

CITY OF YORK COUNCIL SUMMONS

All Councillors, relevant Council Officers and other interested parties and residents are formally invited to attend a meeting of the **City of York Council** at **The Guildhall, Coney Street, York, YO1 9QN** to consider the business contained in this agenda on the following date and time

Thursday, 27 March 2025 at 6.30 pm

A G E N D A

1. **Apologies for Absence**

To receive and note apologies for absence.

2. **Declarations of Interest**

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.

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

- (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 unless you have a dispensation.

*Other Registrable
Interests (Directly
Related)*

OR

*Non-Registrable
Interests (Directly
Related)*

Disclose the interest; speak on the item only if the public are also allowed to speak but otherwise not participate in the discussion or vote; and leave the meeting unless you have a dispensation.

*Other Registrable
Interests (Affects)*

OR

*Non-Registrable
Interests (Affects)*

*Disclose the interest; remain in the meeting, participate, and vote unless the matter affects the financial interest or well-being:
(a) to a greater extent than it affects the financial interests 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 only if the public are also allowed to speak, but otherwise not do not participate in the discussion or vote, and leave the meeting, unless 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.*

3. Minutes (Pages 17 - 40)

To approve and sign the minutes of the Budget Council and Extraordinary Council meetings held on 27 February 2025.

4. Civic Announcements

To consider any announcements made by the Lord Mayor in respect of Civic business.

5. Public Participation

At this point in the meeting, any member of the public who has registered to address the Council, or to ask a Member of the Council a question, on a matter directly relevant to the business of the Council or the City, may do so. The deadline for registering is **5:00pm on Tuesday, 25 March 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 public meeting will be webcast including any registered public speakers who have given their permission. The remote public meeting can be viewed live and on demand at

www.york.gov.uk/webcasts.

During coronavirus, we made some changes to how we're running council meetings. See our updates at www.york.gov.uk/COVIDDemocracy for more information on meetings and decisions.

6. Petitions

To consider any petitions received from Members in accordance with Standing Order B6. Notice has been received of no petitions to be presented.

7. Report of the Leader and Executive (Pages 41 - 50)

To receive and consider a written report from the Leader on the work of the Executive.

8. Questions to the Leader or Executive Members

To question the Leader and/or Executive Members in respect of any matter within their portfolio responsibility, in accordance with Standing Order B8.

9. Recommendations of the Executive: Review of the City of York Council Scrutiny Function (Pages 51 - 82)

To receive and consider for approval the recommendations of the Executive, as set out below:

Meeting	Date	Recommendations
Executive	11 March 2025	Minute 89: Review of the City of York Council Scrutiny Function https://democracy.york.gov.uk/ieListDocuments.asp

10. Scrutiny - Report of the Chair of the Customer & Corporate Services Scrutiny Management Committee (Pages 83 - 86)

To receive a report from Councillor Fenton, Chair of the Corporate Services, Climate Change and Scrutiny Management Committee (CSCCSMC), on the work of the Committee.

11. Recommendations of the Audit and Governance Committee: Polling District and Polling Place Review (Pages 87 - 140)

To receive and consider for approval the recommendations of the Audit and Governance Committee, as set out below:

Meeting	Date	Recommendations
Audit and Governance Committee	17 March 2025	Minute 68: Polling District and Polling Place Review https://democracy.york.gov.uk/ieListDocuments.aspx?CId=437&MId=14605

12. Recommendations of the Licensing and Regulatory Committee: Licensing Act 2003 - Cumulative Impact Assessment and Statement of Licensing Policy (Pages 141 - 242)

To receive and consider for approval the recommendations of the Licensing and Regulatory Committee, as set out below:

Meeting	Date	Recommendations
Licensing and Regulatory Committee	5 March 2025	Minute 87: Licensing Act 2003 - Cumulative Impact Assessment and Statement of Licensing Policy https://democracy.york.gov.uk/ieListDocuments.aspx?CId=606&MId=14949

13. Director of Public Health Annual Report 2024/25 (Pages 243 - 348)

To approve publication of the Director of Public Health's Annual Report for 2024/25.

14. Proposed Change to the Health and Wellbeing Board Terms of Reference (Pages 349 - 368)

To approve the revised Terms of Reference for the York Health and Wellbeing Board.

15. Use of General Exception (Urgency) and Special Urgency Procedures (Pages 369 - 372)

To report to Council on the use of Special Urgency procedures, as required by legislation, and as set out within the City of York Council Constitution and to report, for information, the instances where General Exception (i.e. Urgency) Procedures were used.

16. Appointments and Changes to Membership (Pages 373 - 374)

To consider the appointments and changes to membership of committees and outside bodies set out on the list attached to this summons.

17. Motions on Notice

To consider the following Motions on Notice under Standing Order B10:

Motions submitted for consideration directly by Council, in accordance with Standing Order B10:

i) From Cllr Whitcroft

Introduction of a Visitor Levy

"Council notes:

- that York attracts over 8 million visitors annually, significantly contributing to the local economy but placing additional strain on infrastructure, public services, and the local environment;
- that many cities, such as Venice and Amsterdam, successfully employ tourist levies to offset these

impacts, without deterring visitors to the local economy;

- a visitor levy could provide additional revenue for maintaining public spaces, public transport, heritage conservation, waste management, sustainability projects, supporting the city's long-term goals and for promoting York;
- that recent budget consultations demonstrated strong public support for the introduction of a visitor levy in York, with around 90% of York residents who responded to the consultation in favour.

Council believes:

- it is great to live in a place that millions of people from all over the world want to come and spend time in;
- welcome though visitors are, a visitor levy would allow York to ensure visitors contribute fairly to the city's upkeep and to its sustainability, and to better manage the pressures that mass tourism brings;
- funds should be ring-fenced for projects and initiatives that enhance the visitor and resident experience, improve public services, provide better facilities and reduce the environmental impact of tourism;
- evidence from numerous cities shows a modest visitor levy would not deter tourists and is now an accepted contribution across Europe to the costs of maintaining and enhancing popular visitor destinations;
- the council should work to develop the case for a tourism visitor levy with its partners, including the hospitality, arts and culture sectors, as well as with business and residents' groups.

Council resolves to ask Executive to continue to progress:

- exploring the feasibility and practical mechanisms for introducing a visitor levy for overnight stays, including for short-term holidays lets, in consultation with local businesses, residents, and hospitality industry

- stakeholders;
- researching visitor levy models from other cities to determine the best approach for York, including an Accommodation Business Improvement District (ABID) option;
 - lobbying central government to grant local authorities the necessary legal powers to implement a compulsory visitor levy;

in order to ensure York's tourism remains sustainable, benefiting residents and visitors alike."

ii) From Cllr Fenton

Changes to disability and long-term sickness benefits

"Council notes that:

- The Government is bringing forward a Green Paper on changes to disability and long-term sickness benefits, including Personal Independence Payments (PIP)
- PIP is a benefit not linked to work that is designed to help people with the additional unavoidable costs of their disablement
- Reports have suggested that the Government is considering freezing PIP payments in 2026 and tightening eligibility criteria, including for reassessments
- Many disabled people use PIP to cover the cost of getting to and from work, for paying for essential equipment and for meeting social care charges
- The Resolution Foundation has commented that "Freezing PIP next year will result in a real-terms income loss for around four million people, 70 per cent of whom are in low-to-middle income households"
- The York-based Joseph Rowntree Foundation has said that "If the Government cuts disability and long-term sickness benefits it will be unethical, short-sighted and can only deepen hardship."

- York Central MP Rachael Maskell has said that “it is right that the Chancellor has oversight over all those budgets but not at the expense of pushing disabled people into poverty.”
- York Outer MP Luke Charters has signed a letter which states “As MPs, we understand that delivering this new social contract requires hard choices to be made. We welcome the work that has begun to rebuild our welfare system, and we are fully supportive of it.”
- If reports of a £5bn cut to PIP turn out to be true, this would be greater than the cut that led former Conservative Work & Pensions Secretary Iain Duncan Smith to resign from Government in 2016

Council believes that:

If the Government does decide to make significant cuts to PIP and other disability and long-term sickness benefits, there is likely to be a direct impact on City of York Council and its partners in a number of ways, such as:

- An increase in demand for council financial assistance through schemes such as the York Financial Assistance Schemes
- An increase in demand for the council’s means-tested Disabled Facilities Grant
- Increased demand for advice and support from the council’s Local Area Co-ordinators (with the team already carrying vacancies) and partners such as Citizens Advice York
- An increase in the number of disabled residents who may be unable to afford care charges, impacting on their ability to continue to live independently
- Those disabled people currently in receipt of the high rate mobility component of PIP whose awards are downgraded will lose entitlement to a Motability vehicle, which would impact significantly on social isolation and create further dependence

Council resolves:

- To request the relevant Scrutiny Committee to undertake a review via a Task and Finish Group, when detailed Government proposals on disability and long-term sickness benefits are known in order to identify likely impacts on the demand for support from the council and its local partners.”

iii) From Cllr Baxter

Working to tackle the growing epidemic of violence against women and girls (VAWG)

“Council notes:

- its approved 2021 VAWG motion and the worsening situation four years on;
- the Government’s commitment to halve VAWG in the next decade but recognises that this bold ambition requires action from everyone;
- that VAWG is significantly underreported. North Yorkshire Police recorded 2000 domestic abuse incidents for York last year but estimates indicate more than 4000;
- that commissioned support services in York and North Yorkshire supported 14,000 victims and survivors of domestic abuse in 2023/24;
- that children witnessing domestic abuse causes them significant harm;
- the physical and emotional cost of VAWG on survivors and their families, friends and communities is devastating and includes depression, PTSD, brain injuries, long-term pain, self-harm, miscarriage and other pregnancy complications;
- National Police Chiefs Council reported that between April 2022 to March 2023 more women died by suicide following domestic abuse than by being killed by a partner;
- research has drawn a link between misogynistic online content and unhealthy and negative attitudes to relationships;
- the York Schools Survey highlights around 15% of

children disagree that hitting or kicking and sharing undressed or sexual photos of a person with someone else is always wrong in a relationship. Under half thought that telling a partner what to wear, checking where they are all the time and being jealous is always wrong;

- approval of York and North Yorkshire's Domestic Abuse Strategy in 2024, the council's recent Domestic Abuse Resident and Tenant Policy and the council's commitment to work towards Domestic Abuse Housing Alliance (DAHA) accreditation.

Council believes:

- VAWG is an epidemic and responding to it is everyone's responsibility;
- sexism and misogyny, as some of the drivers of domestic abuse, must be addressed early through prevention work with children and young people;
- action is needed from councillors, the justice system, education and NHS partners and Combined Authorities to turn the tide on VAWG in our communities;
- that survivors in York should have the right to access specialist, trauma-informed support;
- specialist services are best placed to support survivors and likely to result in less need for additional service support in the future.

Council resolves:

- that City of York Council's (CYC) Domestic Abuse Awareness Day, which took place last December during 16 days of action to tackle VAWG, be repeated each year, with learning shared with CYC Human Resources and partner organisations encouraged to run similar events;
- to ask the Council Leader to write to other council leaders in our region to encourage them adopt a similar approach around awareness raising across services and about VAWG being everyone's responsibility;

- to work closely with survivors and local specialist and 'by and for' services to understand the impact of VAWG in York;
- building on existing good work at Vale of York Academy, to work through both the council and local Multi Academy Trust chains to ensure comprehensive education on healthy relationships and respect for women and girls is available in all schools across York;
- that the Executive Member for Housing, Planning and Safer Communities uses the new council reporting format to frequently update the public on steps being taken to reduce VAWG, and to hold the council and partners to account on these commitments."

18. Urgent Business

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

Democracy Officer

James Parker / Jane Meller

Contact details:

- Telephone: (01904) 553659 / (01904) 555209
- Email: james.parker@york.gov.uk / jane.meller@york.gov.uk

Reasonable Adjustments and Alternative formats

To request reasonable adjustments or to provide this document in an alternative language or format such as large print, braille, audio, Easy Read or BSL, you can:



Email us at: cycaccessteam@york.gov.uk



Call us: **01904 551550** and customer services will pass your request onto the Access Team.



Use our BSL Video Relay Service:

www.york.gov.uk/BSLInterpretingService

Select 'Switchboard' from the menu.



We can also translate into the following languages:

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)

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

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

Contact details are set out above.

This page is intentionally left blank

Democracy
Officer

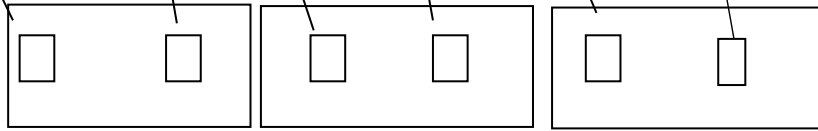
L Tomlinson,
Head of
Democratic
Governance

Cllr Wells,
Lord Mayor

B Roberts,
Monitoring
Officer

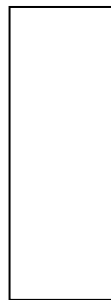
I Floyd,
Chief Operating
Officer

D Mitchell, Chief
Finance Officer



Cllr Ravilious	Cllr Pavlovic	Cllr Steels- Walshaw	Cllr Douglas	Cllr Kilbane	Cllr Lomas	Cllr Kent	Cllr Webb
-------------------	------------------	----------------------------	-----------------	-----------------	---------------	--------------	--------------

Cllr Clarke	Cllr Nelson
Cllr Moroney	Cllr Merrett
Cllr Melly	Cllr Wilson
Cllr Myers	Cllr Coles
	Cllr Warters



Cllr B Burton	Cllr Rose
Cllr Crawshaw	Cllr Whitcroft
Cllr J Burton	Cllr Baxter
	Cllr Taylor
Cllr Steward	Cllr Nicholls
Cllr Rowley BEM	

Cllr Smalley	Cllr Runciman	Cllr Waller	Cllr Widdowson	Cllr Ayre	Cllr Healey	Cllr Fenton	Cllr Mason	Cllr Orrell	
Cllr Watson	Cllr Cuthbertson	Cllr Fisher	Cllr Cullwick	Cllr Hook	Cllr Hollyer	Cllr Wann	Cllr Vassie	Cllr Knight	Cllr Waudby

This page is intentionally left blank

City of York Council

Resolutions and proceedings of the Budget Meeting of the City of York Council held in the Guildhall, York on Thursday, 27 February 2025, starting at 6.30 pm

Present: The Lord Mayor (Cllr Margaret Wells) in the Chair, and the following Councillors:

Acomb Ward

Lomas
Rose

Bishopthorpe Ward

Nicholls

Clifton Ward

D Myers
Wells

Copmanthorpe Ward

Steward

Dringhouses & Woodthorpe Ward

Fenton
Mason
Widdowson

Fishergate Ward

Whitcroft
Wilson

Fulford and Heslington Ward

Ravilious

Guildhall Ward

Clarke
Melly
Merrett

Haxby & Wigginton Ward

Cuthbertson
Hollyer
Watson

Heworth Ward

B Burton
Douglas
Webb

Heworth Without Ward

Ayre

Holgate Ward

Kent
Steels-Walshaw
K Taylor

Hull Road Ward

Baxter
Moroney
Pavlovic

Huntington and New Earswick Ward

Cullwick
Orrell
Runciman

Micklegate Ward

J Burton
Crawshaw
Kilbane

Osbalwick and Derwent Ward

Rowley
Warters

Rawcliffe and Clifton Without Ward

Smalley
Wann

Rural West York Ward

Hook
Knight

Strensall Ward

Fisher
Healey

Westfield Ward

Coles
Nelson
Waller

Wheldrake Ward

Vassie

Apologies for absence were received from Councillor Waudby.

Lord Mayor's Opening Remarks

Before the formal business of the meeting began, the Lord Mayor invited all present to stand for a minute's silent reflection in memory of the late Ian Gillies, former Councillor, Council Leader and Lord Mayor, and the late Mick Bradley, former Councillor, Lord Mayor, and Honorary Alderman.

She then welcomed Cllr Richard Watson on his return to the Council following his success at a recent by-election, and offered congratulations to Cllr Bob Webb, who had recently welcomed his first child.

The Lord Mayor also welcomed a group of international students from the University of York who were present to observe the meeting.

57. Apologies for Absence (6:39 pm)

Apologies for absence were received from Cllr Waudby.

58. Declarations of Interest (6:39 pm)

Members were invited to declare at this point in the meeting any personal interests not included on the Register of Interests, any prejudicial interests or any disclosable pecuniary interests they might have in the business on the agenda.

None were declared.

59. Minutes (6:39 pm)

Resolved: That the minutes of the Council meeting held on 21 November 2024 be approved and then signed by the Chair as a correct record.

60. Civic Announcements (6:40 pm)

The Lord Mayor paid tribute to former Councillors Ian Gillies and Mick Bradley, PC Rosie Prior, and York D-Day veterans Joe

Thomas and Joseph Wood, all of whom had sadly passed away since the last meeting of Council.

The Lord Mayor also gave a brief summary of the activities of the civic party over recent months, noting that she had met with representatives of over forty organisations. She highlighted the contribution to the city of all of York's volunteers, charity workers and fundraisers, and offered her thanks to them for their efforts.

61. Public Participation (6:43 pm)

It was reported that one member of the public had registered to speak at the meeting under the council's Public Participation Scheme.

Gwen Swinburn spoke in relation to the Budget recommendations at Agenda item 8, expressing concern over a lack of effort to tackle deprivation in the city. She suggested that the Respark scheme could be expanded, and requested that Equalities Impact Assessments be provided for all spending decisions and that changes to the budget process be considered by Scrutiny.

62. Petitions (6:48 pm)

It was reported that notice of no petitions had been received under Rule B6.

63. Recommendations of the Executive in respect of the Capital Programme Monitor 3 2024/25 (6:48 pm)

Cllr Douglas moved, and Cllr Kilbane seconded, the following recommendation contained in Minute 75 of the Executive meeting held on 21 January 2025:

"Recommended:

- i. Recommend to Full Council the adjustments resulting in a decrease in the 2024/25 budget of £20.923m as detailed in the report;

Reason: To enable the effective management and monitoring of the Council's capital programme."

On being put to the vote, the recommendation was declared CARRIED, and it was

Resolved: That the above recommendation be approved.

64. Recommendations of Executive on the Council's Financial Strategy 2025/26 to 2029/30, Capital Budget 2025/26 to 2029/30, Capital Financing and Investment Strategy and the Treasury Management Strategy Statement and Prudential Indicators for 2025/26 to 2029/30 (6:50 pm)

Cllr Douglas moved, and Cllr Kilbane seconded, the following recommendations made by the Executive at its meeting on 21 January 2025 in relation to:

- i) The Financial Strategy 2025/26 to 2029/30 (Revenue Budget)
- ii) The Capital Budget 2025/26 to 2029/30
- iii) The Capital Financing and Investment Strategy
- iv) The Treasury Management Strategy Statement and Prudential Indicators 2025/26 to 2029/30

as set out in paragraphs 14 to 17 of the report at Agenda Item 8 on the Council agenda:

“Revenue Budget

Executive recommends that Council:

- i. Approves the budget proposals outlined in the Financial Strategy report and in particular;
 - a) The net revenue expenditure requirement of £156.921m
 - b) A council tax requirement of £120.180m
 - c) The revenue growth proposals as outlined in paragraphs 51 to 53
 - d) The 2025/26 revenue savings proposals as outlined in annex 2
 - e) The fees and charges proposals as outlined in annex 3

- f) The Housing Revenue Account (HRA) 25/26 budget set out in annex 5
 - g) The Dedicated Schools Grant (DSG) proposals outlined from paragraph 141
 - h) The Flexible Use of Capital Receipts Policy set out in annex 7
- ii. Notes that the effect of approving the income and expenditure proposals included in the recommendations would result in a 4.99% increase in the City of York Council element of the council tax, 2% of which would relate to the social care precept.

Reason: To ensure a legally balanced budget is set.

Capital Budget 2025/26 to 2029/30

Executive recommends that Council approves the budget proposals outlined in the Capital Budget 2025/26 to 2029/30 and in particular:

- i. Agree to the revised capital programme of **£385.383m** that reflects a net overall increase of **£60.947m** (as set out in table 2 and in Annex 1). Key elements of this include:
 - a) New schemes funded by prudential borrowing totalling £8.150m as set out in table 3;
 - b) Extension of prudential borrowing funded Rolling Programme schemes totalling £24.712m as set out in table 4;
 - c) Extension of externally funded Rolling Programme schemes totalling £11.935m as set out in table 5;
 - d) An increase in HRA funded schemes totalling £16.150m funded from a combination HRA balances/capital receipts as set out in table 6;
- ii. Note the total increase in Council borrowing as a result of new schemes being recommended for approval is £32.862m the details of which are considered within this report and the financial strategy report;
- iii. Approve the full restated programme as summarised in Annex 2 totalling **£385.383m** covering financial years 2025/26 to 2029/30 as set out in table 12 and Annex 2.

Reason: In accordance with the statutory requirement to set a capital budget for the forthcoming financial year.

Capital and Investment Strategy

Executive recommends that Council:

- i. Approve the Capital and Investment Strategy at Annex A

Reason: To meet the statutory obligation to comply with the Prudential Code 2017

Treasury Management Strategy Statement and Prudential Indicators

Executive recommends that Council approve;

- i. The treasury management strategy for 2025/26 including the annual investment strategy and the minimum revenue provision policy statement;
- ii. The prudential indicators for 2025/26 to 2029/30 in the main body of the report;
- iii. The specified and non-specified investments schedule (annex B)
- iv. The scheme of delegation and the role of the section 151 officer (annex D)

Reason: To enable the continued effective operation of the treasury management function and ensure that all council borrowing is prudent, affordable and sustainable.”

Liberal Democrat Amendment

Cllr Ayre moved, and Cllr Widdowson seconded, the following amendment on behalf of the Liberal Democrat Group:

“Revenue Budget

In relation to the Executive’s recommendations on the revenue budget (paragraph 14 of pages 43 and 44 of Council papers refers):

In sub paragraph c) add at the end of the sentence 'subject to the following amendments;

- **£600k to reverse the full impact of savings to the Library Service**
- **£370k additional funding to frontline neighbourhood services (of which £210k is one off and £160k recurring)**
- **£150k one off investment in bus services**
- **£300k one-off additional discounts to Green Waste charges and community waste disposal initiatives.**
- **£340k one-off reduction to fund partial reversal of parking increases pending completion of the review of city centre parking provisions set in the Local Transport Strategy Implementation Plan**
- **£150k budget to reinstate Dial & Ride Service (funded partly by Public Health Grant)**
- **£200k one off investment in Social Service Day Club provision(funded from Public Health Grant)**
- **£60k budget for Treasury Management to fund additional capital investment**

In sub paragraph d) add at the end of the sentence 'subject to the following amendments;

- **Delete additional Executive Support Assistant to Political Groups - £30k**
- **Reduction in Chief Officer roles, grades and capacity - £145k**
- **Reduction of two Executive Members - £40k**
- **Delete posts in the communications team - £90k**
- **Reduction in ICT budget - £140k**
- **No longer fund Economic Development, with the ambition of this being passed to the Combined Authority - £105k**
- **Reduction in council facility management contract spend - £150k**
- **Fund £150k additional street cleaning through voluntary tourist tax**
- **Remove vacant AD Public Health from establishment - £120k**
- **Use of CYT acquisition reserve subject to CYT board approval £500k**

Add sub paragraph i) to paragraph 14

- i) The use of £200k from the Public Health Reserve to fund the Social Care Day Clubs

Add sub paragraph j) to paragraph 14

- j) The use of £500k from the Venture Fund.”

Following debate, on being put to the vote, the amendment was declared LOST.

Conservative Amendment

Cllr Steward moved, and Cllr Rowley seconded, the following amendment on behalf of the Conservative Group:

“Revenue Budget

In relation to the Executive’s recommendations on the revenue budget (paragraph 14 of pages 43 and 44 of Council papers refers):

In sub paragraph a) delete “£156.921m” and replace with “£156.896m”

In sub paragraph b) delete £120.180m and replace with £120.155m

In sub paragraph c) add at the end of the sentence ‘subject to the following amendments;

- **£1,570k impact of reinstating a free first garden bin collection service**
- **£50k additional funding to for community transport to support reprovision of Dial & Ride type services, if a city wide solution cannot be facilitated then specific areas to be able to bid for localised funding**
- **£30k to freeze “Minster Badge” price at £30**
- **£50k to provide free compost bins to be collected by the public.**
- **£100k revenue cost of adding £1m capital to the Highways Budget**
- **£200k (one off) budget for Parking incentives funded from Venture Fund**
- **£25k (one off) Farming and General Countryside Hardship Fund to ensure benefits are accessed.**

- **£15k (one off) funding to seek whether an orbital bus route can be provided.**
- **Remove £150k growth for Community Caretakers**
- **Reduce disability training growth by £40k (one-off), ensuring additional £10k embedded in annual budget**

In sub paragraph d) add at the end of the sentence 'subject to the following amendments;

- **Outsource management of the Mansion House - £25k**
- **Outsource Adult Social Care Personal Support - £60k**
- **Outsource Adult Social Care Day Support - £38k**
- **Outsource Flaxman Avenue services - £26k**
- **Reduce CCTV budget – seek funding from North Yorkshire Police - £100k**
- **Delete posts in Democratic Governance - £89k**
- **Delete budget for Our City - £60k**
- **Reduction in Chief Officer roles and capacity - £200k**
- **Reduce Executive Special Responsibility Allowances by 25% - £57k**
- **Reduction of two Executive Members - £40k**
- **Delete posts in the corporate policy team - £105k**
- **Delete posts in the communications team - £150k**
- **Reduce overtime budget - £100k**
- **Delete Political Assistant posts - £90k**
- **Delete post in Equalities Team - £50k**
- **Delete posts in the Communities Team - £160k**
- **Reduction in ICT budget - £150k**
- **No longer fund Economic Development - £105k**
- **Reduction in council publicity - £30k**
- **Review of staff travel by - £20k**
- **Remove school crossing patrols where other physical measures in place - £20k**

Add sub paragraph i) to paragraph 14

- i) **The use of £200k from the Venture Fund to fund the parking initiatives.**

In paragraph 14 ii) third line, delete '4.99%' and replace with '4.97%'.

Capital Budget 2025/26 to 2029/30

In relation to the Executive's recommendations on the capital budget (paragraph 15 of page 44 of Council papers refers):

In paragraph 15 (i), first line delete '£385.383m' and replace with '**£386.383m**'

In paragraph 15 (i), second line delete '£60.947m' and replace with '**£61.947m**'

Under paragraph 15 (i), insert new sub paragraphs:

e) Increase borrowing by an additional £1m to fund Highway Maintenance in 2025/26

In paragraph 15 (ii), second line delete '£32.862m' and replace with '**£33.862m**'

In paragraph 15 (iii), second line delete '£385.383m' and replace with '**£386.383m**'."

Following debate, on being put to the vote, the amendment was declared LOST.

After debate, a named vote was then taken on the **original recommendations**, with the following result:

For	Against	Abstained
Cllr Baxter	Cllr Ayre	Cllr Warters
Cllr B Burton	Cllr Cullwick	
Cllr J Burton	Cllr Cuthbertson	
Cllr Clarke	Cllr Fenton	
Cllr Coles	Cllr Fisher	
Cllr Crawshaw	Cllr Healey	
Cllr Douglas	Cllr Hollyer	
Cllr Kent	Cllr Hook	
Cllr Kilbane	Cllr Knight	
Cllr Lomas	Cllr Mason	
Cllr Melly	Cllr Nicholls	
Cllr Merrett	Cllr Orrell	
Cllr Moroney	Cllr Rowley	
Cllr Myers	Cllr Runciman	
Cllr Nelson	Cllr Smalley	
Cllr Pavlovic	Cllr Steward	

Cllr Ravilious	Cllr Vassie	
Cllr Rose	Cllr Waller	
Cllr Steels-Walshaw	Cllr Wann	
Cllr Taylor	Cllr Watson	
Cllr Webb	Cllr Widdowson	
Cllr Whitcroft		
Cllr Wilson		
Lord Mayor (Cllr Wells)		
24	21	1

The original recommendations were therefore declared CARRIED and it was

Resolved: That the Executive's recommendations to Council be approved.

65. Council Tax Resolution 2025/26 (8:35 pm)

Following the setting of the budget for 2025/26 under minute 64 above, Cllr Douglas moved, and Cllr Kilbane seconded, the Council Tax resolution for 2025/26, as set out in the report and schedules at pages 58-61 of the Council agenda.

Following a brief debate Cllr Warters moved, and Cllr Webb seconded, that the question be now put.

On being put to the vote, this motion was declared CARRIED.

Therefore the required named vote was taken on the Council Tax Resolution, with the following result:

For	Against	Abstained
Cllr Ayre		Cllr Nicholls
Cllr Baxter		Cllr Rowley
Cllr B Burton		Cllr Steward
Cllr J Burton		Cllr Warters
Cllr Clarke		
Cllr Coles		
Cllr Crawshaw		
Cllr Cullwick		
Cllr Cuthbertson		

Cllr Douglas		
Cllr Fenton		
Cllr Fisher		
Cllr Healey		
Cllr Hollyer		
Cllr Hook		
Cllr Kent		
Cllr Kilbane		
Cllr Knight		
Cllr Lomas		
Cllr Mason		
Cllr Melly		
Cllr Merrett		
Cllr Moroney		
Cllr Myers		
Cllr Nelson		
Cllr Orrell		
Cllr Pavlovic		
Cllr Ravilious		
Cllr Rose		
Cllr Runciman		
Cllr Smalley		
Cllr Steels-Walshaw		
Cllr Taylor		
Cllr Vassie		
Cllr Waller		
Cllr Wann		
Cllr Watson		
Cllr Webb		
Cllr Whitcroft		
Cllr Widdowson		
Cllr Wilson		
Lord Mayor (Cllr Wells)		
42	0	4

The motion was accordingly declared CARRIED, and it was

Resolved:

- i. That it be noted that on 2 December 2024 the Chief Finance Officer, under her delegated authority, calculated the council tax base for the year 2025/26:
 - (a) for the **whole Council area** as 69,426.10 [Item T in the formula in Section 31B of the Local Government Finance Act 1992, as amended (the “Act”)]; and
 - (b) for those dwellings in those parts of its area to which a **Parish** precept relates as in column 1 in the attached Schedule A.
- ii. Calculate that the Council Tax requirement for the Council’s own purposes for 2025/26 (excluding Parish precepts) is £120,180,050.
- iii. That the following amounts be calculated for the year 2025/26 in accordance with Sections 31 to 36 of the Act:
 - (a) £565,383,463 being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(2) of the Act taking into account all precepts issued to it by Parish Councils.
 - (b) £444,083,969 being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(3) of the Act.
 - (c) £121,299,494 being the amount by which the aggregate at 9(a) above exceeds the aggregate at 9(b) above, calculated by the Council in accordance with Section 31A(4) of the Act as its Council Tax requirement for the year. [Item R in the formula in Section 31B of the Act].
 - (d) £1,747.17 being the amount at 9(c) above [Item R], all divided by Item T (7(a) above), calculated by the

Council, in accordance with Section 31B of the Act, as the basic amount of its Council Tax for the year (including Parish precepts).

- (e) £1,119,444 being the aggregate amount of all special items (Parish precepts) referred to in Section 34(1) of the Act (as per the attached Schedule A).
- (f) £1,731.05 being the amount at 9(d) above less the result given by dividing the amount at 9(e) above by Item T (7(a) above), calculated by the Council, in accordance with Section 34(2) of the Act, as the basic amount of its Council Tax for the year for dwellings in those parts of its area to which no Parish precept relates.

- iv. To note that the Mayoral Combined Authority (including Fire and Rescue Services) and the Mayoral Police and Crime Commissioner has issued precepts to the Council in accordance with Section 40 of the Act for each category of dwellings in the Council's area as indicated in the tables below.
- v. That the Council, in accordance with sections 30 and 36 of the Act, hereby sets the aggregate amounts shown in the tables below, and at Schedule B for Parished areas, as the amounts of council tax for 2025/26 for each part of its area and for each of the categories of dwellings.

City of York Council

A	B	C	D	E	F	G	H
£	£	£	£	£	£	£	£
1,154.03	1,346.37	1,538.71	1,731.05	2,115.73	2,500.41	2,885.08	3,462.10

Mayoral Police & Crime Commissioner

A	B	C	D	E	F	G	H
£	£	£	£	£	£	£	£
213.91	249.56	285.21	320.86	392.16	463.46	534.77	641.72

Mayoral General (including Fire and Rescue)

A	B	C	D	E	F	G	H
£	£	£	£	£	£	£	£
71.35	83.24	95.13	107.02	130.80	154.58	178.37	214.04

Aggregate of Council Tax Requirements (excluding Parished Areas)

A	B	C	D	E	F	G	H
£	£	£	£	£	£	£	£
1,439.29	1,679.17	1,919.05	2,158.93	2,638.69	3,118.45	3,598.22	4,317.86

- vi. Determine that the Council's basic amount of council tax for 2025/26 is not excessive in accordance with the principles approved under section 52ZB of the Act. As the billing authority, the Council has not been notified by a major precepting authority that its relevant basic amount of council tax for 2025/26 is excessive and that the billing authority is not required to hold a referendum in accordance with Section 52ZK Local Government Finance Act 1992.

Action Required

1. Note approval of the Council Tax Resolution and take any action required. DM

66. Pay Policy Statement 2025-26 (8:45 pm)

Council received a report which presented the Pay Policy Statement for 2025-2026.

Cllr Lomas moved, and Cllr Kent seconded, the following recommendation contained in the report:

“Recommended:

- i. For the Council to approve the Pay Policy Statement for 2025-2026.

Reason: In order to fulfil the requirements of Section 38 – 43 of the Localism Act 2011 for the Council to produce and publish an annual policy statement that covers a number of matters concerning the pay of the Council’s senior staff, principally Chief Officers and relationships with the pay of the rest of the workforce.”

On being put to the vote, the recommendation was declared CARRIED, and it was

Resolved: That the above recommendation be approved.

Action Required

1. Note approval of the Pay Policy and take any action required. JB

Cllr Margaret Wells
LORD MAYOR OF YORK

[The meeting started at 6.30 pm and concluded at 8.49 pm]

This page is intentionally left blank

City of York Council

Resolutions and proceedings of the Extraordinary Meeting of the City of York Council held in the Guildhall, York on Thursday, 27 February 2025, starting at 8.30 pm

Present: The Lord Mayor (Cllr Margaret Wells) in the Chair, and the following Councillors:

Acomb Ward	Bishopthorpe Ward
Lomas Rose	Nicholls
Clifton Ward	Copmanthorpe Ward
D Myers Wells	Steward
Dringhouses & Woodthorpe Ward	Fishergate Ward
Fenton Mason Widdowson	Whitcroft Wilson
Fulford and Heslington Ward	Guildhall Ward
Ravilious	Clarke Melly Merrett
Haxby & Wigginton Ward	Heworth Ward
Cuthbertson Hollyer Watson	B Burton Douglas Webb
Heworth Without Ward	Holgate Ward
Ayre	Kent Steels-Walshaw K Taylor

Hull Road Ward

Baxter
Moroney
Pavlovic

Huntington and New Earswick Ward

Cullwick
Orrell
Runciman

Micklegate Ward

J Burton
Crawshaw
Kilbane

Osbalwick and Derwent Ward

Rowley
Warters

Rawcliffe and Clifton Without Ward

Smalley
Wann

Rural West York Ward

Hook
Knight

Strensall Ward

Fisher
Healey

Westfield Ward

Coles
Nelson
Waller

Wheldrake Ward

Vassie

Apologies for absence were received from Councillor Waudby.

67. Apologies for Absence (9:10 pm)

Apologies for absence were received from Cllr Waudby.

68. Declarations of Interest (9:10 pm)

Members were invited to declare at this point in the meeting any personal interests not included on the Register of Interests, any prejudicial interests or any disclosable pecuniary interests they might have in the business on the agenda.

Cllr B Burton noted a disclosable pecuniary interest in relation to Agenda item 4 (Adoption of the City of York Local Plan) by virtue of his employment, and withdrew from the meeting for the remainder.

69. Public Participation (9:11 pm)

It was reported that two members of the public had registered to speak at the meeting under the council's Public Participation Scheme, both in relation to Agenda Item 4 (Adoption of the City of York Local Plan).

Geoff Beacon suggested that the impact of carbon emissions from new housing envisaged in the Local Plan was contrary to section 14 of the National Planning Policy Framework. He highlighted the difficulty in buying a home faced by many in the city and suggested that limited development would push prices in York higher. He noted the need for a greater number of car free homes, and stated that the Local Plan supported the affluent and excluded the young.

Abbie North noted that the adoption of York's first Local Plan in over seventy years was a historic occasion. She acknowledged that this had been a challenging process, and highlighted the importance of access to decent, secure, and culturally appropriate homes to Gypsy and Traveller communities, noting that York had been ahead of national policy developments. She welcomed the Council's commitment to Gypsy and Traveller communities, noting that the real work began tonight.

70. Adoption of the City of York Local Plan (9:21 pm)

At the Lord Mayor's invitation, the Monitoring Officer provided a brief update. He noted a minor typographical error in the report, where the options outlined at paragraph 64 should be read as to recommend Option ii. rather than Option 2.

The Monitoring Officer further noted with reference to a letter containing representations relating to the Local Plan which had been circulated to Members, that the issues raised therein had been received in full by the Inspectors, who had made their final conclusions and recommendations having considered these along with other representations made known through the examination process. Notwithstanding those representations, the Inspectors had indicated that with the amendments proposed in the Main Modifications document, together with their further recommendations, the Local Plan was sound and capable of lawful adoption.

Cllr Douglas then moved, and Cllr Pavlovic seconded, the recommendations on the adoption of York's Local Plan set out at page 16 of the Extraordinary Council meeting agenda papers.

[Cllr Smalley left the meeting at 9:49 pm].

Following debate, Cllr Widdowson moved, and Cllr Steward seconded, that the question be now put. On being put to the vote this motion was declared LOST.

Following further debate, Cllr Cullwick moved, and Cllr Nelson seconded, that the question be now put. On being put to the vote this motion was declared CARRIED unanimously.

A vote was then taken on the recommendations, which were declared CARRIED, and it was

Resolved:

- i. To endorse the conclusions of the Inspectors' report and adopt the Local Plan incorporating main modifications as set out in Annexes B & C;
- ii. To delegate authority to the Director of City Development to agree any further non-material minor corrections and factual updates and publishing of the adopted Local Plan and Policies Map;

- iii. To delegate to the Director of City Development statutory notification correspondence relating to adoption including the adoption statement, Sustainability Appraisal Report and communications regarding the plan in accordance with Regulation 26 of the Town and Country Planning Act 2012 (as amended).

Reason: To adopt a 'sound' spatial development plan for the City of York and to comply with the legislative requirements for adopting a Local Plan.

Action Required

- 1. Note approval of the recommendations and take any action required.

GT

Cllr Margaret Wells

LORD MAYOR OF YORK

[The meeting started at 9.08 pm and concluded at 10.02 pm]

This page is intentionally left blank

Leader of the Council, Cllr Claire Douglas**Our City, Our Community**

There have been a number of memorable events and passings over the months since our last regular Full Council meeting in November. It was an honour and sadness to say goodbye to one of our remaining Normandy D-Day veterans, Joe Thomas in January. I was proud to attend the memorial service held at York Minster alongside the Lord Mayor to remember Joe's service, life and family. We have also said goodbye to Ian Gillies and Hon Alderman Mick Bradley over the past months and send our collective best wishes to their families during what will continue to be difficult times. Thank you to them all for their commitment and passion for our city, through their public service, spanning many years.

I was proud to stand alongside the Lord Mayor and community colleagues across our city at the Holocaust Memorial Day event marked on 27th January to commemorate all lives lost through the holocaust and the 80th anniversary of the liberation of Auschwitz-Birkenau. I also attended the commemoration of the 1190 massacre of York's Jewish population at the site of Clifford's Tower earlier this month. As the Holocaust Memorial Day Trust says 'we can learn both from and about the Holocaust and more recent genocides, for a better future. We can speak up against Holocaust and genocide denial and distortion; we can challenge prejudice; we can encourage others to learn about the Holocaust and more recent genocides'.

In the first week of March, York came together to celebrate International Women's Week with a wide variety of events both supporting and promoting the fantastic work women do across our city, country and the world. I was honoured to speak at both a local business event and the Lord Mayor's celebration of HerStory hosted at the Assembly Rooms.

Delivering for our City

The Labour run Council continues to deliver for our great city. I'd like to start by thanking Council staff across children's services who have worked ceaselessly to improve the outcomes for children and young people in care in our city. We recently reached a fantastic milestone of bringing the use of agency social workers down to zero. Providing stability for both our workforce and the children and young people in our care. I can't thank you all enough for your expertise, dedication and commitment and look forward to the publication, in mid-April, of the outcome of the recent OFSTED inspection.

Ongoing and continuous improvement across our organisation has been a focus for me since I became Leader of the Council. The Local Government Association (LGA) carried out a Corporate Peer Review in February 2024 and revisited for a progress review in December. The LGA recognises there have been a range of improvements within how the Council works to deliver better services for residents over that period, but there is still work to do. We continue to work collectively as a Council to tackle these areas, with productive cross-party work through the Centre for Governance and Scrutiny's review of scrutiny arrangements and processes at CYC being a good example. Council will consider the adoption of a range of recommendations from the review, all designed to give scrutiny by both members and the public the impact and prominence it deserves.

Local Plan Update

February saw the historic adoption by Full Council of York's first Local Plan for almost 70 years. This can't have come soon enough and allows development to move forward in our city with far greater certainty of where it will take place, what it will look like, and the delivery of the affordable housing and infrastructure our city so desperately needs. We now move forward into the development and adoption of hugely important localised policies called Supplementary Planning Documents (SPDs) and the Community Infrastructure Levy schedule. I'd like to thank all the council officers involved in this long and detailed process for their hard work and commitment.

York Central Update

York Central and the improved station frontage continue to move forward. Both are important developments to improve how our city functions for both residents and visitors improving the quality of life in our city, bringing a range of opportunities for our future generations for good quality employment and bringing much needed affordable housing and infrastructure to our city. In December David Skaith, Mayor of York and North Yorkshire and I hosted a visit by senior Treasury civil servants to York Central and another visit in February by Deputy Prime Minister, Angela Rayner MP. The Deputy Prime Minister made a joint visit to York Central and the National Railway Museum (NRM) and was able to announce funding of £15million to support the current and ongoing expansion project of the NRM. An important investment in York that will support our world class cultural offering and shows strong support for the York Central development.

York and North Yorkshire Combined Authority

I was honoured to host, alongside the Chief Operating Officer, the City Leaders event in early January. City Leaders from a range of business, civic and public sector organisations in York joined us to hear more about the development and feedback on the Local Growth Plan for the York and North Yorkshire Combined Authority. The Local Growth Plan will form the backbone of government investment in our region over the next spending review period. It is vitally important that as many people as possible have the opportunity to feed into the process. It is now out to public consultation and residents, businesses and other organisations can respond to the proposals here: <https://yorknorthyorks-ca.gov.uk/york-and-north-yorkshire-combined-authority-local-growth-plan/> The consultation closes at 11:59pm on 21st April 2025.

Executive Member for Economy and Culture, Cllr Pete Kilbane

York has made a strong economic start to 2025. Reports from the end of 2024 showed increased footfall in the city centre with a rise in consumer spending that bucked the national trend. Shop vacancy rates, while always a concern, are at half the national average. Out-of-town shopping areas at Clifton Moor, Acomb and Haxby are bustling with thriving businesses and Monks Cross is performing well.

Residents can see investment around the city with the new Station Frontage scheme works progressing well while on York Central, we expect further planning applications to be submitted imminently.

It was great to see local Labour leaders working alongside national Government to secure funding for the Railway Museum recently. We'll continue this approach and remain confident it will bring forward the required investment for Haxby Station, York Central and York Outer Ring Road.

With all these projects, and on developments unlocked by the adoption of York's Local Plan, we are sending a clear signal to business to invest in York. We have a stable and secure economic environment and are a great place to do business. In return, we expect support with infrastructure and high quality, secure employment for our residents. The sort of employment that offers opportunities to build a good life for themselves and their families in our great city.

Tourism continues to recover well post-pandemic with York hosting 9m visitors annually, worth £1.7billion to the local economy. Hotels reported a bumper year with increased levels of room occupancy and spending in restaurants.

Rates of economic inactivity, though well below regional and national averages, remain a cause of concern. We'll make full use of our share of the £10m Trailblazer Fund, awarded by the Labour Government to the Mayor, to help residents back into work through innovative and supportive programmes.

York's strong visitor economy creates a benign circle supporting a vibrant cultural scene that appeals to both residents and tourists alike. From the Ice Trail to the International Shakespeare Festival, there is something for everyone. We continue to ensure that York Residents can live interesting and rewarding lives through projects like Cultural Passports for Young People and supporting the Reignite programme of events connecting businesses and media arts in our UNESCO designated City.

We are proud to play our part in making York a great place to be, but it is very much a team effort across the city. I take this opportunity to extend my thanks to the many fantastic individuals, organisations and businesses who are making York such a happening place.

Executive Member for Education, Children and Young People, Cllr Bob Webb

The York Hungry Minds initiative continues to expand by adding another school, Fishergate Primary. I want to thank staff at Fishergate for their work to support their children and young people in providing a universal Free School Breakfast following the February half term break.

Members and residents are encouraged to watch the meeting of the Children, Culture and Communities Scrutiny Committee last November in which the findings from independent research by two Universities highlighted the benefits of this programme. We are proud of the work that York Hungry Minds is doing and we remain ambitious for children and families in York to expand this initiative over time.

On Special Educational Needs and Disabilities (SEND), it's pleasing that the York SEND Employment Forum continues to work with organisations to develop and grow the locally supported internship scheme offer for young people with SEND. This will support individuals to develop skills and gain access to the world of work. A great example of this is Aviva hosting interns under the city's first Supported Internship Programme, arranged through national charity [DFN Project Search](#). This includes a commitment to run a second programme from September 2025. Aviva interns are currently working in the following roles: IT Service Desk, Administrator, Data Scientist, and Videographer.

It is also pleasing to see development of York's SEND family hub moving at pace. Reflecting the ethos of the city's other Raise York Family Hubs, the plans will bring services supporting children and young people with additional needs together in one place: a dedicated SEND hub at Clifton Family Hub.

I hope that by bringing together professionals from education, health and social care to work in the same place, families will be able to get the advice and support they need more quickly, reducing unnecessary assessments and waiting times.

As Corporate Parents it is absolutely essential that the Council and officers celebrate our care leavers. In early November I attended a football match between care leavers and a local team. This was a great opportunity for young people to make new friends and connect with other care leavers and staff in order to build their own networks. More recently, I was able to celebrate with foster carers, young people and staff at the Annual Care Day event. It is excellent to see attendance at these events growing every year.

I continue to make Primary School visits and recently visited Lord Deramore's in Heslington and primaries at Wigginton, Elvington, Clifton Green, St. Oswald's in Fulford and Ralph Butterfield in Haxby. Links with our maintained schools and between those schools are important to us and it is great to see City of York Council maintained Primary Schools staff have held joint training day sessions for the first time ever.

Executive Member for Environment and Climate Emergency, Cllr Jenny Kent

Climate

The creation of two new micro-woods has been completed at Rawcliffe and Burnholme, with the help of local schoolchildren and the use of a £39,000 grant from the Coronation Living Heritage Fund. Planting utilises the Miyawaki method, designed to maximise biodiversity and wellbeing opportunities for the sites.

Also on trees, Green Streets tree planting is underway, with a tree being planted for every cared for individual in York in celebration of the fantastic work of the carers and their support networks in our city.

LED lighting improvements are now complete at the council's West Offices and Hazel Court depot, reducing electricity consumption by 50%, saving costs and 37 tonnes of carbon dioxide equivalent each year.

Over 900 streetlights have been upgraded to LED, saving 0.25 megawatt hours of electricity and 41 tonnes of carbon dioxide equivalent per year. This success resulted in an increase in grant funding from the Mayor's Net Zero Fund with an additional allocation for upgrading an extra 400 streetlights.

Development of the outline business case for a Green Energy Park at Harewood Whin has progressed well with the first two milestones scheduled in the coming months. The strategic outline case goes to the project board in June for approval, while the final outline business base is due at Executive in the months soon after.

The City Leap – Local Net Zero Accelerator project, funded by the Government Department for Energy Security and Net Zero, has completed an initial options appraisal considering potential models for net zero delivery across the region. The asset base review is also complete, with a market prospectus in development.

January's Green Business Forum on sustainable tourism coincided with the York Tourism Conference at York St John University and was the highest attended event yet, with over 40 local businesses represented.

Our Business Decarbonisation Support programme (funded by UK Shared Prosperity Fund) has provided 39 businesses with tailored carbon reduction plans, identifying annual savings of 756 tonnes of CO₂e.

Environmental Services

The Neighbourhood Caretaker initiative, with investment of £150k per annum to improve how our communities look and feel and better support the many groups and individuals who already do such fantastic work looking after our streets, parks and gardens, will launch soon.

Our Parks Investment Fund of £500,000, announced to boost our city's parks and gardens, address critical infrastructure needs and inequality of access to play, was confirmed in the council budget passed last month.

Climate resilient, pollinator-friendly planting worked well over the first-year trial period and will now be rolled out to further locations around the city.

And pleasingly, reports of missed waste collections and fly tipping are both down.

Executive Member for Finance, Performance, Major Projects, Human Rights, Equality and Inclusion, Cllr Katie Lomas

Budget

Our budget for 2025/26 has no new cuts to services for residents but does contain some ongoing savings from the restructuring of the council. That work will be continuing through the year, alongside the ongoing work in cost control and budget compliance.

Now that the 2025/26 budget has been agreed, we have begun planning for the 2026/27 budget process during which we aim to refine the consultation process and to explore how we use scrutiny to develop budget proposals in line with recommendations from the recent external scrutiny review.

Pension Credit Campaign

As a result of the recent Pension Credit campaign designed to encourage take up of Pension Credit, (which enables a claim for winter fuel allowance) we have seen a significant increase in take up of benefits. This means a lifetime amount of £10.6m extra benefits for residents.

Measures	Totals
Number of households who claimed something	231
Number of people in claiming households	246
Annual Pension Credit	£1,402,670
Backdated Pension Credit	£338,866
Winter Fuel Payments	£49,200
Total amount for pensioners in first year	£1,790,736
Lifetime amount	£10,638,225

There will be a continuing campaign to encourage residents to claim the benefits they are entitled to along with signposting to other sources of support, including our York Financial Assistance Scheme and Household Support Fund.

Financial Inclusion Grant Scheme

Applications to the grant scheme were invited in January and decisions are being made as I write this report. This grant scheme allows organisations to bid for funding for schemes that support financial inclusion for residents and affordability in line with the Council's EACH priorities. The additional funding agreed in the budget will increase the total amount available, supporting more work to be done across the city.

Human Rights and Equalities Board (HREB)

The Human Rights and Equalities Board has continued to meet and recently considered the draft Human Rights Indicator Report and the recommendations that might be included in it. We look forward to the final report and to working with partners across the city to respond to the recommendations.

We are now planning for the annual public meeting of HREB where the Indicator Report will be the main topic.

Equity, Diversity and Inclusion (EDI) Strategy

The consultation on the Council's EDI strategy closed recently and we are very grateful to all residents and other organisations who contributed. Our EDI strategy is important in ensuring that our services are accessible to everyone and that we create a fairer city where everyone can thrive. We are looking forward to welcoming our Head of EDI into post this month. She will be considering feedback from the consultation soon and we expect the draft strategy to go to scrutiny later this spring.

Executive Member for Health, Wellbeing and Adult Social Care, Cllr Lucy Steels-Walshaw

Domestic Abuse

Cllr Steels-Walshaw was pleased to take part in a highly successful domestic abuse awareness campaign promoted by City of York Council last December and an event to raise business awareness last month. These events discussed the prevalence and impact of domestic abuse across all sections of our communities in York, understanding the definition and types of domestic abuse and how to recognise them. The sessions also highlighted support and services available for people, both those experiencing abuse and those for perpetrators. Feedback was extremely positive with attendees expressing more confidence to support people who make disclosures and to advocate and signpost to support. The Public Health team also launched an awareness campaign featuring a poem from a survivor, powerfully highlighting the impact of domestic abuse on individuals, their families and friends.

Adult Social Care Strategy Consultation

The strategy consultation, which closed earlier this month, asked for feedback from people who receive care and support and from carers, residents and professionals to help shape how adult social care delivers services for the city. This supports our ambition for people to live happier, healthier, longer and more independent lives. The feedback will be used to inform the strategy's development. The council will update residents on how their views have contributed to shaping the strategy throughout its development. We want to continue to ensure York is a place where people receive the right support at the right time, in a way that works for them.

Health Trainer Success

The York Health Trainers empower residents to lead happier, healthier lives offering support around alcohol use, smoking, healthy eating, getting and staying active and being involved in their communities. Health Trainers in York have been celebrated as providing the most effective stop smoking service in the country, with 82% of people who set a date to stop still successfully stopped 4 weeks later, compared with 57% nationally. The Swap 2 Stop Vape offer which provides a 4 week vape kit posted to the home has been highly successful, with referrals to the service doubling since its introduction in October 2024. Health Trainers have also recently launched weekly drop-ins at 3 Explore libraries helping to improve access for residents wanting support across the city.

Supporting unpaid carers

We cannot measure the huge value of the service unpaid carers provide for the people they care for. There are 5,000 carers registered with York Carers Centre but we know around 15,000 residents provide unpaid care. The Unpaid Carers Survey, which closed this month, is a collaboration between York Council, York Carers Centre and York and Scarborough Teaching Hospitals NHS Foundation Trust. The collaboration will be working to identify the support carers need and how we can add to and improve the available offer. There has been a concerted effort for people with lived experience to be involved with this project so that services can be developed in a way that delivers the most impact and which influences future provision.

Executive Member for Housing, Planning and Safer Communities, Cllr Michael Pavlovic

Fantastic news - we now have an adopted Local Plan!

After almost 70 years without one, York now has a development plan that sets out how our city will change, not just in the number of new homes built but with the employment opportunities to support economic growth, its health provision, sports and play space and new schools. It will ensure our city retains what makes it unique and special.

The Plan is vital to start addressing the housing affordability problem by building the homes the city needs for its young people, its families, key workers and graduates. The Plan will have to be reviewed soon given the time that's passed since it was initially submitted. But our immediate priorities are delivering the Community Infrastructure Levy (CIL) and preparing the Supplementary Planning Documents (SPDs) that will enhance our adopted Local Plan policies.

The planning process will need to be responsive to the development profiled in the Local Plan. Last year the Labour Administration, working alongside the York Chamber of Commerce, convened a roundtable with developers and agents and more recently agreed a new Planning Protocol. This outlines an approach to the planning process that will lead to better applications that are consistent with Local Plan policies. In return, the council will deliver a speedier decision-making process, and therefore quicker build out of sites, that meet the needs of local communities.

Our Housing Delivery Programme has seen the first sales on the Duncombe Place development, final sales at the Lowfield Development and getting close at Burnholme, and the commencement of groundworks at Ordnance Lane. The Willow House development is now in the final design phases. An upcoming Executive report will cover other sites that, as we pledged in the Labour Manifesto in 2023, will see us working in partnership with Housing Associations to develop 100% truly affordable housing on Council owned, designated housing land. This will see hundreds more genuinely affordable homes coming forward for decisions in the coming months.

Our investment in the council's existing housing stock to an unprecedented level demonstrates our commitment to council house tenants and to our assets, and will see more new kitchens, bathrooms, insulation and damp and mould tackled. Recent grant funding will see more homes both in council and private stock better insulated and made more energy efficient to reduce fuel bills for those most struggling with the cost of living. Our building services teams' performance indicators are better than they have been for years, resulting in cross-party support and praise at scrutiny this month.

Proposals to deliver a new approach to how the council works will be discussed in the coming months, following significant scrutiny already. The Neighbourhood Model is about bringing decision making and services closer to the communities they serve. This includes the council, other agencies and voluntary groups working to deliver what works best for those communities.

Executive Member for Transport, Cllr Kate Ravilious

It's one thing to have a Local Transport Strategy (LTS), but quite another to enact it. This month we published our Highways Annual Maintenance Programme and I'm really proud of the work officers have done to align the programme with our transport strategy. This year we have increased our investment in highway maintenance to £9m and in addition to addressing the poor state of our roads, we will be carrying out much needed maintenance on some of our active travel routes, repairing footbridges and pavements, and incorporating road safety improvements into some of our routine highway maintenance works. We are also trialling a recycling methodology for resurfacing in a limited number of locations, with significant environmental benefits and reduced carbon emissions.

We are also moving forward with several schemes in our LTS Implementation Plan. This month I was pleased to approve the Riverside Path Improvement scheme to proceed to detailed design and construction. This will really help to boost active travel along this key corridor.

Over the next couple of months we'll be launching public consultations on the improvements to our Park and Ride sites and the City Centre Sustainable Transport Corridor – two schemes that will transform bus travel throughout the city and bring massive benefits not just for York but for the surrounding region too. Complimenting those schemes is the Station Frontage scheme, which is really starting to take shape with new bus stops now in operation.

We're continuing to use our Bus Service Improvement Plan (BSIP) funding to support families and young people and to market bus travel. Last year our Park & Ride service carried 4.5m passengers, recording its busiest year since 2017. We're also investing in upgrading bus stops across the city and it's fantastic to see accessibility improvements and real-time screens being rolled out.

Finally, we're delighted to be hosting the Active City conference here in York this summer and look forward to welcoming around 500 delegates to the Barbican. We're planning walks and rides to show off our wonderful city, and view this as a fantastic opportunity to share experiences, learn from others and raise the profile of active and accessible travel in York.

City of York Council

Committee Minutes

Meeting	Executive
Date	11 March 2025
Present	Councillors Douglas (Chair), Kilbane (Vice-Chair), Lomas, Pavlovic, Ravilious, Steels-Walshaw and Webb
Apologies	Councillors Kent

Part B Minute – Recommendation to Council

89. Review of the City of York Council Scrutiny Function (17:37)

The Head of Democratic Governance introduced the report and the 12 recommendations which had been considered by the Council's Corporate Services, Climate Change and Scrutiny Management Committee.

The Chair of Corporate Services, Climate Change and Scrutiny Management Committee welcomed the review of scrutiny functions at the Council. He noted that the survey of Councillors showed a need for improvements and that this offered the opportunity to get back to the basics of scrutiny. He welcomed the opportunity for a working group to develop the proposals in the recommendations, noting the need for this to be Councillor owned and Councillor lead. He confirmed that Corporate Services, Climate Change and Scrutiny Management Committee supported the recommendations, outside of recommendation 8 which there was not a consensus on the number of Scrutiny Committees and recommendation 3, which the Committee did not support the move to having named substitutes for meetings.

The Executive Leader agreed with the Corporate Services, Climate Change and Scrutiny Management Committee's suggestions to not adopt recommendation 3. In relation to Recommendation 8 she proposed the Council reduce the number of Councillors on Scrutiny Committee's to 9 and to move to 3 Committees, an overarching Scrutiny Committee (including calling-in functions), a Place Committee, and a

People Committee (to include Housing). It was proposed these changes take effect at the 2025 Annual General Meeting and be reviewed in 12 months. Finally, she noted that the working group to be established in accordance with recommendation 1 be a cross-party working group.

Recommended:

- i. That Council endorse the proposed actions as set out in Annex B in respect of Scrutiny Review Report recommendations 1-2, 4-7 and 9-12, noting that a cross-party working group will be established to lead on and oversee the work;
- ii. To recommend that, in respect of recommendation 8 of the Scrutiny Review Report, Full Council resolves to implement a revised Scrutiny structure, comprising an overarching Scrutiny Committee (including calling-in functions) with nine seats, a Place Committee with nine seats, and a People Committee (to include Housing) with nine seats. These changes to take effect at the 2025 Annual General Meeting and will be reviewed in 12 months;
- iii. To recommend to Council that Recommendation 3 of the Scrutiny Review Report is not adopted.

Reason: To seek Full Council's approval for changes to how Scrutiny operates at the Council.

Cllr Douglas Chair

[The meeting started at 4.32 pm and finished at 5.56 pm].



Meeting:	Council
Meeting date:	27/03/2025
Report of:	Bryn Roberts, Director of Governance
Portfolio of:	Cllr Douglas, Leader of the Council and Executive Member for Policy, Strategy and Partnerships, jointly with Cllr Fenton, Chair of Corporate Services, Climate Change & Scrutiny Management Committee

Decision Report: Review of the City of York Council Scrutiny Function

Introduction

1. Following the February 2024, Local Government Association (LGA) Peer Challenge of the City of York Council, the subsequent report presented to the Council's Executive in May 2024 stated: "Scrutiny arrangements at CYC would benefit from review. As a function of governance, it can be hugely beneficial for quality of decision-making if it is fully supported and empowered to be a positive and integral part of policy development. It is clear that this is recognised by the administration as an area where a fresh look at how improvements can be made would also be a good use of time and effort."
2. The Centre for Governance and Scrutiny (CfGS) was therefore commissioned to undertake a Scrutiny Impact Review of the City of York Council. The review was conducted in November and December 2024.
3. The final CfGS recommendations were reported to Corporate Services, Climate Change and Scrutiny Management Committee on 10 March 2025, with a proposed action plan to address each of the recommendations in full. All Scrutiny Chairs and Vice Chairs were invited to attend the meeting and contribute to the debate. The recommendations, action plan and the comments of the Committee were then presented to Executive on 11 March 2025.

This report summarises the outcome of the review and sets out the joint proposals from Scrutiny members and the Executive, for implementation of the review recommendations.

Benefits and Challenges

4. The benefits of implementing the recommendations of the scrutiny impact review will be a strengthened scrutiny function, providing accountability; improved decision making through effective policy development; enhanced public engagement; and an appropriate check and balance of the Executive decision-making process.
5. The challenges of implementing the recommendations will be in ensuring that the resulting scrutiny structures are the right ones for CYC; in developing the vision, procedures and protocols set out in the Action Plan, with appropriate resource and expertise required to encourage and embed good scrutiny across the organisation.

Policy Basis for Decision

6. Overview and scrutiny committees were established in English and Welsh local authorities by the Local Government Act 2000. They were intended as a counterweight to the new executive structures created by that Act. Their role was to develop and review policy and make recommendations to the council. Relevant councils must have at least one overview and scrutiny committee.
7. The legislative provisions for overview and scrutiny committees for England are set out in Section 9F of the Act as amended by Localism Act 2011. These state:

‘Executive arrangements by a local authority must ensure that its overview and scrutiny committee has power (or its overview and scrutiny committees, and any joint overview and scrutiny committees, have power between them)—

- to review or scrutinise decisions made, or other action taken, in connection with the discharge of any functions which are the responsibility of the executive,
- to make reports or recommendations to the authority or the executive with respect to the discharge of any functions which are the responsibility of the executive,

- to review or scrutinise decisions made, or other action taken, in connection with the discharge of any functions which are not the responsibility of the executive,
 - to make reports or recommendations to the authority or the executive with respect to the discharge of any functions which are not the responsibility of the executive,
 - to make reports or recommendations to the authority or the executive on matters which affect the authority's area or the inhabitants of that area.'
8. Overview and scrutiny committees must have the power to 'call in' decisions made by their executives but not yet implemented. The statutory minimum requirement is that "call in" enables the scrutiny committee to recommend that the decision be reconsidered by the person who made it.
9. Local authorities also have limited powers of 'external scrutiny', where their committees look at issues which lie outside the council's responsibilities, with specific powers to scrutinise health bodies, community safety partnerships, and Police and Crime Commissioners.

