-selling retailer in a more central location. Budgens on the corner of George Hudson Street and Micklegate is the largest existing store within the City Walls. 'Out of this World', an organic supermarket has opened recently in the old Presto's supermarket building in George Hudson Street (under the multi-storey car park). |
| | 3 | a) That the uniqueness and diversity of York's shops is acknowledged as a particularly appealing aspect of shopping in the city. b) That efforts to promote the city as a shopping venue emphasise this uniqueness. c) That council officers look into how the council's planning powers could be used to encourage new stores to design their shop fronts, so that wherever possible they compliment the architecture and character of the building and street they occupy | See 4 a) below See 4 a) below National planning policy applies PPG 15 Historic Environment , Good design in historic locations. Local policy is also enforced - Shop Frontage in Historic Locations HE6 "Planning permission will be only granted for new, or alterations too the existing shop front in conservation areas or listed buildings where the propose design preserves or enhances the character of the area or building. " |
| | 4 | a) That the uniqueness of many of York's shops and of some of the events that the city stages (and has the potential to stage in the future) are recognised as a key attraction and selling point of the city. b) That efforts to promote these unique shops and events are supported and encouraged, particularly in terms of raising York's profile as a centre for certain specialist interests. c) That the success of specialist market events is acknowledged and more widely encouraged | Shopping is featured in the Official York Visitor Guide and on www.visitork.org website. Regarding events there is a specific City of Festivals website and events and evening activities are featured in the visitor guide and website. Unique independent shops are promoted through the Shopping Trails leaflet which is purpose designed to highlight the diversity of independent shops in the city. Other information can be found on the Visit York website. The City Centre Office have a City Centre Events Strategy which highlights the importance of Specialists Markets to York's visitor offer. As an example the Yuletide York promotion in 2006 featured York's biggest ever selection of specialist pre-christmas markets, show-cased in the Yuletide York 2006 promotion. |
| | 5 | That the detailed review of the methods in place to raise awareness of which shops there are in York and where these are based is conducted and that this should include a specific focus on improving: i) Signage in and around the city centre. ii) Information that raises awareness about the diversity of shops in York and where these are based. | See below: Signage and banners are used to showcase the City festivals, however more could be done to improve signage in the City Centre itself. This is currently being reviewed. See Section 4a) |
| | 6 | That a detailed review is conducted of York's city centre toilet facilities with a view to considerably improving these facilities. This review should include in its considerations:- i) How to improve the cleanliness and hygiene of the toilets. ii) Reviewing the number and location of toilets including a review of the distribution of users. iii) How to fund improvements to toilets – considering charging for usage on the provision that money made is invested in improving and maintaining facilities. iv) Staffing – whether any money made from charging for toilets could be invested in staffing the toilets to maintain their upkeep and safety. v) Signage for toilets, including disabled toilets | A detailed review of City Centre Public Toilet provision is to be carried out in the 2007/08 financial year. This review will address points i) to v). The toilets in Parliament Square are to be relocated to a new, purpose built-facility which will address some of these issues in the shorter term. |
| | 7 | a) That officers carry out a detailed review of boarded-up shops and devise and initiate a system for monitoring the number of boarded-up shops in any given street or area in the city centre. b) That officers consider how to reduce the negative appearance of such shops when a build-up of them is identified. These considerations should include looking at the viability of open shops using unoccupied shops for additional window space | 50 of the 1100 Retail units in the City centre are vacant as of January 2007. This number is a significant reduction on the 2004 figure of 80 premises. This number allows for choice and churn of retail location and development. This is being explored as a possible initiative should a build-up occur. At the current level of 4.5% , it is not likely that owners would release window space in a market which may mean the shop is only unlet for a short period. |

| Board and Topic | Rec No. | Recommendations as approved by the Executive on 26 Oct 2004 | Update on Implementation of Recommendations as at January 2007 |
|--|---------|--|---|
| Economic Development and Community Safety Board: City Centre Retailing (Review Completed June 2004) | 8 | a) That efforts to improve and then maintain the appearance of the city centre by reducing rubbish are fully supported and encouraged to continue. b) That initiatives to improve the appearance of the city centre incorporate considerations of how the effective usage of bins can be maximised, particularly in terms of using bins that have ash trays in areas where large numbers of smokers are likely to be concentrated. c) That an adequate programme of repair and replacement of litter bins is put in to place | These three recommendations are being addressed as part of the ongoing review of Street Scene services. |
| | 9 | a) That art in York (in a diversity of forms) is recognised as a valuable way of adding to the attractiveness of the city centre and interest in it. b) That initiatives aimed at bringing more art to the city (where that art adds value and interest to the city's appearance) are supported. | Initiatives such as the Renaissance project and recently the Illuminating York project have both been successful in encouraging art in to the City Centre especially throughout the evening. The Illuminating York project has introduced world-class contemporary art and cutting edge lighting technology in the City. The "Recovered Light" on the east window and the previous years illumination on the west window of the Minster have been the flagship features in the city. The illuminating York trail has led visitors and residents across the city to appreciate different forms of art and is an attempt to attract people in to the City at night time. In addition to illuminate York we have also carried out research among residents as well as visitors into York's appeal in the evening and would seek to work with retailers and others on developing further a successful evening economy. |
| | 10 | a) That the capacity for people to move efficiently and easily around the city centre is recognised as an important factor in helping to make the city appealing to people. b) That support and encouragement is given to initiatives that aim to achieve these goals of efficient, easy movement around the city, initiatives that could include: i) A specific 'city centre shopping' vehicle. The intention would be to examine the use of 'people mover' vehicles made to a sustainable design. ii) Efforts to make it easier for shoppers to transfer larger purchases from one part of the city centre to another (particularly to car parks) and/or via a home delivery service. iii) Efforts to promote York's different shopping venues (the city centre and out of town venues) as opportunities for one large shopping experience, rather than as totally distinct experiences. | This is being considered as part of the tender process on the new Park and Ride contract. Sustainable Park and Ride services exist that link the city centre to out of town shopping sites; eg 9 to Monks Cross, 7 to the Designer Outlet and service bus 6 to Clifton Moor |
| | 11 | That a review of parking charges is fully supported and that this takes into account the following considerations: i) The impact of parking charges on the evening economy. ii) How the removal of free 'on street' parking spaces are impacting on the number and type of shoppers in certain areas. iii) How to challenge unrealistically negative perceptions of parking charges in the city iv) The impact of the charges specifically on York's peripheral retail streets | A major review of parking charges took place in 2004 just before the retail scrutiny committee initially reported. Parking charges are reviewed on an ongoing basis giving overall consideration to the Council's Local Transport Plan and the needs of wider the local community. Revised parking charges for evening parking in the streets and car parks were introduced in 2004 providing a £2 evening charge for visitors and £1 charge for residents. See above. See above. |
| | 12 | a) That full support is given to initiatives aimed at ensuring that pedestrianisation rules on all relevant York streets are adhered to. b) That every effort is made to ensure people are well informed about what York's pedestrianisation hours are and to which streets they apply | The City Centre Office is operational 7 days per week. Advice and information is given to users of the footstreet area and literature relevant to its regulations is available and offered through the office. The City Centre Office has two dedicated Enforcement Officers that patrol the footstreets 7 days per week. First-hand advice is offered to drivers whilst in the zone as well as 'posted out' to telephone enquirers by way of a 'Footstreets Leaflet' that explains the regulations. |
| | 13 | a) That any current or future considerations of potential coach drop-off points in or around York city centre include recognition for the need to try and increase footfall to b) That considerations of changes to, or potential new, bus drop-off points also include recognition of this need. c) That consideration is given to how to encourage visitors to enter the city centre from the railway station via Micklegate, which is a peripheral shopping street. | The Local Transport Plan includes specific recommendations for a review of Coach Drop-off points in the city, in the meantime, new updated Coach Parking information has been published and distributed to coach operators to ensure that they have the most up-to-date information on services in York. York has implemented successful coach parking measures for St Nicholas' Fair (the last weekend of November) which bring over 400 vehicles (over 20,000 passengers) to York over that weekend. Transport planners believe that it would not prove effective in introducing signage to direct pedestrians towards Micklegate unless a new visitor attraction was planned. Should that occur, the situation could be reviewed. |
| | 14 | a) That the importance of trying to find innovative and effective ways of raising awareness about events, attractions and specialist shopping areas in the city centre is acknowledged. b) That efforts aimed at raising awareness about events and attractions amongst visitors and residents are supported | See section 4a) Specifically for residents we have the Residents First Weekend which remains the most popular annual event with more visitors than ever. With all major events, information is readily available through local media, libraries, other council offices and information is circulated to city centre retailers. |

| Board and Topic | Rec No. | Recommendations as approved by the Executive on 26 Oct 2004 | Update on Implementation of Recommendations as at January 2007 |
|--|---------|---|---|
| Economic Development and Community Safety Board: City Centre Retailing (Review Completed June 2004) | 15 | a) That the need to raise awareness about the location of York's key information points is acknowledged. b) That efforts to address this issue are supported. | We are now at the advance stage of completing the City Centre Map Panels with updated information. Investment in both the Station and the De Grey Rooms Visitor Information Centres has improved customer service and satisfaction. See above. |
| | 16 | a) That efforts to build stronger partnerships that recognise the diversity of interests between businesses in the city and City of York Council are recognised as an extremely important way of helping to promote the city and devising strategies which benefit the city's retailers and its prosperity as a whole. b) That partnerships are devised in such a way that they aim to benefit the many different types of retail business in the city. c) That initiatives aiming to build stronger partnerships, with a view to achieving more effective city centre management, are fully supported. | York City Centre Partnership Ltd was launched in October 2005 as an independent company limited by guarantee. There are seven directors, three from the private sector, three from the City Council and one from Yorkshire Forward. The Retail Strategy Group which brings key retailers together with the Leader of the Council and Senior Officers meets three times a year and discusses policies and issues of concern to the retailing community. Representatives are also drawn from streets across the city to form a sixteen-strong Retailers' Forum under the auspices of YCCP. Consultation is underway to investigate the appetite for a Business Improvement District in the City Centre as a fair way of raising additional funding for added-value improvements. See above. |
| | 17 | a) That the negative impact that crime, drugs and anti-social behaviour can have on retailing in York is acknowledged. b) That initiatives aiming to tackle these problems are fully supported. c) That future work seeking to examine these problems in more detail and identify possible solutions, is encouraged and supported. d) That further information be sought from the Safer York Partnership and relevant groups on the impact that crime, drugs and anti-social behaviour has on retailing in York. | This is recognised and acknowledged. The Retailers Against Crime in York (RACY) Partnership now has 250 members with a manager and is currently developing enhanced relationships with the Police and a Service Level Agreement with the Police is currently being developed. Regular meetings with SYP take place with YCCP to measure the cost of crime and monitor the impact on the retail community. |

Scrutiny Comment: It is recommended that this review is signed off as the update information appears to address all of the agreed actions

| Board and Topic | Rec No. | Recommendations as approved by the Executive on 18 April 2006 | Update on Implementation of Recommendations as at January 2007 |
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| Economic Development and Community Safety Board: Drug and Alcohol Anti-social Behaviour (Review Completed in March 2006) | 1 | The Board urges North Yorkshire Police to consider its support arrangements for dealing with the city centre, including the re-establishment of a city centre office, as a visible presence in the city centre is a key factor in addressing retail crime and anti-social behaviour resulting from drug and alcohol use. | NYP have indicated that they are interested in securing a place either in the new public information centre or the new Hungate offices to improve their City Centre contact arrangements with the public. |
| | 2 | Given the evidence that a high proportion of incidents of shoplifting are motivated by drug use, the Board recommends that treatment and rehabilitation services for drug users is given a high priority by the Safer York Partnership and Adult Services. | The Executive noted this recommendation and confirmed that any change in the allocation of resources within the Adult Social Services Dept was a matter for the budget round. |
| | 3 | That the Executive writes to the Home Office and to local MPs expressing the Council's disappointment that the courts service has not responded to the Scrutiny Board's request for information, and asking them to seek Government action to foster partnership working. | The Chief Executive communicated this and other similar concerns to local MPs and the Home Office |
| | 4 | The Board welcomes the development of the City of York Alcohol Strategy but recommends that it specifically addresses the issues of selling alcohol to people who are already drunk and tackling those who are repeatedly drunk and disorderly on the street. | This aspect of enforcement lies with North Yorkshire Police |
| | 5 | a) The Board recommends that the comparative data on the incidence of crime and anti-social behaviour inside and outside the saturation zones is made available to the relevant Executive Member and Advisory Panel 12 months after the introduction of the Licensing Act so that its impact can be assessed. To be timed to fit in with the statutory review required by the Licensing Act 2003. | A report is to be considered by the Licensing Act 2003 Committee on 2nd February 2007 which contains this data. This is the appropriate forum for it to be considered in accordance with the CYC Delegation scheme The report will also be referred to planning committee in accordance with the statutory guidance to the Licensing Act. |
| | | b) The Board recommends that officers explore the option of a follow-up survey carried out with local residents and businesses to find out about their experiences of the impact. To be timed to fit in with the statutory review required by the Licensing Act 2003. | The report referred to above includes details of the public consultation carried out. This includes press reports, website survey, direct mailing and residents questionnaires in city centre wards. |
| | 6 | a) The Board recommends that, as part of the Best Bar None scheme, licensed premises are encouraged to take a tough approach to excessive drinking, in accordance with the regulation not to serve people who are already drunk | a) The Best Bar None scheme is a national scheme with nationally set criteria. One of the assessed criteria involves procedures for dealing with drunkardness. |
| | | b) The Board recommends that, as part of the Best Bar None scheme, a training scheme is developed that will ensure all participating premises meet minimum criteria for supporting staff in dealing with drunkenness | b) All premises which sell alcohol must have trained and certificated personnel. All training courses involve dealing with drunkardness |
| | | c) The Board recommends that, as part of the Best Bar None scheme, a publicity campaign is implemented to raise the public's awareness of the law and that it will be enforced. | c) This has been included in the first years publicity for the scheme. It will be reinforced in subsequent years. |
| | 7 | That information is disseminated, through the Licensing and Regulation department, to be displayed in licensed premises and taxis that gives information about alcohol units and contact details of support agencies for people with drug and alcohol problems. | This work has been done in partnership with the PCT, York Alcohol Advisory Service through the York Alcohol Strategy Group. Work includes media campaigns in the press, posters in buses, mailing to major employers for distribution to employees, info in public places such as GP surgeries, dentists, bars, clubs etc. Taxis have not as yet been included. |
| | 8 | That the Executive lobbies the Government and local MPs to establish a national Alcohol Arrest Referral Scheme which would result in more opportunities for the | See (3) above |
| | 9 | That the Executive lobbies the Government and local MPs to request that the negative price differential between alcoholic and soft drinks is addressed in order to discourage alcohol volume drinking and encourage soft drink alternatives. | See (3) above |
| | 10 | The Board recommends that, as part of the CCTV system upgrade, the Council takes a proactive role in seeking to close key gaps in the system e.g. Rougier Street and Toft Green and encourages businesses and taxi operators in York to contribute to the cost of CCTV cameras in their locality. | This was taken into consideration when negotiations took place in respect of extending and improving the CCTV network |
| 11 | That the issue of domestic abuse related to alcohol use and binge drinking is taken up as a separate scrutiny review. | No topic on this subject matter has been registered for consideration by SMC | |
| 12 | That, as part of the Best Bar None initiative, the confiscation of false identification is mandatory and action is taken against young people who repeatedly try to buy alcohol with false IDs. | This is not part of the The National Best Bar None Scheme so cannot be included as part of that initiative. Licencees have no legal authority to confiscate fake ID's. The North Yorkshire Police are however looking to address the issue of action against underage purchasers. | |
| 13 | That the Executive Member for Children's Services and the Safer York Partnership explore the option of ongoing funding being made available for young people to receive accurate information on alcohol units and the effects of alcohol/drug use that is delivered in the most effective learning format for them. | The Executive noted this recommendation and confirmed that any change in the allocation of resources within the Adult Social Services Dept was a matter for the budget round. | |

Scrutiny Comment: It is recommended that this review is signed off as the update information appears to address all of the agreed actions

| Board and Topic | Rec No. | Recommendation as approved by the Executive on 12 October 2004 | Update on Implementation of Recommendations as at January 2007 |
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| Planning & Transport Board: Cycling Policy and Provision of Facilities (Review Completed in September 2004) | 1 | That all cycling policies take account of the fact that there are many different cycle user groups in York with different concerns and levels of concern. Wherever possible all of these groups should be catered for on York's cycling network and throughout its cycling provisions. | This policy has been adopted in the newly revised cycling strategy and will form the basis of cycle scheme design as it will be included in the briefs for cycle schemes. The "Design Cyclist" concept has been adopted and cycle facilities will now cater for a range of cyclists from inexperienced new cyclists to daily commuters. |
| | 2 | That wherever possible cycle routes should allow access to all different types of cycles to ensure that cycling is available for different types of users right across the city | New barrier arrangements have been trialled and a new type of barrier adopted which accommodates as many types of cycles as possible whilst still preventing unauthorised access by motorcycles. Cyclists unable to negotiate the new type of barrier can still obtain RADAR keys to use the adjacent locked gates. |
| | 3 | That in developing on-road cycling provisions priority is given to: 1. Completing gaps in the network, especially at particularly dangerous and/or busy points 2. Putting on-road cycle lanes on main roads where queuing is a regular occurrence, to allow cycles to bypass the queues | For the past couple of years the schemes implemented have concentrated on filling gaps in the network. The schemes proposed for next year will also satisfy this criteria. Junctions and cycle lanes will be addressed where appropriate and where other works are taking place and opportunities arise to undertake works. |
| | 4 | <p>That increased efforts are made to improve the quality, safety and coherence of York's cycling network. These should include initiatives that aim to:</p> <ul style="list-style-type: none"> § Ensure consistent and well connected cycle routes run throughout the city. § Develop and improve dedicated cycle tracks § Increase consideration of others and awareness of safety issues amongst all road users (challenging negative perceptions). A 'considerate road user' campaign should be looked at as a way of achieving this. § Using mandatory cycle lane specifications in preference to advisory ones. <p>§ Avoid wherever possible, features that hinder the safety or perceived safety of cyclists, such as narrow cycle lanes and combined bus and cycle lanes and provide full width segregated cycle lanes, if necessary by considering road space reallocation.</p> <p>§ Enhance the land available for public highways when a development opportunity arises, to enable off road cycle paths or at second best full width cycle lanes on the road.</p> <p>§ That the points set out above are referred to the Green Belt Working Group for consideration as part of the amendments to the Local Plan.</p> | <p>In concentrating on filling gaps in the network this will be addressed</p> <p>Cycle audit and cycle review policies have been adopted as part of the new Cycling Strategy</p> <p>This has been put forward as part of the long term action plan in the new cycling strategy</p> <p>New cycle routes will specify mandatory routes in preference to advisory ones where appropriate, however, this may cause lengthy delays to the implementation process if large numbers of objections are received and it is necessary to hold a public inquiry.</p> <p>This will be included in briefs for new schemes but as the recommended minimum width for cycle lanes is 1.5m this may result in less being implemented where there isn't sufficient room (even with road space reallocation). Innovative solutions to such problems will be sought.</p> <p>The council will continue to push for the maximum cycle and pedestrian facilities through new developments through the development control process. Promotion of off-road facilities over on-road solutions goes against the DfT's "hierarchy of provision" which has been adopted as part of the revised cycling strategy and which recommends that on-</p> <p>The LDF will include the above as part of the revised cycling strategy</p> |
| | 5 | That City of York Council identify potential opportunities in and/or around the city centre to build a safe and ideally sheltered cycle parking facility. This facility should use innovative ways to ensure a high level of security for bicycles parked in it. It should be considered through the council's regular planning procedures. That this is referred to the Green Belt Working Group for consideration as part of the amendments to the Local Plan. | The TPU are currently investigating 2 sites for secure cycle parks, namely, the former Lendal Sub-Station adjacent to Lendal Bridge and the disused tunnel which runs between Piccadilly Car Park and Castle Car Park, the latter would only be a temporary solution as the tunnel will form part of the Coppergate 2 development if and when it goes ahead. Property Services are also now aware that we are actively looking for potential sites for secure cycle parking. |
| | 6 | That when a cycle lane comes across a difficult obstacle, innovative ways are explored of either enabling the lane to continue or suggesting a continued route for cyclists. This should be done with the aim of enabling all the different types of bicycles and cyclists to use as much of the network as possible | This has been adopted as a policy in the new Cycling Strategy |
| | 7 | That every effort is made to maximise the safety of York's cycle network through high quality and regular maintenance and (wherever possible and appropriate) the use of sufficient lighting to make routes accessible to people at all times | Maintenance of the network will be continued through the budget specifically allocated to cycle route maintenance, however, this was cut back to £15K last year as a budget saving therefore the maintenance needs to be targeted, similarly the former £30K budget which was available a couple of years ago for cycle margin works on the carriageway |
| | 8 | That commitments to develop and improve York's road/cycle network (including commitments made as part of the forthcoming 'Local Transport Plan') are matched by adequate staffing levels to help the council to fulfil those commitments. Efforts should be made to ensure that all staff whose work impacts upon the cycle network, are sufficiently trained and skilled to enable them to deliver high quality, safe and cycle friendly improvements to the network effectively and efficiently | Staffing levels have been cut across most departments in recent years due to budget constraints the council no longer have a specific "Cycling Officer", however, there is now a bigger ownership of cycling across the Transport Planning Unit to avoid the loss of all the knowledge should one officer leave the authority as has happened in the past. The council are also investigating the training courses provided by the PTRC in tandem with Cycling England to bring cycling awareness levels up across other departments whose works impacts on cyclists. |
| | 9 | That the Executive Member for Planning and Transport considers the existing method(s) used for prioritising cycling schemes with a view to assessing whether this needs to be updated in light of the recommendations of this report | A revised scheme prioritisation methodology was adopted as part of the new Local Transport Plan which takes into account such things as the DfT's shared priorities of Accessibility, Road Safety, Congestion and Air Quality. |

| Board and Topic | Rec No. | Recommendation as approved by the Executive on 12 October 2004 | Update on Implementation of Recommendations |
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| Planning & Transport Board: Cycling Policy and Provision of Facilities (Review Completed in September 2004) | 10 | a) That the infrastructure suggestions outlined in paragraphs 6.1 and 6.2 above are taken into account during future analyses of the developments needed on York's cycle network b) That in future, officers take into account the emphasis placed on these developments by those consulted, when assessing the popularity and appeal to users of different cycle routes and network developments | The recommendations of the board have been adopted as part of the revised cycling strategy which forms the basis for new scheme development As far as possible the wishes of the consultees were taken into consideration when rewriting the cycling strategy |
| | 11 | a) That a short interim update report on the progress made in implementing the recommendations outlined above be brought to the Planning and Transport Scrutiny Board in February 2005, or as near to then as possible b) That a full report on the progress of implementing the recommendations outlined above be brought to the Planning and Transport Scrutiny Board in June 2005 or as near to then as possible c) That this report is put together in partnership between the Board's Scrutiny Officer and the Transport Officer(s) responsible for implementing the recommendations | A presentation was given to the board of the draft cycling strategy before it was adopted as part of the LTP in December 2005 A progress report was brought to the Planning & Transport Scrutiny Board in Sept 2005. It reported that that some of the Board's recommendations were being taken forward into LTP2 and others into the revision of the cycling strategy. The Board noted that good progress had been made implementing the recommendations and it requested that the draft revised cycling strategy be presented to them for comment at the end of the year. This was received in December 2005 and their comments on it were fed back to officers for inclusion in the final document. |
| | Scrutiny Comment: It is recommended that this review is signed off as the update information appears to address all of the agreed actions | | |
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| Board and Topic | Rec No. | Recommendations as approved by the Executive on 17 January 2006 | Update on Implementation of Recommendations as at January 2007 |
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| Environmental & Sustainability Scrutiny Board - Sustainable Energy Use In Council Buildings: Energy Use, CYC and Display (Review Completed in July 2005) | 1 | Accepts the 'proposed way forward' outlined in the report, and approves the establishment of a Management framework that includes: <ol style="list-style-type: none"> i. The identification of an Executive Member with overall responsibility for energy and water management. ii. The identification of the Corporate Landlord (Energy Manager) as the senior officer in the council for energy and water management issues. iii. The creation of an Energy and Water Management Group (EWMG) chaired by the Corporate Landlord (Energy Manager) and comprising appropriate representatives from iv. The identification of partners and agencies that can act as advisors to the Council (EWMG) and provide support to the process when required. v. The adoption of performance indicators that enable the Council's performance to be measured and benchmarked against best practice, both internally and externally to CYC vi. The reporting of the Council's energy and water management performance to members on a regular basis (Appropriate EMAP or Executive) and to the Corporate Asset Management Group (CAMG) | Executive Member with overall responsibility for energy and water management established (Andrew Waller) supported by the Energy Champion (Cllr Vassie) Energy Manager established (Gary Christie) representing the Corporate Landlord EWMG chaired by Gary Christie with representatives from all directorates. Met three times in 2006 tasked with developing energy policy, funding issues, promotional activity, green tariffs etc. Links to the EWMG set up with Energy Advice Centre, Carbon Trust, CREATE, and Energy Efficiency Accreditation Scheme. Nominalised Performance Indicators utilised to identify best practice. Monthly league tables produced to target poorly performing buildings. Performance indicators calculated for the Asset Management Plan. Draft report 'Energy Use in Council Buildings' compiled dated January 2007 with the intention to report to members on policy and strategy through the Executive. On financial investment matters report will be through CAPMOG. |
| | 2 | The EWMG prepare an Energy Policy Statement for the City of York Council | Draft Energy Policy statement prepared through consultation with the EWMG and forms part of draft report 'Energy Use in Council Buildings' |
| | 3 | The EWMG prepare an Energy and Water Management Plan in line with the following key principles: <ol style="list-style-type: none"> i. The key driver to energy and water management is identified as the need to protect the environment in which we live and make a positive contribution to meeting the national and international climate change obligations of the UK. ii. It is recognised that to deliver the Energy and Water Management Plan, it must be considered within the context of the council's finite financial and human resources. iii. The Plan is to be developed as a corporate document that recognises and encourages input from all services within the council and in leading by example promotes the City of York Council as the lead agency in the City. iv. Wherever possible the Council will work with partners and other agencies to investigate and adopt acknowledged best practice within the industry. | Draft strategy forms part of the report 'Energy Use in Council Buildings' Forms part of the Energy Policy detailed in the report 'Energy Use in Council Buildings' Forms part of the report 'Energy Use in Council Buildings' Forms part of the report 'Energy Use in Council Buildings' Work and consultation with the Energy Advice Centre, Carbon Trust, CREATE and Energy Efficiency Scheme. |
| | 4 | Members approve expenditure totalling £7,950 to support the DISPLAY campaign (£7,200) and the annual subscription to Energie Cités (£750), to be funded from council contingencies. | Collection/verification of fuel monitoring data, Site specific improvements identified, printing and publication of Display Posters undertaken as approved expenditure. Membership fees to Energie Cites also maintained. Further buildings to be included in 2007/08. |
| | Scrutiny Comment: It is recommended that this review is signed off as the update information appears to address all of the agreed actions | | |

