



Notice of a public meeting of

Place Scrutiny Committee

To: Councillors B Burton (Chair), Healey (Vice-Chair), Baxter, Fenton, Hook, D Myers, K Taylor, Vassie and Whitcroft

Date: Tuesday, 25 November 2025

Time: 5.30 pm

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

AGENDA

- 1. Apologies for Absence**
To note apologies for absence.
- 2. Declarations of Interest** (Pages 5 - 6)
At this point in the meeting, Members and co-opted members are asked to declare any disclosable pecuniary interest, or other registerable interest, they might have in respect of business on this agenda, if they have not already done so in advance on the Register of Interests. The disclosure must include the nature of the interest.
- 3. Minutes** (Pages 7 - 12)
To approve and sign the minutes of the Place Scrutiny Committee held on the 23 September 2025.
- 4. Public Participation**
At this point in the meeting members of the public who have registered to speak can do so. Members of the public may speak

on agenda items or on matters within the remit of the Committee.

Please note that our registration deadlines are set as 2 working days before the meeting, in order to facilitate the management of public participation at our meetings. The deadline for registering at this meeting is 5:00pm on Friday 21 November 2025.

To register to speak please visit www.york.gov.uk/AttendCouncilMeetings to fill in an online registration form. If you have any questions about the registration form or the meeting, please contact Democratic Services. Contact details can be found at the foot of this agenda.

Webcasting of Public Meetings

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

5. Community Transport Study Proposal (Dial and Ride) (Pages 13 - 20)

This report is a brief update to present a proposed scope of works to investigate opportunities to restart a community transport service in York. The intention is to find a model to replace the previous service, known as Dial & Ride, which folded at the end of 2023.

6. Electric Vehicle Charging Strategy

Report to follow.

7. Work Plan

(Pages 21 - 28)

To consider the Committee work plan.

8. Urgent Business

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

Democracy Officer:

Name: Robert Flintoft

Telephone: (01904) 555704

Email: robert.flintoft@york.gov.uk

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

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

Contact details are set out above.

This information can be provided in your own language.

我們也用您們的語言提供這個信息 (Cantonese)

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

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

Bu bilgiyi kendi dilinizde almanız mümkündür. (Turkish)

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

 **(01904) 551550**

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Declarations of Interest – guidance for Members

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

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

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

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

City of York Council	Committee Minutes
Meeting	Place Scrutiny Committee
Date	23 September 2025
Present	Councillors B Burton (Chair), Healey (Vice-Chair), Baxter, Fenton, Hook, D Myers, K Taylor, Vassie and Whitcroft
Officers in Attendance	Dave Atkinson - Director of Environmental and Regulatory Services Ian Hout - Head of Environmental Services Dave Meigh - Operations Manager
In Attendance	Councillor Kent – Executive Member Environment and Climate Emergency

6. Apologies for Absence (17:31)

No apologies were received.

7. Declarations of Interest (17:31)

Members were asked to declare any personal interests not included on the Register of Interests, any prejudicial interests or any disclosable pecuniary interests which they may have in respect of business on the agenda.

Cllr Taylor noted that he was on the board of Yorwaste and had spoken to the Monitoring Officer who had confirmed this was not a prejudicial interest for any of the items on the agenda.

8. Minutes (17:32)

Resolved: That the minutes of the Place Scrutiny Committee on 24 June 2025 be signed as a correct record of the meeting.

9. Public Participation (17:32)

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

Flick Williams raised concerns that community advocacy groups were being left out of discussions on the York Central Development leading to decisions which were disadvantaging disabled people. She asked why new bus shelters were lacking buttons to read out instructions when existing bus stops were getting them installed. She also noted that East Yorkshire's new buses only had space for one wheelchair user.

Gwen Swinburn raised concerns about the weighting in the Parks Investment Fund scoring system. She highlighted King George's Field Park needing investment and its lack of accessibility due to step access. She asked whether the weighting for Green Flag status should be lowered due to its impact on what parks would receive funding.

10. Parks Investment Fund (17:40)

Officers introduced the report outlining the work undertaken on the Parks Investment Fund and its scoring system for identifying where to prioritise funding since it was last considered by the Committee. They confirmed that the programme was worth £750,000 and would have a new project manager appointed to ensure deliver of the fund within the 18-month outlined window for the projects.

