



**Notice of a public meeting of
Executive**

To: Councillors Aspden (Chair), Ayre, Craghill, Cuthbertson, D'Agorne, Runciman, Smalley, Waller and Widdowson

Date: Thursday, 22 October 2020

Time: 5.30 pm

Venue: Remote Meeting

AGENDA

Notice to Members – Post Decision 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 on Monday, 26 October 2020**.

*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 Customer and Corporate Services Scrutiny Management Committee.

1. Declarations of Interest

At this point, 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. Minutes

(Pages 1 - 10)

To approve the minutes of the last Executive meeting, held on 1 October 2020.

3. Public Participation

At this point in the meeting members of the public who have registered to speak can do so. Members of the public may speak on agenda items or on matters within the remit of the committee.

Please note that our registration deadlines have changed to 2 working days before the meeting, in order to facilitate the management of public participation at remote meetings. The deadline for registering at this meeting is at 5.00pm on Tuesday 20 October 2020.

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 the agenda.

Webcasting of Remote Public Meetings

Please note that, subject to available resources, this remote 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've made some changes to how we're running council meetings. See our coronavirus updates (www.york.gov.uk/COVIDDemocracy) for more information on meetings and decisions.

4. Forward Plan (Pages 11 - 14)

To receive details of those items that are listed on the Forward Plan for the next two Executive meetings.

5. City of York Council Recovery and Renewal Strategy - October Update (Pages 15 - 58)

The Interim Head of Paid Service to present an update report for October on the council's activities both directly in response to Covid-19 and to support recovery and renewal.

- 6. Phase 2 of the Housing Delivery Programme** (Pages 59 - 96)
The Interim Director of Place to present a report which outlines the business cases for the development of new high quality homes and public open space at Burnholme and Duncombe Barracks, using the 'Building Better Places' design manual as the project brief, and a proposal to facilitate the delivery of further new homes through the disposal of 8 small HRA sites to self-builders.
- 7. Huntington Neighbourhood Plan - Examiner's Report and Proposed Modifications** (Pages 97 - 232)
The Corporate Director of Economy & Place to present a report which sets out the Examiner's recommended modifications to the Huntington Neighbourhood Plan and seeks approval for additional consultation, so that interested parties can comment on proposed modifications to the approach to Green Belt policies in the Plan before a decision is made to progress the Plan to referendum.
- 8. Temporary Amendments to the Council's Statement of Community Involvement** (Pages 233 - 244)
The Corporate Director of Economy & Place to present a report which seeks approval to make temporary amendments to the Council's Statement of Community Involvement (SCI), to revise planning-related public access and involvement procedures in response to current social distancing restrictions as a result of the Covid-19 pandemic.
- 9. Proposed Lease of Library Lawn to Explore York Libraries and Archives Mutual Limited** (Pages 245 - 252)
The Interim Director of Place and the Assistant Director of Communities and Culture to present a report which invites Executive to consider the results of public consultation on the above proposal and decide whether to confirm their previous decision to grant the lease.
- 10. Urgent Business**
Any other business which the Chair considers urgent under the Local Government Act 1972.

Democratic Services Officer:

Name: Fiona Young

Contact details:

- Telephone – (01904) 552030
- E-mail – fiona.young@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 własnym języku. (Polish)

Bu bilgiyi kendi dilinizde almanız mümkündür. (Turkish)

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

 (01904) 551550

City of York Council

Committee Minutes

Meeting	Executive
Date	1 October 2020
Present	Councillors Aspden (Chair), Ayre, Craghill, Cuthbertson, D'Agorne, Runciman, Smalley, Waller and Widdowson
In Attendance	Councillor Myers

PART A - MATTERS DEALT WITH UNDER DELEGATED POWERS

32. Declarations of Interest

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

The Chair declared a personal interest in Agenda Item 7 (Fulford School Phase 2 Expansion), as the Ward Member for Fulford.

33. Minutes

Resolved: That the minutes of the Executive meeting held on 27 August 2020 be approved as a correct record, to be signed by the Chair at a later date.