| Board and Topic | Rec No. | Recommendations as approved by the Executive on 6 December 2005 | Update on Implementation of Recommendations as at January 2007 |
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| Leisure & Heritage Scrutiny Board: Putting Libraries at the heart of the Community (Review Completed November 2005) | 1 | The Council will reorganise working arrangements (including the use of self-service technology) to ensure safe and effective working arrangements | Staffing restructure has reduced single staffing. The possibility of self issue is being investigated and costed |
| | 2 | The Council will review the core capabilities and skill profiles of all posts | The staffing restructure has provided a radical new structure with new job descriptions for all staff |
| | 3 | The Council will clarify the roles and responsibilities of all staff | The staffing restructure clarifies roles and responsibilities of all staff. There will be inductions for all staff in their new |
| | 4 | The Council will review recruitment and selection procedures to encourage a wider range of people to apply for vacant posts | This will be investigated in April 07 once the new structure is up and running |
| | 5 | The Council will institute staff training in: · Cultural diversity· Working with children and young people· Supporting people's use of ICT· Leadership and management · Supporting lifelong learning· Reader development· Customer focus · Possibility thinking | Cultural diversity training has taken place - delivered through Future Prospects key staff have been on the national leadership course.All staff have taken part in a cultural change programme delivered by Go MAD - which is about business improvement through transformed thinking. future Prospects are delivering stage 2 of IAG training to key staff which will lead to NVQ level 2 in Advice and Guidance. We plan to deliver training to all staff in 07/08 around working with children based on the national programme Their Reading Futures. |
| | 6 | The Council will develop a plan to replace the Central Library | A group has been set up with library staff and some critical friends looking at how the space in the central library is used. |
| | 7 | The Council will implement the library asset management plan after consultation and when approved by EMAP | We have been successful in securing capital funding in partnership with Adult and Community Education to refurbish and extend Acomb library. We will be putting in a bid to the Big Lottery to refurbish and extend Tang Hall library |
| | 8 | The Council will develop a plan to implement the concept of library learning centres | We have been successful in securing capital funding in partnership with Adult and Community Education to refurbish and extend Acomb library. We will be putting in a bid to the Big Lottery to refurbish and extend Tang Hall library |
| | 9 | The Council will undertake consultation with users and with the different communities the library serves, both geographic and interest as well as age. | This will happen in 07/08 |
| | 10 | The council will write a comprehensive stock policy that identifies the gaps in our collections. | This will happen in 07/08 |
| | 11 | The Council will investigate innovative use of IT – such as RFID technology to improve service delivery. | This will happen in 07/08 |
| | 12 | The Council will design service delivery around the promotion of reading rather than books. | The new staffing structure sets out staff roles in this area - 07/08 will be about delivering it. Refurbishment at Acomb will incorporate this into the design of the layout |
| | 13 | The Council will further develop the partnership with ACE to deliver the concept of library learning centres. | This work is ongoing and fits into the new building at Acomb with both staffs working together |
| | 14 | The Council will identify key partners and build strategic partnerships. | We have identified Youth Services as a key partner and we will be developing that relationship. The new structure identifies other key partners and allocates responsibility for building partnerships |
| | 15 | The Council will further develop partnership working with other libraries in York | We are a member of York Libraries Forum and will be taking a more active role in 07/08 |
| | 16 | The Council will put in measures to increase access to the Library Service. This will benefit the City as well as meeting key performance indicators regarding number of visitors and opening hours. | This will happen in 07/08 |
| | 17 | The Council will demonstrate how the library service can contribute to the Council's 8 corporate aims | This will happen in 07/08 - once the new structure is in place. |
| Scrutiny Comment: It is recommended that this review is signed off as the update information appears to address all of the agreed actions | | | |

| Board and Topic | Rec No. | Recommendations as approved by the Executive on 17 January 2006 | Update on Implementation of Recommendations as at January 2007 |
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| Leisure & Heritage Scrutiny Board: The Future of York City Archives (Review Completed December 2005) | 1 | Establish an Archive Service for the City of York with robust arrangements for re-housing the City's collections, underpinned by a clear specification for their care. | The city has pursued a partnership scheme and tenders under the European Procurement regulations were sent out in February 2006. These were returned in August and the results have just been revealed. The costs have come in as nearly three times the current budget. Charlie Croft is taking a report to the Executive on 30th January which recommends a revisit of the subject as the tender cannot be awarded. Officers should re-examine the specification for the archives service and report back to the Executive with options in order to try and achieve a satisfactory and affordable solution for procurement of the city archives. |
| | 2 | Secure a partnership arrangement capable of promoting access to the collections and which will: <ol style="list-style-type: none"> i. Comply with all relevant procurement regulations; ii. Ensure that there is a specialist archivist provided to care for the City's collections; iii. Which may involve the creation of a board (of users, specialists and Council representatives) to oversee the functioning of the partnership and of the City's collections and management policies. Drive forward the "York Gateway" concept, starting with a "history store" type of service, run by the Library Service, centering around a revamped local history service and providing supported access to the City's archives collections. Install robust arrangements for dealing with the current records and seeking to make this self-financing through a charge on depositors. Establish a consortium to drive forward a business plan for the digitisation of the collections. Seek "designated" status for the City's collections. | |
| | 3 | Ensure that the implementation of the proposals are pursued within the limitations placed on the Council's financial resources, which themselves are a consequence of central Government's failure to fund the Council to the level the Government's own | |
| Scrutiny Comment: It is recommended that this review is signed off as the update information appears to address all of the agreed actions | | | |

| Board and Topic | Rec No. | Recommendations as approved by the Executive on 14 December 2004 | Update on Implementation of Recommendations as at January 2007 |
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| Leisure & Heritage Scrutiny Board - Access to Archeology (Review Completed October 2004) | 1 | That the Council should encourage the redrafting of the supplementary planning guidance currently being undertaken by the City Archaeologist and that the Scrutiny Board should be consulted in the process. | A revised date of June 2007 has been set for completion of consultation draft due to work required on Planning Inquiries and major planning applications since July 2005 * |
| | 2 | That the Council should develop stronger partnerships with external bodies and organisations in the archaeological field, in order to bid for funding for better public access to existing site records and information | Oxford ArchDigital have been appointed to produce an on-line Historic Environment Record. Provisional go-live date set for April 2007 * |
| | 3 | That archaeology and heritage should feature more heavily in the Council's corporate objectives | No progress has been made in this area to date. |
| | 4 | That the Council should examine ways of developing a comprehensive heritage strategy in order that both residents and visitors can benefit from York's rich heritage (including | This is a huge venture which may be considered with other related strategies. Cllr Hogg previously raised the issue of a possible scrutiny topic on Cultural Tourism, but to date no topic has been registered |
| | 5 | That the Council should examine ways of linking education and heritage more closely in order to take advantage of York's rich heritage within the school curriculum | The Learning City Initiative Forum has been set up for all heritage providers, meetings are held twice a year * |
| | 6 | That the City of York Council should examine ways of establishing an education heritage forum in partnership with other stakeholders | Meetings are taking place to address these issues. |
| | 7 | That the Council supports the bid for a community archaeologist currently being made by the York Archaeological Trust | Two years completed of 5 year HLF funded project. * |
| | 8 | That the Council explore the possibility of future funding for the post of community archaeologist after the initial five years of term (depending upon the success of the bid). | Two years completed of a 5-year HLF funded project. Community Archaeologist Jon Kenny is in post managed by the YAT. Recommended that he be invited to give an update to SMC in Autumn 2007 * |
| | 9 | That the Council should make a greater commitment to public access to archaeology in York (in terms of both physical access and information). York should improve its Sites and Monuments Record, making it accessible to the public and allocating sufficient resources to maintain it to a standard commensurate with the city's standing as a heritage site of international importance | Oxford ArchDigital have been appointed to produce an on-line Historic Environment Record. Provisional go-live date set for April 2007 * |
| Scrutiny Comment: Those recommendations with a * could be signed off as the update information appears to address all of the agreed actions | | | |

| Board and Topic | Rec No. | Recommendations as approved by the Executive member for Environment & Sustainability on 17 May 2005 | Update on Implementation of Recommendations as at January 2007 |
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| Commercial Services Scrutiny Board - The cleaning of gullies, gutters, footpaths and back lanes in terraced streets (Review Completed May 2005) | 1 | In order for the Board to judge the effectiveness of recent changes to the gully cleansing regime Members of the Commercial Services Scrutiny Board wish to receive quarterly reports: i) Showing Any changes in the level of complaints related to gully cleansing with comparative data for the same period prior to the changes being implemented. ii) Such reports should commence upon approval of this report and continue for a period of not less than 1 year. | To be reviewed as part of the Neighbourhood Services restructure and the Neighbourhood Services EMAP. There has been no significant changes in the levels of complaints. A slight downward trend has occurred. 2005 July - December 232 complaints. 2006 July - December 218 complaints. Will be reported 6 monthly as a minimum. |
| | 2 | That Commercial Services officers consult with officers in the Neighbourhood Pride Unit to assess the feasibility of informing residents, through Your Ward newsletters, of their role in gully cleansing and placing notice of gully cleansing dates when parked vehicles should be removed before cleansing takes place. This measure should be additional to notice served direct to householders. | It was decided to revisit this issue if extra advance signing did not have the desired effect. To date the placing of large information signs 7 days in advance of the works, at each end of the streets to be cleaned, has reduced the problems with parked cars. It was felt that by publicising the dates too far in advance of the work, residents would forget when the cleaning work was due. |
| | 3 | That officers in Commercial Services present jointly drafted reports with officers from Street Environment and presented on a quarterly basis advising Members of: <ul style="list-style-type: none"> ▪ The position in respect of wrongly presented waste in key terraces prior to the introduction of luggage labels ▪ the impact in their view of the introduction of the luggage label system | To be reviewed as part of the Neighbourhood Services restructure and the Neighbourhood Services EMAP. |
| | 4 | The Board consider that the specific issue of improving recycling facilities for terraces should be better addressed and propose the following short term and long term solutions: a) Terraced Streets where the properties have forecourts should be issued with green boxes; subject to service availability. b) The broader issue of recycling and terraced streets should be considered as part of the Boards next scrutiny topic and the Disabled Persons Advisory Group should be key consultees. c) This recommendation should be included in the plans for the enhanced waste management scheme to be launched this autumn. | The is being covered as part of the waste review. One of the priorities for the Council, headed up by John Goodyear, Assistant Director, Neighbourhood Services as champion. Part of the review. Vehicle access into some streets need further consideration. Part of the review of Neighbourhood Services. The review is schedule to finish by this Autumn and be part of next years budget proposals. |
| | 5 | That in terraced streets only, Officers in the waste collection crews should be allowed to collect a minimal amount of side waste where the amount meant is at the discretion of the senior officers within the service. Where side waste exceeds this amount. Officers in the waste collection crews should immediately label the waste as excess and alert Street Environment Officers so that they can remove the waste trace the owners and begin legal enforcement procedures. | The review is considering a standard policy for the whole City. |
| | 6 | That the first stage warning letter sent out to residents mispresenting waste be amended to include a paragraph with wording to the effect, " where relevant, if your household thinks your bin size capacity is too small, you may be eligible for a larger capacity wheeled bin. See (paragraph to be inserted recommending the bin sizes available to residents with a note of number of adults each bin should serve.) Should you require more information about this please contact your Street Environment Officer. | This has been passed to the Street Environment Officers for inclusion. |
| Scrutiny Comment: It is recommended that this review is signed off as the update information appears to address all of the agreed actions | | | |

| Board and Topic | Rec No. | Recommendations as approved by the Executive on 7 February 2006 | Update on Implementation of Recommendations as at January 2007 |
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| Social Services Scrutiny Board - Services For Care Leavers In York (Review Completed December 2005) | 1 | The Council should act to clarify how members share the role of corporate parent defined by The Children Act 1989, The Children (Leaving Care) Act2000 and The Children Act2004. | Childrens Members inspect children's homes and are part of the 'Show me that I Matter?' group. Group includes LAC, CLs and Members who question LCCS officers about, and monitor, progress. The role of members is also linked to item 10, with regard to providing a clear commitment from members of the Council's duty to support CLs into employment. |
| | 2 | The Council should give preference to care leavers in making a full range of supported accommodation available to them. | CLs have access to a range of housing options. Specifically, our agreement with Foundation Housing is that CLs have priority of placements at Southlands Road hostel. C&F have agreement with Housing for the provision of 4 Trainer Flats. C&F also hold the tenancy of one 'taster' flat, allowing LAC the opportunity of experiencing independence to aid decision-making. Provision for young people who struggle to live cooperatively with others is still a challenge. |
| | 3 | The Council should respond positively to any recommendations arising from the pilot of shared accommodation for care leavers which is currently being undertaken. | Unfortunately, the pilot of shared accommodation has not been successful and we are not pursuing this option. However, it did offer some valuable learning which can be incorporated into future planning. |
| | 4 | The Council should use the experience of past care leavers in developing its services to current and future care leavers. | See 1. We have a member of staff who holds the lead for Participation and are currently engaged in consultation with LAC and CLs regarding access to Health provision. CLs undertake young people's panels at staff interviews. This work is undertaken in partnership with the Voice and Inclusion team. CLs are also involved in the Regional Leaving Care Participation group. |
| | 5 | The Council should investigate any issues for transferring care leavers from CAMHS to Adult Mental Health services and make efforts to clear any problems identified. | Limetrees provide a specialist service for LAC and Specialist CAMHS now work with YP up to 18yrs – from 1st January 2007. The appointment of the YP MHA based at YES (by time of writing, Castlegate) has significantly improved transition arrangements for young people who need a specialist mental health service. YP can access tier 1 & 2 services via Castlegate, up to 25 years. |
| | 6 | The Council should promote an expanded mentoring service for care leavers, possibly working through Network2 or in conjunction with an outside volunteering organisation such as York Cares | With the growth of the Participation agenda; developments at Castlegate; the Integration agenda and Targeted Youth Services, we identify that opportunities will arise to support CLs, both within Pathway team and without. |
| | 7 | The Council should raise with government the difficulties presented by the benefits trap when extended work experience opportunities are offered to care leavers. The Council should seek a dispensation to allow trainees to retain benefits while on such extended work experience schemes. | This issue is being raised with the regional government office, and government nationally, through the National Leaving Care Advisory group |
| | 8 | The Council should work with NYBEP to enhance the work experience opportunities available for young people who are about to leave care but who are still in full-time education. | The experience for LAC has been enhanced by guidance supporting LAC in education. Members will be aware that the Green Paper for Looked After Children has been published and this is a priority issue. LAC have priority access to Rathbone as well as more traditional education support. We are supportive of the actions arising from the Behaviour Support Tasking group. |
| | 9 | The Council should encourage local businesses to employ or provide work training, possibly working in partnership with an outside organisation using the protocols established under the York Cares | This work remains on the programme of our ETE officer, unfortunately for us, the post holder has moved on. We are working closely in partnership with ConneXions and we have supported YP via work experience into subsequent employment. |
| | 10 | The Council should act to provide enhanced work experience opportunities, including widely-varied kinds of work, across all directorates along with a number of traineeship vacancies each year prioritised for care leavers. | We are progressing this agenda which is directly linked to the agenda in No 9. |
| | 11 | The implications of providing enhanced support for young people entering Further or Higher Education to enable them to purchase books, computers or equipment and to ensure that, if studying away from home, they can return to familiar, quality, accommodation during vacations should be considered by the Executive Member for Education & Children's Services and Advisory Panel (EMAP) following an officer report. | Members will be aware that the Green Paper for Looked After Children has been published and that there are specific recommendations relating to this. We fully support these recommendations and already provide CLs with the resources necessary to complete their education. We address the vacation needs of each yp individually, so far we have not had to use unfamiliar accommodation, with yp returning either to their care placement or to an extended family member. |
| Scrutiny Comment: It is recommended that this review is signed off as the update information appears to address all of the agreed actions | | | |

| Board and Topic | Rec No. | Recommendations as approved by SMC on 23 October 2005 | Update on Implementation of Recommendations as at February 2007 |
|--|---------|--|---|
| Environmental & Sustainability Scrutiny Board Take-Aways; Powers of Enforcement (Review Completed October 2005) | 1 | The Environment and Sustainability Scrutiny Board would welcome the positive contribution that the success of the penalty notice support bid would make to addressing these issues. | |
| | 2 | A multi-agency access database containing details about all individual take-away properties should be created. Such details should be in the form of notes on disturbance, environmental health issues, actions taken to ensure compliance etc and updated by licensing, planning, environmental health and the community police as appropriate. This should be maintained to ensure that it remains current | |
| | 3 | Under Section 17 of the Crime & Disorder Act 1998 this information could, and should, be shared with North Yorkshire Police. This would allow Police Officers to assist in the collecting of evidence about late-night activities. The Environment and Sustainability Scrutiny Board would welcome the positive contribution that the success of the IT bid would make to addressing these issues. | |
| | 4 | That activities be coordinated between all relevant City of York Council Departments (including Street Environment, Environmental Protection Unit, Planning Enforcement and Licensing Officers); especially at the point of determining which enforcement regime would be most effective. Working practices need to be agreed and joint training sessions considered where relevant, to avoid duplication or unwitting interference in each other's cases. | |
| | 5 | That the Assistant Director in responsible for the Planning and Enforcement Team be instructed to review risk assessments carried out for all aspects of the officer's duties and to thereafter produce appropriate working practice agreements in consultation with the appropriate Officer In Human Resources. | |
| | 6 | An official vehicle should be available during the day, or close parking provided for the on-call officer's personal vehicle. Council owned transport should be provided if the officer is working a night shift. Both marked and unmarked vehicles should be available, as required; especially for out of hours working. | |
| | 7 | That Planning Enforcement Officers be enabled to process their own prosecutions, that at least one Planning Enforcement Officer to undergo formal Court Training in order to support this. | |
| | 8 | That an investigation should be undertaken to assess which other officers are able to supplement the Planning Enforcement team. | |
| | 9 | Officers should be equipped with the necessary tools to undertake their work. The present level of equipment between departments is variable. Equipment should be assessed to meet the needs of the work and ensure equality of access between equivalent areas of work | |
| Scrutiny Comment: Still awaiting an update on the implementation of these recommendations..... | | | |

| Board and Topic | Rec No. | Recommendations as approved by SMC on 23 October 2005 | Update on Implementation of Recommendations |
|--|---------|--|--|
| Resources Scrutiny Board - Sustainability & Social Responsibility in Procurement (Review Completed June 2005) | 1 | <p>As a result of its investigations, the board identified the following key themes that it would want to be reflected in the Corporate Procurement Strategy:</p> <ul style="list-style-type: none"> i) The board supports the use of local suppliers where possible, in order to acknowledge the importance of keeping jobs and money in the York area ii) The board wishes to highlight the need for a mixed economy of suppliers iii) The board want the use of Fair Trade products to be encouraged, particularly as the Fair Trade mark is the only one that can guarantee to the customer that goods have been fairly traded. iv) The board want ethical suppliers to be encouraged, i.e. suppliers that have policies in place regarding health and safety, trades union membership and environmental issues, although the board recognised that this may not be achievable for smaller suppliers. v) The board concluded that a cultural change was needed within the Council regarding the voluntary and third sector in order to break down internal barriers to trade. Early consultation with the voluntary and third sector is needed and tendering processes need to be simplified. vi) The board agreed that cutting costs is not incompatible with sustainable procurement. A key point is that the specification should promote and ensure compliance with the objectives of sustainable procurement vii) The board felt that the Council should use its influence in organisations of which it is a part, such as the Yorkshire Purchasing Organisation (YPO), to encourage the procurement of sustainable and Fair Trade products viii) Processes for promoting engagement with suppliers. Members were interested in how the Council's procurement procedures could facilitate the greater involvement of suppliers. It proposed that the following steps be pursued:- | <p>These comments and concerns are being addressed through the on-going development of the CPS and other keydevelopment work now in hand to address the improvements needed at the Council in respect of procurement policy and practice across the whole organisations. Long term sickness absence and other staffing issues within the Corporate Procurement Team in 06/07 to date have delayed work on the CPS. A revised timetable for this work has been agreed with the Executive Member for Corporate Services following the recent re-structure of procurement functions within Resources. The new team will be in place from 1April 2007 and work to deliver the strategy will be prioritised with a view to reporting to Members after the May elections. In the meantime a number of the matters raised through the scrutiny review have been addressed in terms of the practical arrangements and processes used for tendering and working with suppliers, including Fair Trade arrangements, the use of pro-forma documentation, standard terms and conditions and pre qualification questionnaires to establish the financial standing and ethical credentials of potential suppliers.</p> <p>In addition the Council's financial regulations and procurement rules have been significantly revised as part of the new Constitution (including all financial thresholds and bandings) and the District Auditor has confirmed they are now consistent with what they would expect to see at a Level 4 (Excellent) authority for CPA assessment purposes.</p> <p>Other key development work now well underway includes:</p> <ul style="list-style-type: none"> a/ the preparation of a procurement manual for practitioners - this will set out the practical steps commissioning departments will need to go through in procuring supplies and services and be fully referenced to the CPS to ensure local actions and decisions are consistent with the overall policy and strategy of the organisation b/ a competition handbook - this will set out the approach to be taken to demonstrate how services are competitively tested by the organisation when making key procurement decisions in a mixed economy environment consistent with the Council's overall policy and strategy framework for procurement to be set out in the CPS. |
| | 2 | <ul style="list-style-type: none"> a. That a review of the banding procedures take place in relation to the legal and financial limits; b. That E-enabling is promoted and the number of enquiries from suppliers via the web site increased c. That an open day for potential suppliers be held as an opportunity for the Council to explain how to contract with York. Building partnerships with firms interested in contracting is especially important, as the instability of contracts was of concern to some firms whom the board spoke to. | <p>c/ the introduction of a new Supplier Contract Management System - this system is currently being introduced and when fully operational will allow the authority to manage all Council's contracts (adverts, awards, registers, approved lists etc) through one system and provide an e-enabled interface for external suppliers to find out what contracts are up and coming, what awards have been made and to whom and how to register onto an approved list. This initiative is being taken forward as part of a regional solution in conjunction with the regional Centre of Excellence and is recognised as a best practice solution in compiling contract data, contract management and renewal and providing transparent and timely information (and system acknowledgements) to the supplier community. In the longer term, it will also allow the Council to think more strategically across the piece in terms of contract solutions, as it will highlight where and when contracts may be coming up that could generate economies of scale across authorities or indeed regionally if appropriate. Once the new SCMS system is tested and fully operational and open day event will be scheduled</p> |
| | 3 | <p>d. That contact is maintained with potential suppliers by ensuring that all enquiries are acknowledged and the system of procurement is promoted</p> | <p>d/ the development of a Strategic Procurement Programme that will sit as a discrete plan for practical management purposes within the Council's Efficiency Programme. The work to finalise the Programme is currently in hand and it is hoped this will be ready for approval by Members shortly with a view to the Programme going live from 1 April 2007.</p> |

