

Annex A City of York Council - Active Travel Fund Consultation Plan

Introduction

This consultation with residents and business of York will support our implementation of improvements across the city, funded by the Active Travel Fund. In our engagement with residents, we will align our aims and objectives with the wider strategic priorities of the council, namely to promote a cleaner, greener city and support people to get around sustainably. This insight will also support multiple conversations taking place across the city on related subjects such as Carbon Reduction, Regeneration and Climate Change.

Consultation Stage	Consultation type and method	Consultation involves	Outputs
<p>Option Appraisal Consultation - Schemes with several possible delivery options This is proposed for schemes where there are a number of potential alternative designs for providing cycle routes and lanes. This element of the consultation will be omitted for schemes where there is only one delivery option.</p>	<p>Consultation on multiple options for individual schemes. To incorporate channels such as resident email updates, web surveys and website content, social media (CYC and iTravel channels), postcard/leaflet drops to residents in relevant areas, pop-up events (in accordance with current COVID restrictions) and targeted consultation with key stakeholders. For schemes where there may be an impact on network capacity on-street signage will be provided to highlight to motorists that a layout change is proposed - advertising link to website content.</p>	<p>Broad reaching promotion of consultation and city ambitions to give greater access to sustainable transport options. Residents and businesses in area of proposed schemes – via online consultation and postcard/leaflet drops. On-line and paper surveys for responses. Key stakeholders: Emergency services, disabled groups, bus services, taxi and private hire operators, sustainable mode groups (for example: Cycle Campaign), ward councillors, parish councils, MPs, schools in area and other local facilities. Public Decision Meeting (Agendas published 7 days in advance of meeting) – Opportunity for anyone to register to speak or submit written representation in advance of any decision.</p>	<p>Assessment of support in areas local to scheme. Assessment of impact of scheme on key stakeholders. Report to Executive Member for Transport – Decision to progress single solution.</p>

Gateway: Executive Member Decision Session (public meeting) to determine appropriate option and budget for scheme

Consultation Stage	Consultation type and method	Consultation involves	Outputs
<p>Detailed Stakeholder Consultation - Schemes with a single delivery option</p> <p>Consultation on specified proposal, for some schemes this would follow the Option Appraisal Consultation.</p>	<p>Consultation on individual schemes. To incorporate channels such as resident email updates, web surveys and website content, social media (CYC and iTravel channels), postcard/leaflet drops to residents in relevant areas, pop-up events (in accordance with current COVID restrictions) and targeted consultation with key stakeholders. For schemes where there may be an impact on network capacity on-street signage will be provided to highlight to motorists that a layout change is proposed - advertising link to website content. An additional Experimental Traffic Regulation Order consultation phase may be progressed prior to potential permanent implementation for some schemes where the impact of the proposal is difficult to determine.</p>	<p>Residents and businesses in area of proposed schemes – via online consultation and postcard/leaflet drops. On-line and paper surveys for responses.</p> <p>Key stakeholders: Emergency services, disabled groups, bus services, taxi and private hire operators, sustainable mode groups (for example: Cycle Campaign), ward councillors, parish councils, MPs, schools in area and other local facilities.</p> <p>Individual consultation letters to residents most directly affected by measures (e.g. those affected by potential loss of on-street parking) – Note: separate Statutory process may be needed where changes to Traffic Regulation Order is required.</p> <p>Public Decision Meeting (Agendas published 7 days in advance of meeting) – Opportunity for anyone to register to speak or submit written representation in advance of any decision.</p>	<p>Assessment of support in areas local to scheme.</p> <p>Assessment of impact of scheme on key stakeholders.</p> <p>Assessment of impact of TROs required to deliver scheme.</p> <p>Report to Executive Member for Transport – Decision to complete design and implement scheme.</p>

Gateway: Executive Member Decision Session (public meeting) to confirm final design and budget for scheme, leading to letter required by the DfT setting out support for schemes and scheme implementation.

Consultation Stage	Consultation type and method	Consultation involves	Outputs
Post-implementation Monitoring and Evaluation	Opinion surveys, use surveys. Pop-up events when implementation is complete (in accordance with current COVID restrictions). Project reviews.	Online opinion surveys. Counts of users (before and after measure). Review of accident data. Post implementation project review.	Evaluation of scheme for Council and DfT. Lessons learned to be applied to future schemes.