34. Public Participation

It was reported that there had been one registration to speak at the meeting under the Council's Public Participation Scheme and one request to speak by a Ward Member.

Cllr Webb spoke on Agenda Item 5 (CYC Renewal and Recovery Strategy Update). He welcomed the return of university students to York but warned of the need to be vigilant in order to prevent the spread of Covid-19, especially in the context of part-time working. He urged Members to do all they could to support those self-isolating and to lobby government for improvements to the capacity and speed of test and trace.

John Heawood spoke on Agenda Item 7 (Fulford School Phase 2 Expansion), on behalf of residents of streets in the vicinity of the school. He raised concerns about the impact of ever-increasing school traffic, despite a promise to transfer buses to the south side of the school, and asked that this issue be addressed as a priority.

35. Forward Plan

Members received and noted details of the items that were on the Forward Plan for the next two Executive meetings at the time the agenda was published.

36. City of York Council Recovery and Renewal Strategy - September Update

The Interim Head of Paid Service presented a report which provided an update on activities in response to Covid-19 and work to support recovery and renewal, following previous Executive decisions to approve the Recovery and Renewal Plan.

The report included updates across the three recovery themes; Economy (paragraphs 8-21), Communities (paragraphs 22-26) and Corporate (paragraphs 27-30). These indicated that York's economy had fared comparatively well over the summer and that arrangements were working well in the city's re-opened schools. However, significant concerns remained about the rise in cases in York and surrounding areas and the availability of testing.

The Director of Public Health provided a further update at the meeting on the latest information. She gave an overview of work taking place in the city, highlighting that infection rates in York had risen, but from a low baseline. Data published by PHE was a week behind local data; hence the local 'unvalidated' infection rate was higher, at 61 cases per 100,000. There had been no significant outbreaks in the city, although cases had been reported in 3 care homes and 3 schools. A walk-in testing centre had opened at Wentworth Way and information would be communicated about this in the coming days. Support was available for residents, including students, who tested positive. The council was working with the universities on local contact tracing and continuing to lobby for more testing capacity.

Resolved: That the contents of the report, and the further information provided at the meeting, be noted.

37. **Update on Castle Gateway and Business Case Review**

The Head of Regeneration Programmes presented a report which recommended a revision to the delivery strategy for the regeneration of Castle Gateway, following a comprehensive review of the project and business case in the light of Covid-19.

Officers had proceeded with the procurement for St George's Field and Castle Mills following Executive approval of the phase 1 delivery strategy and associated matters on 21 January 2020 (Minute 80 of that meeting refers). However, in March the council had put all procurement on hold due to the pandemic and instigated a review of all major projects. The review of Castle Gateway had confirmed that the project remained relevant and desirable, but that those elements most significantly affected by Covid-19 should be delayed until there was more certainty.

The review had been taken to the Customer and Corporate Service Scrutiny Management Committee (CCSMC) on 6 September 2020 with the following options, as detailed in paragraphs 35-52 of the report and summarised briefly below: Option 1 – abandon the project. This had been discounted, as the project principles remained valid.

Option 2 – pause the whole project. Not recommended, as delay could affect investor confidence and result in the loss of funding.

Option 3 – continue with the project as previously approved. Not recommended, as it would require extra borrowing and may mean scaling back the designs if external funding could not be secured.

Option 4 – seek a joint venture partner for Castle Mills. Not recommended, as it would not provide a commercial return to fund the new car park.

Option 5 – proceed with Castle Mills as developer, and delay the multi-storey car park. This was the **recommended** option and was supported by CCSMC.

Option 6 – pause Castle Mills and St George's Field until next summer. Not recommended, as delay to Castle Mills would put the West Yorkshire Transport funding at risk.

Members welcomed the report, endorsing the project as an important part of the city's ongoing recovery and confirming the council's commitment to a replacement car park on the site.

Resolved: (i) That the outcome of the pre-decision scrutiny, recommending Option 5 in the report, be noted.