Scrutiny Comment: It is recommended that this review is signed off as the update information appears to address all of the agreed actions

| Board and Topic | Rec No. | Recommendations as approved by the Executive on 17 February 2006 | Update on Recommendations as approved by Executive on 13 February 2007 | | | | | | | | | | |
|---|---|---|--|--|--------|-----------------|-------|---------------------|--------|----------------|--------------|---------|--------|
| Confidentiality & Transparency Scutiny Panel (Review Completed January 2006) | 1 | That the use of confidentiality in tendering and contracting for high-risk procurement is reconsidered as a topic for scrutiny within two years of the completion of the restructure of Property Services. | Approved - referred back to Scrutiny Management Committee for consideration in accordance with new agreed procedures for registration of new scrutiny topics. | | | | | | | | | | |
| | 2 | The Panel recommends, in order to improve transparency of practice, that the opportunity of the Constitutional Review be taken to achieve consistent standing orders for all Council bodies, to establish conventions for Officer contributions to Committee business, and to review the terms of reference of the <i>Urgency Committee</i> . | Standing Orders and the terms of reference for the Urgency Committee have both been reviewed as part of the review of the Council's Constitution to achieve consistency where possible but recognising the quasi-judicial function of some committees. Officers will keep the operation of Standing Orders under review and propose changes where appropriate to members. The terms of reference for the Urgency Committee now includes a definition of decisions which are considered appropriate for consideration by this committee. | | | | | | | | | | |
| | 3 | <p>The Panel recommends, in relation to the <i>Statement of Community Involvement</i>, that</p> <p>a) The comments of individuals as well as groups be sought, and reasoned argument analysed</p> <p>b) Increased 'marketing' of the consultation exercise be undertaken, to improve response rates</p> <p>c) Established representative groups be targeted, but with clear invitations to respond being extended to the widest range of interested parties</p> <p>d) The communication networks of city employers be used, to encourage employees to participate as individuals or groups, at their choice</p> <p>e) The use of independent facilitators be encouraged for consultations on specific schemes</p> <p>f) The public benefit of <i>S106 agreements</i>, both locally and city-wide, be clearly articulated in the presentation of planning decisions</p> <p>g) That the disbursements and outstanding balances of <i>S106 agreements</i> be shown in the financial accounts at the fiscal year end and published in the local press</p> <p>h) The inclusive engagement of the public in the planning process be developed through improved communication by the Council, especially through a <i>'No Surprises' policy</i>.</p> | <p>The Statement of Community Involvement (SCI) has been finalised and the comments of the panel were considered.</p> <p>a) The SCI relates to both individuals and groups setting the standards of engagement for all</p> <p>b) With any consultation exercise the Council endeavoured to maximise the response rate. The level and form of consultation reflected the resources available. The document is subject to three stages of consultation, when this is considered over five documents it equates to 15 consultations within 3 years.</p> <p>c) Agreed - this has been done</p> <p>d) Agreed – this has been done.</p> <p>e) This has been used on a number of major schemes such as Castle Piccadilly and Hungate but has resource implications that would need to be considered in each case.</p> <p>f) This can be done but must be in the context of commercial sensitivity and would need to take into account the provisions of the Local Government Act 1972 Schedule 12 (as amended).</p> <p>g) In line with the accounting Statement of Recommended Practice these figures are already provided. For 2005/06 they are shown as Developers Contributions at Note 24 to the Consolidate Balance Sheet on page 63 of the annual Statement of Accounts. From these figures it can be shown that:</p> <table border="0" data-bbox="1128 758 1388 869"> <tr> <td></td> <td style="text-align: right;">£'000s</td> </tr> <tr> <td>Opening Balance</td> <td style="text-align: right;">2,770</td> </tr> <tr> <td>In Year Expenditure</td> <td style="text-align: right;">-2,336</td> </tr> <tr> <td>In Year Income</td> <td style="text-align: right;"><u>3,273</u></td> </tr> <tr> <td>Total =</td> <td style="text-align: right;">£ 3707</td> </tr> </table> <p>The Council's Statement of Accounts are considered by Full Council and are available to residents and other stakeholders either in a printed form (for which a small charge is normally levied) or via the council's website. In addition, each year a public notice is placed inviting individuals to inspect the accounts, such queries could include the breakdown of developers contributions which are currently held of have been applied. As such the publication of additional isolated details is not supported at this time.</p> <p>h) Agreed but suggest this is addressed through a review of procedures undertaken for processing planning decisions rather than developing an additional policy.</p> | | £'000s | Opening Balance | 2,770 | In Year Expenditure | -2,336 | In Year Income | <u>3,273</u> | Total = | £ 3707 |
| | | £'000s | | | | | | | | | | | |
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| In Year Income | <u>3,273</u> | | | | | | | | | | | | |
| Total = | £ 3707 | | | | | | | | | | | | |
| 4 | <p>The Panel recommends that, in relation to high-profile planning applications</p> <p>a) The Development Control department publish the criteria for reference, by any party, of such applications to <i>Government Office</i> for determination</p> <p>b) Public education in the planning process be sustained</p> <p>c) The professional role of Development Control officers be carefully explained when formal and informal advice is given to applicants, and when planning committees receive advice</p> <p>d) Members should declare, at Committee, their other relevant Committee memberships</p> | <p>a) The Secretary of State has the power to call in planning applications. It is entirely within his discretion whether or not an application is called in although there are several categories which are liable. This may make it difficult to produce a definitive criteria.</p> <p>b) Agreed, however this will have HR & Finance resource implications therefore this recommendation to be supported in so far as it cab be achieved within existing budget allocations..</p> <p>c) Agreed</p> <p>d) Members are required to make declarations of any personal or prejudicial interest at the commencement of any committee meeting. However, membership of another committee does not of itself represent a personal or a prejudicial interest. Such additional declaration could lead to confusion as to the nature of the declaration. Membership of committees is a matter of public record and is now more widely available to the public through the electronic committee management system which publishes this information on the Council's web site.</p> | | | | | | | | | | | |
| Board and Topic | Rec No. | Recommendations as approved by the Executive on 17 February 2006 | Update on Recommendations as approved by Executive on 13 February 2007 | | | | | | | | | | |

Confidentiality & Transparency Scutiny Panel (Review Completed January 2006)

| <p>5 The Panel recommends that, in relation to current developments in the planning system,</p> <p>a) The City of York Council accord to the completion of the <i>Local Development Framework</i> the first priority, in order to achieve the essential robust and stable planning environment for the city</p> <p>b) Local area development plans and management plans should be expected to preclude new proposals arising only from unanticipated funding allocations</p> <p>c) The Executive Member for Resources should not be a member of any planning committee</p> <p>d) Development in which the Council has an interest should continue to be considered under identical processes to those covering private interests</p> <p>e) The importance attached to design quality should be reinforced by the appointment of an independent professionally qualified <i>Design Champion</i> for York.</p> <p>f) Performance monitoring should include systematic surveys of regular users of the planning system.</p> <p>g) If as a result of the Government's consultation on planning fees, the level of fees is raised, the income from this should be 'ring-fenced' for the processing of applications, compliance and enforcement of planning conditions.</p> | <p>a) Agreed - The Executive recognises the importance of the LDF. However, the City may - for example as a result of economic change - on occasions be faced with the need to act promptly to secure jobs in the city. Factors like these will continue to be taken into account in allocating resources and priorities</p> <p>b) "Unexpected" proposals arising out of unanticipated funding allocations will be determined in accordance with the existing planning policy framework.</p> <p>c) Any member of any committee is required to consider what, if any, declarations need to be made at the commencement of a any committee meeting. In addition members must also consider whether there previous involvement in a matter is such that they may be deemed to have "prejudged" the issue. It is therefore dealt with on a case by case basis. Whilst this may be more pertinent for certain members in certain roles eg the Executive Member for Resources in a planning context it applies equally to all members. As such to ensure consistency the Council could not implement this recommendation without undertaking a review of membership of all committees. This may impact on the ability of minority parties to participate in committee decisions. Therefore this recommendation is not approved - Allocation of individuals to committee places will continue to be the responsibility of the party groups. Individual member of all committees will continue to declare any interests that they may have on any item being discussed and - if necessary - they will leave the meeting when such a matter is being considered.</p> <p>d) Agreed</p> <p>e) It is acknowledged that this has been successfully pursued by other important historic cities such as Edinburgh, but the Executive would wish to see a separate report produced on this option. In particular it would wish to understand the resource implications of such a move. Recommendation therefore deferred until such a report can be considered and approved by Full Council</p> <p>f) Agreed this should include plan making as well as development control.</p> <p>g) The Head of Finance advised that the ring fencing of income in this manner should not be supported. While the local development framework is undoubtedly an important requirement for York, as with any service area its funding needs to be considered and assessed against the other pressures and priorities which the council faces in the short to medium term. Such decisions need to be undertaken as part of the council's annual budget process. It should be noted that at its meeting on 16th January 2007 the Executive recommended to council that the 2007/08 to 2009/10 budgets should contain the following additional funding for the local development framework and related works.</p> <table border="1" data-bbox="1131 861 1568 997"> <thead> <tr> <th></th> <th>2007/08</th> <th>2008/09</th> <th>2009/10</th> </tr> <tr> <th></th> <th>£'000s</th> <th>£'000s</th> <th>£'000s</th> </tr> </thead> <tbody> <tr> <td>LDF</td> <td>149</td> <td>227</td> <td>224</td> </tr> <tr> <td>York Central/</td> <td></td> <td></td> <td></td> </tr> <tr> <td>British Sugar Sites</td> <td>75</td> <td>105</td> <td>65</td> </tr> <tr> <td>Total</td> <td>224</td> <td>332</td> <td>289</td> </tr> </tbody> </table> <p>On the basis of the information provided above, the Executive did not approve this recommendation</p> | | 2007/08 | 2008/09 | 2009/10 | | £'000s | £'000s | £'000s | LDF | 149 | 227 | 224 | York Central/ | | | | British Sugar Sites | 75 | 105 | 65 | Total | 224 | 332 | 289 |
|---|--|--|--|---------|---------|--|--------|--------|--------|-----|-----|-----|-----|---------------|--|--|--|---------------------|----|-----|----|-------|-----|-----|-----|
| | 2007/08 | 2008/09 | 2009/10 | | | | | | | | | | | | | | | | | | | | | | |
| | £'000s | £'000s | £'000s | | | | | | | | | | | | | | | | | | | | | | |
| LDF | 149 | 227 | 224 | | | | | | | | | | | | | | | | | | | | | | |
| York Central/ | | | | | | | | | | | | | | | | | | | | | | | | | |
| British Sugar Sites | 75 | 105 | 65 | | | | | | | | | | | | | | | | | | | | | | |
| Total | 224 | 332 | 289 | | | | | | | | | | | | | | | | | | | | | | |
| <p>6 The Panel recommends in relation to presentations</p> <p>a) That the Council's Code of Good Practice for Planning Committee Members be reviewed by Planning Committee (with appropriate input from Standards Committee), as part of the Constitutional Review</p> <p>b) That where a presentation is given in support of an application, it should also be open to non-participating observers</p> <p>c) Where the developer has made a presentation to the Planning Committee an opportunity should be afforded to objectors to arrange a comparable presentation by objectors.</p> | <p>a) This was not included in the Review of the Constitution but could be undertaken by Democratic Services in conjunction with planning officers. Standards Committee should be consulted to ensure any amendments to the Code are in line with the Members' Code of Conduct which is also likely to be amended shortly. If this recommendation is approved there will be resource implications for both Democratic Services and City Strategy in terms of allocation of officer time to undertake the review. Therefore, in the absence of any evidence to substantiate shortcomings in the existing code, the Executive did not approve this recommendation</p> <p>b) Agreed</p> <p>c) This would be difficult to facilitate given that there is a limited number of applicants who usually have professional representatives whereas there are often a large number of objectors who are rarely represented. The purpose of such presentations is to enable applicants to clarify details of complex applications and it is agreed that recommendation 6 (b) is therefore appropriate. However, if this recommendation is implemented it would create an adversarial approach to such presentations which could become akin to the public inquiry process which is a separate procedure.</p> | | | | | | | | | | | | | | | | | | | | | | | | |
| <p>Board and Topic</p> | <p>Rec No.</p> | <p>Recommendations as approved by the Executive on 17 February 2006</p> | <p>Update on Recommendations as approved by Executive on 13 February 2007</p> | | | | | | | | | | | | | | | | | | | | | | |

Confidentiality & Transparency Scutiny Panel (Review Completed January 2006)

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| | <p>Therefore, the Executive did not approve this recommendation. However, the Executive recognised that the current practice where on occasions objectors have been given the opportunity to present their views in a less structured way than occurs at a formal planning committee, should remain an option for the Committee chair to consider</p> |
| <p>7 The Panel recommends, arising from its consideration of the Brief and outcomes at the Rawcliffe Grange site</p> <p>a) That a Development Brief, adopted as Supplementary Planning Guidance, should be required for all sites where development may be undertaken in stages</p> <p>b) That Development Briefs should have the involvement of all relevant officers to ensure that the brief is robust</p> <p>c) That the current (November 2005) definition of 'pepper-potting', as described above, should be applied to all developments</p> <p>d) That Supplementary Planning Guidance be developed and adopted as regards energy and water efficiency in new dwellings, to incorporate measures to reduce the use of energy during construction and during the lifetime of the building</p> <p>e) That the Council's Development Control department define the difference between socio-economic sustainability and energy efficient sustainability, as part of the 'Sustainable City' objective as set out in the Council Plan, and publicise the definitions</p> <p>f) That the boundary between any proposed development and existing properties should be considered carefully and developed in such a way as to define responsibilities for maintenance</p> <p>g) That the density of new developments should be detailed in the Development Brief, and that such densities should be adhered to. Whilst recognising the requirements of PPG3 all new development should blend in with the surrounding area, rather than meet the requirements of PPG3 and be inappropriate</p> <p>h) That for any development requiring a Development Brief, a Liaison Panel be required. This should detail one key person responsible for overseeing the process and managing relationships between the developer(s) and the local residents/businesses. This person should be nominated by the Director with responsibility for Development Control, and should be independent of the Case Officer</p> <p>i) That the Area Enforcement Officer should be involved in the determination of the various conditions recommended by officers, to ensure enforceability. The Area Enforcement Officer should also be in attendance at relevant planning committee meetings to advise on any modifications or original conditions that members might suggest.</p> | <p>a) Planning briefs are more generally prepared for all major sites in the City. If Members wish more briefs to be prepared then sufficient resources will be needed to facilitate this work. Recommendation not approved</p> <p>b) Agreed. A "development team" approach is adopted in preparing planning briefs that involve all relevant officers from the outset through to planning submission and beyond.</p> <p>c) Pepper potting is already applied to all substantial developments as included within the CYC Affordable Housing Advice Note, June 2005 and as required with the Affordable Housing Plan.</p> <p>d) We are in the process of producing guidance to support the Local Plan Policy on Sustainable Design and Construction. This will also be covered within the LDP</p> <p>e) This task ought to be undertaken by the Council's sustainability officer. Any definition should reflect the definition of sustainability set out in PPS 1 and "Securing the Future" the government's national strategy. This should clarify the different strands (social, economic, environmental and resource efficiency) that make up the definition of sustainable development.</p> <p>f) Agreed – maintenance should be clearly addressed in any development brief. For major sites one key person is responsible for overseeing the process and managing relationships between the developer (s) and the local residents/businesses. This the approach that has been taken to sites such as Germany Beck, Metcalfe Lane and Heslington East. In addition community liaison groups have also been sent up in these cases.</p> <p>g) A development brief can clearly set minimum densities and in some cases maximum to reflect known constraints but it would be inappropriate to include an exact figure. The density of any development is the product of detail consideration of all the factors relating to urban design. This can only be done at the Master Planning stage.</p> <p>h) Agreed. This is currently nominated through the City Development projects team who co-ordinates a cross directorate project working group and liaises directly with the developer and agents.</p> <p>i) Agreed</p> |
| <p>8 The Panel recommends that, in the course of the Constitutional Review,</p> <p>a) The availability of the <i>Whistle-blowing</i> Policy of April 2005 should be publicised</p> <p>b) There should be a <i>Whistle-blowing</i> Policy specific to members of the public</p> <p>c) There should be specifically designated <i>whistle-blowing</i> advisers to whom the complainant can be addressed. There should be at least one adviser per Directorate</p> <p>d) There should be additional procedures for Elected Members, consistent with the objectives of the Public Interest Disclosure Act 1998</p> <p>e) Such procedures should be cross-referenced to the <i>Whistle-blowing</i> and Complaints procedures.</p> <p>f) The annual report referred to in the <i>Whistle-blowing</i> Policy should be submitted to both Personnel Committee and <i>Standards Committee</i>.</p> | <p>a) The Council's whistle blowing policy is to be the subject of further review and will be re-published through employee newsletters including reference to its basic content and where the procedure can be accessed.</p> <p>b) This can be considered as part of the further review and this work is now ongoing.</p> <p>c) The current policy includes the names and designation of officers to whom whistle blowing complaints can be made.</p> <p>d) The procedure already applies to Elected Members, therefore the Executive believes that there are already sufficient opportunities for elected members to raise issues without recourse to expensive whistle blowing process - Recommendation not approved</p> <p>e) As part of the review of the Complaints Procedure and the further review of the Whistle blowing procedure consideration can be given to how to cross reference the two procedures but also having regard to the need to ensure that the public have clarity about how to raise any concerns.</p> <p>f) Agreed the Constitution can be amended to require an annual report to Standards Committee and possibly to Audit and Governance Committee.</p> |

| Board and Topic | Rec No. | Recommendations as approved by the Executive on 17 February 2006 | Update on Recommendations as approved by Executive on 13 February 2007 |
|--|---------|--|--|
| Confidentiality & Transparency Scutiny Panel (Review Completed January 2006) | 9 | <p>The Panel recommends that</p> <p>a) An approach similar to that of the HR Strategy be adopted by other Directorates in developing their forward plans</p> <p>b) Personnel Committee review the arrangements for officer induction, and for the provision of a staff handbook setting out approved Council-wide policies, additional to material provided by individual directorates.</p> | <p>a) The Council has, through the development of its corporate strategy, identified 13 priorities one of which is to improve leadership at all levels to provide clear, consistent direction to the organisation. The Council champion for this priority will be developing a corporate set of values and behaviours as part of the Delivery and Innovation Plan (DIP) for this priority.</p> <p>b) The employee induction process has been reviewed and includes activity at both Corporate and Directorate levels. Compilation of a staff handbook is on-going as the council's review of HR policies and procedures is being undertaken.</p> |
| | 10 | <p>The Panel recommends that</p> <p>a) An agreed form of value system on the lines of the key themes of the HR Strategy be adopted by the Corporate Leadership Group, to give coherence to this work</p> <p>b) Progress be reviewed in the course of the <i>Ethical Audit</i>, to be undertaken by the <i>Standards Committee</i> following the completion of the Constitutional Review.</p> | <p>a) See officer response to recommendation 9(a) above.</p> <p>b) Agreed</p> |
| | 11 | <p>The Panel recommends that the key themes of the HR Strategy be expanded into a Council statement of values, and applied to arrangements concerning the three groups affected by the Council's business - Members, officers and the public. These themes need to be clearly presented and publicised.</p> | <p>The key themes from the HR Strategy provide the guiding principles for the development of the employment framework. The themes identified should be considered in the context of the Council priority identified in the officer response to recommendation 9(a) and incorporated where appropriate into the DIP.</p> |
| | 12 | <p>The Panel recommends that a future scrutiny be undertaken to examine the transparency of the activity which precedes the formulation of Council policy.</p> | <p>Approved - Preferred back to Scrutiny Management Committee for consideration in accordance with new agreed procedures for the registration of new scrutiny topics.</p> |

Scrutiny Comment: Executive have only recently considered and approved these recommendations therefore to soon to report on their implementation. Suggest update in August 2007 (6 months)

| Board and Topic | Rec No. | Recommendation | Implementation Requested by Executive on 13 February 2007 |
|----------------------------------|---------|--|---|
| Flood Scrutiny Panel (Sept 2004) | All | See Annex C for Recommendations and updates from October 2005 and January 2006 | The Executive notes the current update report considered by SMC and requests that future annual updates be provided in the first instance, during the late summer/early autumn period, to the Neighbourhood Services EMAP with any significant cross cutting issues being referred to the Executive for attention as necessary. |

Scrutiny Comment: This review could be signed off as Neighbourhood Services EMAP will now receive future annual updates

| Board and Topic | Rec No. | Recommendations as approved by the Executive on 24 October 2006 | Update on Recommendations as of Feb 2007 |
|--|---------|---|--|
| Commercial Services Scrutiny Board - Recycling & Re-use (Review Completed September 2006) | 1 | That further consideration be given to the Hazel Court site and surroundings with a view to applying additional spatial – i.e. site linked site facilities - features in partnership with others as per the Site Model based on Waste Hierarchy Principals in the report. Officers to prepare a report for the next meeting of the Executive detailing the proposed roll out arrangements for the cardboard collection service to the remaining 40,000 properties on alternate weekly collection, to ensure that this system maximises the diversion from landfill which can then be re-invested into the service for expansion to new areas | |
| | 2 | That the City of York Council should consider the roll out recycling in Terraced Streets adopting the following good practice : i. Use slimmer recycling boxes with a smaller footprint for such areas to reduce impeding pedestrian use of pavements Officers to prepare a report for the next meeting of the Executive detailing the communication strategy for the Winter collection System and examining ways in which this can be done to reduce costs which can in turn be invested into the recycling service. ii. Ensure that changes to such services are communicated better to disabled people well in advance of the change and that this could be facilitated by using relevant advisory groups Officers to work with Equalities Officer to devise test schemes for box collection schemes in the City | |
| | 3 | That the City of York Council be recommended to consider paying Re-use Credits. That prior to the introduction of a scheme, Waste Strategy Officers at the City of York Council prepare a report for Member approval detailing; <ul style="list-style-type: none"> ▪ Best practice schemes already running at other Local Authorities including information about the effectiveness of the North Yorkshire County Council scheme ▪ The terms of an appropriate scheme ▪ The likely cost impact of credits upon the authority | |
| | 4 | That the City of York Council be recommended to consider paying Re-use Credits for the Bike Rescue Project. Officers to develop ways for improved working with the Bicycle Recovery Project at the Household Waste Recycling Centres. | |
| | 5 | That further cross corporate work be done with the project managers and officers in Education, Youth Offending, Equalities and Sustainability and to ensure benefit from potential funding opportunities The recycling team to continue to co-ordinate applications for funding which can be utilised corporately from external sources | |

Scrutiny Comment: Executive have only recently considered and approved these recommendations therefore to soon to report on their implementation. Suggest update in March 2007 (6 months)

| Board and Topic | Rec No. | Recommendation as approved by the Executive on 7 November 2006 | Update on Recommendations as of Feb 2007 |
|--|---------|--|--|
| Reducing Carbon Emissions Scrutiny Sub-Committee (Review Completed Sept 2006) | 1 | <p>That Climate Change Strategies and Action Plans are developed by the Council's Sustainability Officer as a matter of urgency. This to be done with a view to best practice approaches used by other Local Authorities. It is acknowledged that the Council is already well advanced in developing its strategies for dealing with climate change, in so far as it has powers to do so, and anticipates that a consultants report will be submitted to Executive shortly. At that time the SMC may, of course if they wish, choose to review the contents of the report".</p> | |
| | 2 | <p>That the Local Development Framework and our present planning policy framework include a Calderdale/Merton Style Target. This target will require developers to ensure that:</p> <ul style="list-style-type: none"> i. at least 10% of all energy required is provided from renewable sources in all new and significantly refurbished developments from this point and up to 2010, including domestic development. ii. After 2010 the target rises for onsite embedded renewables to be greater than or equal to 15% between 2010 and 2015 iii. Then rises again to be greater than or equal to 20% between 2015 and 2021 etc. <p>This proposal to be referred to the LDF Working Group for their consideration</p> | |
| | 3 | <p>That the City of York Council researches planning policies adopted by other local authorities with a view to applying them in York, if appropriate, in order to specifically ensure energy efficiency by design. That all plans submitted to the Local authority be tested on these criteria. The proposal to be referred to the LDF Working Group for their consideration.</p> | |
| | 4 | <p>That the authority enforce Parts L and F of the Building Regulations as a matter of urgency, resolving any training and resourcing issues that may need addressing, whilst recognising that the deployment of resources will be influenced by the Councils annual budget build process</p> | |
| | 5 | <p>That the Council, through officers in consultation with its Elected Member Energy Champion request that the Yorkshire and Humber Assembly and/or Yorkshire Forward facilitate region wide BREEAM assessor training for the region's Development Control (and other appropriate) Officers with the aim of reducing costs to individual Local Authorities, with the aim of reducing future expenditure.</p> | |
| | 6 | <p>That information, including any response to regional questionnaires, on the Councils position be reported to the City Strategy EMAP at an appropriate time</p> | |
| | 7 | <p>That the authority adopt clearer lines of communication to ensure that information already collated by Housing Officers regarding thermal efficiencies improvements and other Carbon reduction measures, is shared with the Sustainability Officer. This should be done to ensure housing data relevant to the developing Environmental Management System (EMAS) is integrated. Officers in Housing should work with the Authority's Sustainability Officer to agree the best format for such data sharing and, ensure advice regarding targeted improvements in housing and the reporting of these outcomes are delivered under EMAS</p> | |
| | 8 | <p>That the Housing Strategy & Enabling Group - Housing Standards & Adaptations Officer and other officers in housing where relevant work with York EEAC officers consult upon, devise and adopt a 'Energy Efficiency and Thermal Comfort Strategy and Action Plan' for the authority commencing this year. The Officers are recommended to use the Regional Action Plan (Annex C) NEA guidance (Annex F) and activities outlined at paragraph 50 of this report as a primary steer in shaping the process</p> | |
| | 9 | <p>That the Local Authority ensures that CYC Officer and Member Positions on the Energy Partnership Board are always filled.</p> | |

| Board and Topic | Rec No. | Recommendation as approved by the Executive on 7 November 2006 | Update on Recommendations as of Feb 2007 |
|--|---------|---|--|
| Reducing Carbon Emissions Scrutiny Sub-Committee (Review Completed Sept 2006) | 10 | That Annual and inter-year joint working be conducted between EEAC's Local Authority Support Programme Co-ordinator and CYC Housing Officers to ensure that opportunities for the use of renewables are considered as part of the HRA and Housing Capital Business plan. Where such opportunities are cost neutral or affordable within the life of the business plan, micro-renewables should be installed as part of the development of the business plan. Consultation between housing officers and EEAC should cover improvements scheduled to buildings fabric, such as photovoltaic roof tiles when roofs need replacement and/or heating, water systems replacements (i.e. can carbon minimising heat pumps be applied) etc; Consultation should also explore opportunities to bring in external grants revenue. | |