Financial Strategy Implications

10. There will be costs associated with the provision of training for members and officers which can be met from existing budgets. The cost of adding a revised Scrutiny Officer post to the Democratic Services team can be partially met from within the current staffing budget of the Democratic Governance service. However, additional resource will be required, the exact amount being dependent on the outcome of a job evaluation exercise. Any change to the number of Scrutiny Committees will have an impact on the member allowance budget in respect of Special Responsibility Allowances for Committee Chairs.

Recommendation and Reasons

11. Council is recommended to:

- i. Agree the actions set out in Annex B in respect of Scrutiny Review Report recommendations 1-2, 4-7 and 9-12;
- ii. Establish a cross-party working group to lead on and oversee the work required in implementing the Scrutiny Review recommendations, with a core membership comprising the existing Scrutiny Chairs and Vice Chairs;
- iii. Establish three new Scrutiny Committees; an overarching Overview and Scrutiny Committee (with calling in functions), a People Scrutiny Committee and a Place Scrutiny Committee, each comprising nine members, to replace the four existing Committees (Corporate Services, Climate Change and Scrutiny Management Committee; Children, Culture and Communities Scrutiny Committee; Environment, Place, Access and Transport Scrutiny Committee; Housing, Health and Adult Social Care Scrutiny Committee), effective from 22 May 2025, and to delegate authority to the Monitoring Officer to make any consequent constitutional changes. The revised structure to be reviewed after twelve months.

Reason: To establish an effective Scrutiny function for City of York Council.

Background

12. The City of York council Scrutiny structure currently consists of four Scrutiny Committees, each of which has ten scheduled meetings each year:

- Corporate Services, Climate Change and Scrutiny Management Committee
- Children, Culture and Communities Scrutiny Committee
- Economy, Place, Access and Transport Scrutiny Committee
- Health, Housing and Adult Social Care Scrutiny Committee

13. The Corporate Services, Climate Change and Scrutiny Management Committee acts as the overarching committee, meeting separately as a “calling in” committee to consider call in requests.
14. The Scrutiny Impact Review process was conducted during November and December 2024, and consisted of an online, written survey of all members, followed by a series of interviews, mainly in person, but with some conducted via Teams/hybrid, with the following:
 - Scrutiny Chairs and Vice Chairs
 - Executive Members
 - Leader of the Council
 - Deputy Leader of the Council
 - Labour Group members
 - Liberal Democrat and Conservative Group members
 - Liberal Democrat Group Leader
 - Conservative Group Leader
 - Former Scrutiny Chairs
 - Independent Member
 - Chief Operating Officer
 - Monitoring Officer
 - Chief Finance Officer
 - Labour Group Political Assistant
 - Liberal Democrat Group Political Assistant
15. The interviews consisted of questions and discussions, designed to identify views on the effectiveness of Scrutiny; the operating culture, behaviours, relationships, and mindset within the authority in relation to Scrutiny; the level of skills and capacity in the organisation and the desire to change and improve the way that Scrutiny is undertaken.
16. The lead reviewer offered all Scrutiny and non-Executive members an opportunity to hear the draft recommendations at a briefing on 20 January 2025, and a separate briefing was provided for Executive members on 28 January.
17. The draft recommendation report was received on 14 February and was circulated to Scrutiny Chairs, the three Political Group Leaders and the Chief Operating Officer, Monitoring Officer and Chief Finance Officer, with requests for comments and

observations by Friday 21 February. The final recommendation report was received on Monday 24 February and is appended to this report at Annex A.

18. There are twelve recommendations contained within the CfGS report. The aim of the recommendations is, in very general terms, to seek to change the culture of the organisation in the way that it conducts scrutiny, to develop a shared vision across the authority and to ensure application of best practices along with statutory and non-statutory guidance, to ensure scrutiny processes are effective and aligned with national standards.
19. Officers drafted a proposed Action Plan, to address each of the twelve CfGS recommendations in full. The Action Plan, which is at Annex B, was initially considered by CSCCSM Committee at its meeting on 10 March. The comments from that meeting were reported to Executive when it considered the Scrutiny Review report and proposed Action Plan at its meeting on 11 March. The Action Plan has therefore been updated to reflect the recommendations made to Council by Executive.
20. A clear message that came across during member interviews and the member survey was the need for a dedicated Scrutiny Officer to properly support and advise members to deliver good scrutiny across the organisation. This is reflected in recommendation 2 of the CfGS report. The capacity and resource available within Democratic Governance to deliver this is partly dependent upon the recommendations in respect of the Scrutiny Committee structure and frequency of formal meetings.
21. Members will note the proposed shift in focus of the format and purpose of the Scrutiny Committees, so that the bulk of the pre scrutiny work is undertaken by Task and Finish Groups (TFG). The Committees would be responsible for setting work plans, and for receiving the recommendations of the TFGs. Undertaking scrutiny in this way does not mean that scrutiny will be less visible; members have the power to decide whether it wishes to hold TFG meetings in the public domain. Further, membership of TFGs is not restricted to scrutiny members; any elected member with the interest, expertise and knowledge of the topic to be scrutinised may be appointed to a TFG. External participants may also be appointed. This therefore represents an opportunity to open up the interaction with the scrutiny process to a much wider audience.

22. Recommendation 8 concerns the structure of scrutiny committees, which it states should be better aligned to reflect council business and goes on to explain that this means fewer committees, not more. Executive are recommending that the structure be amended to replace the four existing committees with three new scrutiny committees; an overarching Overview and Scrutiny Committee with calling-in functions, a People Scrutiny Committee (to include Housing functions) and a Place Scrutiny Committee. It is proposed that each of the new committees will have nine seats. Executive is also recommending that this structure is reviewed after twelve months.
23. Recommendation 9 concerns the frequency of scrutiny meetings, and there was some discussion at the briefing session for scrutiny members, where it was suggested that bi-monthly meetings would afford the opportunity for informal member briefings in the intervening months. The scrutiny agendas currently contain a lot of information items, and the review recommends that these should be presented to members in a different way, rather than taking up valuable space at business meetings. Along with member briefings, there is also some work being undertaken within Democratic Governance to develop and strengthen the member training and development programme, with the potential to enhance the member internet portal to provide a library for information notes and briefings. Executive supported the proposal to move to bi-monthly meetings for each of the proposed three new scrutiny committees.
24. Many of the recommendations will require an ongoing programme of work, to develop the vision for scrutiny and the protocols and procedures that will provide the framework with which to deliver that vision. Executive supported the establishment of a cross-party working group to undertake this work, and it is suggested that the core group comprises the current Scrutiny Committee Chairs and Vice Chairs, who will work with the Statutory Scrutiny Officer and relevant officers from the Democratic Services team, to develop those plans. At a suitable point, the Leader and Deputy Leader of the Council will be invited to meet with the Working Group to seek agreement on the shared vision, and on the protocols for collaboration and work planning. Other members may also be added to the Working Group from time to time, where appropriate.
25. Scrutiny members and the Executive were all in agreement that recommendation 3 of the CfGS report, which concerns named substitute members, should not be adopted. The working group

may instead wish to review the procedure for appointing substitute members and consider whether, for example, there should be a requirement that members have undergone relevant scrutiny training in order to sit as a member or substitute member of a scrutiny committee.

26. Finally, the report recognises the need for robust training for members. It is proposed to commission appropriate training for scrutiny members, for Executive members and for officers.

Consultation Analysis

27. All elected members were offered the opportunity to complete a survey on the effectiveness of the Scrutiny function. All members were then offered either an individual or a group interview with the lead reviewer from CfGS.
28. The Scrutiny Chairs and Vice Chairs, at their quarterly meeting on 28 February, requested that messages be posted on the Council's social media platforms to alert local residents to the review report and ask for comments. Two local residents spoke at the CSCCSM meeting on 10 March and one resident spoke at the Executive meeting on 11 March in connection with the review.

Organisational Impact and Implications

- **Financial:** As set out at Paragraph 10.
- **Human Resources (HR):** The appropriate processes will be followed in respect of the establishment of a new Scrutiny Officer post that reflects the work required to support the scrutiny function through the implementation of the recommendations.
- **Legal:** The Council has a statutory duty to operate a scrutiny function.

Annexes:

Annex A: York Scrutiny Impact Report

Annex B: Scrutiny Review Action Plan

Contact Details

Author:

Lindsay Tomlinson
Head of Democratic
Governance and Deputy
Monitoring Officer

Chief Officer Responsible for the report:

Bryn Roberts
Director of Governance and
Monitoring Officer

**Report
Approved**

☒

Date 18 March
2025

Wards Affected:

All ☒

For further information please contact the author of the report

Background Papers:

LGA Peer Review Report:

[LGA Corporate Peer Challenge Final Report \(york.gov.uk\)](https://www.york.gov.uk/corporate-peer-challenge-final-report)

Statutory Guidance, Overview & Scrutiny:

<https://www.gov.uk/government/publications/overview-and-scrutiny-statutory-guidance-for-councils-combined-authorities-and-combined-county-authorities/overview-and-scrutiny-statutory-guidance-for-councils-combined-authorities-and-combined-county-authorities>

CfGS the Good Scrutiny Digest:

[Resources - CFGS](#)

This page is intentionally left blank

Scrutiny Impact Report City of York Council

Chief Operating Officer

City of York Council

Jan 2025

Dear Ian Floyd,

Scrutiny Improvement Review – CfGS consultancy support

I am writing to thank you for inviting the Centre for Governance and Scrutiny (CfGS) to carry out an evaluation of City of York Council's Scrutiny function. This letter provides feedback on our review findings and offers suggestions on how the Council could further develop its scrutiny process.

Background to the review

City of York Council commissioned CfGS to advise and support its members and officers in the review of the Council's scrutiny function. City of York Council has recently undergone a change in political control. A recent Corporate Peer Challenge exercise carried out by the LGA highlighted the Council's new political ambitions but also noted the capacity and capability challenges associated with delivery against those ambitions. It also noted the need for action in respect of governance and culture – particularly in ensuring that members had the support needed to be able to carry out their role. There was a sense that the overview and scrutiny function needs resetting and rationalising to ensure that its impact can be maximised.

It is in this context that the Council has invited CfGS's assistance in undertaking a review of the function. The aim is to ensure that scrutiny is effective in delivering accountability, improving policy and decision making, and that the scrutiny function makes a quality contribution in the delivery of Council plans and overall improvement.

The review investigated four specific areas of scrutiny:

- Organisational commitment and clarity of purpose.
- Members leading and fostering good relationships.
- Prioritising work and using evidence well.
- Making an impact.

York has four scrutiny committees, meeting monthly, whose work is augmented with task and finish groups. In common with a number of other councils, there is no dedicated officer policy support for the scrutiny function.

Methodology

CfGS undertook a thorough review of the scrutiny arrangements, involving evidence gathering in person with Members and Officers on 25th and 26th November 2024.

CfGS met with elected Members and Officers, including the Leader, Cabinet Members, the Scrutiny Committee and Overview and Scrutiny Committee Chairs, Scrutiny Members, and the Council's

Draft Report – Not for publication

senior leadership team. We ran a survey for Members from Tuesday 12th November to Monday 9th December with 26 responses. How representative was this data set?

We also undertook observations of the Economy, Place, Access and Transport Scrutiny Committee in person and other scrutiny committee recordings and documents online.

The review was conducted by:

- Camilla de Bernhardt Lane – Director of Practice, Centre for Governance and Scrutiny
- Antony Mullen – Research Analyst, Centre for Governance and Scrutiny

The findings and recommendations presented in this letter are intended to advise City of York Council in how to strengthen the quality of Scrutiny activities, increasing the impact of its outputs, and to develop a strong and shared understanding of the role and capability of the Scrutiny function.

Findings

The large majority of those who engaged with the review commented upon the desire and commitment to make Scrutiny work. However, the majority of views shared in the interviews were negative about the current impact and approach of Scrutiny. Comments ranged from saying that it was inefficient to being actively hostile we heard that '*Scrutiny doesn't work*'. This sentiment is clearly summarised in the question from the survey:

How would you rate the effectiveness of scrutiny overall:

2.12

Average Rating



1. Organisational commitment and clarity of purpose

- 1.1. Creating a robust organisational culture supportive of Scrutiny is essential for effective governance. It is necessary to establish an environment that not only acknowledges but also values the role of Scrutiny in enhancing accountability and public service delivery. In turn Scrutiny is expected to use its delegated authority, soft powers of access and influence to hold the Cabinet to account, support policy development, contribute to improved decision-making, and channel the voice of the public. This is achieved through collaboration and strong constructive challenge, based on quality information and robust questioning strategies. A good Scrutiny function is one that provides not only effective challenge but is recognised and valued as a body that positively informs policy development.

Draft Report – Not for publication

- 1.2. Currently at York there is a tendency to see Scrutiny through the lens of political challenge. This in turn results in frayed relationships and in reciprocated defensive behaviours.

There were several underlying causes for these challenges raised in the conversations:

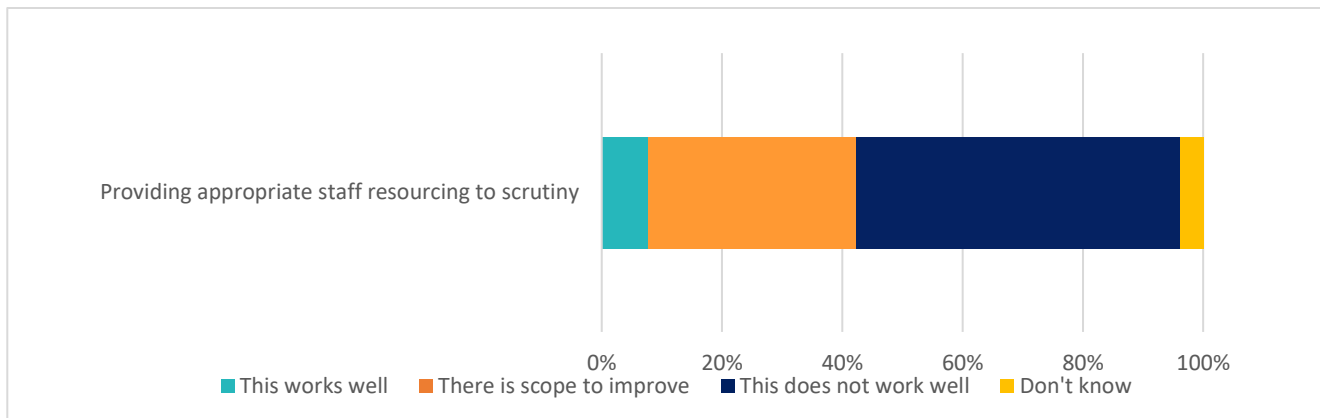
- A long-established culture of the politicisation of Scrutiny in York. This makes it difficult for Members to break from the pattern. New Members learn about Scrutiny through the experience of current practices - often feeling the expectation to replicate this model.
 - The public context of Scrutiny means that Members' contributions can be readily shared and promoted through engagement and media reporting.
 - Not having dedicated independent officer support to neutrally promote the value that scrutiny can bring, particularly to policy and direction setting and task groups.
 - Frequent Scrutiny meetings with lengthy papers and unclear impact. This creates high demands on staff, both to support the meetings and to attend to provide information and presentations with unclear outcomes.
 - Poor attendance and engagement at meetings.
 - Frustration at the lack of task groups, and the general lack of contribution to policy development.
- 1.3. We suggest that by working to support and develop clarity over the role of scrutiny, the Council has the opportunity to step outside political machinations and develop a mature relationship where all members of the council feel that they have a valued role in good governance at York.

Recommendation 1. The Council should work to develop a shared vision and understanding of scrutiny.

Officer support for Scrutiny

- 1.4. There is currently a small democratic services team which supports Scrutiny and policy committees. In practice the support given is in the form of committee administration, preparing minutes and agendas and sourcing and administering reports for formal meetings. This support is welcomed and valued. However, a comment that was repeated in both the survey and in conversations was that democratic services was under resourced.
- 1.5. In the survey, more than 50% respondents say providing appropriate support did not work well with 35% saying there is scope to improve, and less than 10% saying it did work well, as demonstrated below:

Draft Report – Not for publication



- 1.6. A need was expressed for a dedicated role which provides the specialist skills needed to support policy development and critical friend challenge. This point was most pertinent when discussing task and finish groups. York in the large part does not currently run task groups. If they occur, they are entirely at Member's discretion as they have no support from democratic services officers.

'Without dedicated Scrutiny officer time, Scrutiny has struggled in the past 5 years.'

'Task Group reviews are few and far between, most probably because of the absence of any officer support.'

- 1.7. There needs to be a development and application of methodology, approach and clear management of task and finish groups for this way of working to add value. It is likely that specialist officer support could help to provide this rigour as well as to provide research and learning from other councils to inform policy.

Recommendation 2. The Council should employ a dedicated Scrutiny officer to enhance the impact and practice of Scrutiny, in particular task group investigations. Skills for this role would include research, project management and policy development. On-going training and support for the Scrutiny officer should also be considered particularly if recruited internally, to support the role to achieve good Scrutiny.

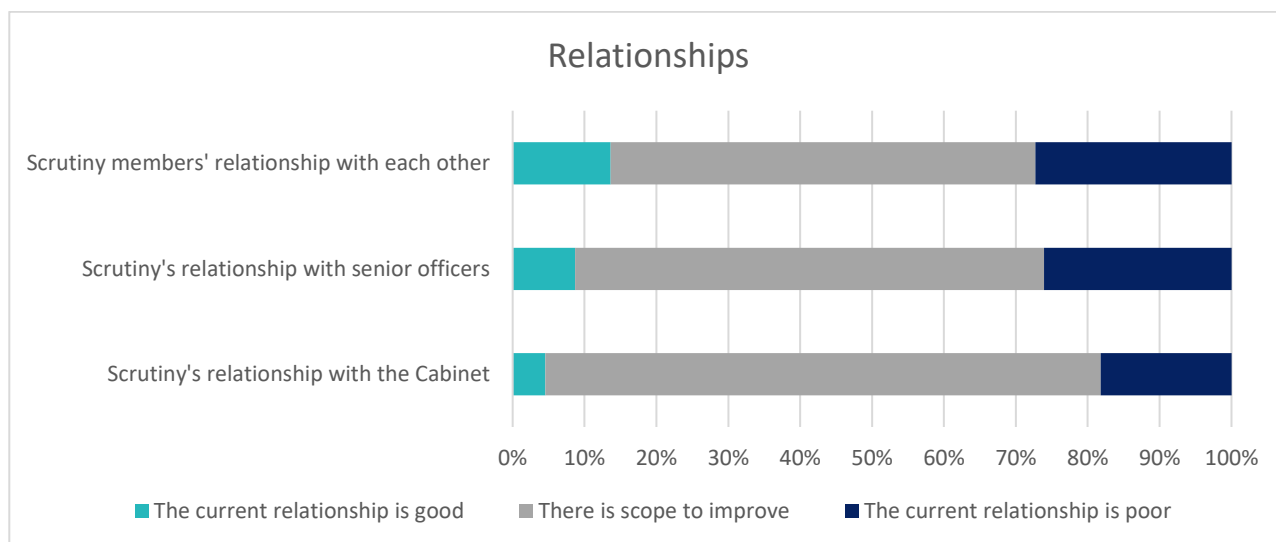
2. Members leading and fostering good relationships.

Steps to take the politics out of scrutiny.

- 2.1. It was expressed that members of scrutiny committees are there first as party members, and second as scrutiny members. This is demonstrated in committee members sitting on party lines when in committee and in the approach to substitute members on committees.
- 2.2. We heard that substitutes are often found to make up numbers to ensure that if there is a vote taken then the majority party can ensure success. This approach runs contrary to developing a team beyond politics, where issues and evidence are of most importance.

Recommendation 3. Substitute members of committees should be limited in number and named individuals, rather than allowing any Cllr to act as a substitute at any given time.

- 2.3. Relationships are a key element that contributes to the success of scrutiny. It is clear through the interviews and the survey findings that there is room for improvement on how well relationships currently function. This is demonstrated in answers on the chart below. Scrutiny Member's relationship with each other, scrutiny officers, senior officers and Cabinet is seen as poor or has scope to improve in 90% of respondents.

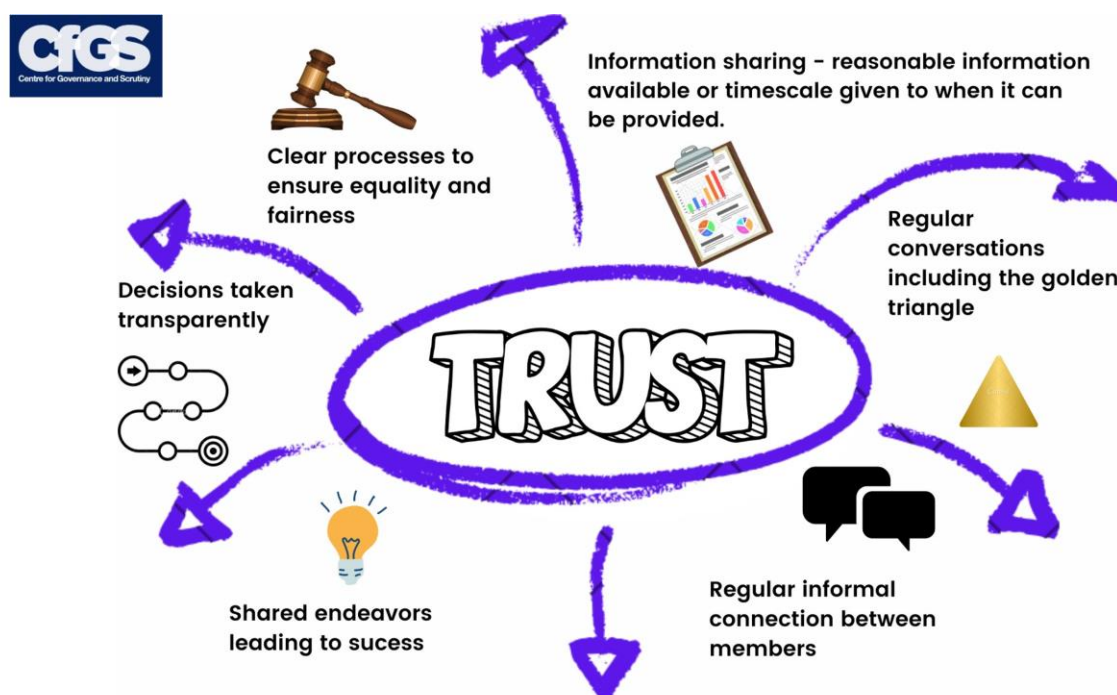


- 2.4. Trust is the foundation of effective governance, scrutiny, and collaboration. It is built and sustained through intentional actions and behaviours that prioritise transparency, fairness, communication, and shared purpose. Decisions should be made through clear, accessible, and well-documented processes that involve input from relevant stakeholders. Sharing the rationale behind decisions, including the options considered and the criteria used, helps others understand and accept the outcomes, even if they may not fully agree.
- 2.5. Clear processes should be in place to ensure that everyone is treated consistently and equitably. Sharing relevant updates and decisions proactively prevents misunderstandings and fosters a sense of inclusion. If certain information cannot be immediately available, it is

Draft Report – Not for publication

important to communicate realistic timelines for when it will be shared. Working with senior officers to foster personal connections helps build rapport and mutual understanding.

- 2.6. Collaborative discussions, where all voices are valued, allow for collective problem-solving and strengthen cohesion. Informal interactions between members also play a significant role in building trust. Networking opportunities, casual conversations provide space for individuals to connect on a personal level, developing camaraderie and reducing barriers to communication.
- 2.7. Finally, collaborating on shared goals and celebrating successes strengthens trust and reinforces the value of working together. Clearly defined objectives give everyone a sense of purpose and direction. Creating a culture that values shared endeavours leads to stronger bonds and more successful outcomes.



- 2.8. An approach to invite conversation and to strengthen relationships beyond politics is through a meaningful revisit of the Cabinet/Scrutiny Protocol. A review of this type can provide an opportunity to reflect on how well the Protocol is supporting the relationship between Scrutiny and the Executive, ensuring it remains relevant and effective. In approaching this review, we would suggest a process to encourage open dialogue starting by discussing how the protocol has been used in practice, and how it could usefully be applied in future. In this approach both sides can identify areas where it has supported positive collaboration and where improvements are needed.

This shared reflection allows for the development of solutions that are informed by past experiences and rooted in shared goals.

Consideration should be given to:

Draft Report – Not for publication

- Mutual respect and understanding and recognition of each other's roles
- Regular, structured communication
- Transparency and openness in sharing information
- Collaborative approach to policy development
- Regular briefings with the Executive to stay informed and aligned with the direction of the council.

Recommendation 4. Revisit and refresh the Cabinet/Scrutiny protocol, including the establishment of regular structured meetings between Scrutiny Chairs and Vice Chairs and relevant Cabinet Member(s) to discuss collaboration and future mutual priorities and upcoming decisions and projects.

Approaching budget scrutiny

- 2.9. A structured approach to scrutinising council finances is essential for ensuring transparency, accountability, and effective decision-making. It helps build public trust by demonstrating responsible management of funds while detecting inefficiencies, waste, or fraud. Additionally, structured scrutiny supports the development and monitoring of the Medium-Term Financial Plan (MTFP), ensuring that financial decisions align with long-term priorities and sustainable service delivery. By taking a forward-looking approach, councils can assess future funding pressures, allocate resources efficiently, and maintain financial stability. Structured scrutiny also promotes consistency and fairness by objectively examining all financial aspects, preventing bias or selective oversight.
- 2.10. Members have been having quarterly finance reports to committee. However, these do not appear to have tangible impact on good decisions or governance of the authority. It is difficult to ascertain what has changed as a result of these reports being presented to scrutiny. When reviewing the minutes of these reports they are only 'noted'. No recommendations are made to the Executive on proposed different direction, or to highlight areas of concern. Instead, they appear to be used as a gateway to discuss the effective running of the service area in question. This takes up committee time in discussion but adds very little value.
- 2.11. We have heard that for the first time this year scrutiny had the opportunity to review the results of the budget consultation. However, the conversation tended to focus more on Member's views of how the questions were arrived at, than looking at the trends and views of the public.
- 2.12. Scrutiny should focus on key areas that ensure effective resource management by reviewing how resources are allocated, monitored, and used, paying close attention to the council's budgeting process - from planning to delivery. Financial and service planning should be aligned, and it is here where scrutiny can add value. Asking questions about delivery and service planning, informed by financial understanding. In this way scrutiny should prioritise strategic oversight rather than getting lost in minor details. This includes assessing whether resources are being used wisely, ensuring they align with priorities and deliver value for money, fairness, and social benefits.

Recommendation 5. Scrutiny taking a more deliberate and planned approach to budget scrutiny throughout the year. This should include a focus upon service delivery beyond finances.

2.13. Further clarity on the respective roles and the relationship between the Scrutiny committee and the Audit committee would also be valuable, particularly in the areas of finance and assurance frameworks. Below is an infographic which describes the difference between the functions of audit and scrutiny as well as where they overlap.

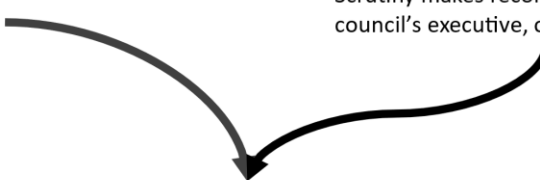
Audit vs Scrutiny

Audit:

- Assurance on good governance and decision making
- Improving value for money Improving public reporting and accountability
- Embedding ethical values and countering fraud
- Effective risk management
- Effective internal controls
- Effective audit and assurance

Scrutiny

- May look at anything which affects the area or the area's inhabitants:
- Range of methods to do this – taking reports or carrying out research in “task and finish” groups.
- Scrutiny makes recommendations to the council's executive, or to other local bodies.

- 
- Reviewing regular finance and performance reports;
 - Reviewing council commercial activity, including oversight of procurement;
 - General review of value for money arrangements

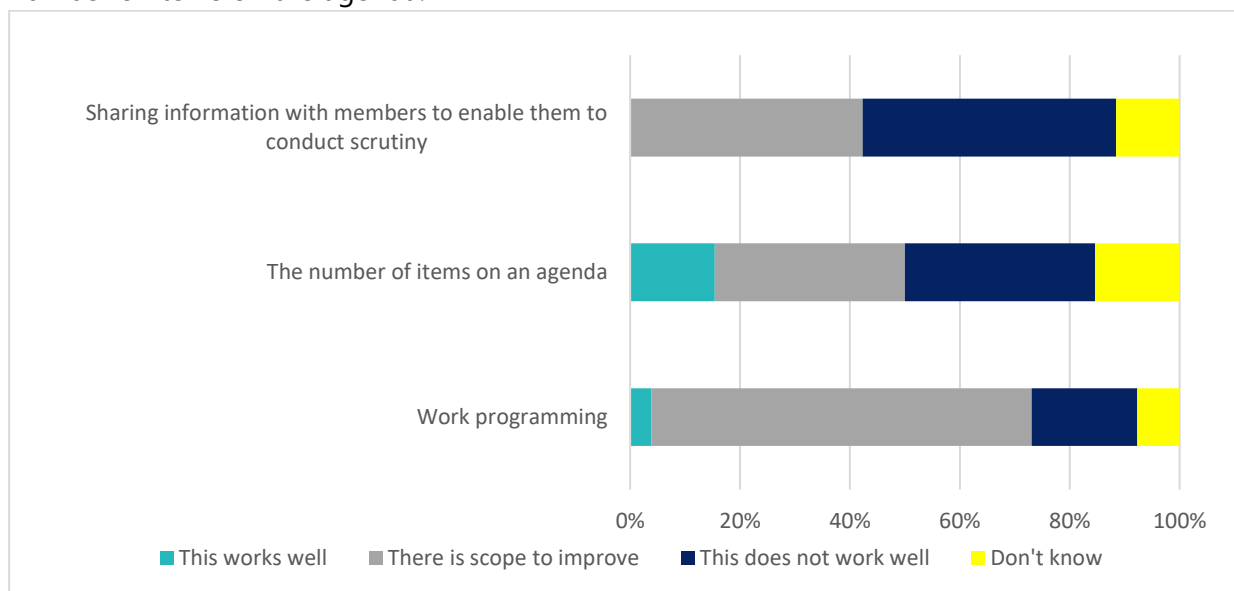
3. Prioritising work and using evidence well.

- 3.1. Developing a comprehensive work programme enables Scrutiny committees to structure their activities methodically. Prioritising issues of strategic importance ensures that Scrutiny efforts are directed towards areas with the greatest potential for impact. This strategic focus enables authorities to allocate resources efficiently and address pressing concerns effectively. It is important to ensure Members can coordinate their questions and contributions with the work programme.
- 3.2. Current work programmes are thin, with only one or two items for future meetings. Many of the items on the work programme are 'for information' or are update reports. For these items it would be difficult for scrutiny to do more than 'to note' the reports, and therefore scrutiny can add little value. It is also unclear why issues are chosen for scrutiny to look at. It is equally unclear what members would like to focus upon and why. At best this approach allows a skimming over the surface of issues, but not a structured or focussed approach to Scrutiny. It is unclear if scrutiny considers why issues should come to committee. It was also drawn to our attention that the

Draft Report – Not for publication

Executive forward plan could be more detailed to support Scrutiny intelligence about the issues that the Executive will be considering.

- 3.3. As demonstrated on the chart below, respondents to the survey also did not find work programming to be effective, with 7% saying that work programming works well, but about 75% saying there is scope to improve, and 20% saying that it does not work well. The majority of respondents also saw scope to improve or not working well for sharing information and the number of items on the agenda.



- 3.4. We suggest there are opportunities to consolidate and coordinate meetings more efficiently to enable Scrutiny to focus on a more focused set of priorities. In the first instance we would recommend establishing a more robust work programme across all the thematic areas to guide this work. This would help identify the core purpose and activities for Scrutiny.

The following elements should be present in good work programming practice:

- Using a consistent work planning tool to support each body to create a balanced work plan that is manageable and logical.
- Focusing on key issues where Scrutiny can make a significant impact.
- Working closely with senior Officers and Cabinet Members to understand the most challenging issues around Council delivery and outcomes.
- Identifying the areas where there are already robust forms of accountability and Scrutiny in the Council and wider system – where possible avoid replication or where added-value is minimal.
- Less is often more – focusing on two or three substantive issues in a meeting.
- Linking the work planning to the scoping process for specific review topics.
- Embedding public engagement activities more centrally to the planning process.

More guidance on approaching work programming is available here: [Planning and Priority Setting - A Practice Guide - CFGS](#)

Recommendation 6. Review and enhance the scrutiny work planning process – supporting a Member-led work plan to include:

- 6.a. A refreshed annual process that uses systematic scrutiny tools to identify and prioritise agenda items, key lines of enquiry and potential impact.
- 6.b. The justification for inclusion of items on the work programme needs to be clearer, and subject to a set of criteria agreed by members cross-party.
- 6.c. Scrutiny agendas, as far as practicable, exclude items which are for basic information sharing or 'approval' or where scrutiny cannot clearly add value. Freeing capacity on agendas for more substantial items.
- 6.d. The Executive forward plan to be more detailed and planned so that scrutiny can have sight of issues that may be of interest in appropriate timeframes to meaningfully contribute.
- 6.e. Consideration to be given to how written reports to the scrutiny committee can be presented in ways that enable Members to identify key issues, areas for challenge and opportunities for service improvement – this includes reviewing the ways that information and data is presented.

4. Making an impact.

Call in

- 4.1. The situation with call-in is symptomatic of the wider political nature of scrutiny in York. Call-in can be a useful tool for scrutiny, but it is not the only approach. We heard that there have been seven calls-in in 18 months, with no call-ins upheld. It was reported that call-in is used as a mechanism for political point scoring and to send the message; 'we don't like the decisions that you have made'. This is observable in the minutes from these meetings as well as watching the webcasts of the meetings themselves. It is our judgement that this is not an appropriate or productive use of the call-in mechanism.

'Call-in provides a mechanism for councillors to intervene when they feel that a decision being made by the executive needs to be revisited (or possibly changed). It should, however, be regarded as a measure that is only needed in exceptional circumstances, rather than day-to-day. It sits in the context of a range of other tools at Scrutiny's disposal to influence decision making.

The law says that Scrutiny has a power to review or scrutinise decisions made but not implemented by the executive, which includes a power to recommend that the decision be reconsidered by the person who made it. Statutory guidance exists to govern how councils carry out call-in work.'

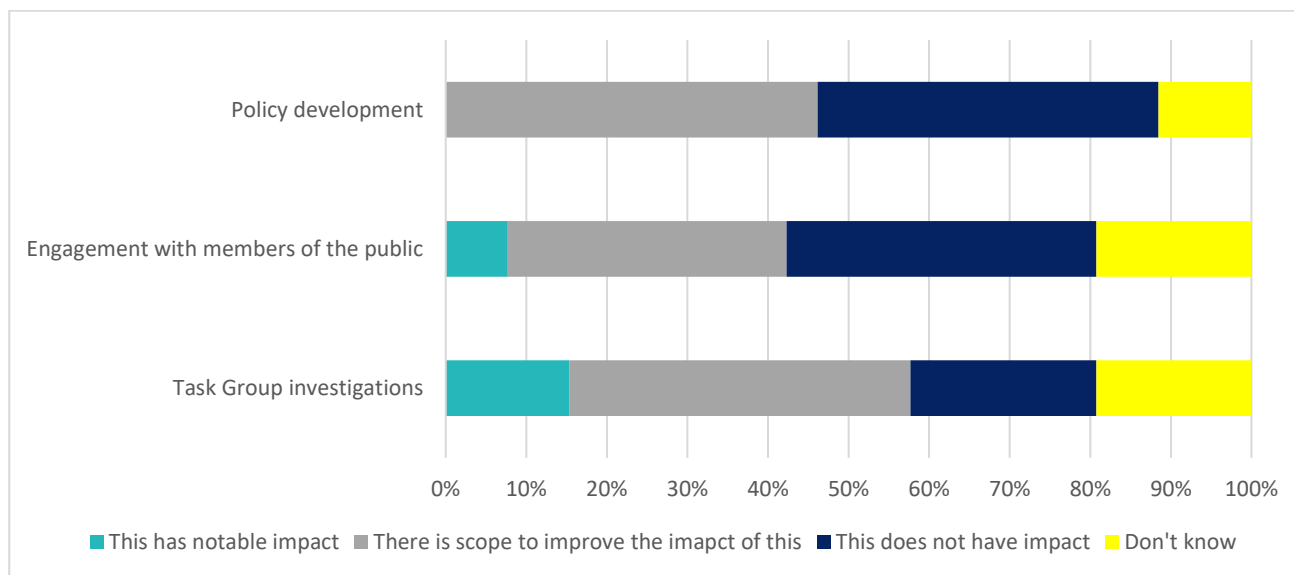
[CfGS Good Scrutiny guide]

Draft Report – Not for publication

- 4.2. Better practice would see pre-decision scrutiny, where scrutiny has sufficient time to meaningfully contribute recommendations and change to executive plans. This would involve a positive working relationship between senior leaders, both officers and members and scrutiny where there are open lines of communication. Scrutiny should be able to have clear sight of policies and developments that will be decided.

Scrutiny contributing to good governance

- 4.3. York would benefit from gaining greater clarity on how scrutiny contributes to the good governance of the organisation. When asked, Members and officers had difficulty pointing to a consistent and developed impact that scrutiny has made. This is demonstrated on the chart below showing responses to the survey. Only 15% of respondents said that task group investigations have notable impact, this is likely because they rarely occur. Engagement with members of the public has less than 10% of respondents saying that it has notable impact. While policy development has no respondents at all saying that it has impact. It is clear that despite the frequency of committee meetings, scrutiny is not having the impact that it should have.

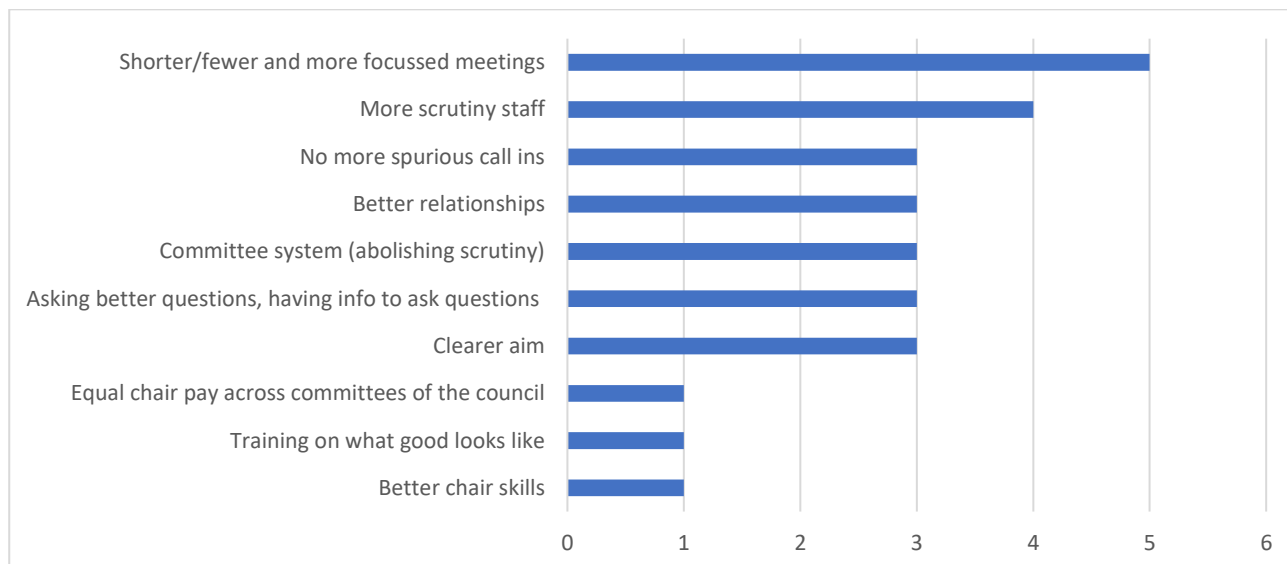


- 4.4. Allied to recommendation 2, 'employing a dedicated scrutiny officer', York should take a deliberate approach to instigate task groups. We would recommend that focussing upon policy development, at least for the first task groups undertaken would help to move the focus of scrutiny to a position beyond politics. This should be done in liaison with Exec Members so that scrutiny can appreciate where there is a need for policy development or review.

Recommendation 7. Undertake policy development in the form of task groups. This move would also require the timely awareness of scrutiny in issues that are being developed or decided upon, as scrutiny would need to undertake deep-dive work on areas where it could make a tangible difference.

Draft Report – Not for publication

- 4.5. In the survey when we asked in a free text box what would make the difference in scrutiny, the following answers were given. For ease of presentations and for inferences to be drawn they have been amalgamated where it was felt appropriate to do so.



Committee structure

- 4.6. In the interest of further supporting good planning, we suggest a review of the current arrangements of scrutiny committees. Our research highlights that there is no 'ideal' scrutiny structure or optimum number of committees. There is not a perfect correlation between the size and number of committees and their effectiveness, but there is a clear connection between having a clarity of purpose and a function that adds value and realises impact. In York we were told that Exec Members's portfolios do not match the arrangements of scrutiny committees, nor does the organisation of the council. This leads to inefficiencies where there is a lack of clarity and senior officers, and portfolio holders may be required to report to go to several scrutiny committees within a short amount of time. However, there are frequent changes to Exec portfolios, and potentially to departmental structures so it would be unhelpful to shackle the arrangement of scrutiny to these.
- 4.7. In any change, York should consider the balance of the impact of scrutiny activity. By this we mean that deep dive work in the form of task groups and policy development should make up a much greater portion of scrutiny endeavours. The role of the committee is important in ensuring transparency and making recommendations to the Executive. However, it is only one approach to scrutiny working, where different approaches should be used together to best effect and ultimately to achieve impact.

Recommendation 8. That the Council consider reviewing the alignment of committees to better reflect the business of the Council. This would bring greater clarity as to which officers or lead members were accountable to which committee. As part of this work the Council should consider reducing the number of committees and possibly the number of councillors on those committees.

Draft Report – Not for publication

Frequency and organisation of Meetings

- 4.8. A frequent concern that was raised in the conversations was the amount of time taken up sitting in scrutiny committees. Scrutiny committee meetings for all four scrutiny committees take place almost monthly. This leads to somewhere in the region of forty public meetings each year. However, the impact of scrutiny is limited, despite the large organisational commitment to service these committees. We suggest a rethink of the frequency of these meetings, with a view to having more impact and less time in last-minute discussions.
- 4.9. We heard that there is often little difference in papers that go to Cabinet and those to Scrutiny, because of the time limited proximity of Scrutiny meeting before Cabinet. This gives limited scope for Scrutiny to make detailed and considered recommendations, as the substantive part of the policy, or decision has already been worked out. Subsequently Scrutiny can be critical, and there is room to make political points, but in essence what is reported is mostly a 'fait accompli'. A more effective, and potentially less political, approach would see Scrutiny as an important part of the decision-making process. With this approach we would expect that Scrutiny members would be engaged in decisions or policy at a substantially earlier stage than currently occurs.

Recommendation 9. That the frequency of Scrutiny Committee meetings be reviewed with a view to having fewer formal meetings, but developing scope for greater focus, preparation, including briefings and review work.

- 4.10. In a separate but related point, reports to Scrutiny committees would benefit from a review of their form and structure to enable the committee to access the key information and data they need to formulate effective questions. The length, usability and timeliness of reports can support effective Scrutiny meetings. Both Members and Officers identified the challenges of ensuring the Scrutiny committee has the right level of detail. Proposals around creating a Scrutiny-focused structure for reports with strong cabinet summaries were recognised as being helpful.
- 4.11. To develop enthusiasm for policy development and for scrutiny in its own right it is important to demonstrate the impact that scrutiny has. Telling the narrative of scrutiny activity and impact is useful to reinforce the self-identity of the function. An annual report can help in this respect to promote the impact and share the learning from scrutiny.

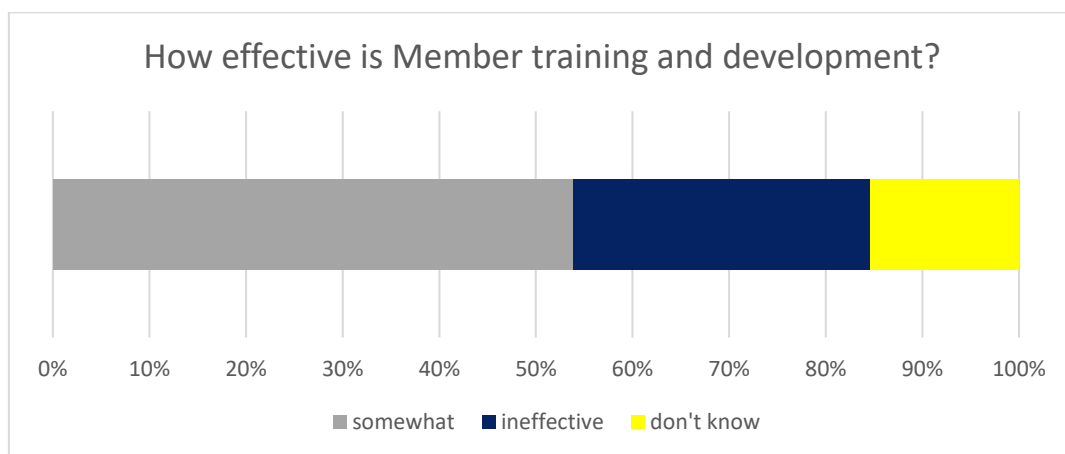
Recommendation 10. Introduce a formal process to track recommendations that Scrutiny makes.

Recommendation 11. Reinstate the process of having an annual scrutiny report but update the format to focus on the impact and difference that scrutiny has made.

Draft Report – Not for publication

Member training and development

- 4.12. We heard that many Members in York are newly elected councillors because of the cyclical nature of political control. Members learn how to undertake scrutiny from the existing practices in the authority. This means that poor practices can often be reinforced with new councillors. Whilst there is an induction programme, which many members have benefitted from, it was clear in our research that more training would be desirous.
- 4.13. There was a clear divergence in answers in the survey when asked about training, with some members being very clear about the offer, and others quite unsure about whether training in scrutiny had been offered. When asked about the effectiveness of member training and development, no respondents said that it was 'very' effective, with 80% of respondents saying that it was either somewhat effective or ineffective. In the free text box it was particularly mentioned that examples of 'what good scrutiny looks like' would be helpful.



Recommendation 12. A programme of ongoing training for members in undertaking good scrutiny, which could include work programming as well as coaching for chairs.

Thank you and acknowledgements

We would like to thank the Chairs, Members of Scrutiny Committees, Executive Members and Officers who took part in interviews for their time, insights and open views.

Yours sincerely,

Camilla de Bernhardt Lane

Director of Practice

Centre for Governance and Scrutiny | 77 Mansell Street | London | E1 8AN

Tel: 020 7543 5627 / Mob: 07831 510381 (preferred) cfgs.org.uk

This page is intentionally left blank

CYC SCRUTINY IMPACT REVIEW

ACTION PLAN

	ACTION (please note that these are abridged versions of the full CfGS recommendations, and should be read in conjunction with the CfGS report at Annex A)	PROPOSAL	WHO	WHEN
1.	The Council should work to develop a shared vision and understanding of scrutiny	A working group be established, to develop proposals. The working group to then meet with the Leader & Deputy Leader to discuss and agree.	Current scrutiny chairs and vice chairs (May choose to co-opt others from time to time, e.g. Chair and deputy of A&G)	Commencing March 2025 and ongoing
2.	The Council should employ a dedicated Scrutiny officer to enhance the impact and practice of Scrutiny, in particular task group investigations. Skills for this role would include research, project management and policy development. On-going training and support for the Scrutiny officer should also be considered particularly if recruited internally, to support the role to achieve good Scrutiny	The structure of the DS team is being reviewed to add a dedicated Scrutiny Officer to the establishment.	LT/BR	Implement May/June 2025

3.	Substitute members of committees should be limited in number and named individuals rather than allowing any Cllr to act as a substitute at any given time	Members to determine if they wish to change the current arrangement for CSCCSM which is that the requirement for named subs can be overridden by the COO, MO /HODG if requested.	No action to be taken. Recommendation not supported.	N/A
4.	Revisit and refresh the Cabinet/Scrutiny protocol, including the establishment of regular structured meetings between Scrutiny Chairs and Vice Chairs and relevant Cabinet Member(s) to discuss collaboration and future mutual priorities and upcoming decisions and projects	Working group established under Rec 1 above, to take this work forward and discuss/agree with Leader and Deputy Leader once proposals have been developed.	Working Group/LT/DSO/Scrutiny Officer	Commencing March 2025 and ongoing
5.	Scrutiny taking a more deliberate and planned approach to budget scrutiny throughout the year. This should include a focus upon service delivery beyond finances	Scrutiny cttees to develop proposals in consultation with Chief Finance Officer	Working Group/Scrutiny Cttees/DM/LT/Scrutiny Officer	Commencing March 2025 and ongoing
6.	Review and enhance the scrutiny work planning process – supporting a member-led work plan	Working Group to lead; other members, eg Leader /Executive members to be co-opted to the group as appropriate	Working Group/Scrutiny Cttees/LT/Scrutiny Officer	Commencing March 2025 and ongoing
7.	Undertake policy development in the form of task groups. This move would also require the timely awareness of scrutiny in issues that are being developed or decided upon, as scrutiny	As above – structured approach to TFG work throughout each year	Scrutiny/Executive	Commencing May 2025

	would need to undertake deep-dive work on areas where it could make a tangible difference.			
8.	<p>That the Council consider reviewing the alignment of committees to better reflect either the departmental organisation, or Cabinet portfolios.</p> <p>This would bring greater clarity as to which officers or lead members were accountable to which committee. As part of this work the Council should consider reducing the number of committees and possibly the number of councillors on those committees</p>	<p>Proposal to restructure: three scrutiny committees –</p> <ul style="list-style-type: none"> • Overarching Scrutiny Committee (9 members) – this committee to have call in powers • People Scrutiny Committee (9 members) • Place Scrutiny Committee (9 members) <p>Elected member and wider resident and partner involvement to be strengthened and enhanced through participation in properly supported Task and Finish groups.</p>	<p>Council, following recommendation by Executive with Scrutiny views taken into account.</p> <p>Decision to be reviewed after 12 months.</p>	<p>March 2025</p> <p>March 2026</p>
9.	That the frequency of Scrutiny Committee meetings be reviewed with a view to having fewer formal meetings, but developing scope for greater focus, preparation, including briefings and review work	Formal meetings to be scheduled bi-monthly. Information reports to be made available by alternate means, eg bi-monthly briefing sessions (Teams/hybrid) and member portal library	Council, following discussions with Scrutiny and Executive members	March 2025

10.	Introduce a formal process to track recommendations that Scrutiny makes.	Modern Gov action tracking functionality to be utilised	DSO team/LT/Scrutiny Officer	May 2025
11.	Reinstate the process of having an annual scrutiny report but update the format to focus on the impact and difference that scrutiny has made	Scrutiny Officer will liaise with scrutiny chairs to produce annual report detailing work undertaken throughout the year, benefits and value realised etc and a look forward to the coming year.	Scrutiny Officer/LT/Scrutiny Chairs	March 2026
12.	A programme of ongoing training for members in undertaking good scrutiny, which could include work programming as well as coaching for chairs	Working with LGA to develop training programme to encompass: <ul style="list-style-type: none"> • Scrutiny member training • TFG training • Executive member training • Officer training 	LT/DSO team	To begin delivery May 2025

Report of the Chair of the Customer Services, Climate Change and Scrutiny Management Committee (CSCCSMC) – March 2025

1. In my report for November's Full Council I welcomed news that the Centre for Governance and Scrutiny (CfGS) had been commissioned to undertake a review of the council's scrutiny arrangements. This was in response to the report arising from the LGA peer review undertaken last year, and the subsequent improvement plan adopted by Executive.
2. I would like to thank CfGS for their active engagement and thank members who inputted into the review. I would also like to thank officers who supported the review and drafted the subsequent action plan. This was discussed by CSCCSMC members and scrutiny chairs and vice chairs on 10 March¹, and feedback from that discussion² was shared with Executive ahead of their meeting on 11 March at which a number of changes to current scrutiny arrangements were agreed³. I look forward to working with colleagues to help implement these new arrangements and to evaluate the impacts over the coming year.

CSCCSMC

3. At its 9 December meeting the committee discussed a report setting out progress with the York Central major project. Officers were joined by external partners and there was a productive discussion on the evolving ambitions for the site in terms of the creation of new jobs and homes. Members also received an officer report on the work of the York Climate Commission (YCC). Members are keen to support the work of the YCC and it was agreed to return to this issue at a future meeting.
4. At its 20 January meeting the committee was invited to review the council's draft Social Value Policy. There was a wide-ranging discussion covering many aspects of the draft policy and it was resolved that the feedback be reflected in the final version.

¹ <https://democracy.york.gov.uk/ieListDocuments.aspx?CId=1064&MId=14680>

²

<https://democracy.york.gov.uk/documents/b41032/Agenda%20Supplement%201%20Review%20of%20CYC%20Scrutiny%20Function%20Tuesday%2011-Mar-2025%2016.30%20Executive.pdf?T=9>

³ <https://democracy.york.gov.uk/documents/q14506/Decisions%20Tuesday%2011-Mar-2025%2016.30%20Executive.pdf?T=2>

Members received a report setting out the key research findings relating to carbon offsetting/insetting and provided feedback on a draft set of best practice principles which could underpin an emerging strategy. The committee also received an update on the status of the Castle Gateway major project.

5. At its 10 March meeting the CfGS scrutiny review and resulting action plan was the main topic of discussion and the Leader and Deputy Leader were present to listen to members' views. Members also reviewed an updated list of actions arising from council motions which indicates that whilst some progress has been made, a number of actions remain outstanding.

Children, Culture & Communities Scrutiny Committee

6. At its 3 December meeting the committee received an annual update from Explore Libraries and Archives Mutual Limited who operate the council's libraries and archives service. Members offered their congratulations on ten years of Explore delivering the library and archives service, as well as on the opening of the new Clifton Library in late 2024 and the sixtieth anniversary of Huntington Library. Members also received a report which outlined the Council's Sufficiency Duties to ensure there are enough homes for children in the care of the local authority. Members discussed the Corporate Parenting Annual report for 2023/24 and welcomed news that the co-production approach taken in developing 'Together We Can' was nominated for a national award, indicating that the council is being recognised for changes that have taken place in recent times.
7. At its 14 January meeting the committee received an update on work taking place to develop an 'Integrated Neighbourhood Team' model as a way of delivering improved outcomes for individuals, communities, and for the wider system of health, care and community based services in the city. The committee is keen to be consulted again prior to the next report to Executive due in Summer 2025.
8. Members undertook pre-decision scrutiny of proposals to introduce a new fostering fee framework and a number of recommendations were agreed including that any potential communication regarding the framework should be taken to an appropriate forum for children in care before publication.

9. Members received a report on outcomes for the academic year 2023/24 in relation to the attainment gap between disadvantaged pupils and their non-disadvantaged peers. It was resolved to receive another report in a year's time. Members also received the Annual Report and noted the work of the Standing Advisory Committee on Religious Education (SACRE) during the academic year 2023-24.

Economy, Place, Access and Transport Scrutiny Committee

10. At its 26 November meeting the committee considered a report setting out the current approach to home to school travel in York and inviting views on options available to make journeys safer, increase active travel, and reduce congestion and air pollution around school sites. A number of recommendations were agreed, including that school travel should be a priority, both in developing transport plans and in bids for funding.
11. Members received a report outlining existing recycling practices and evaluating current performance in relation to collection and disposal methods. Support was expressed for recommendations set out in the report and members made a number of other recommendations.
12. At its 10 December meeting the committee discussed a report which summarised activity in support of the delivery of the Economic Strategy 2022-2032, together with the Council Plan priority action "A fair and thriving economy for all." A representative from the York & North Yorkshire Combined Authority was present for the discussion and members recommended that work undertaken to support people into employment acknowledges individuals' mental and physical health.
13. At its 28 January meeting the committee received a report which reviewed the implementation of the fully chargeable garden waste subscription scheme which was launched in July 2024. Members asked that their thanks be passed to all officers and collection crews involved in the rollout of the service and made a number of recommendations, including a request that the Council seek to expand access to the garden waste collections subscription service.

14. Members' views were sought on how a 'Neighbourhood Caretaker' model may be developed. Members recommended that the desired outcomes include targets for addressing climate change and creating a bio-diverse city.
15. At its 25 February meeting the committee considered a report summarising key data published on the gender pay gap in York for City of York Council and other large employers in the city. A number of recommendations were agreed including a request for the Chief Strategy Officer to feed back to HR around the issues raised by the committee which could be fed into an upcoming report to the Staffing Matters and Urgency Committee.

Health, Housing & Adult Social Care Scrutiny Committee

16. At its 4 December meeting the committee's views were sought on the latest draft of the 'Responsive Repairs Policy for Tenants of Council Houses'. Members fed back on a number of aspects, such as suggesting that the accessibility and clarity of the policy be improved for tenants. Officers were asked to consider members' feedback as they review and update the document. Members also considered a report presenting an overview of the current position regarding empty (void) council house properties and noted the current positive position.
17. At its 15 January meeting the committee considered a report setting out a proposal approved by the Council's Executive in November 2024 to form a Joint Committee between Humber and North Yorkshire Integrated Care Board and City of York Council. Members fed back on a number of areas such as the extent to which climate change considerations have been taken into account and the equity of resource allocation across the six Place areas covered by the ICB given York's historically low allocation.
18. At its 12 March meeting the committee considered a report providing an overview of the outcome of the council house Stock Condition Survey and how the information is being utilised to influence investment plans in the coming five years, as well as analysis of performance of the Asset Management function against agreed targets.

City of York Council

Committee Minutes

Meeting	Audit And Governance Committee
Date	17 March 2025
Present	Councillors Hollyer (Chair), J Burton (Vice-Chair), Fisher, Merrett, Rose, Coles and Watson
Apologies	Mr Myles Binney (Independent Member)

Part B Minute – Recommendation to Council

68. Polling District and Polling Place Review

The Head of Democratic Governance introduced the report, noting that the Council had a statutory duty to review polling districts and polling places. It was confirmed that the Council undertook an accessibility audit after a recent set of elections, and it was confirmed that most issues raised could be mitigated. It was also noted that the recommendation was for the Committee to commend the changes to Council, and that with power be delegated to the Chief Operating Officer to make changes in cases where urgent changes might be required.

The Committee discussed the proposed changes to polling districts and polling places. Members discussed proposed changes in relation to several areas such as Portland Street, Danesgate, and Ouse Lea. Members enquired about the moving of CD polling district to Moor Lane Youth Centre and whether there were other suitable options. Officers confirmed that they would review the options for moving CD and would consult Ward Councillors on proposals. The Committee also raised concerns at the lack of appropriate locations for polling places around Beckfield Lane and Knapton, especially as new housing developments progress. Members also raised questions relating to the number of electors listed in Stockton on the Forest and it was confirmed Officers would review this against the electoral register to ensure its data is correct. The Committee also noted the opportunity when amending boundaries to try and include information encouraging people to get valid ID for voting.

Members welcomed the accessibility audit that was undertaken and were reassured that polling places that had not been audited during the election, had now been audited.

The Committee discussed the Community Governance Review (CGR) process, which had been raised in some of the consultation responses. It was confirmed that the statutory timeframe for completing a CGR was 12 months from the point of agreeing terms of reference to approving a final Structural Changes Order. The Committee requested that a report be presented to a future meeting, setting out details of the process that would be required along with anticipated costs.

Recommended:

- i. That Council agree the final recommendations to the polling places and districts as set out in Annex 1 of this report until the next statutory review, or until it is superseded by any subsequent review of any polling place or district;
- ii. That Council agree to publish the revised electoral register on 1 May 2025. (Where the ERO has decided to revise their register by republishing it to incorporate the changes, the law requires that they publish a notice 14 calendar days before the publication of the revised version of the register in a local newspaper, at their office and at some other conspicuous place or places in the area);
- iii. That Council agree to delegate to the Chief Operating Officer, in their capacity as the Council's Returning Officer, the power to make urgent changes to the polling scheme during a statutory election period, where time does not permit a report to be presented to the Audit and Governance Committee. Where such urgent changes are proposed, the Chair and Vice Chair of the Committee will be consulted, along with the relevant ward councillors. This will ensure that polling arrangements in the City remain fit for purpose for each election called.

Reason: To comply with statutory requirements and to give better flexibility with making decisions regarding polling places between statutory reviews.

Cllr Hollyer, Chair

[The meeting started at 5.30 pm and finished at 7.55 pm].

This page is intentionally left blank



Meeting:	Council
Meeting date:	27 March 2025
Report of:	Bryn Roberts, Director of Governance
Portfolio of:	Cllr Claire Douglas, Leader of the Council and Executive Member for Policy, Strategy and Partnerships

Decision Report: Review of Polling Districts and Polling Places

Subject of Report

1. This report presents Members with the outcome of the public consultation on proposals to amend some polling districts and polling places within the City of York Council area, following the statutory Polling District Review.

Benefits and Challenges

2. The council must, by law, review polling districts and polling places at least every five years.
3. Polling places must be accessible for electors. It can be challenging to identify suitable venues in each polling district, and this is often more difficult in rural areas.
4. Suitable, accessible polling stations can help to increase turnout at an election, and may be of benefit when recruiting polling station staff.

Policy Basis for Decision

5. The Representation of the People Act 1983 places a duty on the Council to divide the authority area into polling districts and to designate a polling place for each polling district for the purpose of holding elections.

6. Polling places must be accessible for electors and should have suitable facilities for polling station staff who will be working in excess of 15 hours on polling day.
7. Contingency arrangements are important in the event that a polling place becomes unavailable or unsuitable at short notice in the lead up to an election, therefore, delegated authority is required to enable the Returning Officer to make changes to the polling scheme in order to ensure the safe delivery of the election.

Recommendation and Reasons

8. Council is recommended to:
 - i. approve the final recommendations of the Review of Polling Districts and Polling Places, as set out at Annex 1
 - ii. delegate authority to the Chief Operating Officer, acting in their capacity as the Council's Returning Officer, to make urgent changes to the polling scheme during a statutory election period, where time does not permit a report to be presented to the Audit and Governance Committee. Where such urgent changes are proposed, the Chair and Vice Chair of the Audit and Governance Committee and relevant ward councillors will be consulted.

Reason: To ensure that polling arrangements within the City remain fit for purpose for all elections.

Background

9. The following rules must be adhered to when designating polling districts and polling places:
 - each parish in England and community in Wales must be a separate polling district, unless there is a good reason for this to not be the case.
 - a polling place must be designated for each polling district, unless the district is so small or remote that it doesn't matter where the polling station is.

- the polling place must be in the district, unless there's a good reason to put it outside the district (for example, if there's no accessible polling place in the district).
 - the polling place must be small enough so that electors in different parts of the district can easily find it.
10. The following definitions may be helpful when reading the report and Annexes:
- “Polling districts” are geographical electoral areas into which wards and constituencies may be sub-divided.
 - “Polling places” are the buildings or areas designated by the council where electors in a polling district go to vote in person.
 - “Polling stations” are the number of issuing desks in the building or area that is the designated polling place.
11. The Audit and Governance Committee, at its meeting on 27 November 2024, approved the commencement of a Polling District and Polling Place Review. This report sets out the responses received to the statutory consultation on that review.
12. The final recommendations for Polling Districts and Polling Places, shown at Annex 1, were approved by Audit and Governance Committee at its meeting on 18 March 2025 and are recommended to Council for adoption.