The Committee enquired about other areas of funding which could support the Parks Investment Fund. It was confirmed that Section 106 monies from planning applications could come into play, and it was noted that there were some Section 106 monies which had been for the area of York and not specific green spaces which could be used. Members were also informed that Ward Councillors would have the opportunity to use Ward Funding to support schemes funded by with the Parks Investment Fund.

Members discussed the weighting system for determining which parks would receive investment. Members made specific enquires about the weighting given to parks with Green Flag status. Officers confirmed that the waiting given to Green Flag status had come from the Committee's previous consideration of the scoring system and that this could be changed. At the Committee's previous meeting and the Executive had both supported Green Flag status and the opportunity to receive additional external funding have the same weighting. The Executive Member for Environment and Climate Emergency noted that it was a Council ambition to increase the number of Green Flag accredited parks in the city.

Members asked whether the Council followed a specific design guide for its parks and fields. Officers confirmed that they did not have a specific design guide as a lot of work was undertaken to meet local community needs and

were therefore designed in consultation. The Committee raised questions about ensuring parks were a place where people could feel safe, and it was confirmed officers undertook work to things such as planting allowed for clear site lines throughout parks to make them feel like safe spaces.

The Committee enquired about whether projects would require specific maintenance funds to ensure upkeep. Officers explained that the main issue relating to increased upkeep cost was the addition of new parks and play spaces, they wouldn't expect any major changes to maintenance cost for parks that receive investment. It was also confirmed with the scoring criteria parks that receive investment should see lots of old play equipment replaced requiring less maintenance.

Resolved:

- i. The Committee supported the weighted approach detailed in Paragraphs 8 to 10 and the resulting priority schemes for the Parks Investment Fund.

Reason: To inform the Executives decision making

11. Household Waste Recycling Centre Operations (18:26)

The Committee considered the report outlining options for the Executive to consider regarding addressing an increasing build up of traffic outside of Hazel Court's Household Waste and Recycling Centre (HWRC) on James Street. Officers outlined that James Street had seen an increase in businesses operating on the street since Hazel Court opened in 2006, the Council also had Towthorpe HWRC which both closed on Wednesdays in line with North Yorkshire sites. Officers confirmed that they were seeking the Committees opinion on the proposed options for addressing traffic issues on James Street to assist in informing the Executive's decision, of which the proposed option from Officers was to implement a booking system.

The Committee discussed the proposed booking system and agreed that an open booking system could assist in addressing congestion on James Street. They also acknowledged the success of a booking system at the HWRCs once early issues had been addressed during Covid.

Members considered the prospect of restricting bookings to York residents using car registration numbers. The Committee raised several concerns relating to administering this system such as for those without a car being

helped by someone outside of York, such as parents of university students, or family members for older residents without a car. Members also highlighted a potential impact on residents using company cars which could be registered outside of the city. Officers acknowledged these potential issues if access to the HWRC's were restricted to York residents only. Officers also noted that North Yorkshire Council were considering proposals to restrict access to their HWRC's be only for North Yorkshire residents. The Committee noted this potential change at North Yorkshire and hoped that discussions could ensure York residents access to North Yorkshire HWRC's where appropriate.

Members asked about whether the proposed community skip days, which were proposed as part of a move to a booking system, might be able to continue if successful. Officers confirmed that they did not have plans for community skip days to exist outside of the transition period but could be explored in the budget.

The Committee enquired whether reopening on a Wednesday might help address congestion on James Street and whether it would help to limit this to businesses. Officers noted that a lot of regular visiting business come multiple days a week meaning a specific day would likely not assist with this congestion. Officers also noted that the HWRCs were already open outside of their peak times of 10am to 2pm and therefore, do not believe opening an extra day would change congestion in those peak times. It was also confirmed that the Council already promoted people to use Towthorpe over Hazel Court. Members also asked whether the Council was exploring moving the Hazel Court site. Officers confirmed that moving the site was an option to explore but would not be a short to medium term solution to the congestion issues.

Resolved:

- i. The Committee supported the implementation of an online booking system for Hazel Court HWRC only, so that the Council can average out the number of visits to the Hazel Court HWRC throughout the operational days.

Reason: To reduce the traffic congestion on James Street and Hazel Court but not restrict the total number per day as the HWRC can meet the demand of materials being taken.

