

**Notice of a public meeting of  
Decision Session - Executive Member for Transport and Planning**

**To:** Councillor Gillies

**Date:** Wednesday, 9 December 2015

**Time:** 4.00 pm

**Venue:** The Craven Room - Ground Floor, West Offices (G048)

**AGENDA**

**Notice to Members - Calling In:**

Members are reminded that, should they wish to call in any item\* on this agenda, notice must be given to Democracy Support Group by **4:00 pm Friday 11<sup>th</sup> December 2015.**

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

Written representations in respect of items on this agenda should be submitted to Democratic Services by 5.00pm on Monday 7<sup>th</sup> December 2015.

## 1. **Declarations of Interest**

At this point in the meeting, Members are asked to declare:

- any personal interests not included on the Register of Interests
- any prejudicial interests or
- any disclosable pecuniary interests

which they may have in respect of business on this agenda.

## 2. **Public Participation - Decision Session**

At this point in the meeting, members of the public who have registered their wish to speak at the meeting can do so. The deadline for registering is **5:00pm on Tuesday 8<sup>th</sup> December 2015**.

Members of the public may speak on an item on the agenda or an issue within the Cabinet Member's remit.

### **Filming or Recording Meetings**

Please note this meeting may be filmed and webcast and that includes any registered public speakers, who have given their permission. This broadcast can be viewed at <http://www.york.gov.uk/webcasts>.

Residents are welcome to photograph, film or record Councillors and Officers at all meetings open to the press and public. This includes the use of social media reporting, i.e. tweeting. Anyone wishing to film, record or take photos at any public meeting should contact the Democracy Officer (whose contact details are at the foot of this agenda) in advance of the meeting.

The Council's protocol on Webcasting, Filming & Recording of Meetings ensures that these practices are carried out in a manner both respectful to the conduct of the meeting and all those present. It can be viewed at: [https://www.york.gov.uk/downloads/file/6453/protocol\\_for\\_webcasting\\_filming\\_and\\_recording\\_council\\_meetingspdf](https://www.york.gov.uk/downloads/file/6453/protocol_for_webcasting_filming_and_recording_council_meetingspdf)

- 3. Earswick Neighbourhood Plan** (Pages 1 - 34)  
This report summarises the responses received during the recent consultation on the application by Earswick Parish Council for a Neighbourhood Plan area. The report recommends that the application by Earswick Parish Council to designate the Parish of Earswick as a Neighbourhood Planning area is approved.
- 4. Free Youth Bus Travel for January 2016** (Pages 35 - 40)  
This report requests the Executive Member to grant approval for free weekend bus travel within the City of York administrative area for children and young people up to the age of 18 years old for an initial period of January and February 2016.
- 5. Urgent Business**  
Any other business which the Chair considers urgent under the Local Government Act 1972.

Democracy Officer:

Name: Laura Bootland

Contact Details:

- Telephone – (01904) 552062
- Email – [laura.bootland@york.gov.uk](mailto:laura.bootland@york.gov.uk)

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

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

Contact details are set out above.

**This information can be provided in your own language.**

**我們也用您們的語言提供這個信息 (Cantonese)**

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

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

**Bu bilgiyi kendi dilinizde almanız mümkündür. (Turkish)**

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

** (01904) 551550**



---

**Executive Member Session – Transport and Planning****9<sup>th</sup> December 2015****Proposed Earswick Neighbourhood Plan Area****Summary**

1. This report summarises the responses received during the recent consultation on the application by Earswick Parish Council for a Neighbourhood Plan area. The report recommends that the application by Earswick Parish Council to designate the Parish of Earswick as a Neighbourhood Planning area is approved.

**Background**

2. As part of the Localism Act 2011, local communities are encouraged to come together to get more involved in planning for their areas by producing Neighbourhood plans for their area. Neighbourhood plans are centred specifically round creating plans and policies to guide new development.
3. Neighbourhood planning is about letting the people who know about an area plan for it. It is led by the residential and business community, not the Council, and is about building neighbourhoods – not stopping growth.
4. If adopted by the Council, Neighbourhood Plans and orders will have weight becoming part of the statutory plan making framework for that area. Designation of a Neighbourhood Area is the first stage in the preparation of a Neighbourhood Plan.
5. In line with National Planning Practice Guidance (NPPG) paragraph 24<sup>1</sup>:

*'an application to produce a Neighbourhood Plan must be made by a parish or town council or a prospective neighbourhood forum to the*

---

<sup>1</sup> ID 41-024-20140306

*local planning authority for a Neighbourhood Area to be designated (Regulation 5 of the Neighbourhood Plan (General) Regulations 2012 (As amended). This must include a statement explaining why the proposed neighbourhood area is an appropriate area’.*

6. The regulations state that where a relevant body, in this case Earswick Parish Council, submits an area application it must include:
  - A map which identified the area to which the area applications relates;
  - A statement explaining why this area is considered appropriate to be designated as a neighbourhood area; and
  - A statement that the organisation or body making the application is a relevant body for the purposes of Section 61G of the 1990 Town and Country Planning Act as applied to Neighbourhood Plans by Section 38a of the Planning and Compulsory Purchase Act (2004).
7. Earswick Parish Council is progressing work on a neighbourhood plan for the parish. In June 2015 the Parish Council submitted to the Council an application to designate the whole of the parish area of Earswick as a Neighbourhood Area for this purpose. This application and associated boundary map is attached at Annex A.
8. As detailed in the statement submitted the application is made by Earswick Parish Council who is a ‘relevant body’ as defined by the relevant regulations<sup>2</sup>. The statement also advises that the area that is the subject of the neighbourhood area application is the entire parished area of Earswick and that the boundary proposed directly follows the parish boundary. The statement details the reasons why the parish boundary is considered to be an appropriate neighbourhood area.
9. When an area application is received, the Council must publish the following details of the Plan:
  - The name of the neighbourhood area;
  - A map identifying the area; and
  - The name of the Parish Council who applied for the designation.

## **Consultation**

---

<sup>2</sup> A relevant body means a) a parish or town council or b) an organisation or body which is, or is capable of being, designated as a neighbourhood forum.

10. The Neighbourhood Planning (General) Regulations 2012 (Regulation 6) and the Neighbourhood Planning (General) (Amendment) Regulations 2015 requires that the information to be published is:

- *A copy of the application*
- *Details of how to make representations*
- *Details of the deadline for representations, not less than 4 weeks after the date of publication.*

*This should be published on the website and in such other manner as is considered likely to bring the area application to the attention of people who live, work or carry on business in the area to which the area application applies.*

11. The Council formally published the Earswick Parish Council's application on 19<sup>th</sup> October for a 4 week period until 16<sup>th</sup> November 2015.