Consultation Analysis

13. To ensure a wide circulation of the statutory consultation, it was made available on the Council’s website and communicated via social media channels. In addition, to avoid digital exclusion issues, paper copies were made available and distributed as widely as possible. Several consultees were informed directly.
14. The consultation was translated into a British Sign Language video and an Easy Read document.
15. During the consultation period, a number of representations were received, and these are shown at Annex 2.
16. A polling station accessibility audit took place during the May 2024 elections, conducted by Presiding Officers appointed at each station, with a ‘mop-up’ exercise carried out subsequently. This

audit has been taken into consideration alongside the consultation responses when preparing the revised schedule of polling places. A summary of the audit can be found at Annex 3 and includes the mitigations proposed to address issues that were recorded.

17. Officers have undertaken visits to proposed revised polling stations, to ensure that they are accessible and suitable for electors and polling station staff.

Organisational Impact and Implications

18. **Equalities and Human Rights** – The Council's Returning Officer has a duty to ensure that polling places are reasonably accessible. So far as is reasonable and practicable, the polling places that have been designated are accessible to electors with disabilities as required by legislation.

Financial – the review incurred costs of £769.50 for the production of British Sign Language video and £250.00 for the Easy Read translation. If implemented as recommended, it is likely that the review will result in reduced costs for the delivery of elections.

Human Resources – None directly arising from this report.

Legal - In accordance with S18A-E of the Representation of the People Act 1983, local authorities must undertake a review of all polling districts and polling places used for parliamentary elections every five years. The current compulsory review period began on 1 October 2024 and ended on 31 January 2025.

Procurement – None directly arising from this report.

Health and Wellbeing – None directly arising from this report.

Environment and Climate – None directly arising from this report.

Affordability – None directly arising from this report.

Data Protection and Privacy – None directly arising from this report.

Communications – None directly arising from this report.

Economy – None directly arising from this report.

Risks and Mitigations

19. Failure to approve the review would represent a risk to the authority as the review is a statutory requirement.

Wards Impacted

20. All wards were involved in the review process.

Contact details

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

Joint Authors

Name:	Emma Calvert
Job Title:	Electoral Services Manager
Name:	Lindsay Tomlinson
Job Title:	Head of Democratic Governance
Service Area:	Democratic Governance

Background papers

- **Electoral Commission Guidance:**
[Reviews of polling districts, polling places and polling stations | Electoral Commission](#)

Annexes

1. Final Polling District and Polling Place Review recommendations
2. Comments and representations received
3. Accessibility audit summary – May 2024 Polls
4. Detailed list of polling places

This page is intentionally left blank

Ward		Acomb				
Parliamentary Constituency		York Central				
Polling District Code	Parish Name (if any)	Polling Place	Accessible?	Number of Polling station voters	Initial recommendations	Final recommendations to polling districts, polling places and polling stations
AA		Holy Redeemer Church	Yes	1795	No change to polling place	No change to polling place, change to boundaries, see below
AB		Lidgett Methodist Church Hall	Yes	1498	No change to polling place	No change to polling place, change to boundaries, see below
AC		Carr Junior School	Yes	2000	No change to polling place	No change to polling place, change to boundaries, see below
AD		The Gateway Centre	Yes	1250	No change to polling place	No change to polling place, change to boundaries, see below

Final recommendations

Move 24A, 118, 120 and 122 Beckfield Lane into AC

Move 1, 3, 5, 7 Beckfield Place from AC into AD

Move 79-101 Danebury Drive from AC into AD

Move 155,157 & 159 Boroughbridge Road from AB into AA

Ward		Bishopthorpe				
Parliamentary Constituency		York Outer				
Polling District Code	Parish Name (if any)	Polling Place	Accessible?	Number of Polling station voters	Initial recommendations	Final recommendations to polling districts, polling places and polling stations
YAA	Acaster Malbis	Acaster Malbis Memorial Hall	Yes	601	No changes to polling place	No change
YAB	Bishopthorpe 2	Bishopthorpe Village Hall	Yes	2416	No changes to polling place	No change

Initial and final recommendations

Remove the number 2 from the parish name of Bishopthorpe

Ward		Clifton				
Parliamentary Constituency		York Central				
Polling District Code	Parish Name (if any)	Polling Place	Accessible?	Number of Polling station voters	Initial recommendations	Final recommendations to polling districts, polling places and polling stations
BA		Burton Green School	Yes	1192	No changes to polling place	No change
BB		St. Luke's Church Hall	Yes	1719	No changes to polling place	No change
BC		St. Joseph's Church Hall	Yes	1315	No changes to polling place	<i>Change polling place to Clifton Community Hall</i>
BD		James Hall, Clifton Parish Church	Yes	1035	<i>Change polling place to St. Josephs</i>	<i>Change polling place to Clifton Community Hall</i>
BE		Clifton Methodist Church	Yes	1603	No changes to polling place	No change

Initial recommendation

Due to existing polling districts (in Rawcliffe and Clifton without ward) that vote at James Hall, Clifton Parish Church being in York Outer Constituency the recommendation is polling district BD votes at St. Joseph's Church Hall

Final recommendation

BC and BD – change polling place to Clifton Community Hall, Evelyn Crescent, Clifton, York YO30 6DX

Ward		Copmanthorpe				
Parliamentary Constituency		York Outer				
Polling District Code	Parish Name (if any)	Polling Place	Accessible?	Number of Polling station voters	Initial recommendations	Final recommendations to polling districts, polling places and polling stations
YBA	Copmanthorpe 2	St. Giles Centre	Yes	3001	No changes to polling place	No change

Initial and final recommendations

Remove the number 2 from the parish name of Copmanthorpe

Ward		Dringhouses and Woodthorpe				
Parliamentary Constituency		York Outer				
Polling District Code	Parish Name (if any)	Polling Place	Accessible?	Number of Polling station voters	Initial recommendations	Final recommendations to polling districts, polling places and polling stations
CA		St. Edward The Confessor Community Hall	Yes	3022	No changes to polling place	No change to polling place, change to boundaries, see below
CB		West Thorpe Methodist Church	Yes	1757	No changes to polling place	No change
CC		Moor Lane Youth Centre	Yes	1484	No changes to polling place	No change
CD		Woodthorpe Primary School	Yes	1751	No changes to polling place	<i>Move and merge CD to polling place Moor Lane Youth Centre</i>

Final recommendations

Move CD to Moor Lane Youth Centre

Merge CC and CD

Move 60 Ryecroft Avenue from CC into CD

Ward		Fishergate				
Parliamentary Constituency		York Central				
Polling District Code	Parish Name (if any)	Polling Place	Accessible?	Number of Polling station voters	Initial recommendations	Final recommendations to polling districts, polling places and polling stations
DA		St. Lawrence's CE Primary School	Yes	2218	No changes to polling place	No change
DB		Christian Science Church	Yes	2280	<i>Replace existing ramp</i>	No change
DC		St. Oswald's Church Hall	Yes	1940	No changes to polling place	No change

Initial recommendation

Christian Science Church polling place has a temporary ramp which was reported as a trip hazard, recommendation is to provide a suitable ramp to the main entrance.

Final Recommendation

Ensure there is a suitable ramp provided at Christian Science Church polling place for election day

Ward		Fulford and Heslington				
Parliamentary Constituency		York Outer				
Polling District Code	Parish Name (if any)	Polling Place	Accessible?	Number of Polling station voters	Initial recommendations	Final recommendations to polling districts, polling places and polling stations
YCA	Fulford	Fulford Social Hall	Yes	2420	No changes to polling place	No change
YCB	Heslington	Heslington Village Meeting Room	Yes	445	No changes to polling place	No change
YCC		St. Oswald's Church Hall	Yes	399	<i>Move polling district to Heslington Village Meeting Room</i>	<i>Move polling district to Fulford Social Hall</i>

Initial recommendation

Due to existing polling district code YCC moving from York Central to York Outer Constituency recommendation is this polling district votes at Heslington Village Meeting Room.

Final recommendation

Move YCC to Fulford Social Hall

Ward		Guildhall				
Parliamentary Constituency		York Central				
Polling District Code	Parish Name (if any)	Polling Place	Accessible?	Number of Polling station voters	Initial recommendations	Final recommendations to polling districts, polling places and polling stations
EA		St. Thomas With St. Maurice Church Hall	Yes	3123	No changes to polling place	No change
EB		Theatre @ 41	Yes	1267	No changes to polling place	No change
EC		St. Olave's Church Hall	Yes	753	No changes to polling place	No change
ED		York Unitarian Chapel	Yes	1499	No changes to polling place	No change, change to boundaries, see below
EE		The National Centre for Early Music	Yes	3397	No changes to polling place	No change

Final recommendation

Move Moatside Court from ED to EB

Move 41-59 (odds only) Lord Mayor's Walk from ED to EB

Ward		Haxby and Wigginton				
Parliamentary Constituency		York Outer				
Polling District Code	Parish Name (if any)	Polling Place	Accessible?	Number of Polling station voters	Initial recommendations	Final recommendations to polling districts, polling places and polling stations
YDA	Wigginton	The Old School	Yes	2543	No changes to polling place	No change
YDB	<i>North Ward Parish of Haxby</i>	The Memorial Hall	Yes	1256	No changes to polling place	No change
YDC	<i>East Ward Parish of Haxby</i>	Scout Hut	Yes	1754	No changes to polling place	No change
YDD	<i>Central Ward Parish of Haxby</i>	St. Margaret Clitherow Church	Yes	1541	No changes to polling place	No change
YDE	<i>South West Ward of Parish of Haxby</i>	St. Margaret Clitherow Church	Yes	1441	No changes to polling place	No change

Initial and final recommendations

Administrative change – Parish references amended to reflect parish wards: East Ward of Haxby Parish, Central Ward of Haxby Parish, South West Ward of Haxby Parish and North Ward of Haxby Parish

Ward		Heworth				
Parliamentary Constituency		York Central				
Polling District Code	Parish Name (if any)	Polling Place	Accessible?	Number of Polling station voters	Initial recommendations	Final recommendations to polling districts, polling places and polling stations
FA		Bell Farm Social Hall	Yes	1384	<i>Change polling place and district for Pinsent Court and Redgrave Close to St. Wulstan's Church</i>	No change to polling place, <i>change to boundaries, see below</i>
FB		The Church Room St. Paulinus Church	Yes	1045	No changes to polling place	No change
FC		St. Wulstan's Church	Yes	1423	No changes to polling place	No change to polling place, <i>change to boundaries, see below</i>
FD		Holy Trinity Church Hall	Yes	1361	No changes to polling place	No change
FE		Oak Room, The Avenues	Yes	2498	No changes to polling place	No change
FF		The Centre @ Burnholme	Yes	745	No changes to polling place	No change to polling place, <i>change to boundaries, see below</i>
FG		St. Aelred's Community Centre	Yes	1260	No changes to polling place	No change to polling place, <i>change to boundaries, see below</i>

Initial recommendations

Change polling place and district for Pinsent Court and Redgrave Close to St. Wulstan's Church

Final recommendations

Move 40 - 50 (evens) and 45 - 51 (odds) Bad Bargain Lane from FF to FG

Move Pinsent Court and Redgrave Close from FA to FC

Ward		Heworth Without				
Parliamentary Constituency		York Outer				
Polling District Code	Parish Name (if any)	Polling Place	Accessible?	Number of Polling station voters	Initial recommendations	Final recommendations to polling districts, polling places and polling stations
YFA		Christ Church Centre	Yes	1124	No changes to polling place	No change
YFB	Heworth Without 2	Heworth Without Community Centre	Yes	1606	No changes to polling place	No change
YFC		The Centre @ Burnholme	Yes	304	<i>Move polling district to Heworth Without Community Centre</i>	<i>Move polling district to Heworth Without Community Centre</i>

Initial and final recommendations

Due to existing polling district code YFC moving from York Central to York Outer Constituency recommendation is this polling district votes at Heworth Without Community Centre.

Remove the number 2 from the Parish of Heworth Without

Ward		Holgate				
Parliamentary Constituency		York Central				
Polling District Code	Parish Name (if any)	Polling Place	Accessible?	Number of Polling station voters	Initial recommendations	Final recommendations to polling districts, polling places and polling stations
GA		Poppleton Road Memorial Hall	Yes	2230	No changes to polling place	No change to polling place, <i>change to boundaries, see below</i>
GB		Holgate Methodist Church Hall	Yes	1958	No changes to polling place	No change
GC		Our Lady Queen of Martyrs RC Primary School Annex	<i>No</i>	<i>1874</i>	<i>An alternative polling place is required</i>	<i>New polling place York Railway Institute Club, Hamilton Drive, York YO24 4NX</i>
GD		York Spiritualist Centre	Yes	812	No changes to polling place	No change
GE		St. Barnabas Church	<i>No</i>	<i>2074</i>	<i>A ramp is required to make this polling place accessible</i>	No change

Initial recommendations

The polling station at Our Lady Queen of Martyrs RC Primary School Annex polling place is located on an upper floor. Only wheelchair access is before 6.30pm when caretaker makes alternative access available via back door

St. Barnabas Church has no level access, so a ramp is required

Final recommendations

Move 34 Grantham Drive from GA to GB

Move Renshaw Gardens, Damson Close and Peppercorn Close from GB to GA

Move Robin Grove, Barbara Grove and 13-41 (odds only) Hamilton Drive East from GD to GC No change

New polling place for GC - York Railway Institute Club, Hamilton Drive, York YO24 4NX

Ensure existing ramp is used at St. Barnabas Church on election day

Ward		Hull Road				
Parliamentary Constituency		York Central				
Polling District Code	Parish Name (if any)	Polling Place	Accessible?	Number of Polling station voters	Initial recommendations	Final recommendations to polling districts, polling places and polling stations
HA		St. Hilda's Church	Yes	1865	No changes to polling place	No change
HB		Cornerstone	Yes	2232	No changes to polling place	No change
HC		Children's Centre	Yes	1260	No changes to polling place	No change
HD		Archbishop Holgate's School	Yes	1241	No changes to polling place	No change
HE	Heslington	Vanbrugh College	Yes	777	No changes to polling place	No change
HF	Heslington	Law And Sociology Lecture Theatre	Yes	1176	No changes to polling place	No change
HG	Heslington	Heslington Village Meeting Room	Yes	600	No changes to polling place	<i>Move and merge polling district to Vanbrugh College</i>

Final recommendation

Move polling district HG to Vanbrugh College

Merge HE and HG

Ward		Huntington and New Earswick				
Parliamentary Constituency		York Outer				
Polling District Code	Parish Name (if any)	Polling Place	Accessible?	Number of Polling station voters	Initial recommendations	Final recommendations to polling districts, polling places and polling stations
YGA	<i>Huntington</i>	Huntington Community Centre	Yes	2370	No changes to polling place	No change
YGB	<i>Huntington</i>	Orchard Park Community Centre	Yes	1586	No changes to polling place <i>Merge polling district code YGB with YGC</i>	<i>Merge polling district code YGB with YGC</i>
YGC	<i>Huntington</i>	Orchard Park Community Centre	Yes	2952	No changes to polling place <i>Merge polling district code YGC with YGB</i>	<i>Merge polling district code YGB with YGC</i>
YGD	New Earswick	New Earswick Folk Hall	Yes	1897	No changes to polling place	No change

Initial recommendations

Merge polling district codes YGB and YGC
Review polling districts for Huntington Parish

Final recommendations

Merge polling district codes YGB and YGC

Ward		Micklegate				
Parliamentary Constituency		York Central				
Polling District Code	Parish Name (if any)	Polling Place	Accessible?	Number of Polling station voters	Initial recommendations	Final recommendations to polling districts, polling places and polling stations
JA		Priory Street Centre	Yes	1516	No changes to polling place	No change
JB		Clements Hall	Yes	1523	No changes to polling place	No change
JC		English Martyrs Church Hall	Yes	1093	No changes to polling place	No change
JD		Southlands Methodist Church Schoolroom	Yes	2526	No changes to polling place	No change
JE		St. Chad's Church Hall	Yes	3154	No changes to polling place	No change

Ward		Osballdwick and Derwent				
Parliamentary Constituency		York Outer				
Polling District Code	Parish Name (if any)	Polling Place	Accessible?	Number of Polling station voters	Initial recommendations	Final recommendations to polling districts, polling places and polling stations
<i>YHA</i>	Osballdwick	Osballdwick Sports Club	Yes	1936	No changes to polling place	No change
<i>YHA1</i>	Osballdwick	Super Sustainable Centre	Yes	815	No changes to polling place	No change
<i>YHA2</i>	Osballdwick	Heworth Without Community Centre	Yes	198	No changes to polling place	<i>Merge YHA2 with YHA1 and move polling place to YHA1</i>
YHB	Murton	St. James's Church	Yes	498	No changes to polling place	No change
YHC	Holtby	Holtby Village Hall	Yes	139	No changes to polling place	No change
YHD	Dunnington	The Reading Room	Yes	2377	No changes to polling place	No change
YHE	Kexby and Scoreby	The Reading Room	Yes	174	No changes to polling place	No change

Initial recommendations

Review the split of Polling Districts YHA

Final recommendation

Merge YHA1 with YHA2 and use Super Sustainable Centre as the polling place

Ward		Rawcliffe and Clifton without				
Parliamentary Constituency		York Outer				
Polling District Code	Parish Name (if any)	Polling Place	Accessible?	Number of Polling station voters	Initial recommendations	Final recommendations to polling districts, polling places and polling stations
YKA	Rawcliffe	Clifton Moor Community Centre	Yes	1752	No changes to polling place	No change to polling place, change to boundaries, see below
YKB	Rawcliffe	Clifton With Rawcliffe Primary School	Yes	2766	No changes to polling place	No change
YKC	Clifton Without	Sea Scout Headquarters	Yes	1935	No changes to polling place. <i>Replace ramp</i>	No change
YKD	Clifton Without	Explore Clifton Library Learning Centre	Yes	2208	No changes to polling place	Polling place address change only
YKE		James Hall, Clifton Parish Church	Yes	199	No changes to polling place. <i>Merge polling district code YKE with YKF</i>	<i>Merge with YKF and move polling place to Explore Clifton Library Learning Centre</i>
YKF		James Hall, Clifton Parish Church	Yes	101	No changes to polling place. <i>Merge polling district code YKF with YKE</i>	<i>Merge with YKE and move polling place to Explore Clifton Library Learning Centre</i>

Initial recommendations

Merge polling district codes YKE and YKF

Note - Sea Scout Headquarters ramp reported to be a trip hazard and needs replacing

Final recommendations

Explore Clifton Library Learning Centre, address change to Rawcliffe Drive, York YO30 6NS

Move Armstrong Way, Cobham Way, Didsbury Close from YKA to YKB

Merge polling district codes YKE and YKF and move polling place to Explore Clifton Library Learning Centre

Ward		Rural West York				
Parliamentary Constituency		York Outer				
Polling District Code	Parish Name (if any)	Polling Place	Accessible?	Number of Polling station voters	Initial recommendations	Final recommendations to polling districts, polling places and polling stations
YJA	Askham Bryan	Askham Bryan Village Hall	Yes	312	No changes to polling place	No change
YJB	Askham Richard	Askham Richard Village Hall	Yes	154	No changes to polling place	No change
YJC	<i>Parish of Rufforth with Knapton - Knapton Ward</i>	The Knapton Lion - Mobile Unit situated in Car Park	Yes	276	<i>To look for an alternative permanent polling place</i>	No change
YJD	<i>Parish of Rufforth with Knapton - Rufforth Ward</i>	Rufforth Village Institute	Yes	490	No changes to polling place	No change
YJE	Hessay	Hessay Methodist Church School Room	Yes	191	No changes to polling place	No change
YJF	Upper Poppleton	All Saints Church Hall	Yes	1589	No changes to polling place	No change
YJG	Nether Poppleton	The Tithe Barn	Yes	1555	No changes to polling place	No change
YJH	Skelton	Skelton Village Hall	Yes	1229	No changes to polling place	No change

Initial recommendations

The mobile unit situated in the Knapton Car Park is not recommended, to look for an alternative venue Administration change – parish references to be amended to reflect ward names, Knapton ward of Rufforth with Knapton Parish and Rufforth ward of Rufforth with Knapton Parish

Final recommendations

Administrative change – parish references to be amended to reflect ward names, Knapton ward of Rufforth with Knapton Parish and Rufforth ward of Rufforth with Knapton Parish

Retain the mobile unit in the Knapton Lion car park. No other alternatives could be found that was easily accessible to voters in Knapton

Ward		Strensall				
Parliamentary Constituency		York Outer				
Polling District Code	Parish Name (if any)	Polling Place	Accessible?	Number of Polling station voters	Initial recommendations	Final recommendations to polling districts, polling places and polling stations
YLA	Stockton on the Forest	Stockton on the Forest Village Hall	Yes	955	No changes to polling place	No change
YLB	Earswick	Earswick Village Hall	Yes	645	No changes to polling place	No change
YLC	Strensall with Towthorpe	Strensall And Towthorpe Village Hall	Yes	1382	No changes to polling place <i>Merge this polling district code with YLD</i>	<i>Merge this polling district code with YLD</i>
YLD	Strensall with Towthorpe	Strensall And Towthorpe Village Hall	Yes	2914	No changes to polling place <i>Merge this polling district code with YLC</i>	<i>Merge this polling district code with YLC</i>

Initial and final recommendation

Merge polling district codes YLC and YLD

Ward		Westfield				
Parliamentary Constituency		York Central				
Polling District Code	Parish Name (if any)	Polling Place	Accessible?	Number of Polling station voters	Initial recommendations	Final recommendations to polling districts, polling places and polling stations
KA		The Place	Yes	1290	No changes to polling place	No change, change to boundaries, see below
KB		Acomb Parish Church Hall	Yes	1991	No changes to polling place	No change, change to boundaries, see below
KC		Westfield Community Primary School	Yes	560	No changes to polling place	No change
KD		Community Room Energise	Yes	1656	No changes to polling place	No change
KE		Hob Moor Children's Centre	Yes	1517	No changes to polling place	No change
KF		Foxwood Community Centre	Yes	2677	No changes to polling place	No change

Final recommendations

Move 1-92 and 93-115 (odd only) Ridgeway from KB to KA

Move 20-142 (evens only) Wetherby Road from KB to KA

Move 1-16 Rylatt Place from KB to KA

Ward		Wheldrake				
Parliamentary Constituency		York Outer				
Polling District Code	Parish Name (if any)	Polling Place	Accessible?	Number of Polling station voters	Initial recommendations	Final recommendations to polling districts, polling places and polling stations
YMA	Naburn	Naburn Village Hall	Yes	384	No changes to polling place	No change
YMB	Deighton	Westergate House (Deighton)	Yes	212	No changes to polling place	No change
YMC	Wheldrake 2	White Rose House	Yes	1545	No changes to polling place	No change
YMD	Elvington	Elvington Village Hall	Yes	954	No changes to polling place	No change

Initial and final recommendation

Remove the number 2 from the Parish of Wheldrake

This page is intentionally left blank

Annex 2
CGR required for changes = requires Parish boundary changes which can only be changed by a CGR

No.	Responder type	Response method	Ward	Specific polling district, polling place or polling station	Satisfied with <u>current</u> arrangements (online responses only)	Comment	Final recommendation for the report
1	Voter / elector	Online form	Acomb	Acomb	Very satisfied		No change
2	Voter / elector	Online form	Acomb	The Gateway Centre Acomb	Satisfied	The white lines on the steps outside the centre could do with repainting to make them more visible. Alternative - Acomb Parish Church Hall. It has better parking, and a more convenient location as I live in Beckfield Lane.	No change, white lines will be repainted
3	Councillor	Email	Acomb	AA & AC		Boroughbridge Road current split between adjacent 133 and 155 should split after 159 at the junction	Move 155,157 & 159 Boroughbridge Road from AB into AA
4	Councillor	Email	Acomb	AB & AC		Split the polling districts on junctions i.e. before 24A Beckfield Lane not between adjacent 24A and 24; and before 112, not between adjacent 118 and 120.	Move 24A, 118 and 120 Beckfield Lane from AB into AC
5	Councillor	Email	Acomb	AC		Is there is no way to find a Beckfield Lane area polling station	No change, this is a residential area and no venue suitable
6	Councillor	Email	Acomb	AC & AD		Beckfield Place is oddly split so that only 1/3/5/7 are in a separate polling district and I'd suggest changing that boundary so that the neighbours are all in the same polling district.	Move 1, 3, 5, 7 Beckfield Place from AC into AD
7	Councillor	Email	Acomb	AC & AD		Danebury Drive is oddly split so between adjacent 77/79 and should be split after 101 at the junction, and I would also suggest moving Danebury Court and 90-128 Danebury Drive and 20-74 Woodlea Avenue from AC to AD, which helps balance polling district numbers better and also splits Woodlea Ave neighbours more cleanly/sensibly.	Move the street of Danesgate and 79-101 Danebury Drive from AC into AD
8	Councillor	Email	Bishopthorpe	All		At the very southern tip of the village proper there are a cluster of buildings that are in the next polling district (perhaps is caused by a parish boundary?)	No change - CGR required for changes
9	Local councillor	Online form	Bishopthorpe	Bishopthorpe and Acaster Malbis	Very satisfied	Both polling stations are in the right place and offer all the services needed parking, toilets etc	No change
10	Voter / elector	Online form	Bishopthorpe	Bishopthorpe Village Hall	Satisfied	Methodist Church Hall	No change
11	Voter / elector	Online form	Clifton	BD	Very satisfied	Many elderly residents in YO30 6SA (Ouse Lea) would have to go much further and probably would not be able to vote (no direct bus to my knowledge). It is strange the properties at city end of Shipton road are not part of York inner (and thus vote in the closer by Clifton Methodist church if we have to move from current location). We very much are part of the Clifton community.	move polling place to Clifton Community Hall, centre and better access
12	Voter / elector	Online form	Clifton	BD: James Hall, Clifton Parish Church	Very satisfied	Strongly disagree with the proposal to change the polling place to St Joseph's. For many, this change will significantly add to the distance needed to travel to vote, and likely cause needless confusion with the local electorate. The rationale given for the change is a trivial admin benefit which should not be placed ahead of the needs of voters. See comments above. Strongly disagree with the proposed change.	move polling place to Clifton Community Hall, central and better access
13	Poll Clerk	Online form	Clifton	Burton Green School	Dissatisfied	requires a mechanism to hold open the door for wheelchair access	Noted, will provide a door stop and/or ring bell
14	Voter / elector	Online form	Clifton	St Joseph's Catholic Church, Burdyke Ave / Sutton Way	Dissatisfied	Nowhere available close by to park a bicycle securely whilst voting. A staff member offered to hold it for me as there was nothing to lock it to close by. Car parking must be difficult too. Alternative Community Hall on Evelyn Crescent.	No change
15	Voter / elector	Online form	Copmanthorpe	Copmanthorpe	Satisfied	Methodist Church or Howell Hall	No change
16	Voter / elector	Online form	Copmanthorpe	Copmanthorpe	Very satisfied		No change
17	Voter / elector	Online form	Copmanthorpe	sat Giles, Copmanthorpe	Very satisfied	Copmanthorpe Methodist Church	No change
18	Councillor	Email	Dringhouses and Woodthorpe	CC & CD		A boundary separates adjacent properties on Ryecroft Avenue - 60 and 62 instead of at the junction between 58 and 60? Leave Arundel Grove in CD as nearer to station. Leave Ullswater in CC as nearer the station.	Move 60 Ryecroft Avenue into CD Polling district
19	Voter / elector	Online form	Dringhouses and Woodthorpe	Woodthorpe	Very satisfied		No change
20	Voter / elector	Online form	Dringhouses and Woodthorpe	CD	Very dissatisfied		Move place to Moor Lane Youth Centre

Annex 2
CGR required for changes = requires Parish boundary changes which can only be changed by a CGR

No.	Responder type	Response method	Ward	Specific polling district, polling place or polling station	Satisfied with <u>current</u> arrangements (online responses only)	Comment	Final recommendation for the report
21	Local councillor	Online form	Dringhouses and Woodthorpe	CD Woodthorpe Primary School	Very dissatisfied	The use of Woodthorpe Primary School as a polling station necessitates a whole-school closure, which is far from ideal. Alternative St James the Deacon Church Hall on Sherringham Drive is a potential alternative venue. It is currently located in the CC polling district, but polling district CD could be expanded to include the following streets - Carrfield, Deepdale, Sherringham Drive, Allendale, Sandmartin Court, Heron Avenue and Rycroft Avenue (numbers 2 to 60 and 1 to 39).	Move place to Moor Lane Youth Centre
22	Voter / elector	Online form	Dringhouses and Woodthorpe	Dringhouses	Very satisfied	Dringhouses school.	No change
23	Organisation	Email	Dringhouses and Woodthorpe	CD		<p>I understand that the review of polling districts and polling places has commenced. With this in mind I am writing to formally request a review of the use of Woodthorpe Primary School as a polling station for future elections. While I understand the importance of providing accessible voting locations, I believe that holding the election at a school presents significant challenges that outweigh the benefits. Below are the key reasons for my request:</p> <p>1.Impact on Education: The use of the school as a polling station would disrupt the regular educational schedule. Our school is a vital environment for both learning and wellbeing, closing the school will have a negative impact on students.</p> <p>2.Impact on Working Families: For many working parents, the closure of the school on polling days presents a significant logistical challenge. Families often rely on schools as a safe place for their children while they are at work. The closure of the school will force parents to make changes to childcare arrangements, which can be especially difficult for low-income families or those with inflexible work schedules as this often means taking unpaid leave.</p> <p>3.Financial Impact on the School: Woodthorpe Primary School loses income when used as a polling station as we cannot operate our Nursery or breakfast/after school clubs. The closure of the school during polling day negatively impacts the school's budget, which in turn can affect resources and services available to students and their families.</p> <p>In light of these concerns, I request that Woodthorpe Primary school is not used as a polling station for future elections. I understand the need for accessible voting locations, but I believe that the negative impact on education, working families, and the school's finances should be considered before making this decision. I urge you to explore alternative venues, such as St James the Deacon Church Hall just 500m from the school, that will minimize disruption and provide a better solution for the community, students, and their families.</p>	Move place to Moor Lane Youth Centre
24	Voter / elector	Online form	Fishergate	Fishergate	Very satisfied		No change
25	Voter / elector	Online form	Fishergate	Kilburn Rd (DB)	Satisfied		No change
26	Voter / elector	Online form	Fulford and Heslington	YCC	Very satisfied	Voting should not be moved to Heslington, which is considerably further away from the YCC area.	Move YCC polling district to Fulford Social Hall polling place
27	Voter / elector	Online form	Fulford and Heslington	Fulford	Very satisfied		No change
28	Voter / elector	Online form	Fulford and Heslington	Fulford	Very satisfied		No change
29	Voter / elector	Online form	Fulford and Heslington	Fulford Social Hall	Very satisfied		No change
30	Councillor	Email	Fulford and Heslington	YCA		If it's possible to split Fulford in half (between north and south), with a separate polling station for the latter, I think it would be a clearly preferable outcome for the residents.	No suitable building in the south of the parish
31	Councillor	Email	Fulford and Heslington	YCA & YCC		Fulford & Heslington ward – generally weird, because of the split between YCC and YCA and the lack of split at the beck/Thornton Road, which as discussed above I'd love to see fixed (but appreciate has its challenges)	Move YCC polling district to Fulford Social Hall polling place
32	Councillor	Email	Fulford and Heslington	YCA & YCC		If parish boundaries need to have a split, and I'm not entirely certain that this is true in every instance, then I understand how this can complicate some areas. The eventual CGR can look at them. If not, I would suggest merging YCC/YCA in Fulford see above and YFC/YFB in Heworth Without	Move YCC polling district to Fulford Social Hall polling place

Annex 2
CGR required for changes = requires Parish boundary changes which can only be changed by a CGR

No.	Responder type	Response method	Ward	Specific polling district, polling place or polling station	Satisfied with <u>current</u> arrangements (online responses only)	Comment	Final recommendation for the report
33	Councillor	Email	Fulford and Heslington	YCC		I personally do not think it makes any sense at all for the Fulford YCC district to vote in Heslington. It requires a long walk, and the two communities are separated by a high speed road and effective countryside. Grants Avenue for instance is <300m from Fulford Social Hall and ~1700m from the Heslington location. The nearest point to Heslington is still closer to the Fulford site. I think this is only considered because Germany Beck and Fordlands Road areas have no closer venue, and my recommendation would be to amend that issue if at all possible, but in absence of that keep Fulford grouped as one polling district or at least keep them using their local community venue instead of Heslington.	Move YCC polling district to Fulford Social Hall polling place
34	Voter / elector	Online form	Fulford and Heslington	YCC	Very satisfied	I live on the Germany Beck development, which is not yet complete. I would like to know if the proposed change to our polling place accounts for the fact that there will be many more houses in the area over the next few years and hence the increase in voters? Is the proposal suitable for the future population and not just the current population?	Move YCC polling district to Fulford Social Hall polling place Future electorates have been considered in this report
35	Voter / elector	Online form	Fulford and Heslington	YCC	Satisfied	Fulford Social Hall much closer than Heslington Village Hall	Move YCC polling district to Fulford Social Hall polling place
36	Voter / elector	Online form	Fulford and Heslington	YCC	Very dissatisfied	There is no bus route to Heslington from Fulford where I live. It would be VERY difficult for me to get there. Please think of elderly people who would struggle. Alternative The current one - St Oswald's	Move YCC polling district to Fulford Social Hall polling place
37	Voter / elector	Online form	Fulford and Heslington	YCC	Very dissatisfied	It makes no sense for people in YCC to travel all the way to Heslington to vote when there are other polling stations so near. Now that the polling district is in the same ward and constituency as YCA, the two should be merged and both vote at the same location. Alternative Fulford Social Club	Move YCC polling district to Fulford Social Hall polling place
38	Councillor	Email	Guildhall	EB & ED		I don't understand why Moatside Court is in ED not EB or EC? The rest makes broad sense, though EA is very large population-wise and will be even bigger with the extra new houses?	Move Moatside Court to EB
39	Voter / elector	Online form	Guildhall	Guildhall. St Olave's Church Hall	Very dissatisfied	St Olave's CH is well over a half mile walk from Portland Street, off Gillygate. St Thomas' or Theatre @41 must be closer! Alternative Art Gallery	No change. Art Gallery isn't suitable for a polling place
40	Voter / elector	Online form	Guildhall	National Centre for Early Music	Very dissatisfied	I'm visually impaired and the floor is in a terrible state. I appreciate that you can't change historic flags, but it was much easier to use when the polling station was at St Nick's Environment Centre	No change, St Nicks is not central to polling district and NCEM is fully accessible, better signage to be used to the correct entrance
41	Councillor	Email	Haxby and Wigginton	All		Potentially caused by parish boundaries or might be map drawing glitches, but are confusing: Green Dike is split between 7 and 9 instead of before 1, Barley View is split between 1 and 3 instead of before 1, Westfield Road is split between 1 and 3 instead of before 1, Moor Lane is split between 3 and 5 instead of at The Village, Windsor Drive is split before 112 and 179 instead of after 118/185 at the end of the road, and I'm not sure why Drylands Close is YDC instead of YDB?	No change - CGR required for changes
42	Voter / elector	Online form	Haxby and Wigginton	Wigginton	Satisfied	Community Centre	No change
43	Councillor	Email	Haxby and Wigginton	YDD & YDE		I support keeping YDD/YDE in H&W as separate polling districts using the same station these are warded parish areas so need to be separate.	No change
44	Councillor	Email	Heworth	FF & FG		Bad Bargain Lane splits between adjacent 43 and 45 instead of after 51 at the junction, and sizes of districts vary, but otherwise makes sense to me.	Move 40 - 50 (evens) and 45 - 51 (odds) Bad Bargain Lane from FF to FG
45	Voter / elector	Online form	Heworth	Heworth	Satisfied		No change
46	Voter / elector	Online form	Heworth	Heworth t Wulfstans (St. Wulstan's Church)	Very satisfied		No change
47	Voter / elector	Online form	Heworth	tang hall	Satisfied		No change
48	Councillor	Email	Heworth Without	All		Heworth Without ward – actual nightmare that cut through numerous houses, presumably solely from nonsensical and outdated parish boundaries, i.e. Bad Bargain Lane splits in the middle of a house, Burnholme Ave split in the middle of a house, Whitby Ave and Whitby Drive and Algarth Road and Algarth Rise and Sandstock Road Stockton Lane all go through houses	No change (properties in question have been checked and all in the correct polling district/Parish) CGR required for Parish boundary changes
49	Councillor	Email	Heworth Without	All		The population sizes are stilted towards YFB. So, if viable, I'd suggest moving: 127 and 226 Stockton Lane moving from YFB to YFA, Sandstock Road, Algarth Rise and Algarth Road moving from YFB to YFA, Whitby Avenue and Whitby Drive moving from YFB to YFA, 17-25 and 20-38 Burnholme Avenue moving from YFC to YFB, and 115-153 Bad Bargain Lane moving from YFB to YFC (or merge the two).	Move place for YFC to Heworth Without Community Centre CGR required for changes

Annex 2
CGR required for changes = requires Parish boundary changes which can only be changed by a CGR

No.	Responder type	Response method	Ward	Specific polling district, polling place or polling station	Satisfied with <u>current</u> arrangements (online responses only)	Comment	Final recommendation for the report
50	Voter / elector	Online form	Heworth without	Heworth without	Neither satisfied nor dissatisfied		No change
51	Voter / elector	Online form	Heworth Without	Heworth Without	Very satisfied	Parking available and disabled access	No change
52	Councillor	Email	Heworth Without	YFA and YFB		PD reflect the old York and Ryedale boundaries. As such on certain streets – Whitby Avenue, Whitby Drive, Algarth Road, Algarth Rise, Sandstock Road the street is split along strange non existent diagonal lines. In the case of the latter two - cul de sacs of 8 houses each are split across two polling districts. I would suggest a more sensible line is drawn	No change - CGR required for changes
53	Voter / elector	Online form	Heworth without	Heworth without	Neither satisfied nor dissatisfied	Use postal vote	No change
54	Councillor	Email	Holgate	GA & GB		34 Grantham Drive is the only house on the street marked as GA not GB, and if not just a map drawing error seems sensible to fix	Move 34 Grantham Drive from GA to GB
55	Councillor	Email	Holgate	GA & GB		The entire Renshaw Gardens area including Damson Close, Peppercorn Close etc is right next to the polling station of GA and should be part of GA with their neighbours instead of GB.	Move Renshaw Gardens, Damson Close and Peppercorn Close from GB to GA
56	Councillor	Email	Holgate	GB & GC		150-218 Hamilton Drive, Nursery Drive and Carrick Gardens feel unusual separated from their neighbourhood in GB instead of GC.	New polling place York Railway Institute Club, Hamilton Drive, York YO24 4NX
57	Voter/elector	Email	Holgate	GC		I note that an alternative polling station is required in place of the station which hitherto has been at the primary school on Hamilton Drive. Would it be feasible to use the Railway Institute Sports Ground on Hamilton Drive	New polling place York Railway Institute Club, Hamilton Drive, York YO24 4NX
58	Voter / elector	Online form	Holgate	GC		When placed within the site of a school it should be more obviously advertised. There should also be more "polling station this way" signs further out to act as reminders.	New polling place York Railway Institute Club, Hamilton Drive, York YO24 4NX
59	Councillor	Email	Holgate	GC & GD		13-41 Hamilton Drive East, Robin Grove and Barbara Grove feel very strange in GD instead of GC, and in reverse it's odd that 133 Holgate Road up to Chancery Rise are in GC instead of GD, so I'd swap them over.	Move Robin Grove, Barbara Grove and (odds) 13-41 Hamilton Drive East to GC
60	Voter / elector	Online form	Holgate	GC Holgate - Our Ladies Queen of Martyrs	Dissatisfied	For people living in Murray Street (and possibly also Linley, Beech Ave, Hill Street etc) - if OLQM is going, it would be much more convenient to allow people in these streets to vote at Holgate Methodist Hall. Would one possibility be to expand existing polling stations to absorb those going to OLQM? Alternative for much of the area Holgate Methodists Church if it was allowed to expand.	New polling place York Railway Institute Club, Hamilton Drive, York YO24 4NX
61	Voter / elector	Online form	Holgate	Holgate	Satisfied		No change
62	Voter / elector	Online form	Holgate	Holgate Methodist Church	Very satisfied		No change
63	Voter / elector	Online form	Holgate	Wilton Rise	Satisfied	St Paul's Church	No change
64	Voter / elector	Online form	Holgate	York Spiritualist Centre	Very satisfied		No change
65	Councillor	Email	Hull Road	HG		Holmefield Lane area (HG, Hull Road) residents could vote in the existing Vanbrugh College station. In the former this actually means they don't have to travel as far, and in the latter this would mean that Cherry Tree Cottages, Spring Barn Cottage, Eden's Cottage and Sycamore Cottage (next door neighbours split over two districts) would vote in the same location, and all university campus accommodation would be voting on campus, so it is much more consistent.	Move HG from Heslington Village Meeting Room to move to Vanbrugh College
66	Chair of a venue	Online form	Huntington and New Earswick	Huntington Community Centre	Satisfied		No change
67	Councillor	Email	Huntington and New Earswick	YGB & YGC		I'd suggest 150-168 New Land moves from YGC to YGB, so that the split is at a junction and numbers work. I'd also move Saddlers Close, Forge Close, and Jockey Lane from YGC to YGB for neighbourhood grouping and numbers too, and then merging Vangarde into Monks Cross makes perfect sense so I'd suggest moving south east of New Lane into YGB too. (In reality I think east of New Lane should be its own polling district, but only once there are more houses in it to add to the few at Hopgrove and Brewery Cottages etc)	Merge polling districts YGB & YGC
68	Councillor	Email	Huntington and New Earswick	YGB & YGC		I recommend keeping YGB and YGC as separate districts	Merge polling districts YGB & YGC. The large electorate will be split by stations at the venue and not polling districts

Annex 2
CGR required for changes = requires Parish boundary changes which can only be changed by a CGR

No.	Responder type	Response method	Ward	Specific polling district, polling place or polling station	Satisfied with <u>current</u> arrangements (online responses only)	Comment	Final recommendation for the report
69	Councillor	Email	Huntington and New Earswick	YGD		The current boundary between Huntington vs New Earswick also means that 26-28 Station Avenue is the other side of the boundary Parish boundary from its neighbours and ditto in reverse with West Huntington Hall area.	No change - CGR required for changes
70	Voter / elector	Online form	Micklegate	Clements Hall	Very satisfied		No change
71	Voter / elector	Online form	Micklegate	Priory Street, Micklegate ward	Very satisfied	easily accessible and very convenient	No change
72	Councillor	Email	Micklegate	JB & JC		Holgate Rd north, including Lowther Terrace etc, should be with its neighbours in JC instead of JB in my humble opinion, which also improves number balance at the same time, but the rest makes sense to me.	No change - these streets are located where the most convenient polling place is located
73	Voter / elector	Online form	Osballdwick and Derwent	Dunnington	Very satisfied		No change
74	Voter / elector	Online form	Osballdwick and Derwent	Dunnington	Very satisfied		No change
75	Voter / elector	Online form	Osballdwick and Derwent	Osballdwick	Very satisfied		No change
76	Councillor	Email	Osballdwick and Derwent	YHA & YHB		Cavendish Grove and Redbarn Drive corner with B&Q should move from YHB to YHA imho or ideally the boundary end to end would be the A64.	No change - CGR required for changes
77	Councillor	Email	Osballdwick and Derwent	YHA1 & 2		Meadlands (YHA/2, Osballdwick) residents could vote in the existing Sustainable Centre station	Merge Polling districts YHA1 & YHA2 and use existing polling place at Super Sustainable Centre
78	Councillor	Email	Osballdwick and Derwent	YHA1 & 2		It makes sense to merge YHA1/YHA2 - merged see above and HG/HE - merged see above too for the same reasons.	Merge Polling districts YHA1 & YHA2 and use existing polling place at Super Sustainable Centre
79	Councillor	Email	Rawcliffe and Clifton without	All		Beaverdyke all sitting in YKC, Lakeside Primary as the boundary between YKA and YKC, instead of the line that currently cuts through a bunch of houses, which means Gouthwaith Close in YKA (not YKC) and Loxley Close, Rishworth Grove, Eldwick Close etc in YKC (not YKA), the corner of Tesco not sitting in a separate district, but moving the boundary to the ring road roundabout and industrial estate roundabout i.e. separated by several lanes of traffic, and oFrazer Court, Equinox House, Clifton Park Avenue, etc merging with Flyingdale Avenue (and all kept in either YKB or YKD)	No change - CGR required for changes
80	Voter / elector	Online form	Rawcliffe and Clifton without	Clifton Without	Dissatisfied	Wheelchair user. Rocky uneven ground to cover, large lip after ramp to enter Sea Scout Hut. Alternative Clifton Moor Church.	No change, keep under review
81	Voter / elector	Online form	Rawcliffe and Clifton without	Rawcliffe	Satisfied	Rawcliffe Pavilion	No change
82	Councillor	Email	Rawcliffe and Clifton without	YKA & YKB		End of Manor Lane/Cobham Way/Armstrong Way area moving from YKA to YKB	Move Armstrong Way, Cobham Way, Didsbury Close to YKB
83	Councillor	Email	Rawcliffe and Clifton without	YKA and YKC		The ends of cul-de-sacs such as Loxley Close, Ryburn Close are in YKC when the rest of the road is in YKA, and vice-versa with Leighton Croft end being in YKA when the rest of the street is in YKC	No change - CGR required for changes
84	Councillor	Email	Rawcliffe and Clifton without	YKD		Explore Library. New building on Rawcliffe Drive, York YO30 6NS. Existing building closed	Change address to the new building
85	Parish Coun	Email	Rawcliffe and Clifton without	YKD, YKE & YKF		We recommend YKE & YKF are merged with YKD and located at Clifton Explore Library Learning Centre.	Merge Polling districts YKE & YKF and move place to new Explore Clifton Library. YKD is parished, leave separate
86	Councillor	Email	Rawcliffe and Clifton without	YKE & YKF		I support YKE and YKF merging, as they already use the same polling station (though it leaves a slightly odd boundary);	Merge Polling districts YKE & YKF and move place to new Explore Clifton Library
87	Councillor	Email	Rural West York	All		Already talked about the nightmare of the bit inside the ring road bordering Acomb, which desperately needs fixing, but I'd also suggest the industrial estate area around Redwood House, Chestnut House etc could do with moving into one area – probably from YJF to YJC as they're more linked to Knapton now, and also particularly that the Allerton Drive, Springfield Road, Riversvale Drive boundary in Poppleton is awkward as it is today, and I'd suggest for consistency moving all of those roads from YJF to YJG which has no impact on numbers but means neighbours are in the same district. Parish boundaries	No change - CGR required for changes

Annex 2
CGR required for changes = requires Parish boundary changes which can only be changed by a CGR

No.	Responder type	Response method	Ward	Specific polling district, polling place or polling station	Satisfied with <u>current</u> arrangements (online responses only)	Comment	Final recommendation for the report
88	Councillor	Email	Rural West York	All		'Inside the ring road' is, frankly, 'Just Plain Silly' at the moment, due to legacy parish boundaries that don't resemble reality: YJC parish Trenchard Road, Medley Road, Villa Court and Westfield House are very close together, but are separated from the other areas of their polling districts by miles and a ring road and a train line yet are bafflingly in three polling districts. Houses on Westview Close sit in two polling districts. This could be fixed by splitting off Trenchard Road area from YJC on organic/natural boundaries, and YJF and YJG at the ring road. There are various suitable venues for this area particularly including Manor School (which I think is the most central and accessible building in that area). Keeping these unusable boundaries in situ and forcing people to travel very far on awkward routes to vote is simply undemocratic, even if we are forced to retain those boundaries (though I personally am not sure that is the case).	No change - CGR required for changes
89	Voter/elector	Email	Rural West York	All		I am particularly concerned because last year you arbitrarily and without consultation altered the polling districts and disenfranchised a number of electors on a parish Council election. When this was raised by both electors and councillors , you denied your actions were unlawful but then apologised and admitted you got it wrong. For this reason I am anxious to confirm polling District boundaries in rural West York	No change. Administration amendments already addressed
90	Voter / elector	Online form	Rural West York	Nether Poppleton	Very satisfied	Poppleton centre	No change
91	Voter / elector	Online form	Rural West York	Rural West York	Very satisfied	You arbitrarily and unlawfully altered polling districts in 2023. In 2024 they reverted to the previous boundaries- please keep it that way	No change. Administration amendments already addressed
92	Voter / elector	Online form	Rural West York	Upper Poppleton	Very satisfied	I do a Postal Vote and intend to continue to do so.	No change
93	Councillor	Email	Rural West York	YJC		Knapton village should retain a polling station if at all possible	No change, no suitable venue
94	Councillor	Email	Strensall	YLC & YLD		I'd move the weird district boundary from arbitrary streets to the massive trainline that cleanly dissects the village, or the clean split at the border of Princess Road and York Road	Merge YLC and YLD
95	Councillor	Email	Strensall	YLC & YLD		YLC/YLD in Strensall, not least as 4500 is roughly double the size of the current largest	Merge YLC and YLD. The large electorate will be split by stations and not polling districts
96	Councillor	Email	Westfield	KA & KB		Ridgeway and Wetherby Road are connected with numerous junctions and paths to Chapelfields, and moving them from KB to KA helps balance numbers/sizes, and also means people have a shorter distance to vote;	Move Rylatt Place, Ridgeway and Wetherby Road to KA
97	Councillor	Email	Westfield	KB & KC		Vesper Drive and Askham Lane could in totality move from KB to KC with similar benefits; the rest makes sense to me	No change - these streets are located where the most convenient polling place is located
98	Voter / elector	Online form	Wheldrake	Elvington	Very satisfied		No change
99	Councillor	Email	Wheldrake	YMA & YMC		It's really strange that Crockey Hill is split in half, and I'd suggest the boundary should skirt the west side of it so that the community stays together and all vote in Deighton?	No change - CGR required for changes
100	Councillor	Email	All	All		Generally the proposed changes don't try to address a similar challenge of polling stations outside the corresponding polling district/ward (eg Acomb, Fishergate, R&CW), and personally I am content that this isn't an issue if the venue is local to the voters and the most appropriate one.	No change - noted comment, currently these are the recommended polling places. Will keep under review.

Annex 2
CGR required for changes = requires Parish boundary changes which can only be changed by a CGR

No.	Responder type	Response method	Ward	Specific polling district, polling place or polling station	Satisfied with <u>current</u> arrangements (online responses only)	Comment	Final recommendation for the report
101	Councillor	Email	All	All		<p>Polling Stations; excluding Knapton, larger rural villages have their own polling stations and we can't avoid more isolated properties travelling if they want to vote in person, but some of the urban areas have fairly large distances to the polling station which I think may put people off particularly in adverse weather. Turnout figures would be the only way to test the genuine impact, and if it's unavoidable due to lack of venues perhaps that is something that we can take on as a Council eg via neighbourhood plans/Local Plan/etc. But here are a few examples, which would be ideal to look at for closer venues: -Acomb: Melander Close area (AC) and Briar Avenue area (AD): the distance west of Beckfield Lane to multiple different polling stations is not ideal, but I do know there is no open dedicated community venue in the immediate vicinity. If there is any opportunity to think outside the box on utilising one of the businesses on Beckfield Lane for this, it really would make for a better polling station location and much tidier boundaries at the same time, even though I know options are fairly limited.</p> <p>D&W: Principal Rise area (CA) , F&H: Cherry Wood Crescent area (YCA), H&W: Sandringham Close area (YDE), Heworth: Dalguise Grove area (FC), Holgate: Severus Avenue and Renshaw Gardens areas (GB) and Barlow Street area (GA), H&NE: Birch Close area (YGC), R&CW: Holyrood Drive area (YKB), Woodland Chase area (YKC - and tbf the whole of Clifton Moor), Rural West: Severn Green area (YJG), Ryder Close area (YJF), and Portal Road area (YJC), Strensall: Ryecroft area (in fact the whole of YLC), Westfield: Askham Croft area (KF)</p> <p>Note that some of these are due to odd boundaries, not just awkward polling station placement, and a number of these have large dense populations of houses built over the last decade, e.g. Germany Beck, Farro Drive, Heathside, Langley Gate, which means there are more with distances to travel than before. For me it asks the question of whether we're not building enough community venues in housing sites, and/or we aren't supporting new/future housing enough in our reviews.</p>	No change - noted comment, currently these are the recommended polling places. Will keep under review.
102	Councillor	Email	All	All		<p>Mergers/Splitting/Sizes. There are some changes to which areas are larger than they used to be, and which will change in the coming years, as well as noted extant issues in this space otherwise, and proposals available too. Some (e.g. Midfield Way) exaggerate population peninsulas and make the station location challenge more prominent; some (e.g. British Sugar in Acomb AA and York Central in Holgate GE) grow one polling district more than others, but over a period of time that is less immediately critical. The most notable change to size/ratio is Germany Beck which makes YCA even larger compared to YCC</p>	No change
103	Councillor	Email	All	All		<p>It makes sense to stay in the 1000-2500 population best practice zone as much as possible, only going smaller due to geographic spread, and larger if needed, so I'm personally opposed to suggestions for new 3000+ districts which I don't think are necessary or consistent with existing design.</p>	No change
104	Voter / elector	Online form	All	making general comment	Satisfied	Has only limited blue badge parking (though there are 2 bays). Building itself is accessible. Accessibility is extremely important for enabling disabled people to be active citizens	No change
105	Voter / elector	Online form	All	Postal	Neither satisfied nor dissatisfied		No change
106	Voter / elector	Online form	All	York Central	Very satisfied		No change

This page is intentionally left blank

Accessibility Audit Summary - May 2024

Audit of places were carried out by Presiding Officers at the May 2024 Combined Authority Mayoral election.

Where an audit didn't take place, an audit will be complete before the next scheduled elections in line with the electoral commissions guidance.

All places have previously been inspected at the last statutory review.

Owners of the building are responsible for Fire Exits - at future elections we will request information on the booking form.

Presiding officers should make themselves aware of exits and procedures for polling day

Polling Place	P = Pass F = Not passed										Comments	Recommendations
	Parking	Chair	Toilets	Steps	Bus	Doors	Floor	Fire	Exit	Loop		
Acaster Malbis memorial hall	P	P	P	P	P	P	P	P				
Acomb parish church hall	P	P	P	P	P	P	P	P				
All saints church hall											Audit did not take place	
Archbishop Holgate's school											Audit did not take place	
Askham Bryan Village Hall	P	P	P	P		P	P	P			Doesn't know about buses.No mixture of chair styles.No hearing system	
Askham Richard Village Hall	P	P	P	P	P	P	P	P				
Bell farm social hall	P	P	P	P	P	P	P	P				
Bishopthorpe village hall	P	P	P	P	P	P	P	P				
Burton green school	P	P	F	P	P	P	P	P			No toilet for public usage. Needs better lighting	The RO is not required to provide toilets for electors
Carr junior school	P	P	P	P	P	P	P	P				
Children's centre	F	P	P	P	P	P	P	P			Difficult for disabled voters to park as car park also used by school and gates locked at certain times.1 time limited disabled parking space. Needs better signage re parking and entrance. No mixture of chairs. No hearing system.	There is 1 disabled parking bay. Will ensure the gates are kept open during polling day and provide instructions to staff where to place signage.
Christ church centre											Audit did not take place	
Christian science church	P	F	P	F	P	P	P	P			Ramp provided for principal entrance described as not substantial. No steps within polling station, but " very slight lip" on step mentioned later. Emergency exit has steps. Voter in motorised wheelchair couldn't use the ramps provided. So ballot box taken to her. Ramp from entrance to hall causing people to trip	Replace existing ramp Chairs are suitable for a polling station

Accessibility Audit Summary - May 2024

Audit of places were carried out by Presiding Officers at the May 2024 Combined Authority Mayoral election.

Where an audit didn't take place, an audit will be complete before the next scheduled elections in line with the electoral commissions guidance.

All places have previously been inspected at the last statutory review.

Owners of the building are responsible for Fire Exits - at future elections we will request information on the booking form.

Presiding officers should make themselves aware of exits and procedures for polling day

Polling Place	P = Pass F = Not passed										Comments	Recommendations
	Parking	Chair	Toilets	Steps	Bus	Doors	Floor	Fire	Exit	Loop		
Clements hall	P	P	P	P	P	P	P	P				
Clifton methodist church	P	P	P	P	P	P	P	P				
Clifton moor community centre	P	P	P	P	P	P	P	P				
Clifton with Rawcliffe primary school	P	P	P	P	P	P	P	P				
Community room energise	P	P	F	P	P	P	P	P			No mix of chairs. No hearing system. Update phone number for site contact as it goes through to a call centre.	Chairs are suitable for a polling station. The RO is not required to provide toilets for electors.
Cornerstone	P	P	P	P	P	F	P	P			No accessible parking at venue nor within 50m. Entrance not clearly signposted. Hazard of 90 degree bend on internal corridor. No mixture of chairs. No visual fire alarm. No hearing system.	There is limited parking at the venue, the RO will provide signage for a accessible parking bay. On street parking is available outside the venue. Chairs are suitable for a polling station. Corridor is still accessible, staff to ensure that the blind spot is managed
Earswick village hall	P	P	P	P	P	P	P	P				
Elvington village hall	P	P	P	P	P	P	P	P				
English martyrs church hall	F	P	P	P	P	P	P	P			No accessible parking at venue nor within 50 m. On site parking has steps. Venue and entrance not clearly signed. Second set of doors which officer would open. Doesn't have a mixture of chairs. Recommends Blue Badge parking near exit	There is parking at the venue, the RO will provide signage for a accessible parking bay. Provide instructions to staff where to place signage.
Explore Clifton library learning centre	P	P	P	P	P	P	P	P				
Foxwood community centre	P	P	P	P	P	P	P	P				

Accessibility Audit Summary - May 2024

Audit of places were carried out by Presiding Officers at the May 2024 Combined Authority Mayoral election.

Where an audit didn't take place, an audit will be complete before the next scheduled elections in line with the electoral commissions guidance.

All places have previously been inspected at the last statutory review.

Owners of the building are responsible for Fire Exits - at future elections we will request information on the booking form.

Presiding officers should make themselves aware of exits and procedures for polling day

Polling Place	P = Pass F = Not passed										Comments	Recommendations
	Parking	Chair	Toilets	Steps	Bus	Doors	Floor	Fire	Exit	Loop		
Fulford social hall	P	P	P	P	P	P	P	P			School car park	
Heslington Village Meeting Room	P	P	P	P	P	P	P	P			No accessible parking at venue. Venue and entrance not clearly signposted. Not a mixture of chairs.	There is parking at the venue, the RO will provide signage for a accessible parking bay. Provide instructions to staff where to place signage. Chairs are suitable for a polling station
Hessay methodist church school room											Audit did not take place	
Heworth without community centre	P	P	P	P	P	P	P	P				
Hob moor children's centre	P	F	P	P	P	F	P	P			Room used (Strawberry), door width 780 mm. Alternate room ,(Pineapple) has wider doorways 840 mm	Request to use the Pineapple Room Chairs are suitable for a polling station
Holgate methodist church hall	F	P	P	P	P	P	P	P			No accessible parking at venue. Street parking less than 50 m away.	There is parking at the venue, the RO will provide signage for a accessible parking bay.
Holtby village hall	P	F	P	F	P	F	P	P			Doorway 78mm? No step free access to polling room or principal entrance. No mixture of chairs. Unsure if emergency exit is level.No hearing system.	No alternative venue in the village. Chairs are suitable for a polling station
Holy redeemer church	P	P	P	P	P	P	P	P				
Holy trinity church hall	P	P	F	P	P	P	P	F			No accessible parking at venue nor within 50 m.. No hearing system. Entry door signs not clear.Fire alarm not visual. Emergency exit not level(steppe).	No alternative place. On street parking outside venue, no accessible parking. Provide instructions to staff where to place signage.

Accessibility Audit Summary - May 2024

Audit of places were carried out by Presiding Officers at the May 2024 Combined Authority Mayoral election.

Where an audit didn't take place, an audit will be complete before the next scheduled elections in line with the electoral commissions guidance.

All places have previously been inspected at the last statutory review.

Owners of the building are responsible for Fire Exits - at future elections we will request information on the booking form.

Presiding officers should make themselves aware of exits and procedures for polling day

Polling Place	P = Pass F = Not passed										Comments	Recommendations
	Parking	Chair	Toilets	Steps	Bus	Doors	Floor	Fire	Exit	Loop		
Huntington community centre	P	P	P	P	P	P	P	P				
James hall, Clifton parish church	P	P	P	P	P	P	P	P				
Law and sociology lecture theatre	P	P	P	P	F	P	P	P			Venue not clearly signed. Poor internet. Not different types of chairs. Bus 200m away	Chairs are suitable for a polling station. Bus stop directly outside of venue
Lidgett methodist church hall	P	P	P	P	P	P	P	P				
Moor lane youth centre	P	P	P	P	P	F	P	P			Doorway 745mm, venue and entry door not clearly signposted, no tables suitable for wheelchair users, no visual fire alarm	Provide instructions to staff where to place signage. Ensure suitable tables are provided
Naburn village hall	P	P		P		P	P	P			Doesn't know about buses. Door width 700mm but doors are double. Emergency exit has steps but no information about assistance with this. No mixture of chairs. No hearing system. No accessible toilet.	Bus stop outside of school Chairs are suitable for a polling station. The RO is not required to provide toilets for electors
New Earswick folk hall	P	P	P	P	P	P	P	P				
Oak room, the avenues	P	P	P	P		P	P	P			Doesn't know about public transport	Bus stop outside venue
Orchard park community centre	P	P	P	P	P	P	P	P				
Osboldwick sports club	P	P	P	P	P	P	P	P				
Our lady queen of martyrs rc primary school annex	f	f	p	f	p	f	f	p			Car park in use as school is open, Entrance not clearly signposted. Polling station on upper floor. Stair lift broken. Only wheelchair access is before 6.30pm when caretaker makes alternative access available via back door. No suitable tables.	Recommend not to use this venue in future

Accessibility Audit Summary - May 2024

Audit of places were carried out by Presiding Officers at the May 2024 Combined Authority Mayoral election.

Where an audit didn't take place, an audit will be complete before the next scheduled elections in line with the electoral commissions guidance.

All places have previously been inspected at the last statutory review.

Owners of the building are responsible for Fire Exits - at future elections we will request information on the booking form.

Presiding officers should make themselves aware of exits and procedures for polling day

Polling Place	P = Pass F = Not passed										Comments	Recommendations
	Parking	Chair	Toilets	Steps	Bus	Doors	Floor	Fire	Exit	Loop		
Poppleton road memorial hall	F	F	P	F	P	P	P	P			No accessible parking at venue. On street parking 10m away. Footways not accessible due to black bins out for collection. No step free access to principal entrance. No ramp. No space for person with wheelchair user. Emergency exit not level. No hearing loop.	Chairs are suitable for a polling station The RO will provide signage for a accessible parking bay. The front entrance is ramped
Priory street centre											Audit did not take place	
Rufforth Village Institute	P	P	P	F	P	F	P	P			No accessible parking at venue nor within 50m. No step free access. No handrail. Moveable ramp available. Doorway width 700mm. No mixture of chair styles. No hearing system.	Chairs are suitable for a polling station the RO will provide signage for a accessible parking bay. Ramp available
Scout hut	F	F	F	P	P	P	P	P			No accessible parking at venue but at Ethel Ward car park ?50m away. Entrance gate only 840mm. No mixture of chairs .No visual fire alarm.	Chairs are suitable for a polling station The RO will provide signage for a accessible parking bay. On street parking outside the venue and limited of spaces at the venue
Sea scout headquarters	P	F	P	F	P	P	P	P			No step free access to principal entrance. No ramp for wheelchairs. Rubber ramp bent.Emergency access has one step.No hearing system. No mixture of chair styles.	Chairs are suitable for a polling station Replace the ramp
Skelton village hall	P	P	P	P	P	P	P	P				
Southlands methodist church schoolroom	F	P	P	P	P	P	P	P			No accessible parking at venue nor within 50 m.	The RO will provide signage for a accessible parking bay.
St. Aelred's community centre	P	P	P	P	P	P	P	P				

Accessibility Audit Summary - May 2024

Audit of places were carried out by Presiding Officers at the May 2024 Combined Authority Mayoral election.