12. Place Scrutiny Work Plan (19:02)

The Committee discussed its current work plan, and the Chair asked Members to consider possible task and finish groups and engage in the proposal form process ahead of the Committee's 25 November 2025 meeting. An additional proposal to explore how to increase the Council's commercial activity was suggested for the Committee's work plan. The Council's Scrutiny Officer proposed that they explore whether increasing commercial activity at the Council might be something to explore as part of a task and finish group and suggested Members interested engage in the submitting a task and finish group proposal ahead of the Committee's November meeting.

Resolved:

- i. Noted the Committee work plan.

Reason: To ensure the Committee maintains a programme of work.

Cllr B Burton, Chair

[The meeting started at 5.31 pm and finished at 7.12 pm].

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Place Scrutiny**25th November 2025**

Report of the Director of City Development

Community Transport Study Proposal**Summary**

1. This report is a brief update to present a proposed scope of works to investigate opportunities to restart a community transport service in York. The intention is to find a model to replace the previous service, known as Dial & Ride, which folded at the end of 2023.

Background

2. The Dial & Ride task and finish group undertook extensive discussions with users of the Dial & Ride service and a range of key stakeholders. The concluding report of the steering group made seven recommendations including developing a strategy to effectively promote a reinstated Community Transport service among key client groups.
3. £20k was allocated within the 25/26 budget to commission a study to provide the evidence and detail required to inform a strategy into reinstating a community transport service like Dial & Ride. Officers have considered the findings of the task and finish group and have developed a proposed series of study requirements for agreement with Place Scrutiny prior to commissioning.

Consultation

4. Extensive consultation was undertaken by the task and finish group. Working with potential customers and delivery partners will be a key part of developing a model, specification and contract for Dial & Ride in York.

Options

5. **Option 1.**
Commission the study to deliver the outputs outlined in Annex A.

6. **Option 2.**
Make changes to the proposed outputs in Annex A.

Analysis

7. Option 1. The proposed outputs to be commissioned from a Dial & Ride study are outlined in Annex A. These outputs are considered to present sufficient information, within the £20k budget, to enable officers and members to make informed choices about future potential community transport operating models in York.
8. Option 2. Any suggested amendments or changes from Place Scrutiny members are welcome but need to be mindful of the £20k available budget.

Council Plan

9. Equalities and Human Rights: A community transport service enables people to independently access key destinations around the city that they may otherwise be unable to.

10. **Implications**

- **Financial** *There are no implications associated with this report.*
- **Human Resources (HR)** *There are no implications associated with this report.*
- **Equalities** *There are no implications associated with this report.*
- **Legal** *There are no implications associated with this report.*
- **Crime and Disorder** *There are no implications associated with this report.*
- **Information Technology (IT)** *There are no implications associated with this report.*
- **Property** *There are no implications associated with this report.*
- **Other** *There are no implications associated with this report.*

Risk Management

11. No risks have been identified at this stage of work.

Recommendations

12. Members are asked to consider;

- 1) Agree to the proposed study outputs in Annex A.

Reason: So that officers can progress work to identify suitable options for community transport in York.

Contact Details

Author:

Tom Horner
Head of Transport Policy
and Travel Behaviour
Highways and Transport

Chief Officer Responsible for the report:

Garry Taylor
Director of City Development

Report
Approved



Date 13/11/2025

Tom Horner
Head of Transport Policy and Travel
Behaviour

Report
Approved



Date 13/11/2025

Specialist Implications Officer(s) n/a

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Wards Affected:

All

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For further information please contact the author of the report

Background Papers:

Report for discussion by the Economy, Place, Access & Transport Scrutiny Committee on 25 June 2024.¹

¹ [Dial and Ride Report for EPAT - Final.pdf](#)

Annexes

Annex A: Proposed Dial & Ride Study Outputs

Study Brief – Options for a York community transport replacement service

Proposal

City of York Council (“CYC”) wishes to commission a study to identify possible community transport models to provide replacement options for its former Dial & Ride (“D&R”) service, which has not operated since December 2023.

The study should include an assessment of existing comparable schemes within the Yorkshire area and across the UK where appropriate with a summary of the operating model used, area covered, passengers carried and approximate annual costs involved.

Any recommendations for other potential operating models that could be practical and affordable for York would also be welcome.

Background

From the late 1990s until the end of 2023, CYC commissioned a D&R community transport service, providing journeys for older and disabled residents between their homes and city centre/retail destinations.

Since the mid 2000s, the D&R service was operated by local community transport charity York Wheels (“YW”), under a service level agreement with CYC. YW operated the service under a section 19 permit, with pickup areas and destinations to CYC’s specification.