Reason: To take account of the view of the Customer and Corporate Services Scrutiny Management Committee in deciding how to proceed.

(ii) That approval be given to recommence the paused procurement of a construction contractor to undertake the design and subsequent construction of the proposed apartments, pedestrian / cycle bridge and riverside park at Castle Mills, and that authority be delegated to the Director of Economy and Place (in consultation with the Director of Governance) to take such steps as are necessary to award and enter into the resulting contract.

Reason: To deliver the key public benefits of the first phase of Castle Gateway and allow the council to realise the commercial return to help deliver the wider masterplan.

(iii) That the design and submission of planning applications for a high quality public realm scheme on Castle Car Park and the Eye of York be approved.

Reason: To ensure that the council has shovel-ready public realm proposals of sufficient magnitude to attract potential external funding for the project.

(iv) That it be noted that the decision to procure a construction partner for St George's Field multi-storey car park will be taken in summer 2021.

Reason: To ensure that the proposal remains the best replacement parking solution once the impact of Covid-19 has become clearer.

(v) That it be noted that a decision on the future of 17-21 Piccadilly will be brought back to Executive in summer 2021.

Reason: To allow a decision on whether to develop the site in line with the masterplan or dispose of it on the open market to be made once the impact of Covid-19 on the land market is more certain.

(vi) That the expenditure of £1.5m from previously committed Castle Gateway budgets to deliver the recommendations set out in the report be noted.

Reason: To support the delivery of the Castle Gateway scheme.

38. Fulford School Phase 2 Expansion

The Corporate Director of Children, Education and Communities presented a report which provided an update on the proposed development of the Fulford School expansion scheme and sought approval to allocate funding for phase 2 of the scheme.

The expansion was required to address a significant deficit of secondary school places in the South East York Planning Area. Executive had approved a Basic Need budget of £6m for the scheme on 18 July 2019 and allocation of funding for phase 1 on 7 May 2020 (Minutes 18 and 117 respectively of those meetings refer). Subject to Executive approval and planning consent, it was hoped that work could start on site in June 2021, for completion by September 2022.

In view of the requirements of the climate change policies in the Local Plan, Members were asked to consider the following options for the Phase 2 permanent building, as detailed in paragraphs 31-50 of the report:

Option 1 – Achieve BREEAM ‘Excellent’ status (estimated extra cost - £500k). This would meet requirements, offset capital costs by revenue savings, and have a positive environmental impact.

Option 2 – Achieve BREEAM ‘Very Good’ status (estimated extra cost - £260k). This would partially meet requirements, and be less beneficial in terms of revenue savings and environmental impact.

Option 3 – build in line with current building regulations (no extra cost). This would not meet requirements, risking refusal of planning permission.

With reference to matters raised under Public Participation, the Chair acknowledged the importance of addressing longstanding access issues to the site during the planning process, and keeping local residents updated and involved.

Resolved: (i) That approval be given to allocate £6m from the Basic Need Capital Scheme in the Children, Education and Communities Capital Programme to provide additional accommodation at Fulford School (phase 2).

Reason: To enable the council to meet its statutory responsibility to provide sufficient school places.

(ii) That approval be given to allocate an additional £500k from the Basic Need budget to ensure that the proposed phase 2 expansion of Fulford School meets the council's policies around sustainable buildings, ensuring BREEAM (Building Research Establishment Environmental Assessment Method) Excellent (Option 1).

Reason: To enable the council to meet the policies set out in the National Planning Policy Framework.

39. 2020/21 Finance and Performance Monitor 1

The Corporate Finance & Commercial Procurement Manager presented a report which set out the council's overall finance and performance position for the period 1 April to 30 June 2020.

The report highlighted the significant impact of the Covid-19 pandemic, which had led to £10m additional costs and £8m loss of income, as well as diverting attention from the usual budget management activity. Government grant of £11m had been awarded to date and the new Income Compensation Scheme could potentially provide £4m more, but it was clear that further government funding would be needed this year and next. Efforts to lobby the government to 'Back York', in view of the city's potential for a strong economic recovery, were ongoing.