Where an audit didn't take place, an audit will be complete before the next scheduled elections in line with the electoral commissions guidance.

All places have previously been inspected at the last statutory review.

Owners of the building are responsible for Fire Exits - at future elections we will request information on the booking form.

Presiding officers should make themselves aware of exits and procedures for polling day

Polling Place	P = Pass F = Not passed										Comments	Recommendations
	Parking	Chair	Toilets	Steps	Bus	Doors	Floor	Fire	Exit	Loop		
St. Barnabas church	F							F			Nor clearly signposted. Often members of the public use disabled car spaces and go to work. Doors had to be secured all open all day. No level access outside emergency exit.	Provide a ramp Provide instructions to staff where to place signage.
St. Chad's church hall	P	P	P	P	P	P	P	P				
St. Edward the confessor community hall	P	P	P	P	P	P	P	P				
St. Giles centre	F	F	P	P	P	P	P	P			No accessible parking at venue nor within 50 m	The RO will provide signage for a accessible parking bay.
St. Hilda's church											Audit did not take place	
St. James's church											Audit did not take place	
St. Joseph's church hall											No accessible parking at venue nor within 50m. Emergency exit signs not clear. Fire alarm not visible	Only on street parking is available
St. Lawrence's ce primary school	P	P	F	P	P	P	P	P				The RO is not required to provide toilets for electors
St. Luke's church hall	F	P	P	P	P	P	P	P			Door width 810mm. No accessible parking at venue nor within 50m.Small threshold at front door	The RO will provide signage for a accessible parking bay.
St. Margaret Clitherow church	P	P	P	P	P	P	P	P				
St. Olave's church hall											Audit did not take place	
St. Oswald's church hall	P	P	P	P	P	P	P	P				
St. Thomas with St. Maurice church hall	P	P	P	P		P	P	P			Doesn't know about public transport	Bus stop outside venue

Accessibility Audit Summary - May 2024

Audit of places were carried out by Presiding Officers at the May 2024 Combined Authority Mayoral election.

Where an audit didn't take place, an audit will be complete before the next scheduled elections in line with the electoral commissions guidance.

All places have previously been inspected at the last statutory review.

Owners of the building are responsible for Fire Exits - at future elections we will request information on the booking form.

Presiding officers should make themselves aware of exits and procedures for polling day

Polling Place	P = Pass F = Not passed										Comments	Recommendations
	Parking	Chair	Toilets	Steps	Bus	Doors	Floor	Fire	Exit	Loop		
St. Wulstan's church	F	P	P	P	P	P	P	P			No accessible parking at venue. No hearing system. Insufficient space for wheelchair users both for voting paper and in booth. No mixture of chairs. Emergency exit signs not clear.	Only street parking available, a better layout of the room would accommodate a wheelchair Chairs are suitable for a polling station
Stockton on the forest village hall	P	P	P	P	P	P	P	P				
Strensall and Towthorpe village hall	P	P	P	P	P	P	P	P				
Super sustainable centre	F	P	P	P	P	F	P	P	F		No accessible parking at venue. Nearest @ 15m away. Main doors have to be opened manually. No hearing system in main room. No mixture of chairs.	The RO will provide signage for a accessible parking bay. Chairs are suitable for a polling station. Doors should kept open, will provide door stops
The centre @ Burnholme	P	P	P	P	P	P	P	P				
The church room St. Paulinus church	P	P	P	P	P	F	P	F			Doorways 750mm. Limited wheelchair space. No visual fire alarm. No hearing system. Emergency exit signs not clear. No wifi. Church members entering polling room to access keys.	Look at layout of the room to accommodate a wheelchair. Remind staff that the polling room is only accessible to certain people
The gateway centre	P	P	P	P	P	P	P	P				
The Knapton Lion Mobile Unit situated in car park	P	F	P	F	P	P	P	P			Principal access marked Yes and No re steps. No space for person with wheelchair user. No mixture of chair styles. Fire alarm not visual. Emergency exit signs not clear. No hearing system	Chairs are suitable for a polling station RO to provide emergency evacuation procedures
The memorial hall	P	P	P	P	P	P	P	P				
The national centre for early music	P	P	P	P	P	P	P	P				

Accessibility Audit Summary - May 2024

Audit of places were carried out by Presiding Officers at the May 2024 Combined Authority Mayoral election.

Where an audit didn't take place, an audit will be complete before the next scheduled elections in line with the electoral commissions guidance.

All places have previously been inspected at the last statutory review.

Owners of the building are responsible for Fire Exits - at future elections we will request information on the booking form.

Presiding officers should make themselves aware of exits and procedures for polling day

Polling Place	P = Pass F = Not passed										Comments	Recommendations
	Parking	Chair	Toilets	Steps	Bus	Doors	Floor	Fire	Exit	Loop		
The old school	P	P	P	P	P	P	P	P				
The place	P	P	P	P	P	P	P	P				
The reading room	P	P	P	P	P	P	P	P				
The tithe barn											Audit did not take place	
The white swan at Deighton mobile situated in car park	P	F	F	F	P	F	P	F			No accessible parking at venue nor within 50m. There is step free access to principal entrance. No accessible booth with space for wheelchair user to move. Cant shut door due to ramp. No chairs. No table.No hearing system.NA to emergency exit.	Recommend not to use this venue in future. A different venue was identified for the 2024 UKPGE
Theatre @ 41	F	P	P	P	P	P	P	?			No accessible parking at venue not within 50 m.Doorway 780mm. No suitable table for wheelchair users. Emergency exit not level. No hearing system.	Only street parking available Provide a suitable table
Vanbrugh college	P	P	P	P	P	P	P	P				
West Thorpe methodist church	P	P	P	F	P	P	P	P			Parking bays not marked out but plenty of space for Blue Badge holders. Side ramped access to building for wheelchair users.	The RO will provide signage for a accessible parking bay.
Westfield community primary school	P	P	P	P	F	P	P	P			Venue room small and has furniture in.Venue not clearly signposted. No space for person with wheelchair user to sit. No mixture of chairs. No hearing system.	Ensure room is clear of furniture Provide instructions to staff where to place signage. Chairs are suitable for a polling station

Accessibility Audit Summary - May 2024

Audit of places were carried out by Presiding Officers at the May 2024 Combined Authority Mayoral election.

Where an audit didn't take place, an audit will be complete before the next scheduled elections in line with the electoral commissions guidance.

All places have previously been inspected at the last statutory review.

Owners of the building are responsible for Fire Exits - at future elections we will request information on the booking form.

Presiding officers should make themselves aware of exits and procedures for polling day

Polling Place	P = Pass F = Not passed										Comments	Recommendations
	Parking	Chair	Toilets	Steps	Bus	Doors	Floor	Fire	Exit	Loop		
White Rose House											No accessible parking at venue but auditor has logged this as Yes and not provided information about other parking within 50m. No step free access to principal entrance but there is an alternative step free route as emergency exit .	The RO will provide signage for a accessible parking bay.
Woodthorpe primary school											Audit did not take place	
York spiritualist centre	P	P	P	P	P	P	P	P	P			
York unitarian chapel	F	P	F	P	P	P	P	P			No accessible parking at venue not within 50 m. No accessible toilet.No suitable table for wheelchair users.nor space for others to sit with them. Emergency exit signs not clear. No hearing system.	Only street parking available Provide a suitable table and rearrange layout of room

This page is intentionally left blank

Annex 4 - Detailed list of polling places

Polling Place	No. of stations per place	Existing PD Code	New PD codes	Ward	Parish or warded name (if any)	Constituency
Holy Redeemer Church	1	AA	CAA	Acomb		York Central
Lidgett Methodist Church Hall	1	AB	CAB	Acomb		York Central
Carr Junior School	1	AC	CAC	Acomb		York Central
The Gateway Centre	1	AD	CAD	Acomb		York Central
Acaster Malbis Memorial Hall	1	YAA	OAA	Bishopthorpe	Acaster Malbis	York Outer
Bishopthorpe Village Hall	1	YAB	OAB	Bishopthorpe	Bishopthorpe	York Outer
Burton Green School	1	BA	CBA	Clifton		York Central
St. Luke's Church Hall	1	BB	CBB	Clifton		York Central
St. Joseph's Church Hall	1	BC	CBC	Clifton		York Central
Clifton Community Hall	1	BD	CBD	Clifton		York Central
Clifton Methodist Church	1	BE	CBE	Clifton		York Central
St. Giles Centre	2	YBA	OBA	Copmanthorpe	Copmanthorpe	York Outer
St. Edward The Confessor Community Hall	2	CA	OCA	Drighouses and Woodthorpe		York Outer
West Thorpe Methodist Church	1	CB	OCB	Drighouses and Woodthorpe		York Outer
Moor Lane Youth Centre	1	CC	OCC	Drighouses and Woodthorpe		York Outer
St. Lawrence's Ce Primary School	1	DA	CCA	Fishergate		York Central
Christian Science Church	1	DB	CCB	Fishergate		York Central
St. Oswald's Church Hall	1	DC	CCC	Fishergate		York Central
Fulford Social Hall	2	YCA	ODA	Fulford and Heslington	Fulford	York Outer
Fulford Social Hall	1	YCC	ODB	Fulford and Heslington		York Outer
Heslington Village Meeting Room	1	YCB	ODC	Fulford and Heslington	Heslington	York Outer
St. Thomas With St. Maurice Church Hall	2	EA	CDA	Guildhall		York Central
Theatre @ 41	1	EB	CDB	Guildhall		York Central
St. Olave's Church Hall	1	EC	CDC	Guildhall		York Central
York Unitarian Chapel	1	ED	CDD	Guildhall		York Central
The National Centre For Early Music	2	EE	CDE	Guildhall		York Central
The Old School	1	YDA	OEA	Haxby and Wigginton	Wigginton	York Outer
The Memorial Hall	1	YDB	OEB	Haxby and Wigginton	North Ward of Haxby Parish	York Outer
Scout Hut	1	YDC	OEC	Haxby and Wigginton	East Ward of Haxby Parish	York Outer
St. Margaret Clitherow Church	1	YDD	OED	Haxby and Wigginton	Central Ward of Haxby Parish	York Outer
St. Margaret Clitherow Church	1	YDE	OEE	Haxby and Wigginton	South West Ward of Haxby Parish	York Outer
Bell Farm Social Hall	1	FA	CEA	Heworth		York Central

Annex 4 - Detailed list of polling places

Polling Place	No. of stations per place	Existing PD Code	New PD codes	Ward	Parish or warded name (if any)	Constituency
The Church Room St. Paulinus Church	1	FB	CEB	Heworth		York Central
St. Wulstan's Church	1	FC	CEC	Heworth		York Central
Holy Trinity Church Hall	1	FD	CED	Heworth		York Central
Oak Room, The Avenues	1	FE	CEE	Heworth		York Central
The Centre @ Burnholme	1	FF	CEF	Heworth		York Central
St. Aelred's Community Centre	1	FG	CEG	Heworth		York Central
Christ Church Centre	1	YFA	OFA	Heworth Without		York Outer
Heworth Without Community Centre	1	YFB	OFB	Heworth Without	Heworth Without	York Outer
Heworth Without Community Centre	1	YFC	OFC	Heworth Without		York Outer
Poppleton Road Memorial Hall	1	GA	CFA	Holgate		York Central
Holgate Methodist Church Hall	1	GB	CFB	Holgate		York Central
York Railway Institute Club	1	GC	CFC	Holgate		York Central
York Spiritualist Centre	1	GD	CFD	Holgate		York Central
St. Barnabas Church	1	GE	CFE	Holgate		York Central
St. Hilda's Church	1	HA	CGA	Hull Road		York Central
Cornerstone	1	HB	CGB	Hull Road		York Central
Children's Centre	1	HC	CGC	Hull Road		York Central
Archbishop Holgate's School	1	HD	CGD	Hull Road		York Central
Vanbrugh College	1	HE	CGE	Hull Road	Heslington	York Central
Law And Sociology Lecture Theatre	1	HF	CGF	Hull Road	Heslington	York Central
Huntington Community Centre	1	YGA	OGA	Huntington and New Earswick	Huntington Parish	York Outer
Orchard Park Community Centre	1	YGB	OGB	Huntington and New Earswick	Huntington Parish	York Outer
New Earswick Folk Hall	1	YGD	OGC	Huntington and New Earswick	New Earswick	York Outer
Priory Street Centre	1	JA	CHA	Micklegate		York Central
Clements Hall	1	JB	CHB	Micklegate		York Central
English Martyrs Church Hall	1	JC	CHC	Micklegate		York Central
Southlands Methodist Church Schoolroom	2	JD	CHD	Micklegate		York Central
St. Chad's Church Hall	2	JE	CHE	Micklegate		York Central
Osballdwick Sports Club	1	YHA	OHA	Osballdwick and Derwent	Osballdwick	York Outer
Super Sustainable Centre	1	YHA1	OHB	Osballdwick and Derwent	Osballdwick	York Outer
St. James's Church	1	YHB	OHC	Osballdwick and Derwent	Murton	York Outer
Holtby Village Hall	1	YHC	OHD	Osballdwick and Derwent	Holtby	York Outer

Annex 4 - Detailed list of polling places

Polling Place	No. of stations per place	Existing PD Code	New PD codes	Ward	Parish or warded name (if any)	Constituency
The Reading Room	2	YHD	OHE	Osballdwick and Derwent	Dunnington	York Outer
The Reading Room	1	YHE	OHF	Osballdwick and Derwent	Kexby and Scoreby	York Outer
Clifton Moor Community Centre	1	YKA	OJA	Rawcliffe and Clifton without	Rawcliffe	York Outer
Clifton With Rawcliffe Primary School	2	YKB	OJB	Rawcliffe and Clifton without	Rawcliffe	York Outer
Sea Scout Headquarters	1	YKC	OJC	Rawcliffe and Clifton without	Clifton Without	York Outer
Explore Clifton Library Learning Centre	1	YKD	OJD	Rawcliffe and Clifton without	Clifton Without	York Outer
Explore Clifton Library Learning Centre	1	YKE	OJE	Rawcliffe and Clifton without		York Outer
Askham Bryan Village Hall	1	YJA	OKA	Rural West York	Askham Bryan	York Outer
Askham Richard Village Hall	1	YJB	OKB	Rural West York	Askham Richard	York Outer
The Knapton Lion - Mobile Unit Situated In Car Park	1	YJC	OKC	Rural West York	Knapton ward of Rufforth with Knapton Parish	York Outer
Rufforth Village Institute	1	YJD	OKD	Rural West York	Rufforth ward of Rufforth with Knapton Parish	York Outer
Hessay Methodist Church School Room	1	YJE	OKE	Rural West York	Hessay	York Outer
All Saints Church Hall	1	YJF	OKF	Rural West York	Upper Poppleton	York Outer
The Tithe Barn	1	YJG	OKG	Rural West York	Nether Poppleton	York Outer
Skelton Village Hall	1	YJH	OKH	Rural West York	Skelton	York Outer
Stockton On The Forest Village Hall	1	YLA	OLA	Strensall	Stockton on the Forest	York Outer
Earswick Village Hall	1	YLB	OLB	Strensall	Earswick	York Outer
Strensall And Towthorpe Village Hall	2	YLC	OLC	Strensall	Strensall with Towthorpe	York Outer
The Place	1	KA	CJA	Westfield		York Central
Acomb Parish Church Hall	1	KB	CJB	Westfield		York Central
Westfield Community Primary School	1	KC	CJC	Westfield		York Central
Community Room Energise	1	KD	CJD	Westfield		York Central
Hob Moor Children's Centre	1	KE	CJE	Westfield		York Central
Foxwood Community Centre	2	KF	CJF	Westfield		York Central
Naburn Village Hall	1	YMA	OMA	Wheldrake	Naburn	York Outer
Westergate House (Deighton)	1	YMB	OMB	Wheldrake	Deighton	York Outer
White Rose House	1	YMC	OMC	Wheldrake	Wheldrake	York Outer
Elvington Village Hall	1	YMD	OMD	Wheldrake	Elvington	York Outer

This page is intentionally left blank

City of York Council

Committee Minutes

Meeting	Licensing And Regulatory Committee
Date	5 March 2025
Present	Councillors Melly (Chair), Cuthbertson (Vice-Chair), Baxter, Clarke, Hook, D Myers, Nicholls, Ravilious and Widdowson
In Attendance	Matt Boxall, Head of Public Protection Sandra Branigan, Senior Lawyer Lesley Cooke, Licensing Manager David Cowley, Taxi Licensing Manager
Apologies	Councillors Kilbane, Knight, Mason, Smalley, Warters And Wilson

PART B - MATTERS REFERRED TO COUNCIL**87. Licensing Act 2003 - Cumulative Impact Assessment and Statement Of Licensing Policy (5.49pm)****[See also under Part A]**

In accordance with the requirements of Section 5 of the Licensing Act 2003 (the 2003 Act) Members considered a report that sought their support of the formal review of the council's Statement of Licensing Policy. The report advised Members of the consultation undertaken and amendments made. In accordance with the requirements of Section 5A of the 2003 Act this report also sought Members support of the implementation of a Cumulative Impact Assessment in relation to part of the city centre and the report advised them of the consultation undertaken. The report also sought a recommendation to Council that the revised Policy and Cumulative Impact Assessment be adopted.

The Licensing Manager outlined the report noting the recommendation to approve Option 1 and recommend to Council that the revised Statement of Licensing Policy and Cumulative Impact Assessment, set out at Annex 1 and 2, be adopted. She noted the work of the working group to review the Statement of Licensing Policy (Policy) and the Cumulative

Impact Assessment (CIA) and noted that both reviews were undertaken at the same time. She noted that premises licence applications were considered on their own merits. She explained that the red and amber zones had been taken out of the Cumulative Impact Zone (CIZ). She noted that consultation had been undertaken and five consultation responses had been received. She detailed the annexes and two options available to Members.

The Licensing Manager explained that paragraphs 12.5 and 12.6 and 14 needed to be removed from the draft Statement of Licensing Policy due to recent changes in legislation. She noted that the policy had been changed to enable Members to sit on the Sub-Committee for licensing applications in their own Ward. A Member thanked the working group for their work on the policy.

In response to questions from Members, the Licensing Manager explained that:

- Part of Piccadilly in the CIA had the highest level of anti social behaviour.
- Regarding whether the waste section in the policy could be strengthened, the section on waste was a new section in the policy and it was not thought that a licence could be removed or given based on waste. She undertook to speak to the manager of the enforcement officers about waste. A Member commented that different councils, for example Westminster, had By Laws on waste. The Senior Lawyer advised that the policy could not bring in by laws. A Member noted they would like that section strengthening and the Licensing Manager noted that links to relevant legislation could be provided in that part of the policy after speaking to the manager of enforcement officers. A Member added that the section in the Westminster policy was similar to that of the council policy.
- Paragraph 4.19 was a new addition to the policy and it was not possible to make premises have arrangements in place to get their staff home safely.
- Paragraph 11.6 could be changed to remove gendered language to the replace pronouns with 'them.'
- It was confirmed that hate crime was reported to the police.
- The use of apps was included at paragraph 5.5.
- Under section 4.19 an additional bullet point could be added regarding apps and QR codes, the wording of which could be agreed with the Chair and Vice Chair. The Chair noted that this was included at paragraph 5.23.
- Regarding whether paragraph 5.23 could include a reference

to ID on mobile phones, premises had a challenge 25 policy and they stipulated what forms of ID was acceptable.

The Committee had the following options available to them in making their decision:

Option 1 – Recommendation to Council that the draft Policy and CIA are adopted.

Option 2 – Recommendation to Council that the draft Policy and/or CIA is amended with alternative wording agreed by members.

Cllr Widdowson moved and Cllr Hook seconded Option 2 – that a recommendation be made to Council that the draft Policy and/or CIA is amended with alternative wording agreed by Members. The amendments to the policy were the deletion of paragraphs 12.5, 12.6 and 14, remove gendered language in paragraph 11.4 with him/her to be replace with them, the addition of the word reported in paragraph 14.19, the addition of QR codes in paragraph 5.23 and the wording of references to waste and food waste to be agreed by officers in conjunction to the Chair and Vice Chair. The Senior Lawyer asked the Licensing Officers to confirm whether further consultation was needed and the Licensing Manager confirmed that this was not necessary as there were minor changes to the wording in the policy. On being put to the vote it was unanimously;

Resolved: That it be recommended to Council that the draft Policy and/or CIA is amended with alternative wording agreed by members.

Reason: To meet the legislative requirements of the Licensing Act 2005.

Cllr Melly, Chair

[The meeting started at 5.32 pm and finished at 6.25 pm].

This page is intentionally left blank



Meeting:	Council
Meeting date:	27 March 2025
Report of:	Director of Environment, Transport and Planning
Portfolio of:	Licensing and Regulatory Committee, Chair Cllr Rachel Melly

Decision Report: Licensing Act 2003 – Cumulative Impact Assessment and Statement of Licensing Policy

Subject of Report

1. The report seeks approval by Council to approve the revised Statement of Licensing Policy (the Policy) and Cumulative Impact Assessment (CIA) – in relation to matters under the Licensing Act 2003 (the 2003 Act). It follows a resolution by Members of the Licensing and Regulatory Committee on 5 March 2025, that Council should approve the revised Policy, including minor amendments agreed by the Committee, which can be found at Annex 1 and CIA at Annex 2. NB Nine Members were present at the Committee they all voted for the resolution.
2. The reason for the resolution was to ensure the council complied with the requirements of Sections 5 and 5A of the 2003 Act, which requires licensing authorities to determine and publish a Statement of Licensing Policy at least every five years and determine and publish a Cumulative Impact Assessment at least every three years. If approved the Policy and CIA must be published by the end of March 2025.

Benefits and Challenges

3. The key benefit is that the council complies with the requirements of the 2003 Act, by reviewing and publishing a revised Policy and CIA, allowing it to fulfil its legal duty as the licensing authority.

The Policy must be taken into consideration when the licensing authority makes decisions in respect to the 2003 Act. New applicants for premises licence and club premises certificates should take the Policy into consideration prior to applying. Licence / certificate holders should also take the Policy into consideration when undertaking risk assessments with regards to the operation of their premises.

4. The CIA must also be taken into consideration when the licensing authority makes decisions in respect of premises within the identified cumulative impact area. New applicants for premises licences and club premises certificates for premises located within the identified area should take the CIA into consideration prior to applying. Licence / certificate holders that have premises located within the identified area should also take the CIA into consideration.

Policy Basis for Decision

5. By complying with the requirements of the 2003 Act the Council are supporting new and existing licence trade, as well as residents and businesses. The functions support the Council's Plan 'One City, for all'.

Financial Strategy Implications

6. There are no financial strategy implications.

Recommendation and Reasons

7. That in accordance with Option 1 below, Council approves the new Statement of Licensing Policy and Cumulative Impact Assessment as recommended by Members of the Licensing and Regulatory Committee.

Reason – To Meet the legislative requirements of the Licensing Act 2003.

Background

The Statement of Licensing Policy

8. Section 5 of the 2003 Act requires licensing authorities to determine and publish a Policy, at least every five years. City of York Councils current Policy was approved by Council on 24 March 2022, this Policy has been reviewed due to the requirements of Section 5A of the 2003 Act relating to CIA, further information is detailed below.
9. The Act requires that, before determining its Policy the licensing authority must consult:
 - a) the chief officer of police
 - b) the fire authority
 - c) public health
 - d) representative of premises licence and club premises certificate holders
 - e) representative of personal licence holders
 - f) representative of businesses and residents
10. A full review of the Policy has taken place, in line with the review of the CIA.
11. The draft revised Policy can be found at Annex 1, the amendments made to the revised Policy are highlighted in yellow, the amendments made following the consultation are highlighted in turquoise.

Cumulative Impact Assessment

12. Section 5A of the 2003 Act (which was introduced in April 2018) provides that a licensing authority may, in appropriate circumstances, publish a document, a Cumulative Impact Assessment, stating that the licensing authority considers that a number of relevant authorisations in respect of premises in one or more parts of its area, described in the Assessment, is such that it is likely that it would be inconsistent with the authority's duty under the 2003 Act to grant any further relevant authorisations in respect of premises in that part or those parts.
13. The CIA must set out the evidence for the authority's opinion, must be consulted upon before it is published, and it must be reviewed at least every three years.

14. The Council published its first CIA in March 2019; a reviewed CIA was published in March 2022.
15. As required by Section 5A of the 2003 Act the Council has reviewed the area identified within the CIA. North Yorkshire Police (the Police) have provided statistical data for the area, which includes crime associated with the consumption of alcohol and Public Protection has provided data relating to noise associated with the operation of licensed premises. From this date the Council, in consultation with the Police, has developed its third draft CIA in relation to an area that has been identified in York city centre.
16. This cumulative impact area has been identified because evidence shows that the cumulative impact of the number and concentration of licensed premises in this area continues to adversely affect residents, visitors and other businesses and therefore adversely affecting the promotion of the licensing objectives:
 - prevention of crime and disorder
 - prevention of public nuisance
17. The CIA relates to applications for the grant and/or variation of premises licences, club premises certificates or the issue of provisional statements.
18. By publishing a CIA, the Council is setting down a strong statement of intent about its approach to considering applications for grant and variations of premises licences or club premises certificates in the area described. The Council must have regard to the CIA when determining or revising the Statement of Licensing Policy.
19. The CIA does not change the fundamental way that a licensing decision is made, as each application will be considered on its own merits. Where no relevant representations are received an application will be granted in the terms consistent with the operating schedule. Where relevant representations are received, unless the applicant can show how their application would not lead to an increase in the impact of licensed premises in the cumulative impact area, the application should be refused.
20. Within the draft reviewed CIA, the red and amber zones have been removed as applicants for new premises licences became more focused on whether the premises was or wasn't located within a red or amber zones, rather than the fact that the premises was located within the cumulative impact area. Some applicants believed that as

long as the premises wasn't in a red or amber zone (especially the red zone), the remaining cumulative impact area was not relevant, and a new application would be granted.

21. Cumulative impact is covered in Section 9 of the draft revised Policy. The draft CIA can be found at Annex 2.

Consultation Analysis

22. The report of the Licensing and Regulatory Committee highlighted the consultation undertaken. Five response was received to the consultation.

Options Analysis and Evidential Basis

23. Option 1 – That Council approves the new Statement of Licensing Policy and Cumulative Impact Assessment as recommended by Members of the Licensing and Regulatory Committee.
24. Option 2 – Council does not approve the new Statement of Licensing Policy and Cumulative Impact Assessment as recommended by Members of the Licensing and Regulatory Committee, giving reasons for the decision.

Analysis

25. The Council's first Policy was published in January 2005. The Policy has been fully reviewed and published on a further five occasions, in 2008, 2011, 2014, 2019 and 2022.
26. At the request of the Police, the Council's Policy has included a special policy on saturation and cumulative impact (CIZ) since April 2005. The CIZ was reviewed on three occasions at the request of the Police, in July 2010 and March 2014 to increase the CIZ area due to the changes in patterns of crime and disorder, and in July 2016 to include applications for material variations.
27. The first CIA was published in January 2019. As a CIA has to be evidence based, the area within the city centre included within the CIA was reduced slightly from that of the former CIZ area, this was due to changes in patterns of crime and disorder. Following the review of the CIA there are no proposed changes to the cumulative impact area.

Current Licences and Certificates in Force

28. There are currently 1081 premises licences (1022 in 2022), and 44 club premises certificates (45 in 2022) in force, of which:
- 341 premises are in the CIA (319 in 2022)
 - 749 authorise the sale/supply of alcohol on and off the premises (688 in 2022)
 - 194 authorise the sale/supply of alcohol off the premises (off sales) (194 in 2022)
 - 182 do not authorise the sale/supply of alcohol
29. There are currently 4100 personal licences (3711 in 2022) currently in force.

Number of Applications, Suspensions, Lapsed and Surrendered Licences

30. The table below details the number of applications received, suspension issued, lapsed and surrendered licences for the last six financial years.

	2024/25*	2023/24	2022/23	2021/22	2020/21	2019/20
Premises licence grants	33	45	28	37	41	31
Premises licence variations	16	13	19	16	13	14
Minor variations	22	35	23	25	27	28
Transfers	65	50	62	34	53	59
DPS variations	164	143	155	145	104	165
Premises licence suspensions	146	155	175	60	46	87
Lapsed premises licences	4	6	1	2	7	3
Premises licences surrendered	1	6	13	20	10	19
Personal licence grants	132	109	111	122	74	147
TEN – standard	150	162	166	120	35	190
TEN – late	59	60	74	59	21	94

* Report run on the 20 February 2025.

Organisational Impact and Implications

31. The implications arising from this report are:

- **Financial:** - The Chief Finance Officer contacted. There are no direct financial implications associated with this report. Premises licence and club premises certificate holders are required to pay an annual fee which is statutory.
- **Human Resources (HR):** - The Head of HR contacted. There are no HR implications associated with this report.
- **Legal:** As stated in paragraph 2 above, it is a legal requirement of the Licensing Act that the Policy and CIA are reviewed. The final decision to adopt or revise the Policy and CIA under the Act must be made by Full Council. Failure to comply with these requirements could result in the Council being unable to fulfil its legal duty as the licensing authority and the Council could be open to legal challenges. The Policy must be taken into consideration when the Licensing Authority makes decisions in respect of matters relating to the Licensing Act 2003, the CIA must also be taken into consideration in respect of matters relating to premises within the identified cumulative impact area. A Statement of Licensing Policy can be subject to judicial review.
- **Procurement:** - Head of Procurement contacted. There are no procurement implications associated with this report.
- **Health and Wellbeing:** - Director of Public Health contact. Public Health has provided information/data which can be within the Policy. Information/data within the Policy relates to alcohol related harms.
- **Environment and Climate action:** - Director of Transport, Environment and Planning, and Head of Carbon Reduction contacted. There are no environment and climate actions implication associated with this report.
- **Affordability:** - Director of Customer and Communities Contacted. There are no affordability implications associated with this report.
- **Equalities and Human Rights:** - Assistant Director of Customer, Communities and Inclusion contacted. An Equalities Impact Assessment has been completed and can be found at Annex 3.
- **Data Protection and Privacy:** information.governance@york.gov.uk contacted. The data protection impact assessment (DPIAs) screening questions

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

- **Communications:** - Head of Communications contacted. There are no communications implications associated with this report, the Policy and CIA will be available on the Council's website in an accessible format. Communications will be available if a reactive response is required.
- **Economy:** - Head of City Development contacted. There are no economy implications associated with this report.

Risks and Mitigations

32. The Council cannot lawfully fulfil its legal duty as a licensing authority if it fails to comply with the requirements of Sections 5 and 5A of the 2003 Act, meaning the impact of a successful legal challenge is 'major' and the likelihood is 'possible'. This gives a risk score of '19' and is an orange risk on the Council's Risk Management Matrix. Complying with Sections 5 and 5A by reviewing and publishing a Statement of Licensing Policy every five years and Cumulative Impact Assessment every three years means the impact reduces to 'minor' and the likelihood reduces to 'remote', which gives a risk score of '2', and is a blue risk.

Wards Impacted

33. All wards will be impacted by the Policy.

Contact details

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

Author

Name:	James Gilchrist
Job Title:	Director of Environment, Transport and Planning
Service Area:	Environment, Transport and Planning
Telephone:	01904 552547
Report approved:	Yes

Date:	17/03/2025
--------------	------------

Co-author

Name:	Lesley Cooke
Job Title:	Licensing Manager
Service Area:	Public Protection
Telephone:	01904 551515
Report approved:	Yes
Date:	17/03/2025

Background papers

[Licensing Act 2003](#)

[Report](#) taken to Licensing and Regulatory Committee on 5 March 2025.

Annexes

Annex 1: Revised Statement of Licensing Policy 2025

Annex 2: Revised Cumulative Impact Assessment

Annex 3: Equalities Impact Assessment

This page is intentionally left blank



Statement of Licensing Policy 2025 – 2030

Licensing Act 2003

Contents

1. Introduction	3
2. Purpose and Scope.....	5
Purpose.....	5
Scope.....	5
3. Profile of York.....	7
4. Links to other Plans, Policies, Strategies, Initiatives, Legislation & Guidance...	9
Council Plan	9
Tourism	9
The Our City Centre York Vision	10
Joint Health and Wellbeing Strategy 2022 – 2032	10
York Climate Change Strategy	10
Crime and Disorder	11
Counter Terrorism	11
Night-time Safety.....	12
Engagement.....	15
Pubwatch	15
York Drug and Alcohol Partnership	15
Purple Flag.....	15
Public Space Protection Orders.....	16
Equalities Act 2010.....	16
Regulators’ Code 2014.....	16
5. Local Factors.....	17
6. City of York Council Approach to Licensing.....	23
Application Procedure	24
Representations	24
Determination of Applications	25
Composition of a Licensing Sub-Committee	25
7. Licensing Objectives	26

Prevention of Crime and Disorder	26
Public Safety	27
Prevention of Public Nuisance.....	27
Protection of Children form Harm	29
8. Guidelines for Applicants.....	31
Planning	31
Licensing Hours	32
Drinking up time / cooling down period.....	33
Dispersal	33
Designated Premises Supervisor (DPS).....	33
Authorising the Sale of Alcohol.....	33
Staff Training.....	34
9. Cumulative Impact	36
Cumulative Impact Assessment	36
Cumulative Impact Area	37
Applications within the Cumulative Impact Area	37
10. Early Morning Restriction Orders (EMROs).....	40
11. Personal Licences.....	42
12. Temporary Event Notices (TENs).....	43
13. Enforcement, Reviews and Suspension	44
Enforcement.....	44
Reviews of Licences.....	44
Matter for Consideration.....	45
Suspension for Non-Payment of Fees.....	45
14. Other Relevant Legislation, Information and Guidance	46
Legislation	46
Information and Guidance Documents	48

1. Introduction

- 1.1 This Statement of Licensing Policy was prepared under Section 5 of the Licensing Act 2003 (the Act), with regards to the Guidance issued under section 182 of the Act.
- 1.2 City of York Council (the Council) is the Licensing Authority for the purposes of the Licensing Act 2003 (the Act) for the administrative area of the City of York.
- 1.3 Revisions to the policy were approved by the Council on 27 March 2025.
- 1.4 The Act specifies that any decisions taken by the Licensing Authority in regard to the determination of licences, certificates and notifications should aim to promote the licensing objectives. The Council will carry out its functions under the Act with a view to promoting the licensing objectives:
 - The prevention of crime and disorder
 - Public safety
 - The prevention of public nuisance
 - The protection of children from harm
- 1.5 Through the licensing process the Council seek to ensure we continue to offer a wide choice of high quality and well managed entertainment and cultural venues within a safe, orderly and attractive environment. Valued by those who live in, work in and visit the city.
- 1.6 The Council believes a properly balanced application of the Licensing Act 2003 offers a range of opportunities to progress the objectives of the Council by:
 - improving the quality of life for local residents through a reduction in alcohol related crime and disorder, disturbance and anti-social behaviour;
 - creating a leisure environment that supports York residents' health free from alcohol-related issues;
 - giving business greater freedom and flexibility to meet their customers' expectations;
 - improving quality of life by bringing greater choice to residents, consumers, tourists and businesses about where, when and how they spend their leisure time;

- encouraging more family-friendly premises where younger children and young people can be free to go with the family;
- further developing a rich culture of live music, dancing and theatre in our area;
- encouraging a variety and mix of high quality licensed premises that will appeal to a broad spectrum of people, including a well-used city centre, day and night, that is safe and accessible to all.

2. Purpose and Scope

Purpose

2.1 In preparing this policy the Council has consulted a wide range of organisations and stakeholders, these include:

- The responsible authorities
 - North Yorkshire Police (Police)
 - North Yorkshire Fire and Rescues Service
 - City of York Council - Public Protection Environmental Protection
 - City of York Council - Public Protection Environmental Health (H&S)
 - City of York Council - Public Protection Trading Standards
 - City of York Council - Planning & Development Services
 - City of York Council - Director of Public Health
 - City of York Council - Children Services
 - Home Office (Immigration Services)
- Licensed premises
- Bodies that represent the licence trade
- Bodies that represent local businesses
- Parish Councils
- Ward Councillors

2.2 The purpose of this policy is to:

- set out the policies the Council will apply to meet the licensing objectives when making decisions on any licence application under the Act;
- provide applicants for licences and all stakeholders with details of those adoptive and discretionary matters that the Council consider necessary to meet the aims of promoting the licensing objectives in the authority area;
- inform licence applicants of the parameters under which the authority will make licence decisions and how a licensed premises is likely to be able to operate within the authority area;
- inform residents and businesses of the parameters under which the authority will make licence decisions and how their needs will be addressed;
- guide the Council in its decision making processes.

Scope

2.3 The Council is responsible for licensing the licensable activities as defined

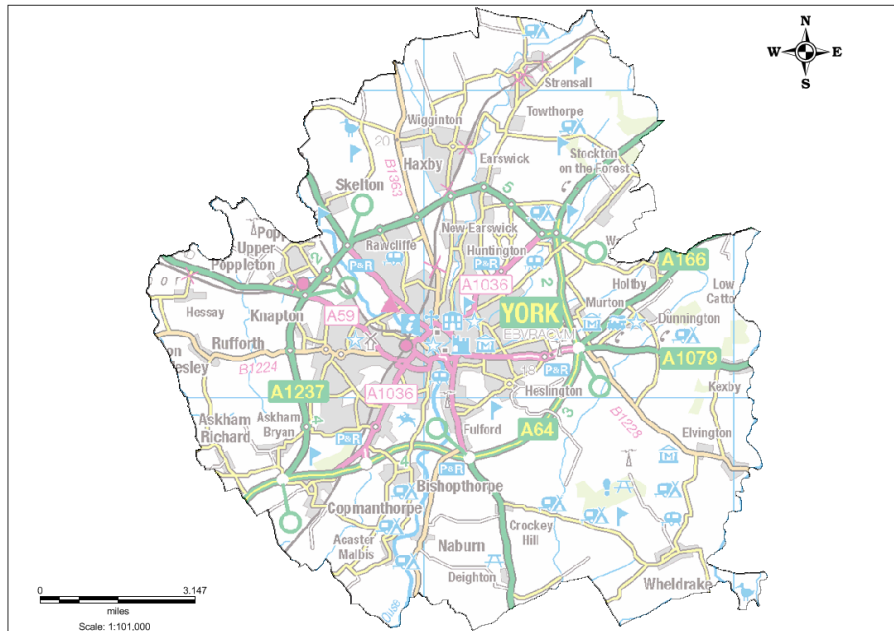
by the Act. These are:

- The sale of alcohol
- The supply of alcohol by or on behalf of a club
- The provision of regulated entertainment
- The provision of late night refreshment

- 2.4 Throughout this policy a general reference to a premises licence, unless otherwise specified, will include a club premises certificate and/or temporary event notice.
- 2.5 Throughout this policy the wording will refer to ‘applicants’ for licences. It should be noted that the principles set out within this policy apply equally to new applicants, applicants for variations and consideration of any request to review a licence.
- 2.6 Any reference in this policy to guidance or regulations includes those where the Secretary of State has used his powers contained in the Act to make Regulations (Section 5) and issue Guidance (Section 182).

3. Profile

3.1 City



Reproduced from the Ordnance Survey with the Permission of the Controller of Her Majesty's Stationery Office © Crown copyright. Unauthorised reproduction infringes Crown copyright and may lead to prosecution or civil proceedings. City of York Council 100020818 2010.

- 3.2 City of York Council is a unitary authority covering an area of 105 square miles and comprises the urban area of York which is surrounded by many small rural and semi-rural settlements covered by parish councils. More than 206,780 (2023 mid-year est.) which includes a small black and minority ethnic population.
- 3.3 York is nationally and internationally a prominent City for a range of reasons. Not only is it an historic centre for England and an important location for the Church of England, it is also one of the most visited destinations in the country. York has excellent rail links around the UK with over 10 million passengers every year. It is also a centre of academic excellence, with around 27,000 students making up approximately 13% of York's population in term time.
- 3.4 Tourism and leisure are important industries for York, attracting 8.9 million visitors a year, of which the total value to York's economy is £1.7 billion. The visitor economy supports 17,000 jobs in the city and a fifth of York's visitors stay overnight with £249 million of direct spend from visitors going towards accommodations.
- 3.5 This level of tourism can, however, present challenges to the city in

balancing the requirements of residents against the economic benefits that tourism can bring.

- 3.7 Historically York was known for having one public house for each day of the year. This is no longer the case, but there are 886 premises of various types licensed to sell alcohol in the authority area.
- 3.8 As an historical centre the city has many historical buildings and museums. The authority area offers a wide range of premises supplying alcohol and providing entertainment activities. There are many outstanding restaurants, licensed entertainment venues, including four cinemas and five theatres, numerous high quality traditional and historic public houses/bars, and York Racecourse and York Community Stadium which offer sporting activities as well as conferencing and hospitality facilities. In addition, there are a significant number of retail premises across the authority selling alcohol, including the large supermarkets, off-licences and small convenience shops.

4. Links to other Plans, Policies, Strategies, Initiatives, Legislation & Guidance

- 4.1 Integration with other Council policies and national strategies are a key part of this policy, as elements of these contribute to achieving the licensing objectives.

Council Plan

- 4.2 The Council's decision making, and work plans are underpinned by a set of policies, strategies and plans.

In particular the '[Council Plan 2023 to 2027](#) One City For All' which sets the core commitments and priorities for the Council, which are as follows:

Core Commitments

- Equalities and Human Rights – equality of opportunity
- Affordability – tackling the cost-of-living crisis
- Climate – environment and the climate emergency
- Health – health and wellbeing

Priorities

- Health and wellbeing: a health generating city, for children and adults.
- Education and skills: high quality skills and learning for all.
- Economy and good employment: a fair, thriving, green economy for all.
- Transport: sustainable accessible transport for all.
- Housing: increasing the supply of affordable housing.
- Sustainability: cutting carbon, enhancing the environment for our future.
- How the council operates.

These are supported by the Health and Wellbeing Strategy, York Economic Strategy and the Children and Young People's Plan. These strategies provide a crucial focal point for the identification of local issues.

Tourism

- 4.3 In developing this Statement of Licensing Policy the Council has taken into account York Tourism Strategy 'A vision for tourism in York: 2032', prepared by York Tourism Advisory Board with partners and stakeholders, including the Council. The Strategy is focused on five Key Priorities with specific ambitions for the city:

1. A Regenerative Visitor Economy: York is a responsible, robust and

profitable destination with a regenerative visitor economy.

2. Green York: Our businesses and visitors' commitment proactively contributes to York's transition to net zero carbon emissions by 2030.
3. Culture: York is renowned for its heritage, culture and cutting-edge approach to creativity, which attracts cultural tourists and supports the city's regenerative visitor economy.
4. Residents and Localhood: Local people experience the very best of their city alongside its visitors, with tourism contributing to the quality of life in York and beyond.
5. Skills and recruitment: The visitor economy is a first-choice career for school leavers and graduates, businesses invest in upskilling, training and career development, and commitment to equality, diversity and inclusion.

The Our City Centre York Vision

- 4.4 The Council are currently developing [The Our City Centre York Vision](#). The themes covered by the vision are:
- a family friendly and affordable city centre
 - an attractive and active city centre
 - making tourism work for York
 - embracing our riverside
 - a safe city centre which is welcoming and accessible to all
 - thriving businesses and productive buildings
 - celebrating heritage and making modern history

Joint Health and Wellbeing Strategy 2022 – 2032

- 4.5 The York Health and Wellbeing Board has published a joint [Strategy](#) because they believe health is precious, and they want more of it for the 200,000 people who live within our wonderful city of York.

York Climate Change Strategy

- 4.6 City of York is known nationally as an authority area that floods, residential properties and businesses (including licensed premises) in close proximity to the rivers flood at least once a year. Applicants and licence holders should be aware of the Council's [Climate Change Strategy](#) and the Yorkshire and Humber [Climate Action Plan](#) and consider climate related

matters such as emissions and waste, for example:

- make sure boilers and gas appliances are serviced regularly – look at switching from gas and fossil fuels;
- buy food/drink locally;
- recycle;
- reduce waste and litter:
 - don't use single use* plastic such as straws and drink stirrers;
 - don't use single use* plastic/papers cups.

*Applicants and licence holders must be aware of [The Environmental Protection \(Plastic Plates etc. and Polystyrene Containers etc.\) \(England\) Regulations 2023](#), and the penalties in place for failing to comply with the regulations. The Department for Environment, Food and Rural Affairs has published guidance on the [single-use plastics bans and restrictions](#).

Crime and Disorder

- 4.7 Under the Crime and Disorder Act 1998 the Council must have regard to the likely effect of the exercise of their functions on, and do all they can to prevent, crime and disorder in their area. The Council will have regard to the likely impact of licensing on related crime and disorder in the authority area, particularly when considering the location and impact of the operation and management of all new licence applications and variations of existing licences. Information relating to crime is available via the Police UK Crime Map for [York Outer](#) and [York Inner](#), which provides interactive maps showing crimes and statistics.
- 4.8 The Council will consider matters contained in Safer York Partnerships [Community Safety Strategy](#) in relation to the four licensing objectives.

Counter Terrorism

- 4.9 Crowded places, such as bars, pubs, nightclubs and music venues have been targets of acts of terrorism across the UK and the world. The National Counter Terrorism Security Office ([ProtectUK](#)) has produced guidance to operators of crowded places giving advice on how to reduce the threat of attack. The [Terrorism \(Protection of Premises\) Bill](#), known as Martyn's Law, received its first reading in Parliament on 12 September 2024, the Bill outlines mandatory terrorism protection training, risk assessments, and the development of security plans that will be required.
- 4.10 As the city attracts over 8.9 million visitors each year licence holders should always be aware of the current threat level. The threat level should be taken

into consideration at all times, especially when:

- events/festivals are taking place in the authority area which attract large numbers to visitors to the city;
- national and international sporting events are taking place and are televised in licensed premises.

4.11 Applicants and licence holders are encouraged to implement the requirements of Martyn's Law, and guidance provided by ProtectUK with regards to operation of their premises and/or events.

4.12 When planning an event/festival, organisers must always consider counter terrorism and the measure that they need to put in place.

4.13 [See, Check and Notify](#) (SCaN) also aims to help businesses and organisations maximise safety and security using their existing resources.

Night-time Safety

4.14 Resident and visitor safety, especially the safety of those using the night-time economy, is an important factor that the Council, applicants and licence holders have to take this into consideration, especially as reports of violence against women and girls (the Home Office published the national strategy on tackling this matter on 21 July 2021) are on the increase.

4.15 York and North Yorkshires Office for Police, Fire, Crime and Commission, in conjunction with partners, has published a Strategic Needs Assessment with regards to the [Serious Violence Duty](#) for York and North Yorkshire.

4.16 According to data from the National Police Chiefs' Council, most spiking incidents, 80%, happen in public places, especially places where people go to enjoy themselves at night:

- almost half of reported incidents happened in a bar;
- after that, nightclubs were the most common location.

The Government has produced a [spiking factsheet](#) which provides further information.

The police response to spiking is Operation Lester which has clear investigative strategy and works with licensed premises on initiatives to keep people safe. Police.UK has produced further [information on spiking](#).

4.17 Hate crimes (if a person has demonstrated or been motivated by hostility based on race, religion, disability, sexual orientation, or transgender identity

or perception thereof), although York's levels of hate crime are below that of the national average, the Council and Police are aware of a pattern of racial hate crime linked to the night-time economy. Some incidents are directed to those who work in support, e.g. door staff, bar staff and taxi drivers. The multi-agency York Hate Partnership is working to deter this behaviour and encourage reporting, through initiatives such as the Choose Respect Not Regret campaign. All hate crime incidents are reviewed by the Police. The Home Office published official statistics on [Hate Crime, England and Wales, Year Ending March 2024](#) on the 10 October 2024.

- 4.18 Applicants and licence holders are encouraged to engage in national and local schemes that promote customer safety, such as:
- joining Safer York Business Partnership and using the Pubwatch radio;
 - joining Pubwatch;
 - using Sentrysis;
 - promoting 'Ask for Angela' in your venues;
 - national and local initiative tackling violence against women and girls;
 - register with Community Messenger to receive updates on policing matters relevant to the local community and nighttime economy;
 - ensure staff and customers are aware of and adhere to the city's Code of Conduct;
 - engage with Police operations (which may also include partners) that are in place to tackle alcohol related issues, such as violence, ASB, street drinking and thefts.
 - engage with York BID rangers, Street Angels and if your premises is in close proximity to the river York Recuse Boat volunteers;
 - engage with/promote local and national campaigns such as 'Choose Respect Not Regret' and the 'Walk Away Campaign', and any crime reduction initiatives supported by the Police to keep people safe;
 - engage with the work of the York Drug and Alcohol Partnership;
 - engage with the University of York, York St John University, York College and Askham Bryan College with regards to their 'All About Respect' initiative if your premises offer dedicated student nights, or promotions to encourage students into your premises. This initiative relates to the importance of healthy relationships, addressing issues such as sexual harassment, sexual violence, domestic abuse and hate crime;
 - if you are planning/organising an event engage with York's Events Safety Advisory Group.

4.19 Applicants and licence holders are also encouraged to:

- a) make sure staff are trained to identify and report issues, this training should include awareness and safety of:
 - 1) lone customers leaving the venue, especially if the customers appear vulnerable (drunk or under the influence of drugs);
 - 2) unwanted contact (touching) between customers (on speaking to women news reports have identify that women are regularly touch without their consent, in some cases inappropriately, when walking through busy licensed premises);
 - 3) drink and needle spiking – the police receive several allegations each year that customers in licensed premises have been spiked.
 - 4) hate crimes – all reported hate crime incidents are reviewed by the Police.
- b) make sure the correct staff are in place, for example if you are a city centre venue door supervisors may be required, if you are a late-night venue a member of staff to deal with customer welfare may also be required;
- c) make sure staff are aware of the closest taxi ranks and bus stops that offer an evening/late night services, and have contact details available for taxi and private hire firms, booking a vehicle for customers if needed;
- d) have a safe place to take customers if required;
- e) have a zero tolerance towards drugs, having systems in place to prevent drugs from entering the premises, and dealing with issues of drug use, this should be included within staff training;
- f) have signage in place at entrances and within the venue with regards to customer welfare and safety;
- g) make sure staff are aware of the location of the river and river safety, especially those premises in close proximity to the river. As the River Ouse flows through the centre of the city, the city has sadly seen a number of river deaths. We encourage premises in close proximity to the river to have Throw Lines available, and to engage with the Fire Service with regards to training in their use, as they are a useful tool for river safety;
- h) as staff working in licensed premises can finish work late at night and/or into the early hours of the morning, consideration should be given to having arrangements in place to make sure they get home safely, such as providing free transport and offering appropriate additional training. Following concerns raised by workers, especially women, Unite launched the [Get Me Home Safely](#) campaign, which City of York Council [fully support](#).

4.20 With regards to paragraph 4.19 (a) the Police advocate The WAVE (Welfare

and Vulnerability Engagement) training. This training explores what vulnerability is, how to identify it and appropriate interventions. The Police will provide this training on request –

NYPLicensing@northyorkshire.police.uk

Engagement

- 4.21 The Council and Police understand the importance of engaging with the licensed trade to offer help or guidance, update on new legislation and national/local schemes, discuss issues/concerns and share best practice. We do this via meeting with applicants prior to submitting an application, having one to one meetings with licensed premises, or holding meetings where a majority of the licence trade can attend.

Pubwatch

- 4.22 The Council and Police promote and encourage [Pubwatch](#), as it enables the sharing of best practice between licensed premises to achieve a safer drinking environment. Pubwatch enables licensees to take collective action to share information, ban troublemakers, while promoting effective working relations between licensed premises, the Police and the Council.

York Drug and Alcohol Partnership

- 4.23 York Drug and Alcohol Partnership provides a single setting for Council departments, Police, Probation, education partners, health providers and other community groups to work together to reduce drug and alcohol related harm.
- 4.24 The Partnerships work in York will reduce alcohol harms by shaping the key factors which ultimately drive alcohol-related harms, including ease of purchase (availability), pricing/promotion and the social norms around alcohol, recognising that availability may also impact pricing and cues around drinking alcohol. Prevention of underage sales sits within this. Partners also work together to improve access to support for people wanting help to reduce the amount of alcohol they drink or needing specialist treatment and support for alcohol dependence, including through challenging stigma around alcohol use disorder and making recovery from substance use disorders visible in the city.

Purple Flag

- 4.25 Purple Flag standard is an accreditation process similar to the Green Flag award for parks and the Blue Flag award for beaches. It allows members of the public to identify town and city centres that provide a safe, vibrant and varied night out.
- 4.26 The Council applied for [Purple Flag](#) accreditation in autumn 2021, the city achieved Purple Flag status in March 2022. York BID, with support from the Council, the Police and other partners, applied to renew this accreditation in March 2024, the city achieved Purple Flag status for the second time in May 2024.

Public Space Protection Orders

- 4.27 The Council has made a Public Space Protection Order under Section 59 of the Anti-Social Behaviour, Crime and Policing Act 2014, in relation to an area incorporating York city centre and The Groves. Full details of the [Order](#) and the area map are available on the Council website.

Equalities Act 2010

- 4.28 Applicants and licence holders must make themselves familiar with their responsibilities under the Equalities Act and relevant guidance for businesses, which can be found on the [Equality and Human Rights Commission](#) website.
- 4.29 The Council must have regards to its public sector duty under the Equality Act.

Regulators' Code 2014

- 4.30 The Regulators' Code came into statutory effect on 6 April 2014 under the Legislative and Regulatory Reform Act 2006 and provides a clear, flexible and principles-based framework for how regulators should engage with those they regulate. Nearly all regulators, including local authorities and the fire and rescue service authorities, must have regard to it when developing policies and procedures that guide their regulatory activities.

5. Local Factors

- 5.1 York city centre, predominately the area within the City Walls, is made up of:
- the main shopping area featuring high street named stores and local independent operators;
 - the main tourist area featuring visitor attractions such as York Minster, Jorvik Viking Centre, Cliffords Tower and Castle Museum;
 - the main restaurant area featuring nationally known operators and local independent operators;
 - the main pub/bar/nightclub area featuring nationally known operators and local independent operators;
 - a number of hotels featuring nationally known operators and local independent operators;
 - office spaces;
 - transport hubs;
 - short term holidays lets; and
 - residential properties.
- 5.2 The make-up of the city centre means that residents, families, shoppers and tourists are in close proximity to people who are in the city to predominately consume alcohol.
- 5.3 The area outside of the City Walls is made up of:
- four retail parks – Monks Cross, Vangarde, Clifton Moor and Designer Outlet – featuring nationally known high street stores and cafes/restaurants. Clifton Moor also offers leisure/entertainment facilities such as gyms, a cinema and bowling;
 - York Community Stadium complex is the home on York City Football Club and York City Knights, also featuring cafes/restaurants and leisure/entertainment facilities such as a gym, swimming pool, a cinema and bowling;
 - shopping areas in Haxby and Acomb featuring nationally and local independent stores, cafes/restaurants and pubs/bars;
 - residential areas, with smaller nationally known and local independent stores and pubs/bars;
 - a number of hotels featuring nationally known operators and local independent operators;
 - short term holiday lets.
- 5.4 Over the last ten years drinking behaviour has changed in the city centre on a Saturday, during the day and early evening, in that more people come to

the city to visit the pubs and bars. A majority of these people travel by train, some of which 'pre-load' on the train while travelling to York. The impact of shoppers, families and tourists being in the city centre alongside these people has caused an increase in anti-social behaviour in the city centre, at the railway station and on the trains when these visitors are returning home.

- 5.5 Over the last five years we have seen an increase in pubs and bars:
- offering 'bottomless brunches'; and/or
 - having staff walking round venues offering/selling shots; and/or
 - asking customers to download apps or scan QR codes, requesting that they place their food/drink orders via these means, so they do not have to go to the bar.

The Police and the Council have had to engage with some licensed premises following incidents that have arisen due to customers partaking in one or more of the above, which has led to customers consuming large quantities of alcohol.

- 5.6 Within the last year across the city centre and the suburbs of York there has been a:

- 2% decrease in anti-social behaviour;
- 15.6% increase in anti-social behaviour in the city centre alcohol restriction zone;
- 0.7% increase in crime; and
- 9.4% decrease in crime in the city centre alcohol restriction zone.

76.53% of residents have identified through the councils' Big York Survey that 'low crime levels' are the most important factor in making somewhere a good place to live. 25.53% of residents also identified that people being drunk or rowdy in public places is a problem in their local area.

- 5.7 Alcohol-related harm is a particular matter of concern in York, with a higher than average rate of alcohol related hospital admissions and mortality, and concerning rates of hospital admissions and mortality related to alcohol more broadly, which are all only the tip of the iceberg of alcohol-related harm¹. Collaborative action on reducing alcohol harm is urgently needed. There were already national increases in alcohol related hospital admissions and death before the Covid-19 pandemic, and modelling suggests that pandemic-era changes in alcohol consumption are likely to have a significant negative impact on public health inequalities, even under optimistic assumptions².

¹ [Alcohol Profile - Data | Fingertips | Department of Health and Social Care \(phe.org.uk\)](#)

² Angus, Henney and Price (2024) [Modelling the longer-term health and health inequality impacts of changes in alcohol consumption during the COVID-19 pandemic in England](#)

- 5.8 Hospital admissions for York residents where an alcohol related conditions is either the primary reason or a contributory factor for admission were 1,908 per 100,000 in 2022/23, which is significantly higher than the England wide rate for the same period³.
- 5.9 York's alcohol specific admission rate has also consistently been significantly worse than the national average in recent years, with the latest rate (2022/23) being 731 per 100,000, which is 11.4% higher than in 2016/17. Across the same period, the England rates have differed by 4.1% (with rates of 558 per 100,000 in 2016/17 and 581 per 100,000 in 2022/23)⁴.
- 5.10 In 2022 alone, 89 people died in York of conditions which are wholly or partially caused by alcohol⁵.
- 5.11 21.4% of York adults report drinking above the low risk level of up to 14 units per week⁶. This means that 21.4% of York adults are at an increased risk of alcohol-related disease and other long-term harm.
- 5.12 11.9% of York adults report binge drinking (drinking more than six units, for women, or more than eight units, for men, of alcohol in one day)⁷. This population are at an increased risk of experiencing acute alcohol related harm.
- 5.13 Alcohol alone is not considered to be a cause of domestic abuse but there are many ways in which alcohol and domestic abuse are related. Local Police records indicate that alcohol consumption was one of the main vulnerabilities associated with domestic abuse crime across North Yorkshire, recorded in 30% of domestic abuse cases⁸, which tallies with national records but is likely to be an underestimate of the involvement in alcohol in domestic abuse crimes due to varied recording methods. The reporting of domestic abuse incidents increases around the time of major sporting events; an increase in alcohol consumption have been one of the factors linked to this. Making sure staff have undertaken the WAVE training and having 'Ask for Angela' in place, may aid staff in identifying signs of domestic abuse and offer victims a chance to seek help. The Council

³ Admission episodes for alcohol-related conditions (Broad) (2022/23) [Alcohol Profile - Data | Fingertips | Department of Health and Social Care \(phe.org.uk\)](#)

⁴ Admission episodes for alcohol-specific conditions (2016/17-2022/23) [Alcohol Profile - Data | Fingertips | Department of Health and Social Care \(phe.org.uk\)](#)

⁵ Alcohol-related mortality (2022) [Alcohol Profile - Data | Fingertips | Department of Health and Social Care \(phe.org.uk\)](#)

⁶ % of those 18yrs+ who reported drinking more than 14 units of alcohol each week, Health Survey for England 2015-18 combined data [Local Alcohol Profiles for England - Data - OHID \(phe.org.uk\)](#)

⁷ % of those 18yrs+ who reported drinking more than 6 / 8 units (women / men respectively) on their heaviest drinking day in the last week, Health Survey for England 2015-18 combined data [Local Alcohol Profiles for England - Data - OHID](#)

⁸ North Yorkshire Police Operational Problem Profile Domestic Abuse 2024 Annual Report, supplied to CYC Public Health

provide further information about [domestic abuse](#), and how victims can get help and support.

- 5.14 There has been a shift in the UK towards drinking at home. More alcohol is purchased from the off-trade, such as supermarkets and shops, than in the on-trade such as pubs, bars, clubs and restaurants⁹. A growing number of drinkers are more likely to drink at home before a night out, commonly known as 'pre-loading'. This change in drinking patterns is largely driven by low-cost alcohol available from the off trade.
- 5.15 Those drinking at the highest, and therefore most harmful, levels are more likely to consume the majority of alcohol at home¹⁰. This supports 2018 analysis that revealed people drinking at harmful levels account for 32% of alcohol-related revenue in the off-trade, compared with 17% of revenue in the on-trade¹¹. Given that drinking habits polarised in the Covid 19 pandemic, with heavier drinkers drinking more and lighter drinkers drinking less, people drinking at harmful levels are likely to account for an even greater share of revenue than this pre-pandemic analysis.
- 5.16 Research by the institute for Fiscal Studies found that heavier drinkers tend to consume alcohol products that are both cheaper and stronger on average, compared with lighter drinkers¹². High strength, cheaper products are therefore likely to be associated with the greatest harms.
- 5.17 The sale/supply of cheap alcohol can increase consumption which can undermine the licensing objectives. Alcohol can be cheap due to price and due to its strength. The Council, where appropriate, may impose conditions to control the sale of certain types of 'super strength' alcohol products.
- 5.18 The availability of high strength alcohol products, such as high strength lager and cider, from the off trade, usually favoured by people drinking on the street also has an impact on anti-social behaviour, crime and disorder and public health. Off licences selling single cans of lager, beer and cider can add to this issue. Consideration should be given by licence holders to sign post customers known to be alcohol dependent or those known to be homeless to support services:
- [Alcohol and drugs help in York](#)
 - [Rough sleeping in York](#)

⁹ Foster, J.H. & Ferguson, C.S. (2012). [Home Drinking in the UK: Trends and Causes](#)

¹⁰ Public Health England (2017) [Local Alcohol Consumption Survey National Report \(publishing.service.gov.uk\)](#) See Figure 8.