For much of this time, the vehicles and depot facilities were directly provided by CYC. However following a review of licensing arrangements, CYC was advised to adopt a more distinct client/service provider model to reduce operating risks and liabilities across the two organisations.

In late 2022, CYC and YW signed a new grant funding agreement, whereby YW would fully own and operate the vehicles, with depot and maintenance facilities purchased from CYC on a commercial basis. Capital grant funding of approximately £200k was also provided to YW for them to procure two brand new vehicles. The 5-year revenue grant funding agreement provided YW with a fixed sum of approximately £100k per annum to manage the entire operation.

The new vehicles were purchased and delivered in early 2023, however these proved to be very unreliable. Support from the manufacturer was poor and they spent many months off the road awaiting parts, causing a severe impact on service provision.

By late 2023 the vehicle manufacturer went into administration and their assets were sold off to a foreign buyer, with no liability for previously delivered vehicles. YW decided that the financial risk to their organisation was too high, and notified CYC that they would be ceasing operation of the D&R service as of the end of December 2023.

CYC repossessed the two new vehicles and later disposed of them at auction for around half their original purchase price. The York D&R service has now been defunct for almost 2 years.

The council's scrutiny committee has published a report requesting officers to present options for a potential restart or alternative to the D&R service.

Options to be explored

- A full York community transport service, tendered by CYC and contracted to a commercial provider under an appropriate licencing model.
- A full York community transport service, funded by CYC and operated by a community provider under S19 permit.
- A CYC-funded extension of an existing community transport scheme in the North Yorkshire area, to include journey origins and destinations within the CYC area.
- A CYC-funded grant to a local community transport operator, allowing for the purchase of wheelchair-accessible vehicles to compliment an existing volunteer-operated scheme (eg. the one currently operated by York Wheels).

Each option must be accompanied by a fully costed business plan across a five-year operating timeframe based upon evidence that the consultant should acquire from vehicle manufacturers/suppliers and other Dial & Ride or community transport providers. The study should expand on the suggested options above, including a reasonable estimate of the likely capital costs, operating costs, service levels and passenger capacities of each.

Each option should contain sub options based on a 1-4 vehicle operation and identify potential routes that would maximise both accessibility across the York Boundary and likely patronage.

A passenger demand profile and assessment should be undertaken to help inform likely revenue generation.

Once a preferred approach and funding amount have been agreed a draft specification will be required in order to form the basis of a procurement exercise.

Budget and timescales

The budget for this study is £20,000.

The study should be completed and delivered for sign-off by XX/XX/2026, in order to inform a report to the council's scrutiny committee and the Executive Member for Transport.

The client lead will be the Council's public transport planner.

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Place Scrutiny Committee Work Plan 2025/26

	Theme	Item	Lead Officer / Exec Member	Scope
26 January 2026				
	Transport	Update on the local transport plan (Name TBC)	Cllr Ravilious	
	Property	Property Asset Management Strategy.		To explore the Council introducing a strategy for Council property disposals.
	Property	ACV		
24 March 2026				
19 May 2026				

[Further meeting with the chair and vice chair to agree the allocation of work plan items and the dates for briefings.]

Unallocated items and items recommended from previous scrutiny committees

Dial & Ride

- Update on administration's work on this, since Task & Finish Group recommendations passed in June 2024. A "one year on" meaningful update would be appreciated by all concerned here, as that's plenty of time.

Review of CYC's Property Asset Portfolio

- Covering how each of CYC's property assets are performing in terms of income generation/returns on investment, their long-term security / financial prospects, possible disposals, use-class mix, vacancy rates, any

scope for meanwhile use for communities, opportunity to feed into next Asset Management Strategy, and anything else of value.

Input into formulation of next Electric Vehicle Charging Strategy

- Including an eye to progressing the on-street parking question which has not been prioritised to date.

Car Parking provision across the city

The report we did not get in March 2025 - Covering public, private and Park & Ride provision, Blue Badge parking, income received, usage, impact on closing Castle Car Park on the wider estate, wider aims e.g. shifting to less polluting vehicles, approach taken for busy shopping areas outside of the city-centre (e.g. Haxby, Acomb Front St), future of Res Park.