Scrutiny Comment: Executive have only recently considered and approved these recommendations therefore to soon to report on their implementation. Suggest update in March 2007 (6 months)

| Board and Topic | Rec No. | Recommendation as approved by the Executive on 25 July 2006 | Update on Recommendations as of Feb 2007 |
|--|---------|---|--|
| Sustainable Street Lighting Scrutiny Sub-Committee (Review Completed June 2006) | 1 | Street Lighting Officers to renegotiate the rate charged to the authority for lamp stock electricity supply to minimise financial costs and ensure that the contract to CYC includes upwards of 20% renewable sourcing to be increased towards a target of 100%, where the supplier is able to provide renewable sourced energy and subject to the outcome of the be increased towards a target of 100%. Forthcoming procurement of energy for street lighting, which will be reported to Members for decision. | |
| | 2 | Street Lighting and Finance Officers ensure that the cashable and non cashable energy and financial savings are reported in Gershon Efficiencies responses and where feasible reinvest following consideration as part of the annual budget process | |
| | 3 | Street Lighting Officers with the assistance of the Sustainability Officer ensure that CO2 emissions from energy use in street lighting stock are reported annually under EMAS and that targets are set for annual carbon savings, provided that appropriate resources can be allocated to deliver the savings proposals. | |
| | 4 | Street Lighting Officers should use the newly completed and audited inventory detailing the street lighting stock to renegotiate the electricity supply contract this year | |
| | 5 | The Strategy should include a requirement to implement new technology when appropriate, and Street Lighting. Officers should prepare a Street Lighting Strategy for submission to the Executive. | |
| | 6 | Street Lighting Officers should maintain their established contact with pilot authorities trialing Photovoltaic (PV) lighting and other sustainable technologies and endeavour to keep track of the best versions of this technology available. | |
| | 7 | Street Lighting Officers should recommend the use of PV powered "standalone" systems and other sustainable technologies as the technologies improve and community netted systems installations for areas of the authority without grid netting requiring lighting. Officers should, in this instance, consider whole life costs of installation, including offsetting the installation costs against savings made from electricity billing during the systems life. That the position of using PV and any other advances to sustainable technologies should be included in the annual "Highways Report" | |
| | 8 | That Sub Committee considering the final report of the former Planning and Transport Scrutiny Board regarding sustainable development be requested to include a recommendation to developers – in the form of an amendment to the Supplementary Planning Guidance (SPG) – that all new or significantly refurbished developments should give consideration to incorporating sustainable street lighting. Officers to research and investigate the inclusion of a more detailed policy to address this issue as part of the development of the "Local Development framework". | |
| | 9 | That officers, in consultation with the Executive member for Strategy and the Councils Energy Champion, at an appropriate time, report on the options for developing a bid for funding to support the development of an intelligent lighting network for the City, including the availability of resources from European sources such as IEE II | |
| | 10 | That information, including any response to regional questionnaires, on the Councils position be reported to the City Strategy EMAP at an appropriate time as part of the annual performance review process | |
| | 11 | That subject to the production of a report on the financial implications of adopting such a policy, the Executive Member instruct the Street Lighting and/or other relevant officers to ensure that aesthetic building illumination (spots on the guildhall and other ket architectural buildings within CYC's property portfolio) use light sensors to come on only when required and do not remain on through the entire night (i.e. are switched off at 01:00hrs) with a view to reducing electricity usage and emissions. | |
| Scrutiny Comment: Still awaiting an update on the implementation of these recommendations..... | | | |

| Board and Topic | Rec No. | Recommendations Approved by Executive in November 2004 | Update on Recommendations as of Feb 2007 |
|---|---------|--|--|
| Young People in York Scrutiny Panel (Review Completed Sept 2004) | 4 | a) Putting processes in place to ensure Members are given the opportunity to attend school lessons on a regular basis (every six to twelve months for example) to meet young people, talk to them about the work of the council and gather their views. This process should be a cross party exercise and receive officer support, and be overseen by the Young People's Champion and Panel. b) Increasing efforts to develop, promote and support the York Youth Forum and/or York Youth Parliament and encouraging initiatives that help to ensure that these bodies are sustained and strengthened over time. c) Promoting a range of 'informal' events and opportunities for young people to share their views and ideas, including using information technology, such as websites. d) Ensuring that all of these efforts aim to increase participation for all young people, including those who are often excluded or marginalized from such activities. The Assistant Director of Education (Standards and Quality) to further develop the ideas included within the final report. | |
| | 5 | 1.) That opportunities are sought on future development sites in or near to the city centre (in particular York Central) for a leading centre for young people. Any such development should draw upon expert knowledge and best practice in relation to youth provision. The centre should be purpose built, 'state of the art' and directed specifically at the needs and interests of young people, with access possible for all young people. b) That such a centre is used as a way to bring together many of the services for young people that are currently scattered across the city, effectively creating a 'one stop shop' for young people to find out about issues and services that affect them. c) That the centre is approached as a partnership venture looking to draw upon developer contributions as a funding method. d) That the Executive Member responsible supports a full feasibility study into such a development at the earliest opportunity. e) Officers to further develop the options available to develop a central York youth facility, with a further report to be produced as and when funding opportunities for such a centre seem likely to arise. | |
| | 6 | That the needs of young people (aged 11+) are considered when Section 106 contributions are made for improving local leisure facilities. Where smaller developments are proposed off site improvements are acceptable, however where larger housing developments are proposed, provision for Young People should be made on site. the Director of Resources, the Director of Environment and Development Services and the Children's Trust Board invited to report on how facilities for teenagers can be enhanced as part of the planning process. | |
| | 7 | That until a development such as that outlined in recommendation five becomes available, existing sites are sought in or near to the city centre that would meet the needs of young people in York by providing a centre at which activities can be arranged and facilities provided specifically aimed at young people. This centre should be open for young people for as long as possible each day and with access possible for all. Officers asked to consider what enhancements to provision might be made, within budget and resource limitations, together with an assessment of any partnership funding which may become available. | |
| | 8 | a) That the need to achieve a balance between the city wide needs and interests of young people and specific local needs and conditions, is a key consideration of strategies that aim to improve facilities for young people in the city. b) That efforts are supported which aim to serve the diversity of needs of young people living in York. | |
| | 9 | a) That the vital importance of youth facilities at a local level is acknowledged. b) That particular support and encouragement is given to facilities that are flexible in terms of their adaptability and/or the ability to move them around the city and serve different users. The council must build on its initial successes in this area. That the council looks to build more partnerships with other youth and community organisations to increase the effectiveness of its efforts to put in place appropriate local facilities. | |
| | 10 | a) That a balance between allowing young people freedom and independence and making sure they are safe and considerate to others is achieved when considering youth facilities. | |

| Board and Topic | Rec No. | Recommendations Approved by Executive in November 2004 | Update on Recommendations as of Feb 2007 |
|---|--|--|--|
| Young People in York Scrutiny Panel (Review Completed Sept 2004) | 10 | b) That strategies are devised and supported that encourage the long-term success of youth facilities by enabling 'ownership' to be handed over effectively from one group of users to another. | |
| | 11 | a) That initiatives are developed, supported and encouraged aimed at proactively engaging young people in activities which meet their own desires, interests and needs, act as a deterrent to anti-social behaviour and assist young people in taking pride in their communities. | |
| | | b) That work is done to identify how such initiatives could be further developed in York and the funding implications of such initiatives. This work should include examinations of best practice at other authorities. | |
| | 12 | a) That we ensure that consultation takes place with relevant community and user groups when developing any new facilities for young people. | |
| | | b) That consultation of this nature is encouraged as a means of both maximising the success of the facility and achieving support for it from the community it effects. This consultation should pay particular attention to bringing together different groups (different ages and backgrounds) and encouraging an honest dialogue where each side is specific about what they can and would like to achieve. | |
| | | c) That awareness is raised of mechanisms such as Ward Committees and Parish Councils to encourage this type of consultation. | |
| | | d) That the impact of new, unsupervised facilities on local residents is monitored, and measures are taken to ensure that facilities themselves are not being misused. | |
| | 13 | a) That innovative ways of funding and developing youth facilities are sought. | |
| b) That efforts continue to build effective partnerships with organisations that may be able to assist in the funding and development of youth facilities and that these efforts create sustainable outcomes that can be of benefit to young people over a long period of time. | | | |
| 14 | a) That action is taken to raise awareness about facilities and provision available for young people as a key factor in helping young people to make the most of living in the city and encouraging them to participate in positive activities. | | |
| | b) That innovative methods are sought and supported that help to raise awareness amongst young people of the provision, facilities and transport options available for them. This could include using local radio stations (a commercial aimed at young people), a supplement in either council newsletters or ward supplements or in the local newspaper. | | |
| | c) That City of York Council continues its efforts to inform young people of the specific discounts/concessions available to young people using certain council services or attending events run or supported by the council. | | |
| | d) That these efforts recognise that young people of different ages will need to be targeted in different ways. | | |
| | e) That the efforts outlined above are taken on as a priority by the Young People's Champion and supporting Panel. | | |
| 15 | That following the establishment of the Young People's Champion and Panel, one of the first issues that they consider is setting up an 'Entitlement Scheme' as detailed above, to raise young people's awareness of services and facilities that are particularly young people friendly. This should be done with the support of members of the youth service and input from young people. | | |
| | a) That support is given to reducing the cost of travel in the city for young people in full time education or training. | | |
| | b) That the extension of the full benefits of the YoZone card to all young people aged 11 – 19 be considered for implementation at the earliest possible opportunity. | | |
| 16 | That the Executive lobbies central government for funding that matches the increasing targets and expectations being placed on the youth service. Officers to report back to the appropriate Executive Member on the resource, and any practical, issues which may arise from implementation of the proposal. | | |
| 17 | That the Young People's Champion and the Panel established to support him or her review the implementation of these recommendations on a regular basis and that this forms part of their work in helping the council to implement the Hear By Right Standard. Lobbying to be incorporated into the 'Fair Grant for York' campaign. | Scrutiny Comment: This reviewing of the implementation of these recommendations could be passed to the Young People's Champion and the Working Group as per this final recommendation and SMC could sign off this review | |

| Board and Topic | Rec No. | Recommendations as approved by the Executive on 15 June 2004 | Update on Recommendations as of Sept 2004 |
|--|---------|---|---|
| Economic Development & Community Safety Scrutiny Board - Regional Govt; Raising Awareness of... (Review Completed May 2004) | 1 | That a further, more detailed briefing is prepared in time for the next round of ward committees. | Prior to the ward committee meetings in July, an article was prepared and placed in the 'Your Ward' newsletters (draft articles submitted to Community Planning and Partnerships are attached at Annex B). In addition, a leaflet summarising the issue of regional government and giving contact points for further information was produced, checked with Marketing and Communications and passed to Community Planning and Partnerships for distribution at the meetings themselves and also displayed at the Guildhall reception point (leaflet text is given at Annex C). An offer was made to Community Planning and Partnerships officers that posters containing information from the leaflets could be reproduced on request for display on notice boards at the meetings, but no such requests were received. |
| | 2 | That an event open to Members and the public is arranged which will provide further information on the topic of regional government. This should be arranged at a time that maximises the opportunity for public and Member attendance. An external speaker (or speakers) should be sought as a means of increasing the impact of this event. to be implemented by holding a seminar immediately prior to the next Council meeting, in July | A pre-Council seminar on regional government was arranged for the 29 th July. Speakers from the Yorkshire and Humber Assembly and the Yes and No campaigns for the proposed elected regional assembly had agreed to attend and the Chief Executive had agreed to introduce the seminar. On the 22 nd July however, the government announced that the referendum on regional government in Yorkshire and Humber would be delayed indefinitely, due to problems with postal voting. In light of this announcement, the Leader, Leader of the Opposition and Chief Executive decided to postpone the seminar. If and when a new date for a regional government referendum in Yorkshire and Humber is given, the seminar can be rearranged. |
| | 3 | That the council continues its efforts to keep the public informed about regional government through its website and through a further article in the 'Your City' publication. These communications should clearly articulate the council's position on a regional assembly, where it is appropriate to do so. The Council to continue to keep the public advised about regional government issues using appropriate channels. Officers presenting any information to the public must observe rigorously the restrictions placed upon local authorities by national legislation in promoting political campaigns and must avoid duplicating the work being undertaken either by central government or by the local "Yes" and "No" campaigns, which are now expected to step up their efforts to influence public opinion. Council to re-iterate its interest in having any regional seat of government debating chamber located in the City of York and Officers to report, by September, on the progress being made in identifying suitable premises for such a chamber and on the actions which need to be taken to influence opinion in favour of York | In regard to Recommendation 3 & 4, An article giving information on both the draft Regional Assemblies Bill (published 22 nd July) and the delay to the regional government referendum was included in the 24 th August edition of News and Jobs. Although the text (at Annex D) was submitted for inclusion in Your City too, insufficient space was available to accommodate it. New text for the Council's regional government web page has also been prepared and posted on the Council's website. Members and residents will be informed if and when a new date for a regional government referendum is announced. |
| | 4 | That existing, recognised mechanisms of communicating key issues are wherever possible, used to raise awareness about a regional assembly referendum. This should be done to ensure that information reaches Members and the public as efficiently and effectively as possible. | |
| | 5 | That a brief update report is prepared for the September 2004 meeting of the Economic Development and Community Safety Scrutiny Board. This report should summarise the work done to satisfy the recommendations of this report. | A report was produced as requested giving an update on the recommendations prior to a scheduled Local Government Referendum being held. |

Scrutiny Comment: It appears that this review could be signed off as the updated recommendations were fed into the Local Government Referendum

| Recommendations of the Flood Scrutiny Board | Position at the update to Executive October 2005 | Executive Resolution – where made - at their meeting 11/10/05 | Update and/or further information at 11/12/06: |
|---|--|--|---|
| <p>Recommendation 1. That the Emergency Planning Co-ordinator produce a Flood Procedures Awareness training session for Councillors, and Councillors (especially those in formerly directly affected Wards) commit to this training. Officer/Department Emergency Planning</p> | <p>Circulated to all members through the group secretaries. Two meetings were run on the 12th and 19th November 2004. 14 councillors attended. On-going</p> | <p>that Officers consider how Flood Procedures Awareness training can be included in future Member training, such as that received by new Members.</p> | <p>In response to the Executive resolution Member Support will be providing a general overview of Emergency Planning by means of short presentation (Barry Kelly) at the Members Induction session upon election. In addition a dedicated Member Training Session on Flood Awareness is being built into the member training programme for 2007 and is scheduled to take place in June/July in order to give newly elected members the opportunity to benefit from the session.</p> |
| <p>Recommendation 2. That the Chief Executive write to the Chief Superintendent of North Yorkshire Police (Head of Silver Command York) recommending that;</p> <ul style="list-style-type: none"> • The role and responsibilities of Silver Command be better publicised to the citizens of York and its environs at the start of a flooding event. • Councillors receiving awareness training (see Recommendation 1), are briefed regarding the role of the police in relation to emergency operations, especially in respect of flooding; possibly including a visit to Silver | <p>Letter sent on 5th November 2004. This action was superseded by the introduction of Civil Contingencies Act and duty to Warn & Inform the public during emergencies. This is a multi agency forum led by City of York Council Marketing & Communications Dept. The duty also includes a requirement to publish material relevant to emergencies and will cover the role of Silver Command. On-going</p> | <p>that Members be updated when changes to the role of Silver Command occur.</p> | <p>Changes to Silver Command will not occur as Silver Command is a defined structure. Section C2, 2.1 of the Emergency Handbook, describes Silver Command, and its place within the broader command and control context. Please note with regard to public awareness that information regarding the role of 'Silver Command' is now published and in the public domain through the Joint Emergency Response Major Incident Plan (JERMIP) which is available as a hard copy in libraries and is due to be available on the website www.nysp.org.uk soon. What the public will probably require at the time of any future "major incident" – i.e. one requiring Silver Command to convene – is a press release reminding them who Silver</p> |

| Recommendations of the Flood Scrutiny Board | Position at the update to Executive October 2005 | Executive Resolution – where made - at their meeting 11/10/05 | Update and/or further information at 11/12/06: |
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| Command Head Quarters York Officer/Department Chief Executive | | | Command are and what their role in responding to an incident is. |
| <p>Recommendation 3. That the Emergency Planning Co-ordinator further develop communications links with the Parish Councils and other such minor Statutory bodies consulted and proven to be likely to assist in a response, to ensure that those needing to contact the Council at a certain level of management can do so, without affecting the efficiency of the York Flood Information Line. This measure should increase the efficiency of spotters in affected areas.</p> <p>Officer/Department Emergency Planning</p> | <p>Action 19 also refers. The CYC River Flood Plan provides the mechanism for direct telephone access for the exchange of information. Additionally Internal Drainage Boards (IDB) are updated via officers from York Consultancy on issues affecting their area when the multi agency trigger levels are reached. They are also represented on the review panel for the Multi Agency Plan. Completed by Oct 2005.</p> | <p>that it be noted that the Environment Agency is upgrading its telemetry stations, which will improve the accuracy and timeliness of information on river levels and that the Flood Warning Investment Strategy approved by DEFRA will also improve the passing of information, and that Officers be asked to brief Members on how this will impact on York.</p> | <p>Please note that the Environment Agency (EA) now offers an early warning system to those householders at risk of flood who register/sign up to the service. This can be done by phoning the EA Floodline on 0845 988 1188 to find out if you can register for Floodline Warnings Direct,. The free service provides flood warnings direct by telephone, mobile, fax or pager. It also provides practical advice on preparing for a flood, such as installing personal flood defences and making a flood plan and what to do if one happens. This is a National initiative available to anyone at risk of flooding to sign up to. More information regarding the service can be found via the EA website; www.environment-agency.gov.uk</p> |
| <p>Recommendation 4. That the Executive Member and Director for Commercial Services, undertake a review of all working practices, to ensure that they comply with the Health & Safety Regulations expected of such a working environment and that measures – including model scenario risk analysis and training of core long term staff – are undertaken to guarantee the same standard of</p> | <p>Reported on by Commercial Services via EMAP Completed by Oct 2005.</p> | <p>No further action required after Oct 2005 update</p> | |

| Recommendations of the Flood Scrutiny Board | Position at the update to Executive October 2005 | Executive Resolution – where made - at their meeting 11/10/05 | Update and/or further information at 11/12/06: |
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| practice in Flood Emergency situations. Officer/Department Commercial Services | | | |
| Recommendation 5. That the Emergency Planning Co-ordinator report back to the Executive regarding the review of potential locations for emergency rest centres. This information should be maintained on a database, and reviewed annually so as to support the provision of facilities that are more localised when need be. Officer/Department Emergency Planning | Community Services now maintain a list of premises utilising parish and church halls in all ward areas. 24hr contact and activation is inbuilt into the lists. Lists are reviewed every two years by Community Services. The lists are incorporated into the CYC Rest Centre Plan. This work is ongoing and a report back is required Completed by Oct 2005. | that it be recommended that the list of parish and church halls be updated annually rather than every two years - this might be co-ordinated with Electoral Services, who maintain a list of possible polling stations in similar venues. | The Emergency Planning Co-Ordinator advises that the review of the parish facilities has been completed for this year as part of the bi-annual rolling programme. The review is the responsibility of Adult Services. The Emergency Planning Co-Ordinator would like it to be noted that the Parish facilities are only ever used within the context of a major flood incident such as that of 2000 and have not been called upon since this date. Such facilities are therefore categorised as ‘respite’ facilities rather than ‘rest centres’ and given their status bi-annual review rather than annual review is a better use of resources. |
| Recommendation 6. That the Chief Executive be directed to write to the Chief Executive of the Environment Agency, expressing disappointment at the timescale of the strategy produced and seeking more detailed information regarding measures proposed to protect York, especially those currently undefended areas, both within the strategy, and while the strategy is being developed. Officer/Department Chief Executive | Letter sent to Dame Barbara Young on 4 th January 2005. There is no record of a direct response to this action but it links into actions 12 & 18 that have received a response. Completed by Oct 2005. | No further action required after Oct 2005 update | |
| Recommendation 7. | Yorkshire Water confirmed on the | No further action required | |

| Recommendations of the Flood Scrutiny Board | Position at the update to Executive October 2005 | Executive Resolution – where made - at their meeting 11/10/05 after Oct 2005 update | Update and/or further information at 11/12/06: |
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| <p>That the Head of Engineering Consultancy;</p> <ul style="list-style-type: none"> • Receive the feedback reports generated after investigative works in Rawcliffe and Copmanthorpe, as per Yorkshire Water Service's (YWS) commitment to report back on completion of the investigative work currently in progress (Floods Scrutiny Panel 26th May, 2004). • Present the feedback reports from YWS to the Executive Member for Environment & Sustainability. <p>Officer/Department Engineering Consultancy</p> | <p>20th January 2005 in a written response to the Head of Engineering Consultancy that the investigation was complete and the conclusions reached was to adjust the flow control from the incoming sewers. This will improve the transfer flow and prevent surcharges of foul water. Report back to the Executive Member is completed. Completed by Oct 2005.</p> | | |
| <p>Recommendation 8. That the Emergency Planning Co-ordinator contact the Director, Waste Water Division, YWS, and the Clerk of the IDBs advising of the Panel's concerns at the apparent lack of communication between YWS and the IDBs. Officer/Department Emergency Planning</p> | <p>Contact with YWS has been through their emergency planning officer and the local area management. The unit acts as a conduit for resolving issues as they arise. Both the Internal Drainage Boards and Yorkshire Water Services are represented on the multi agency review panel that meets annual, this is used as a forum not only for building relationships and confirming planning arrangements but also problem solving across the multi agency membership. The arrangement appears to be</p> | <p>That it be noted that Yorkshire Water's plans will be integrated with the Ouse Catchment Flood Management Plan.</p> | <p>Since the last update Members are requested to note that in March 2005 the Environment Agency took the decision to exercise their powers to Enmain all the critical ordinary water courses – i.e. Blue Beck, Germany Beck, Burdike, Tanghall etc – which featured in the 2000 flood event. This has subsequently reduced the role of the IDB's in this matter. The IDB's will however still maintain their seat on the annually convened Operational Flood Emergency Response Group (OFERG).</p> |

| Recommendations of the Flood Scrutiny Board | Position at the update to Executive October 2005 | Executive Resolution – where made - at their meeting 11/10/05 | Update and/or further information at 11/12/06: |
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| | producing the desired result. Procedures in place | | |
| <p>Recommendation 9. That the Emergency Planning Co-ordinator be requested to liaise with York Citizens Advice Bureau to confirm the existence and remit of the plan, with a view to incorporating the relevant sections into City of York Council's flood response plan, where applicable. Officer/Department Emergency Planning</p> | <p>Management within Citizens Advice Bureau has changed and the new manager Rosemary Suttill is now taking this forward as of 1st September 2005. As yet there is no definitive action plan or specific material in place. CYC EPU will work with CAB to progress where possible. There is also scope to link this with the Recovery Group as outlined in the CYC River Flood Emergency Plan but until such time as something firm is presented this will remain an open item. Meeting arranged for 8th September 2005. On Going</p> | <p>that the Council's representative on the CAB Board be asked to complete Recommendation 9.</p> | <p>Citizens Advice Board have been in consultation with the Flood Recovery Group and have been integrated in respect of planning arrangements.</p> |
| <p>Recommendation 10. That the Chief Executive seek information as to the final accounts as regards this disaster fund, and enquire as to the disbursement of the balance. Officer/Department Chief Executive</p> | <p>The fund remains active but has only made one payment of £500 to-date in 2005. The fund started the 2005/2006 financial year with a balance of £39,220.+ interest payable.</p> | <p>No further action required after Oct 2005 update</p> | |
| <p>Recommendation 11. That the Chief Executive write to the Director-General of the Association of British Insurers (ABI), expressing the Council's concerns at the inequality of treatment of residents, and the ABI's seeming reluctance to address the problem with its members.</p> | <p>Letter sent on 6th January 2005. Reply received on the 25th January advising that the ABI cannot influence the decisions of its members. Completed by Oct 2005.</p> | <p>No further action required after Oct 2005 update</p> | |