12. The application was published in the following ways which are legally compliant with the Act and with the Council's adopted Statement of Community Involvement:

- A letter, with the application attached was sent to the Parish Council (for info);
- A notice and a copy of the application was put up at several prominent locations around Earswick including Parish notice boards;
- A letter with the application attached was sent to businesses and landowners/agents in Earswick;
- A letter and copy of the application and boundary was sent to all neighbouring parish councils, these are:
  - Haxby Town Council
  - Huntington
  - New Earswick
  - Stockton on the Forest
  - Strensall with Towthorpe
- A webpage has been created at [www.york.gov.uk/neighbourhoodplanning](http://www.york.gov.uk/neighbourhoodplanning) where the Earswick application is available to view as well as additional information on the Neighbourhood Planning process.
- A specific email address [neighbourhoodplanning@york.gov.uk](mailto:neighbourhoodplanning@york.gov.uk) has been set up for representations as has a freepost address.

13. The Council has received six responses to the consultation which are included as Annex B to this report. In summary this includes a response from New Earswick Parish Council stating that they noted the application but no further comments were submitted and one support received for the application from a local landowner who supports the proposal for a neighbourhood plan area to be created in Earswick and agrees that the Parish Council should be designated as the appropriate body to undertake the Neighbourhood Plan.
14. The Council also received four objections to the application which in summary raise concerns with the justification for a Neighbourhood Plan, the motivation and credibility of the Parish Neighbourhood Planning Working Party, the appropriateness of Earswick Parish as a Neighbourhood Area and consideration of a joint Neighbourhood Plan with adjacent parishes of Huntington and Strensall with Towthorpe Parish Councils.

### **Options**

15. The following options are available for the Executive Member to consider:

**Option 1** – approve the application to designate the neighbourhood area for Earswick Neighbourhood Plan, including the proposed boundary (attached at Annex A) without modification;

**Option 2** – designate a modified area; and

**Option 3** – Defer the decision on the area application until the option of producing a joint plan has been explored further.

### **Analysis**

#### Lack of justification for a Neighbourhood Plan

17. The objections received suggest that there is no need for a Neighbourhood Plan given that the Parish produced a Village Plan in 2012 and the views of the community have not changed. They consider it unnecessary and unjustified to commit resources and expenditure to revisiting similar issues.
18. In a parished area the local planning authority has a statutory obligation to consider whether the area applied for is an appropriate



area for designation. It must have regard to the desirability of designating the whole of the area of a parish council as a neighbourhood area. It must also have regard to how desirable it is to maintain the existing boundaries of areas already designated as neighbourhood areas. In the case of this application the application is for the whole parish area and it would maintain existing areas already designated including the adjacent Huntington Neighbourhood Area which was approved on 1<sup>st</sup> October 2015

<http://democracy.york.gov.uk/ieDecisionDetails.aspx?ID=4453>

19. There is also a statutory requirement to consider whether the authority should designate the area as a business area. The power to designate an area as business area is, however, only exercisable if the Council considers that the area is wholly or predominantly business in nature. This is not considered to be the case for the Earswick Parish area proposed and, therefore, it is not considered appropriate to designate the area as a business area.
20. The Council should take into account the applicant's statement explaining why the area applied for is considered appropriate to be designated.
21. It is also required to determine the application in light of consultation responses received. Consideration of responses helps to inform whether to approve the area as proposed, i.e. the whole of Earswick parish area.
22. As to the objection that there is no need for a neighbourhood plan for the parish of Earswick, it is a matter for the parish council to choose whether or not to produce a neighbourhood plan.

#### Motivation and credibility of the parish team

23. The objections received suggest that the Parish Council and associated Neighbourhood Planning Working Party have not acting appropriately during the preparation of the Neighbourhood Plan. This has lead to disagreements within the community with a feeling that certain parties are under represented.
24. The Executive Member is reminded that in a parished area, the parish council is the relevant body for the purposes of taking forward a neighbourhood plan and as such does not require any separate designation by the local planning authority. Certain legal procedures and requirements need to be followed in undertaking neighbourhood

planning and this Council has a duty to provide support and advice to those parishes that decide to prepare a neighbourhood plan. Officers have advised the Parish Council to be as transparent as possible in terms of demonstrating how consultation responses influence the content of the Neighbourhood Plan. Community engagement during the plan process is important for a Neighbourhood Plan, as it is subject to a local public referendum before it can come into effect. The possibility of a 'no' vote is greatly reduced if the community has had the opportunity to participate in its production. Officers have advised the Parish Council to have due regard to the views of the full Earswick community and to reflect these in the Plan where possible and appropriate to do so.

#### Appropriateness of designating Earswick

25. The objectors consider the Parish area to be too small to undertake a Neighbourhood Plan. It is felt that as it is just a residential community with few services and facilities and that any development would sacrifice recreational space or Green Belt.
26. Neighbourhood Plans can be carried out for any sized area and there is nothing in the Regulations or NPPG which specifies a minimum population or area threshold. The proposed area for designation is the whole of the parish area. A Parish Council is the relevant body to undertake neighbourhood planning in a parished area and therefore Officers tend to support parish area applications as they represent an already established community and in the case of Earswick, a clearly defined settlement.

#### Proposed tri-Parish collaboration

27. Respondents propose that Earswick Parish Council should collaborate with Huntington and Strensall with Towthorpe Parish Council to identify a multi-parished neighbourhood area to undertake a Joint Neighbourhood Plan. Various justifications for this proposal are set out in the responses included at Annex B. These include; planning comprehensively for housing, services, facilities and transport in the three parishes, and resource savings.
28. National Planning Practice Guidance states that '*A single parish or town council (as a relevant body) can apply for a multi-parished neighbourhood area to be designated as long as that multi-parished*

*area includes all or part of that parish or town council's administrative area<sup>3</sup>.*

29. In terms of when a Parish Council needs to gain the consent of the other Parish Councils in order to take the lead on a Neighbourhood Plan the Practice Guidance states that:

*“A single parish or town council can apply for a multi-parished neighbourhood area to be designated as long as that multi-parished area includes all or part of that parish council's administrative area. But when the parish council begins to develop a Neighbourhood Plan it needs to secure the consents of the other parish councils to undertake neighbourhood planning activities. Gaining this consent is important if the pre-submission publicity and consultation and subsequently the submission to the local planning authority are to be valid<sup>4</sup>.*

30. Earswick Parish Council has not indicated that they wish to apply for a multi-parished neighbourhood area and the adjacent parish are already progressing with Neighbourhood Plans for their parish areas. The Huntington Neighbourhood Plan Area was approved on 1<sup>st</sup> October 2015 and the Strensall and Towthorpe Neighbourhood Plan area is currently out to consultation.
31. The neighbouring parish councils were consulted on the application by Earswick Parish Council for a neighbourhood area and they have not given any indication that they desire to collaborate with the adjacent parishes and have made no objection to the application for the Earswick Neighbourhood Area. Although the Localism Act leaves the final decision on the neighbourhood area with this Council, there would need to be agreement between the parish councils to work together in relation to a multi-parished neighbourhood area, as they cannot act for that area without each parish council's authority. So there is no point in the Council agreeing a joint neighbourhood plan area where the parish councils are unwilling to work together, as it would effectively create an impasse to neighbourhood planning in that area.