¹¹ Bhattacharya, A. et al. (2018). [How dependent is the alcohol industry on heavy drinking in England?](#)

¹² Griffith, O'Connell and Smith (2017). [Tax design in the alcohol market.](#)

- 5.19 The 2023-24 York Secondary School Health and Wellbeing Survey found that 65.6% of the pupils aged 11-17 years surveyed said that they have tried or drink alcohol, and 30.5% said that the alcohol was given to them and a further 8.3% said someone had bought it for them with their money. Just over three percent of the pupils surveyed responded 'I buy it in a shop' to the question 'How do you get alcohol?'¹³
- 5.20 Excessive alcohol consumption is not just an issue for individuals, families and communities, but it has a significant impact on our public services, including the police and health services.
- 5.21 Due to the factors highlighted above, the Council encourages licence holders to recognise the importance of their approach to alcohol sales in York. This could include the price (the sale of cheap alcohol can increase consumption, and therefore undermine the licensing objectives), the availability of low and/or alcohol free alternatives (making sure they are competitively priced relative to their alcohol equivalents), and the way alcohol is advertised/promoted as well as ensuring high quality practices in relation to all legal requirements for alcohol sales.
- 5.22 The Council strongly encourage licence holders to consider how they market/promote alcohol inside and outside their premises. Alcohol should not be promoted in such a way as to encourage people to drink more than they would ordinarily do, or in a manner that does not promote the licensing objectives, for example quantity based discounts, displays and promotion of alcohol products visible from outside the premises, at entrances or in multiple positions in a premises (especially at premises near schools), or in venues attended by children. Promotions of alcohol-free alternatives that share branding with alcohol products should not appeal to children. Consideration should also be given with regards to the advertising of alcohol on signage on barriers around and umbrellas within pavement cafes / outdoor drinking areas (beer gardens), and drink promotions boards outside pubs/bars.
- 5.23 The ordering of alcohol online and via an App has become more prevalent over recent years with off-licences and take-ways, as well as some pubs and restaurants undertaking home delivering or collection services, licence holders offering such services must have measures in place to make sure the person purchasing the alcohol is 18 or over, and that staff members (including an agent acting on their behalf) do not hand alcohol over to

¹³ [Summary of the Secondary/Sixth-Form School Health and Wellbeing Survey in York 2023-24](#)

someone who is under 18 or drunk. Pubs, bars and restaurants that encourage customers to scan a QR code or download an App to make their order and provide table service, must also have these measures in place. Licence holders and their staff should be aware of the legal requirements of the Act with regards to the sale of alcohol to children, it is recommended that this is documented through staff training.

- 5.24 The Police have seen an increase in the reports of thefts from premises across the authority area, especially in the city centre. A number of these reports relate to the theft of alcohol from the large supermarkets and the smaller stores, alcohol is stolen several times a week (sometimes daily) from some licensed premises. To help prevent alcohol theft it is recommended that when premises licence holders considering the layout of stores, especially smaller stores, that alcohol is positioned in locations that are clearly visible to staff and are covered by CCTV. Consideration should also be given to placing high value alcohol behind the checkouts so that customers must engage with staff to purchase. Premises licence holders should deter from placing displays of alcohol products adjacent to entry/exit doors.
- 5.25 Due to complaints received the location of premises, such as takeaways, wanting to offer late night refreshment will be a consideration, due to noise and anti-social behaviour that can be associated with such premises, for example noise from extraction fans, customers and delivery drivers/vehicles late at night and into the early hours of the morning. Such premises can also be a place for people to gather.

6. City of York Council Approach to Licensing

- 6.1 The Council accepts the importance of licensed businesses to the culture, economy and vitality of the city. By using the opportunity presented by the Act and through this policy the Council can enhance the opportunities for businesses, residents and visitors while at the same time safeguarding residents and business amenities through the promotion of the licensing objectives.
- 6.2 In determining a licence application the overriding principle will be that each application will be determined on its own merits, having regard to the promotion of the licensing objectives and taking into account this licensing policy and the guidance issued under Section 182. Where it is necessary to depart from the guidance or this policy the Council will give clear and cogent reasons for doing so.
- 6.3 The Council will apply the requirements of the Act in such a way, so far as is possible, to avoid duplication with other regulatory regimes.
- 6.4 Within the general framework the Council would like to specifically address its policy in the following way:
- **Diversity** – the council strongly supports a mix of the different types of licensed premises, particularly in areas where there is a high density of such premises. It believes diversity will attract a broader range of customers from local residents and visitors, also giving greater choice for different age groups. It gives potential for positively changing and improving the ambience of the city. This in turn may have a positive effect in increasing the number of evening visitors to the city centre while improving safety and reducing nuisance, crime and disorder.
 - **Use of Public Space** – the Council wishes to continue to promote a broad range of entertainment within the city including live music, dancing, theatre and other entertainment.
 - **Local Business** – through its policy the Council will encourage the development of local businesses recognising the benefits to the local economy, by supporting local enterprise to the benefit of residents.
 - **Premises Serving Food and Drink in the Open Air** – the Council wishes to respond appropriately to applications from public houses, bars and restaurants requesting to serve food and alcohol in areas adjacent to or immediately outside their premises. Approvals may also be required from the planning and highway authorities. Information relating to

[pavement café licences](#) can be found on the Council's website.

- **York's Licensed Heritage** – the Council recognizes the important part traditional and historic public houses play in our cultural and tourism heritage and would seek to preserve and enhance those assets for future generations.
- **Live Entertainment and Performing Arts** – the Council encourages the development of venues for the provision of live entertainment and performing arts, recognizing the contribution made to the vitality of the city.

Application Procedure

- 6.5 All applications for premises licences, variations and provisional statements must be submitted in accordance with the Act and associated Regulations.
- 6.6 As part of the application process there is a requirement for the submission of an operating schedule. The Council will normally expect the operating schedule to have regard to the nature of the area where the premises is situated, the type of premises concerned, the licensable activities to be provided, operational procedures, and the needs of the local community in addressing the four licensing objectives.
- 6.7 Applicants are legally obliged to give notice of their application in two ways, by displaying a blue notice at the premises for a period of 28 days and placing a notice in a local newspaper. Each notice must clearly state the date by which representations must be received, where the application can be viewed in full and where representation must be sent.

Representations

- 6.8 Representations may be received from the responsible authorities and by other persons (as defined by the 2003 Act). Elected members may make representation in their own right, or on behalf of residents or the applicant; in both cases the elected member cannot take part in the decision process. Guidance on submitting a representation is available by contacting the Licensing Section.
- 6.9 Members of the public who wish to submit a representation in regard to an application need to be aware that once submitted to the Council it becomes a public document. Their representation with personal details will be made available to the applicant and will also be included in any report that is presented at a Licensing Sub-Committee Hearing (representors personal

details will not be published on the Councils website). If this is an issue, they may contact a local representative such as a ward councillor, parish or town councillor, or any other locally recognised body such as a resident's association about submitting the representation on their behalf. The Council cannot accept anonymous representations.

- 6.10 'Relevant representations' are representations as defined by Section 18 of the 2003 Act:
- about the likely effect of the application on the promotion of the licensing objectives;
 - which have not been withdrawn and, in the case of representations made by other persons, are not, in the Council's opinion irrelevant, frivolous or vexatious.
- 6.11 Unless relevant representations are made by a responsible authority and/or other persons licences will be granted on the terms set out in the application.

Determination of Applications

- 6.12 The Council will consider each application on its own merits whilst having regard to the 2003 Act, the Section 182 guidance and this policy.
- 6.13 Any delegated decision made by the Council will be carried out in accordance with the Scheme of Delegation.
- 6.14 Applications where there are relevant representations will be dealt with by a Licensing Sub-Committee, unless the Council, the applicant and everyone who has made representations agree that a hearing is not necessary.
- 6.15 Where possible, officers from the Council will act to mediate between applicants and persons making relevant representations to resolve issues, thereby preventing unnecessary hearings.

Composition of a Licensing Sub-Committee

- 6.16 A Licensing Sub-Committee shall comprise of any three elected members who serve on the Licensing and Regulatory Committee (Licensing Committee). The Council's Code of Conduct requires Members to register and declare their financial and other interests and sets out consequences for the Member's participation in the decision making process in respect of an application, in the light of those interests.

7. Licensing Objectives

- 7.1 The Council will carry out its functions under the Act with a view to promoting the four licensing objectives:
- The prevention of crime and disorder
 - Public safety
 - The prevention of public nuisance
 - The protection of children from harm
- 7.2 It is for the applicant to decide what measures to include, if any, in its operating schedule in order to address any potential concerns that might arise in the promotion of the licensing objectives. Applicants are reminded that measures proposed in the operating schedules will be converted into conditions on their licence.
- 7.3 The Council recommends that applicants risk assess their operation against the four licensing objectives to identify potential areas of concern. Responsible authorities and other person may make representations if they feel that the applicant's proposals do not adequately promote the licensing objectives.
- 7.4 The Council recommends early consultation with responsible authorities; this can be done directly or through the Council's Licensing Section. Contact details for responsible authorities can be found on the Council's website or by contacting the Licensing Section.
- 7.5 The Council will have regard to the location and character of premises and the impact of the operation and management of all proposed licence applications and variations.

Prevention of Crime and Disorder

- 7.6 Prevention of crime and disorder is both an objective of the Act and an important responsibility of the Council under the Crime and Disorder Act 1998.
- 7.7 There are many steps an applicant may take to prevent crime and disorder. The Council will look to the Police for the main source of advice on these matters. In accordance with the Section 182 guidance, police views on matters relating to crime and disorder will be given considerable weight. Steps that an applicant may take include:
- CCTV - It is recommended that CCTV should be digital systems covering

all areas where alcohol is sold and consumed, entrances and to cover queues. Recordings should display correct time/date, be available within 48 hours of a request from any responsible authority and kept for a minimum of 31 days.

- Door Supervisors - Where appropriate an adequate number of door supervisors should be provided at premises, city centre licensed venues should consider using door supervisors at peak times, such as Friday evening, Saturday afternoon and evening, Sundays prior to a bank holiday Monday and days when race meetings take place in York. Whenever security supervisors are employed at licensed premises to carry out a security function, they must be licensed by the Security Industries Authority (SIA).
- Staff training – It is recommended that staff, especially those involved with the sale/supply of alcohol, are trained with regards to the legal requirements of the Licensing Act 2003 and the premises licence in force.
- Night-Time Economy Radio Scheme - It is recommended that city centre licensed venues participate in the Night-Time Economy Radio Scheme (Pubwatch radios), provided by Safer York Business Partnership. This radio link covers both the daytime and night-time economies, giving participating venues a link to the CCTV room, the police and the chance to share 'real time' information with each other.
- Capacity - To prevent overcrowding that is likely to lead to disorder and violence, it is recommended that applicants, in certain classes of licensed premises, state in their operation schedule a maximum safe capacity for their premises and the management arrangement to ensure it is not exceeded.

Public Safety

- 7.8 The licensing system should protect the safety of those visiting and working in licensed premises. All licensed premises within the Council area should therefore be safe, well managed and maintained.
- 7.9 The Council will not normally impose conditions on a premises licence relating to matters that are dealt with by other legislation.

Prevention of Public Nuisance

- 7.10 Applicants need to focus on the effect of licensable activities on persons living and working in the area around the premises when considering the promotion of this objective.

7.11 Public nuisance is not narrowly defined and can include low level nuisance affecting one or a few person(s) living locally, as well as a major disturbance affecting the whole community. Issues will mainly concern noise nuisance, light pollution and litter.

7.12 Applicants should consider the following measures to address disturbance and nuisance:

- Hours of operations – the tolerance to disturbance is likely to be reduced at certain times and days. The later into the night the operation continues the greater the likelihood of public nuisance being caused. Particular consideration should be given to minimise disturbance during the night-time hours of between 11:00pm and 7:00am, additional consideration should be given with regards to the operating hours of any outside area and the activities that take place in these areas.
- Customer management:
 - queuing outside premises – supervision of queues by door supervisors, CCTV covering queues, queues not blocking the public highway;
 - dispersing from premises – prominent notices at exits, door supervisors and staff asking customers to leave the area quietly, directing customers away from sensitive areas;
 - outside drinking areas – supervision of outdoor areas by door supervisors and staff, CCTV covering outside area;
 - smoking areas – positioning smoking areas away from residential properties, supervision of smoking areas by door supervisors and staff, CCTV covering smoking areas, provide litter bins, clean smoking areas located on the public highway during (if needed) and at the end of trading to manage waste associated with your premises, smokers not blocking the public highway;
 - car parks – prominent notices in car parks asking customers to be quiet, not to slam car doors.
- Operation of premises:
 - loud music escaping from licensed premises – closing windows and doors, installation of soundproofing, acoustic lobbies, carrying out noise monitoring checks.
 - waste disposal – consider the timing of emptying waste on site and waste collections, particularly the emptying of bottle bins.

Further information is available online [Noise from Pubs, Clubs and Licensed Premises](#).

- Litter – excessive litter is generated from licensed premises in various forms, particularly takeaway food wrappers and event/venue promotion leaflets (flyers) and cigarette butts, providing litter bins and clean the public highway during (if needed) and at the end of trading to manage waste associated with your premises.
- Outdoor Music Events – further information is available in the [Code of Practice](#).

Protection of Children from Harm

7.13 The Act provides specific protection for children from the sale or provision of alcohol and regulated entertainment. The Council will not normally impose conditions requiring or prohibiting the admission of children to any premises as it believes that this should remain a matter of discretion of the licence holder. However, there are areas that will give rise to particular concern in respect of children and where additional controls are likely to be necessary. These include:

- where there have been convictions of the current management for serving alcohol to minors;
- where premises have a reputation for allowing under-age drinking and/or requirements of proof of age is not the norm;
- where premises have a known association with drug taking or dealing;
- where there is a strong element of gambling on the premises;
- where adult entertainment is provided on an occasional basis and is not already licensed under other legislation.

7.14 In addition, licensees may identify that the access of children to particular parts of the premises poses more risk than others and seek only to exclude children from areas of highest risk.

7.15 The Council may, as appropriate, consider whether conditions are necessary. If conditions are necessary, these may include:

- limitations on the hours when children may be present;
- limitations upon the presence of children of certain ages when specified activities are taking place;
- limits on the parts of the premises to which children may have access;
- age limitations;
- limitations or exclusions when certain activities are taking place;
- requirements for accompanying adults or stewarding.

- 7.16 It is a mandatory requirement for premises which sell or supply alcohol to have an age verification policy in place, the Council recommends that this policy should be 'Challenge 25'.
- 7.17 The Council will carefully consider the effects of alcohol sales and alcohol marketing on children, young people and family life, including concerns around:
- Any normalisation of being drunk when responsible for children.
 - Any normalisation of drinking alcohol around children and young people under 18.
 - Any normalisation of drinking alcohol during pregnancy.
 - Any normalisation of drinking alcohol in new settings/contexts where people would traditionally not expect to purchase alcohol, particularly venues that are oriented to families and children.
 - Exposure of children and young people to alcohol marketing which can increase the likelihood of an earlier age of consumption and associated risks relating to alcohol later in life.
- 7.18 The Council will also carefully consider the need to alcohol to being sold/supplied are premises that are predominately used for activities targeted at children, for example soft play.

8. Guidelines for Applicants

- 8.1 These guidelines are intended to help applicants by setting out criteria and considerations that they should consider when drawing up an operating schedule. Not all of these considerations necessarily apply, or apply equally, to all applications.
- 8.2 These considerations have been developed with reference to the licensing objectives following consultation with the responsible authorities. They therefore alert applicants to the matters which responsible authorities will be likely to consider when deciding whether to make representation on an application.
- 8.3 These considerations also draw the attention of applicants to matters that are likely to be the subject of conditions designed to promote the licensing objectives that may be attached to the grant of a licence if representations are made.
- 8.4 These considerations are based on experience and good practice established over the years in the city.

Planning

- 8.5 The use of premises for the sale or provision of alcohol, provision of regulated entertainment or late night refreshment is subject to planning control. Such use will normally require planning permission or must otherwise be lawful. Planning permission is generally required for the establishment of new premises or change of use of premises.
- 8.6 In line with the S182 guidance, planning and licensing regimes involve considerations of different (albeit related) matters. Licensing committees are not bound by the decisions made by a planning committee and vice versa.
- 8.7 While there is no obligation for an applicant to have planning permission before applying for a premises licence, provisional statement or for a substantial variation, it is recommended that lawful planning use is obtained initially. The planning authority is a responsible authority under the Act whom applicants are required to give notice of applications.
- 8.8 Where relevant representations are received, the Licensing Committee is not bound by decisions made by Planning Committee, and vice versa. If

there are circumstances where a terminal hour is a conditions of planning permission and this is different to the terminal of the licence, the applicant must observe the earlier closing time.

- 8.7 It should be noted that any decision made by the Council does not relieve an applicant of the need to apply for building control approval.

Licensing Hours

- 8.8 The Council recognises, that in some circumstances, more flexible opening hours will help address the issue of large numbers of patrons leaving licensed premises at the same time. The intention behind this is to reduce disorder and disturbance such as friction at late night food outlets, taxi ranks and in the street.
- 8.9 A thriving and safe evening / night-time local economy are important considerations in relation to investment, local employment and attractive to residents and tourists. However, the Council believes that any licensable activity has the potential to impact adversely on the surrounding area due to disturbance and/or crime and disorder. The noise generated by licensable activities, especially customers departing late at night can be intrusive when ambient noise levels are much lower, however dependant on the type, it could also be intrusive when ambient noise levels are higher.
- 8.10 The Council believes that full consideration should be given to the risk of disturbance to local residents and possibly to businesses when licensable activities continue late at night and into the early hours of the morning.
- 8.11 The Council recognises that there is no general presumption in favour of lengthening licensing hours and the licensing objectives should be paramount considerations at all times. Restrictions may be made to the proposed hours of use where, if relevant representations are received, the Council considers it appropriate for the promotion of the licensing objectives to do so. Consideration will be given to the individual merits of an application.
- 8.12 Generally shops, stores and supermarkets will be permitted to sell alcohol for consumption off the premises during the normal hours they intend to open for shopping purposes unless there are good reasons, based on the licensing objectives, for restricting those hours.

Drinking up time / cooling down period

- 8.13 Even though the traditional drinking up time was not carried over into the Act the Council recommends that applicants of premises licensed for the on-sale of alcohol should consider a drinking up / cooling down period during which music volume may be reduced, customers may consume their drinks and make arrangements for transportation from the premises. The Council considers that a 30-minute drinking up time will assist in the gradual dispersal of customers and consequently reduce impact on the area.

Dispersal

- 8.14 The effective dispersal of customers away from premises will be a consideration for the Council when it is required to determine licensing hours as crime and disorder and public nuisance is most likely where crowds gather to queue or wait after leaving licensed premises.

Designated Premises Supervisor (DPS)

- 8.15 An applicant for a premises licence which includes the sale and supply of alcohol must nominate a DPS. That person will normally have been given day to day responsibility for the running of the premises. The DPS will also be a personal licence holder.
- 8.16 The Act does not require the presence of the DPS at all material times. If the DPS is not present on the premises the Council would normally regard it as appropriate for a duty manager / senior staff member, with knowledge of the operation of the premises and the requirements of the licence, to be present on the premises at all times that alcohol is sold, and particularly where alcohol is sold late in the evening or early hours of the morning. The Council would also normally regard it as appropriate for the duty manager / senior staff member to hold a personal licence.

Authorising the Sale of Alcohol

- 8.17 It is a requirement of the Act that every supply of alcohol made under a premises licence must be made or authorised by a person who holds a personal licence. The Council strongly recommends that personal licence holders give specific written authorisation to any individuals that they are authorising to supply alcohol. It is recommended that the form of authorisation should include the following criteria:
- there should be an overt act of authorisation, for example, a specific written statement given to the individual being identified;

- the person(s) authorised to sell should be clearly identified;
- the authorisation should specify the acts which may be carried out by the person being authorised.

8.18 Also each and every sale or supply of alcohol by someone under 18 years must be specifically approved by a responsible person; unless the alcohol is sold or supplied with a table meal in a designated area, and the consumption of alcohol is ancillary to a meal.

Staff Training

- 8.18 The Council recommends that all persons employed on licensed premises who are engaged in the management of the premises, for example manager, assistant manager, duty manager and senior bar staff, are trained to raise awareness of the requirements of the premises licence, the mandatory licence conditions and offences contained within the Act.
- 8.19 It is recommended that all persons employed on licensed premises who are engaged in the sale and supply of alcohol are trained to raise awareness of their responsibilities and the offences contained within the Act.
- 8.20 It is recommended that persons employed on premises providing entertainment for children and youths do training in basic child protection and safety, and if appropriate have the necessary Disclosure and Barring Service checks.
- 8.21 It is also recommended that persons employed on the premises are trained in relation to the matters detailed in paragraph 4.14 above. Licence holders should ask the Police to deliver WAVE training to all persons employed.
- 8.22 All persons employed on licensed premises should be provided with basic training on health and safety, food hygiene and the housekeeping arrangements for the premises.

Disabled People or People with other Vulnerabilities

- 8.23 Consideration must be given to the access needs of disabled people and people with other vulnerabilities. Staff training should include awareness so they can provide support where needed. Where possible, premises should be accessible, this should include being step free by having suitable ramps or lifts, providing accessible toilet(s), providing menus with large print and assistance in serving where requested. The Councils Access Team can

provide free advice – email: cycaccessteam@york.gov.uk. The [Purple Pound](#) provides information on the value of being inclusive as this not only enables the disabled person to use your services, but also their friends and family will likely use them too. The site explains the loss of income to businesses when disabled people who walk away due to lack of accessibility.

- 8.25 Premises providing live and recorded music, and/or premises that can be very busy, should consider providing a ‘quiet zone’ for customer who may be more sensitive to loud music/spaces and busy spaces. Consideration should also be given to people who live in the vicinity of premises that provide live and recorded music, that may be more sensitive to loud music.

Waste Collection

- 8.26 All businesses have a legal responsibility to care for the rubbish they produce, store, transport or dispose of, and to ensure that it does not harm the environment. This is called their duty of care. Commercial bags or containers placed out on the public highway must be presented in the correct way at the correct time and must not cause a nuisance or be detrimental to the visual amenity. Applicants and licence holders should be aware of the requirements of the [Environmental Protection Act 1990](#), [Separation of Waste \(England\) Regulations 2025](#) and [Guidance – Simpler Recycling: workplace recycling in England](#).
- 8.27 We appreciate that some late night traders may leave waste presented overnight for an early morning collection but the Council may take enforcement action if this begins to cause a problem, e.g. bags being kicked around or ripped open by pests or late night revellers. In some circumstances this may constitute a duty of care or fly-tipping offences.
- 8.28 The timings that waste is collected is also an important factor due to the noise waste collections can create, consideration should be given to make sure waste is not collected during the night-time hours of between 11:00pm and 7:00am.

9. Cumulative Impact

- 9.1 Cumulative impact has been included within the Section 182 guidance issued by the Home Office since the commencement of the Act. Cumulative impact assessments were introduced at Section 5A of the Act by the Police and Crime Act 2017. Cumulative impact is the potential impact on the promotion of the licensing objectives of a significant number of licensed premises concentrated in one area.
- 9.2 Section 5A of the Act provides provision for licensing authorities to publish a document, cumulative impact assessment, stating that the licensing authority considers that a number of relevant authorisations in respect of premises in one or more parts of its area, described in the assessment, is such that it is likely that it would be inconsistent with the authority's duty under the Act to grant any further relevant authorisations in respect of premises in that part or those parts. Relevant authorisations means:
- premises licence
 - club premises certificate
- 9.3 Prior to the introduction of Section 5A of the Act, the Council included a Cumulative Impact Policy within its Statement of Licensing Policy since 2005, in relation to an area within York city centre. The Council published its first Cumulative Impact Assessment (assessment) in March 2019, following a review the second assessment was published in March 2022.

Cumulative Impact Assessment

- 9.4 As required by the Act the Council has reviewed the cumulative impact area following the receipt of evidence provided by the Police and the Councils Public Protection Service (noise). The Council has published its third assessment in relation to an area that has been identified in York city centre. A map showing the area can be found in the assessment.
- 9.5 As required by the Act the Council has formally consulted on the assessment.
- 9.6 The Council will review the assessment at least every three years as required by the Act. The assessment is available on the Council's website.
- 9.7 By publishing the assessment the Council is setting down a strong statement of intent about its approach to considering applications for grant and variation of premises licences or club premises certificates in the area

described. The Council must have regard to the assessment when determining or revising this Statement of Licensing Policy.

Cumulative Impact Area

- 9.8 The published assessment relates to an area within York city centre. This area has been identified because evidence shows that the cumulative impact of the number and concentration of licensed premises in this area continue to adversely affect residents, visitors and other businesses and therefore adversely affecting the promotion of the licensing objectives:
- prevention of crime and disorder
 - prevention of public nuisance
- 9.9 The Police and Public Protection have provided information that the nature of this area is such that the problems and cumulative impact directly relates to the style of businesses operating in the area and their clientele, due to the concentration of:
- pubs, bars, nightclubs, restaurants, cafes, hotels (with bars open to the general public), late night refreshment premises (takeaways) and off-licensed premises (including supermarkets and convenience stores);
 - especially in the night-time economy; and
 - especially at weekends (day and night-time economy).

Applications within the Cumulative Impact Area

- 9.10 Applications for new premises licences or variations for premises situated within the cumulative impact area, that are likely to add to the cumulative impact already experienced, will normally be refused if relevant representations are received. The applicant will be expected to demonstrate through the operating schedule, the steps that they intend to take to promote the licensing objectives, so that the Council and responsible authorities can be satisfied that granting a new or varied licence will not add to the cumulative impact already being experienced.
- 9.11 The onus is on the applicant to demonstrate to the responsible authorities the suitability of how their proposal will not add to the cumulative impact. To assist this process the Council recommends early consultation with responsible authorities; this can be done directly with those authorities or through the Council's Licensing Section. Applicants should also have regard to the guidance issued by the Home Office under Section 182 of the Act.

- 9.12 The assessment does not relieve the responsible authorities or any other person the need to make relevant representations where they consider the licensing objectives would be undermined by if the application was granted. Anyone making a representation may base their evidence on the published assessment, or the fact that an assessment has been published for the area. As with all licensing applications under the Act, if no relevant representations are received an application within the cumulative impact area will be granted in terms consistent with the operating schedule.
- 9.13 The assessment does not change the fundamental way that a licensing decision is made, each application will be considered on its own merits. It is open for the Council to grant an application where it is considered appropriate and where the applicant can demonstrate in the operating schedule that they would not be adding to the cumulative impact. Where relevant representations are received and the Council determines to grant an application, reasons for granting the application will be given to the applicant, the Chief Officer of Police and all parties who made a relevant representation, with the reasons for departing from the Policy. If the Council decides that an application should be refused, reasons for the refusing the application will be given to the applicant and all parties who made a relevant representation.
- 9.14 Application for the grant or variation of a premises licence in the cumulative impact area may be considered more favourably if the applicant can demonstrate through the operating schedule that if:
- the application relates to the 'on-sale' of alcohol, that the premises is going to be predominantly food led with:
 - alcohol being sold/supplied ancillary to a meal, with substantial* food being served throughout the duration of the operating hours;
 - no vertical drinking, all customers seated at tables;
 - set number of table covers;
 - table service only, no customers at the bar;
 - no drinks promotion, unless they are in line with a food promotion.

*something more substantial than a bag of crisps or a bowl of olives or nuts.
 - the application relates to the 'off-sale' of alcohol, that the premises does not:
 - do drinks promotions;
 - offer single cans of –
 - beer

- lager
- cider
- spirits with a mixer
- wine
- offer small bottles of wine (200ml or less);
- offer small bottles of spirit (50ml or less);
- high strength (above 5% ABV) beer/lager/cider;
- promote alcohol outside or inside the premises;
- display alcohol near entrance doors.

10. Early Morning Restriction Orders (EMROs)

- 10.1 The power conferred to licensing authorities to make, vary or revoke an EMRO is set out in sections 172A to 172E of the Act. This power came into force on 31 October 2012 and the Government provided guidance as part of the S182 Guidance to Licensing Authorities.
- 10.2 This power enables a licensing authority to prohibit the sale of alcohol for a specified time period between the hours of 12am to 6am in the whole or part of its area, if it is satisfied that this would be appropriate for the promotion of the licensing objectives.
- 10.3 EMROs are designed to address recurring problems such as high levels of alcohol related crime and disorder in specific areas at specific times; serious public nuisance and other instances of alcohol related anti-social behaviour which is not directly attributed to specific premises.
- 10.4 An EMRO:
- Applies to the supply of alcohol authorised by premises licenses, club premises certificates and temporary event notices;
 - Applies for any period beginning at or after 12am and ending at or before 6am. It does not have to apply on every day of the week and can apply for different time periods on different days of the week;
 - Applies for a limited or unlimited period;
 - Applies to the whole or any part of the licensing authority's area;
 - Will not apply to any premises on New Year's Eve (defined as 12am to 6am on 1 January every year);
 - Will not apply to the supply of alcohol to residents by accommodation providers between 12am – 6am, provided the alcohol is sold through mini-bars/room service;
 - Will not apply to a relaxation of the licensing hours by virtue of an order made under section 172 of the Act.
- 10.5 Before a licensing authority determines to make an EMRO it should be satisfied that it has sufficient evidence to demonstrate that making the EMRO would be appropriate for the promotion of the licensing objectives. The licensing authority should consider evidence from partners, including responsible authorities and local Community Safety Partnerships, alongside its own evidence.
- 10.6 The licensing authority should consider whether other measures may address the problems that they have identified as the basis for introducing

an EMRO. These measures include:

- Introducing a cumulative impact assessment;
- Reviewing licences of specific problem premises;
- Encouraging the creation of business-led best practice schemes in the area.

10.7 It is the intention of the Council to support businesses, whilst ensuring the promotion of the licensing objectives. However where this has deemed to fail then an EMRO could be considered as a possible solution.

11. Personal Licences

- 11.1 A personal licence authorises an individual to supply alcohol, or authorise the supply of alcohol, in accordance with a premises licence. The licensing authority for the area where the applicant resides issues a personal licence.
- 11.2 The Council recognises it has no discretion regarding the granting of personal licences where:
- the applicant is 18 or over,
 - possesses a licensing qualification,
 - has not had a licence forfeited in the last five years, and
 - has not been convicted of a relevant offence.
- 11.3 An application for a personal licence must be made in the form specified in Government guidance and regulations. The application must be accompanied by the requisite fee. The applicant should also be able to produce evidence of the relevant qualification.
- 11.4 Applicants should produce a Disclosure and Barring Service certificate which must be less than one calendar month old on submission.
- 11.5 Applicants from foreign jurisdictions are expected to make a clear statement as to whether or not they have been convicted outside England and Wales of a relevant offence or a similar offence.
- 11.6 Applicants must prove that they have the right to work in the UK. A personal licence may not be issued to an individual who:
- Does not have the right to work or live in the UK; or
 - Is subject to a condition preventing them from doing work relating to the carrying on of a licensable activity.
- 11.7 The police may make objection on the grounds of an unspent relevant or foreign offence. If an objection is lodged a hearing has to be held unless otherwise agreed by all parties.

12. Temporary Event Notices (TENs)

12.1 The Act does not require the issue of a licence for a temporary event, it is a notification process. The police and the Council's public protection section (noise) are the only parties permitted to make representation if they believe the licensing objectives would be undermined.

12.2 There are two types of TENs; a standard TEN and a late TEN. These have different notice periods. A standard TEN is given no later than 10 clear working days before the event to which it relates; a late TEN is given not before nine and not later than five working days before the event.

12.3 TENs are subject to various limitations. These are:

- Anyone aged 18 or over can be given a maximum of five standard or two late TENs per year*
- Personal licence holders can be given a maximum of 50 standard or 10 late TENs per year*
- Must involve no more than 499 people
- Last up to 168 hours
- No more than 15 can be given in respect of any particular premise in any year
- Any particular premise can have a maximum aggregate duration of 21 days in any year
- There must be a minimum of 24 hours between events

*Late TENs count towards the total permitted number of TENs a person is permitted to give per year.

12.3 The police and the Council's public protection section (noise) may object to an event proposed under a TEN by serving an objection notice to the Council and the applicant on the grounds that one or more of the four licensing objectives will be undermined. An objection notice must be issued within three working days of being notified. If an objection notice is received to a late TEN the event will not be authorised to proceed. Therefore the Council encourages notice providers to give the earliest possible notice of events likely to take place. The Council may issue a counter-notice to the applicant if it considers it necessary for the promotion of the licensing objectives.

12.4 An intention notice for a temporary event must be made in the form specified by Government guidance or regulations. The notice must be accompanied by the requisite fee.

13. Enforcement, Reviews and Suspension

Enforcement

- 13.1 Where necessary, enforcement action will be taken in accordance with the principles of the Regulators Compliance Code and the Council [Enforcement Policy](#). Effective enforcement is needed to meet the licensing objectives and to support residents and businesses.
- 13.2 Enforcement will be targeted on those premises and activities that give rise to the highest risk. Formal enforcement, such as a prosecution, will be a last resort and proportionate to the degree of risk. The key principles of consistency, transparency and proportionality will be maintained.
- 13.3 The Council recognises that the effectiveness of its licensing policy will be determined by enforcement action undertaken. The Council will undertake routine monitoring of licence conditions on a risk based programme. The Council will work with the police, fire authority, public protection section and other agencies to produce joint working practices.

Reviews of Licences

- 13.4 Following the grant of a premises licence a responsible authority or other person may apply to the Council for it to be reviewed. Applications for a review must relate to one or more of the licensing objections being undermined.
- 13.5 Before undertaking a review the Council must first consider whether the complaint made is not relevant, vexatious, frivolous or repetitious.
- 13.6 A review will be considered by a Sub-Committee of the Licensing Committee which has a range of options available to it under the Act. These include:
- To modify the conditions of the licence including imposing new conditions, altering existing conditions or removing conditions (permanently or temporarily)
 - To exclude a licensable activity for the scope of the licence (permanently or temporarily)
 - To remove the designated premises supervisor
 - To suspend the licence for a period not exceeding three months
 - To revoke the licence
- 13.7 Where a Magistrates Court makes a Closure Order under part 8 of the Act,

on the grounds of disorder, the Council must carry out a review of the licence.

- 13.8 Where a Magistrates Court makes a Closure Order under Chapter 3 of the Anti-Social Behaviour, Crime and Policing Act 2014, the police or the Council's public protection section may request a review of the licence.
- 13.9 The Violent Crime Reduction Act 2006 and the Licensing Act 2003 (Summary Review of Premises Licence) Regulations 2007 provides the police and local communities with powers in the specific area of alcohol-related violence. The summary review procedure allows the police to initiate an expedited review of a premises licence if a senior police officer is under the opinion that the premises are associated with serious crime, serious disorder or both.

Matter for Consideration

- 13.10 When considering enforcement action or a request for a review the Council will take relevant circumstances into account. However, the following matters will be viewed particularly seriously:
- use of premises for criminal activities such as the supply of drugs or money laundering
 - failure to promptly respond to a warning given by a responsible authority
 - previous convictions for licensing offences
 - previous failure to comply with licence conditions and the requirements of the Act
 - failure to engage with a responsible authority in an effective manner

Suspension for Non-Payment of Fees

- 13.11 The Council is required to suspend a premises licence if the annual fee has not been paid when it is due. Where a premises licence has been suspended, no licensable activities can be lawfully carried out at the premises until the annual fee has been paid. The suspension shall be lifted immediately upon payment of the fee and licensable activities may be resumed.
- 13.12 If an annual fee has not been paid by the due date, the licence holder shall be notified accordingly by the Council and given notice of the date that suspension shall take effect.

14. Other Relevant Legislation, Information and Guidance

Legislation

- **Health and Safety at Work Act 1974** and associated legislation – City of York Council is the authority for this legislation in relation to most licensed premises in the area.
- **Human Rights Act 1998** – City of York Council has a duty under the European Convention of Human Rights to protect both the rights of a resident to privacy and family life (Article 8) and the rights of a licensee to operate their business without undue interference (Article 1 of the first protocol).
- **Crime and Disorder Act 1998 Section 17** – this Act requires local authorities and others to consider crime and disorder reduction while exercising all of their duties. It states
“Without prejudice to any other obligation imposed on it, it shall be the duty of each authority to which this section applies to exercise its various functions with due regard to the likely effect of the exercise of those functions on, and the need to do all that it reasonably can to prevent
a) crime and disorder in its area; and
b) the misuse of drugs, alcohol and other substances in its area; and
c) re-offending in its area.”

This reflects the reality that there are crime and/or disorder implications in decisions made across the full range of local authority services. The consideration of the specific licensing objective of the prevention of crime and disorder fulfils the requirements under this Act.

- **Violent Crime Reduction Act 2006** – Part 1 of this Act amends the Licensing Act 2003 and includes measures to tackle alcohol-related violence and disorder.
- **Policing and Crime Act 2009** – Part 3 of this Act amends the Licensing Act 2003 and includes measures to tackle alcohol misuse.
- **Police, Reform and Social Responsibility Act 2011** – Part 2 of the Act amends the Licensing Act 2003.
- **Anti-social Behaviour, Crime and Policing Act 2014** – Section 59 of this Act gives local authorities powers to make a Public Space Protection Orders. Orders can include Alcohol Restriction Zones (ARZ). In areas where an ARZ is in place it is an offence for a person who is consuming alcohol to not cease

and/or surrender the alcohol when requested to do so by a police officer or other authorised person.

- [**Policing and Crime Act 2017**](#) – Part 7 of this Act amends the Licensing Act 2003.
- [**Environmental Protection Act 1990**](#) – this covers a wide range of types of pollution including noise.
- [**The Clean Neighbourhoods and Environment Act 2005**](#) – this provides local authorities with an additional power to issue a fixed penalty notice to any licensed premises emitting noise that exceeds the permitted level between the hours of 11.00pm – 7.00am.
- [**Anti-Social Behaviour Act 2003**](#) – Section 40 and 41 of this Act provides that if the noise from a licensed premises is causing a public nuisance, an authorised environmental health officer will have the power to issue a closure order effective for up to 24 hours. This compliments the police powers under Part 8 of the Licensing Act 2003 to close licensed premises for temporary periods.
- [**Health Act 2006 \(Workplace Smoking Ban\)**](#) – the ban on smoking in all enclosed work places and public places came into force on the 1 July 2007. The ban includes smoking in pubs, restaurants and members clubs where bar or other staff are employed.
- [**The Regulatory Reform \(Fire Safety\) Order 2005**](#) – [**North Yorkshire Fire and Rescue Service**](#) enforce fire safety legislation. Further information of the legal requirements can be found on their website.
- [**Data Protection Act 2018**](#) – applicants should have regard to the provisions of this Act in relation to their premises and in particular to the Information Commissioners Code of Practice on CCTV.
- [**Modern Slavery Act 2015**](#) – premises licence holders should have regards to the provisions of this Act and the common forms of slavery identified – licensed premises might be unwitting hosts to modern slavery by allowing victims and their traffickers to use the licensed establishment as a place to meet. The Act imposes a statutory duty on City of York Council, as a public body, to cooperate with the Independent Anti-Slavery Commissioner. The offences set out in this Act would undermine the crime and disorder licensing objective of the Licensing Act 2003.

- [**Immigration Act 2016**](#) – premises and personal licence applicants and holders, and the local authorities should have regards to the provisions of this Act with regards to rights to work requirements and offences, and the implications of immigrations requirements and offences within the Licensing Act 2003. The offences would undermine the crime and disorder licensing objective.
- [**National Minimum Wage and National Living Wage Rates**](#) – as an employer premises licence holders should be aware of the legal requirements of the national minimum levels, being mindful of employees who are under 21 and how obligations to younger employees change over time, and the offences that are in place for failing to meet these requirements. Employers may also want to consider the [Real Living Wage](#), which is the wage rate based on the cost of living.

Information and Guidance Documents

- [Licensing Act 2003](#)
- [S182 Guidance](#)
- [Guidance on Persistently Selling Alcohol to Children](#)
- [Tackling Violence Against Women & Girls](#)
- [HSE - Purple Guide](#)
- [HSE - Running an Event Safely](#)
- [HSE - Managing Risk & Risk Assessments](#)
- [Controlling Noise](#)
- [Reducing Litter](#)

This page is intentionally left blank



Cumulative Impact Assessment 2024

Licensing Act 2003

Contents

Introduction	1
Cumulative Impact – York City Centre	2
Cumulative Impact Assessment – York City Centre 2024 Review	3
York City Centre Area	3
Occurrences.....	5
Locations.....	12
Maps	14
Conclusion	17



Introduction

1. Cumulative impact has been included within the Section 182 guidance issued by the Home Office since the commencement of the Licensing Act 2003.
2. In April 2018 the Police and Crime Act 2017 introduced a new provision within the Licensing Act 2003, Section 5A. This provision provides that a licensing authority may, in appropriate circumstances, publish a document, cumulative impact assessment (assessment), stating that the licensing authority considers that a number of relevant authorisations in respect of premises in one or more parts of its area, described in the assessment, is such that it is likely that it would be inconsistent with the authority's duty under the Act to grant any further relevant authorisations in respect of premises in that part or those parts.
3. Cumulative impact is the potential impact on the promotion of the licensing objectives of a significant number of licensed premises concentrated in one area.
4. The assessment must set out the evidence for the authority's opinion, must be consulted upon before it is published, it must be reviewed at least every three years to consider whether it remains of the opinion stated in the assessment, a review must be consulted upon, and any revisions must be published along with the evidence. Following the introduction of Section 5A of the Act, and in accordance with the Section 182 Statutory Guidance, the Council's previous approach and policies have been reviewed.
5. By publishing an assessment, the Council is setting down a strong statement of intent about its approach to considering applications for grant and variation of premises licences or club premises certificates in the area described. The Council must have regard to the assessment when determining or revising the Statement of Licensing Policy.
6. The Assessment does not change the fundamental way that a licensing decision is made, as each application will be considered on its own merits. It is open for the Council to grant an application where it is considered appropriate and where the applicant can demonstrate in the operating schedule that they would not be adding to the cumulative impact. Where relevant representations are received and the Council determines to grant an application, reasons for granting the application will be given to the

applicant, the Chief Officer of Police and all parties who made a relevant representation, with the reasons for departing from the Policy. If the Council decides that an application should be refused, reasons for the refusing the application will be given to the applicant and all parties who made a relevant representation.

7. Where no relevant representations are received an application will be granted in terms consistent with the operating schedule.
8. An applicant wishing to obtain a new licence or vary a licence for premises situated within the cumulative impact area, that are likely to add to the cumulative impact already experienced, will normally be refused if relevant representations are received. The applicant will be expected to demonstrate through the operating schedule, the steps that they intend to take to promote the licensing objectives, so that the Council and responsible authorities can be satisfied that granting a new or varied licence will not add to the cumulative impact already being experienced.
9. The onus is on the applicant to demonstrate to the responsible authorities the suitability of how their proposal will not add to the cumulative impact. To assist this process the Council recommends early consultation with responsible authorities; this can be done directly, with those authorities, or through the Council's Licensing Section. Applicants should also have regard to the guidance issued by the Home Office under Section 182 of the Act.

Cumulative Impact – York City Centre

10. City of York Council (the Council) has included a Cumulative Impact Policy (known as the cumulative impact zone CIZ) within its Statement of Licensing Policy since 2005, following the receipt of evidence provided by North Yorkshire Police (the Police) and the Council's Public Protection Service (noise), in relation to an area identified within York city centre. This area was reviewed in accordance with the requirements of the Act. Due to the changes within the city centre, mainly the changing locations where licensed premises were predominately operating and following the receipt of further evidence from the Police and Public Protection this area has increased on two occasions over the years.
11. The Council first assessment was produced in 2018, and published in March 2019, this was reviewed in 2021, and published in March 2022.

Cumulative Impact Assessment – York City Centre 2024 Review

12. As required by the Act the Council has reviewed the cumulative impact area (CIA). The Police have provided statistical data for the area, which includes crime associated with the consumption of alcohol and Public Protection has provided data relating to noise associated with the operation of licensed premises. The Council, in consultation with the Police, has developed its third draft assessment in relation to an area that has been identified in York city centre.
13. This CIA has been identified because evidence shows that the cumulative impact of the number and concentration of licensed premises in this area continue to adversely affect residents, visitors and other businesses and therefore adversely affecting the promotion of the licensing objectives:
 - prevention of crime and disorder
 - prevention of public nuisance
14. The assessment relates to applications for the grant and/or variation of premises licences, club premises certificates or the issue of provisional statements. Throughout this assessment a general reference to a premises licence, will include a club premises certificate and/or provisional statement.
15. The variation of premises licences relates to:
 - changing the style of operation;
 - extending the premises/licensed area;
 - increasing capacity; and
 - extending the licensed hours.

York City Centre Area

16. The key findings from Public Protection (noise) were:
 - That noise complaints within the CIA:
 - Increased in 2021/22 compared to 2020/21. Nine complaints were received in 2020/21 (the COVID 19 pandemic restricted the operation of several businesses), and 42 were received in 2021/22.
 - Increased further in 2022/23, 47 complaints were received.
 - Reduced 2023/24, 26 complaints were received.

- The complaints relate to noise from either music from licensed premises, people at or in the vicinity of licensed premises or deliveries/collections to and from licensed premises.
- The locations of the complaints are as follows:

Location	2021/22	2022/23	2023/24	2024*
Blossom St / The Crescent	4	2	0	2
Micklegate / Bridge St	8	16	3	2
George Hudson St / Rougier St Tanner Row	7	2	4	1
Low / High Ousegate / Church Lane	2	8	7	0
Parliament St / St Sampsons Sq / Church St / Patrick Pool	2	1	1	1
Fossgate	3	4	1	0
Goodramgate	4	2	0	3
Low/High Petergate	2	3	0	0
Lendal / Museum St / Duncombe Pl	3	2	3	2
Swinegate / Grape Lane / Little Stonegate	3	2	1	0
Coppergate Centre / Castlegate	3	0	1	0
Pavement / Piccadilly / Whip-Ma-Whop-Ma-Gate / Colliergate	0	3	2	1
Coney St / New St	1	1	2	1
Blake St	0	1	1	0

*up to 30 October 2024

17. The key findings from the Police were:

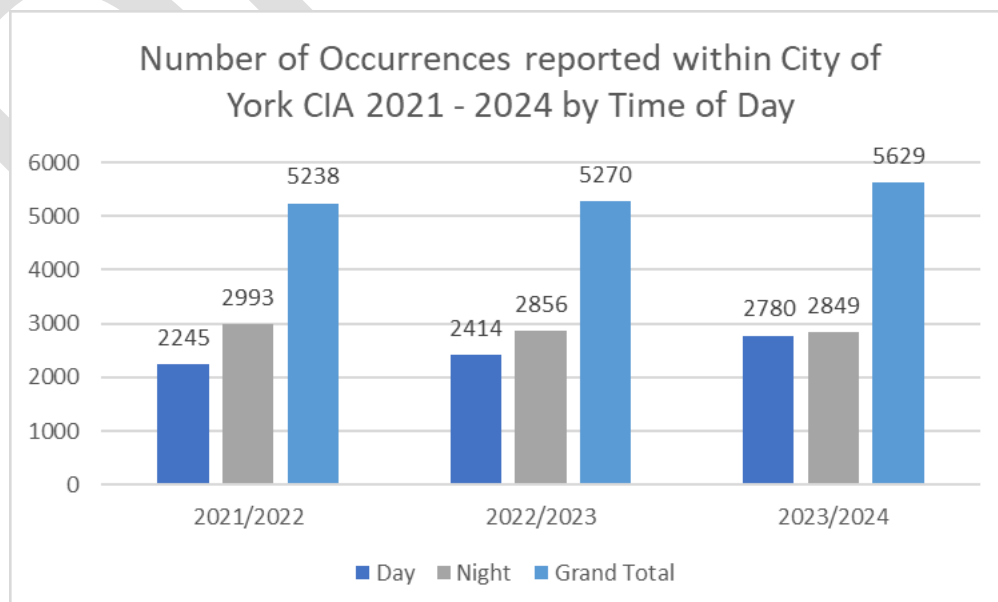
- Overall the crimes and occurrences continue to follow a similar pattern to those highlighted in the report covering 2018/19-2020/21. The CIA encapsulates the majority of crimes / anti-social behaviour (ASB) and public safety and welfare (PSW) incidents in the centre of York.
- 2019/20 data:
 - There are similar levels of reporting in the daytime and night-time economy.
 - The peak reporting time is between 14:00-18:00, which is a shift from 2020/21 where the peak was between 23:00-01:00.
 - There is a substantial rise in reporting on a weekend, in particular on Saturdays, which accounts for 22% of the total.
 - August is the month which sees the most reports.

- Crime Violence* is the top crime type, followed closely by Crime Theft General, and then ASB Nuisance. This is a change from the 2018-2021 CIA (ASB Nuisance).
- The top five streets reflect previous years (with the order slightly changed).
- Piccadilly has seen a significant increase in reporting.
- ASB Nuisance accounts for 61% of Dispersals issued.
- Coney Street saw the most Dispersals issued (17% of the total).
- Coney Street is the location with the most Crime Theft General, and PSW Abandoned Call reports.
- Blake Street is the location with the most Crime Theft General, and PSW Abandoned Call reports.

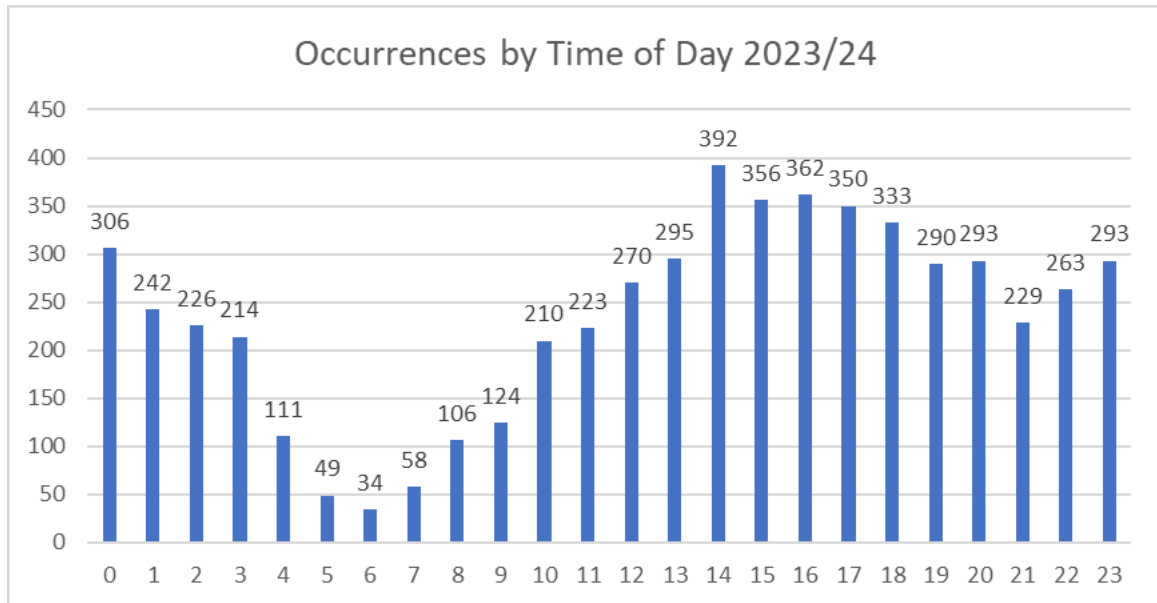
*Examples of crime violence are – violence against the person which is assault with or without injury, public order offences, stalking, malicious communications, racially aggravated assault, harassment, controlling and coercive behaviour.

Occurrences

18. There are more incidents reported within the City of York CIA during the night-time economy period (NTE), however this has levelled off in the period 2023 – 2024 with just over half (51%) reported in the NTE.

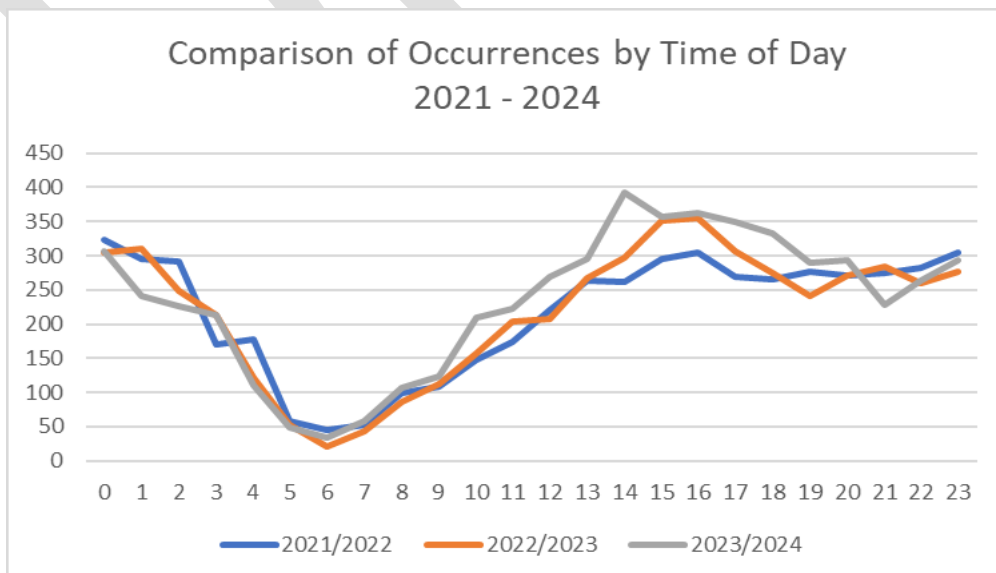


19. For the period 2023/24 there is a peak in reporting between 14:00-18:00. There is another smaller peak between 23:00-01:00.

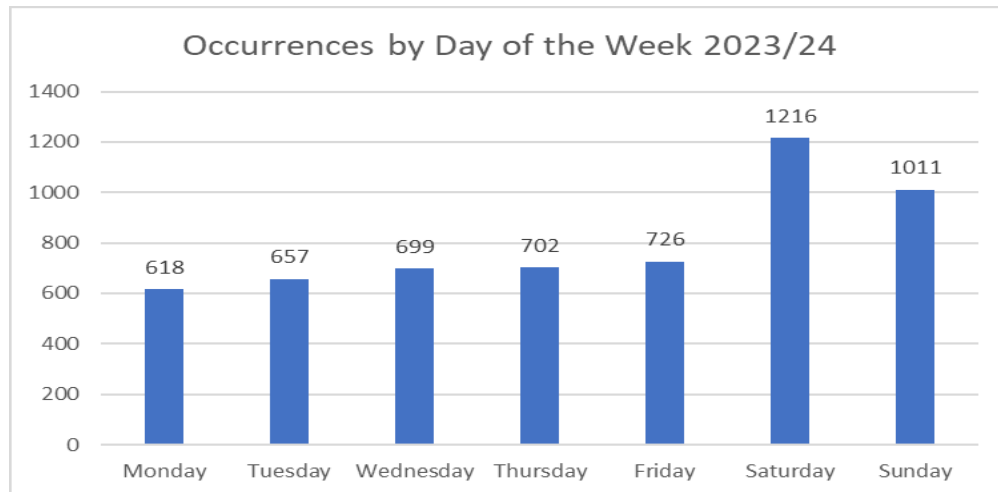


20. By comparison with 2021/22 and 2022/23, the peaks in reporting times are:
- 2021/22 the peak is between 23:00 – 01:00, with a smaller peak between 15:00 – 17:00
 - 2022/23 the peak is between 15:00 – 17:00, with a smaller peak between 00:00 – 02:00.

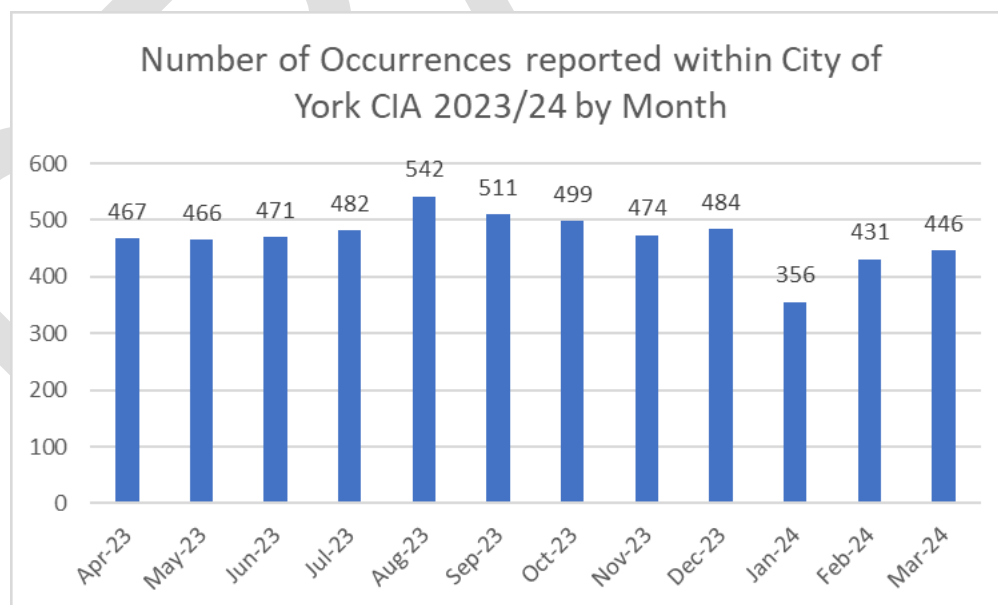
This shows a move towards increased reporting in the daytime economy over the years.



21. Incidents are reported throughout the week, with a substantial rise seen on a Saturday which accounts for 22% of the total in the period 2023/24, with Sunday accounting for 18%. This pattern is also seen in data for the period 2021/22 and 2022/23.



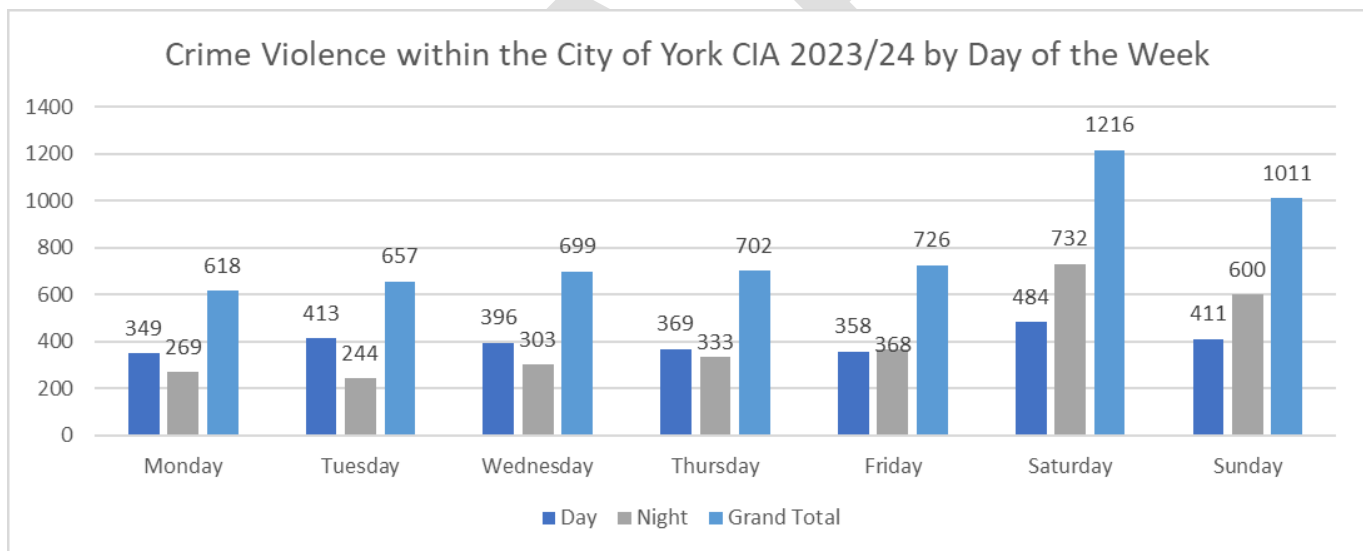
22. Reporting remains high throughout the year, with the peak in August and a decline in January.



23. 5629 occurrences (within the parameters have been reported within the CIA in 2023/24. The top occurrence types are shown within the table below by year.

Occurrence Type	2021/22	2022/23	2023/24
Crime Violence	1025	1027	1005
Crime Theft General	736	851	937
ASB Nuisance	747	559	748
PSW Abandoned Call	451	530	674
PSW Concern for Safety/Collapse/Injury/Illness/Trapped	541	555	549

24. Crime Violence is the most prevalent crime type across all three financial years, accounting for 18% in the CIA 2023/24, 66% of which were reported in the night-time economy, and 50% were reported across the weekend¹. Report of Crime Violence across the time periods is stable with a slight decline in 2023/24; with at least 55% of Crime Violence reporting is believed to be linked to alcohol².



25. Crime Violence accounts for 41% of crime types in the CIA 2023/24. There is a noticeable decline in Crime Sexual Offence and Crime Robbery reports for 2023/24.

¹ Saturday and Sunday

² NICL closure class contains alcohol

Crime Type	2021/22	2022/23	2023/24
Crime Violence	1025	1027	1005
Crime Theft General	736	851	937
Crime Other Offences	240	187	164
Crime Criminal Damage	137	112	111
Crime Related Incident	67	70	87
Crime Sexual Offence	76	81	58
Crime Drugs	58	44	57
Crime Fraud & Forgery	35	47	33
Crime Robbery	24	12	13

26. Crime Sexual Offence is covered in more details in a recent report under Op Vigilant. Op Vigilant is an operation employed by North Yorkshire Police which uses specially trained officers to identify potential perpetrators of sexual offences operating in the night-time economy. The operation has been adopted from Thames Valley Police, where plain clothed officers observed individuals of concern, passing the details to uniformed officers to engage with the subjects and deter any offending.

The data analysed in the report covered the period April 2023 – March 2024, and focussed on the night-time economy in York city centre (rather than the CIA). Extract as follows:

- i) 72% of offences occurred between Friday night and the early hours of Sunday morning (28 out of 39 offences).
The highest level of offending occurred on Saturday nights into Sunday mornings (18 offences, 46% of the total).
There was a slight peak in offences in the early hours of Wednesday morning (5 offences). Three of the victims were aged between 17 and 21. Two victims' home address suggest that they could be students. One of the victims was walking home after working as a member of bar staff at a city centre bar. There were no repeat locations for midweek offences.
- ii) Number of offences:
 - George Hudson Street, York, YO1 6JL – 7
 - Tanner Row, York, YO1 6JB – 5
 - Swinegate, York, YO1 8AZ – 4
 - Clifford Street, York, YO1 9RD – 2
 - King Street, York, YO1 9SP – 2

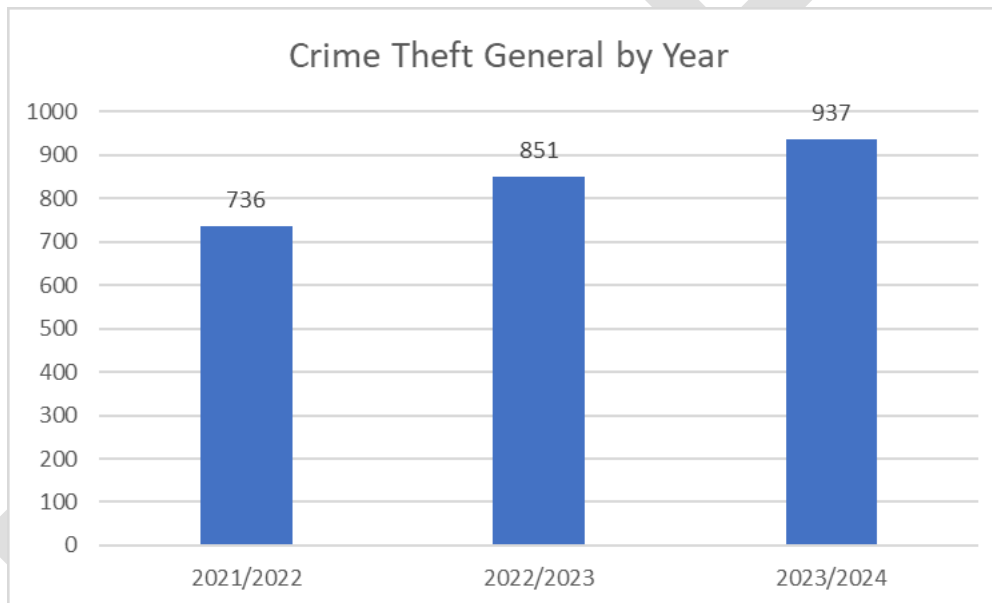
The top three repeat premises were located on:

- George Hudson Street
- Tanner Row
- Swinegate

These venues collectively accounted for 14 offences (36% of the total).