The gross financial pressures facing the council were projected at £7.6m. After mitigation and further action, as outlined in the report and detailed in Annex 1, it was considered that this could be brought down to a net position of £2.7m. The council had £7.4m general reserves to call upon should the outturn not be within the approved budget.

York continued to delivery priority services to high standards, in particular its key statutory services. Performance against the core indicators in the Council Plan was set out in paragraphs 24-31 of the report and in Annex 2. Some of these indicators were already showing a direct adverse effect from Covid-19 and significant changes were likely to be seen in future reports as new data became available.

Members welcomed the report, in particular the Back York campaign and the council's continued delivery of services in difficult circumstances.

Resolved: (i) That the finance and performance information, and the actions needed to manage the financial position, be noted.

(ii) That the use of £425k of HRA balances to offset additional Covid-19 expenditure, as outlined in Annex 1 to the report, be noted.

Reason: To ensure expenditure is kept within the approved budget.

40. Capital Programme Monitor 1, 2020/21

[See also under Part B Minutes]

The Corporate Finance & Commercial Procurement Manager presented a report which set out the projected out-turn position for the 2020/21 financial year, along with requests to re-profile budgets to and from current and future years.

A decrease of £12.827m on the current approved programme was reported, resulting in a revised programme for 2020/21 of £181.221m. Variances against each portfolio area were set out in Table 1 at paragraph 15 of the report and detailed in paragraphs 16-59. In relation to the Wi-Fi procurement detailed in paragraph 59, an amendment to the recommendation was

made due to further advice received after publication of the report.

In the light of the Covid-19 pandemic, a review of the current programme had been carried out to ensure that planned investment was consistent with the recovery plan. This had concluded that most projects could continue as planned, subject to close monitoring and back up plans where appropriate.

Members welcomed the report, highlighting key achievements in the programme and thanking officers for their work on the review.

Resolved: (i) That the 2020/21 revised budget of £181.221m, as set out in Table 1 at paragraph 15 of the report, be noted.

(ii) That the re-stated capital programme for 2020/21-2024/25, as set out in Table 2 at paragraph 60, be noted.

(iii) That it be noted that work is ongoing in respect of the Managed Services Agreement (MSA) and West Offices WiFi replacement and that a further update will be included in the Monitor 2 report to Executive in November.

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

41. Chair's Comments

The Chair noted that Sharon Houlden, the Corporate Director of Health, Housing and Adult Social Care, would soon be leaving the council to take up a position in London. On behalf of the Executive, he thanked Sharon for her work at York and wished her all the best in her new post.

PART B - MATTERS REFERRED TO COUNCIL

42. Capital Programme - Monitor 1, 2020/21

[See also under Part A Minutes]

The Corporate Finance & Commercial Procurement Manager presented a report which set out the projected out-turn position for the 2020/21 financial year, along with requests to re-profile budgets to and from current and future years.

A decrease of £12.827m on the current approved programme was reported, resulting in a revised programme for 2020/21 of £181.221m. Variances against each portfolio area were set out in Table 1 at paragraph 15 of the report and detailed in paragraphs 16-59. In relation to the Wi-Fi procurement detailed in paragraph 59, an amendment to the recommendation was made due to further advice received after publication of the report.

In the light of the Covid-19 pandemic, a review of the current programme had been carried out to ensure that planned investment was consistent with the recovery plan. This had concluded that most projects could continue as planned, subject to close monitoring and back up plans where appropriate.

Members welcomed the report, highlighting key achievements in the programme and thanking officers for their work on the review.

Recommended: That Council approve the adjustments resulting in a decrease of £12.827m in the 2020/21 budget, as detailed in the report and contained in Annex A.

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

Cllr K Aspden, Chair
[The meeting started at 5.34 pm and finished at 7.00 pm].