| Recommendations of the Flood Scrutiny Board | Position at the update to Executive October 2005 | Executive Resolution – where made - at their meeting 11/10/05 | Update and/or further information at 11/12/06: |
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| Officer/Department Chief Executive | | | |
| Recommendation 12. That the Executive instruct the Chief Executive to write to the local MPs, seeking assistance in lobbying the Government to ensure an adequate funding stream for future improvements. Officer/Department Chief Executive | Letter sent on 6 th January 2005. Responses received from John Greenaway, Anne McIntosh & Hugh Bayley supporting the initiative. Completed by Oct 2005. | that Officers be asked to re-issue the letter to MPs (recommendation 12) to John Grogan, so that his responses can be included. | The letter to John Grogan MP was re-issued, John Grogan's office responded and Members of the Executive were circulated with a copy of the response. |
| Recommendation 13. That the Executive Member lead the campaign for a full position for York on the Regional Flood Defence Committee. Officer/Department Executive | The Regional Flood Defence Committee was enlarged in July 2005. There was an additional place for a local authority representative. This meant that due to relative sizes of population North Yorkshire went up to a full place, plus a shared place with York. They have elected to give that place to York for the next four years. Subsequent representation is subject to future discussion. Completed by Oct 2005. | that it be noted that York has a full place on the Regional Flood Defence Committee for the next four years (Recommendation 13), as North Yorkshire County Council have 'shared' their joint place in this way. | No further action/update required until 2009. |
| Recommendation 14. That the Executive appoint an officer as a liaison with the National Flood Forum, and that the officer report initiatives back to the Executive Member for Environment & Sustainability. Officer/Department Executive | The Head of Engineering Consultancy, Ray Chaplin has liased with the National flood Forum Completed by Oct 2005. | No further action required after Oct 2005 update | |
| Recommendation 15. That the Chief Executive contact the Regional Media Emergency Forum, to discuss | Letter sent to Wendy Miller, govt News Network on 5 th January 2005. Completed by Oct 2005. | that Officers be recommended to follow up Recommendation 15 in | The Head of Marketing & Communications advises that this was raised with the North Yorkshire Local Regional Forum Media (Nylrf) |

| Recommendations of the Flood Scrutiny Board | Position at the update to Executive October 2005 | Executive Resolution – where made - at their meeting 11/10/05 | Update and/or further information at 11/12/06: |
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| <p>the needs of the media, and ways in which these could be more effectively managed in emergency situations. Officer/Department Chief Executive</p> | | <p>conjunction with the Flood Warning Investment Strategy.</p> | <p>Sub-Group and discussion on the issue fed into the Nylrf media plan and the Warning and Informing Sub-Group. The Warning and Informing sub-group reported back to the strategic Nylrf group in May 2006 and have been merged with the media group, on which the Head of Marketing and Communications sits.</p> |
| <p>Recommendation 16. That the Head of Marketing and Communications liaise with the local radio stations, to establish a protocol for dissemination of information during an emergency, from both City of York Council and external agencies. Officer/Department Marketing & Communications</p> | <p>Arrangements are in place with all news outlets for reporting major flooding events within York. This action links into national & regional multi agency work – Connecting in a crisis and the North Yorkshire County Media Plan. It also links with the Civil Contingencies Act – Warning & Informing (see action #2) Completed by Oct 2005.</p> | <p>No further action required after Oct 2005 update</p> | |
| <p>Recommendation 17. That the Emergency Planning Co-ordinator review the role of the Internal Drainage Boards within both the Operational Flood Emergency Response Group (OFERG) and Silver Command structures, with a view to making more seamless integration of the capabilities of the Boards. Officer/Department Emergency Planning</p> | <p>A review has been undertaken. Existing arrangements are considered adequate at this time. <i>(see also remarks - action 3)</i> Completed by Oct 2005.</p> | <p>No further action required after Oct 2005 update.</p> | <p>For information see also update to situation regarding recommendation 8.</p> |

| Recommendations of the Flood Scrutiny Board | Position at the update to Executive October 2005 | Executive Resolution – where made - at their meeting 11/10/05 | Update and/or further information at 11/12/06: |
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| <p>Recommendation 18. That the Chief Executive write to the Environment Minister Elliot Morley expressing concern about the impact of the current cost benefit criteria on progressing flood protection schemes, and the adverse effect that the fragmentation of responsibilities is having on the delivery of a comprehensive flood defence strategy.</p> <p>Officer/Department Chief Executive</p> | <p>Letter sent on 6th January 2005. No record of a reply but a response to Action12 was directed to Elliot Morley which has been copied to the CEX. Response linked to Action 12</p> | <p>No further action required after Oct 2005 update</p> | |
| <p>Recommendation 19. That the Emergency Planning Co-ordinator contact all Parish Councils, with a view to assisting them in creating Community Emergency Plans, to assist in any future incident</p> <p>Officer/Department Emergency Planning</p> | <p>Letters were sent in November 2004 to all parish councils. A number of parish councils expressed an interest and the Emergency Planning Co-ordinator attended parish meetings. Take up of the offer to assist has been accepted by 3 parish councils resulting in a second generation version of the plan being developed to make it more relevant under the Civil Contingencies Act requirements. The Naburn Parish plan is complete and ready for launch and work is progressing on the build for New Earswick Parish. The Rawcliffe Parish plan is currently under revision to convert to the new version and the Skelton Parish plan will also require review. Elvington Parish Council has expressed an interest in</p> | | <p>The Emergency Planning Officer advises that, a template was created by the Emergency Planning Unit (EPU) CYC to support the Parishes in the creation/development of their own Emergency Plan(s). New Earswick, Naburn and Rawcliffe have worked with the EPU and have submitted plans using the supporting template, Skelton had previously created a plan and this has been submitted to the EPU, Elvington have notified the EPU that they have a plan but have not submitted a copy. The Parish Plan template created was designed to be a generic model for use in any Emergency Scenario. It should be noted however, that the Parishes who have produced such plans due to their geographic characteristics and the effects of the 2000 event have concentrated largely on the plans been supportive in the event of any future major flooding event.</p> |

| Recommendations of the Flood Scrutiny Board | Position at the update to Executive October 2005 | Executive Resolution – where made - at their meeting 11/10/05 | Update and/or further information at 11/12/06: |
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| | developing a local plan and we are awaiting further contact. The majority of parish councils did not respond to the letters sent. On-going | | |
| <p>Recommendation 20. That the Environment EMAP conduct a review of the implementation of the Panel's recommendations within six months, with an annual review thereafter of the works ongoing to respond to flooding in the City.</p> <p>Officer/Department Environment EMAP</p> | <p>Report back to the Executive on the 11th October 2005 Part 1. Completed by Oct 2005. Annual Review ongoing</p> | | <p>Annual Review date elapsed for 2006 without an update to the Executive/EMAP. Please note the recommendations to SMC of this report.</p> |
| <p>Recommendation 21. That this report, together with such subsequent documentation as is considered relevant, be retained and maintained by Scrutiny Services. In the event of future flood events of such magnitude as requires Silver Command to be convened, a one-off Scrutiny Panel be convened to review the event and the multi-agency response. The purpose of the panel being the updating of the Floods Report to ensure it retains its relevance.</p> <p>Officer/Department Scrutiny Services</p> | <p>Full simulation exercise held on 19th September 2005 with all Silver Command agencies involved. Outcomes used to inform/update Flood Emergency Plan procedures. Ongoing</p> | | <p>Ongoing, including this report for information as requested by the Chair of Scrutiny Management Committee. Please note the recommendations to SMC of this report.</p> |

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Scrutiny Management Committee

26 February 2007

Report of the Director of City Strategy

Sustainable Development Scrutiny Sub Committee

Summary

1. This report provides advice to the Scrutiny Management Committee on the various recommendations made by the Planning & Transport Scrutiny Board now called the Sustainable Development Scrutiny Sub-Committee in connection with their document 'Guidance for Sustainable Development'.

Background

2. The Sustainable Development Scrutiny Sub Committee presented their report 'Guidance for Sustainable Development' to Scrutiny Management Committee on 23 October 2006 following 2 years of work. The document is one of a number relating to sustainability issues that this and other Scrutiny Boards have been working on over the last few years. These reports include energy use in the council buildings and street lighting. This work has been a demonstration of the increasingly high profile of sustainability issues in York and also nationally and internationally.
3. The Scrutiny report that is the subject of this report is attached as Annex A. It is a comprehensive document that covers a wide range of sustainability issues. It makes 25 recommendations covering:
 - Planning and Supplementary Planning Guidance (SPG) (Recommendations 1 – 7 & 20);
 - Policies suggestions for the emerging Local Development Framework (LDF) (Recommendations 12 – 17);
 - Trees in the city and their wider role in managing carbon emissions (Recommendations 8 -11);
 - The role of Building Control in promoting sustainable construction techniques and technologies (Recommendations 18, 19 & 21);
 - The role of the Local Strategic Partnership (LSP) and the Local Agenda 21 (LA21) process in the city and the use of Quality of Life Indicators (Recommendation 23);
 - Internal council policy promoting sustainable construction (Recommendation 24).
 - Management of the highway (linked to many recommendations);
 - Regional coordination (Recommendation 25).

4. The Sub Committee was assisted in its work by a number of individual Officers however a formal officer review of the recommendations is helpful to identify any potential gaps, duplication and to provide a focus for action. This report offers this advice.
5. This report provides Officer commentaries upon the recommendations made and suggest an approach that the Executive may wish to adopt in respect of each. Annex B contains the recommendations made within the 'Guidance for Sustainable Development' and that advice.

Consultation

6. During the formulation of the recommendations in the scrutiny report 'Guidance for Sustainable Development' the following officers/teams were consulted:
 - Sustainability Officer
 - Building Control
 - Tree officers
 - City Development.
7. In the preparation of this report for Scrutiny Management Committee the following officers/teams have also been consulted:
 - LSP and LAA officers
 - Transport Planning Unit and Network Management Section
 - York Consultancy.
8. Annex B also gives details of the consultation that relate to the recommendations proposed in the scrutiny report. Currently for the SPG Sustainable Design & Construction and in the future for the LDF.

Options

9. Members have two basic options to move forward any recommendations made by the Sustainable Development Scrutiny Sub Committee into council policy:
 - a. Take forward the recommendations as they stand in the 'Guidance for Sustainable Development or;
 - b. Take forward the recommendations of the scrutiny report as suggested by officers in Annex B and above.
10. The adoption of option [a] would not avoid the need for consultation on the proposed policy changes and new policy development in addition to the consultation for their inclusion in the LDF. Given that the development of many of the policies/strategies proposed in the scrutiny report recommendations involves the same staff as are developing the LDF, the adoption of this option will reduce the effort being devoted to that process and introduce delays. This option is not therefore recommended.

In opting for option [b] Members will clearly be slightly delaying the formal introduction of any revision in policies and strategies. However, the integration of the recommendations in the scrutiny report with existing and proposed policies

and strategy development areas provides a more efficient use of resources and provides for more focused action. Therefore, this option is recommended.

Analysis

11. The 'Guidance for Sustainable Development' report covers a very wide range of issues as mentioned above but lacks some focus. However its broad nature clearly demonstrates the connection between these issues and the requirement of sustainable development principles to take all into account when considering decisions. What the report does highlight is the need for a council wide Sustainability Strategy to provide focus and direction to the actions in this area. Certainly recommendation 22 alludes to this.
12. Planning & Supplementary Planning Guidance (SPG), recommendations 1-7 & 20.
There is currently a Draft SPG Sustainable Design & Construction which offers guidance, advice and some minimum standards in relation to the implementation of the local plan policy GP4a. It is a draft for consultation and includes elements of some of the recommendations in the scrutiny report. The consultation period for the document finishes on 4th May 2007 and it is hoped the final draft will be presented to Planning Committee for approval in June/July 2007.
13. Local Development Framework (LDF), recommendations 12-17.
As a result of changes to Planning legislation, the Council is currently producing a Local Development Framework which will replace York's draft Local Plan. The first LDF policy document being produced is the Core Strategy, which will develop the overall planning vision for the City and guide the levels and broad location of future development in York. The Core Strategy document is at the Issues and Options stage, which is the first stage of production, and requires significant levels of debate on York's key issues. Such consultation will help to inform the content, scope and direction of the Core Strategy, which will be presented for further public consideration at the Preferred Options stage (likely to be April/May 2008) before being independently examined and finally approved in February 2009. Whilst the aspirations contained within the 'Guidance for Sustainable Development' report are positive ones for the City, until such time as the Preferred Options stage is reached, the Council should not have developed a single policy approach, but should be considering alternative means of achieving its aims. For this reason it would be prejudicial to agree to put forward a single agreed approach here, without properly opening up other policy approaches for consultation. Such an approach could lead to the LDF being judged unsound, and failing at examination. In addition, some of the detailed issues expressed within the report would be more suitable within a Development Control policy DPD or Supplementary Planning Document. Therefore, work on the emerging LDF will take forward these proposals as part of further consultation and policy development.
14. Trees, recommendations 8-11.
These recommendations relate to trees in the city and their role in mitigating and adapting to climate change. The recommendations and the current draft tree strategy deals with trees in council control and those in private ownership and as such contains proposals with implications for internal council policies, planning policies (LDF) and those relating to how the city reduces its impact and adapts to climate change. Therefore work on the council's Sustainable Development

Strategy, the LDF and the city Climate Change Strategy will take forward these proposals.

15. Building Control, recommendations 18, 19 & 21.
These recommendations quite rightly identify the vital role Building Control has to play in promoting and implementing sustainable design and construction. However their specific role will become clearer once the Draft SPG Sustainable Design & Construction has been adopted by the council.
16. Local Strategic Partnership (LSP), Local Area Agreement (LAA) and Local Agenda 21 (LA21), recommendation 23.
This recommendation links the work undertaken by LA21 some years ago to identify sustainability indicators for the city and the proposed baseline data and indicators required by the Local Area Agreement. Work has taken place to use LA21 indicators, national Quality of Life Indicators, other CYC data and those proposed by the York Environment Forum as a basis for LAA indicators. York's LAA is now with central government for approval.
17. Sustainable construction of council buildings, recommendation 24.
Following the success of a number of sustainable construction and renewable energy projects in York schools and more recently the EcoDepot, officers in the council's York Consultancy team have drafted a sustainable construction policy for the council. Work continues on it and it is hoped it will be approved in mid 2007.
18. Highway implications.
A number of the recommendations in the scrutiny report have links to transport and highway management. This interrelation will be vital in the development of policies for the emerging LDF. It is clear that care is required in the balance of social, economic and environmental issues.
19. Regional Coordination, recommendation 25.
This recommendation suggests a close working relationship with the Yorkshire & Humber Assembly with specific outcomes. These can be taken forward as part of the council's continual liaison with the Assembly.

Corporate Priorities

20. As mentioned above the report considers a broad range of issues it therefore seems that the adoption of appropriate and balanced policies in regard to sustainability would underpin the delivery of a significant number of the Corporate Objectives, in particular it address the following of the recently agreed 13 Improvement Priorities:
 - Decrease the tonnage of biodegradable and recyclable products going to landfill,
 - Increase the use of public and other environmentally friendly modes of transport,
 - Improve the actual and perceived condition and appearance of the city's streets, housing estates and publicly accessible spaces,
 - Improve the quality and availability of decent, affordable homes in the city,
 - Improve leadership at all levels to provide clear consistent direction to the organisation,

- Improve the way the council and its partners work together to deliver better services for the people who live in York,
- Improve efficiency and reduce waste to free-up more resources.

Implications

21. There are no specific Financial, Human Resources, Equalities, Legal, Crime & Disorder, ITT, Property or Other implications arising as a consequence of the recommendations made in this report.

Risk Management

22. The risks to the council in terms of this report are low. However, in regard to the subject matter and the need to deliver on the 13 Improvement Priorities the risks associated with not having the appropriate balanced policies in place are significant.

Recommendations

23. It is recommended that the advice given in Annex B be adopted so that there is an integration of the recommendations in the scrutiny report 'Guidance for Sustainable Development with existing and proposed policy and strategy development and consultation.

Reason: So as to respond appropriately to the outcome of the Sustainable Development Scrutiny Sub Committee

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Director of City Strategy

Report Approved **Date** 12/02/2007

Wards Affected:

All

For further information please contact the author of the report

Background Papers: Annex A to this report

Annexes

Annex A – copy of the scrutiny report 'Guidance for Sustainable Development '.

Annex B – comments upon the above and advice to the Executive

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Sustainable Development Scrutiny Sub-Committee

Guidance for Sustainable Development.



Work on York's Eco-depot October 2006 © Christian Vassie

Sustainable Development Scrutiny Sub-Committee October 2006

Scrutiny Management Committee 23 October 2006

Executive Reading 7 November 2006

Chair's Foreword

This scrutiny report represents some two years' work by the Planning & Transport Scrutiny Committee.

It has served a variety of functions:

- providing an opportunity for members to learn about the issues;
- informing the structure of the sustainability section GP4a and the renewable energy section of the draft Local Plan [4th set of changes], approved in 2005
- informing the draft Special Planning Guidance report produced in Autumn 2005
- providing an opportunity for dialogue between the local and national heritage groups and the council on the subject of environmental sustainability
- providing an opportunity for dialogue with architects and developers , particularly those involved in the restoration of old buildings.
- providing an opportunity to see how the city's Building Control team might be involved in encouraging more environmentally sustainable construction.

The wide array of recommendations reflects the length of time the scrutiny board has worked on this subject and the breadth of its overview.

It is clearly critical that progress on environmental sustainability requires a pro-active and rigorous set of planning documents. Through the on-going debate about the challenges posed to us all by Climate Change it is evident that the energy consumption of buildings, both domestic and commercial, makes a very significant contribution to CO2 emissions.

This scrutiny report tackles this from two ends: firstly, proposing tough requirements for all new buildings, and, secondly, proposing that historic buildings are also required to improve their energy efficiency.

The recommendations propose that the city's emerging planning documents, including the LDF, no longer simply encourage action but require action on energy efficiency, water efficiency, and use of renewable energy. In doing this City of York Council will not be out on a limb but simply adopting best practice from around the country. The Scrutiny Board believes this is vital if we are to make real progress on tackling CO2 emissions and combating our contribution to Climate Change. We also believe that this would have the very real benefit of encouraging the development of renewable energy companies in the region. We do not believe that there is any evidence that developers would decide that York was no longer an attractive place to develop.

These recommendations include historic buildings, requiring applicants to demonstrate why they shouldn't incorporate energy and water efficiency measures into projects. Our discussions with architects, heritage groups, and developers showed a welcome degree of pragmatism and an acknowledgement that, with energy bills rising rapidly, there will come a point where old or historic buildings will become increasingly difficult to sell or rent if their energy bills are significantly higher than bills for other properties. For example, refusing even bespoke double glazing on historic buildings makes

little sense when bespoke double glazing is successfully employed on historic buildings across Europe.

It was clear talking with heritage groups that the incorporation of environmentally sustainable measures wasn't a prime concern, the prime concern was to see high quality work.

Sustainability does not only impact on buildings, of course. The report also refers to the natural environment and the preservation and creation of open spaces across the city. With so many large sites now available to development (Hungate, York Central, the British Sugar site, a part of the Nestlé site, etc). York should be seeking ways to ensure that provision is made for high quality open space. It could be argued, for example, that the Hungate site would be more attractive to visitors and residents if it had, instead of roads, a network of canals and cycle paths, like Amsterdam.

The report includes recommendations on access to health facilities. Current planning documents require a green travel plan, but this is solely for employees. It surely makes sense that public transport access to doctors surgeries, for example, be included into planning officers' and planning committees' considerations.

Building Control have indicated a willingness to act as a portal for best practice, to ensure that all building developments across the city have access to the best information on environmentally sustainable solutions. The board welcomes this proposal.

Examples of best practice should be available on the internet via a dedicated website. Information on the site should include the data on the performance of renewable energy installations at schools and public buildings across the city. This database will enable the public, architects and developers across York to see that renewable energy, water efficiency and energy efficiency measures do what they say they do. This will encourage the adoption of best practice.

Lastly, this report should be seen in the context of the various other scrutiny reports dealing with the subject of sustainability that have been produced over the past two years.

This subject is complex because it is so broad, as is reflected in the number of recommendations. That breadth allows for the creation of huge swathes of vagueness, seas of loop holes that effectively preclude real progress taking place. It is therefore vital that, wherever possible, the city's planning guidance move as far as it can in 'requiring' progress in its planning documents rather than simply 'encouraging' it.

Cllr Christian Vassie,

Chair of Planning & Transport/Sustainable Development Scrutiny Sub-Committee

City of York Council 8th October 2006

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Summary of Recommendations

Executive support is sought in particular for Recommendations 1, 2, 3(i), 4, 5, 6, 7, 9, 10, 11, 12, 13, 14, 15, 16 and 17, to ensure that these recommendations can be taken forward as a significant part of the statutory consultation on the Local Development Framework.

1. That the Draft Supplementary Planning Guidance (SPG) for Sustainable Design and Construction, which provides the minimum expected standards (including BREEAM 'Very Good' Future statements from developers) must clearly address the SPG and sustainability policies Local Development Framework documents that will replace it. For example, by:
 - i. Showing that 'whole life' costs of buildings, including sourcing of materials, building materials type and thermal efficiency (BREEAM), have been properly evaluated and accounted for in terms of best practice;
 - ii. Limiting the footprint of buildings and embracing the 'life-long building principles, by ensuring the capacity to extend into roof space through consideration of appropriate roof angles and building methods to allow for appropriate insulates and / or basements rather than gardens and open spaces.
2. That the Draft SPG for Sustainable Design and Construction and the Local Development Framework (LDF) documents which will replace it, require developers to evidence measures supporting the achievement of the national and regional renewable energy targets.

These targets require major proposals for employment, retailing and residential development to incorporate appropriate renewable energy heating or power systems.

The expectation is that at least 10% of the predicted annual energy requirements of a particular development will be met by means of independent renewable energy generation up until the end of 2010. This will increase to 15% from the end of 2010 until the end of 2015 and increase again to 20% from the end of 2015 until the end of 2020".

Developments which do not achieve this target will be required to pay into a penalty fund ring fenced by the authority and used to grant aid projects with higher than minimum required standards of sustainable building and micro-renewable generation across the city.

3. That, in view of part of the development at Fieldside place having been overshadowed by flats built on an adjoining site, greater emphasis needs to be placed in respect of maximising solar gain through all new developments. To this end:
 - i. The Draft SPG for Sustainable Design and Construction and the LDF documents that will replace it should require developers to evidence assessment of the impact of development proposals on solar gain in neighbouring developments, whether they be existing structures or proposed structures in receipt of prior planning permission.
 - ii. All planning proposals should be assessed in the future to ensure that proposed new developments or major refurbishments do not impact upon measures for active (i.e. micro-generation through solar thermal or solar PV technology) and passive (i.e. glazed elements maximizing heating and lighting through day-lighting) solar gain in existing developments surrounding them. The Local Plan, and the LDF documents that will replace it, should ensure that sustainability forms a coherent thread, removing contradictions or conflict between sections on, say, housing and transport and the historic environment.
4. That the Draft SPG for Sustainable Design and Construction and the LDF documents that will replace it include a provision to ensure that all new or significantly refurbished developments should give consideration to incorporating sustainable – renewably powered - street lighting [as defined in this council’s Street Lighting Strategy if approved by the Executive]. Officers to research and investigate the inclusion of a more detailed policy to address this issue as part of the development of the LDF
5. That the Draft SPG for Sustainable Design and Construction and the LDF documents that will replace it include a provision for all new developments requiring developers to replace proposals for impermeable hard standing areas with plans incorporating standing (or forms of pavier) which proves higher levels of soak away such as permeable grass through growth paviers.