Of the offences which occurred on the street, no street saw more than one offence.

27. Crime Theft General has seen an increase in reporting year on year, accounting for 38% of the crime types in the CIA 2023/24. Out of the 937 Crime Theft General, 543 crimes have property listed as stolen, alcohol was stolen in 61 of the total offences (6.5%)³.



28. ASB Nuisance saw a reduction in 2022/23, with similar levels seen in 2021/22 and 2023/24. ASB Personal has seen a slight reduction between 2021/22 and 2023/24, with ASB Environmental seeing a significant reduction in 2022/23 and then again in 2023/24.

³ Evidence from the Commercial Victimisation Survey (CVS), 2021 indicates that some types of retail premises experienced notably higher prevalence of theft by a customer. For example 77% of supermarkets experienced customer theft according to the CVS, 2021 which is much higher than the wider Wholesale and retail sector (25%). The two most commonly stolen items by customer theft were 'food or groceries' and 'alcohol' (an estimated 39% and 25%, respectively) (Source: ONS October 2023).

Occurrence Type	2021/22	2022/23	2023/24
ASB Nuisance	747	559	748
ASB Personal	61	34	44
ASB Environmental	71	25	15

29. Dispersals Notices⁴ were issued across nine occurrence types, ASB Nuisance accounting for 61% of Dispersals in 2023/24. 2022/23 saw a decrease in Dispersals issued (35) overall, the number of Dispersals issued between 2021 – 2024 remains low.

Occurrence Type	2021/22	2022/23	2023/24
ASB Nuisance	51	18	43
Admin Police Generated Resource Activity	4	7	10
Crime Violence	4	2	4
Crime Theft General		2	7
Crime Other Offences	1	1	5
PSW Concern for Safety/Collapse/Injury/Illness/Trapped		4	
Crime Related Incident	1		1
ASB Environmental			1
Crime Drugs		1	
Grand Total	61	35	71

30. The top ten areas where Dispersal Notices were issued for the period 2023/24, shows Coney Street as the top locations (17%), this was also seen in 2022/23.

St Saviourgate is a new location seen in 2023/24 with six Dispersal Notices issued, compared to 2022/23 and 2021/22 where none were issued.

Similarly, Station Road has seen four Dispersal Notices used whereas in 2022/23 and 2021/22 none were issued.

In 2023/24 75% of the Dispersals were issued in the daytime economy.

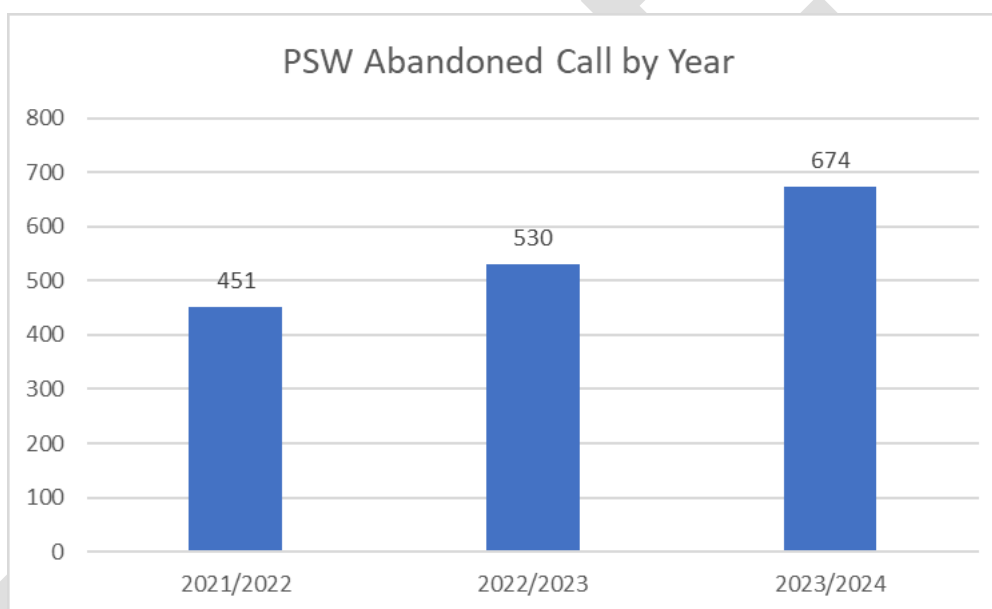
⁴ Under the Anti-Social Behaviour, Crime and Policing Act 2014, Officers can disperse people who they believe are likely to commit crime or disorder, or behave anti-socially.

Street Address	2021/22
High Ousegate	6
St Helens Sq	5
Coney St	4
Parliament St	4
Low Ousegate	4
Lendal	4
Little Stonegate	3
Davygate	3
Stonegate	3
Blake St	2

Street Address	2022/23
Coney St	9
Blake St	7
Parliament St	4
Low Ousegate	3
St Helens Sq	2
Davygate	2
Pavement	1
Little Stonegate	1
Stonegate	1
Duncombe Pl	1

Street Address	2023/24
Coney St	12
Blake St	7
St Saviourgate	6
Low Ousegate	6
Parliament St	5
Piccadilly	5
Station Rd	4
Low Petergate	3
Stonegate	2
Pavement	2

31. PSW Abandoned Call has seen a steady increase in reporting between 2021 and 2024.



32. PSW Concern for Safety/Collapse/Injury/Illness/Trapped is also recorded within the top tier of occurrences. Levels remain relatively stable between 2021 and 2024.

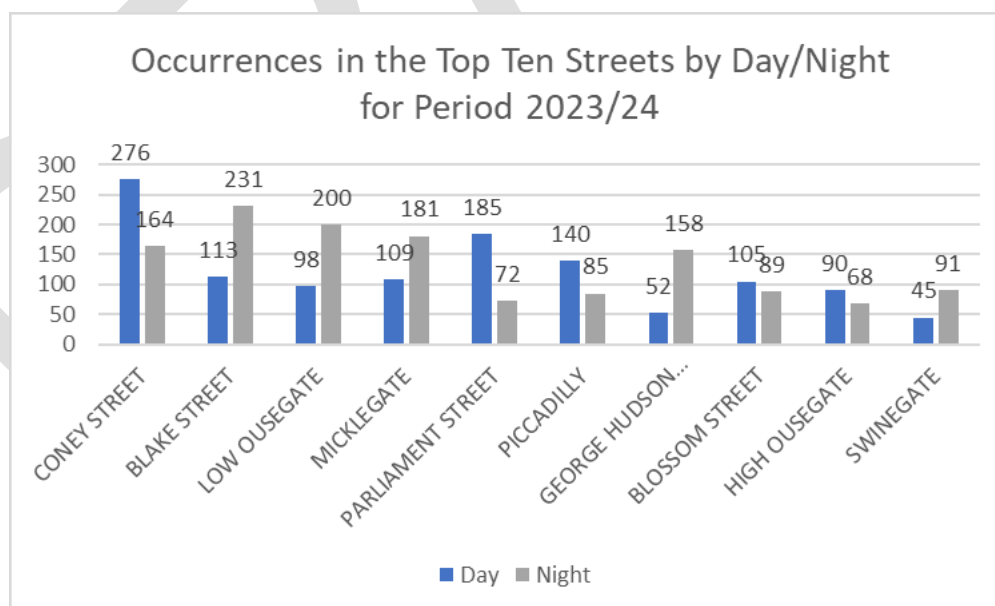
Locations

33. The 'Top Ten Tier Streets', within the CIA, which record the highest level of occurrences and crimes, are evidenced within the table below. Coney Street, Blake Street and Micklegate, feature highly across the years. These localities encompass a high concentration of licensed premises, off-license

express supermarkets, late night eateries and cafes as well as hotel and retail premises. Consequently, footfall is high. Piccadilly has seen the biggest increase in reporting in 2023/24 compared with previous years, followed by Low Ousegate.

Street Address	2021/22	2022/23	2023/24	% Change 22/23-23/24
Coney St	370	386	440	↑ 12%
Blake St	284	301	344	↑ 13%
Low Ousegate	219	218	298	↑ 27%
Micklegate	335	318	290	↓ 10%
Parliament St	254	300	257	↓ 17%
Piccadilly	125	132	225	↑ 41%
George Hudson St	240	228	210	↓ 9%
Blossom St	196	195	194	↓ 1%
High Ousegate	93	138	158	↑ 13%
Swinegate	128	108	136	↑ 21%

34. NTE reporting is more prevalent in Blake Street, Low Ousegate, Micklegate, George Hudson Street and Swinegate.



35. The top five tier streets (2023-24) are listed below against the top five occurrence and crime types.

- Coney Street reports predominately Crime Theft General, followed by

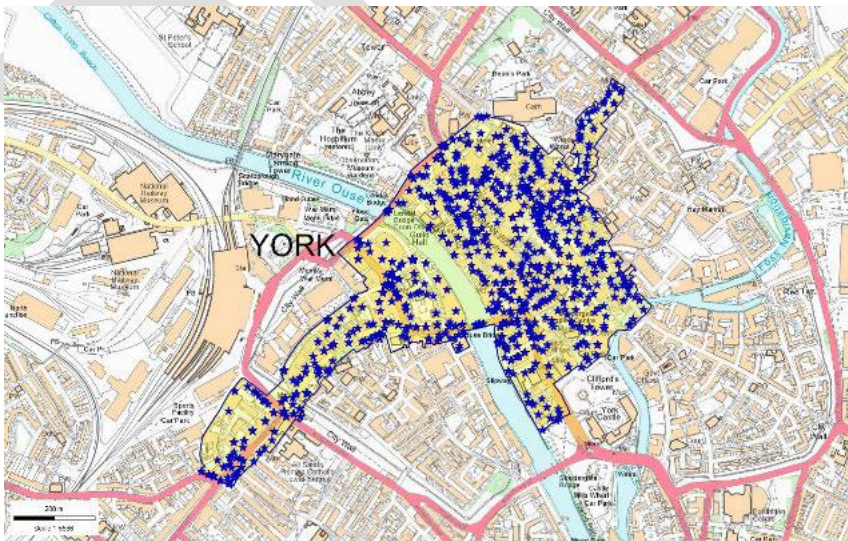
PSW Abandoned Call.

- Blake Street reports predominantly ASB Nuisance, closely followed by Crime Violence.
- Low Ousegate reports predominantly PSW Concern for Safety closely followed by Crime Violence.
- Micklegate reports are predominantly Crime Violence.
- Parliament Street reports are predominantly Crime Theft General.

Street Address	ASB Nuisance	Crime Theft General	Crime Violence	PSW Abandoned Call	PSW Concern - Safety/Collapse/ Injury/Illness/ Trapped
Coney St	48	110	56	74	28
Blake St	100	28	88	25	19
Low Ousegate	35	42	63	11	67
Micklegate	34	27	63	33	25
Parliament St	33	81	17	12	26

Maps

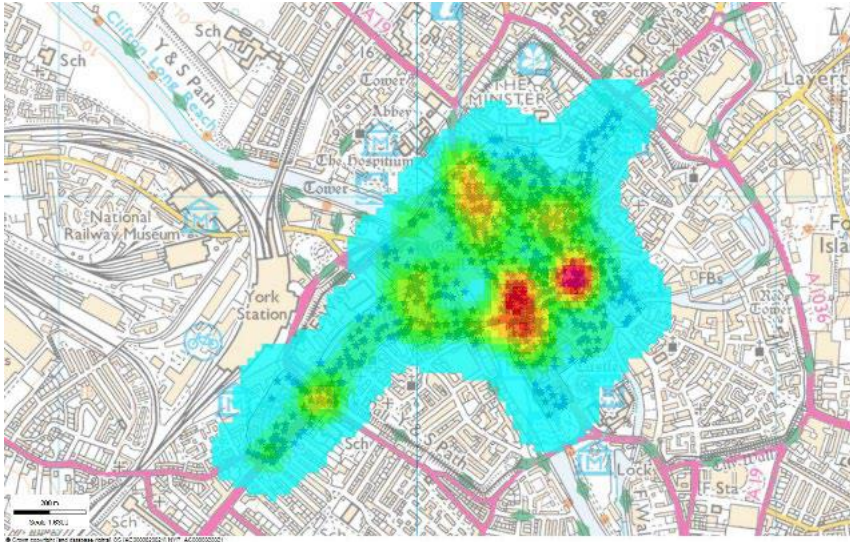
36. Map of the City of York showing the Cumulative Impact Area as indicated by the blue boundary line together with occurrences and crimes (represented by blue stars) committed within the CIA between 01/04/2021 and 31/03/2022.



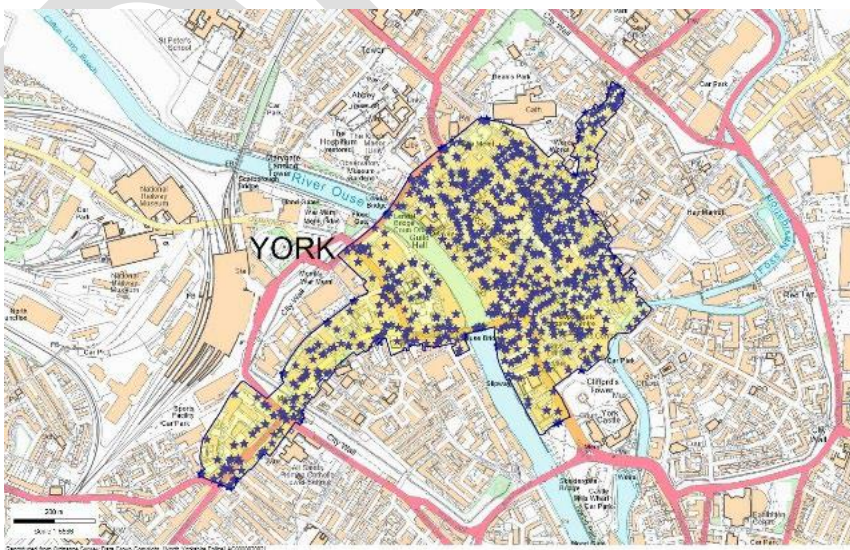
Hot Spot Map

Area 1 – Parliament Street/Piccadilly/Pavement area

Area 2 – Coney Street/Spurriergate/Low Ousegate area



37. Map of the City of York showing the Cumulative Impact Area as indicated by the blue boundary line together with occurrences and crimes (represented by blue stars) committed within the CIA between 01/04/2022 and 31/03/2023.

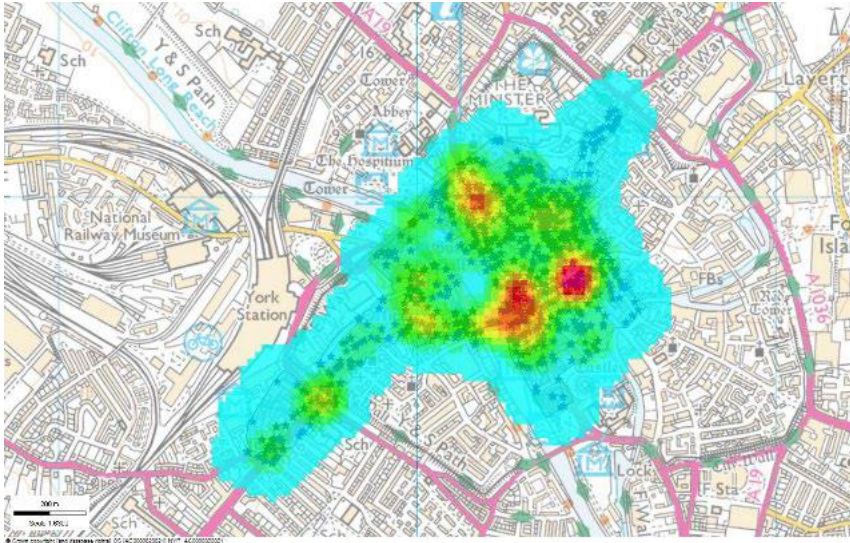


Hot Spot Map

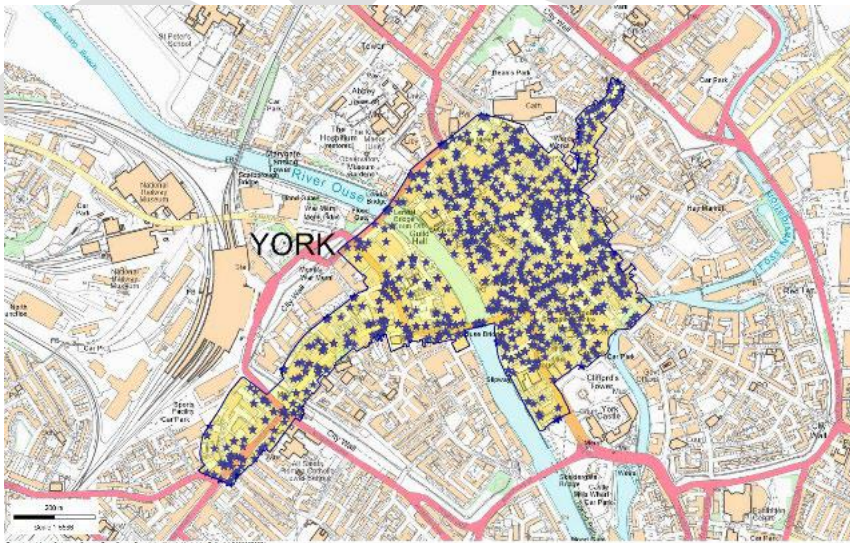
Area 1 – Parliament Street/Piccadilly/Pavement area

Area 2 – Spurriergate/Low Ousegate area

Area 3 – Blake Street area



38. Map of the City of York showing the Cumulative Impact Area as indicated by the blue boundary line together with occurrences and crimes (represented by blue stars) committed within the CIA between 01/04/2023 and 31/03/2024.

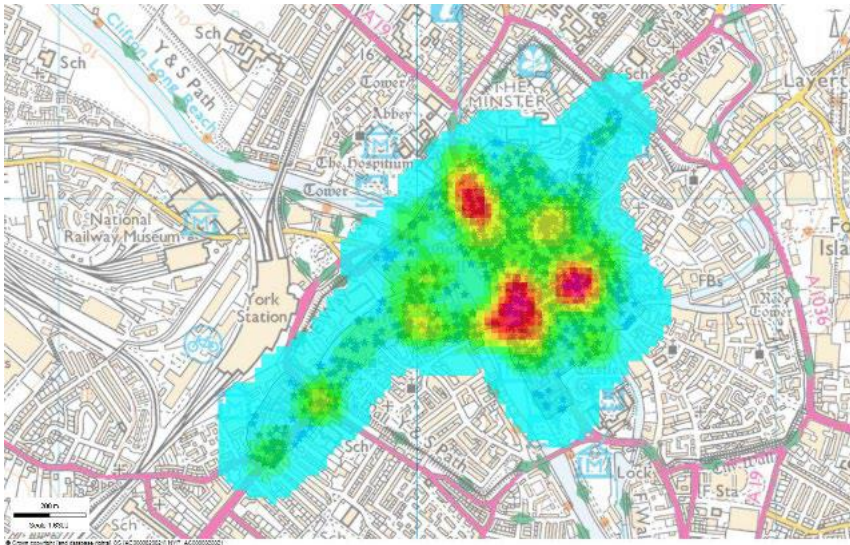


Hot Spot Map

Area 1 – Coney Street/ Low Ousegate/ area

Area 2 – Parliament Street/Piccadilly area

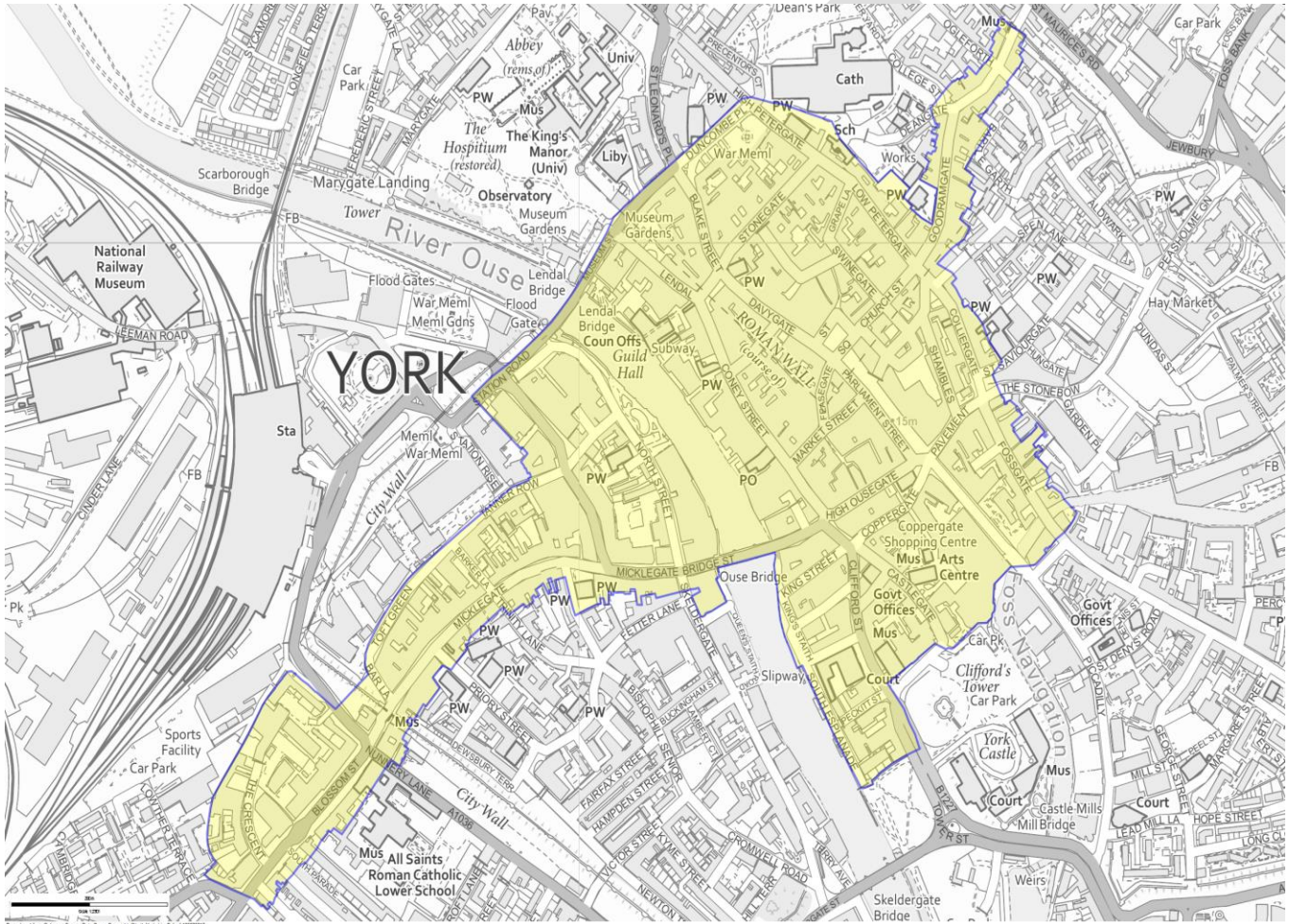
Area 3 – Blake Street area



Conclusion

39. The Assessment has been carried out in accordance with the Section 5(a) of the Licensing Act 2003. This Assessment has been published because the Council considers that the number of relevant authorisations in respect of premises in one area described in the assessment is such that it is likely that it would be inconsistent with the Council's duty under the Act to grant any further relevant authorisations in respect of premises in that part.
40. Based on the statistical data evidence above and the hot spot maps, the Council has determined that an area of the city centre should remain as a cumulative impact area.
41. The area has not been altered it is in line with top ten areas where Dispersal Notices have been issued and the 'Top Ten Tier Streets' highlighted within the 2021 Assessment, as detailed at paragraph 33 and the area identified on the hot spot maps at paragraphs 36, 37 and 38.
42. The area also includes locations highlighted within paragraph 26 where Crime Sexual Offence have been reported.

43. Goodramgate is no longer included within the 'Top Ten Areas' where Dispersal Notices were issued, or within the 'Top Ten Tier Streets'. The Council has, however determined that Goodramgate should remain within the cumulative impact area due to the number of occurrences and crimes reported in this area as identified on the maps at paragraphs 36, 37 and 38.
44. The cumulative impact area is defined in the map below (this area no longer includes defined zones):



This page is intentionally left blank

City of York Council
Equalities Impact Assessment

Who is submitting the proposal?

Directorate:	Environment, Transport and Planning		
Service Area:	Public Protection (Licensing)		
Name of the proposal:	Statement of Policy and Cumulative Impact Assessment (Licensing Act 2003)		
Lead officer:	Lesley Cooke		
Date assessment completed:	20 February 2025		
Names of those who contributed to the assessment:			
Name	Job title	Organisation	Area of expertise

Step 1 – Aims and intended outcomes

1.1	<p>What is the purpose of the proposal?</p> <p>Please explain your proposal in Plain English avoiding acronyms and jargon.</p>
	<p>Under Section 5 of the Licensing Act 2003 local authorities are responsible for issuing premises licences, club premises certificates, personal licences and temporary event notices (TENs) in relation to the following licensable activities:</p> <ul style="list-style-type: none"> • sale/supply of alcohol • provision of regulated entertainment • provision of late night refreshment <p>There are currently 1081 premises and 4100 personal licences, and 44 club premises certificates in force. The council receives approx. 200-300 TENs annually.</p> <p>The council are required to adopt and review a Statement of Licensing Policy (a policy) at least every five years, but it can be reviewed at any time. It was last reviewed and implemented in March 2022.</p> <p>Section 5A of the Licensing Act 2003 provides that a licensing authority may, in appropriate circumstances, publish a document, at Cumulative Impact Assessment (CIA), stating that the licensing authority considers that a number of relevant authorisations in respect of premises in one or more parts of its area, described in the Assessment, is such that it is likely that it would be inconsistent with the authority's duty under the 2003 Act to grant any further relevant authorisations in respect of premises in that part or those parts.</p> <p>A CIA must be reviewed at least every three years.</p> <p>The Council published its first CIA in March 2019, a reviewed CIA was published in March 2022.</p>

1.2	Are there any external considerations? (Legislation/government directive/codes of practice etc.)
	<p>Licensing Act 2003 (the Act) Section 182 Guidance for Local Authorities (last updated January 2024)</p> <p>In exercising their functions under the Act, the licensing authority must have regard to the licensing objectives as set out in Section 4 of the Act. The licensing objectives are:</p> <ul style="list-style-type: none"> • the prevention of crime and disorder; • public safety; • the prevention of public nuisance; and • the protection of children from harm. <p>Mandatory licence conditions are also in place with regards to:</p> <ul style="list-style-type: none"> • the supply of alcohol; • alcohol pricing; • exhibition of films; and • door supervision.
1.3	Who are the stakeholders and what are their interests?
	<p>Generally speaking, the stakeholders are licence holders, responsible authorities, other parties including York BID, Make It York, residents and visitors to the city who share a common interest in that York is safe, vibrant and an inclusive city.</p>

1.4	What results/outcomes do we want to achieve and for whom? This section should explain what outcomes you want to achieve for service users, staff and/or the wider community. Demonstrate how the proposal links to the Council Plan (2019- 2023) and other corporate strategies and plans.
	<p>Under the 2003 Act licensing authorities have a legal duty to publish a Statement of Licensing Policy, this Policy must be reviewed at least every five years.</p> <p>Under the 2003 Act licensing authorities can publish a Cumulative Impact Assessment (CIA), if there is the evidence base for such an assessment, if a CIA is published it must be reviewed at least every three years. City of York Council does publish a CIA which is referred to in the Policy.</p> <p>The current CIA and Policy were published in 2022, both documents have been reviewed.</p> <p>The implementation of a Policy and CIA will support the council's plan 'One City For All'.</p>

Step 2 – Gathering the information and feedback

2.1	What sources of data, evidence and consultation feedback do we have to help us understand the impact of the proposal on equality rights and human rights? Please consider a range of sources, including consultation exercises, surveys, feedback from staff, stakeholders, participants, research reports, the views of equality groups, as well your own experience of working in this area etc.
Source of data/supporting evidence	Reason for using
Licensing Act 2003 and Section 182 Guidance	<p>Licensing authorities must take the Act and Guidance into consideration when reviewing their Policy. The Act states that any decisions taken by the licensing authority should aim to promote the licensing objectives:</p> <ul style="list-style-type: none"> • Prevention of crime and disorder

	<ul style="list-style-type: none"> • Public safety • Prevention of public nuisance • Protection of children from harm
North Yorkshire Police provided the evidence for the CIA.	It is a legal requirement that the CIA must be evidence based. The evidence provided by the Police identified an area within the city centre, that due to the high concentration of licensed premises, there is evidence of crime, disorder and ASB associated with the consumption of alcohol.
Information gained from attending Op Safari, Erase and Vault meetings	CYC officers attend and work jointly with colleagues from the Police, Fire Authority, YAS, BTP, York BID, Make it York, rescue boats, universities, street angels, YBAC, Pubwatch. Through the Policy we can tackle some issues identified through these meetings and working together.
City of York Council Public Health provided updated stats relating to alcohol related harm in the city.	Within the Policy there is a section 'Local Factors', the section highlights the factors that are affecting the city in relation to alcohol, for example the numbers of alcohol related hospital admissions.
York Open Data	<p>To provide relevant local information for the Policy under the section 'Local Factors'.</p> <p>York Open Data is a platform created by the City of York Council which holds over 1000 different datasets, all of which are related to the City itself. All of the information is available for the public to access and manipulate.</p>
An 8-week consultation was undertaken, as part of the review of the Policy and CIA.	<p>It is a legal requirement that a consultation must take place when the policy and/or CIA are reviewed. Responses to the consultation must be taken into consideration when determining the policy.</p> <p>The following were invited to participate in the consultation:</p>

	BII • British Beer & Pub Association • Federation of Licensed Victuallers Association • CAMRA York • Club and Institute Union • Street Angels • Rescue Boat • York CVS • York & North Yorkshire Chamber of Commerce • York Citizens Advice Bureau • Older Citizens' Advocacy York • York Age Concern • York Older Peoples Assembly • Clifton Moor Business Association • Vangarde Shopping Park • York Designer Outlet • Coppergate Centre • Federation of Small Businesses • York Professionals • York District Hospital • Make it York • Pubwatch • York High Street Forum • York BID • North Yorkshire Police • British Transport Police • North Yorkshire Fire & Rescue Service • City of York Council Public Protection • City of York Council Public Health • City of York Council Children Services • City of York Council Adult Services • City of York Council Development Control • Community Engagement Gatekeepers • Ward Councillors • Parish Councils • York & North Yorkshire Combined Authority • Police, Fire & Crime Commissioner • Yorks MPs • Premises Licence Holders
--	--

Step 3 – Gaps in data and knowledge

3.1	What are the main gaps in information and understanding of the impact of your proposal? Please indicate how any gaps will be dealt with.	
Gaps in data or knowledge		Action to deal with this
Some groups choose not to engage with the consultation		We try to engage with as many parties as possible through the consultation process. We detailed at point 2.1 how we work closely with other CYC section and partner agencies to get a broad scope of matters.

Step 4 – Analysing the impacts or effects.

4.1	Please consider what the evidence tells you about the likely impact (positive or negative) on people sharing a protected characteristic, i.e. how significant could the impacts be if we did not make any adjustments? Remember the duty is also positive – so please identify where the proposal offers opportunities to promote equality and/or foster good relations.		
Equality Groups and Human Rights.	Key Findings/Impacts	Positive (+) Negative (-) Neutral (0)	High (H) Medium (M) Low (L)
Age	The 2023-24 York Secondary School Health and Wellbeing Survey found that 65.6% of the pupils aged 11-17 years said they have tried or drink alcohol, and 30.5% said that the alcohol was given to them and a further 8.3% said someone had bought it for them with their money. The policy recommends that the age verifications policy, operated by premises licensed to sell alcohol, is 'Challenge 25'.	Positive	Low

	<p>The policy also advises that the council will carefully consider the effects of alcohol sale and alcohol marketing on children, young people and family life. As well as carefully considering the need to alcohol been sold/supplied at premises that are predominately used for activities targeted at children.</p> <p>In the CIA, the onus is on new applicants to demonstrate how they will not add to the existing impact that licensed premises in that area are having on the community, including the supply of alcohol to under 18's.</p> <p>Alcohol related harm and hospital admissions where alcohol related conditions are either the primary reason or a contributory factor for admission, in relation to adults, are highlighted within the policy.</p> <p>Through the Policy we encourage a diverse city, with offerings for all age groups.</p> <p>Even though under 18's are not allowed to purchase and consume alcohol, one of the licensing objectives is to 'protect children from harm', the policy encourages family friendly premises where younger child can be free to go with the family.</p> <p>The policy encourages a variety and mix of high qualify licensed premises that will appeal to a broad spectrum of people, including a well-used city centre, day and night, that is safe and accessible to all.</p>		
Disability	<p>Through the Policy we encourage a diverse city with offerings for everyone.</p> <p>The policy encourages a variety and mix of high qualify licensed premises that will appeal to a broad spectrum of</p>	Positive	Low

	<p>people, including a well-used city centre, day and night, that is safe and accessible to all.</p> <p>Through the Policy we encourage consideration for disabled people or people with other additional needs.</p> <p>The Purple Pound provides information on the value of being inclusive and explains the loss of income to businesses when disabled people walk away due to lack of accessibility.</p>		
Gender	<p>Through the Policy we encourage a diverse city with offerings for everyone.</p> <p>The policy encourages a variety and mix of high quality licensed premises that will appeal to a broad spectrum of people, including a well-used city centre, day and night, that is safe and accessible to all.</p>	Positive	Low
Gender Reassignment	<p>Through the Policy we encourage a diverse city with offerings for everyone.</p> <p>The policy encourages a variety and mix of high quality licensed premises that will appeal to a broad spectrum of people, including a well-used city centre, day and night, that is safe and accessible to all.</p> <p>Paragraph 4.17 of the policy references hate crimes, levels of which in York are below the national average. York Hate Crime Partnership is working to deter this behaviour and encourage reporting.</p> <p>CYC Licensing and Community Safety, with partners launch the 'Choose Respect Not Regret' campaign in 2024. The policy encourages that applicants and licence holders engage with local schemes such as this campaign, and national schemes such as 'Ask for Angela' and violent against women and girls. The Police advocate The WAVE</p>	Positive	Low

	(Welfare and Vulnerability Engagement) training, which they provide for free.		
Marriage and civil partnership	Through the Policy we encourage a diverse city with offerings for everyone. The policy encourages a variety and mix of high quality licensed premises that will appeal to a broad spectrum of people, including a well-used city centre, day and night, that is safe and accessible to all.	Positive	Low
Pregnancy and maternity	Through the Policy we encourage a diverse city with offerings for everyone. The policy encourages a variety and mix of high quality licensed premises that will appeal to a broad spectrum of people, including a well-used city centre, day and night, that is safe and accessible to all.	Positive	Low
Race	Through the Policy we encourage a diverse city with offerings for everyone. The policy encourages a variety and mix of high quality licensed premises that will appeal to a broad spectrum of people, including a well-used city centre, day and night, that is safe and accessible to all. Paragraph 4.17 of the policy references hate crimes, levels of which in York are below the national average. The Council and Police are aware of a pattern of racial hate crime linked to the night-time economy, some incidents are directed to those who work in support, e.g. door staff, bar staff and taxi drivers. York Hate Crime Partnership is working to deter this behaviour and encourage reporting. CYC Licensing and Community Safety, with partners launch the 'Choose Respect Not Regret' campaign in 2024. The	Positive	Low

	policy encourages that applicants and licence holders engage with local schemes such as this campaign, and national schemes such as 'Ask for Angela' and violent against women and girls. The Police advocate The WAVE (Welfare and Vulnerability Engagement) training, which they provide for free.		
Religion and belief	<p>Through the Policy we encourage a diverse city with offerings for everyone.</p> <p>The policy encourages a variety and mix of high quality licensed premises that will appeal to a broad spectrum of people, including a well-used city centre, day and night, that is safe and accessible to all.</p> <p>Paragraph 4.17 of the policy references hate crimes, levels of which in York are below the national average. York Hate Crime Partnership is working to deter this behaviour and encourage reporting.</p> <p>CYC Licensing and Community Safety, with partners launch the 'Choose Respect Not Regret' campaign in 2024. The policy encourages that applicants and licence holders engage with local schemes such as this campaign, and national schemes such as 'Ask for Angela' and violent against women and girls. The Police advocate The WAVE (Welfare and Vulnerability Engagement) training, which they provide for free.</p>	Positive	Low
Sexual orientation	As above	Positive	Low
Other Socio-economic groups including :	Could other socio-economic groups be affected e.g. carers, ex-offenders, low incomes?		

Carer	There are no known findings/impacts specific to this group	Positive	Low
Low income groups	There are no known findings/impacts specific to this group	Positive	Low
Veterans, Armed Forces Community	There are no known findings/impacts specific to this group	Positive	Low
Other	There are no known findings/impacts specific to this group		
Impact on human rights:			
List any human rights impacted.	None		

Use the following guidance to inform your responses:

Indicate:

- Where you think that the proposal could have a POSITIVE impact on any of the equality groups like promoting equality and equal opportunities or improving relations within equality groups
- Where you think that the proposal could have a NEGATIVE impact on any of the equality groups, i.e. it could disadvantage them
- Where you think that this proposal has a NEUTRAL effect on any of the equality groups listed below i.e. it has no effect currently on equality groups.

It is important to remember that a proposal may be highly relevant to one aspect of equality and not relevant to another.

High impact (The proposal or process is very equality relevant)	There is significant potential for or evidence of adverse impact The proposal is institution wide or public facing The proposal has consequences for or affects significant numbers of people The proposal has the potential to make a significant contribution to promoting equality and the exercise of human rights.
Medium impact (The proposal or process is somewhat equality relevant)	There is some evidence to suggest potential for or evidence of adverse impact The proposal is institution wide or across services, but mainly internal The proposal has consequences for or affects some people The proposal has the potential to make a contribution to promoting equality and the exercise of human rights
Low impact (The proposal or process might be equality relevant)	There is little evidence to suggest that the proposal could result in adverse impact The proposal operates in a limited way The proposal has consequences for or affects few people The proposal may have the potential to contribute to promoting equality and the exercise of human rights

Step 5 - Mitigating adverse impacts and maximising positive impacts

5.1	Based on your findings, explain ways you plan to mitigate any unlawful prohibited conduct or unwanted adverse impact. Where positive impacts have been identified, what is been done to optimise opportunities to advance equality or foster good relations?
By publishing the Policy and the CIA the council is giving a clear guide to licence holders, new applicants, responsible authorities and other parties with regards to how licensing matters will be dealt with by the authority, with the aim to promote the four licensing objectives.	

Step 6 – Recommendations and conclusions of the assessment

6.1	Having considered the potential or actual impacts you should be in a position to make an informed judgement on what should be done. In all cases, document your reasoning that justifies your decision. There are four main options you can take:
<ul style="list-style-type: none"> - No major change to the proposal – the EIA demonstrates the proposal is robust. There is no potential for unlawful discrimination or adverse impact and you have taken all opportunities to advance equality and foster good relations, subject to continuing monitor and review. 	

- **Adjust the proposal** – the EIA identifies potential problems or missed opportunities. This involves taking steps to remove any barriers, to better advance quality or to foster good relations.
- **Continue with the proposal** (despite the potential for adverse impact) – you should clearly set out the justifications for doing this and how you believe the decision is compatible with our obligations under the duty
- **Stop and remove the proposal** – if there are adverse effects that are not justified and cannot be mitigated, you should consider stopping the proposal altogether. If a proposal leads to unlawful discrimination it should be removed or changed.

Important: If there are any adverse impacts you cannot mitigate, please provide a compelling reason in the justification column.

Option selected	Conclusions/justification
No major change to the proposal	By reviewing the Policy and CIA, and consulting on the review, the council has met the legal requirements of the Licensing Act 2003. The EIA demonstrates the proposal is robust. There is no potential for unlawful discrimination or adverse impact and you have taken all opportunities to advance equality and foster good relations, subject to continuing monitor and review.

Step 7 – Summary of agreed actions resulting from the assessment

7.1	What action, by whom, will be undertaken as a result of the impact assessment.		
Impact/issue	Action to be taken	Person responsible	Timescale
None			

Step 8 - Monitor, review and improve

8. 1	How will the impact of your proposal be monitored and improved upon going forward? Consider how will you identify the impact of activities on protected characteristics and other marginalised groups going forward? How will any learning and enhancements be capitalised on and embedded?
	It is a legal requirement that the Policy is reviewed at least once every five years, and the CIA is reviewed at least once every three years.

This page is intentionally left blank



Meeting:	Council
Meeting date:	27/03/2025
Report of:	Director of Public Health
Portfolio of:	Executive Member for Health, Wellbeing and Adult Social Care

Decision Report: Director of Public Health Annual Report 2024/25

Subject of Report

1. Under section 31 of the Health and Care Act 2012, each Director of Public Health must produce (and their local authority must publish) an annual report on the health of the local population.
2. This report presents the 2024/25 Director of Public Health Annual report to Council.

Benefits and Challenges

3. An assessment of the health needs of the population is a prerequisite for the council fulfilling its duties to improve the health of the public. This assessment, in turn, highlights strengths within our population's health as well as challenges relating to the increasing levels of ill health, the effect of poverty and inequality on health, and the wider determinants within society which create the conditions for health.

Policy Basis for Decision

4. The publication of an Annual Report enables a focus on one or more areas of health in the city, highlighting areas for action from the council and from partners.
5. This year's report focusses on the health of adolescents in the city and covers issues relating to all four core commitments within the

Council Plan 2023-2027, including **affordability** and cost of living issues faced by young people, **equalities** and their relation to health, the **climate** crisis which affects the younger generation disproportionately more than other generations, and, of course, **health**.

Financial Strategy Implications

6. There are no direct financial implications involved in publishing this report. The recommendations made by the report are all funded through existing and approved programmes within public health and other partner resources. Any assessment of health need inevitably highlights the severe financial strain the health and care system in York faces, in line with national pressures.

Recommendation and Reasons

7. Council are:

Recommended to publish this Director of Public Health Annual Report 2024/25

Reason: to fulfil their duty under the Health and Care Act 2012, and to progress work on improving the health of young people in the city

Background

8. The substance of this report is found in Annexe A, the Director of Public Health Annual Report 2024/25.
9. Whilst DPH annual reports can focus on a broad overview of health, they frequently choose a topic or theme to focus on. This year, the topic is 'Next Generation Health: The Health of Adolescents in our City.'
10. The report outlines the strengths and potential of our young people in York, the generation with some of our most vibrant and creative individuals – the movers, shakers, artists, scientists, mums, dads, entrepreneurs, politicians, public servants of the future.
11. They are, however also a generation with huge challenges to their health: the generation perhaps most affected by the recent

pandemic; the first generation facing worse living standards than their parents; and a generation who share many uncertainties around their future social, technological, financial and emotional wellbeing.

12. The report aims to shine a light on some of these issues, using a combination of data, insight from direct work with young people, and professional expertise and input from those who work with young people in the city, with the aim to prompt action and greater partnership working amongst all who work with young people so we can better tackle these challenges together.
13. The report has **six findings** about the key health and wellbeing needs in the city, and makes **ten recommendations**.

Consultation Analysis

14. The report was produced after a series of consultation and engagement opportunities, to inform its contents. This includes engagement events with key third sector and partner groups including direct conversations with many young people to gain their views, a professional survey on the topic, use of a coproduction initiative (Core Connectors), and use of data from the bi-annual Schools Health and Wellbeing Survey.

Options Analysis and Evidential Basis

15. Given the statutory duty for the council to publish this report, that is the only option available to Council.

Organisational Impact and Implications

- ***Financial***

There are no direct financial implications involved in publishing this report. The recommendations made by the report are all funded through existing and approved programmes within public health and other partner resources. Any assessment of health need inevitably highlights the severe financial strain the health and care system in York faces, in line with national pressures.

- ***Human Resources (HR)***

There are no direct HR implications of publishing an Annual Report

- ***Legal***

The publication of this Annual Report by the council is a statutory duty under section 31 of the Health and Care Act 2012

- ***Procurement***

There are no direct procurement implications of publishing an Annual Report

- ***Health and Wellbeing***

The publication of this report is intended to improve the health and wellbeing of our residents through raising key issues affecting the health and wellbeing of young people, and making recommendations.

- ***Environment and Climate action***

It is clear that climate breakdown is a key issue for our young people, as the generation most likely to be affected. The report draws attention to the need to balance realism around this situation with a sense of hope and capitalising on the positive activism and solutions that future generation in York will bring.

- ***Affordability***

The report reports on the impact of poverty and low income on young people, and the adverse consequences on their health, and makes recommendations which aim to address these.

- ***Equalities and Human Rights***

There no direct equalities implications of making the decision to publish this report, and no EIA is therefore required. However, equalities issues are key in tackling poorer health in our younger people, including disparities of health around gender and ethnicity, and this report lays these issues out.

- ***Data Protection and Privacy***

There are no direct data protection implications of publishing an Annual Report

- ***Communications***

There are no direct communications implications of publishing an Annual Report

- ***Economy***

There are no direct economy implications of publishing an Annual Report

Risks and Mitigations

16. There are no risks associated with the publication of this annual report

Wards Impacted

17. This report covers all wards in York.

Contact details

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

Author

Name:	Peter Roderick
Job Title:	Director of Public Health
Service Area:	Public Health
Telephone:	07511160283
Report approved:	Yes
Date:	18/03/2025

Annexes

- Annex A: Director of Public Health Annual Report 2024/25

This page is intentionally left blank

2024
2025

Director of Public Health
Annual Report



Next Generation York:
the health of adolescents in our city

Contents



5 Foreword

8 Executive summary

12 How we produced this report

14 Who are the next generation? Painting a picture of adolescence in York

14 Our diverse young people

30 The world our children will grow up in

37 The state of young people's health in York

37 Physical health

39 Mental health and wellbeing

51 SEND and Neurodiversity

55 Children with an experience of care

Trends which are shaping health

60 COVID-19

64 Healthy behaviours

68 Commercial determinants of health

74 The digital world

82 Wider determinants of health in adolescence

82 Poverty

86 Housing

91 Education, employment and training

93 Recommendations

97 Update on recommendations from 2023 report

Foreword

From Peter Roderick, Director of Public Health for York

Thank you for taking time to read this annual report, my first as Director of Public Health for the City of York.

To tinker with an ancient phrase: *'the health of the next generation is the highest law.'* (Cicero)

It is a barometer of how well we are doing as a society. We rightly live with the expectation that the generation we are raising up after us should live with the resources and opportunities that we had (and indeed more) to help them live healthy and flourishing lives. Because of this, I am focussing in this report on the health of 'next generation York'; on the twenty-five



thousand or so adolescents in our city aged 10-19.

It's my belief that although young people in the city are some of our most vibrant and creative individuals – the movers, shakers, artists, scientists, mums, dads, entrepreneurs, politicians, public servants of the future – they are also a generation with huge challenges to their health: the generation perhaps most affected by the recent pandemic; the first generation facing worse living standards than their parents; and a generation who share many uncertainties around their future social,

technological, financial and emotional wellbeing.

This report seeks to strike a positive note throughout – how could you not be positive about our wonderful young people in York! – but it also shines a light on some of these issues, with the aim to prompt action and greater partnership working amongst all who work with young people so we can better tackle these challenges together.

Finally, it's been important to me to get out and about in the city whilst writing this report, to meet and listen to young people and those who work with them. I've been thrashed in a game of ping pong by a 13 year old, heard stories of what it's like to live as a young carer, dropped in on a co-production session around mental health, talked to people passionate about healthy food and school

meals, spoken to head teachers and social care professionals.

Though I'd only had a tiny insight into the lives of our young people through this, I hope it informs the report you are reading – and I'd like to thank all who made it possible and all who I've talked to along the way.

I hope you enjoy my report, and that something (or maybe several things!) strike a chord and propel action.





Endorsement from Dame Anne Longfield, former Children's Commissioner for England and Director of the Centre for Young Lives

I welcome this report and its crucial focus on the health of adolescents in York. At the Centre for Young Lives, our vision is for Britain to become the best place in the world to grow up and to bring up children. But as this report makes clear, in York and beyond we are a long way from achieving that vision. From the fragile state of teenage mental health to the impact of the pandemic on physical activity

levels, the report you are reading lays bare the challenges we all have as partners locally, regionally and nationally to invest in the health of our younger generation. The evidence is clear that this type of investment pays off, and that when the health of children and young people are prioritised, every generation in our society benefits. I hope this document will galvanise action in York to improve child health and reduce inequalities across your marvellous and historic city.

Executive summary

This report has six main findings:

01. Our adolescent generation in York is currently peaking in size and will shrink slightly over the next decades. It is getting more diverse in its ethnic, gender identity and social mix, with higher levels of inequality.

02. Most young people are doing well, but a sizeable group are not; for instance 1 in 6 live with a mental health problem or addiction present in the family, 1 in 9 are in poverty, and 1 in 12 are referred to mental health services every year.

03. Young people in the city live in a real mix of family settings, have increasingly diverse education journeys, and while assets in our community are strong, the facilities and services which support young people are straining at capacity.

04. The mental health of our young people in York is extremely concerning. On average young people are less happy than they were in the past, and less happy than in other places. There are rising rates of both low-level and crisis mental health need. The pandemic played a part in this, but these trends have been clear for over a decade.

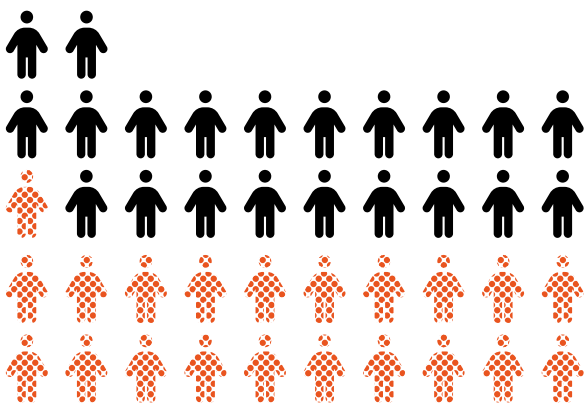
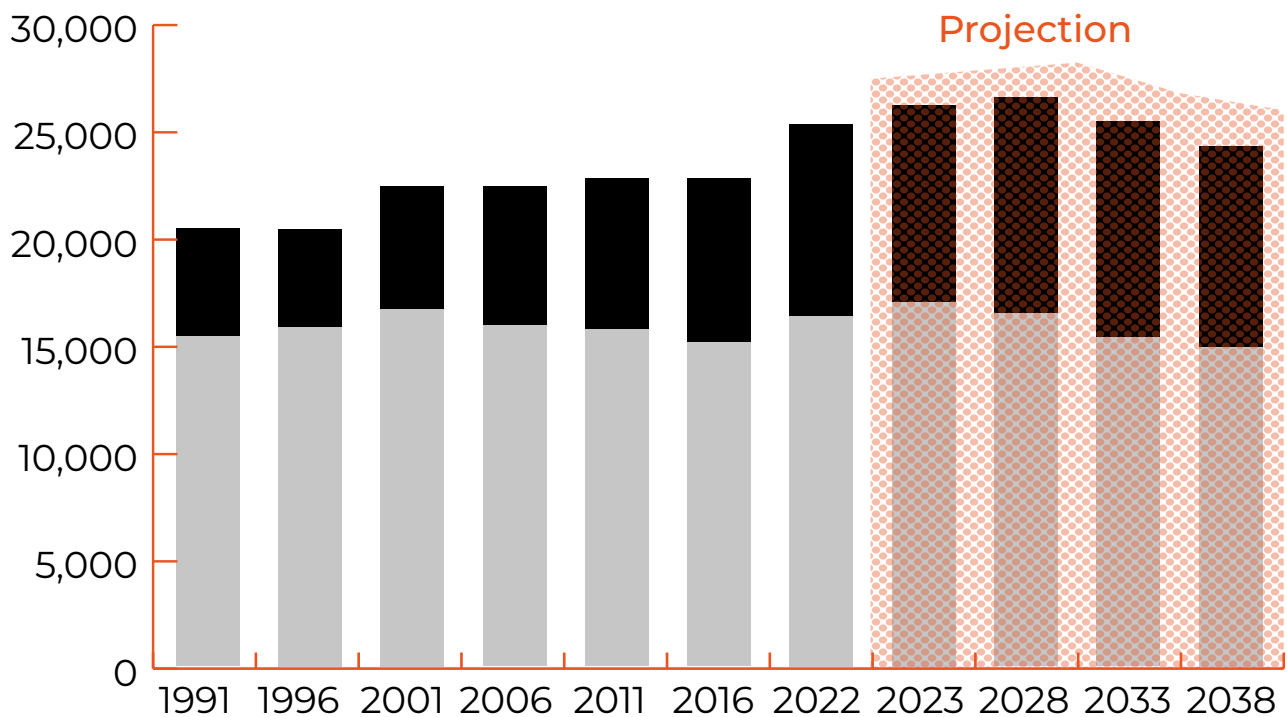


05. There are new and emerging challenges in the health risks our young people face: vaping has risen exponentially, drugs and alcohol affect directly and through harm to families, online gambling is more easily available, diets are still poor, exercise rates are low, smartphones pose a variety of risks, and safe relationships cannot always be guaranteed.

06. The pace of change in society, and issues like poverty, the climate crisis, housing costs, technological shifts and changes to future jobs and income, weigh heavily on the future of our young people.

The number of 10-19s in York, 1991-2038

Age 18-19
Age 10-17



4,225 children and young people

were accessing community mental health services in the Vale of York area. **Nearly half of children seeking support for mental health issues wait over 12 weeks***

*data as of June 2024

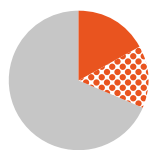
The average daily time that teens spend with friends has plummeted by **65%** since 2010.*

*According to SmartPhone Free Childhood

Teenage use of digital



91% of secondary / sixth form pupils have a social media account.



Around **20%** reported using the internet for more than 6 hours on a weekday, rising to **37%** on a weekend day.



71% said that they had received messages from people that they don't know.



Around **25%** said that they had been asked to do something that they didn't want to do online.

Adolescent wellbeing in York



York

York secondary / sixth-form pupils scored a mean value of **14.9 out of 35**



National average

national averages of **around 25** on the SWEMWBS scale.



12,077
people were
living in fuel
poverty...

Representing 13.7% of the population against an England average of 13.1%.



How we produced this report

I had the privilege of attending a number of groups and clubs which included young people in the city, including Show Me I Matter, Nothing About Us Without Us, York Mind's Yorchoice drop in, Door 84 and York Youth Council. Wherever I went, I took three questions with me to either ask directly, or explore in conversations (see overleaf).

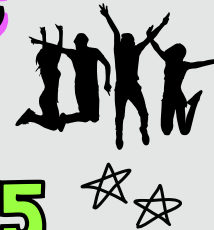
I also visited a number of partnership groups and organisations working with young people in York, including the Youth Network, York Schools and Academies Board, the SEND improvement Board, York Parent and Carer Forum, The Island, Make Space for Girls.

We undertook a professional's survey, which was completed by around 40 different health, education and care staff in York, and commissioned the 'Core Connectors', a co-production approach which aims to better include the voice of young people into health and care services in the city.

Finally we used data from the Schools Health and Wellbeing Survey 2023, which is commissioned by public health and can be found in full on the council's [JSNA website](#).



DIRECTOR OF PUBLIC HEALTH



ANNUAL REPORT 2024/5



1

What is it?

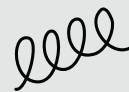
The Annual Report highlights significant health issues in York and what we are doing to address them.



2

What's the theme?

This time the spotlight is on the health of adolescents – those aged 10–19. We'll dive into their world in York, uncover their take on health and happiness, and peek into our efforts to make York a great place for growing up healthy and happy!



3

What are we asking?

We want to ask young people:

What matters most to you when it comes to health?

What things most influence your health?

Is York a good city to be a teenager in?

What- if anything- would make it better?



We will only be taking anonymous written notes during this conversation, which means when the information is used in the annual report, it will not identify you or any individual. You can find out more about this in our public health [privacy notice](#).

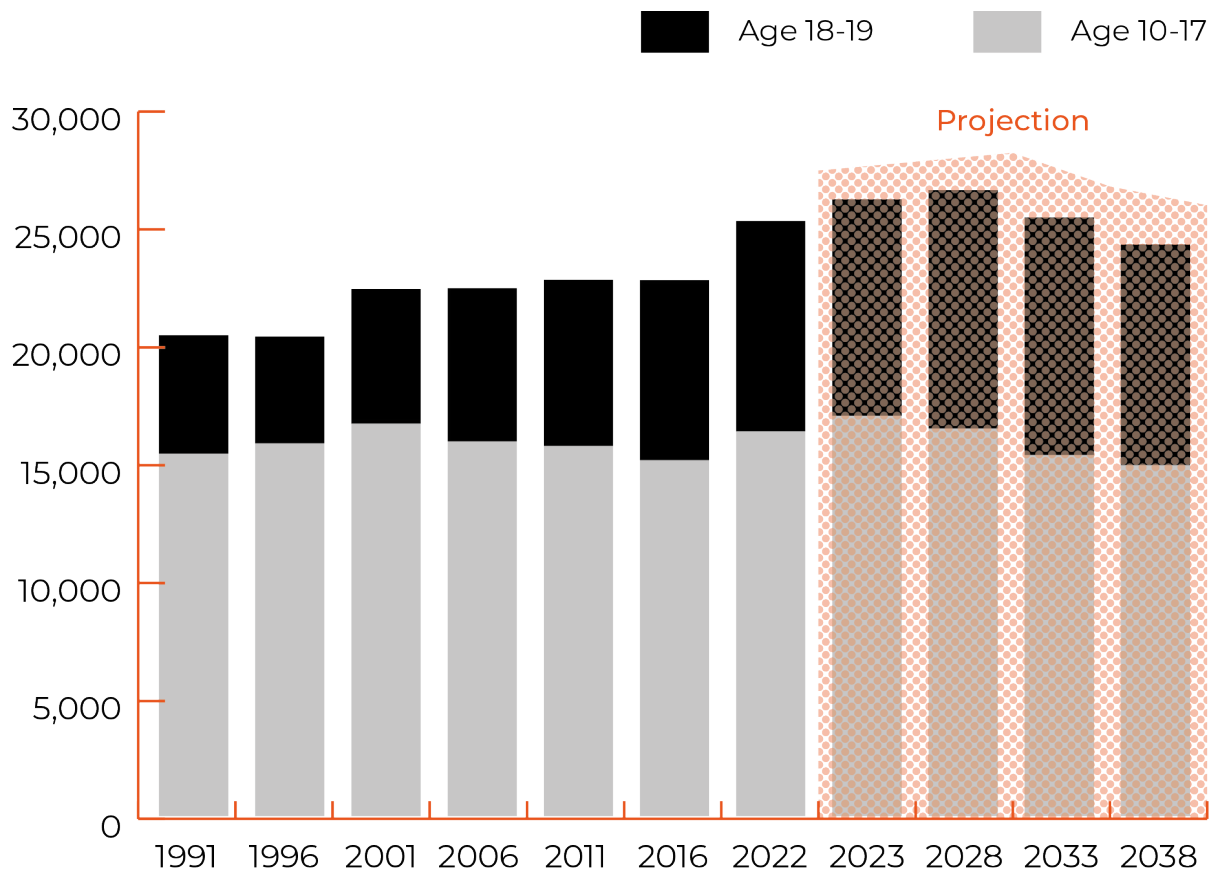
Who are the next generation? Painting a picture of adolescence in York

Our diverse young people

The most recent estimates are that just over 25,000 people aged between 10 and 19 live in York. This accounts for just over 10% of the total York population in the 2021 census, a growth of 1.5% over a decade. However, this rise will peak over the next few years and there will be an 8.4% decline over the next two decades, due to the low birth rate in the city compared to other areas of the country. Other factors, such as net migration into the city, may change this picture.

The following bar chart separates out 10-17 and 18-19 year olds, as the latter category includes a significant population ‘bulge’ in York due to the presence of two Higher Education settings – The University of York and York St John University. The growth in student numbers can explain the rising number of adolescents since 1991, whilst numbers of school-aged young people has remained constant.

York’s adolescents are a highly diverse group from a range of backgrounds including different social and ethnic backgrounds, and of different genders, and sexual orientations.



ONS estimates for the number of 10-19 year olds in York

In 2021, for the first time the Census asked a question around gender identity, and while the ONS does not classify this data as an 'accredited official statistic' (it is an 'official statistic in development'), in York within the 16-24 age range, 0.2% of people reported their gender identity was different from their sex registered at birth but no

specific identity was given, 0.2% identified as a trans woman, 0.3% as a trans man, and 1.0% as another gender identity.

The proportion of our ward population who are 10-19 years old varies considerably, as shown on the following map. Hull Road ward contains a significant number of students, leading to a third of

residents being an adolescent – other variations are explained by factors such as higher birth rates (Westfield, Clifton) higher student mix (Fulford, Heslington) and higher numbers of family housing (Rural West, Strensall).

In terms of ethnicity, under 24 year olds in York are more diverse than the rest of the city, with 11.4% of this age range reporting their ethnicity as non-white in the census compared to 7.2% for all age ranges. The following bar chart shows the largest adolescent ethnic groups in our non-white population.