---

<sup>3</sup> ID 41-026-2014306

<sup>4</sup> ID-41-027-2014306

32. At this stage, it is only the principle of becoming a neighbourhood area and the extent of the proposed boundary which is to be considered. The determination of the application should not pre-judge the content or approach of the proposed draft Neighbourhood Plan. When designating a neighbourhood area, a local planning authority should not make assumptions about the neighbourhood plan that will emerge from developing, testing and consulting on the draft neighbourhood plan when designating a neighbourhood area.

33. If the area applied for is not considered appropriate a Neighbourhood Plan and boundary application cannot be rejected outright as a revised boundary area that includes at least part of the area specified in the application must be designated. Planning Practice Guidance states that

*'The Local Planning Authority should take into account the relevant body's statement explaining why the area applied for is considered appropriate to be designated as such. The Local Planning Authority should aim to designate the area applied for. However a Local Planning Authority can refuse to designate the area applied for if it considers the area is not appropriate. Where it does so, the local planning authority must give reasons. The authority must use its powers of designation to ensure that some or all of the area applied for forms part of one or more designated neighbourhood areas<sup>5</sup>.'*

34. Option 1 would allow the creation of a neighbourhood plan for the whole of the parish area of Earswick. This fits with national guidance and is best practice to allow for a comprehensive Neighbourhood Plan. The concerns in relation to the size of the Parish are however noted. These comments need to be carefully considered in any decision.

35. Option 2 would allow for the creation of a neighbourhood plan for a modified area. This modified area must include at least part of the area specified in the application. It is considered that it is not desirable that only part of the Parish Council area be designated.

36. Option 3, whilst reflecting the concerns of the four objections, this would significantly delay the progress of a Neighbourhood Plan. Both Huntington and Strensall with Towthorpe Parish Councils were notified as part of the 4 week consultation period on the Earswick application and neither has responded which suggests that they are

---

<sup>5</sup> ID: 41-035-20140306

not interested in producing a Joint Plan. In addition, whilst residents of Earswick share schools, services and facilities with both of these neighbouring parishes, there is not an obvious relationship between the areas which are clearly identified as separate settlements.

### **Next Steps**

37. If approval is granted on the neighbourhood area application, Earswick Parish Council can prepare the Neighbourhood Plan with advice and assistance from the Council. They are then required to undertake pre submission consultation by publicising the proposals and inviting representations for a period of not less than 6 weeks.
38. The Parish Council can then submit the Neighbourhood Plan to the Council along with a consultation statement containing details of those consulted, how they were consulted, summarising the main issues and concerns raised and how these have been considered, and where relevant addressed in the proposed Neighbourhood Plan.
39. On receipt of the draft Neighbourhood Plan, the Council needs to publicise the Plan and invite representations for a period of not less than 6 weeks. Once the Council is satisfied that the Plan meets the requirements of the Town and Country Planning Act 1990 the Council then appoints an independent inspector. The Council is responsible for paying the costs of the examination so it is in the Council's interests to ensure that the proposed plan meets the requirements.
40. The Examination and subsequent Referendum will follow. Should the vote be in favour (50% plus 1), then the Council will publish the Neighbourhood Plan.

### **Council Plan**

41. The proposed Earswick Neighbourhood Plan will be a positive contribution to the Council Plan priority of '*A council that listens to residents - to ensure it delivers the services they want and works in partnership with local communities*'.

## **Implications**

42. **Financial/Programme** – If the neighbourhood plan area for Earswick is approved, the council will be required to advise and assist the Parish Council in the production of Neighbourhood Plan and to pay for the examination and the subsequent referendum. The Council can apply for the Neighbourhood Planning Grant from the Department for Communities which is a staged payment totalling £30,000. The cost of producing a Neighbourhood Plan will vary depending on the complexity and size of the proposal and the available supporting evidence. This will need to be funded through the grant provided and from existing resources.
43. **Human Resources** – None.
44. **Equalities** – None.
45. **Legal** – The designation of Neighbourhood Plan Areas is to be made in accordance with the Neighbourhood Planning (General) Regulations 2012, the Neighbourhood Planning (General) (Amendment) Regulations 2015 and the provisions of the Localism Act 2011.
46. **Crime and Disorder** – None.
47. **Information Technology** – None.
48. **Property** – None.

## **Risk Management**

49. No significant risks are associated with the recommendation in this report have been identified.

## **Recommendations**

50. The Cabinet Member is recommended to:
  - (i) Approve the application as per Option 1.

Reason: to allow Earswick Parish Council to progress the Neighbourhood Plan.

**Contact Details:**

**Authors:**

**Chief Officer Responsible for the report**

Rebecca Harrison  
Development Officer  
Tel No: (01904) 551667

Michael Slater  
Assistant Director Planning and Sustainable Development

**Report Approved**

**Date** 30-11-15

**Specialist Implications Officer(s)**

Patrick Looker  
Finance Manager  
Tel No: (01904) 55 1633

Sandra Branigan  
Senior Solicitor  
Tel No: (01904) 55 1040

**Wards Affected:**

All

Strensall Ward

**For further information please contact the authors of the report.**

**Annexes:**

Annex A – Earswick Neighbourhood Plan application area map and supporting statement

Annex B – Representations made during the consultation period

This page is intentionally left blank



**Annex A**

**Earswick Parish Council Neighbourhood Plan Area Application**

## **EARSWICK PARISH COUNCIL**

### **APPLICATION TO CITY OF YORK COUNCIL FOR DESIGNATION OF A NEIGHBOURHOOD PLAN AREA**

#### **Introduction**

Earswick Parish is situated approximately four miles north of the York city centre and lies within the Strensall ward of City of York Council. It comprises the village of Earswick and surrounding farmland. The area that is the subject of the Neighbourhood Plan is the entire parish, and as such directly follows the parish boundaries. (Parish map enclosed).