- 6. That the Draft SPG for Sustainable Design and Construction and the LDF documents that will replace it include a provision for all new developments requiring developers to provide water butts to ensure rainwater harvest and recycling from roof run-off at properties and minimize reliance on potable water supply and the energy used to treat it.**

- 7. That the Draft SPG for Sustainable Design and Construction and the LDF documents that will replace it include a provision for all new developments requiring developers to show full consideration and incorporation of features for grey water recycling.**

- 8. That, in recognition of the important role broadleaved deciduous trees play in carbon grounding, mitigating the impacts of Climate Change and improving air quality, the City of York Council's Arboricultural Officer lead work to create an Authority wide Tree Policy and Strategy ensuring:**

 - i. Succession planting and the consistent management and protection for all public trees across all directorates. Schools, Parks, Highways, Housing, Children's and Adult's Services, Car Parks and Property.**

 - ii. The replacement of all trees removed for unavoidable reasons, be these planning, end of life or disease with between 2-5 broadleaved deciduous native species, preferably within close proximity to the area where the original specimen was removed, depending on site conditions.**

 - iii. All street and highways development proposals and schemes prior to approval being given for work to be carried out should be verified by the Arboricultural Officer to evidence proposals for:**

 - a. Considering and protecting established trees.**

 - b. Incorporating new planting of species to compliment highways schemes selected as appropriate to the environmental setting by the Arboricultural Officer**

The resulting Policy and Strategy should be drafted with the objective aim of significantly increasing the number of viable trees within the authority boundary annually. To achieve a minimum target of 7% cover (the national average) within the next 10 years in line with the National Forestry Strategy as York now has the fourth lowest densities of all Regional Local Authorities with only 3.7%. Outcomes and obstacles to achieving this aim will be reported to

the Executive annually by the Council's Arboricultural Officer. The Officer's Annual Tree Policy and Strategy report will be recognised as part of the Air quality Strategy and Action Plan and at a time appropriate as part of the proposed Climate Change Strategy.

The resulting Policy and Strategy will be sent to meetings of the Executive Members for City Strategy and Neighbourhood Services, Adult and Housing Services and Children's Services, to ensure its immediate incorporation into other local authority strategic and policy documents.

The resulting Strategy will be equally applicable to the Authority's own operations and developers.

9. That the Draft SPG for Sustainable Design and Construction, and the LDF Core strategy include a provision for all new developments encouraging developers to plant a fruit tree for each new property or, if a fruit tree is not suitable, root stock for location of another other small native species, such as rowan or crab apple, to encourage local produce production and /or provide food for wildlife.
10. That the Draft SPG for Sustainable Design and Construction, and LDF Core strategy include a provision for all new developments requiring developers to show planting plans for verges and front gardens. Such plans to include a reasonable proportion of medium to large scale native deciduous tree species to improve air quality and provide shading and, in instances where this will not be proven to obstruct measures for winter 'solar gain' in surrounding buildings, to include native evergreen species such as Holly, Yew and Scots Pine, to support bio-diversity.
11. That the Draft SPG for Sustainable Design and Construction, and LDF Core strategy include a provision for all new developments where boundaries between adjacent properties need to be identified, requiring developers not to use fencing or walls, and to submit and implement, in place of these, plans for the incorporation of native species hedging at the next nearest suitable planting season, ie. beech, hawthorn, lime, field maple in Autumn and Holly and / or Yew in early spring.
12. That environmental sustainability be specifically referred to within the context of 'Historic Environment' in the Local Development Framework, including sustainable development and design, in view of the contribution environmental sustainability makes towards the protection of historic buildings and in line with the principles of Planning Policy Statement 22.

13. That those parts of the LDF relating to 'Historic Environment' refer to improving the use of good quality, historic buildings, including space above shops, by encouraging the incorporation of high quality insulation and double glazing, where it is possible to do so without compromising the appearance of the building.

14. That the LDF Core Strategy prohibit overdevelopment, particularly in terms of excessively high buildings. Development should enhance the historic environment and, where possible, incorporate buildings and sensitive traffic-free public green space with the mutual aims of;

- a. Providing good views of architecturally significant build whether this is historic or modern**
- b. Improving biodiversity and green corridors**
- c. Improving air quality and rain water soak away**
- d. Creating a greater percentage of open public space across the city encouraging low cost 24 hour a day leisure activity.**

15. That the LDF Core Strategy show measures for the active preservation of green spaces and gardens, particularly in the city centre, and the inclusion of new green space and/or sustainably designed (i.e. reliant on recycled rainwater and/or powered where relevant by solar means) water features in major new developments, such as Hungate, York Central etc.

16. That the LDF documents must ensure the creation of 'life-long' buildings, i.e. structures that can be adapted to people's changing living and working requirements over time. Plans for new buildings or major refurbishments should embrace 'life-long' homes principles by evidencing;

- Sufficient amenity space**
- Capacity for economically reasonable adaptation for mobility aids**
- Parking provision within the buildings footprint including communal blocks, or flats i.e. within basements etc.**

- **Storage space within the buildings footprint for the separation of recyclates, including communal blocks or flats (i.e. within basements etc.)**
- **Roof angles and cavity on all new build allowing for extension to the liveable space into attics/lofts.**
- **The provision of space, especially in respect of communal blocks, or flats, – be it communal or private – external and/or internal (i.e. communal drying rooms) to hang out washing to defray from the use of dryers.**

17. That the Draft SPG for Sustainable Design and Construction, and LDF Core strategy include a requirement that access to public transport services be of material consideration when evaluating planning proposals for health service provision, such as dentists' and doctors' surgeries, and that this be reflected in the LDF.

18. That work involving engagement with local architects to assess interest, familiarity with and use of sustainable buildings methods be conducted by officers in Buildings Control.

19. That Buildings Control investigate the sourcing and availability of materials for sustainable development in York and make that information readily available to the public.

20. That the City of York Council produce its own Sustainable Developers Guide, using the amalgamated chapters as a starting point

21. That a feasibility study be carried out to explore the viability of Building Control acting as the Council's promoter of sustainable construction, as set out in the 'Promotion of Sustainable Construction Methods and the Implications for Building Control staffing levels' report found as Annex H to this scrutiny report.

22. That a single unified web portal be created with a direct link from the City of York Council's Home page and a title along the lines of 'Climate Change and Sustainable Planning in York', which provides centrally linked information regarding;

- Supporting information about the (Draft) Supplementary Planning Guidance (SPG) for Sustainable Design and Construction, and the primacy of sustainability within the LDF.**
- The Air Quality Strategy.**
- Tree Policy and Strategy.**
- Bio-Diversity Strategy.**
- Climate Change Policy and Strategy.**
- All other local authority strategic documents and reports including HECA with a bearing on climate change mitigation.**

- vii. The energy and water management performance data collected in public buildings, including schools - via the 'Display' mechanism – with year on year improvements and a description of actions to demonstrate best practice across the city
- viii. Links to External Sites providing best practice guidance on Sustainable Construction.
- ix. Links to education establishments within the region offering training courses in sustainable construction, environmental management, qualifications in SAP and BREEAM assessment etc. Including 'Science City' where relevant.
- x. Details of 'Exemplar' projects within the city and the region; i.e. Fieldside place and the Eco-Depot.
- xi. Links to information regarding grants schemes promoting sustainability i.e. low carbon buildings programme.

23. That the City of York Council, in consultation with the Local Strategic Partnership and steering group of LA21, adopt and monitor the following Local Quality of Life Indicators, with a particular bearing on energy and environmental impact:

- 24 - Levels of key air pollutants;
- 25 - Carbon dioxide emissions by sector and per capita emissions;
- 26 - Average annual domestic consumption of gas and electricity (kwh)

24. That the improving reputation of the authority related to the standards of sustainable construction applied to the Eco-Depot be maintained through the adoption of a policy requiring equal or higher standards of sustainable construction for all future commissioned properties, or the refurbishment of properties within the authority's portfolio. That this policy be applied whether the property is public amenity, business or domestic - i.e., equally to schools, leisure facilities and office environments.

25. That the Executive support proposals to formally request the Yorkshire and Humber Assembly to endorse the development of recognised voluntary standards above the minimum (or those readily achievable in buildings envelope), promoting lower energy usage and emissions, To assist with this, the Executive also support proposals to establish a framework for the adoption of Part Y, as outlined in the Energy chapter annexed to this report, an annual awards framework for Developments and a web portal advertising this, including the consideration of:

- **Automatic registration and certification based on spec.**
- **Published Information about awards for annual round based on evaluation against spec of final build, details of judging criteria, candidate development and build profiles + Hyper Links**

- **Publication of Outcomes & Event for Regional Award Winners + Hyper Links**
- **Indication of winners as high achieving Exemplar Projects from sum total of data base**

Summary of Implications of Recommendations for City of York Council

| Implications Recommendation 1. | |
|---------------------------------------|---|
| Finance | <p><i>The main financial implications are based around the additional constraints on the planning process. The impact of these are very hard to quantify without a thorough review, which must be undertaken as specific issues come forward in the future. Any constraint that significantly increases costs for developers will have an impact in terms of the amount of development that will take place in the city, which in turn will have a knock on effect on the level of capital receipts that the Council can realise from the sale of its own land and buildings and therefore reinvest in the capital programme. A reduction in the level of development will result in the Council not meeting other targets such as the number of affordable homes that are built (already set at 50% of any new development).</i></p> <p><i>There is the potential that the planning process will stifle new major developments in the city. Whilst the aims of the report are commendable a look at the complete planning package is required to encourage rather than stifle more sustainable developments. It may be sensible to relax elements of the planning process where sustainable development takes place ie in a housing scheme reduce the affordable housing element.</i></p> <p>Any decision to introduce additional constraints into the planning process is likely to increase developer's costs this could result a reduction in both the desirability of building within York and in the value of relevant development land. The latter of these could result in the council receiving reduced receipts for its disposals which would have a direct impact on the overall capital programme for York.</p> |
| Human Resources | |
| Equalities | |
| Legal | |
| Crime and Disorder | |
| Information Technology | |
| Property | |
| Other | |

| Implications Recommendation 2. | |
|---------------------------------------|-------------------------|
| Finance | As Per Recommendation 1 |
| Human Resources | |
| Equalities | |
| Legal | |
| Crime and Disorder | |
| Information Technology | |
| Property | |
| Other | |
| Implications Recommendation 3. | |
| Finance | As Per Recommendation 1 |
| Human Resources | |
| Equalities | |
| Legal | |
| Crime and Disorder | |
| Information Technology | |
| Property | |
| Other | |
| Implications Recommendation 4. | |
| Finance | As Per Recommendation 1 |
| Human Resources | |
| Equalities | |
| Legal | |
| Crime and Disorder | |
| Information Technology | |
| Property | |
| Other | |
| Implications Recommendation 5. | |
| Finance | As Per Recommendation 1 |
| Human | |

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|---------------------------------------|---|
| Resources | |
| Equalities | |
| Legal | |
| Crime and Disorder | |
| Information Technology | |
| Property | |
| Other | |
| Implications Recommendation 6. | |
| Finance | As Per Recommendation 1 |
| Human Resources | |
| Equalities | |
| Legal | |
| Crime and Disorder | |
| Information Technology | |
| Property | |
| Other | |
| Implications Recommendation 7. | |
| Finance | As Per Recommendation 1 |
| Human Resources | |
| Equalities | |
| Legal | |
| Crime and Disorder | |
| Information Technology | |
| Property | |
| Other | |
| Implications Recommendation 8. | |
| Finance | As Per Recommendation 1 The funding for the objective of increasing tree cover in the city boundary from 3.7% to 7% within 10 years, will have to be identified either from within existing revenue or capital resources, and form part of future budget processes. (Especially as the proposed increase would cover the equivalent area of around 1,200 football pitches) |
| Human | |

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| Resources | |
| Equalities | |
| Legal | |
| Crime and Disorder | |
| Information Technology | |
| Property | |
| Other | |
| Implications Recommendation 9. | |
| Finance | As Per Recommendation 1 |
| Human Resources | |
| Equalities | |
| Legal | |
| Crime and Disorder | |
| Information Technology | |
| Property | |
| Other | |
| Implications Recommendation 10. | |
| Finance | As Per Recommendation 1 There could also be future revenue / capital consequences due to any impact on buildings and boundaries due to the need for future maintenance work caused by the tree planting. |
| Human Resources | |
| Equalities | |
| Legal | |
| Crime and Disorder | |
| Information Technology | |
| Property | |
| Other | |
| Implications Recommendation 11. | |
| Finance | As Per Recommendation 1 |
| Human Resources | |
| Equalities | |
| Legal | |

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| Crime and Disorder | |
| Information Technology | |
| Property | |
| Other | |
| Implications Recommendation 12. | |
| Finance | None |
| Human Resources | |
| Equalities | |
| Legal | |
| Crime and Disorder | |
| Information Technology | |
| Property | |
| Other | |
| Implications Recommendation 13. | |
| Finance | None |
| Human Resources | |
| Equalities | |
| Legal | |
| Crime and Disorder | |
| Information Technology | |
| Property | |
| Other | |
| Implications Recommendation 14. | |
| Finance | None |
| Human Resources | |
| Equalities | |
| Legal | |
| Crime and Disorder | |
| Information Technology | |

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|--|-------------------------|
| Property | |
| Other | |
| Implications Recommendation 15. | |
| Finance | As Per Recommendation 1 |
| Human Resources | |
| Equalities | |
| Legal | |
| Crime and Disorder | |
| Information Technology | |
| Property | |
| Other | |
| Implications Recommendation 16. | |
| Finance | As Per Recommendation 1 |
| Human Resources | |
| Equalities | |
| Legal | |
| Crime and Disorder | |
| Information Technology | |
| Property | |
| Other | |
| Implications Recommendation 17. | |
| Finance | None |
| Human Resources | |
| Equalities | |
| Legal | |
| Crime and Disorder | |
| Information Technology | |
| Property | |
| Other | |

| Implications Recommendation 18. | |
|--|--|
| Finance | As a scrutiny report promoting engagement of this sort, insufficient detail is given, at this stage, to enable the impact of the proposal to be accurately assessed. However, if these regulations require significant additional work then this will result in pressures on affected areas which will have to be met by reductions in the provision of alternate services or additional resources being deployed. Any decision to deploy additional resources must be considered as part of the Council's budget process alongside the wide range of funding pressures. |
| Human Resources | |
| Equalities | |
| Legal | |
| Crime and Disorder | |
| Information Technology | |
| Property | |
| Other | |
| Implications Recommendation 19. | |
| Finance | The impact of this cannot be fully assessed, at this stage, based on the level of detail available in the report.. However, there are likely costs in terms of Building Control Officer workload. This may result in a need for additional building control inspectors which would have to be identified either from existing resources or form part of a future budget process. |
| Human Resources | |
| Equalities | |
| Legal | |
| Crime and Disorder | |
| Information Technology | |
| Property | |
| Other | |
| Implications Recommendation 20. | |
| Finance | The impact of this cannot be fully assessed, at this stage, based on the level of detail available in the report.. However, it is likely to result in one off expenditure in terms of developing and producing the guide which would have to be identified either from existing resources or form part of a future budget process. |
| Human Resources | |

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| Equalities | |
| Legal | |
| Crime and Disorder | |
| Information Technology | |
| Property | |
| Other | |
| Implications Recommendation 21. | |
| Finance | The impact of this cannot be fully assessed, at this stage, based on the level of detail available in the report.. However, it is likely to result in one off expenditure in terms of feasibility costs which would have to be identified either from existing resources or form part of a future budget process. |
| Human Resources | |
| Equalities | |
| Legal | |
| Crime and Disorder | |
| Information Technology | |
| Property | |
| Other | |
| Implications Recommendation 22. | |
| Finance | One off development costs and officer management. The resourcing of this would have to be identified either from existing resources or form part of a future budget process. |
| Human Resources | |
| Equalities | |
| Legal | |
| Crime and Disorder | |
| Information Technology | |
| Property | |
| Other | |
| Implications Recommendation 23. | |
| Finance | The additional measurement of PI's may result in additional resources that would have to be identified either from existing resources or form part of a future budget process. |

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| Human Resources | |
| Equalities | |
| Legal | |
| Crime and Disorder | |
| Information Technology | |
| Property | |
| Other | |
| Implications Recommendation 24. | |
| Finance | <p>Any decision to introduce additional constraints into the planning process is likely to increase developer's costs this could result a reduction in both the desirability of building within York and in the value of relevant development land. The latter of these could result in the council receiving reduced receipts for its disposals which would have a direct impact on the overall capital programme for York.</p> <p>The additional costs incurred on the Eco Depot were funded from both prudential borrowing and government grant. The on going revenue savings from more sustainable construction do not yet fund the additional costs incurred in construction. If this trend continues either the functional elements of any new Council funded build will be compromised, or additional funding will need to be diverted from exist8ng budgets or form part of a future budget process. Such a priority is unlikely to be achievable without a major investment of additional funds from sources external to the Council.</p> |
| Human Resources | |
| Equalities | |
| Legal | |
| Crime and Disorder | |
| Information Technology | |
| Property | |
| Other | |
| Implications Recommendation 25. | |
| Finance | None. |
| Human Resources | |
| Equalities | |
| Legal | |
| Crime and Disorder | |

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|-------------------------------|---|
| Information Technology | |
| Property | |
| IT & T | <p>More details would be required about timescales and the underlying purpose of the proposed "unified web portal", to be precise but in summary:</p> <p>If it is to be part of the new council website (it would look the same as the new website and be part of the new navigation structure) a folder structure could be set up and someone trained to use the content management system (the software that is used to run the new website). This would be the more straightforward option, considering that several of the documents mentioned are already available on the site and so would avoid duplication. It would then be a case of bringing these documents together in one place and adding any others that are required. Any documents such as plans and strategies would need to be supplied in PDF format. Guidance could be given on how to produce PDF documents.</p> <p>Developing of a new website with a separate look and feel would be a larger piece of work not possible in the immediate future (before April) as once the new council website has been launched in November the web team is committed to developing the intranet and Children's Trust Unit website. A formal request for web team time would need to be submitted to easy@york in this case. [comments submitted by web team]</p> |

Final Report: Guidance for Sustainable Development.

Summary

1. Members of the Executive are presented with the final report of the Sustainable Development Scrutiny Sub-Committee (formerly Environment & Sustainability Planning and Transport Scrutiny Board) delivering their research and findings regarding the approach our Local Authority might take to delivering more sustainable planning and development.

Background

2. Between 2005 and 2006 Scrutiny at the City of York Council promoted robust strategic approaches to carbon reduction and more sustainable energy sourcing across the authorities own activities¹. These approaches covered all sectors of authority operations except transportation fuel.
3. Commercial Services Scrutiny Board completed work regarding improved approaches to the recycling and reuse of domestic goods and landfill minimisation.
4. Whilst sustainable energy use and landfill minimisation are key considerations within this report, the work of the former Planning and Transport Scrutiny Board² has a broader scope.
5. The report where ever possible highlights the complex inter-relationships between causes and effects implied by the now commonly used yet rarely explained term 'Climate Change'. In doing so it introduces a broad spectrum of interconnected sustainability issues as they relate to planning and recommends approaches the authority must take if it is to meet its targets in respect of planning and the climate change agenda.

Climate Change

6. The world is warming and, for the most part, the international scientific and political community agree this is the result of human activities. These activities have altered the chemical composition of the atmosphere, creating a build up of greenhouse gases³; including Carbon dioxide (CO₂). The gases act like a thickening blanket, trapping the sun's heat and causing the planet to warm up; this is described as 'global warming'. During the last century, temperatures rose by 0.7C and 2005 was the second warmest year ever recorded. Present evidence suggests a further increase of between 1.5C and 5.9C in global mean temperatures over the next decade.

¹ Through the delivery of reports regarding;

- a. CO₂ reduction from domestic property: public and private
- b. Sustainable Street Lighting
- c. Reducing managing and monitoring energy consumption in council property
- d. Ensuring increasingly sustainable supply and embedded micro-generation in council property

² See Annex A for the topic registration form

³ See Glossary for a definition of Green House Gasses

7. As the temperatures have risen, global weather patterns have been affected. Even in Yorkshire we are increasingly enduring extreme weather events such as tornados, flooding and droughts.
8. Internationally, droughts are causing tropical forests to die back and each year more are susceptible to raging summer fires. Record temperatures and drought conditions in July 2006 stopped many Horse Chestnut trees in the UK's producing Conkers'⁴. Our trees are dying, without them less atmospheric CO₂ will be locked up adding to a cycle of destruction unprecedented in the history of the planet.
9. Global droughts are seeing natural food sources and farmed crops fail leading to increased human migration and increasing death rates for both human beings and many wildlife species through famine. All recent endeavours to achieve global economic stability are threatened by climate change.
10. International Glaciers and Polar ice caps are melting, the worlds seas are rising and decreasingly saline, some marine life will die, coastal erosion will increase and so will the risks of flooding.
11. 'Climate Change' is the term which encapsulates all the causes and effects of global warming upon our planet. The international 'Climate Change Agenda' (as set out in the Kyoto Protocol) devolves Nationally in the recently revised UK Climate Change Programme 2006 and Climate Change and Sustainable Energy Act 2006. The Government is committed to support the process of adapting to the changes in climate that will occur over coming decades and has outlined its expectations of local authorities and their public and private partners in respect of this.
12. In addressing climate change local authorities need to understand the issues and imperatives for action, and how to ensure their operations, their partners operations and individual citizens are ready to adapt to the changes and mitigate against the effects locally⁵.
13. Members of the former Planning and Transport Scrutiny Board endorse the Housing Scrutiny Boards recommendation for the City of York Council to prepare a Climate Change Strategy and Action Plan.

Climate Change and Sustainable Planning and Development

14. National Planning Policy legislation and associated guidance - 2004 to date - has begun to mainstream sustainability in response to climate change. Prior to this time, the environmental dimension of many planning proposals was only partially addressed. Local planning authorities' powers were mainly

⁴ See Guardian Article 'Where have all the Conkers gone' **Wednesday October 4, 2006**

⁵ Some specific details of the anticipated effects for our region can be sourced via the UK Climate Impacts Programme, (UKCIP) provides scenarios that show how our climate might change and co-ordinates research on dealing with our future climate.

focused on the spatial⁶ and visual impact of a development rather than its long-term impact on natural resources, health, climate etc.

15. The new legislation is forcing change. It is moving forward with the national code for sustainable building, tighter building regulations on thermal efficiency and EU Energy Performance Directives on energy and landfill which, when taken across the piece prioritise sustainability and planning for a future that it is as far a possible environmentally cost neutral.

Recognising Environmental Whole Life Costs and the Eco-Footprint

16. Decisions regarding planning and design and the use of building materials have wide reaching environmental consequences, energy used in the manufacture, delivery, and incorporation of materials and appliances into buildings accounts for over 10% of total energy consumption in the UK alone; described as embodied energy. Choices architects and developers make in sourcing materials impact upon globally finite resources such as minerals, and fossil fuels.
17. Approximately 50% of total ozone damaging Chlorofluorocarbons (CFC's) produced were through uses such as air conditioning, refrigeration, fire extinguishers and insulation in buildings (Blowers, 1993). Poorly evaluated industrial practices, building techniques, waste disposal, and transportation have led to ground, air and water pollution so hazardous to life that we are now having to invest millions in time and costs to reclaim a fit environment for ourselves and future generations. We are realising that our approaches to building must change.
18. Requiring developers to whole life cost, which may be characterised as a systematic approach of balancing capital costs with revenue costs evidencing optimum financial solutions over a building's lifespan, is not a new concept. The building industry embraced this change, by acknowledging that whole life costing was effective at demonstrating the cost effectiveness of applied techniques in the market place.
19. Planning and developers are increasingly required to extend the principals introduced by whole life costing to evidencing the lifespan environmental impacts of their proposals and the materials used for the build.
20. The ecological footprint (or eco-footprint for short) is a tool measuring our ecological performance parallel with that of whole life costing. It tracks how much individuals, organisations, cities, regions and nations, consume and compares this amount to the resources nature can provide, for example land, water energy and other resources.
21. The application of whole life costings principals incorporating environmental or eco-footprinting is not a new concept, for over a decade, the Buildings Research Establishment's (BRE) Environmental Assessment Method (BREEAM) has been used to assess the environmental performance

⁶ Spatial: the way things are laid out, in proximity to one another and other natural features

of both new and existing buildings. BREEAM⁷ is recognised by the UK's construction and property sectors as a measure of best practice in environmental design and management and has been used as the basis of the Sustainable Buildings Code.

Executive support is sought in particular for Recommendations 1, 2, 3(i), 4, 5, 6, 7, 9, 10, 11, 12, 13, 14, 15, 16 and 17 below, to ensure that these recommendations can be taken forward as a significant part of the Local Development Framework.