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Forward Plan: Executive Meeting: 22 October 2020

Table 1: Items scheduled on the Forward Plan for the Executive Meeting on 26 November 2020

Title and Description	Author	Portfolio Holder
<p>The York Business Improvement District Renewal Ballot Purpose of report: To inform Executive of the York Business Improvement District (BID) renewal ballot scheduled to take place in February 2021, which will allow local businesses in the BID area to vote on whether they wish the BID to continue for a second five year term. <i>(This report, and the ballot renewal date, have been delayed for three months due to the COVID-19 pandemic).</i></p> <p>Executive will be asked to:</p> <ul style="list-style-type: none"> • Support the City Centre BID and its work, and its bid for a second term • Confirm the Executive is satisfied that the York BID proposals are not in conflict with any existing Council Policy • Note the Baseline Service Agreements which provide a legal commitment by the council to maintain provision of relevant services in the BID area • Approve arrangements proceed to allow the council to operate the ballot and act as the collection agent for the levy • Note the stages and timescales required to secure a second BID term 	Penny Nicholson	Executive Member for Economy & Strategic Planning
<p>York Railway Station Gateway – Project Delivery Purpose of Report To inform Executive of progress on delivery of the York Railway Station Gateway (formerly Station Front) Scheme. The report will provide an update on the current funding streams from West Yorkshire Transport Fund and The Transforming Cities Fund, explain current work in progress on delivery and procurement strategies, and propose a first delivery phase for consideration.</p>	Brendan Murphy	Executive Member for Transport

Title and Description	Author	Portfolio Holder
<p>Executive will be asked to: consider the delivery of a first phase of works, funded by the West Yorkshire Transport Fund, comprising acquisition of land at George Stephenson House and from Network Rail, demolition of Queen Street Bridge and the reconstruction of the Inner Ring Road at ground level, and an upgraded bus interchange and elements of new public realm.</p>		
<p>Q2 20-21 Finance and Performance Monitor Purpose of Report To provide overview of the council's finance and performance position at the end of Quarter 2 of 2020-21.</p> <p>Executive will be asked to: note and approve.</p>	Debbie Mitchell Ian Cunningham	Executive Member for Finance & Performance
<p>Q2 20-21 Capital Programme Monitor Purpose of Report To provide an overview of the council's overall capital programme position at the end of Quarter 2 of 2020-21.</p> <p>Executive will be asked to: note and approve.</p>	Debbie Mitchell Emma Audrain	Executive Member for Finance & Performance
<p>Welcome to Yorkshire Purpose of Report To review the future relationship with Welcome to Yorkshire and consider a request for funding to support the delivery of the Welcome to Yorkshire short-term business plan which will strengthen Partnership working between Welcome to Yorkshire, Make it York and CYC ensuring that Welcome to Yorkshire actively participate in the development of a York Tourism Strategy and support our autumn Tourism recovery plan.</p> <p>Executive will be asked to: consider the request for funding to support the delivery of the Welcome to Yorkshire short-term business plan.</p>	Tracey Carter Claire Foale Simon Brereton	Executive Member for Culture, Leisure & Communities

Title and Description	Author	Portfolio Holder
<p>Treasury Management and Prudential Indicators Mid-Year Review Purpose of Report To provide an update on the treasury management position.</p> <p>The Executive will be asked to: note the issues and approve any adjustments as required to the prudential indicators or strategy.</p>	Debbie Mitchell	Executive Member for Finance and Performance
<p>Update on the Asset Management Strategy 2017-2022 Purpose of Report To set out progress against the delivery of the Asset Management Strategy for the Council for the period 2017-2022. The report will: set out work undertaken over the last 3 years to deliver the strategy; review the strategic objectives set out in the strategy to reflect the impact of COVID 19 and the developing agenda around sustainability; and set out the process for considering future use of council assets and a series of business cases and proposals for lease disposal and acquisition to deliver further strategic benefits to the City Council.</p> <p>The Executive will be asked to: review the objectives in the Strategy and consider business cases for lease disposal or acquisition of assets.</p>	Tracey Carter	Executive Member for Finance and Performance
<p>Taxi Licensing Policy – new vehicle standards Purpose of Report To seek approval for a change in the taxi licensing policy to introduce new environmental standards and age limits for taxis as well as increasing the number of wheelchair accessible hackney carriage vehicles.</p> <p>Executive will be asked to: amend the Taxi Licensing Policy and conditions with regards to the type of hackney carriage and private hire vehicles that will be licensed by the Council in the future, to ensure a more environmentally friendly and modern hackney carriage and private hire fleet in the city, improve air quality, and increase the number of wheelchair accessible hackney carriage vehicles.</p>	Matthew Boxall	Executive Members for: Economy & Strategic Planning Environment & Climate Change Transport