#### **Statement Explaining Why The Parish Is Considered To Be An Appropriate Neighbourhood Area**

Earswick Parish Council plays an important and active role within the community and its declared objective is to represent effectively all the people who live in the parish. The Parish Council works alongside City of York Council on a number of matters including road and footpath maintenance and street lighting and is a statutory consultee on all planning applications within the parish. It is also represented on the local Burial Board, the Foss Internal Drainage Board and works closely with the local Police team on law enforcement matters. The Parish Council is responsible for the maintenance of over 30 acres of Public Open Space, the Village Hall, Pond and Tennis Courts. It gives financial support to various village groups and actively keeps parishioners informed through its website, notice boards and regular newsletters.

In 2012 the Parish Council consulted with residents on a Parish Plan with over 70% of residences responding. Consultation carried out to date shows a strong desire from parish residents to expand this process into developing a Neighbourhood Plan for the parish. The proposal to do this has been advertised to residents by newsletter, on noticeboards, on the Parish Council website and discussed at Parish Council meetings since November 2014. A community introduction workshop to the Neighbourhood Plan was held on Monday 30<sup>th</sup> March 2015 following which a Neighbourhood Plan Working Party was formed from members of the local community and representatives of Earswick Parish Council. Responsible to the

Parish Council, this working party has been selected in such a way as to ensure there is fair representation from all parts of the village and includes the current Chairman of Earswick Parish Council.

### **Earswick Parish Council As The Relevant Body**

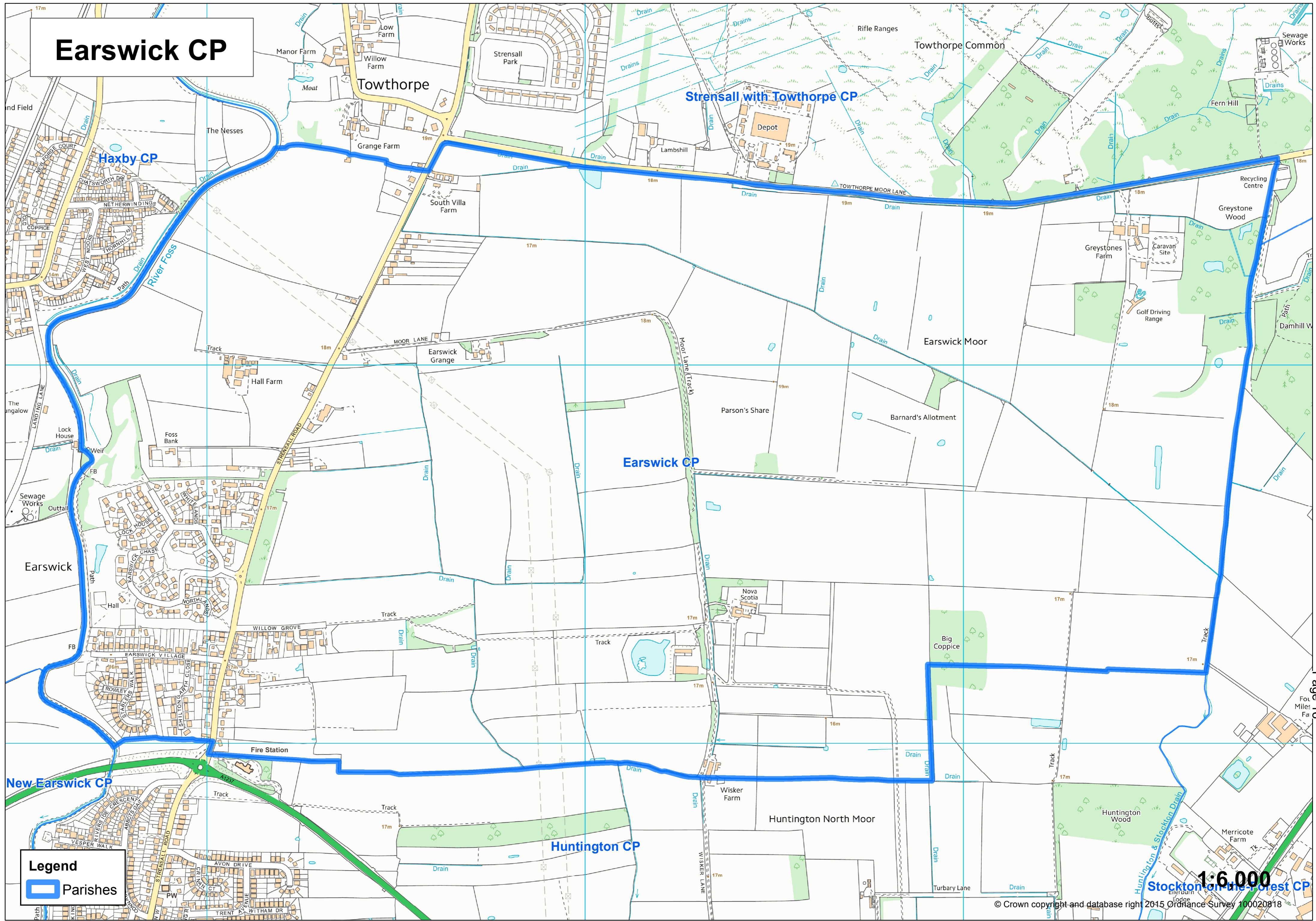
The Parish Council is the statutory first tier of government in this parished area and enjoys strong support in the local community. The Council together with the Neighbourhood Plan Working Party has a deep understanding of the area's planning opportunities and constraints. They know how these interact with the aspirations and concerns of the residents in this parish.

It is anticipated that the Plan will cover a wide range of issues, including development opportunities, transport and traffic issues, amenities and the preservation of the rural character of the Parish.

### **Conclusion**

Earswick Parish Council looks forward to receiving formal designation of its neighbourhood plan area and to working with the City of York Council in completing its Neighbourhood Plan.

# Earswick CP



**Legend**  
Parishes

1:6,000  
Stockton-on-Tees CP

**Annex B**

**Earswick Parish Council Neighbourhood Plan**

**Responses received**

From: [REDACTED]

Sent: [REDACTED]

Subject: [REDACTED]

Attachments: [REDACTED]

neighbourhoodplanning@york.gov.uk

Representations: Designation of neighbourhood planning area: Earswick Parish

RepresentationsNeighbourhoodPlan.pdf

Dear [REDACTED]

We refer to your e-mail of 21 October 2015 and your invitation to people who live, work or conduct business in the area to comment within a statutory four week period ending 16 November 2015 on the application by Earswick Parish Council to create a neighbourhood planning area.