COMMENDATION 1

at the Draft Supplementary Planning Guidance (SPG) for Sustainable Design and Construction, which, provides the minimum expected standards including BREEAM 'Very Good'. Future statements from developers must clearly address the SPG and sustainability policies Local Development Framework documents that will replace it. For example;

- i. By showing 'whole life' costs of buildings, including sourcing of materials, building materials type and thermal efficiency (BREEAM) have been properly evaluated and accounted for in terms of best practice.**
- ii. Limiting the footprint of buildings and embracing the 'life-long building principles, by ensuring the capacity to extend into roof space through consideration of appropriate roof angles and building methods to allow for appropriate insulates and or basements rather than gardens and open spaces.**

⁷ BREEAM assesses the performance of buildings in the following areas:

- management: overall management policy, commissioning site management and procedural issues
- energy use: operational energy and carbon dioxide (CO₂) issues
- health and well-being: indoor and external issues affecting health and well-being
- pollution: air and water pollution issues
- transport: transport-related CO₂ and location-related factors
- land use: greenfield and brownfield sites
- ecology: ecological value conservation and enhancement of the site
- materials: environmental implication of building materials, including life-cycle impacts
- water: consumption and water efficiency

The Integration of Sustainability into Planning Policy Frameworks

22. The National planning policy framework requires Regional Assemblies and Local Planning Authorities to conduct a sustainability appraisal of the development framework documents and adopt sustainable practice in planning. In brief national governments planning policy statements:

Endorse;

- a) The use of brown-field site and the refurbishment of existing buildings envelope as a priority.
- b) Redevelopment of areas of deprivation to encourage regeneration in line with Local Area Agreements.
- c) Redevelopment of town and city centres to ensure mixed usage throughout the 24 hour period.
- d) Increased emphasis on mixed development incorporating domiciliary, business shopping and leisure facilities, minimising reliance on transportation.
- e) The integration of a greater proportion of green space within all built areas for the combined purposes of leisure and nature habitat. Greater protection for existing green corridors and natural features.
- f) The integration of renewable energy, community energy netting and Combined Heat and Power (CHP).
- g) Better management of Water to prohibit summer droughts and seasonal flooding through integrated soak-away, grey water recycling and the proper assessment of developmental impact on flood plain or natural run off areas.
- h) Greater awareness of transport networking which prioritises pedestrian and cyclist access then access through well devised public transport nets.

Prohibit;

- a) The development of out of town shopping complexes etc.
- b) Development increasing reliance on private car ownership and transportation.
- c) Negative statements and approaches to renewable energy production.

Addressing Climate Change, Insecurity of Fuel Supply and Fuel Poverty.

23. The National Planning Policy framework and buildings regulations require Regional Spatial Strategies (RSS) and Local Development frameworks to incorporate 'Planning Policy Statement 22: Renewable Energy' (PPS22) emphasising the development of positively expressed policy on integrated renewables.
24. National Government requires⁸ planning authorities to create policies on a par with Merton, Croydon and Calderdale. National clarification of PPS22 stated that "It is now essential that all planning authorities follow this example".
25. Calderdale Council's policy requires at least 10% of the energy to be used in sizable new development to come from on site RE sources up to 2010 with a 'rising' target' established after 2010. The Planning Inspectorate's ruling on the Calderdale's 'step up' microgeneration policy in their Replacement Unitary Development Plan established the opportunity to raise the percentage threshold over time and establish policy which reflects targets within the Kyoto protocol.
26. This will become even more important if energy efficiency standards in building regulations rise reducing the impact of a 10% only target. The Calderdale policy '12.66a' follows;
27. *"To help meet the national and regional renewable energy targets, major proposals for employment, retailing and residential development will be required to incorporate appropriate renewable energy heating or power systems. The expectation will be that at least 10% of the predicted annual energy requirements of a particular development should be met by means of independent renewable energy generation up until the end of 2010. This will increase to 15% from the end of 2010 until the end of 2015 and increase again to 20% from the end of 2015 until the end of 2020".*
28. In Norwich targets have been further stepped up within the period to a 30% microgeneration target and Chichester has a target that rises to 50%, whilst Milton Keynes requires all new developments have net zero carbon emissions. Nationally where such policies have already been adopted, they run hand in hand with policies ensuring that developers, not achieving targets, pay into a fund to promote higher standards.

RECOMMENDATION 2

⁸ The Minister for Housing and Planning (Yvette Cooper) Written Ministerial Statements *Thursday 8 June 2006* Communities And Local Government PPS22. See Also requirements in the Climate Change and Sustainable Energy Act 2006

at the Draft Supplementary Planning Guidance (SPG) for Sustainable Design and Construction and the Local Development Framework documents that will replace it require developers to evidence measures supporting the achievement of the national and regional renewable energy targets.

hereby, major proposals for employment, retailing and residential development are required to incorporate appropriate renewable energy heating or power systems.

the expectation being that at least 10% of the predicted annual energy requirements of a particular development will be met by means of independent renewable energy generation up until the end of 2010. This will increase to 15% from the end of 2010 until the end of 2015 and increase again to 20% from the end of 2015 until the end of 2020”.

developments, which do not achieve this target, will be required to pay into a penalty fund ring fenced by the authority and used to grant aid projects with higher than minimum required standards of sustainable building and micro-renewable generation across the city.

Solar Gain

29. Future building must aim to minimise the energy consumption of business and domestic property whilst maximising the efficiency of energy usage. The relationship between buildings and the local microclimate can reduce the amount of energy required for heating. In addition buildings must be designed to incorporate maximum sourcing of their energy requirements through natural – zero-carbon - not just sustainable means.
30. In order to achieve these objectives architects, designers, planners and builders must demonstrate an understanding of micro-climate, relational positioning, spatial thermal dynamics, and solar gain (unmediated light and heat entering the building from the sun).
31. During the course of their investigations Board Members visited St Nicholas Field’s Environmental Community Centre, Kirklees Council regarding the Sun cities and Zen solar programmes and the Housing Association responsible for Fieldside Place. In respect of the latter project they expressed concern regarding the impact of later development through high build shading upon the solar gains designed into Field side place. In response to which they noted the need for a better understanding of such impacts to be evidenced and removed at an early point in development proposals.

RECOMMENDATION 3

in view of part of the development at Fieldside place having been overshadowed by flats built on an adjoining site greater emphasis needs to be placed in respect of maximising solar gain through all new developments.

- i. That the Draft Supplementary Planning Guidance (SPG) for Sustainable Design and Construction and the Local Development Framework documents that will replace it require developers to evidence assessment of the impact of development proposals on solar gain in neighbouring developments, whether they be existing structures or proposed structures in receipt of prior planning permission.**
- ii. That all planning proposals be assessed in the future to ensure that proposed new developments or major refurbishments do not impact upon measures for active (i.e. micro-generation through solar thermal or solar PV technology) and passive solar (i.e. glazed elements maximizing heating and lighting through day-lighting) gain in existing developments surrounding them. The Local Plan, and the Local Development Framework documents that will replace it, should ensure that sustainability forms a coherent thread, removing contradictions or conflict between sections on, say, housing and transport and, the historic environment.**

Community Light

- 32. Sources of energy and how they are used, controlled and maintained, not only impact upon the internal and external layout of a building or buildings but also upon the wider environs and need to be key design considerations at an early point in a projects development.
- 33. The approach taken to single developments or modernisations may differ from larger sites which should maximise opportunities to create and connect to 'Community Heating and/or Power Networks' in accordance with EU Directives now enshrined in UK legislation.
- 34. Developers of larger sites should automatically show consideration proposals to develop or expand Community Heating Networks providing a highly efficient and renewable source of energy. The site layout may affect the feasibility of connecting to existing and/or proposed Community Heating Networks. Considerations should include the length of any connecting infrastructure and any potential physical barriers.
- 35. Considerations ought to extend to lighting schemes. Developers working medium to large scale sites and smaller sites where practical should work in

partnership to maximise the use of renewably grid netted and/or solar street lighting and solar lighting for bus shelters or other similar community facilities.

36. Well designed schemes for lighting benefit community safety whilst enhancing architectural and landscape features after dark and add to the marketability of developments. Schemes must not contribute to light pollution and its negative impact on amenity, clarity of the night skies or wildlife, whilst the energy required for the lighting itself should be from renewable sources. To minimise environmental impacts of external lighting schemes developers should ensure:-

- Lighting levels are the minimum necessary to achieve safety and enhancement objectives.
- Energy is photovoltaic or renewably sourced.
- Energy efficient lamps are used.
- Uncontrolled floodlighting should be avoided and all light fittings should be shielded to minimise any light pollution.
- Particular care is taken to apply the above guidance with floodlighting schemes for sports pitches or late night shopping or leisure amenities complexes as these have historically been high light polluters and high energy consumers.

RECOMMENDATION 4

at the Draft Supplementary Planning Guidance (SPG) for Sustainable Design and Construction and the Local Development Framework documents that will replace it include a provision to ensure that all new or significantly refurbished developments should give consideration to incorporating sustainable – renewably powered - street lighting [as defined in this council’s Street Lighting Strategy if approved by the Executive]. Officers to research and investigate the inclusion of a more detailed policy to address this issue as part of the development of the Local Development Framework (LDF).

Extreme Water Scenarios

37. Demand for water nationally has more than doubled since 1970, leading to stresses on water supply, treatment and disposal. Rising consumption levels are placing increasing pressure on river, groundwater, flood meadow and other wetland ecosystems.
38. All ‘potable’ water, that is water treated to make the quality drinkable, requires energy. It is imperative that all new developments are designed to work in harmony with and minimise their impact upon the water environment and reduce demands upon potable water usage.

39. Changed climatic conditions are not only bringing hotter drier summers to the UK but rising sea levels and autumn through spring storms which are exacerbating flood risk in already flood prone areas. Design features which detract from the natural absorption of rainfall into the ground and speed up run-off need to be avoided to mitigate against flood and improve balanced year round ground water levels. This is of particular importance to flood prone cities such as York.

RECOMMENDATION 5

at the Draft Supplementary Planning Guidance (SPG) for Sustainable Design and Construction and the Local Development Framework documents that will replace it include a provision for all new developments requiring developers to replace proposals for impermeable hard standing areas with plans incorporating standing (or forms of pavier) which proves higher levels of soak away such as permeable grass through growth paviers.

RECOMMENDATION 6

at the Draft Supplementary Planning Guidance (SPG) for Sustainable Design and Construction and the Local Development Framework documents that will replace it include a provision for all new developments requiring developers to provide water butts to ensure rainwater harvest and recycling from roof run-off at properties and minimize reliance on potable water supply and the energy used to treat it.

RECOMMENDATION 7

at the Draft Supplementary Planning Guidance (SPG) for Sustainable Design and Construction and the Local Development Framework documents that will replace it include a provision for all new developments requiring developers to show full consideration and incorporation of features for grey water recycling.

Air Quality, Carbon Grounding, and Trees

40. The National Planning Policy framework forces a greater degree of respect for all our natural environment which has been threatened by encroaching development in the past. It also recognises the value of this environment and extending the reach of this environment into our cities to air quality, social inclusion, leisure and amenity.

41. Until carbon grounding technologies become practical the greatest resource we have for removing atmospheric CO₂ are trees, five broadleaved trees at peak health being capable of removing or grounding a ton of carbon annually.
42. Climate change has placed our trees and the other wildlife they support under threat. During the course of the Scrutiny it emerged that in York, the absence of balanced approaches to planning and trees have left us falling far short of National tree density requirements both within our rural and urban landscape. We are the joint fourth poorest local authority for trees regionally.
43. Whilst other local authorities have recognised the importance of trees to air quality by ensuring that their Air Quality Strategy's and Action Plan's work with well defined Tree Policy's and Action Plan's, York has yet to adopt any corporate and city wide strategic approach to the latter at all.

RECOMMENDATION 8

That, in recognition of the important role broadleaved deciduous trees play in carbon grounding mitigating the impacts of Climate Change and improving air quality, the City of York Council's Arboricultural Officer lead work to create an Authority wide Tree Policy and Strategy ensuring;

- i. Succession planting and the consistent management and protection for all public trees across all directorates. Schools, Parks, Highways, Housing, Children's and Adult's Services, Car Parks and Property.**
- ii. The replacement of all trees removed for unavoidable reasons, be these planning, end of life or disease with between 2-5 broadleaved deciduous native species, preferably within close proximity to the area where the original specimen was removed, depending on site conditions.**
- iii. All street and highways development proposals and schemes prior to approval being given for work to be carried out should verified by the Arboricultural Officer to evidence proposals for;**
 - a. Considering and protecting established trees.**
 - b. Incorporating new planting of species to compliment highways schemes selected as appropriate to the environmental setting by the Arboricultural Officer**

the resulting Policy and Strategy should be drafted with the objective aim of significantly increasing the number of viable trees within the authority boundary annually. To achieve a minimum target of 7% cover (the national average) within the next 10 years in line with the National Forestry Strategy as York now has the fourth lowest

densities of all Regional Local Authorities with only 3.7%. Outcomes and obstacles to achieving this aim will be reported to the Executive by the Authority's Arboricultural Officer annually. The Officer's Annual Tree Policy and Strategy report will be recognised as part of the Air quality Strategy and Action Plan and at a time appropriate as part of the proposed Climate Change Strategy.

e resulting Policy and Strategy will be sent to meetings of the Executive Members for City Strategy and Neighbourhood Services, Adult and Housing Services and Children's Services to ensure its immediate incorporation into other local authority strategic and policy documents.

e resulting Strategy will be equally applicable to the Authority's own operations and developers.

RECOMMENDATION 9

That the Draft Supplementary Planning Guidance (SPG) for Sustainable Design and Construction, and LDF Core strategy to include a provision for all new developments encouraging developers to plant a fruit tree for each new property or, if a fruit tree is not suitable root stock for location another other small native species such as rowan or crab apple. To encourage local produce production and /or provide food for wildlife.

RECOMMENDATION 10

That the Draft Supplementary Planning Guidance (SPG) for Sustainable Design and Construction, and LDF Core strategy to include a provision for all new developments requiring developers to show planting plans for verges and front gardens. Such plans to include a reasonable proportion of medium to large scale native deciduous tree species to improve air quality and provide shading and, in instances where this will not be proven to obstruct measures for winter 'solar gain' in surrounding buildings, to include native evergreen species such as Holly, Yew and Scots pine to support bio-diversity.

RECOMMENDATION 11

That the Draft Supplementary Planning Guidance (SPG) for Sustainable Design and Construction, and LDF Core strategy to include a provision for all new developments where boundaries between adjacent properties need to be identified, requiring developers not to use fencing or walls and to submit and implement, in place of these, plans for the incorporation of native species hedging at the next nearest suitable planting season, ie. beech, hawthorn, lime, field maple in Autumn and Holly and or Yew in early spring.

Future Proofing the Past

44. A significant proportion of York's economy is based upon its rich historic built environment which not only makes the city attractive to tourists but also to businesses wishing to locate here. Development must preserve this heritage whilst creating an equally significant and dynamic inheritance for generations in the buildings constructed today.
45. The re-use of existing buildings that do, or could, positively contribute towards the local environment is of primary importance. The majority of buildings can, with investment, be adapted to meet present and future needs. Where buildings are structurally sound and do not present another environmental hazard demolition should not be considered. The re-use and adaptation of existing buildings represents high sustainable advantages by;
- Reducing the demand for and associated environmental impacts of developing new Greenfield site.
 - Reducing the demand for and associated environmental impacts of new building materials.
 - Reducing the environmental impacts of the construction process.
 - Promoting a sense of place and historic and cultural continuity.
 - Providing the opportunity to upgrade insulation, heating, lighting and ventilation efficiency standards.
 - Providing the opportunity to adapt previously unusable space – i.e. basements and lofts – to habitable standards.
 - Providing the opportunity to modify access – particularly of internal spaces – to disability access standards.
46. Working sustainably within a historic environment was initially considered to be one of the biggest obstacles to achieving higher environmental standards by the Board. Consultation with interested bodies such as English Heritage and Energie Cites however proved that improving air quality, mitigating against flooding and extending a buildings useful life are material to the preservation of our historic environment.
47. Improvements in technologies such as solar PV, which can now be bought in a form that mimics slate, stone or clay roof tiling or, double glazing techniques which allow the embedding of old glazed features such as stained glass between panels are allowing historic buildings to an increasingly full part in the sustainability of city environments.

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| ECOMMENDATION 12 |
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that references to the Historic Environment in the Local Development Framework, make reference to environmental sustainability, as protecting the historic environment, and not exclude environmentally sustainable development and design, as environmental sustainability has a contribution to make towards the protection of historic buildings; in line with Planning Policy Statement 22.

RECOMMENDATION 13

that references to the Historic Environment in the Local Development Framework, make reference to improving the use of good quality, historic buildings, including space above shops, by encouraging the incorporation of high quality insulation and double glazing where it is possible to do this without compromising the appearance of the building.

RECOMMENDATION 14

that the LDF Core Strategy prohibits overdevelopment, particularly in terms of excessively high buildings, development should enhance the historic environment and where possible incorporate buildings sensitive traffic free public green space with the mutual aims of;

- e. Providing good views of architecturally significant buildings whether this is historic or modern
- f. Improving biodiversity and green corridors
- g. Improving air quality and rain water soak away
- h. Creating a greater percentage of open public space across the city encouraging low cost 24 hour a day leisure activity.

RECOMMENDATION 15

that the LDF Core Strategy shows measures for the active preservation

of green spaces and gardens, particularly in the city centre and the inclusion of new green space and/or sustainably designed (i.e. reliant on recycled rainwater and/or powered where relevant by solar means) water features in major new developments, such as Hungate, York central etc.

Future Proofing the Future: Life Long Building.

48. To secure sustainability, development must build in adaptability, durability and flexibility to both its existing and new buildings. Buildings are more likely to be occupied and re-used if they can be easily adapted to meet the changing needs of our population. Flexible builds:

- Attract a greater range of potential purchasers or tenants, ensuring the best sale, or rental values and minimise vacancy time and under-occupation.;
- Increase the sell-on or re-let value of a building.

49. Whilst the approaches to life long building alter subtly at the detailed level to the refurbishment or redevelopment of existing build and new build, certain key principals can be applied to both. First steps are about maximising flexibility across a spectrum of changing needs.

50. Contractors and developers should be able to evidence flexible approaches to building and renovation at point of application, these should;

- incorporate possible mixed uses within a building, or complex of buildings such as living accommodation above shops particularly larger development areas.
- allow for adaptation of the individual space to accommodate for the growing home working market. Particularly domestic property, but also a useful indicator of the need to be able to adapt industrial and office space to domestic or multi-purpose use later.
- incorporate readily adaptive space layouts;

- including expansion space such as basements or lofts made thermally efficient and damp proof at point of build, refurbishment or renovation for ease future use.
 - built forms that incorporate easily accessible and changeable utilities installations.
 - flexible spaces for changing spatial requirements of building occupiers, including consideration of the merits of non-structural or frame internal walls.
- Improve or maximise the buildings internal and external accessibility without resorting to mechanical aids such as lifts wherever possible. This will mean best use of: gradients, accessible routes, entrance position, level changes, ramps, and the planning of internal disability access features etc.

RECOMMENDATION 16

That the Local Development Framework documents must ensure the creation of 'life-long' buildings, i.e. structures that can be adapted to peoples changing living and working requirements over time. Plans for new buildings or major refurbishments should embrace 'life-long' homes principally by evidencing;

- **Sufficient amenity space**
- **Capacity for economically reasonable adaptation for mobility aids**
- **Parking provision within the buildings footprint including communal blocks, or flats i.e. within basements etc.**
- **Storage space within the buildings footprint for the separation of recyclates including communal blocks, or flats i.e. within basements etc.**
- **Roof angles and cavity on all new build allowing for extension to the liveable space into attics/lofts.**
- **The provision of space, especially in respect of communal blocks, or flats, – be it communal or private – external and/or internal (i.e. communal drying rooms) to hang out washing to defray from the use of dryers.**

RECOMMENDATION 17

That the Draft Supplementary Planning Guidance (SPG) for Sustainable Design and Construction, and LDF Core strategy to include a requirement that access to public transport services be of material consideration when evaluating planning proposals for health service provision, such as dentists and doctors' surgeries, and that this be reflected in the LDF.

Supporting Understanding and Application of Sustainable Development

51. During the course of the scrutiny, Board Members were aware of the increasing pressure to adopt sustainable practice – discussed in more detail under corporate objectives and other significant drivers below - across all sectors of public and private life. They also considered mechanisms used at other local authorities to encourage greater sustainability.
52. At an authority level these included the production of ‘online’ and hard copy ‘Sustainable Developer Guides’ covering best practice and information about local exemplar projects, architects and suppliers promoting high sustainable design and build. Amalgamated chapters of such guidance were created as discussion papers to inform the Board’s work and these are attached at Annexes B-G.
53. The Head of Building Control attended the Board’s meeting in September 2005 to feed back on discussions with the Joseph Rowntree Trust (JRT), who are keen to work with the Council on sustainable development. The Trust, who are looking for projects coming up in the future where sustainable materials could be used, further highlighted the issue of organisations being able to access information regarding sustainable practice materials and advisors at a local level.
54. The Head of Building Control also advised that discussions had been held with the Federation of Master Builders to gain a better understanding of where clients wanting to commission sustainably

designed and constructed property could go to get necessary support and expertise.

55. Members believe that it would be useful to create a unified resource to ensure individuals and organisations such as JRF are pointed to grants funding – such as the sustainable buildings code – trade suppliers, architects and others who could ensure the sustainability of their project was achieved.
56. Members felt that the role of buildings control in enforcing agreed planning consents and assessing builds best fitted them to devising broader community, trade and buildings support and the initial design stages required to create a data resource encouraging the sourcing, use and application of sustainable materials and methods.

RECOMMENDATION 18

That work involving engagement with local architects to assess interest, familiarity with and use of sustainable buildings methods be conducted by officers in Buildings Control.

RECOMMENDATION 19

THAT BUILDINGS CONTROL INVESTIGATE THE SOURCING AND AVAILABILITY OF MATERIALS FOR SUSTAINABLE DEVELOPMENT IN YORK AND MAKE THAT INFORMATION READILY AVAILABLE TO THE PUBLIC

RECOMMENDATION 20

THAT THE CITY OF YORK COUNCIL PRODUCE ITS OWN SUSTAINABLE DEVELOPERS GUIDE USING THE AMALGAMATED CHAPTERS AS A STARTING POINT

RECOMMENDATION 21

That a feasibility study be carried out to explore the viability of Building Control acting as the Council's promoter of sustainable construction, as set out in the 'Promotion of Sustainable Construction Methods and the Implications for Building Control staffing levels' report found as Annex H to this scrutiny report.

RECOMMENDATION 22

That a single unified web portal be created with a direct link from the City of York Council's Home page and a tile along the lines of 'Climate Change and Sustainable Planning in York' which provides centrally linked information regarding;

- iv. Supporting information about the (Draft) Supplementary Planning Guidance (SPG) for Sustainable Design and Construction, and the primacy of sustainability within the LDF.
- v. The Air Quality Strategy.
- vi. Tree Policy and Strategy.
- vii. Bio-Diversity Strategy.
- viii. Climate Change Policy and Strategy.
- ix. All other local authority strategic documents and reports including HECA with a bearing on climate change mitigation.
- x. The energy and water management performance data collected in public buildings, including schools, - via the 'Display' mechanism – with year on year improvements and a description of actions to demonstrate best practice across the city
- xi. Links to External Sites providing best practice guidance on Sustainable Construction.
- xii. Links to education establishments within the region offering training courses in sustainable construction, environmental management, qualifications in SAP and BREEAM assessment etc. Including 'Science City' where relevant.
- xiii. Details of 'Exemplar' projects within the city and the region; i.e. Fieldside place and the Eco-Depot.

XIV. LINKS TO INFORMATION REGARDING GRANTS SCHEMES PROMOTING SUSTAINABILITY I.E. LOW CARBON BUILDINGS PROGRAMME.

Corporate Objectives and other Significant Drivers

57. In considering sustainability in its most meaningful sense it is not surprising that the recommendations made within this report support

virtually all of the authorities 'Corporate Objectives' or priorities. A summary of how recommendations support the Authority to demonstrably meet the objectives is given below;

Outward facing objectives

Decrease the tonnage of biodegradable waste and recyclable products going to landfill;

- Recommendation 1: In implying greater consideration for the re-use of materials and the use of materials with longevity exceeding the whole-life, including environmental, costs of sourcing.
- Recommendation 16: In ensuring developers build in appropriate storage facilitating waste separation and recycling

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

Recommendation 17: in ensuring planning proposals consider the local services, especially health, available to people within walking or easy public transportation distance.

Improve the actual and perceived condition and appearance of city's streets, housing estates and publicly accessible spaces;

Recommendations 8,9,10 11 and 15: In promoting greener spaces large and small and the inclusion of trees and other natural softening features throughout the built environment.

Increase people's skills and knowledge to improve future employment prospects;

Recommendations 18,19,20,21 and 22: In supporting people to understand and access the skills, education, techniques and expertise required to conduct effective business in an economic environment increasingly driven by sustainability as a material consideration.

Improve contribution that Science City York makes economic prosperity

See above

Improve the health and lifestyles of the people who live in York, in particular among groups whose levels of health are the poorest

Recommendations 8,9,10 11 and 15: In promoting greener spaces large and small and the inclusion of trees and other natural softening features throughout the built environment. This will improve air quality for all and encourage greater use of open amenity space and walking

Improve the quality and availability of decent affordable homes in the city

Recommendations 1, 2, 3, 6, 7 and 16: in supporting the development of homes which cost least in terms of energy and water consumption throughout

their life and which are readily adaptable to peoples changing life circumstances.

Improving our organisational effectiveness

Improve our focus on the needs of customers and residents in designing and providing services.

All recommendations in supporting the authority its partners and citizens to adapt to and mitigate against climate change.