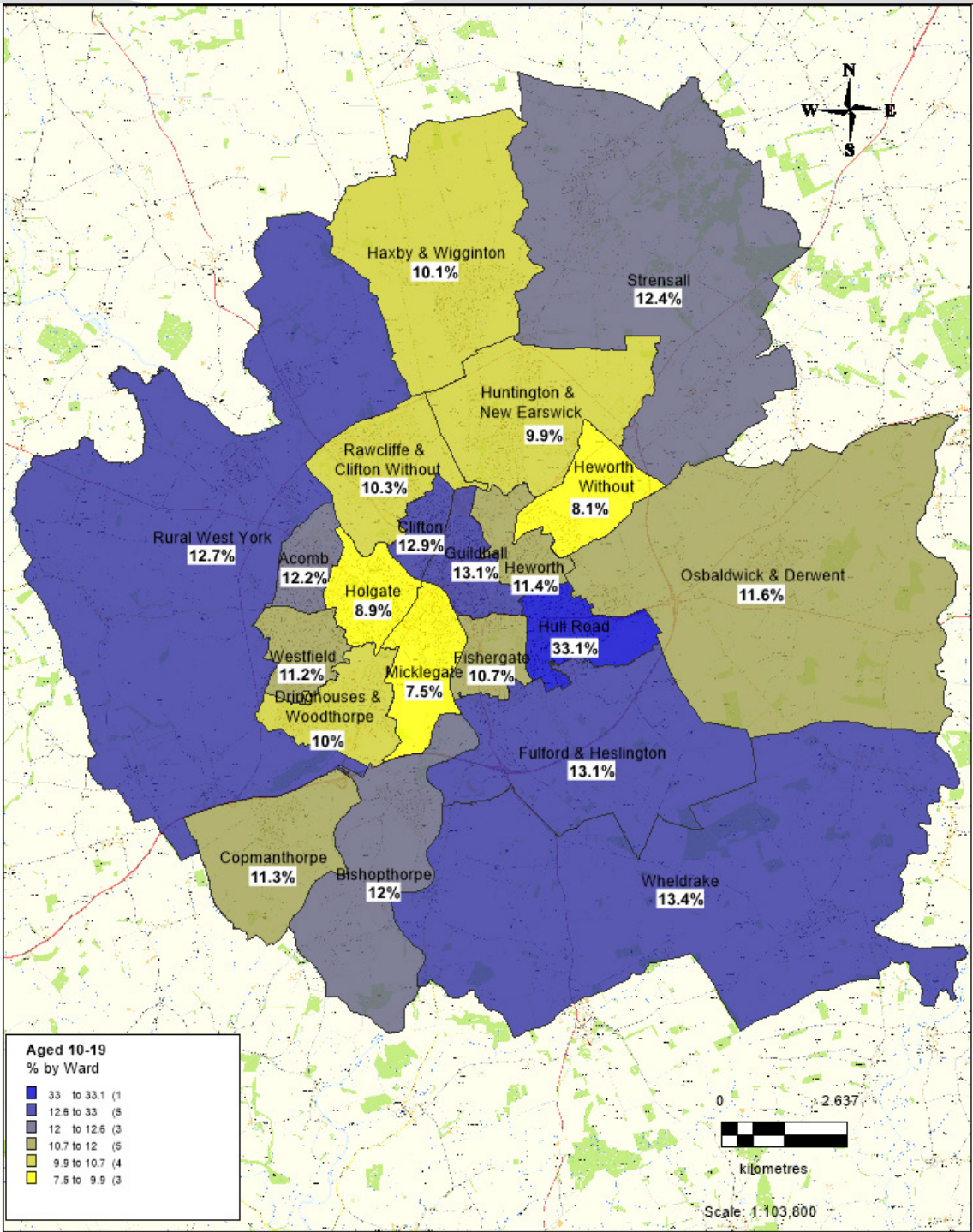
Of those that described their sexuality, over 20 % of 16-24 year olds in York are Lesbian, Gay, Bisexual, or Other (LGB+) Female and 11% are Lesbian, Gay, Bisexual, or Other (LGB+) Male; for both

genders, this is a much larger proportion of the population than other age ranges in York.

Due to a number of resettlement schemes over the past decade from countries such as Afghanistan, Syria and Ukraine, as well as asylum seeker contingency accommodation for families being stood up in the city, the number of refugee and asylums seeking young people in York is rising.

All unaccompanied children come under the care of the local authority. On 30 September 2024, York had 15 young people in care. with 23 former UASC care leavers aged 17-25 years in the city.¹

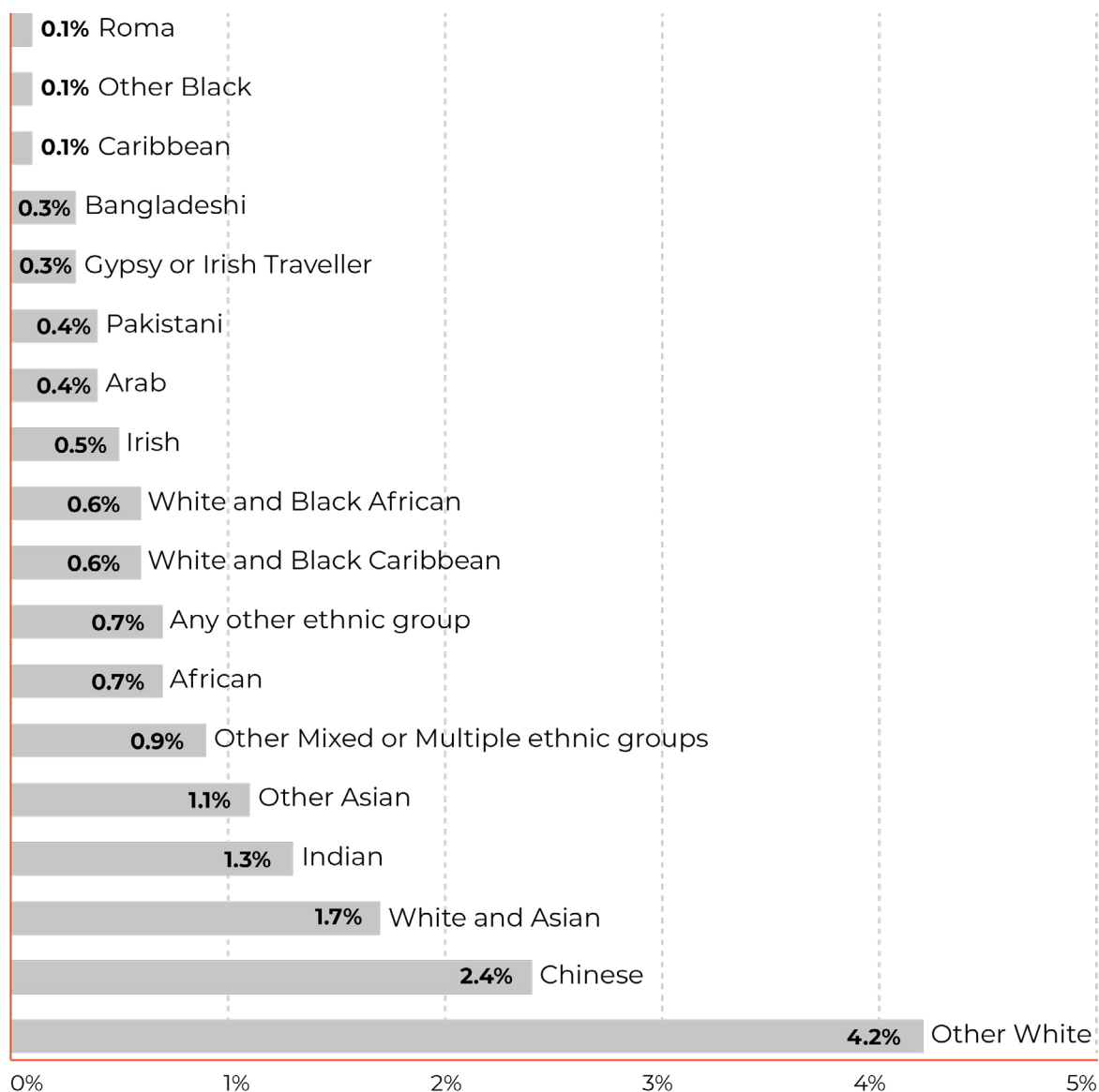
¹ Data provided by CYC Business Intelligence



Produced by: Business Intelligence Hub06/11/2024

© Crown copyright and
database rights 2024
Ordnance Survey: AC0000822532

Percentage of ward population aged 10-19



Age 24 and under in York by non-white ethnic group

Families

Families play an essential role within human health at every stage of life, and the quality of family life is far more important

than family structure, explaining 20% of the variance in childhood wellbeing (family makeup accounts for just 2%)². A loving and safe home, whatever its composition, can be a brilliant

² https://www.basw.co.uk/system/files/resources/thegood_childhood_report_2018_0.pdf

resource to foster the health of a young person; in the words of the current Children's Commissioner Dame Rachel de Souza:

The influence of family reaches far and holds immense power. It is the prism through which we go on to discover the world, and the foundation for our path in life.³

Families are strong for health, according to research, due to four key protective factors:

- ✿ Emotional connection: love and joy
- ✿ Shared experiences
- ✿ Strong, positive, and enduring relationships
- ✿ The ability to depend on one another for practical and emotional support

In York, many organisations work to strengthen families, coming together under the Raise York banner.



³ [Family and its protective effect: Part 1 of the Independent Family Review | Children's Commissioner for England \(childrenscommissioner.gov.uk\)](#)

Case study: Raise York

Raise York is the name for York's Family Hub Network. We have been working together with families to transform how we work together to improve lives. Raise York is a network of people, places and online support. Families helped shape Raise York's purpose and values, resulting in a city-wide pledge for professionals to be caring, together, and trusted.

In the last two years we have developed new ways of working, such as the Raise York website, resources for new parents, new parenting programmes, improved

information and support, a "Team Around a School" model, multi-agency workforce tools and have strengthened family connections and early intervention pathways.

Looking forward, Raise York aims to build sustainability by scaling effective programs, developing a SEND Family Hub, and implementing new evidenced based support with families. We believe that all children and young people in York deserve the best start and the chance to thrive!



Raise York
Your Family Hub Network

We do know however that families can be negative places for child wellbeing. It is notable that, in the strong evidence-base linking 4 or more 'Adverse Childhood Experience' (ACE) factors to poorer health and social outcomes, most of these factors are linked to the family, or are most likely to happen in a family setting.⁴ ACEs point to the potential impact of trauma, and those working closely with young people should be trained in trauma-informed practice, which is led in our area through the ICS Children and Young People's Trauma Informed Care Programme.

Schools

York has:

63 state-funded schools:
49 primary schools,
09 secondary schools,
03 special schools

York College provides post 16 education and a variety of courses up to degree level. A rising number of children in York are electively home-educated – over 200 children at the start of the 2023/4 school year, for a variety of reasons.

4 [*adverse-childhood-experiences-summary.pdf*](#)

The minimum statutory school week in the UK is 32.5 hours, meaning that children spend nearly a third of the average weekday in school. This is why the WHO has created the concept of a 'health promoting' school:

'a health promoting school is one that constantly strengthens its capacity as a healthy setting for living, learning and working'

As a setting, schools can have a huge influence on health. The way pupils travel to and from school will influence lifelong physical activity habits. The food environment in schools will shape trends in diet into adulthood. Friendships and relationships can become supportive safety nets but can also feed, through unkindness or bullying, into mental health and wellbeing. The pressures of learning can result in positive mental, emotional and intellectual growth but can also negatively impact mental health.

Public health in York is working to try and make the 'health-promoting schools' vision of the WHO reality, through the Health Schools Programme (page 24).



What do headteachers say?

As part of writing this report, I spent time with secondary school leaders through York Schools and Academies board, and they told me about their top worries and concerns around the health of the young people who come through their doors:

- ✿ The increase in vaping, and related discipline issues
- ✿ Harms around novel substances in vapes
- ✿ High levels of anxiety in secondary-aged children and young people
- ✿ Medicalising of the normal challenges of life
- ✿ A sense that COVID 19 has 'broken the taboo' around non-attendance at school / disengagement.
- ✿ The wellbeing of school staff
- ✿ A dysregulated relationship for pupils with food expressed either through unhealthy diets, use of energy drinks, and a rising number of children living with an eating disorder
- ✿ Concerns around the health and educational impacts of technology and screen time
- ✿ The toxicity of social media
- ✿ Poverty being a real challenge in York despite perceptions



Case study: The North Yorkshire and York Healthy Schools Programme

The North Yorkshire and York Healthy Schools programme supports schools to improve the health and wellbeing of pupils through an evidence based 'whole school approach' across four key themes: personal, social, and health education (PSHE) including the statutory relationship, sex and health education (RSHE); emotional health and wellbeing; active lifestyles; and food in schools. Pupil voice is a key part of the programme.

Since the programme launched in April 2023, a quarter of York schools have joined and 5 schools have achieved a Bronze, Silver or Gold award.

Healthy Schools also provides free PSHE Network meetings which support PSHE subject leads across the city.

"By engaging with the Healthy School Award it has allowed us to reflect on what we are doing well and where we can improve. We have already put in place some changes as a result of the feedback we have received and we aim to continue doing this and work towards the gold level over the next year."



Communities

As well as the family environment and the school setting, the wider community a young person grows up in is incredibly influential on their health. The ONS report that 16-25 year olds feel a lower sense of belonging to their local community than over 25s,⁵ and long-term cohort studies have shown how a weak sense of community belonging is associated with an increased risk in all-cause mortality⁶.

“We have to look at gender within planning decisions - facilities in parks aimed at teenagers have 90% male users. We need to engage with girls and co-design communities and green spaces accordingly.”

– *The Make Space for Girls project by the Friends of Rowntree Park*

“York is pretty unaffordable for any teenager who’s not well-off - it means there aren’t many places to go, and in winter a lots of teenagers in York walk about the streets in the freezing cold!”

– *Member of Nothing About Us Without Us*

5 [*Neighbourhood belonging and community engagement by age group - Office for National Statistics \(ons.gov.uk\)*](#)

6 [*A national cohort study of community belonging and its influence on premature mortality | Journal of Epidemiology & Community Health \(bmj.com\)*](#)

A number of 'living-environment' factors influence the health of adolescents in York, and paint a positive picture:

- ✿ The average distance to a green or blue space in York is a third of a km, compared to 1km nationally.
- ✿ Our air in York is generally cleaner than many other areas, and improving⁷
- ✿ We have higher rates of cycling and walking – for instance, the schools survey showed 59% of secondary/sixth-form pupils actively travel to school versus a rate of 49% nationally in the National Travel Survey

Another factor of community health, which was regularly raised in our professionals'

survey, was the extent to which young people have somewhere to go / something to do.

“A lot of activity for youth in York happens outside of the expensive city centre – its too hard to book venues. But the transport networks do not align with this model, so for example someone coming to an event at Moor Lane Youth Centre who lives in Huntingdon has an hour's journey on two bus routes plus walking”

– York Youth Network

Youth provision in York has reduced over the last decade, in line with national trends (the LGA report that youth services have been cut by 69 per cent

7 [2024 Air Quality Annual Status Report \(ASR\)](#)

since 2010/11). But there are some fantastic organisations in York such as innovative mentoring charities The Island (page 28), drop in spaces such as Door 84, countless sports, arts and activity provision and of course the work of the UK's largest youth movement, the Scouts and Guides. To harness this energy and make the best of limited resources, partners have recently come together to publish a Youth Strategy.⁸



Case study: The Island

The Island work with children and young people aged 8-19, up to 25 with SEND. They are referred for a wide variety of reasons ranging from low-self-esteem, anxiety, bereavement, bullying, school avoidance, young carers, trauma, looked after children, challenging behaviour, domestic violence, family breakdown, learning and education difficulties, neurodivergence and much more. The core service is 1-1

mentoring that takes place typically over 52 weeks. Each young person is matched with a volunteer mentor who takes them out once a week to engage in community based activities. The Island has previously run a number of services including group-based mentoring, youthwork outreach/detached, food bank, counselling, tuition, work experience, education well-being support and alternate education.



What do professionals say?

A survey to help us understand adolescent health and wellbeing in York was sent out earlier in the year. 37 responses were received from professionals working in education, health, local authority, youth justice, and charity sectors.

When asked what key drivers affected health and wellbeing, the use of social media was the leading response comprising nearly a fifth of answers. Peer pressure, and concerns such as poverty, availability and accessibility of community activities were also felt to have adverse impacts.

The **top three** main areas of concern for adolescent health were:

- ✿ **mental health (16%)**
- ✿ **access to support services (14%)**
- ✿ **vaping (7.5%)**

Other respondents listed poor sleep hygiene, social media activity, physical activity and obesity, bullying, and substance use as other areas for concern.

Respondents were asked to write one recommendation for action to improve teenage health. Recommendations for improved access to mental health support formed made up a fifth of these .

Overall health service provision and more engagement with young people were other key recommendations.

The world our children will grow up in

One of the things which motivated this report was the sense that young people are emerging into a world where the social circumstances which we know most influence health are changing at an unprecedented rate.

Housing affordability

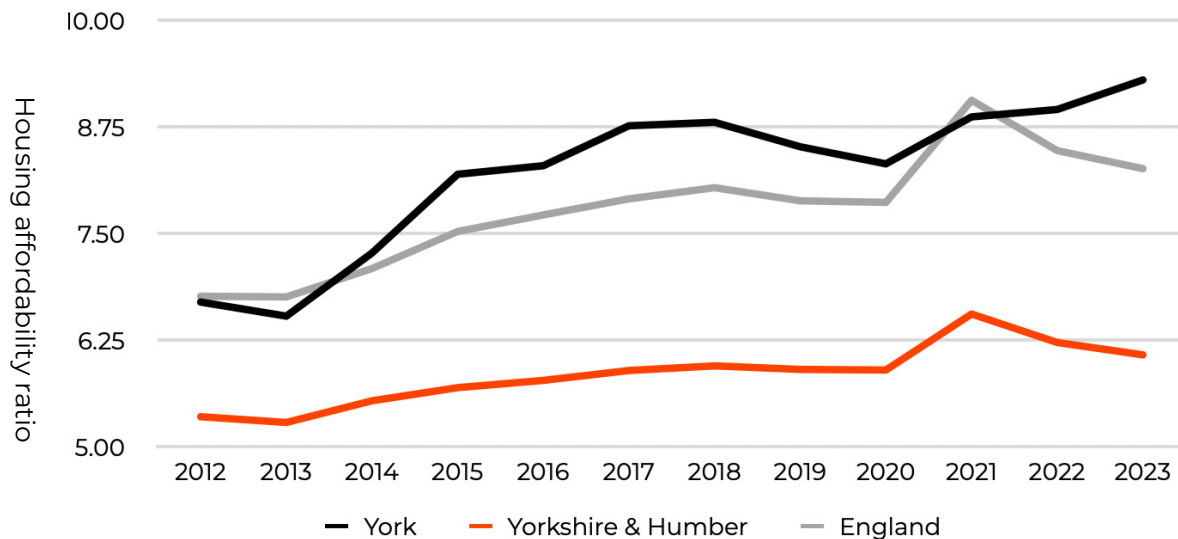
Housing was identified in the 2010 Marmot Review as a hugely important determinant of health.⁹ The affordability and the changing patterns of housing tenure our

adolescents face as they grow into their twenties presents a huge challenge: 39% of 25- to 34-year-olds owned their home in 2023, from a peak of 59% in 2000.¹⁰ The average property price in England has risen by 173% after adjusting for inflation since 1997, compared with increases in real incomes of 25- to 34-year-olds of only 19%.¹¹ The following graph shows York's affordability ratio, and demonstrates that it is higher than regional and national comparators and rising, now meaning that the median house price is 9.3x the average annual earning.

9 [*Fair Society Healthy Lives full report*](#)

10 [*Homeownership for young adults has recovered to its 2010 level | Institute for Fiscal Studies \(ifs.org.uk\)*](#)

11 [*Barriers to homeownership for young adults | Institute for Fiscal Studies \(ifs.org.uk\)*](#)



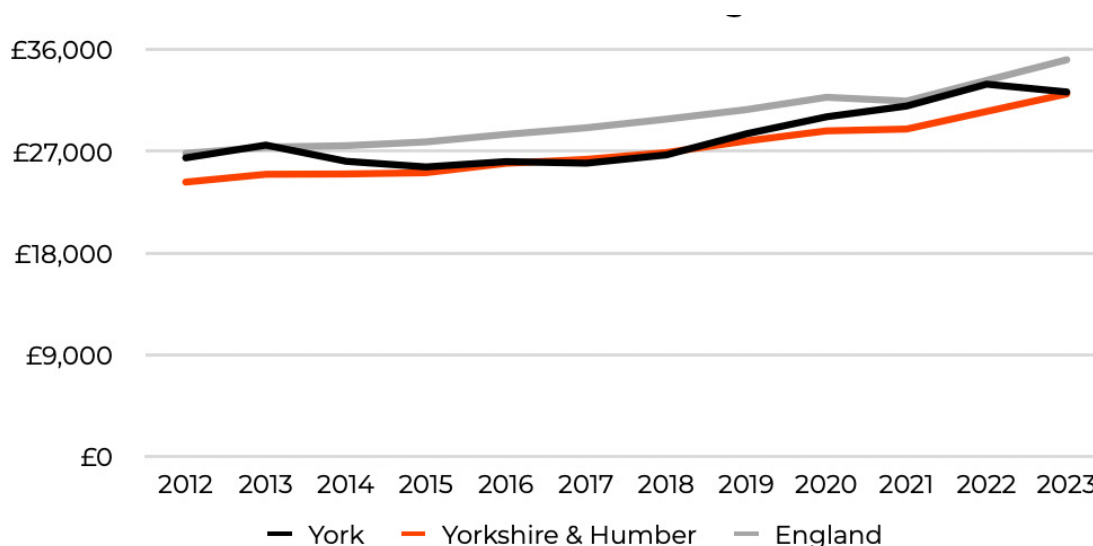
Housing affordability ratio 2012-2023

Renting is also expensive in York: on average £1107 a month in September 2024 vs a regional average of £798. Nearly three quarters of private renters in more deprived areas spend more than 30% of their income on rent, versus less than half of social-renters and a third of mortgagors.¹²

The dream of 'owning your own home' has been replaced for many of our adolescents and young adults with the prospect of more expensive and less stable renting or living with parents (7,225 households in York have non-dependent children) and this is increasing inequalities.



¹² [English Housing Survey 2022 to 2023: headline report - GOV.UK \(www.gov.uk\)](https://www.gov.uk/government/statistics/english-housing-survey-2022-to-2023-headline-report)



Median annual earnings 2012-2023

Income and jobs

Income is another determinant of health, with 44% of people on the lowest incomes (bottom decile) rating their health as fair, bad or very bad, vs 12% for those on the highest incomes (top decile).

Median annual earnings in York have risen slowly over the last decade, and are at a par with the regional average but below the national average.

In York, our highest employing sectors are retail, health, hospitality and food. This means the level of part time work is higher than in other cities, and is highest of all at the start of the working life. While this means that economic inactivity of our 16-34 year olds due to unemployment was low at the 2021 census in York (2.6% vs 4.6% regionally and nationally), many younger people may be in less stable and poorly paying jobs. So with York an expensive city to live in, we need to consider how we will keep and retain our young people in the city into their 20s.

Quality of life

Over the last century, it has become common to assume that quality of life and living standards will rise for the majority of people, But the Resolution Foundations' Intergenerational Audit suggests that:

'young people today are struggling to match lifecycle milestones that earlier generations enjoyed, such as a secure job and a home that they own ... the evidence of the economic challenges facing younger generations today has led us to believe that millennials could be the first generation to do worse than their parents.'

For the first time in generations, the life expectancy our young people can look forward to is static and in some groups (especially females and those from poorer

areas) is falling. So squeezed finances, owning a home later, and poorer quality of life, are real possibilities for our adolescent generation in the city.

"We see a big effect of social changes on people's mental health in our drop ins"

"No one expects to own a home, no one has a baby"

"Living standards will be poorer"

"Retirement age is increasing so fast I'll work until I drop – so no point having a pension"

"I might as well live with my parents and spend all my disposable income enjoying myself"

– Voices from York Mind's Yorchoice drop in

The world of work

Beyond employment and income, the types of jobs our young people will take up are changing. Academics from MIT have shown that about six out of 10 jobs people are doing at present didn't even exist in 1940.¹³ Many commentators have developed lists of jobs which didn't exist a decade ago, for instance:

- ✿ App developer
- ✿ Social media manager
- ✿ Driverless car engineer
- ✿ Cloud computing specialist
- ✿ Big data analyst/data scientist
- ✿ Drone operators
- ✿ Millennial generational expert ¹⁴

The challenges and opportunities within the emerging jobs market include the future automation of jobs which currently our young people may be training for, the need for new skills in data and coding, and the rise of Artificial Intelligence which may have varying effects on current jobs and professions, but seems to be most threatening to service-industry and-or knowledge jobs which can be performed with little physical or social interaction.

Climate change

Climate change is, according to a global commission convened by the Lancet journal, the biggest threat to human health of the 21st

¹³ [*Most work is new work, long-term study of U.S. census data shows | MIT News | Massachusetts Institute of Technology*](#)

¹⁴ [*10 Jobs That Didn't Exist 10 Years Ago | World Economic Forum \(weforum.org\)*](#)

century, so it is inevitable that the next generation of York's adults are looking on anxiously at how the world responds to the pressing need to preserve ecosystems and avert catastrophic global heating.¹⁵ Over four in ten (42%) of 16–34 year olds say climate change will affect whether they have children, while more than half (56%) say it will impact where they decide to live.¹⁶

Climate change will bring health risk into the future lives of our young people, which they will suffer from disproportionately to older generations who are responsible for the majority of the emissions. Positively, collective

action on climate may offer an opportunity for development of skills, forging community around the opportunity to achieve real meaningful change. For instance, when York declared a climate emergency in 2019, young people were at the forefront of the voices calling for action, and there is evidence that 'climate activism is associated with resilience and positive development'.¹⁷



¹⁵ [*The Lancet Countdown on health and climate change*](#)

¹⁶ [*COP28: Climate change - only a quarter \(26%\) of the UK feel optimistic about the world young people will inherit | The National Lottery Community Fund \(tnlcommunityfund.org.uk\)*](#)

¹⁷ [*The Effects of Climate Change on Child and Adolescent Mental Health: Clinical Considerations - PubMed*](#)

However eco-anxiety is emerging as a well-recognised phenomenon amongst young people. A global survey conducted by the Lancet Planetary Health Commission found that:

...more than 50% reported each of the following emotions: sad, anxious, angry, powerless, helpless, and guilty...more than 45% of respondents said their feelings about climate change negatively affected their daily life and functioning¹⁸

So the challenge is to protect our young people from the worst effects of eco-anxiety, turning the threat of climate change into an opportunity of empowerment and engagement.



18 [Climate anxiety in children and young people and their beliefs about government responses to climate change: a global survey - The Lancet Planetary Health](#)

The state of young people's health in York

Physical health

The majority of adolescents in York enjoy physical good health. The best proxy for this is the census question on self-reported health status. When asked, 95.1% of 10-19s in the city described their health as being either very good or good. This was, however, slightly lower than the national proportion of 10-19s reporting either very good or good (95.5%), and below the proportion in York in 2011 (97%). Within this data, males report slightly better health than females (95.7% vs 94.4% very good or good health).



Health Status	York 10-19s (2011)	York 10-19s (2021)	England 10-19s (2021)
Very Good	74.8%	70.8%	74.6%
Good	22.2%	24.3%	20.9%
Fair	2.5%	4.0%	3.6%
Bad	0.4%	0.9%	0.7%
Very Bad	0.1%	0.1%	0.2%

Many young people will at some stage experience a number of short-term physical health problems, whilst a small number will live with long-term physical conditions. The most common long-term conditions in teenage are Asthma, type 1 diabetes, and epilepsy. Using GP data extracted

from 8 out of 11 practices in York,¹⁹ 5.6% of the 10-19 population (1,359) were registered as having one of these long-term conditions, which is predominantly driven by the number of asthma diagnoses.

19

Priory Medical Group, York Medical Group, Haxby Group, MyHealth, Jorvik Gillygate, Unity Health, Front Street, Old School, data extracted September 2024

Across the age range, asthma diagnoses tend to peak in late primary age and for some, symptoms resolve and they are removed from registers in adolescents, whereas for Type 1 diabetes and epilepsy, more conditions are detected as adolescent progresses, so register numbers rise.

Patterns across sex, ethnicity and deprivation did not show any clear variance or inequality within the data, aside from a slightly higher proportion of 10-19s living with asthma in the 50% more deprived areas compared to the 50% less deprived areas (5.3% vs 4.8%)

Mental health and wellbeing

Mental wellbeing and mental health issues affecting our young people were raised more regularly in the production of this report than any other health or social issue. It was the top-rated issue in the professional survey and was raised in every focus group we hosted. It seems there is a strong consensus that mental wellbeing is the most challenging health issue facing adolescents in York.

The WHO report that depression, anxiety and behavioural disorders are among the leading causes of illness and disability among adolescents, and that suicide is the fourth leading cause of death among 15-29 year-olds.²⁰

20 [Mental health of adolescents \(who.int\)](https://www.who.int/)

Evidence shows that 50% of mental health problems are established by age 14 and 75% by age 24²¹, meaning that lifelong mental health issues are often rooted in childhood and – put more positively – adolescence offers an opportunity for early identification and support, leading to recovery and prevention of longer term issues.

A public health approach to mental wellbeing looks to the underlying causes of such a pronounced rise in morbidity at a population level. It emphasises the fact that teenagers in York will find themselves at any one time in one of a number of ‘states’:



Generally
happy and
mentally well

Showing
early signs of
mental distress

Severe and
enduring
mental illness

Experiencing
mental
health crisis

²¹ [*Children and young people: statistics | Mental Health Foundation*](#)

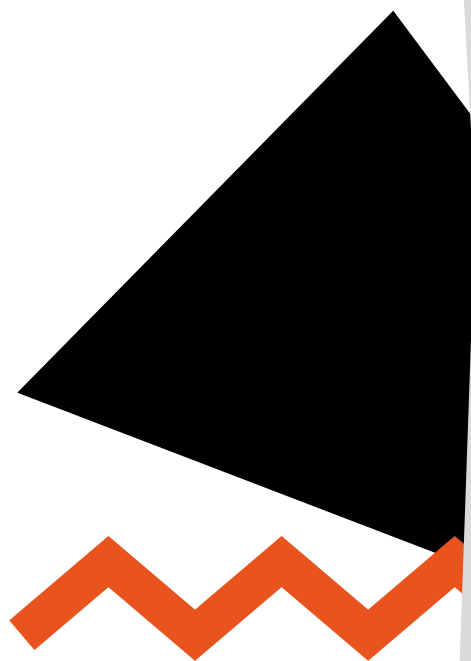


Figure 1a. The mental health spectrum in a population.

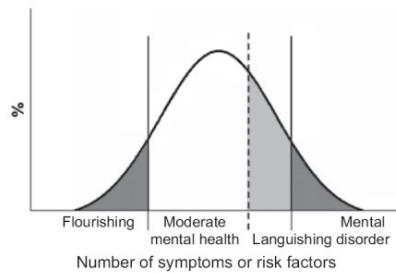
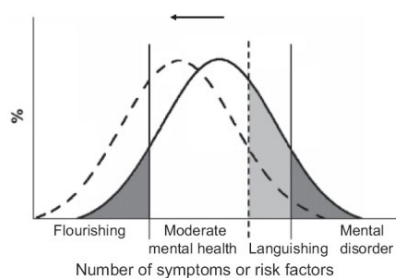


Figure 1b. The impact of a positive shift in the population mental health spectrum. Note the marked reduction of people in the 'mental disorder' category.



Whilst medicine rightly most focus on treating those with a diagnosis, a focus on the wider determinants of ill health will keep the majority of the population towards the left hand side of this spectrum, and outside of clinical care (the 'upstream' approach).

The diagram in the inset box from Huppert (2009) shows graphically how even a relatively small positive shift in population mental health can have a large impact on the need for clinical interventions²².

22 [*Psychological Well-being: Evidence Regarding its Causes and Consequences* - Huppert - 2009 - Applied Psychology: Health and Well-Being - Wiley Online Library](#)

Adolescent happiness in York

*'We continue to see a decline in the overall wellbeing of our country's young people. This is of grave concern – behind these numbers and statistics are real children feeling unhappy about their life.'*²³

National trends in adolescent happiness and wellbeing are concerning. The UK is now the country in Europe with the lowest life satisfaction scores at age 15.²⁴ In our York Health and Wellbeing Schools Survey, we have been able to ask pupils questions on mental health and wellbeing twice, in 2021 and 2023.

In 2021, we found that overall, 56% of pupils were happy or very happy with their life, but this trend

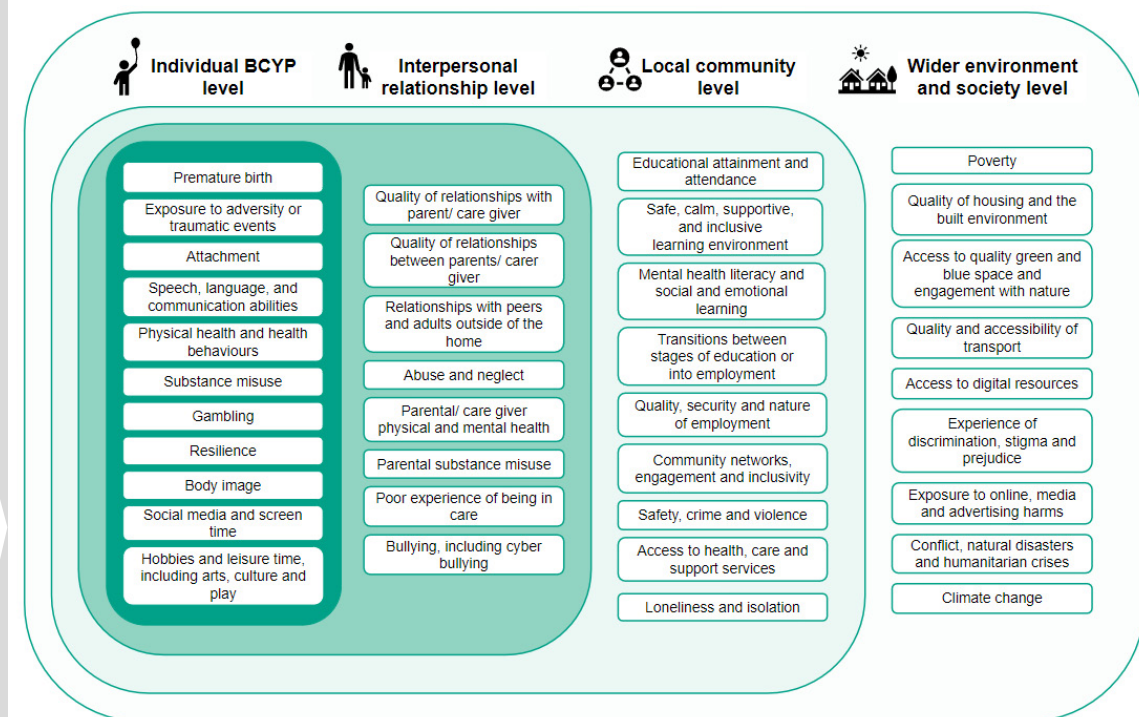
declined through the year groups surveyed (years 4,6,8,10 and 12).

In 2023, The Short Warwick-Edinburgh Mental Wellbeing Scale (SWEMWBS) was used to measure the mental wellbeing of secondary/sixth-form pupils. York secondary/sixth-form pupils scored a mean value of 14.9 out of 35. Nationally, the top 15% of scores range from 27.5-35.0 and the bottom 15% from 7.0-19.5²⁵, whilst a 2017 study of 8,000 secondary school pupils in Scottish and northern Irish schools, showed a mean SWEMWBS score of 25.43 (northern Ireland) and 24.55 (Scotland). This suggests that the mental wellbeing of York pupils in 2023 was significantly worse than similar populations.

23 [Good Childhood Report-Main-Report.pdf \(childrenssociety.org.uk\)](https://childrenssociety.org.uk/good-childhood-report-main-report.pdf)

24 [Good Childhood Report-Main-Report.pdf \(childrenssociety.org.uk\)](https://childrenssociety.org.uk/good-childhood-report-main-report.pdf)

25 [Collect, score, analyse and interpret WEMWBS \(warwick.ac.uk\)](https://warwick.ac.uk/collect/score_analyse_and_interpret_WEMWBS)



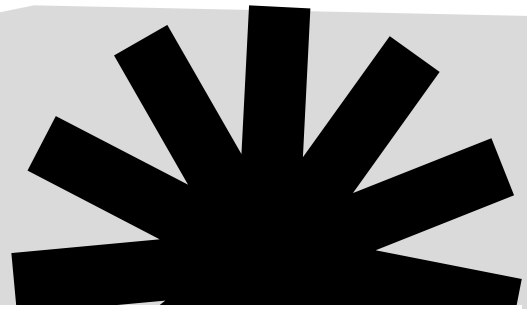
The 2023 survey also found that:

- boys reported a slightly higher mental wellbeing score (15.7) compared to girls (14.1),
- The things that secondary/sixth-form pupils report worrying about the most are 'what might happen to them in later life' and 'their appearance and how they look'.

- 86% of secondary/sixth-form pupils said that they 'have someone to talk to if they had a problem or were worried about something.'

In the graph above, The Office of Health Improvement and Disparities (OHID) identify the key modifiable factors which partners should focus on to improve the picture of mental wellbeing in young people in York²⁶.

26 [Improving the mental health of babies, children and young people: a framework of modifiable factors - GOV.UK \(www.gov.uk\)](https://www.gov.uk/government/publications/improving-the-mental-health-of-babies-children-and-young-people-a-framework-of-modifiable-factors)



Case study: York Mind support to LGBTQ+ young people

August 2023 saw the start of York Mind delivering a one-year mentoring project offering individual wellbeing support to LGBTQ+ young people aged 16-25, funded by public health. Seven volunteer mentors were recruited, 57 face to face and 20 remote sessions were held, in addition to 5 group outreach sessions. Examples of goals set included, 'to help me improve my self-esteem and better understand my identity' and 'to talk to someone about how I'm feeling about myself'. The next phase of the service,

the LGBTQ+ Group Support Project, starts in November 2024 and is for York residents aged between 12-18 years (25 for vulnerable and/or looked after children) who identify as having a sexuality which is not heterosexual, who are experiencing gender dysphoria/ gender distress, or who identify as transgender. The project will involve school awareness sessions (6 per year), outreach sessions (8 per year), one to one support (approx. 65 people) and group work, involving elements of peer support, psychoeducation, and creativity (in 6 week blocks).

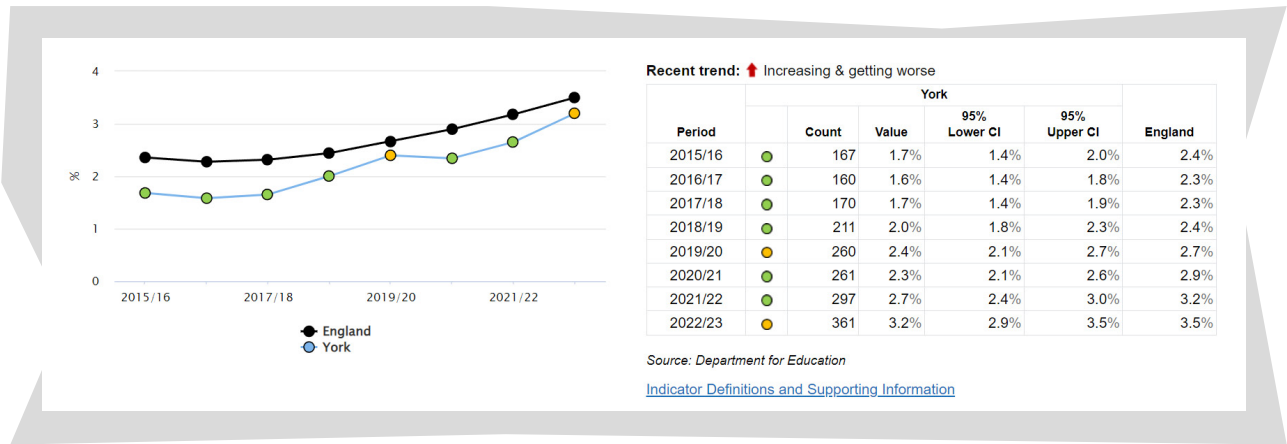


Social, emotional and mental health needs in York schools

SEMH is a categorisation used in education to describe a range of challenges related to emotional well-being, social interactions, and mental health for an individual.

The graph below shows a rapidly rising trend in children with SEMH needs being identified and supported in York schools. This trend was accelerated by the COVID-19 pandemic (see separate chapter), but was apparent before 2020, and appears to be more rapid than national rises.

School pupils with social, emotional and mental health needs: % of school pupils with social, emotional and mental health needs (Secondary school age)



This means that in the 2022/23 academic year, social, emotional and mental health needs account for nearly a quarter of all primary special educational needs and disabilities (SEND) provision in York, the highest proportion of any factor.

“CAMHS pushes so much of the support after diagnosis to schools, but they are not trained to actually understand the diagnosis and the support needed, and education and health do not talk to one another”

– Parent at Parent Carer Forum

Within the city, the tiered approach to support in schools includes universal offers such as curriculum support through the Healthy Schools Programme and School nursing, as well as School Mental Health and Wellbeing

workers and Wellbeing in Mind teams who are able to offer individual level support; however professionals report that this provision is buckling under the strain of growing levels of demand, and the offer is not consistent across all settings in the city.

“There feels like that is a severe case of compassion fatigue across a lot of services. As a young person I get a lot of “eyerolls” from professionals, and I am not taken seriously. To make it better – take a genuine interest in what we have to say!”

– Nothing About Us Without Us participant

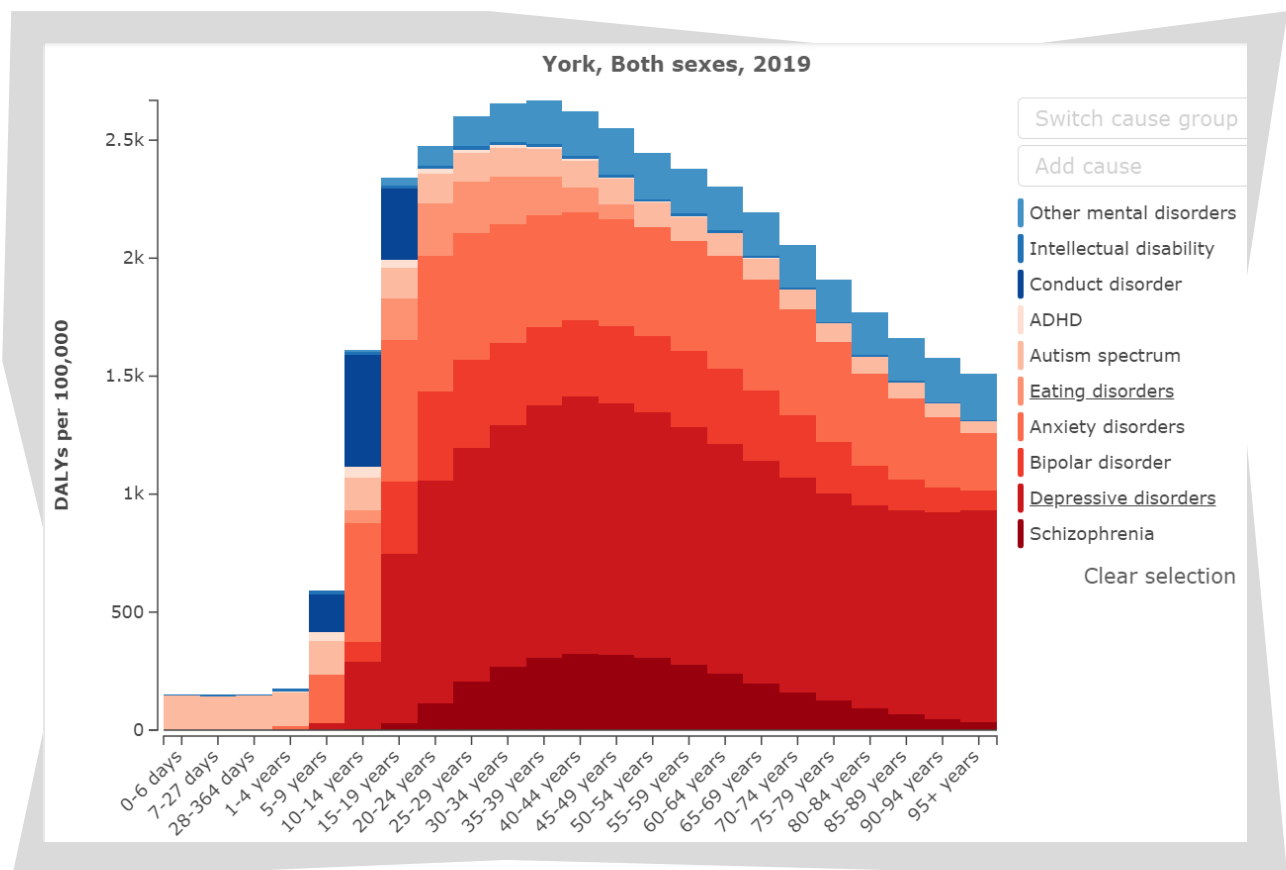
Assessment and diagnosis in York

The assessment and diagnosis of a mental health condition such as anxiety in a young person in York is done by the Childrens and Adolescent Mental Health (CAMHS) Team; this will then lead to support through a number of clinical pathways including eating

disorders and early intervention in psychosis services.

The Lancet Global Burden of Disease study shows that the impact of diagnosable mental health conditions in York (measured through Disability-Adjusted Life Years (DALYs) lost) rises rapidly in the 10-14 and 15-19 year age bands:

Graphic source: Global Burden of Disease Study



As of June 2024, 4,225 children and young people were accessing community mental health services in the Vale of York area. Nearly half of children seeking support for mental health issues wait over 12 weeks, and nationally nearly 40,000 children experienced a wait of over two years. This is in line with issues affecting CAMHS services nationally, where an estimated 8% of the under 18 population is referred to CAMHS each year.²⁷

This is compounded by the fact that CAMHS are also responsible for the assessment and diagnosis of neurodiverse conditions such as autism and ADHD, which are another huge demand pressure on the services. Taken together, it is likely that our adolescents in

York with early signs of mental ill health or growing and concerning problems are experiencing harm due to these waits and delays, will find access to medication and support arrives later than needed, and will also find that universal and school-based services are insufficient and not equipped to 'hold' the level of need.

“We are painfully aware of the lack of resources so we almost feel like “what is the point?”

– *Nothing About Us Without Us* participant

27 [*Children's mental health services 2022-23 | Children's Commissioner for England \(childrenscommissioner.gov.uk\)*](#)

Crisis and inpatient mental health care, self harm and suicide in York

The number of children experiencing mental health crisis is increasing; since the pandemic, the charity YoungMinds estimates that the number of urgent crisis referrals to CAMHS has risen threefold²⁸, and typically between 10 and 20 children have an inpatient stay in a mental health ward in York every year.

Self-harm is when a person deliberately hurts or injures their body. It is more common in adolescence and usually occurs when a young person experiences negative feelings. Our schools survey shows that 23% of secondary-aged pupils reported that they had 'self-harmed in the

past year', girls (30%) were more likely to say that they had 'self-harmed in the past year' compared to boys (14%), and 44% of pupils said that they had asked 'no one' for support for their self-harming.

In 2022/23, there were 75 emergency admissions for self-harm of young people 10-19 in York – this trend is actually declining over the last decade, and is now below the English average.

Children and young people dying by suicide is a rare but hugely tragic event, often signifying the culmination of a high level of trauma and/or mental health need. Our local 2023 Suicide Audit showed that there were 17 deaths in York within the 15-24 year age band in the six year review period (2015-2021).

28 [*Number of children in mental health crisis at record high in England | Mental health | The Guardian*](#)

Case study: Nothing About Us Without Us

Nothing About Us Without Us is a mental health advisory group of children and young people aged 10-25 with lived experience from across Humber and North Yorkshire.

The group represents our diverse communities especially those more at risk of poor mental health e.g. young people who are care experienced, young carers, LGBTQ+, neurodivergent, and from minoritised ethnic communities etc.

The group have coproduced a number of consultations on improving access and experience of mental health services and support, and are working with professionals to coproduce solutions to their 50 recommendations.

The Nothing About Us Without Us group has enabled a shift from consultation to true co-production enabling services to embed lived experience in service developments and improvements.



SEND and Neurodiversity

Living with a special educational need and/or a disability (SEND) can affect a child or young person's life in a number of ways, for instance their:

- ✿ behaviour or ability to make socialise and make friends
- ✿ reading and writing
- ✿ ability to understand things
- ✿ concentration levels
- ✿ physical ability²⁹

“Most of the support I've access for my son is from charities – and it is limited”

– Parent Carer forum

In legislation, young people with SEND are placed into four categories.

- ✿ communication and interaction needs.
- ✿ cognition and learning difficulties.
- ✿ social, emotional and mental health difficulties.
- ✿ sensory and physical needs.

In 2022/23 there were 4,011 children and young people in York with a special educational need. There continues to be a year-on-year rise in the total number of children and young people in York with SEND, and there are now 902 more children and young people with SEND than there were in 2015. This is a 29% rise, and follows the national picture. There

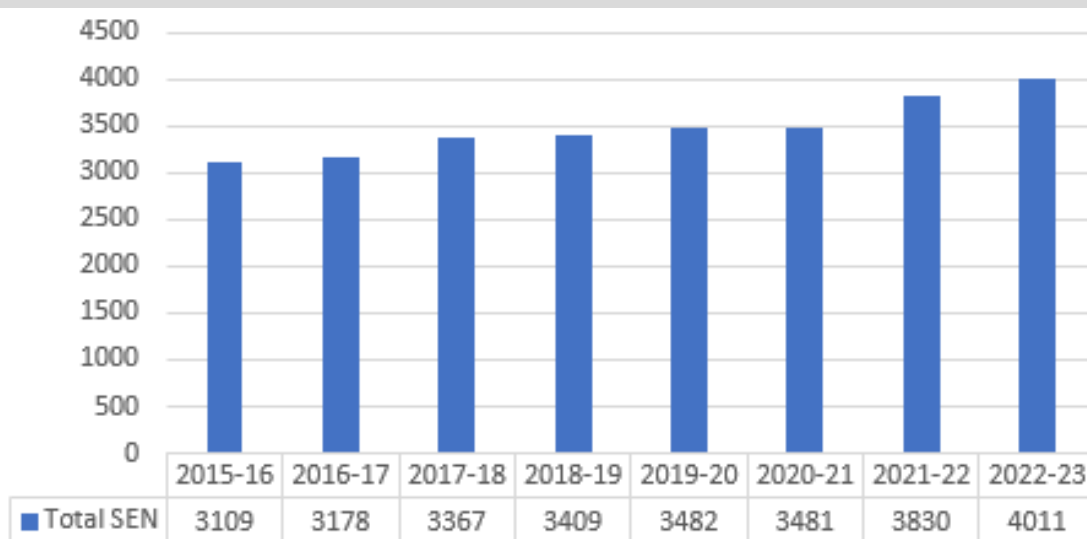
29 [Children with special educational needs and disabilities \(SEND\): Overview - GOV.UK \(www.gov.uk\)](https://www.gov.uk/government/overviews/special-educational-needs-and-disabilities/special-educational-needs-and-disabilities-overview)

are three specific need types where the prevalence is growing: autism and speech, language and communication are growing rapidly, whilst social, emotional, and mental health need is the biggest type of need overall and is growing at a moderate rate.

“The city centre of York, especially at a weekend, is a frightening place for our neurodivergent young people to go”

– York Youth Network

Total number of children with all types of SEN by academic year 2015-2023



What are our Core Connectors saying

Core Connectors are young people aged 16–25 who volunteer with Healthwatch York. They help other young people have their voices heard. Core Connectors listen to people's experiences. By capturing and sharing what is working and what isn't, they can help make a difference to local services.

Healthwatch recently sent a survey to their Core Connectors group, which was completed by 98 young people.

Some felt access to healthcare in York was simple and that they were listened to by

professionals. Others however found the length of waiting lists or ease of seeing the right professional very challenging. Issues were raised in registering with a dentist, and in one case, access to mental health support was so difficult that they "gave up" finding it "entirely inaccessible."

The increases in cost of living had a big impact for over half of respondents. Food and travel costs affected health with many speaking of the massive strain on mental health such as feeling a sense of shame. Many felt embarrassed to ask parents for financial or grocery support as they knew they were equally struggling. Some had to access food charities for help, whilst

others also mentioned the cost of other items such as prescription lenses and no free eye appointments.

The most negative impacts on health and wellbeing were found to be access to healthcare, and changes to lifestyle and behaviours caused by external factors. Poor sleep routines, lack of exercise, online gaming which was considered addictive were examples given. The COVID-19 pandemic was responsible for a loss of routine in some instances and increasing isolation due to lockdown measures. Others listed academic pressures from exams and the transitions to adulthood when at university. Some listed social media is a

key stressor especially when body image was affected.

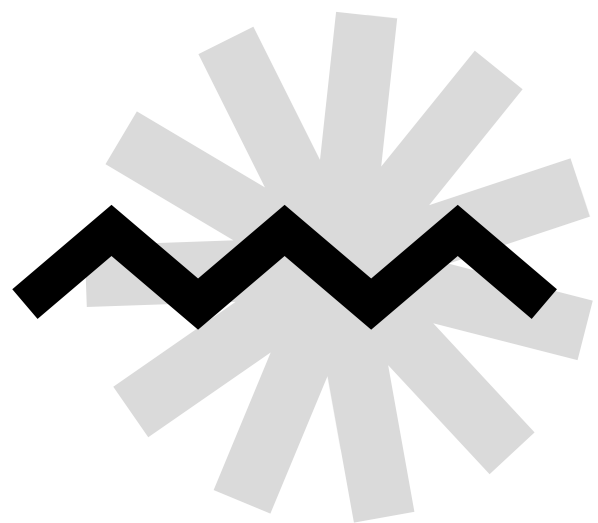
When asked about more positive aspects, keeping busy and active was the most common theme for this question. Many enjoyed social interaction and support as being key drivers in good health and wellbeing. Nearly 70% of people believed York to be a good city to be a healthy teenager in.

Children with an experience of care

One of the key groups in the city whose health deserves particular attention are those who are currently (or who have been) in the care of the local authority. At the time of writing, there were 240 looked after children in York, in a variety of foster and residential placements, as well as a larger number of children now living in adopted families, and adults who experienced care as children and young people, to whom the council has a corporate parenting duty.

There is evidence that health inequalities exist for people who are “care experienced”, including an increased risk of poor health,

both physical and mental, mortality, poverty and educational attainment – and these gaps in health outcome persisting into later life. There is a 3.6x raised rate of premature mortality for those who have spent time in care as a child, and care leavers are more likely to report their health as ‘not good’ compared with ‘good’ as adults.³⁰ However health, education and employment outcomes are varied across the care leaver population and there is nothing deterministic about having been in care.



30 [*The-lifelong-health-and-well-being-of-care-leavers.-Nuffield-Foundation-and-UCL-policy-briefing.-Oct-2021.pdf*](#)
(nuffieldfoundation.org)

In 2023, the U Matter survey run by the Speak Up Children's Rights and Advocacy service found the following around health in young people in care:

Only 58% of care leavers are registered with a dentist whilst the majority of care leavers are registered with a GP (94%)

The majority of young people in care feel safe (95%) and happy (86%) where they are living, as do the majority of care leavers (safe 92%, happy 86%)

The majority of care leavers know who to talk to if they needed support for their emotional health (85%) and would feel comfortable asking adults around them for support to gain information or to access health services (76%).



Health priorities identified by Show Me That I Matter and I Still Matter have shaped the City of York Council's corporate parenting strategy.³¹ In addition, as of 2024, experience of care is now regarded as if it were a protected characteristic in York.³² NHS partners in the city have also responded to the Care Leavers Covenant³³ (signed nationally by the NHS in 2023) through a recent workshop and set of actions around, for example free prescriptions and eye tests for those who are care experienced.



31 [*Corporate Parenting Strategy*](#)

32 [*Report Template*](#)

33 [*CLC Intro Leaflet \(mycovenant.org.uk\)*](https://mycovenant.org.uk)

Case study: Yorks Children in Care Council and Care leavers Forum

York's Children in Care Council and Care Leavers' Forum, known individually as Show Me That I Matter and I Still Matter, are a group of Young People who represent the voices of Children and Young People in Care and those who have left care up to the age of 25 in the City of York.

The groups exist to make sure that all children and young people who are cared for (or were previously cared for) by City of York Council have the chance to share their views, with the aim of helping shape and influence the services which affect them and other young people with care experience.

This includes:

- ✿ Campaigning to raise awareness of the rights of children and young people in and leaving care,
- ✿ developing ideas and projects that aim to improve the lives of children and young people in and leaving care.
- ✿ advocating for children and young people in and leaving care.
- ✿ Being consulted on the design, delivery and evaluation of projects and services.
- ✿ Influencing change in services accessed by children and young people and leaving care through having a seat at the table of the Corporate Parenting Board.

Trends which are shaping health

COVID-19

In 2022, the York Director of Public Health annual report focussed on the impact of the COVID-19 pandemic, concluding that:

‘COVID-19 has taken the lives of [hundreds of] York residents and left many others with long term symptoms and illness, while the consequences of lockdown have affected mental health and have had massive economic and social implications which will take a generation to recover from.’³⁴

Whilst less likely to be directly harmed by the virus, the mitigations put in place to protect health – including educational closures, lockdowns and restriction in social contact, exam cancellations – had a devastating impact on the teenage generation in our city and beyond. In a reversal of the usual order of things, children were asked to make sacrifices on behalf of adults and older generations during this period. This has now been shown to be at the detriment of social, educational and health outcomes in national data:

³⁴ [York: Pandemic Years Annual Report of the Director of Public Health 2020-2022 \(nyresourcing.co.uk\)](#)

COVID and physical health

Nealy 30,000 under 18s were admitted to hospital due to COVID, with **1710 admitted to critical care** and very sadly, **70 deaths**.³⁵

Waves of other infection – for instance pertussis, scarlet fever, and measles, related to reduced immunity due to lockdown / social distancing, and reduced uptake of key childhood vaccination programmes.

Up to one in seven (14%) children and young people who caught COVID may have symptoms linked to the virus 15 weeks later, with certain long covid symptoms more common in school-age children.³⁶

An exponential growth in the number of young people on waiting lists for physical and mental health issues.³⁷

³⁵ [Hospital admissions linked to SARS-CoV-2 infection in children and adolescents: cohort study of 3.2 million first ascertained infections in England | The BMJ](#)

³⁶ [NIH-funded study finds long COVID affects adolescents differently than younger children | National Institutes of Health \(NIH\)](#)

³⁷ [Growing problems, one year on: the state of children's health care and the Covid-19 backlog | Nuffield Trust](#)

Educational and social impact

At least 9 months of in-person school attendance lost for most of our young people in 2020 and 2021.

The impact of the fear of the virus, containment measures such as masks, outbreaks response, being identified as a 'contact', and COVID-19 testing routines increased the level of health anxiety in the teenage population.³⁸

A rise in the proportion of secondary school children in York who are persistently absent from school – this is still higher than pre-COVID, at 25% in 2023/4.³⁹ Children with an Education Health and Care Plan (EHP) and children in receipt of free school meals have much higher rates of 43.3 and 46.4% respectively, indicating deep inequalities.



38 <https://acamh.onlinelibrary.wiley.com/doi/10.1111/jcpp.13973>

39 [CEC Scrutiny Report Behaviour and Attendance September 2024.pdf \(york.gov.uk\)](#)

COVID and mental health

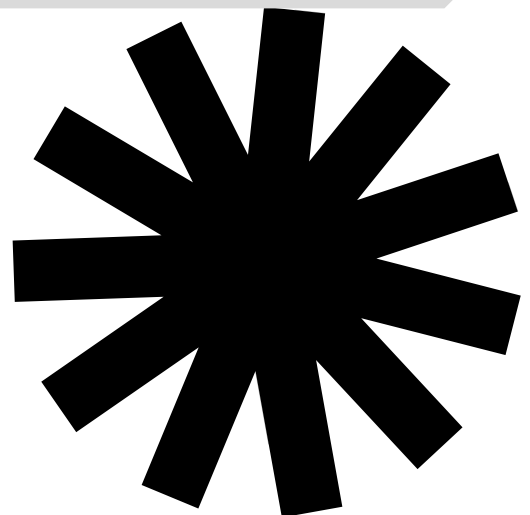
As a 2023 survey from York St John University found, the majority of pupils in York reported that the COVID-19 pandemic and associated lockdowns had affected their daily routine and school life with consequent effects on their mental health and wellbeing.

There was a strong feeling of learning loss, isolation due to remote learning, and challenges due to individual personal or family circumstances.

“Since COVID, more students than ever have become disengaged from school, then reclusive, and the often not attending – and this process seems to have become more socially acceptable”.

– York Headteacher

Almost 30% of participants reported that they were still affected by the COVID-19 pandemic. Reporting of a continuing effect was greater amongst girls (37%) than boys (24%).⁴⁰



40 <https://ray.yorks.ac.uk/id/eprint/9231>

Healthy behaviours

The health behaviors of our young people in the city are influenced by a variety of factors, and shaped by social norms, advertising, and the availability of healthy and unhealthy products. Nationally, we have worsening levels of obesity and sedentary activity compared to OECD countries, as well as similar

levels of daily smoking, alcohol and cannabis use which are, positively, improving over time.⁴¹

York’s School Health and Wellbeing Survey, initiated in 2021 and repeated in early 2024, surveyed nearly 2,000 adolescents aged 11-17 in the city and gives a deeper local picture on health behaviours.⁴²

Some positive improving trends

Oral health	84% Of people brushed teeth twice daily
Smoking cigarettes	Most secondary school pupils (90%) have never smoked
Emotional health and wellbeing	The majority (86%) of secondary/sixth-form pupils said that they have someone they can talk to if they have a problem or were worried about something.

41 https://www.nuffieldtrust.org.uk/sites/default/files/2019-02/1550657729_nt-ayph-adolescent-health-report-web.pdf

42 [Secondary and Sixth Form School Health and Wellbeing City Report](#)

Some areas of concern

Diet	34% met a 5-a-day fruit & veg goal, a decrease from 2021
Physical activity	20% met daily exercise recommendations
Sleep and sleep hygiene	29% went to bed after 11pm; 35% reported inadequate sleep; 58% reported poor sleep hygiene
Alcohol	66% had tried or consumed alcohol; 60% reported that their parents or carers knew, similar to 2021; 60% usually drank alcohol at home. 30% were given alcohol, down from 38% in 2021; 20% said alcohol was available at home, down from 29% in 2021
Drugs	32% were offered drugs, increasing to 56% in year 12, up from 19% in 2021. 13% had taken drugs increasing to 25% in year 12 up slightly from 2021
Sexual health	73% of sexually active young people used contraception (2021-68%). 20% had unprotected sex
Healthy relationships	84% agreed that violence and sharing photos were wrong; fewer felt that controlling behaviours were always wrong
Vaping	25% used e-cigarette, increased from 19% in 2021. 3% vaped daily
Self-harm	25% self-harmed in the past year; 46% of those never sought help or support

Some emerging trends

Diet	Nearly 25% skipped breakfast; 10% skipped lunch
Internet Use	91% had social media accounts; 20% used the internet for over 6 hours on school days, 37% at the weekend. 71% received messages from strangers; 25% experienced unwanted online requests
Gambling	16% had gambled. 25% of these young people took money to gamble without permission; 14% had conflicts with family or friends over gambling; 70% spent money on gaming items; 50% were unaware of support for gambling.

“Nearly everyone I know in York has struggled with drugs in some form”

– *Nothing About Us Without Us* participant

“We need a much clearer message on vaping. It seems a contradiction we are giving out vapes to smokers but trying to stop teenagers from taking it up. And we need to understand the underlying cause of the vaping rises – anxiety, self-medication, peer pressure?”

– *York Youth Network member*

Case study: health trainers and vaping

The Public Health team are concerned about the rising number of children vaping, and the availability and affordability of e-cigarettes in the city. Our message is clear: vapes are quit aids for smokers – if you don't smoke, don't vape.

To tackle this, we have developed a schools education and teacher package alongside the National Centre for Smoking Cessation Training (NCSCT). This includes both classroom and teacher PowerPoint presentations, a short, York specific, animation voiced by a York child, a theatre package for assemblies, and posters

and leaflets. These can all be found on our website resources area <https://www.york.gov.uk/HealthTrainersToolkit>. We also offer support for people aged 13 and over to quit vaping and smoking 'Help to stop smoking and vaping for teenagers'.

As well as this, York has been at the forefront of the regional Centre for Excellence in Tobacco Control, which itself has been a strong voice calling for legislative change and shaping the Tobacco and Vapes Bill which at the time of writing is going through parliament, and includes a ban on disposable vapes, increased taxes on ecigarettes, and restrictions on marketing and flavourings which appeal to young people.

“The oral health of my autistic child is a real concern – COVID made it worse, and then when we finally got back in to see a dentist, they said because of my child’s diagnosis we need a longer appointment in community dentistry – waiting list two years!”