Table 2: Items scheduled on the Forward Plan for the Executive Meeting on 15 December 2020

Title and Description	Author	Portfolio Holder
<p>Amendment to Council Tax Support Scheme Purpose of Report: The council had intended undertaking a full consultation process during 2020 to bring forward a new scheme for approval. The coronavirus pandemic meant this was postponed until 2021. However a minor change to the scheme that required minimum consultation (6 weeks) has gone ahead. The change is to stop the multiple bills been sent to customers in receipt of universal credit generated by minor fluctuations in their pay. This has led to confusion, and the change has also been requested by third sector organisations who represent many of the customers. Whilst a minor change, the legislation requires Full Council approval.</p> <p>The Executive will be asked to: approve the new scheme.</p>	David Walker	Executive Member for Finance & Performance
<p>Street Works – Changing from noticing to a permitting scheme Purpose of Report: To seek approval to conduct a public consultation on proposals to introduce a permit scheme to govern all utility and highway works activities within the authority’s highway network.</p> <p>Executive will be asked to: approve a public consultation exercise to seek feedback from statutory consultees and other stakeholders on the proposals.</p>	Helene Vergereau	Executive Member for Transport

Table 3: Items Slipped on the Forward Plan

None



Executive**22 October 2020**

Report of the Interim Head of Paid Service
Portfolio of the Leader of the Council

City of York Council Recovery and Renewal Strategy – October Update**Summary**

1. This report provides an update on activities both directly in response to Covid-19 and the work to support recovery and renewal. This follows previous Executive decisions to approve the Recovery and Renewal Plan, which frames the Council's recovery activity for this year.
2. In this month's report, the progress made on the Children's Social Care improvement journey is highlighted. There also remains concern about the growing number of Covid cases in York (like many places across the country). Further updates to Executive will be given at the meeting to ensure the latest information is available.

Recommendations

3. Executive is asked to:
 - a. Note the contents of the report

Background

4. On 25th June, Executive received a report to outline the council's 1-year Recovery and Renewal Strategy. This highlighted the need for a revised set of strategies to address the very significant and immediate impacts of coronavirus across all aspects of life in our city.
5. The strategy set the following principles upon which we will build our response:
 - a. Prioritise the health and wellbeing of our residents, against the immediate threat of coronavirus and the consequences of

changes to the way we live. Public Health guidance will be paramount in all the decisions we make.

- b. Support the economic recovery of the City, helping to create a strong, sustainable and inclusive economy for the future. Learning lessons from the challenges of coronavirus, promote a system that utilises the strengths of our city and region to the benefit of all York’s residents and businesses.
- c. Protect and prioritise the City’s environment and reinforce our work to mitigate and adapt to climate change.
- d. Pursue improvements in service delivery where they have been identified as part of the Response phase, creating a more efficient and resilient system.
- e. Reinforce and restore public confidence in the resilience of public agencies and resilience to future challenges and emergencies.

6. Included in June’s report was a One Year Transport and Place Strategy, as the first part of the economic recovery approach. A report in July supplemented this with a Business Support Plan, a Skills and Employment Plan and a Tourism Marketing Plan.