As we understand the relevant legislation, it provides an opportunity for residents "to make representations" about (1) the application AND (2) the proposed boundary, of the designated area. The nature of those representations is unspecified, but we feel we need to make comment about: lack of justification for a Neighbourhood Plan; the motivation and credibility of the Parish team; the inappropriateness of designating Earswick; and a proposed tri-parish collaboration to achieve a viable designated area.

A letter is attached in which we set out matters for consideration by the City Council and propose tri-parish collaboration between Earswick, Huntington and Strensall as a better solution for the Parish, the Ward and City of York Council in the interests of community cohesiveness. [A copy of the letter has also been sent by post].

Our understanding of the process is that after 16 November the Council has a four week minimum period in which to make decisions about the application, taking account of representations made.

We ask you to treat our joint submission as two separate objections and would appreciate an acknowledgement of this letter to indicate safe receipt, please.

Kindest regards

[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]

9 November 2015 [Copy of letter also sent by post]

Neighbourhood Planning  
City & Environmental Services  
Freepost RTEG-TYYU-KLTZ  
City of York Council  
West Offices  
Station Rise  
York  
YO1 6GA

Dear [REDACTED]

**Representations: Application for designation of Neighbourhood Planning area:  
Earswick Parish Council**

We refer to your invitation to people who live, work or conduct business in the area to comment within a statutory four week period ending 16 November 2015 on the application by Earswick Parish Council to create a neighbourhood planning area.

Our understanding is that the relevant legislation provides an opportunity for residents "to make representations" about (1) the application AND (2) the proposed boundary, of the designated area. The nature of those representations is unspecified. Therefore we make comment about: the justification for a Neighbourhood Plan; the motivation and ability of the Parish team; the appropriateness of designating Earswick; proposed tri-parish collaboration to achieve a viable designated area.

Justification for a Neighbourhood Plan

Despite repeated requests to the Parish Council we have not been supplied with any justification for developing a Neighbourhood Plan. This leads us to question the need to revisit our current Village Plan which was produced in 2012 under the auspices of the Localism Act. The Village Plan emerged from an in-depth study and a major village-wide consultation. In planning terms, a clear steer was obtained about future plans for the village. Over two-thirds of respondents expressed opposition to any housing development because of the potential for village overpopulation, reduction of

green spaces, increase in traffic congestion and pollution, and strains on infrastructure.

The proposed intentions for producing a Neighbourhood Plan are expressed in the Parish Council application as identifying aspects of life that will inform future planning with a view to enhancing quality of life and providing a framework for future land usage. All these issues were considered in the relatively recent 2012 Earswick Village Plan. As nothing has changed since its publication, it would seem to us unnecessary and unjustified to commit resources and expenditure to rake over the same ground. With an imminent draft Local Plan for York in prospect, that will guide future planning considerations for the village, it would seem prudent to await its publication before revisiting the 2011/12 local public consultation that underpinned the Village Plan.

### Motivation and ability of the parish team

The Earswick initiative has a very parochial focus and we harbour suspicions/concerns that it is party-politically motivated. A Working Party of parish-selected individuals under the Chairmanship of a former Parish Chairman (who is a political activist) has been set up as a Sub-Committee of the Parish Council. Through its clumsy approach and its precipitate action (in publishing an action plan and conducting consultation ahead of designation) the group has successfully isolated sections of the village, alienated community representative groups and disengaged residents. We have no confidence in the ability of the Earswick Parish team to act fairly or to produce a consensual result.

### Appropriateness of the proposed boundary

In our view the notion of designating Earswick is untenable: The parish is one of the smallest of York's 16 outer parishes with a population of under a thousand living in 360 households. The village has already more than doubled its number of households over the past 20 years. Every available space within the present built-up area has been subject to in-fill. It is a conclusion of the 2012 Earswick Village Plan that further expansion cannot take place without unjustifiably sacrificing recreational space or unacceptably encroaching onto designated Green Belt.

Self-reliance is another of our nagging concerns: Our village is essentially a residential community. It has few small businesses and no retail facilities. It relies for its educational and medical services and infrastructure on the adjacent parishes of Huntington and Strensall. It shares transport links and bus services common to all three.

### Proposed tri-parish collaboration



A more sensible solution for the Parish, the Ward and City of York Council would be for Earswick Parish Council to be encouraged to pursue an option that I am not aware has been explored, i.e. to voluntarily coalesce with the adjacent parishes of Strensall and Huntington to produce a wider designated area in the interests of community cohesiveness.

As you will be aware all three communities have indicated their intention to engage with neighbourhood planning: Strensall is preparing to apply for designation; Earswick has applied for designation; and Huntington has recently been designated. Running the three projects together as a collaborative venture would be in the interests of residents and will produce all the benefits of overlap.

Combining the three parishes for Neighbourhood Planning purposes will produce the following major advantages:

- the initiative will be brought within the scope of the revitalised Ward Committee(s)
- a holistic view can be taken over facilities, services, infrastructure and transport
- housing provision can be considered for the combined northern sector of York
- a cross-parish team will engender the trust that is lacking in the Earswick Parish team
- cross-ward representation will dilute the party political influence in Earswick
- economies of scale will be achieved in resourcing three identical projects
- collaborative working and best practice exchange will avoid duplication of effort
- cross-boundary leadership will focus adequate emphasis on community consensus.

May we conclude by suggesting the application by Earswick Parish Council for designation as a Neighbourhood Planning area should be deferred at this stage and referred back to provide an opportunity to consider the more viable option of voluntarily combining with Strensall and Huntington parishes to create an amalgamated designated area.

Our understanding of the process is that after 16 November the Council has a four week minimum period in which to make decisions about the application, taking account of representations made.

We ask that you record this letter as two objections (one from each of the undersigned) and would appreciate an acknowledgement to indicate safe receipt, please.

Yours sincerely



[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]

12 November 2015

Freeport RTEG-TYYU-KLTZ  
Neighbourhood Planning Team  
City of York Council  
West Offices  
Station Rise  
York  
YO1 6GA

Dear [REDACTED]

**Proposed designation of Earswick as a Neighbourhood Planning area**

I write in response to the invitation to residents to comment by 16 November 2015 on the application by Earswick Parish Council to designate a neighbourhood planning area.

The Parish Council have not told us much about why we need a Neighbourhood Plan, though I understand it will replace our Village Plan which was only recently produced in 2012 and is on the Council website. At that time more than two-thirds of residents were against any housing development because of (and here I quote from the Village Plan) "the potential for village overpopulation, reduction of green spaces, increase in traffic congestion and pollution, and strains on infrastructure". I believe the Local Plan for York will guide future planning and feel it would be better to wait until it has been produced before doing anything else.