– York Parent Carer
Forum parent

Commercial determinants of health

The commercial determinants of health are the ‘systems, practices, and pathways through which commercial actors drive health and equity’. They influence

our health through the products which surround us every day, sold in our shops and online.⁴³

Just four industries – fossil fuel, tobacco, alcohol and ultra-processed food – cause more than a third of all global deaths, and 45% of deaths from non-communicable diseases. That is the equivalent of an estimated 240 deaths each year in York alone. The wage penalty, unemployment and economic inactivity caused by tobacco, alcohol and obesity costs the UK economy £31bn.⁴⁴

43 [https://www.thelancet.com/journals/lancet/article/PIIS0140-6736\(23\)00590-1/fulltext](https://www.thelancet.com/journals/lancet/article/PIIS0140-6736(23)00590-1/fulltext)

44 [*Holding us back: tobacco, alcohol and unhealthy food and drink - ASH*](#)

Unhealthy
commodity industries:⁴⁵

Common tactics:



45 Material sourced from [adph-cdoh-statement_final_060324.pdf](#) ([yhphnetwork.co.uk](#))

“McDonalds is the only place that teenagers seem to go in the city centre – nowhere else is affordable or not filled with students and tourists.”

– York Youth Network member

There is strong evidence that the actions of unhealthy commodity industries capitalises on the receptivity of young people.⁴⁶ It means that:

- ✿ Every second, almost 500 online junk food ads are shown to UK children⁴⁷. The advertising budget of Coca Cola in 2022 (£3.1bn) was similar to the entire public health grant in England (£3.5bn)
- ✿ An Advertising Standards Association study found adverts for products high in fat, sugar or salt on 49% of children’s websites and 71% of YouTube channels aimed at children⁴⁸

46 [Advertising and Young People’s Critical Reasoning Abilities: Systematic Review and Meta-analysis - PMC \(nih.gov\)](#)

47 [Home - Bite Back \(biteback2030.com\)](#)

48 *ibid*

✿ Of the top Instagram UK child influencers (those with the largest % of followers aged 13-17), more than half have posted with junk food in the last year⁴⁹

✿ Community Alcohol Partnerships have been set up across the UK, with the stated aim of reducing alcohol harm in children and young people. However lying behind CAPs is significant alcohol-industry funding, including Diageo and Heineken. A review found 'no convincing evidence that CAPs are effective in reducing alcohol harms or ASB. Their

main role may be as an alcohol industry corporate social responsibility measure which is intended to limit the reputational damage associated with alcohol-related ASB.'⁵⁰

Recent research has recommended that awareness and activism by young people is a powerful force in countering the work of unhealthy commodity industries and supporting tighter national regulation to protect from harm.

⁵¹ A good example of this is the BiteBack campaign, which uses regional young activists to

49 *ibid*

50 [Under the influence: system-level effects of alcohol industry-funded health information organizations | Health Promotion International | Oxford Academic \(oup.com\)](#)

51 *Health Promot Int, Volume 39, Issue 1, February 2024, daad185, <https://doi.org/10.1093/heapro/daad185>*

create imaginative campaigns exposing the dangers of unhealthy food marketing.⁵²

Locally, the Yorkshire and Humber Association of Director of Public Health have produced a Position Statement on the Commercial Determinants of Health.⁵³

“It really matters to me about what food companies are doing and what gets into our food, we need access to more healthy stuff and a fast food ban.”

– *Nothing About Us Without Us* participant



52 [Home - Bite Back](#)

53 [adph-cdoh-statement_final_060324.pdf \(yhphnetwork.co.uk\)](#)

Case study: removing junk food advertisement in York

In 2024, City of York Council's Executive approved an advertising and sponsorship policy which restricts the advertising or marketing of a number of different products on any council-owned or controlled space. This includes tobacco, vaping products, alcohol, gambling, unhealthy food or drinks defined as high saturate fat, salt and/or sugar (HFSS), and loans and speculative financial products.

BBC

Sign in



Home

News

Sport

Weather

NEWS

Home | InDepth | Israel-Gaza war | War in Ukraine | Climate | UK | World | Business

Junk food adverts banned from York council billboards and bus shelters

19 April 2024



GETTY IMAGES

York's director of public health said the ban was a key measure to protect children's health and well-being

The digital world

One of the most significant societal changes over the last two decades is the rise of the smartphone. The digital world has migrated from a computer in the corner of the family living room into the pockets of most people, and by age 12, smartphone ownership is near universal in the UK, and almost two thirds of 8-11 year olds already use social media. ⁵⁴

“I was given unrestricted internet access at the age of 10. That did not go well.”

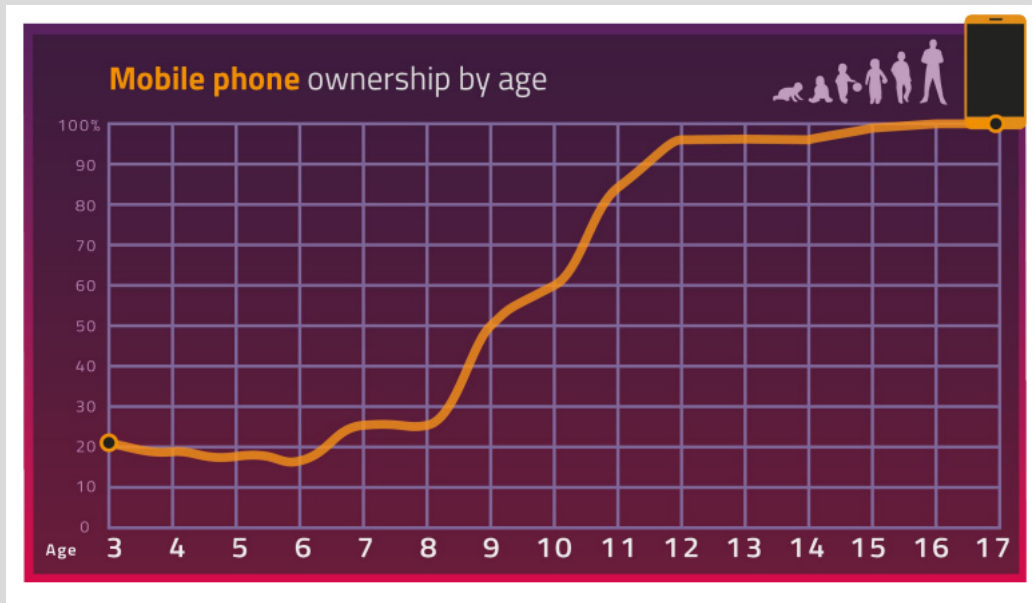
– *Nothing About us Without Us* participant

In our school survey, the majority (91%) of secondary/sixth form pupils in York said that they have a social media account. Around a fifth reported using the internet for more than 6 hours on a normal school day, rising to 37% on a normal weekend day. 71% said that they had received messages from people that they don't know online and about a quarter said that they had been asked to do something that they didn't want to do online.

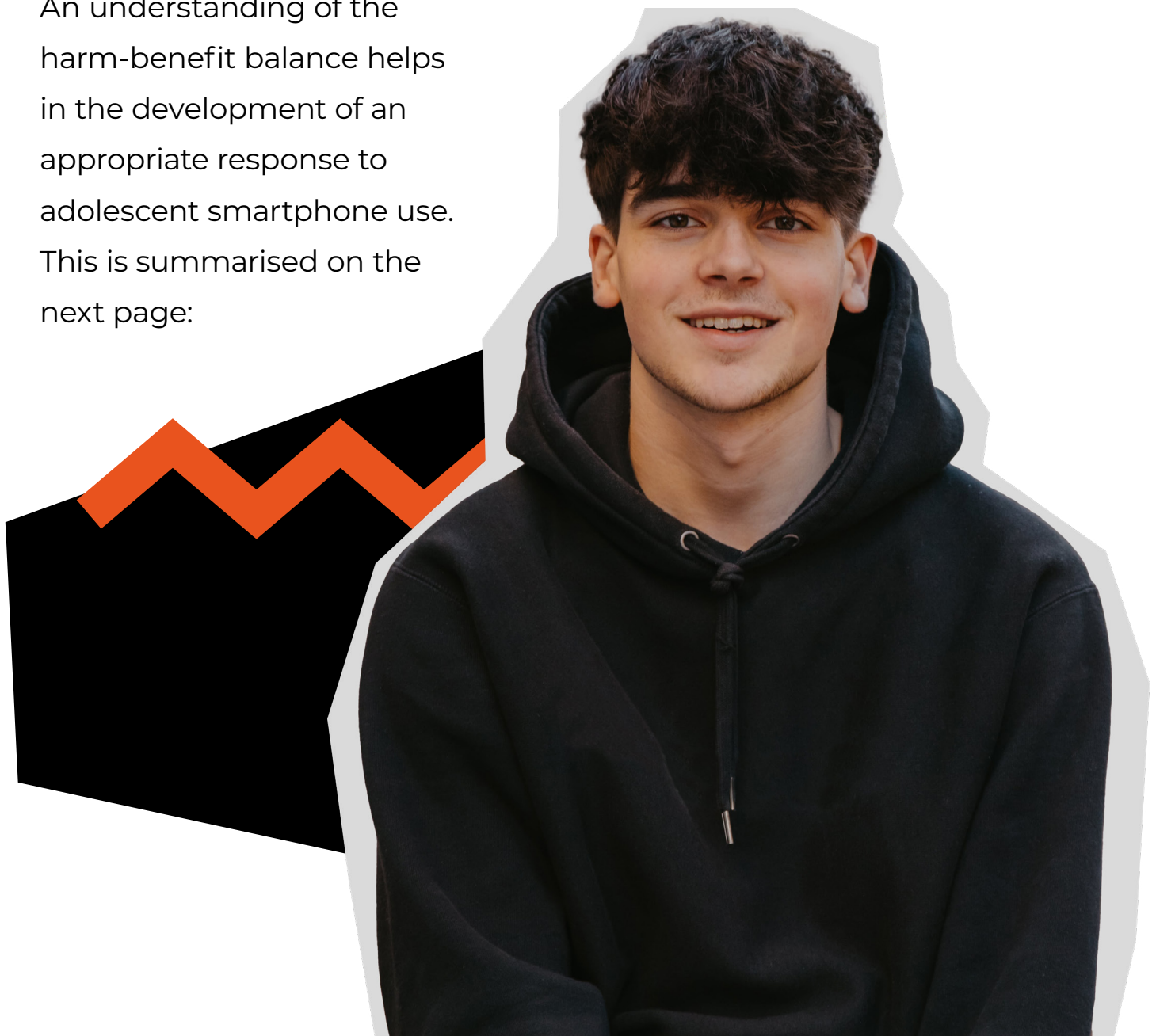
“Social media is proving toxic for our youth around their diet – particularly the way it encourages unhealthy relationship to food which can end up with eating disorders.”

– *York Youth Network* member

54 [Children and Parents: Media Use and Attitudes 2023 \(ofcom.org.uk\)](https://www.ofcom.org.uk/research-and-data/children-and-parents-media-use-and-attitudes-2023/)



An understanding of the harm-benefit balance helps in the development of an appropriate response to adolescent smartphone use. This is summarised on the next page:



Health benefits of smartphones for teenagers

Access to
information
and skills

A UNICEF report found that 'Done right, internet use among children can increase learning opportunities and build digital skills'⁵⁵

Play and leisure

There is some evidence that e.g. video games can improve adolescent's executive functioning⁵⁶

Connection
with friends

Pew Research Centre found that the majority of teens credit social media with strengthening their friendships and providing support⁵⁷

Peer support

There is some evidence that social media provides collective platforms for e.g. those who are LGBTQ⁵⁸

Support
with health

Many online resources have been shown to be effective at supporting good health and wellbeing in adolescence⁵⁹

⁵⁵ [*Done right, internet use among children can increase learning opportunities and build digital skills \(unicef.org\)*](#)

⁵⁶ [*Improving high school students' executive functions through digital game play - ScienceDirect*](#)

⁵⁷ [*Teen Life on Social Media in 2022: Connection, Creativity and Drama | Pew Research Center*](#)

⁵⁸ [*Can Social Media Participation Enhance LGBTQ+ Youth Well-Being? – Shelley L. Craig et al. 2021 \(sagepub.com\)*](#)

⁵⁹ [*An early economic evaluation of Kooth - PMC \(nih.gov\)*](#)

Health harms of smartphones for teenagers

Cyber bullying, and risks of grooming / sexploitation	Ofcom research suggests that four in 10 children aged 8-17 (39%) have experienced bullying, either on or offline ⁶⁰
Exposure to harmful content	BBFC data shows that a quarter (24%) of 14 year olds say they see harmful content on a daily basis ⁶¹
Internet addiction	UCL research found that teenagers with a formal diagnosis of internet suffered from negative behavioural and developmental changes ⁶²
Effects on sleep	There is strong evidence of a dose-response relationship between internet use and the likelihood of reporting sleep problems ⁶³
Academic distraction	There is weak evidence that smartphone use while studying may negatively impact on academic performance ⁶⁴

60 [Prevalence of online bullying \(anti-bullyingalliance.org.uk\)](https://anti-bullyingalliance.org.uk)

61 [Half of children and teens exposed to harmful online content while in lockdown | BBFC](#)

62 [Internet addiction affects the behaviour and development of adolescents | University College London](#)

63 [The association of smartphone screen time with sleep problems among adolescents and young adults | BMC Public Health | \(biomedcentral.com\)](#)

64 [The effects of smartphone addiction on learning: A meta-analysis - ScienceDirect](#)

Health harms of smartphones for teenagers (contd.)

Negative impact
on mental health

A KCL study found that teenagers with problematic smartphone use are twice as likely to have anxiety⁶⁵

Given this, it seems right to recommend what a BMJ editorial calls a 'precautionary approach' to smartphone use in teenagers in the city⁶⁶, which would involve:

Taking a 'fully engaged'

approach: This means encouraging and supporting parents and carers to be fully engaged in the developing habits around smartphones, including talking openly about risks, modelling good phone use behaviour themselves, boundaries around amount of use daily, and use of parental controls.

Do it together: This means fostering joint action rather than expecting individuals and families to 'opt out' of a trend which has high levels of 'peer pressure' around it, through supportive policies in schools, support for parent/carers action groups, and using advocacy to call for stronger national regulation of online platforms to protect young people from harm.

65 [Teens with problematic smartphone use are twice as likely to have anxiety – and many are eager to cut down](#)

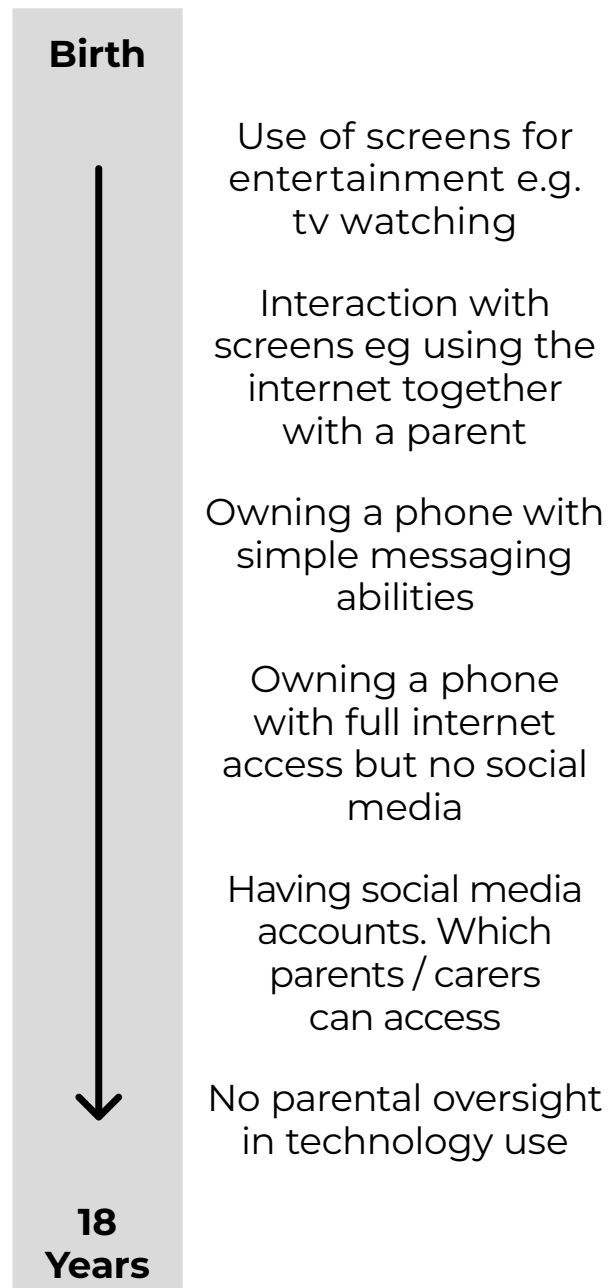
66 <https://www.bmj.com/content/385/bmj-2024-079828>

Follow a Digital 5 a day:

This means using a fantastic resource from the Children's Commissioner for England which is built on the strong evidence behind '5 ways to wellbeing' – adapted for smartphone use – that connecting, creating, giving, being active and being mindful are effective at improving mental health and wellbeing.⁶⁷

Using the principle of 'gradual

exposure': This means that we should encourage our children and adolescents to hold off at each stage for as long as possible; there should be no 'big bang' where all boundaries are removed, but a series of stages negotiated within families where new skills can be learnt and problems / harms addressed early:



⁶⁷ <https://assets.childrenscommissioner.gov.uk/wpuploads/2019/06/childrens-commissioners-office-digital-5-a-day.pdf>

Case study: Fishergate Primary School

In 2022 we introduced a smartphone and smartwatch ban. We are committed to supporting the school community in this challenging area, providing advice and workshops for parents. This is part of our commitment to support the wellbeing of our children, based on growing evidence about the harms of smartphones.

Over the last three to four years, we have had an increasing number of incidents in school that have been caused by children with access to apps that they do not yet have the maturity to navigate successfully. This has led to friendship fallouts and in the most disturbing cases children being befriended by adults that have been unknown to them – leading to police involvement.

delay smartphones.

RECLAIM CHILDHOOD

delaysmartphones.org.uk
@delaysmartphones



At the start of this academic year we asked all of our parents to pledge not to buy their child a smartphone during their time at Fishergate. We asked parents of children in Y5/6, who like the reassurance of a phone as they walk to and from school independently, to consider buying a basic communication device with no internet access.



Wider determinants of health in adolescence

Poverty

The cost of living increased significantly across the UK in late 2021 and 2022. Inflation reached a 41-year high of 11.1% and affected the affordability of everyday essentials such as food and bills. This is pulling more and more residents into poverty, and this will disproportionately affect the health of young people, given 7% of residents in our 20% most deprived areas are children, vs 3% of adults. The Children's Society found that 1 in 10 British children aged 10-17 reported have low wellbeing due to the cost-of-living crisis, with two in five

saying they were "very" or "quite worried" about rising costs.⁶⁸

The health impacts of the rising cost of living were explored in a needs assessment for York in 2023.⁶⁹ It found that 1 in 9 children in York live in poverty, and if this ratio is applied to our adolescent cohort, equates to over 2,500 young people between 10 and 19.

In terms of food poverty, York Foodbank reported a 20% increase in referrals through agencies for foodbank vouchers in 2023, along with a rise in repeat voucher requests. The schools survey reported that

68 [*The Good Childhood Report 2024*](#)

69 [*York Cost of Living Health Needs Assessment*](#)

around a quarter of secondary/sixth-form pupils 'never usually eat breakfast on a normal school day', and 37% report that 'school food is too expensive'. The York Hungry Minds project is aimed at creating a cross city alliance to address disadvantage and the cost-of-living crisis through provision of free school breakfast and lunch.⁷⁰

Fuel poor homes are at much higher risk of health harms to their residents. In York in 2022, using the Low Income Low Energy Efficiency (LILEE) fuel poverty metric, which combines low income data with EPC (home insulation) data, 12,077 people were living in fuel poverty, representing 13.7% of the population against an England

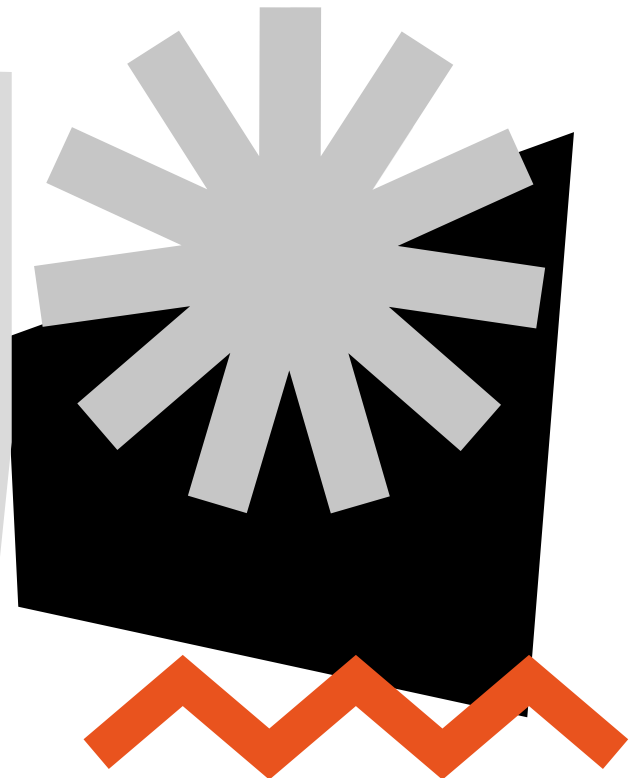
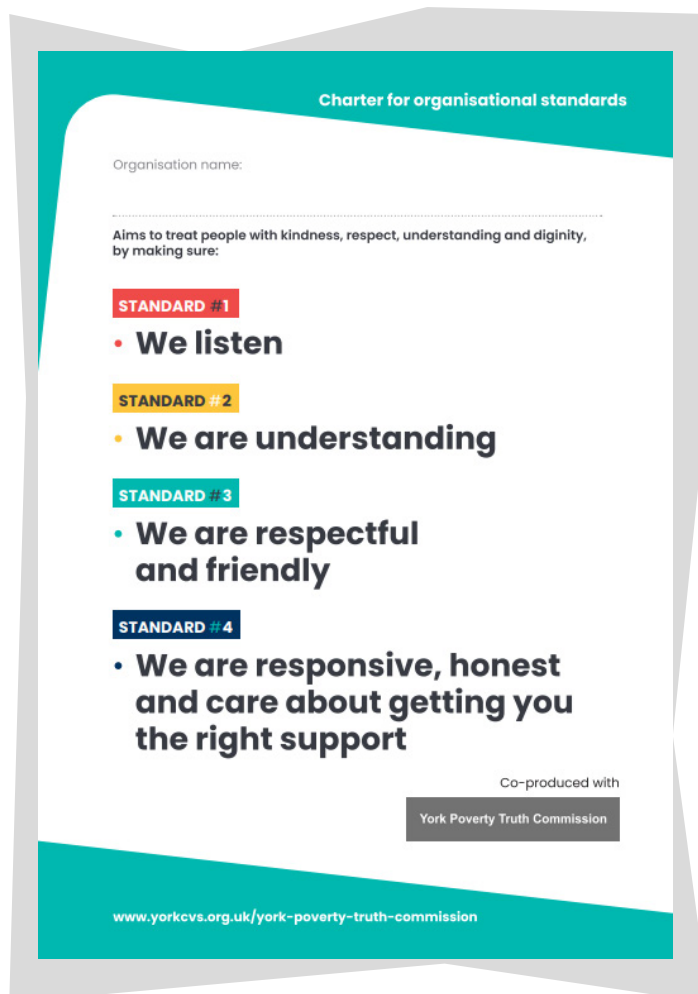
average of 13.1%. Areas in which fuel poverty were highest in the city include the Middle Super Output Areas (MSOAs) in Tang hall (24%), Clifton North (20%), Heworth South and the Groves (19%) Fulford South and Clementhorpe (19%), Holgate East (16%) and Holgate West (15%). Whilst data is not available on the ages of people living in fuel poor homes in York, our data presented above on the numbers of adolescents in York suggest that until student age bands, there are approximately 2,000 people in each secondary school age cohort in York, equating to between 200 and 300 secondary school students living in fuel poverty in each year group in the city.

⁷⁰ [*York Hungry Minds Project Update - Free School Meal Pilot Year Review.pdf*](#)

In 2022, a Poverty Truth Commission was launched in York, and by 2024 the commissioners - a mix of civic leaders and people with lived experience of poverty – have launched a ‘charter for organisational standards’:

“I can think of 5 or 6 streets in York where some of these social issues are more pronounced – it really compresses the problem, and York has some real need.”

– Youth Network member



Case study: Door 84

Door 84 is a Youth & Community Centre based in The Groves in central York. It delivers a range of sessions for a variety of different groups, creating bridges between young people, families and caregivers. For young people, Door 84 delivers three different open access youth clubs each week, facilitated by Youth Workers and volunteers. The 'Community Sparks' project delivers two sessions a week,

providing social activities for adults with disabilities or additional needs, including arts & crafts and a weekly disco. Door 84 also opens their Community Café on a Wednesday afternoon, where people can access free food and discounted food, and enjoy a hot drink with community members. Professionals from local services often call in at the Community Café, including ward councillors and local area coordinators.



Housing

Housing is an enormously important determinant of health. As the WHO states:

*Improved housing conditions can save lives, prevent disease, increase quality of life, reduce poverty, and help mitigate climate change*⁷¹

There are risks to an individual's physical and mental health associated with living in:

- ✿ a cold, damp, or otherwise hazardous home (an unhealthy home)

- ✿ a home that doesn't meet the household's needs due to risks such as being overcrowded or inaccessible to a disabled or older person (an unsuitable home)
- ✿ a home that does not provide a sense of safety and security including precarious living circumstances and/or homelessness (an unstable home)

A report by BRE suggests that in 2011 cold and damp homes cost the NHS an estimated £864m in first year treatment costs.⁷² They contribute to excess winter deaths and illnesses, particularly from cardiovascular and respiratory disease.

71 [*WHO Housing and health guidelines*](#)

72 [*BRE report finds poor housing is costing NHS £1.4bn a year \(bregroup.com\)*](#)

As of January 2025, of the 1440 council-owned social homes with adolescents in within York, 25 do not meet the Decent Homes Standard.

Overcrowding is also known to be bad for physical and mental health, and in York at the 2021 census 4.4% of all homes had 1 or more fewer rooms than people, against 6.3% of all homes in England. Hull Road (10.9%), Guildhall (9.8%) and Fishergate (7.2%) wards all had higher rates of overcrowding than the national average. The WHO Housing and Health Guidelines note the negative correlation between overcrowding and educational attainment.⁷³

Housing pathways for young people aged 16-25 are a crucial safety net for some of our most

vulnerable young people. The York resettlement pathway for 16-25s has evolved over the last years. In the current pathway there are principally two options for young people who become homeless at 16 - 25 as a transition towards a tenancy through resettlement: they are placed either through Safe and Sound Homes (SASH) in supported lodgings or in Howe Hill Hostel. Those who are 16/17-year-old are provided with joint housing and child in need assessment, whilst care experienced young people in the council's care have a managed transition to independence with the help of the Pathway team. All young people at risk of homelessness are supported by the Community Wellbeing and Support Service.⁷⁴

⁷³ [*WHO Housing and health guidelines*](#)

⁷⁴ [*Report Template \(york.gov.uk\)*](#)

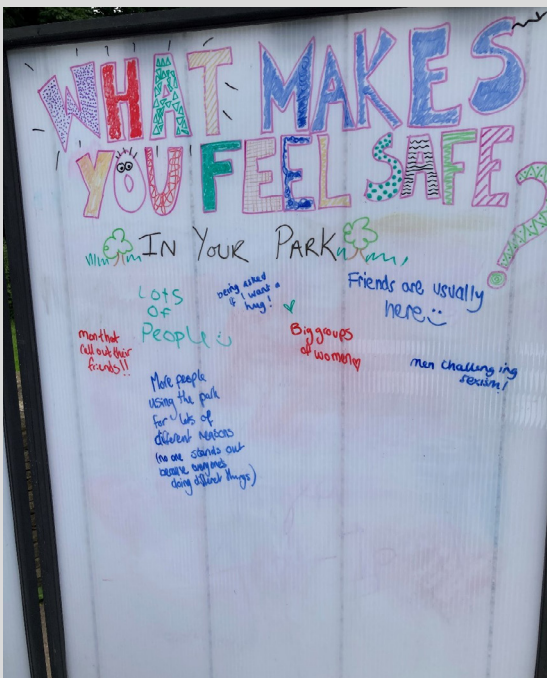
Safety and violence

Promoting safety in adolescent health involves creating environments where teenagers can learn, thrive, and make informed choices. Safe spaces and supportive networks, including family, schools, public parks and green spaces, and healthcare providers, are essential.

“We’re not encouraging girls to be in the public space – they suddenly drop out of view after primary school as they don’t feel welcome, and this tracks through into adulthood in lower activity levels. We need to create a space to them to ‘play’; teenage play is just as valid as toddler play, but its different!”

– *The Make Space for Girls project by the Friends of Rowntree Park*

Violence, abuse, and bullying can be experienced by adolescents. Those from more deprived households, minority groups, living with disabilities, and those who identify as LGBTQI are especially vulnerable to violence and abuse according to a UNESCO report.⁷⁵



75 [*School Violence and Bullying: Global Status Report, 2017*](#)

There is strong evidence that being witness to, or directly experiencing abuse in adolescence can increase the risk of long-term physical and mental health problems, truancy, engagement in risky behaviours⁷⁶

In this year's Schools Survey, a quarter of secondary and sixth-form pupils reported that they had been bullied due to their appearance. 16% reported bullying due to "size or weight." Boys (47%) were more likely to say that they have 'never been bullied' compared to girls (37%). Around a fifth of those bullied online said that it was 'by someone that they knew'. Boys (73%) were more likely to say that they have 'never been bullied online' compared to girls (62%).

In the Schools' Survey, the majority -yet not all- of teenagers believed that 'hitting or kicking' 'demanding undressed or sexual photos of you' 'sharing undressed or sexual photos of you with someone else,' and 'forcing you to do something you don't want to do,' was always wrong in a boyfriend/girlfriend/partner relationship. Indeed, evidence suggests that relationship abuse amongst young people is common. It is therefore essential that young people are equipped with the knowledge and confidence to speak out when things are not right.

In the past year, a total of 85 calls to the Police⁷⁷ were to victims

⁷⁶ [*Moylan, C., \(2010\), The Effects of Child Abuse and Exposure to Domestic Violence on Adolescent Internalizing and Externalizing Behavior Problems, J Fam Violence.2010 Jan;25\(1\):53-63*](#)

⁷⁷ *Data from North Yorkshire Police (restricted access)*

of domestic abuse who were in the 10-19 age group. Over half of victims were female. The Domestic Abuse Act 2021 recognises that children who are exposed to abuse in the home are also now classed as victims of domestic abuse. In York in 2023, 70 domestic abuse perpetrators were aged between 10-19 years. 70% of perpetrators were male.

Recent analysis from the Office of National Statistics (ONS) suggests that over half (51%) of adults who experienced domestic abuse as a child will experience abuse as an adult. Women who were survivors of child abuse were more likely than men to experience abuse as an adult (57% compared with 41% of men).⁷⁸

“York struggles with a provision of safe spaces for adolescents to go and be outside of the home – it means we don’t have equitable access to services for our vulnerable kids.”

– York Mind’s drop in staff member

“Our neurodivergent children need safety and freedom for being bullied – neurodiversity and bullying / isolation are a big issue.”

– York Parent and Carer Forum parent

78 [*Crime Survey for England and Wales*](#)

Education, employment and training

Education and health are highly related. This can, for instance, be seen in the way many health outcomes we routinely measure across the life course – when disaggregated by educational attainment – consistently show that the higher the educational status, the better the health outcomes.

In York, we have one of the most highly educated and skilled populations in the country, with 38.8% of residents in the 2021 Census reporting holding a qualifications at level 4 or above, vs 33.8% nationally. However some of this will be the result on a net import of people with those skills through our large higher education sector. Our secondary

school pupils do achieve a slightly higher 'Attainment 8' standard at age 16, with 48.6% of pupils achieving the standard vs 46.2% nationally in the latest year for data (2021/22). However this is significantly reduced, and York performs worse than nationally, for children eligible for Free School Meals (38.1% vs 39.1%) and children in care (17.6% vs 20.3%)

Young people should remain in some form of education or training until the end of the academic year in which they turn 17. Those who are not in education, employment or training (NEET) are at greater risk of a range of negative outcomes, and by the age of 21, people in this group are more likely to be unemployed, low paid, have no training, a criminal record, and

suffer from poor health and depression.⁷⁹ In York in 2022/23, 4.1% of 16 to 17 year olds (152 people) were in NEET, against 4.8% nationally.

The WHO suggest the education sector can help create healthier people and communities by:

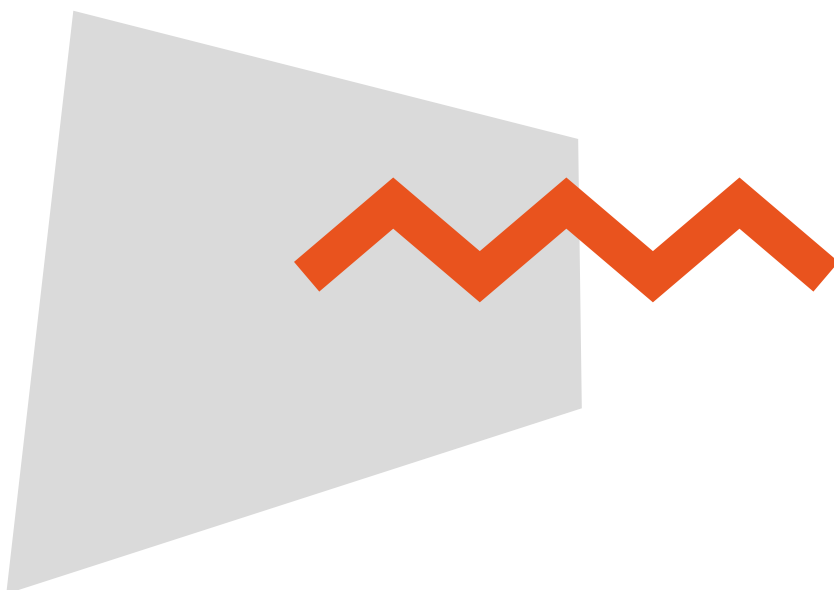
- ✿ ensuring availability and access to meaningful lifelong learning opportunities
- ✿ creating learning environments that are both safe and supportive and focus on the development of the whole person
- ✿ improving health literacy and strengthening essential life skills
- ✿ encouraging civic engagement and social inclusion
- ✿ supporting individuals in accessing the labour market
- ✿ working with the health sector to reduce gender-based inequalities⁸⁰

79 [Review3_NEETs_health_inequalities.pdf \(publishing.service.gov.uk\)](#)

80 [Health 2020: Education and health through the life-course - en \(who.int\)](#)

Recommendations

This report has covered a huge range of issues around the health of young people in York. The recommendations I am making are targeted at a number of areas I have highlighted and are addressed first to partners working with young people, and then to young people themselves as well as their parents and carers.



To partners...

01. Carry out a Children and Young People's Poverty Truth Commission, to increase the voice and influence of our young people in work around the cost of living and poverty, and to work with them to co-produce solutions.

02. Coordinate the response to the deteriorating mental health of our young people by establishing a Children and Young People's mental health partnership in York, reporting to the all-age Mental Health Partnership.

03. Target local health inequalities funding through the ICB and public health towards some of the issues raised in this report.

04. Maintain the York Healthy Schools Programme, leading to more schools gaining awards and being supported in becoming health-promoting settings.

05. Carry out a new Health and Wellbeing Survey in 2025 in collaboration with academic partners, with more students taking part.

06. Endorse the Yorkshire and Humber Directors of Public Health consensus statement on the Commercial Determinants of Health at the York Health and Wellbeing Board, encouraging all organisations who work with young people in the city to resist sponsorship and marketing from unhealthy commodity industries.

To young people and their
parents / carers...

07. There are some simple things which can be done to keep mentally healthy through adolescence. Take 30 minutes every September to use the evidence-based '5 ways to wellbeing framework', planning how you will give, learn, be active, connect and take note over the next year. [5 steps to mental wellbeing - NHS](#)

08. If you don't smoke, don't vape. [CYC Health Trainers – City of York Council](#)
But... be aware that the old boring-but-true things are still the most harmful by far for your health: smoking tobacco, drinking alcohol, using substances, and having unprotected sex.
[Quit smoking - Better Health - NHS](#) | [Honest information about drugs | FRANK](#) | [YorSexualHealth - Home](#)



09. Gambling is emerging as a real and substantial new threat to young people's physical and mental health, and whilst support is available for people with serious dependency, setting good boundaries in the first place including an open culture of conversation is key. [How To Help A Young Person Who Gambles - GambleAware](#)

010. Evidence is becoming clearer that social media and smartphone use impacts negatively on health in adolescent, despite bringing some benefits. Delay getting a smartphone until as late as possible, and set clear boundaries for social media use. [Smartphone Free Childhood](#)



Update on recommendations from 2023 report

Last year's Director of Public Health Annual Report (2023) focused on domestic abuse. This important subject is associated with significant and long-lasting impacts of victims' emotional, mental, and physical health. As such, the World Health Organization (WHO) warranted domestic abuse to be a "major public health problem." A series of recommendations were made in the last report and these, along with updates on each can be found overleaf.

01. Develop a new domestic abuse strategy which is informed by the work of the Local Partnership Board across York and North Yorkshire.

Action: A joint [City of York and North Yorkshire Domestic Abuse Strategy](#) was launched in February 2024 focusing on four key priority areas: prevention and early identification, authentic and inclusive support for all, driving change together and accountability. The strategy contains a series of recommendations based on a comprehensive needs assessment, and forms the current Domestic Abuse delivery plan. This work is governed by York's Domestic Abuse Local Partnership Board.

02. Increase awareness of domestic abuse and introduce targeted learning to young people about abusive behaviours

Action: Two Domestic Abuse Engagement Officers were recruited to raise awareness of domestic abuse amongst the local population. This work included co-producing a healthy relationship pack with secondary schools, aimed at helping young people recognise unhealthy behaviours, an issue that was identified through the Healthy Schools Survey.

Grant funding supported the University of York's All About Respect programme, creating open and honest dialogue within student communities about healthy relationships and delivery of Bystander Intervention training.

03. Accountability:
We will focus on challenging and addressing perpetrator behaviour, holding individuals to account, and providing support that facilitates the development of health relationship behaviours. We must recognise the impact of perpetrator behaviours on families as a whole and it is vital that we understand more about perpetrators if we are to understand how to prevent abuse and change their behaviour.

Action: In April 2024 we recommissioned our perpetrator services to enable those engaged in abusive behaviour to recognise, acknowledge, and change their behaviour.

MARAC and MATAC arrangements have been strengthened with better attendance from key

agencies and specialist training delivered to colleagues in both adult safeguarding and housing teams. Work has continued with the White Ribbon accreditation, including the launch of our Domestic Abuse Champions programme.

04. Work to capture the voice of domestic abuse victims to help inform service provision and local partnership working. This will be developed over the course of 2024.

Action: Our new residents survey aims to capture citizens' views and perceptions of domestic abuse. Case studies from partner agencies are shared at the Domestic Abuse Local Partnership Board and our Survivor Voice Network will be launched in October 2024.



With thanks to the schools, professionals, data suppliers, charities, policy experts, public health team (in particular Heather Baker, Amy Oliver and Debbie Manson), community groups, youth clubs, clinicians, and especially the young people and carers, for all their assistance in the production of this report, and a huge thanks to partners for the work that they do day-in, day-out to keep young people healthy and safe in York.



If we get it right for our teenagers in the city in the future....

"This generation will have the chance to break the cycle and create the future that they deserve."

"we see happy, fulfilled and confident young people who feel able to achieve their full potential."

"...we have a generation of young people who are confident to be themselves, who know how to look after their minds and their bodies, and can show others how to do the same."

"Happy Minds, Happy Heart, Happy Life!"

– From professionals working with young people in York in 2024

If you would like this document in an alternative format, please contact:

☎ (01904) 551550 @ ycc@york.gov.uk

🐦 @CityofYork 📘 @cityofyork

It is available in the following languages:

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 میا کی جاسکتی ہیں۔ (Urdu)

Printed on recycled paper from FSC certified providers

Publication date: October 2022

For further information: West Offices, Station Rise, York, YO1 6GA



This page is intentionally left blank



Meeting:	Council
Meeting date:	27/03/2025
Report of:	Bryn Roberts, Director of Governance and Monitoring Officer
Portfolio of:	Cllr Douglas, Leader of the Council and Executive Member for Policy, Strategy and Partnerships

Decision Report: Proposed Change to the Health and Wellbeing Board Terms of Reference

Subject of Report

1. To agree the revised terms of reference for the Health and Wellbeing Board.

Financial Strategy Implications

2. There are no financial strategy implications connected with this report.

Recommendation and Reasons

3. Council is recommended to approve the revised Terms of Reference for the Health and Wellbeing Board.

Reason: In order to update the terms of reference in line with the Health and Wellbeing Board's requirements.

Background

4. As part of the work carried out by the cross-party Constitution Working Group, consideration has been given to proposed amendments to the Terms of Reference for the Health and Wellbeing Board. These were considered following a request from the Health and Wellbeing Board itself, as it considered that its current Terms of Reference required updating.

5. The revised Terms of Reference were agreed by the Constitution Working Group and were submitted to Audit & Governance Committee on 27 November 2024 for discussion and decision. It was unanimously agreed by Audit & Governance that the proposed revisions to the Terms of Reference should be referred to Council for adoption.
6. It is therefore proposed that the attached revised terms of reference come into force with immediate effect.

Organisational Impact and Implications

- **Financial** – None directly arising from this report.
- **Human Resources (HR)** – None directly arising from this report.
- **Equalities** – None directly arising from this report.
- **Legal** – None directly arising from this report.
- **Crime and Disorder, Information Technology and Property** – None directly arising from this report.

Risks and Mitigations

7. There is a risk to the authority in not reporting these matters, which would be a breach of statutory and constitutional requirements.

Wards Impacted

8. This report covers all wards in York.

Contact details

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

Author

Name:	Bryn Roberts
Job Title:	Director of Governance & Monitoring Officer
Service Area:	Democratic Governance
Report approved:	Yes
Date:	18/03/2025

Background papers

- [Article 18 - York Health Wellbeing Board](#)

Annexes:

- Annex 1: Revised Terms of Reference – York Health and Wellbeing Board
- Annex 2: Revised Terms of Reference – York Health and Wellbeing Board (Tracked changes)
- Annex A: York Health and Wellbeing Board – Current Membership and Proposed Changes

This page is intentionally left blank

ARTICLE 18 - YORK HEALTH AND WELLBEING BOARD

Terms of Reference

The York Health and Wellbeing Board is established under the Health and Social Care Act 2012 as a statutory committee of the City of York Council (the Council). However, it will operate as a multi-agency board of equal partners.

It has a key strategic role in setting a vision to reduce health inequalities in the city; carrying out assessments of the health and wellbeing needs of the people of York and in developing strategies to meet those needs. It also has a role in encouraging health and social care providers to work together to meet those needs.

1. Name

- 1.1 The Board will be known as the York Health and Wellbeing Board ('the Board')

2. Membership

- 2.1 The Council has appointed a Health and Wellbeing Board. Although it operates as a form of Committee, the Health and Wellbeing Board is unusual in that some of the membership is set out in law (including, uniquely, certain Officers), the Leader has the power to nominate to some positions and some positions are reserved to post holders who are not councillors.
- 2.2 Board members will be required to represent their organisation with sufficient seniority and influence for decision making. A list of Board members is at annex A to these Terms of Reference

3. Legal Status

- 3.1 The Health and Wellbeing Board is a committee of the Council and will adhere to the Constitutional requirements of the Council affecting committees unless alternative provision is made within these terms of reference or the law.

4. Disqualification from Membership

4.1 The following are disqualified from being a Board Member

- a. Any person who is the subject of a bankruptcy restrictions order or interim order.
- b. Any person who has within five years before the day of being appointed or since their appointment been convicted in the United Kingdom, the Channel Islands or the Isle of Man of any offence and has had passed on them a sentence of imprisonment (whether suspended or not) for a period of not less than three months without the option of a fine.

5. Quorum

5.1 The quorum shall be 5 members including as a minimum a representative of the City of York Council and a representative of NHS Humber and North Yorkshire Integrated Care Board.

6. Chair and Vice-Chair

6.1 The Chair of the Board shall be the Leader of the Council or their nominated representative. The Vice-Chair of the Board shall be the York NHS Place Director, York Health and Care Partnership. In the absence of both, a Chair will be nominated from amongst those present for that particular meeting.

6.2 The Chair of the Health and Wellbeing Board will be required to hold a named substitute list for board representatives, including deputies for officer members on the Board.

7. Frequency of Meetings

7.1 The Board shall hold meetings at least four times a year.

8. Decision-making and voting

8.1 The Board will operate on a consensus basis. Where consensus cannot be achieved the matter will be put to a vote. Decisions will be made by simple majority: the Chair will have the casting vote.

All votes shall be taken by a show of hands unless decided otherwise by the Chair.

9. Delegation of Powers

- 9.1 The Board may establish sub committees, of no less than three members, to discharge any function of the Board or to advise the Board in respect of its functions, as determined by the Board.
- 9.2 The production and maintenance of an up to date Joint Strategic Needs Assessment (JSNA) will be delegated to the Population Health Hub; as a minimum the board will receive an annual report on the JSNA but may also receive other reports from the Hub throughout the year if requested.
- 9.3 If the Council delegates any of its public health functions to the Board in accordance with section 196(2) of the Health and Social Care Act 2012 then the Board may arrange for those functions to be discharged by an officer. Other functions of the Board may not be delegated to officers.

10. Functions of the Board

- i. To produce and maintain a Joint Strategic Needs Assessment (JSNA)
- ii. To produce and ensure the delivery of a Local Joint Health and Wellbeing Strategy
- iii. To produce a Pharmaceutical Needs Assessment
- iv. to review the extent to which the York Health and Care Partnership has contributed to the delivery of the Local Joint Health and Wellbeing Strategy
- v. to provide an opinion to the York Health and Care Partnership on whether their Joint Forward Plan takes proper account of the Local Joint Health and Wellbeing Strategy
- vi. To support joint planning and commissioning and encourage integrated working and pooled budget arrangements in relation to the provision of health, health related or social care services.
- vii. To provide such assistance or other support as it thinks appropriate for the purpose of encouraging the making of arrangements under section 75 of the National Health Service Act 2006 between the Council and NHS bodies in relation to the

- exercise of NHS functions or health related functions of the Council.
- viii. To oversee the strategic direction of the Better Care Fund and the delivery of better integrated care, as part of its statutory duty to encourage integrated working. This will include approving the annual Better Care Fund submissions
 - ix. To lead cultural and behavioural change to support a joint approach to meeting local need
 - x. To receive and approve any other plans or strategies that are required or permitted by law to be exercised by the Board
 - xi. To work alongside local and regional strategic partnership arrangements to ensure the coordination of city-wide ambitions, all of which impact on the health and wellbeing of residents
- 10.1 To periodically review the York Health and Wellbeing Board Terms of Reference.
- 10.2 When acting as a member of the Board members will be bound by the same codes of conduct as Councillors.

11. Roles and Responsibilities of Health and Wellbeing Board Members

All members of the Health and Wellbeing Board will be expected to:

- **Ensure** that when acting as a member of the Health and Wellbeing Board they **adhere** to the same [code of conduct](#) as Councillors
- **Represent** and **speak** on behalf of their organisation or sector
- Be **accountable** to their organisation or sector when participating in the Health and Wellbeing Board
- Ensure their organisations/sector are kept informed of Health and Wellbeing Board business and that information from their organisation/sector is reported to the Health and Wellbeing Board

- **Support** the agreed majority view when speaking on behalf of the Health and Wellbeing Board to other parties
- **Attend** Health and Wellbeing Board meetings and workshops or ensure a named deputy is briefed when attending on their behalf
- **Declare** any conflicts of interest should they arise
- **Read** agenda papers prior to meetings so that they are ready to contribute and discuss Health and Wellbeing Board business
- **Provide** updates to the Health and Wellbeing Board on matters discussed and actions arising from previous meetings
- **Work collaboratively** with other board members in pursuit of Health and Wellbeing Board business
- **Ensure** that the Health and Wellbeing Board adheres to its agreed terms of reference responsibilities
- **Listen** and respect the views of fellow board members
- **Be willing** to take on special tasks or attend additional meetings or functions to represent the Health and Wellbeing Board

This page is intentionally left blank

ARTICLE 18 - YORK HEALTH AND WELLBEING BOARD

Terms of Reference

The York Health and Wellbeing Board is established under the Health and Social Care Act 2012 as a statutory committee of the City of York Council (the Council). However, it will operate as a multi-agency board of equal partners.

It has a key strategic role in setting a vision to reduce health inequalities in the city; carrying out assessments of the health and wellbeing needs of the people of York and in developing strategies to meet those needs. It also has a role in encouraging health and social care providers to work together to meet those needs.

1. Name

- 1.1 The Board will be known as the York Health and Wellbeing Board ('the Board')

2. Membership

- 2.1 The Council has appointed a Health and Wellbeing Board. Although it operates as a form of Committee, the Health and Wellbeing Board is unusual in that some of the membership is set out in law (including, uniquely, certain Officers), the Leader has the power to nominate to some positions and some positions are reserved to post holders who are not councillors.
- 2.2 Board members will be required to represent their organisation with sufficient seniority and influence for decision making. A list of Board members is at annex A to these Terms of Reference

3. Legal Status

- 3.1 The Health and Wellbeing Board is a committee of the Council and will adhere to the Constitutional requirements of the Council affecting committees unless alternative provision is made within these terms of reference or the law.

4. Disqualification from Membership

- 4.1 The following are disqualified from being a Board Member
- a. Any person who is the subject of a bankruptcy restrictions order or interim order.
 - b. Any person who has within five years before the day of being appointed or since their appointment been convicted in the United Kingdom, the Channel Islands or the Isle of Man of any offence and has had passed on them a sentence of imprisonment (whether suspended or not) for a period of not less than three months without the option of a fine.

5. Quorum

- 5.1 The quorum shall be 5 members including as a minimum a representative of the City of York Council and a representative of NHS Humber and North Yorkshire Integrated Care Board.

6. Chair and Vice-Chair

- 6.1 The Chair of the Board shall be the Leader of the Council or their nominated representative. The Vice-Chair of the Board shall be the York NHS Place Director, York Health and Care Partnership. In the absence of both, a Chair will be nominated from amongst those present for that particular meeting.
- 6.2 The Chair of the Health and Wellbeing Board will be required to hold a named substitute list for board representatives, including deputies for officer members on the Board.

7. Frequency of Meetings

DRAFT

City of York Council Constitution Article 18: York Health and Wellbeing Board

7.1 The Board shall hold meetings at least four times a year.

8. Decision-making and voting:

8.1 The Board will operate on a consensus basis. Where consensus cannot be achieved the matter will be put to a vote. Decisions will be made by simple majority: the Chair will have the casting vote. All votes shall be taken by a show of hands unless decided otherwise by the Chair.

9. Delegation of Powers

9.1 The Board may establish sub committees, of no less than three members, to discharge any function of the Board or to advise the Board in respect of its functions, as determined by the Board.

9.2 The production and maintenance of an up to date Joint Strategic Needs Assessment (JSNA) will be delegated to the Population Health Hub; as a minimum the board will receive an annual report on the JSNA but may also receive other reports from the Hub throughout the year if requested.

9.3 If the Council delegates any of its public health functions to the Board in accordance with section 196(2) of the Health and Social Care Act 2012 then the Board may arrange for those functions to be discharged by an officer. Other functions of the Board may not be delegated to officers.

10. Functions of the Board

- i. To produce and maintain a Joint Strategic Needs Assessment (JSNA)
- ii. To produce and ensure the delivery of a Local Joint Health and Wellbeing Strategy
- iii. To produce a Pharmaceutical Needs Assessment
- iv. to review the extent to which the York Health and Care Partnership has contributed to the delivery of the Local Joint Health and Wellbeing Strategy

- v. to provide an opinion to the York Health and Care Partnership on whether their Joint Forward Plan takes proper account of the Local Joint Health and Wellbeing Strategy
 - vi. To support joint planning and commissioning and encourage integrated working and pooled budget arrangements in relation to the provision of health, health related or social care services.
 - vii. To provide such assistance or other support as it thinks appropriate for the purpose of encouraging the making of arrangements under section 75 of the National Health Service Act 2006 between the Council and NHS bodies in relation to the exercise of NHS functions or health related functions of the Council.
 - viii. To oversee the strategic direction of the Better Care Fund and the delivery of better integrated care, as part of its statutory duty to encourage integrated working. This will include approving the annual Better Care Fund submissions
 - ix. To lead cultural and behavioural change to support a joint approach to meeting local need
 - x. To receive and approve any other plans or strategies that are required or permitted by law to be exercised by the Board
 - xi. To work alongside local and regional strategic partnership arrangements to ensure the coordination of city-wide ambitions, all of which impact on the health and wellbeing of residents
- 10.1 To periodically review the York Health and Wellbeing Board Terms of Reference.
- 10.2 When acting as a member of the Board members will be bound by the same codes of conduct as Councillors.

11. Roles and Responsibilities of Health and Wellbeing Board Members

All members of the Health and Wellbeing Board will be expected to:

- **Ensure** that when acting as a member of the Health and Wellbeing Board they **adhere** to the same [code of conduct](#) as Councillors

- **Represent** and **speak** on behalf of their organisation or sector
- Be **accountable** to their organisation or sector when participating in the Health and Wellbeing Board
- Ensure their organisations/sector are kept informed of Health and Wellbeing Board business and that information from their organisation/sector is reported to the Health and Wellbeing Board
- **Support** the agreed majority view when speaking on behalf of the Health and Wellbeing Board to other parties
- **Attend** Health and Wellbeing Board meetings and workshops or ensure a named deputy is briefed when attending on their behalf
- **Declare** any conflicts of interest should they arise
- **Read** agenda papers prior to meetings so that they are ready to contribute and discuss Health and Wellbeing Board business
- **Provide** updates to the Health and Wellbeing Board on matters discussed and actions arising from previous meetings
- **Work collaboratively** with other board members in pursuit of Health and Wellbeing Board business
- **Ensure** that the Health and Wellbeing Board adheres to its agreed terms of reference responsibilities
- **Listen** and respect the views of fellow board members
- **Be willing** to take on special tasks or attend additional meetings or functions to represent the Health and Wellbeing Board

This page is intentionally left blank

YORK HEALTH AND WELLBEING BOARD – CURRENT MEMBERSHIP AND PROPOSED CHANGES

NO.	REPRESENTATIVE/ORGANISATION	STATUTORY?	APPOINTED/NOMINATED BY	COMMENTS/PROPOSED CHANGE
Councillors				
1	Councillor Lucy Steels-Walshaw, Portfolio Holder for Health, Wellbeing & Adult Social Care	Yes	Leader's nominee	No change
2	Councillor Robert Webb, Portfolio Holder for Children, Young People & Education	No	Council	
3	Councillor Carol Runciman, Opposition Political Group Representative	No	Council	
4	Councillor Nigel Ayre, Leader of the Main Oppositions Political Group	No	Council	
Local Authority Officers				
5	Peter Roderick, The Director of Public Health	Yes	N/A	No change
6	TBC, Corporate Director Adults & Integration, City of York Council	Yes	N/A	No change
7	Martin Kelly, Corporate Director, Children's & Education, City of York Council	Yes	N/A	No change
8	TBC, a representative of Economy & Place, City of York Council	No	CYC	To ensure delivery of the Local Joint Health and Wellbeing Strategy it is proposed that a representative from CYC covering economy & place (including housing) is added to the board membership.
York Health and Care Partnership				

YORK HEALTH AND WELLBEING BOARD – CURRENT MEMBERSHIP AND PROPOSED CHANGES

NO.	REPRESENTATIVE/ORGANISATION	STATUTORY?	APPOINTED/NOMINATED BY	COMMENTS/PROPOSED CHANGE
9	Sarah Coltman-Lovell, York NHS Place Director, York Health and Care Partnership	Yes	York Health and Care Partnership	No change
Other				
10	Siân Balsom, Manager of Healthwatch York	Yes	Healthwatch York	No change
11	Alison Semmence, the Chief Executive of York CVS	No	York CVS	No change
12	Dr Emma Broughton, GP & Joint Chair of the York Health and Care Collaborative	No	Primary Care	No change
13	Simon Morritt, Chief Executive of York & Scarborough Teaching Hospitals NHS Foundation Trust	No	York & Scarborough Teaching Hospitals NHS Foundation Trust	No change
14	Zoe Campbell, Managing Director, North Yorkshire & Selby, Tees, Esk & Wear Valleys NHS Foundation Trust (TEWV)	No	TEWV	No change
15	Mike Padgham, the Chair of the Independent Care Group (ICG)	No	ICG	No change
16	Shaun Jones Interim Locality Director, NHS England (NE and Yorkshire)	Yes	NHS England	No change – Statutory appointee <i>[please note that this is likely to change as functions transfer between NHSE & ICB – however legislation still requires that HWBB has a representative from NHSE]</i>
17	Lisa Winward, The Chief Constable, North Yorkshire Police	No	North Yorkshire Police	No change
18	TBC, A representative of North Yorkshire Fire Service	No	North Yorkshire Fire Service	To ensure delivery of the Local Joint Health and Wellbeing Strategy it is proposed that a

YORK HEALTH AND WELLBEING BOARD – CURRENT MEMBERSHIP AND PROPOSED CHANGES

NO.	REPRESENTATIVE/ORGANISATION	STATUTORY?	APPOINTED/NOMINATED BY	COMMENTS/PROPOSED CHANGE
				representative from the Fire Service is added to the board membership

This page is intentionally left blank



Meeting:	Council
Meeting date:	27/03/2025
Report of:	Bryn Roberts, Director of Governance and Monitoring Officer
Portfolio of:	Cllr Douglas, Leader of the Council and Executive Member for Policy, Strategy and Partnerships

Decision Report: Use of General Exception (Urgency) and Special Urgency Procedures

Subject of Report

1. This report advises Council on the use of Special Urgency procedures, as required by legislation, and as set out within the City of York Council Constitution and reports, for information, instances where General Exception (i.e. Urgency) Procedures were used.

Benefits and Challenges

1. Reporting the use of Special Urgency and General Exception procedures is a statutory and constitutional requirement, and the benefit to the authority is a transparent and open record of these matters.

Policy Basis for Decision

2. The report complies with the requirements of the City of York Council constitution.

Financial Strategy Implications

3. There are no financial strategy implications connected with this report.

Recommendation and Reasons

4. Council is requested to note the report.

Reason: To comply with legislative and constitutional requirements, and ensure full transparency.

Background

5. Prior to taking a Key Decision, the Council's Executive must give notice of the intention to take the decision, and this notice must be given at least 28 clear calendar days before the decision is made.
6. Where publication of the intention to make a Key Decision is impracticable within the required 28-day timeframe, then the General Exception (urgency) rules, as set out at paragraph 14.1 of the Appendix 7 in the Council's constitution, may be applied.
7. If a decision is sufficiently urgent, the requirement to give five clear days' notice of the decision may be waived by invoking the Special Urgency procedure. As the City of York Council constitution stipulates that both Key Decisions and those Non Key Decisions taken by the Executive collectively or by an individual Executive Member may be called in, then the use of Special Urgency procedures is reported in respect of both Key and Non Key Decisions.
8. In accordance with the Access to Information Procedure Rules (Rule 17) and paragraph 19 of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012, the use of the Special Urgency procedure in relation to Executive decisions is to be reported quarterly to Council.
9. The Access to Information Procedure Rules set out at Appendix 7 of the Council's Constitution, provide that a quarterly report should be submitted to Council detailing the instances where Special Urgency procedures have been used in the preceding three months.

10. There have been no (zero) instances of the Special urgency procedures being used in the preceding four months, since last reported to Council in November 2024. The details of that decision are set out in Annex A to this report.
11. There have been no (zero) instances of the General Exception rules being used in the preceding four months in respect of a Key Decision, since last reported to Council in November 2024.

Organisational Impact and Implications

- **Financial:** No implications
- **Human Resources:** No implications
- **Legal:** No implications
- **Procurement:** No implications
- **Health and Wellbeing:** No implications
- **Environment and Climate action:** No implications
- **Affordability:** No implications
- **Equalities and Human Rights:** No implications
- **Data Protection and Privacy:** No implications
- **Communications:** No implications
- **Economy:** No implications

Risks and Mitigations

12. There is a risk to the authority in not reporting these matters, which would be a breach of statutory and constitutional requirements.

Contact details

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

Author

Name:	Bryn Roberts
Job Title:	Director of Governance & Monitoring Officer
Service Area:	Democratic Governance
Report approved:	Yes
Date:	18/03/2025

Background papers

- City of York Council constitution [CYC Constitution](#)

Appointments and Changes to Membership of Committees, Working Groups and Outside Bodies 2024-25

To note and confirm:

Committees

Audit and Governance Committee

Cllr Coles appointed to fill Labour group vacancy replacing Cllr Whitcroft

Cllr Watson appointed to fill Lib Dem group vacancy replacing Cllr Mason

Corporate Services, Climate Change and Scrutiny Management Committee

Cllrs Myers and Taylor appointed to fill Labour group vacancies replacing Cllrs Crawshaw and Whitcroft

Health, Housing and Adult Social Care Scrutiny Committee

Cllr Baxter appointed to fill Labour group vacancy replacing Cllr Myers

Health and Wellbeing Board

Cllr Cullwick appointed to fill Lib Dem group vacancy replacing Cllr Mason

Joint Standards Committee

Cllr Watson appointed to fill Lib Dem group vacancy as substitute replacing Cllr Fenton

Planning Committee A

Cllr Watson appointed to fill Lib Dem group vacancy replacing Cllr Wann

Planning Committee B

Cllr Nelson appointed to fill Labour group vacancy replacing Cllr Coles

Cllr Watson appointed to fill Lib Dem group vacancy as substitute replacing Cllr Cuthbertson

SACRE (Standing Advisory Council on Religious Education)

Group A: Such Christian denominations and other religious denominations as, in the opinion of the Authority, will approximately reflect the principal religious traditions in the area.

Mark Jones (Buddhist), Fleur Kennedy (Bahai'i), Colin Lewisohn (Humanist) and Dee Boyle (Unitarian, Buddhist, Pagan) appointed

Outside Bodies

Ainsty (2008) Internal Drainage Board

Mark Henderson appointed to fill City of York Council officer vacancy

City Place Partnership (a city leaders' group)

Cllr Douglas (Leader of the Council) and Ian Floyd (Chief Operating Officer) appointed

City of York Trading Limited

Cllr Moroney appointed to fill vacancy replacing Cllr Taylor

Foss (2008) Internal Drainage Board

Mark Henderson appointed to fill City of York Council officer vacancy

Fostering and Sharing Care Panel

Cllr Nelson appointed to fill vacancy replacing Cllr Moroney

Ouse and Derwent Internal Drainage Board

Mark Henderson appointed to fill City of York Council officer vacancy

York Central Lead Members (formerly York Central Steering Board)

Cllrs Kent and Steels-Walshaw appointed as Ward Members for Holgate

Cllrs J Burton and Crawshaw appointed as Ward Members for Micklegate

YPO Management Committee

Cllr Rose appointed to fill vacancy replacing Cllr Merrett

YPO Audit and Governance Committee

Cllr Rose appointed to fill vacancy replacing Cllr Merrett