Improve leadership at all levels to provide clear, consistent direction to the organisation

Recommendations 18,19,20,21 and 22: In supporting people to understand and access the skills, education, techniques and expertise required to conduct effective business in an economic environment increasingly driven by sustainability as a material consideration. Recommendations 23,24 and 25 supporting the authority to act as an exemplar of best practice both internally and in its relationship with partners both locally, nationally and region wide.

Improve the way the Council and its partners work together to deliver better services for the people who live in York

Recommendations 1, 18,19,20,21, 22, 23, 24 and 25: In supporting achievement through partnership to address climate change

Improve efficiency and reduce waste to free-up more resources

Recommendation 24: In mitigating against rising costs from unsustainable practice.

58. In addition to supporting the authority in partnership with individuals, public and private sector organisations to achieve the above Corporate Objectives the recommendations made by the Board ensure that;

- i. Our Local Development Framework incorporates minimum enforceable levels of sustainability already tested at other Local Authorities.
- ii. Our special planning guidance encourages reflects the ethos of striving for sustainable excellence.
- iii. Recent changes to the National Planning Policy framework promoting greater sustainability are embedded within the Local Development Framework from the outset.
- iv. Our authority meets the Audit Commission's aims for increased sustainable assessment in the Comprehensive Performance Assessment (CPA); for more information regarding Comprehensive Performance Assessment see glossary.
- v. Our citizens are given greater access to and understanding of the imperatives for sustainable building and how to achieve this. Through the authority's acknowledgement of its role as an exemplar and disseminator of guidance in line with the National Governments Sustainable Development Strategy 'Securing the Future'.

vi. The authority complies with its legislative obligations as defined by the Climate Change and Sustainable Energy Act 2006.

59. At their meeting February 2006 the former Planning and Transport Scrutiny Board were briefed regarding the March 2005 publication of the UK Government Sustainable Development Strategy 'Securing the Future'. The associated guidance for monitoring, entitled 'Local Quality of Life Indicators – Supporting Local Communities to Become Sustainable', includes complementary indicators for Local Authorities and Local Strategic Partnerships⁹. The guidance recommends Local Authorities and Local Strategic Partnerships adopt nine local quality of life indicators, three of which had a particular bearing on sustainable energy and environmental impact:

- 24 – Levels of key air pollutants;
- 25 – Carbon dioxide emissions by sector and per capita emissions;
- 26 – Average annual domestic consumption of gas and electricity (kwh).

60. Whilst the Board was advised that the indicators are presently voluntary (i.e. non-statutory), they were drafted to flesh out statutory indicators and help monitor the effectiveness of Sustainable Community Strategies. The Board decided to approve the following recommendation in their final report.

RECOMMENDATION 23

That the City of York Council in consultation with the Local Strategic Partnership and steering group of LA21 adopt and monitor the following Local Quality of Life Indicators, with a particular bearing on energy and environmental impact:

- 24 - Levels of key air pollutants;**
- 25 - Carbon dioxide emissions by sector and per capita emissions;**
- 26 - Average annual domestic consumption of gas and electricity (kwh)**

61. Whilst the Board recognised the significant step forward the Eco-Depot development represents in the authority's own approach to sustainability within the property portfolio, they were anxious that this should not be an isolated exemplar project. The authority should maintain and promote better environmental building standards in all its future property acquisitions in line with its commitments to Climate Change and its role as champion of best practice.

RECOMMENDATION 24

⁹ published August 2005

That the improving reputation of the authority related to the standards of sustainable construction applied to the Eco-Depot be maintained through the adoption of a policy requiring equal or higher standards of sustainable construction for all future commissioned properties or the refurbishment of properties within the authorities portfolio. That this policy be applied whether the property is public amenity, business or domestic, i.e. equally to schools, leisure facilities and office environments.

62. In order to encourage the adoption of higher than minimum standards of sustainability the Board consulted the Yorkshire and Humber Assembly regarding the creation of an awards framework to recognise and reward regional excellence.

RECOMMENDATION 25

That the Executive write to the Yorkshire and Humber Assembly, requesting the development of recognised voluntary standards above the minimum of those readily achievable in buildings envelope promoting lower energy usage and emissions, and thereafter establish a framework for adoption of Part Y as outlined in the Energy chapter annexed in this report, an annual awards framework for Developments and a web portal advertising this, including the consideration of;

- **Automatic registration and certification based on spec.**
- **Published Information about awards for annual round based on evaluation against spec of final build, details of judging criteria, candidate development and build profiles + Hyper Links**
- **Publication of Outcomes & Event for Regional Award Winners + Hyper Links**
- **Indication of winners as high achieving Exemplar Projects from sum total of data base**

Consultation and Research

63. During the course of their investigation and review, Members of the former Planning and Transport Scrutiny Board conducted the following research;
- i. Examination of planning guidance for sustainable development used elsewhere in the UK.
 - ii. Further information from the Local Government Association (LGA) and the Local Government Information Unit (LGIU) where relevant.

- iii. Liaison with the City Development Team to ensure sustainability is incorporated into the fourth set of changes to the Local Plan.
 - iv. Keeping abreast of legislative changes taking place affecting regional planning guidance, including targets for waste disposal and renewable energy, and how statutory requirements and could be incorporated and their implications assessed.
 - v. Consultation with English Heritage, consultation with and visits to Housing Association responsible for Fieldside Place, St Nicholas Field's Environmental Community Centre, Kirklees Council regarding the Sun cities solar programme and Zen.
64. During the course of the Scrutiny Members considered the enforceable and voluntary mechanisms this and other Local Authorities had available to them to influence sustainability in development including
- a) Special Planning Guidance.
 - b) The Council's current planning policy framework.
 - c) The developing Regional Spatial Strategy (RSS)
 - d) The developing Local Development Framework (LDF)
 - e) The Council's incorporation of sustainable approaches into the design and construction work of its property portfolio.
 - f) Ways of improving Council advice on sustainable design and construction.
 - g) Ways of raising awareness of the range of options available for sustainable design and construction
 - h) The communication of best practice from other local authorities and Europe
 - i) Provision of affordable housing and housing for an ageing population and their relationship with sustainable design and construction
 - j) Mechanisms for regular revisions to Supplementary Planning Guidance and related frameworks enforcing sustainability.

The Planning and Transport Scrutiny Board/Guidance for Sustainable Development Sub-Committee would like to particularly acknowledge the invaluable assistance of a number of people for their technical support and advice to the Board throughout various points of the Scrutiny. The Board extends its thanks to each of those listed below.

| | |
|-----------------|--------------------------------|
| KRISTINA PEAT | SUSTAINABILITY OFFICER CYC |
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Background Papers and Further Reading

Title and Author(s)

Publisher and Date

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| Planning for Town Centres PPS 6 | ODPM - Crown Copyright |
| Sustainable Development in Rural Areas PPS 7 | ODPM – Crown Copyright |
| Biodiversity and Geological Conservation PPS 9 | ODPM - Crown Copyright |
| Waste PPS 10 | ODPM - Crown Copyright |
| Regional Spatial Strategies PPS11 | ODPM - Crown Copyright |
| Local Development Frameworks PPS 12 | ODPM - Crown Copyright |
| Planning Policy Statement 22: Renewable Energy | ODPM - Crown Copyright |
| Planning for Renewable Energy | ODPM - Crown Copyright |
| A Companion Guide to PPS22 | |
| Planning and Pollution PPS23 | ODPM - Crown Copyright |
| Planning Policy Guidance 25: Development and flood risk | ODPM - Crown Copyright |
| Sustainability Appraisal of Regional Spatial Strategies and Local Development Documents | ODPM - Crown Copyright |
| Yorkshire and Humber Energy Policy Statement – Draft 2 | Yorkshire and Humber Assembly |
| Securing The Future – The UK Government Sustainable Development Strategy | Crown Copyright 2005 |
| The Sustainable Buildings Task Group report & The Sustainable Buildings Task Group report: one year on May 2004-May 2005 | Department of Trade and Industry June 2004 & 2005 |

The Energy White Paper
Volume 2 Renewable Energy Planning

The Sustainable and Secure Buildings Act
Draft Yorkshire and Humber Plan

Climate Change and Sustainable Energy Act 2006

TSO 2003
AEAT Report to the
Government Office for Yorks
and the Humber
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Yorkshire and the Humber
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Advice on Recommendations Made

| Ref | Sustainable Development Sub Committee Recommended Policy | Advice to SMC / Executive |
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| 1 | <p>That the Draft Supplementary Planning Guidance (SPG) for Sustainable Design and Construction, which provides the minimum expected standards (including BREEAM 'Very Good' Future statements from developers) must clearly address the SPG and sustainability policies Local Development Framework documents that will replace it. For example, by:</p> <ul style="list-style-type: none"> i Showing that 'whole life' costs of buildings, including sourcing of materials, building materials type and thermal efficiency (BREEAM), have been properly evaluated and accounted for in terms of best practice; ii Limiting the footprint of buildings and embracing the 'life-long building principles, by ensuring the capacity to extend into roof space through consideration of appropriate roof angles and building methods to allow for appropriate insulates and / or basements rather than gardens and open spaces. | <p>The current Draft Supplementary Planning Guidance Sustainable Design & Construction includes the elements mentioned in this recommendation. The consultation ends in May and it is hoped the SPG will be approved in June/July. This will follow BREEAM training for councillors and officers.</p> <p>Advice given Agreement can not be given to this recommendation being included in the approved SPG until after the consultation period, the consideration of the responses and the agreement of the relevant committee.</p> |
| 2 | <p>That the Draft SPG for Sustainable Design and Construction and the Local Development Framework (LDF) documents which will replace it, require developers to evidence measures supporting the achievement of the national and regional renewable energy targets.</p> <p>These targets require major proposals for employment, retailing and residential development to incorporate appropriate renewable energy heating or power systems.</p> <p>The expectation is that at least 10% of the predicted annual energy requirements of a particular development will be met by means of independent renewable energy generation up until the end of 2010. This will increase to 15% from the end of 2010 until the end of 2015 and increase again to 20% from the end of 2015 until the end of 2020".</p> <p>Developments which do not achieve this target will be required to pay into a penalty fund ring fenced by</p> | <p>The information given above relating to the SPG is also relevant here. The current draft includes a 10% renewable requirement; this is subject to the consultation on the document as mentioned above. The SPG is considered an interim guidance measure while the LDF policies are developed.</p> <p>Advice given Consideration of this recommendation can take place as part of the development for the LDF policies, particularly the section of this</p> |

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| | <p>the authority and used to grant aid projects with higher than minimum required standards of sustainable building and micro-renewable generation across the city.</p> | <p>recommendation relating to the increased percentage over time of renewals required.</p> |
| 3 | <p>In view of part of the development at Fieldside place having been overshadowed by flats built on an adjoining site, greater emphasis needs to be placed in respect of maximising solar gain through all new developments. To this end:</p> <ol style="list-style-type: none"> i. The Draft SPG for Sustainable Design and Construction and the LDF documents that will replace it should require developers to evidence assessment of the impact of development proposals on solar gain in neighbouring developments, whether they be existing structures or proposed structures in receipt of prior planning permission. ii. All planning proposals should be assessed in the future to ensure that proposed new developments or major refurbishments do not impact upon measures for active (i.e. micro-generation through solar thermal or solar PV technology) and passive (i.e. glazed elements maximizing heating and lighting through day-lighting) solar gain in existing developments surrounding them. The Local Plan, and the LDF documents that will replace it, should ensure that sustainability forms a coherent thread, removing contradictions or conflict between sections on, say, housing and transport and the historic environment. | <p>The elements of this recommendation have not been included in the current Draft SPG Sustainable Design & Construction (details above).</p> <p>Advice given To be supported in principle and go forward as part of the consultation for the SPG and the LDF process.</p> |
| 4 | <p>That the Draft SPG for Sustainable Design and Construction and the LDF documents that will replace it include a provision to ensure that all new or significantly refurbished developments should give consideration to incorporating sustainable – renewably powered - street lighting [as defined in this council’s Street Lighting Strategy]. Officers to research and investigate the inclusion of a more detailed policy to address this issue as part of the development of the LDF</p> | <p>The current Draft SPG Sustainable Design & Construction (details above) does not currently include this element. This could legitimately become a material Planning consideration subject to consultation</p> <p>Advice given To be supported in principle and go forward as part of the consultation for the SPG and the LDF process.</p> |

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| 5 | That the Draft SPG for Sustainable Design and Construction and the LDF documents that will replace it include a provision for all new developments requiring developers to replace proposals for impermeable hard standing areas with plans incorporating standing (or forms of pavier) which proves higher levels of soak away such as permeable grass through growth paviors. | As above. Advice given As above |
| 6 | That the Draft SPG for Sustainable Design and Construction and the LDF documents that will replace it include a provision for all new developments requiring developers to provide water butts to ensure rainwater harvest and recycling from roof run-off at properties and minimize reliance on potable water supply and the energy used to treat it. | The current Draft Supplementary Planning Guidance Sustainable Design & Construction includes the elements mentioned in this recommendation. The consultation ends in May and it is hoped the SPG will be approved in June/July. Advice given Agreement can not be given to this recommendation being included in the approved SPG until after the consultation period, the consideration of the responses and the agreement of the relevant committee. |
| 7 | That the Draft SPG for Sustainable Design and Construction and the LDF documents that will replace it include a provision for all new developments requiring developers to show full consideration and incorporation of features for grey water recycling. | As above. Advice given As above. |
| 8 | That, in recognition of the important role broadleaved deciduous trees play in carbon grounding, mitigating the impacts of Climate Change and improving air quality, the City of York Council's Arboricultural Officer lead work to create an Authority wide Tree Policy and Strategy ensuring: i. Succession planting and the consistent management and protection for all public trees across all directorates. Schools, Parks, Highways, Housing, Children's and Adult's Services, Car Parks and Property. ii. The replacement of all trees removed for unavoidable reasons, be these planning, end of life or disease with between 2-5 broadleaved | A draft Tree Strategy has been produced however it covers many policy and strategy areas and as such has not been progressed further Advice given This is supported in principle subject to further work on tree policies for the LDF, the Climate Change Strategy and the council Sustainable Development Strategy. |

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| | <p>deciduous native species, preferably within close proximity to the area where the original specimen was removed, depending on site conditions.</p> <p>iii. All street and highways development proposals and schemes prior to approval being given for work to be carried out should be verified by the Arboricultural Officer to evidence proposals for:</p> <p>a. Considering and protecting established trees.</p> <p>b. Incorporating new planting of species to compliment highways schemes selected as appropriate to the environmental setting by the Arboricultural Officer</p> <p>The resulting Policy and Strategy should be drafted with the objective aim of significantly increasing the number of viable trees within the authority boundary annually. To achieve a minimum target of 7% cover (the national average) within the next 10 years in line with the National Forestry Strategy as York now has the fourth lowest densities of all Regional Local Authorities with only 3.7%. Outcomes and obstacles to achieving this aim will be reported to the Executive annually by the Council's Arboriculture Officer. The Officer's Annual Tree Policy and Strategy report will be recognised as part of the Air quality Strategy and Action Plan and at a time appropriate as part of the proposed Climate Change Strategy.</p> <p>The resulting Policy and Strategy will be sent to meetings of the Executive Members for City Strategy and Neighbourhood Services, Adult and Housing Services and Children's Services, to ensure its immediate incorporation into other local authority strategic and policy documents.</p> <p>The resulting Strategy will be equally applicable to the Authority's own operations and developers.</p> | |
| <p>9</p> | <p>That the Draft SPG for Sustainable Design and Construction, and the LDF Core strategy include a provision for all new developments encouraging developers to plant a fruit tree for each new property or, if a fruit tree is not suitable, root stock for location of another other small native species, such as rowan or crab apple, to encourage local produce production and /or provide food for wildlife.</p> | <p>The elements of this recommendation have not been included in the current Draft SPG Sustainable Design & Construction (details above).</p> <p>Advice given</p> |

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| | | To be supported in principle and go forward as part of the consultation for the SPG and the LDF process. Suggested amendments to the recommendation include 'That the Draft SPG for Sustainable Design and Construction, and the LDF Core strategy include a provision that encourages developers to plant a fruit tree for each new property, or a small native species, such as rowan or crab apple if a fruit tree is not suitable to encourage local fruit production and/or provide food for wildlife |
| 10 | That the Draft SPG for Sustainable Design and Construction, and LDF Core strategy include a provision for all new developments requiring developers to show planting plans for verges and front gardens. Such plans to include a reasonable proportion of medium to large scale native deciduous tree species to improve air quality and provide shading and, in instances where this will not be proven to obstruct measures for winter 'solar gain' in surrounding buildings, to include native evergreen species such as Holly, Yew and Scots Pine, to support bio-diversity. | As above. Advice given As above and suggested changes to the recommendation include That the Draft SPG for Sustainable Design and Construction, and LDF Core strategy include a provision for all new <i>planning applications</i> to show planting plans for verges and front gardens. Such plans <i>should</i> include a reasonable proportion of native deciduous tree species to improve air quality, <i>improve amenity</i> , and provide shading; and to include native evergreen species such as Holly, Yew and Scots Pine to support bio-diversity, where this will not be proven to obstruct measures for winter 'solar gain' in surrounding buildings. '. |
| 11 | That the Draft SPG for Sustainable Design and Construction, and LDF Core strategy include a | As above. |

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| | provision for all new developments where boundaries between adjacent properties need to be identified, requiring developers not to use fencing or walls, and to submit and implement, in place of these, plans for the incorporation of native species hedging at the next nearest suitable planting season, i.e. beech, hawthorn, lime, field maple in Autumn and Holly and / or Yew in early spring. | Advice given As above. |
| 12 | That environmental sustainability be specifically referred to within the context of 'Historic Environment' in the Local Development Framework, including sustainable development and design, in view of the contribution environmental sustainability makes towards the protection of historic buildings and in line with the principles of Planning Policy Statement 22. | Advice given To consider this recommendation as part of the LDF consultation and policy formulation. |
| 13 | That those parts of the LDF relating to 'Historic Environment' refer to improving the use of good quality, historic buildings, including space above shops, by encouraging the incorporation of high quality insulation and double glazing, where it is possible to do so without compromising the appearance of the building. | Advice given As above |
| 14 | That the LDF Core Strategy prohibits over development, particularly in terms of excessively high buildings. Development should enhance the historic environment and, where possible, incorporate buildings and sensitive traffic-free public green space with the mutual aims of: <ul style="list-style-type: none"> a. Providing good views of architecturally significant build whether this is historic or modern b. Improving biodiversity and green corridors c. Improving air quality and rain water soak away d. Creating a greater percentage of open public space across the city encouraging low cost 24 hour a day leisure activity. | Advice given As above. |
| 15 | That the LDF Core Strategy show measures for the active preservation of green spaces and gardens, particularly in the city centre, and the inclusion of new green space and/or sustainably designed (i.e. reliant on recycled rainwater and/or powered where relevant by solar means) water features in major new developments, such as Hungate, York Central etc. | Advice given As above |

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| 16 | <p>That the LDF documents must ensure the creation of 'life-long' buildings, i.e. structures that can be adapted to people's changing living and working requirements over time. Plans for new buildings or major refurbishments should embrace 'life-long' homes principles by evidencing:</p> <ul style="list-style-type: none"> • Sufficient amenity space • Capacity for economically reasonable adaptation for mobility aids • Parking provision within the buildings footprint including communal blocks, or flats i.e. within basements etc. • Storage space within the buildings footprint for the separation of recyclates, including communal blocks or flats (i.e. within basements etc.) • Roof angles and cavity on all new build allowing for extension to the liveable space into attics/lofts. • The provision of space, especially in respect of communal blocks, or flats, – be it communal or private – external and/or internal (i.e. communal drying rooms) to hang out washing to defray from the use of dryers. | <p>Advice given As above</p> |
| 17 | <p>That the Draft SPG for Sustainable Design and Construction, and LDF Core strategy include a requirement that access to public transport services be of material consideration when evaluating planning proposals for health service provision, such as dentists' and doctors' surgeries, and that this be reflected in the LDF.</p> | <p>Access to public Transport is already a core provision in the council's planning policy.</p> <p>Advice given This recommendation be considered in due course as part of the development of the LDF</p> |
| 18 | <p>That work involving engagement with local architects to assess interest, familiarity with and use of sustainable buildings methods be conducted by officers in Buildings Control.</p> | <p>The consultation on the current Draft SPG Sustainable Design & Construction has included breakfast seminars for the construction industry. Currently BC officers provide information in response to query but do not have resources to take a proactive approach.</p> |

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| | | <p>Advice given Further consideration should be given to this recommendation once the Draft SPG has been agreed.</p> |
| 19 | That Buildings Control investigate the sourcing and availability of materials for sustainable development in York and make that information readily available to the public. | <p>As above.</p> <p>Advice given As above.</p> |
| 20 | That the City of York Council produce its own Sustainable Developers Guide, using the amalgamated chapters as a starting point | <p>The Draft SPG Sustainable Design & Construction provides some of this information.</p> <p>Advice given Additional information contained in the chapters mentioned in this recommendation to be considered as part of the consultation and policy development for the LDF.</p> |
| 21 | That a feasibility study be carried out to explore the viability of Building Control acting as the Council's promoter of sustainable construction, as set out in the 'Promotion of Sustainable Construction Methods and the Implications for Building Control staffing levels' report found as Annex H to this scrutiny report. | <p>The Draft SPG Sustainable Design & Construction forms the basis for this work.</p> <p>Advice given Following the agreement of the SPG this work should take place.</p> |
| 22 | <p>That a single unified web portal be created with a direct link from the City of York Council's Home page and a title along the lines of 'Climate Change and Sustainable Planning in York', which provides centrally linked information regarding;</p> <ul style="list-style-type: none"> i. Supporting information about the (Draft) Supplementary Planning Guidance (SPG) for Sustainable Design and Construction, and the primacy of sustainability within the LDF. ii. The Air Quality Strategy. iii. Tree Policy and Strategy. iv. Bio-Diversity Strategy. v. Climate Change Policy and Strategy. vi. All other local authority strategic documents | <p>This recommendation is describing a council Sustainable Development Strategy</p> <p>Advice given Work is currently taking place on this and it is hoped to take a proposal to the Executive Committee of the Council in March/April 2007.</p> |

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| | <p>and reports including HECA with a bearing on climate change mitigation.</p> <ul style="list-style-type: none"> vii. The energy and water management performance data collected in public buildings, including schools - via the 'Display' mechanism – with year on year improvements and a description of actions to demonstrate best practice across the city viii. Links to External Sites providing best practice guidance on Sustainable Construction. ix. Links to education establishments within the region offering training courses in sustainable construction, environmental management, qualifications in SAP and BREEAM assessment etc. Including 'Science City' where relevant. x. Details of 'Exemplar' projects within the city and the region; i.e. Fieldside place and the Eco-Depot. <p>Links to information regarding grants schemes promoting sustainability i.e. low carbon buildings programme.</p> | |
| 23 | <p>That the City of York Council, in consultation with the Local Strategic Partnership and steering group of LA21, adopt and monitor the following Local Quality of Life Indicators, with a particular bearing on energy and environmental impact:</p> <ul style="list-style-type: none"> a. Levels of key air pollutants; b. Carbon dioxide emissions by sector and per capita emissions; c. Average annual domestic consumption of gas and electricity (kwh) | <p>The indicators mentioned in this recommendation have been included in the Local Area Agreement which is currently with Central Government for approval.</p> <p>Advice given Following agreement of the LAA this should be used as a basis for the review of the community strategy.</p> |
| 24 | <p>That the improving reputation of the authority related to the standards of sustainable construction applied to the Eco-Depot be maintained through the adoption of a policy requiring equal or higher standards of sustainable construction for all future commissioned properties, or the refurbishment of properties within the authority's portfolio. That this policy be applied whether the property is public amenity, business or domestic - i.e., equally to schools, leisure facilities and office environments.</p> | <p>Officers in the York Consultancy team of the council's Property Services are currently drafting an internal policy, 'Sustainability Policy – Property, conservation and design. A better quality of life'. It is hoped this will be approved in first half of 2007.</p> <p>Advice given That this recommendation be considered as part of the drafting of the above policy document.</p> |

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| 25 | <p>That the Executive support proposals to formally request the Yorkshire and Humber Assembly to endorse the development of recognised voluntary standards above the minimum (or those readily achievable in buildings envelope), promoting lower energy usage and emissions, To assist with this, the Executive also support proposals to establish a framework for the adoption of Part Y, as outlined in the Energy chapter annexed to this report, an annual awards framework for Developments and a web portal advertising this, including the consideration of:</p> <ul style="list-style-type: none"> • Automatic registration and certification based on spec. • Published Information about awards for annual round based on evaluation against spec of final build, details of judging criteria, candidate development and build profiles + Hyper Links • Publication of Outcomes & Event for Regional Award Winners + Hyper Links • Indication of winners as high achieving Exemplar Projects from sum total of data base | <p>Advice given</p> <p>This will be considered as part of the council's continuing dialogue with the Yorkshire & Humber Assembly.</p> <p>The draft Regional Spatial Strategy energy policy advocates the 'Energy Hierarchy' approach, and will direct York's future LDF policy approach.</p> |
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