A Parish Working Party is looking at the idea and we have already been asked for views, even though the application to be designated has not yet been considered. It does not seem fair or proper that the Parish Council have "jumped the gun". I know people [REDACTED] are not happy about it and sadly it has caused a rift in the Earswick Action Group who are leading the village campaign against Green Belt development.

I believe it would be better for our village if we got together with Strensall and Huntington for neighbourhood planning. I understand Strensall is thinking about designation and Huntington has recently been designated.

I make this suggestion because our parish is too small to act on its own. It is one of the smallest in York with a population of about 800 living in 360 households. The village has already more than doubled in size over the past 20 years. Every available space within the built-up area has been subject to in-fill. I support the view in the Village Plan of 2012 that further expansion cannot take place without losing recreational space or Green Belt.

Our village is just a residential community with no businesses or shops, relying for schools and doctors on facilities in Huntington and Strensall. We all share the same transport links and bus services and traffic congestion is a major issue. Bringing all three parishes together to produce one Neighbourhood Plan must surely be more effective and efficient. Considering housing need for all three areas will produce financial and time savings, while working together for the benefit of residents in all three villages.

I suggest the area should not be designated as applied for, but that the matter be deferred and referred back to Earswick Parish Council to consider making a combined application with Strensall and Huntington to create one neighbourhood planning area.

Would you please acknowledge safe receipt of this submission, please.

Yours sincerely

████████████████████

[REDACTED]

---

**From:** [REDACTED]  
**Sent:** 13 November 2015 10:31  
**To:** [REDACTED]  
neighbourhoodplanning@york.gov.uk  
**Subject:** Representations: Designation of neighbourhood planning area: Earswick Parish  
**Attachments:** RepresentationsNeighbourhoodPlan.pdf

Dear [REDACTED]

We refer to your e-mail of 21 October 2015 and your invitation to people who live, work or conduct business in the area to comment within a statutory four week period ending 16 November 2015 on the application by Earswick Parish Council to create a neighbourhood planning area.

As we understand the relevant legislation, it provides an opportunity for residents "to make representations" about (1) the application AND (2) the proposed boundary, of the designated area. The nature of those representations is unspecified, but we feel we need to make comment about: lack of justification for a Neighbourhood Plan; the motivation and credibility of the Parish team; the inappropriateness of designating Earswick; and a proposed tri-parish collaboration to achieve a viable designated area.

A letter is attached in which we set out matters for consideration by the City Council and propose tri-parish collaboration between Earswick, Huntington and Strensall as a better solution for the Parish, the Ward and City of York Council in the interests of community cohesiveness. [A copy of the letter has also been sent by post].

Our understanding of the process is that after 16 November the Council has a four week minimum period in which to make decisions about the application, taking account of representations made.

We ask you to treat our joint submission as two separate objections and would appreciate an acknowledgement of this letter to indicate safe receipt, please.

Kindest regards

[REDACTED]

[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]

9 November 2015 [Copy of letter also sent by post]

Neighbourhood Planning  
City & Environmental Services  
Freepost RTEG-TYYU-KLTZ  
City of York Council  
West Offices  
Station Rise  
York  
YO1 6GA

Dear [REDACTED]

**Representations: Application for designation of Neighbourhood Planning area:  
Earswick Parish Council**

We refer to your invitation to people who live, work or conduct business in the area to comment within a statutory four week period ending 16 November 2015 on the application by Earswick Parish Council to create a neighbourhood planning area.

Our understanding is that the relevant legislation provides an opportunity for residents "to make representations" about (1) the application AND (2) the proposed boundary, of the designated area. The nature of those representations is unspecified. Therefore we make comment about: the justification for a Neighbourhood Plan; the motivation and ability of the Parish team; the appropriateness of designating Earswick; proposed tri-parish collaboration to achieve a viable designated area.

Justification for a Neighbourhood Plan

Despite repeated requests to the Parish Council we have not been supplied with any justification for developing a Neighbourhood Plan. This leads us to question the need to revisit our current Village Plan which was produced in 2012 under the auspices of the Localism Act. The Village Plan emerged from an in-depth study and a major village-wide consultation. In planning terms, a clear steer was obtained about future plans for the village. Over two-thirds of respondents expressed opposition to any housing development because of the potential for village overpopulation, reduction of

green spaces, increase in traffic congestion and pollution, and strains on infrastructure.

The proposed intentions for producing a Neighbourhood Plan are expressed in the Parish Council application as identifying aspects of life that will inform future planning with a view to enhancing quality of life and providing a framework for future land usage. All these issues were considered in the relatively recent 2012 Earswick Village Plan. As nothing has changed since its publication, it would seem to us unnecessary and unjustified to commit resources and expenditure to rake over the same ground. With an imminent draft Local Plan for York in prospect, that will guide future planning considerations for the village, it would seem prudent to await its publication before revisiting the 2011/12 local public consultation that underpinned the Village Plan.

#### Motivation and ability of the parish team

The Earswick initiative has a very parochial focus and we harbour suspicions/concerns that it is party-politically motivated. A Working Party of parish-selected individuals under the Chairmanship of a former Parish Chairman (who is a political activist) has been set up as a Sub-Committee of the Parish Council. Through its clumsy approach and its precipitate action (in publishing an action plan and conducting consultation ahead of designation) the group has successfully isolated sections of the village, alienated community representative groups and disengaged residents. We have no confidence in the ability of the Earswick Parish team to act fairly or to produce a consensual result.

#### Appropriateness of the proposed boundary

In our view the notion of designating Earswick is untenable: The parish is one of the smallest of York's 16 outer parishes with a population of under a thousand living in 360 households. The village has already more than doubled its number of households over the past 20 years. Every available space within the present built-up area has been subject to in-fill. It is a conclusion of the 2012 Earswick Village Plan that further expansion cannot take place without unjustifiably sacrificing recreational space or unacceptably encroaching onto designated Green Belt.

Self-reliance is another of our nagging concerns: Our village is essentially a residential community. It has few small businesses and no retail facilities. It relies for its educational and medical services and infrastructure on the adjacent parishes of Huntington and Strensall. It shares transport links and bus services common to all three.

#### Proposed tri-parish collaboration

A more sensible solution for the Parish, the Ward and City of York Council would be for Earswick Parish Council to be encouraged to pursue an option that I am not aware has been explored, i.e. to voluntarily coalesce with the adjacent parishes of Strensall and Huntington to produce a wider designated area in the interests of community cohesiveness.

As you will be aware all three communities have indicated their intention to engage with neighbourhood planning: Strensall is preparing to apply for designation; Earswick has applied for designation; and Huntington has recently been designated. Running the three projects together as a collaborative venture would be in the interests of residents and will produce all the benefits of overlap.