Parking Enforcement

- Costs of service / Income generated - scope to improve? Can we offer services to private land owners?
- Activity across entire local authority area - How many enforcement officers do we have, how many fines issued, which areas of their city are they issued in, how often are Res Park zones visited. *A view of this over the last 5 - 10 years would be helpful for identifying trends.*
- Position on pavement parking
- Consistency of enforcement (seen officers apply different limits to Double Yellow Lines)
- Hotline performance - how many reports logged, how many of these received visits in a timely manner (or at all)

Out-of-hours drop in provision due to over-stretched Police unable to prioritise parking

Review of York's economy / economic development strategy

Stock-take of performance against current strategy and its relevance next to the Combined Authority's economic development role, as well as key personell changes within CYC

Pros and cons of combining economic development services with the Combined Authority

Planning and Development Services - enforcement

Operational challenges / opportunities, performance over the last 5-10 years relative to staffing numbers, numbers of (known) breaches by developers

Tourism Levy

Officers are exploring options with the partners/hospitality sector for a Tourism Levy. Opportunities for Scrutiny engagement when/if a proposal is developed with partners/hospitality sector.

A-Boards

How effective has the A-Board “ban” been?

Make It York

General update on their work, successes, challenges, relationship with all of the market traders, plans for Christmas Market (with reference to Committee’s previous recommendation to look at ways to “spread” it out to reduce crowding and make it more accessible).

Park & Ride

Opportunity to feed into full tender, following likely short-term tender discussed at March 2025 Scrutiny

Age Friendly York

What is being done to help make the city a better place for older people to live in?

Review of Council’s pedestrian crossing policy

Review of the original Bus Service Improvement Plan (BSIP)

Review of how the first BSIP has gone, achievements, next steps, future asks of the Mayoral Combined Authority

Other Bus-related matters

- Enhanced Bus Partnership; how effective is it, is this the best model for delivering service improvements for residents?
- Bus stop improvements

Council-run businesses

How are CYC generating income commercially? Are we using everything we can to the best of our ability to generate new or more income streams?

York's Pay Gap

For 2026 as already had an initial report on the Gender Pay Gap – what is the city's pay gap like in relation to ethnicity and disability? What is the Council doing to support local businesses – especially smaller ones – to improve on their gender pay gap performance?

Highway Maintenance

Adoption of the Highway Infrastructure Asset Management Plan will go through public decision making

Assets of Community Value

How can CYC:

Promote adding to the local register of Assets of Community Value;

Make it easier for residents and community groups to nominate an ACV;

Celebrate the success stories of ACVs in our community to encourage new nominations;
Prepare for law changes on the Community Right to Buy in securing a wider range of ACVs.

ACV's could be included in part of a briefing to Members including a wider briefing on Property and the Council's Asset Management Plan around Jan 26.

2025 Library Needs Assessment Report (containing data from the Early Engagement Consultation)

Briefing ready to be provided on feedback from an early consultation on library usage that fed into the Assessment of Need document. This information will then feed into a library strategy and associated budget savings (target £600k) proposals which will be then consulted on.

Further opportunity further Scrutiny including either be a part of the consultation or pre scrutiny (or both) before recommended proposals for Executive likely in the first quarter of 2026.

Review of the Council's Play Strategy

Agreed Task and Finish Groups

Topic	Origin	Aims and objectives	Membership
TBC	TBC	TBC	TBC

Possible Task and Finish Groups

Topic	Origin	Aims and objectives	Membership
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Section 106 and CIL	Committee work planning briefing.	TBC	TBC
Planning best practice	Committee work planning briefing.	TBC	TBC
Holiday Lets	May Committee meeting.	TBC	TBC
Increasing Commercialisation of the Council	September Committee meeting.	TBC	TBC

Place Scrutiny Committee Remit:

- 10 Year Economic Strategy, Economic Growth & Inward Investment
- 10 Year Transport Strategy
- Local Transport Strategy
- Accessibility in public areas including City Centre Access Strategy
- Parking Services (inc Digital ResPark)
- Highways
- Planning & Development Services
- Strategic Housing Provision
- Regeneration & Asset / Property Management
- Public Realm
- Waste Services
- Fleet
- Public Protection (Trading Standards, Environmental Health, Food Safety Licensing)
- Client Management: Make it York, GLL
- Client Management: YorWaste
- Emergency Planning, Flood Risk
- Monitor Emissions Impacts across the City
- Consider MCA Joint Committee Decisions as relate to this Committee

- Culture, inc York Theatre Royal, Museums, Music Venues Network (& elements of MIY)
- Libraries & Archives

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