Combining the three parishes for Neighbourhood Planning purposes will produce the following major advantages:

- the initiative will be brought within the scope of the revitalised Ward Committee(s)
- a holistic view can be taken over facilities, services, infrastructure and transport
- housing provision can be considered for the combined northern sector of York
- a cross-parish team will engender the trust that is lacking in the Earswick Parish team
- cross-ward representation will dilute the party political influence in Earswick
- economies of scale will be achieved in resourcing three identical projects
- collaborative working and best practice exchange will avoid duplication of effort
- cross-boundary leadership will focus adequate emphasis on community consensus.

May we conclude by suggesting the application by Earswick Parish Council for designation as a Neighbourhood Planning area should be deferred at this stage and referred back to provide an opportunity to consider the more viable option of voluntarily combining with Strensall and Huntington parishes to create an amalgamated designated area.

Our understanding of the process is that after 16 November the Council has a four week minimum period in which to make decisions about the application, taking account of representations made.

We ask that you record this letter as two objections (one from each of the undersigned) and would appreciate an acknowledgement to indicate safe receipt, please.

Yours sincerely





[Redacted]

---

**From:** [Redacted]  
**Sent:** 16 November 2015 17:25  
**To:** neighbourhoodplanning@york.gov.uk  
**Subject:** Attn: Rebecca Harrison - Earswick Neighbourhood Plan

With reference to your letter dated 19 October 2015, I support the proposal for a neighbourhood plan area to be created in Earswick and agree that Earswick Parish Council be designated as the appropriate body to be involved in the administration of this.

I would like to be kept informed of any future developments.

[Redacted]  
[Redacted]  
[Redacted]  
[Redacted]  
[Redacted]  
[Redacted]

[Redacted]  
[Redacted]

Thank You  
[Redacted]

█  
█  
█  
█

Neighbourhood Planning,  
City of York Council,  
West Offices,  
Station Rise,  
York,  
YO1 6GA.

12 November 2015

Dear Sir,

**Earswick Parish Council –  
Application for Designation of Neighbourhood Planning Area.**

We refer to the application by Earswick Parish Council in connection with the designation of a Neighbourhood Planning Area.

We note that the process allows for residents to make representations within the statutory four-week period, ending 16 November 2015, and that such representations will be taken into account by the City Council in their determination of the application.

Locally there are many concerns around the make-up of the Neighbourhood Plan Working Group (NHPWG) and the lack of transparency in the process that only appointed a select few to this role, concerns that we both share. A number of well qualified residents in terms of building, technical and local knowledge put their names forward but were not allowed to become involved or have had the courtesy of any feedback or explanation as to why not.

It should also be of concern to the City Council that ahead of your determination of this application, that the NHPWG have undertaken an extensive survey of Earswick residents, a survey that we understand to be invalid in any formal process going forward but nevertheless will have resulted in expenditure that will need to be covered, however it remains unclear how the costs for this piece of work are going to be covered and from where?

It is of further concern that if this survey sets the tone of any future formal activities of the NHPWG, should their application be determined in their favour, then it has already isolated sections of the village as all residents have not had the opportunity to respond, the survey having been undertaken on an individual household basis only.

This therefore precludes members of households who may have alternative or varying

█

█, likewise many households have young adults, who are our future, and whose views are not being canvassed.

These concerns have already been feedback to the NHPWG, however it is noted from the minutes of their recent meeting that, irrespective of these concerns, they have already decided to continue future surveys on an identical basis which will clearly disfranchise a

large majority of Earswick residents and bring into question the veracity of any subsequent results.

The application relates to the designation of the Parish of Earswick for a Neighbourhood Plan.

It must be noted that Earswick is one of the smallest villages on the outskirts of York with only approximately 360 households and a population of only 819, and is surrounded by dedicated Green Belt land.

Earswick has grown over 60% in the last 20 years with most if not all of this development encroaching onto Green Belt land, leaving its infrastructure, services and roads at saturation level.

There are no shops, pubs or other notable business interests in Earswick, other than a small veterinary surgery and a second-hand car dealers located on the boundary with Strensall Parish.

There is unlikely to be any commercial viability in any shops or other retail business being attracted to the area as they would be unable to compete with the nearby out of town shopping centres at Monks Cross and Clifton Moor.

Earswick residents are already served by medical and educational services in nearby Huntington, where there are further small retail outlets such as a newsagents, post office, chemist, betting shop, pub, hairdressers and garage.

Further retail and educational establishments can be found in nearby Strensall and Haxby.

A regular bus service serves Earswick running from the terminus in Strensall into York City Centre, via Huntington, and return.

It is understood that both Huntington and Strensall are in the process of looking to create a Neighbourhood Plan.

Due to the minute size and scale of the Parish of Earswick a more strategic option should be considered in forming a 'Multi-Parish Neighbourhood Area' by joining with either Strensall or Huntington or even both.

This will clearly reduce time and expense and provide a more holistic view of the respective Parishes, which all impact on each other in the terms of the local infrastructure, services, transport and housing.



**Harrison, Rebecca**

---

**From:** pcnewearswick@aol.com  
**Sent:** 26 October 2015 11:07  
**To:** neighbourhoodplanning@york.gov.uk  
**Subject:** Earswick Parish Council

Good Morning - Members have noted the application for designation of a Neighbourhood Plan for Earswick.

Sally Bruckshaw  
Clerk to New Earswick Parish Council  
The Folk Hall  
New Earswick  
York YO32 4AQ

01904 758028

This page is intentionally left blank



---

Decision Session – Executive Member for  
Transport & Planning

**9 December 2015**

Report of the Acting Director of City and Environment Services

### **Free Weekend Bus Travel for Young People in January & February 2016**

#### **Summary**

1. During the 2015 budgetary process, the Council identified awareness of bus travel options for young people as an issue they would like to address. As a result, a one off sum of £100,000 was allocated for the provision of incentives which would make bus travel more attractive for young people.
2. Following a period of commercial negotiation, the Council and officers have worked to agree an in principle offer which will apply every Saturday and Sunday for the month of January 2016. The offer will provide free local bus travel within the City of York administrative area for children and young people up to the age of 18 years old. Subject to the cost of the initiative, it may be extended for a more sustained period.
3. The free travel offer will be available for all children and young people who present a valid 'YOzone' card when boarding the bus.

#### **Recommendations**

4. That the Executive Member grants approval for the weekend free travel for an initial period of January and February 2016. It is then recommended that a report reviewing the cost and benefit of the initiative is then brought for the Executive member's consideration.

Reason: In the short term, to encourage young people to make greater use of the local bus network. In the longer term, to persuade young people to apply for a 'YOzone' card which will encourage and embed sustainable travel habits in the months and years ahead.

If the initiative proves successful, the elected member could then recommend that the residual revenue allocated for this purpose be used in March and in to the financial year 2016/17 (April 2016 until the funding is exhausted).

## Background

5. Unlike bus travel for elderly and disabled bus passengers, local authorities are not required to deliver a concessionary travel scheme for young people. As a result, the provision of public subsidy made available to support concessionary travel for young people varies considerably across the United Kingdom. York, in common with North Yorkshire and East Riding of Yorkshire councils does not have a scheme for the funding of discounted bus travel for young people.
6. In 2013, the York Youth Council made strong representation to the Council that more needed to be done to make local bus services attractive, accessible and affordable for young people across the City.
7. Following engagement with bus operators through the York Quality Bus Partnership, the 'YOzone' proof of age card was re-launched with a new card for 16-18 year olds. All discounts to the standard adult fare provided by bus operators in the York area are undertaken on a commercial basis. Bus operators generally receive no re-imburement from the Council for the provision of such concessionary offers.
8. The Council funds and manages production and distribution of the YOzone cards and ensures that all recipients are of qualifying age and residence.
9. The discounts provided by bus operators for young people vary considerably. Table 1 (below) demonstrates the concessions offered in the York area.

**Table 1 - Operator youth concessions**

Bus company	YOzone 11-16 fare	YOzone 16-18 fare
Arriva	Half adult fare.	Half adult fare.
Coastliner (Transdev York)	80p single journey tickets.	80p single journey tickets (other fares one-third off adult price).



Bus company	YOzone 11-16 fare	YOzone 16-18 fare
Connexions	Half adult fare.	<i>Adult fares apply to over 16's.</i>
East Yorkshire Motor Services	Half adult fare.	20% discount with EYMS Go Card.
First York	£1 single journey tickets, £2 day ticket, £5 weekly ticket.	Maximum £1.40 single journey tickets, £3 day ticket, £10 weekly ticket ( <b>for other fares see First's website</b> ).
Reliance Motor Services	Half adult fare.	<i>Adult fares apply to over 16's.</i>
Stephenson's	Half adult fare.	<i>Adult fares apply to over 16's.</i>
Utopia Coaches	Half adult fare.	Young person's ticket (one-third off adult fare).
All York bus companies	£2.30 off-peak day ticket ( <b>All York</b> Young Person's Day).	<i>Adult fares apply to over 16's.</i>

10. The free offer proposed for January and February will serve to make more young people aware of the local bus travel options available to them.

### Consultation

11. Bus operators have been consulted through the York Quality Bus Partnership over a period of time to establish an offer and reimbursement arrangement which is acceptable to all of the York bus operators.
12. Ahead of the promotion, a targeted marketing campaign will advise young people of how they can obtain a YOzone card, market the free travel offer and provide comprehensive information about bus travel options across York. This will be devised and delivered in partnership with the City's bus operators.

### Options

13. The Executive Member has four deliverable options to consider:

Option 1: To approve the funding of the free weekend bus travel initiative in early 2016 to a maximum financial commitment for the Council of £100,000.

Option 2a: To approve the funding of the free weekend bus travel initiative for the months of January and February 2016 only.

Option 2b: To approve the funding of the free weekend bus travel initiative for the months of January and February 2016. Further, to request officers to bring a report to an Executive Member Decision Session summarising the costs and benefits of the initiative before proposing a further extension of the scheme.

Option 3: To determine not to proceed with the free weekend travel offer proposed.

### **Analysis of Options**

#### Option 1

14. Options 1 and 2 both provide the Council and bus operators with an excellent and timely opportunity to promote bus travel and its benefits for young people. Option 1, however, does not give the opportunity for a pause for consideration to be given to the costs and benefits of the initiative before continuing expenditure until it is exhausted.

#### Option 2a

15. The estimated cost of option 2a is £31,000. This option would deliver the Council's initial objective, but may not provide sufficient time for new travel habits to become embedded.

#### Option 2b

16. The estimated initial cost of option 2b is £31,000. This option would provide the opportunity for officers to review the actual cost of the initiative to the Council and the increase in youth and children's bus travel over the initial period.
17. It is proposed that officers would present a report in mid-February 2016 to the Executive Member, summarising the outputs of the initiative. This would then provide the Executive Member with the evidence required to consider whether the initiative should be continued for the month of March 2016. Subject to budget availability, the Executive Member may then wish to request that the Council considers carrying forward the residual budget for this initiative in to the budget for 2016/17 in order

that the total sum allocated in the 2015 summer budget can be expended.

18. It should be noted that it will be necessary to consult again with the bus operators after the initial period of operation to ensure that they are content to continue with the free travel offer.

### Option 3

19. Option 3 does not fulfil the commitment made in the Budget of July 2015 to encourage greater take up of local bus services by young people.

### **Council Plan**

20. The potential benefits for the aims espoused in the Council Plan are:
21. A prosperous city for all – Efficient and affordable transport links enable residents and businesses to access key services and opportunities
22. A focus on frontline services - Every child has the opportunity to get the best possible start in life

### **Implications**

This report has the following implications.

23. **Financial** – A one off budget of £100,000 has been allocated to this initiative. It is projected that the cost of delivery is unlikely to reach the budgeted sum in 2015/16.
24. **Human Resources (HR)** – None.
25. **Equalities** – To ensure fairness of provision and opportunity, free travel is provided on the services of all eight of York's bus operators. This initiative will make it easier for young people to access leisure, retail and employment opportunities. The offer is available for all under 18s, irrespective of their ability to pay.
26. **Legal** – The City of York Council in its role as Local Transport Authority is allowed to introduce such concessions in line with the provisions of the 1985 and 2000 Transport acts.
27. **Crime and Disorder** – None.
28. **Information Technology (IT)** – City of York Council is party to an ongoing contract for the provision of smart tickets. This includes

production of YOzone passes. The Council's supplier will be able to manage the expected temporary increase in YOzone applications.

29. **Property** – None.

30. **Other** – None.

**Risk Management**

31. In compliance with the Council's risk management strategy, no significant risks associated with the recommendations in this report have been identified.

**Contact Details**

**Author:**

Andrew Bradley  
Sustainable Transport  
Manager  
Transport Service  
Tel 01904 551404

**Chief Officer Responsible for the report:**

Neil Ferris  
Acting Director of City and  
Environmental Services

Report  
Approved



**Date:** 30/11/2015

**Specialist Implications Officer(s)**

There are no specialist implications

**Wards Affected:** *All*

**For further information please contact the author of the report**

**Background Papers:**

There are no background papers