CYC Recovery and Renewal Plan (1 year)				
Economic Recovery Plan			Communities	Corporate
Business Support Plan	One Year Transport and Place Plan	Skills and Employment Plan	Recovery from coronavirus: A community-based approach	Organisational Development Plan
Tourism Marketing Plan				

Latest Outbreak Update

- 7. Given the rapidly changing context in respect of the current second wave of infection, an update on the latest situation will be given verbally to the Executive at the meeting.
- 8. On 12 October the Government outlined a three-tier system for local restrictions, split between ‘medium’, ‘high’ and ‘very high’ levels. The descriptions of what these mean are outlined below:

Local COVID Alert Level – Medium

This is for areas where national restrictions continue to be in place. This means:

- All businesses and venues can continue to operate, in a COVID-19 Secure manner, other than those that remain closed in law, such as nightclubs.
- Certain businesses selling food or drink on their premises are required to close between 10pm and 5am.
- Businesses and venues selling food for consumption off the premises can continue to do so after 10pm as long as this is through delivery service, click-and-collect or drive-thru.
- Schools, universities and places of worship remain open
- Weddings and funerals can go ahead with restrictions on the number of attendees
- Organised indoor sport and exercise classes can continue to take place, provided the Rule of Six is followed
- People must not meet in groups larger than 6, indoors or outdoors

Local COVID Alert Level – High

This is for areas with a higher level of infections. This means the following additional measures are in place:

- People must not meet with anybody outside their household or support bubble in any indoor setting, whether at home or in a public place
- People must not meet in a group of more than 6 outside, including in a garden or other space.
- People should aim to reduce the number of journeys they make where possible. If they need to travel, they should walk or cycle where possible, or to plan ahead and avoid busy times and routes on public transport.

Local COVID Alert Level – Very High

This is for areas with a very high level of infections. The Government will set a baseline of measures for any area in this local alert level. Consultation with local authorities will determine additional measures. The baseline means the below additional measures are in place:

- Pubs and bars must close, and can only remain open where they operate as if they were a restaurant – which means serving substantial meals, like a main lunchtime or evening meal. They may only serve alcohol as part of such a meal.
- Wedding receptions are not allowed

- People must not meet with anybody outside their household or support bubble in any indoor or outdoor setting, whether at home or in a public space. The Rule of Six applies in open public spaces like parks and beaches.
 - People should try to avoid travelling outside the 'Very High' area they are in, or entering a 'Very High' area, other than for things like work, education, accessing youth services, to meet caring responsibilities or if they are in transit.
 - People should avoid staying overnight in another part of the UK if they are resident in a 'Very High' area, or avoid staying overnight in a 'Very High' area if they are resident elsewhere.
9. At time of writing, York is at the "Medium" alert level, meaning national restrictions are in place. The Government is reviewing these alert levels on a weekly basis and an update will be provided at the meeting.

Recovery Updates

Economic

10. A comprehensive update on the available economic intelligence was provided in the last update to Executive.
11. Eligible residents who are required to self-isolate by the Government's Test and Track scheme, will be eligible for one-off payments to support them through the 14-day quarantine period. The new Test and Trace Support Payment scheme is for people on low incomes who are unable to work from home while they are self-isolating. This new scheme will also apply to eligible self-employed people who can prove they are unable to work while self-isolating. Information on how to apply for a self-isolation support payment is available at www.york.gov.uk/selfisolate. Application forms will be available at this link from 9 October.
12. In September, the Council announced a year-long e-scooter trial and selected Europe's leading operator TIER to run the programme. The first e-scooters will be deployed at the University of York, offering residents a new, green and Covid-safe mode of transport for getting around the city. Discussions are taking place as to whether York Hospital will also be able to host the scheme.
13. The Department for Transport-approved scheme will initially see up to 100 e-scooters deployed, with more e-scooters and TIER e-bikes to come.

Communities

14. The ongoing increase in infections in York is a concern. The latest position will be discussed at this meeting.
15. Local data continues to show that the most common way of spreading Coronavirus is people coming together socially and within their home and failing to socially distance with friends and family who they do not live with. To raise awareness of this and to promote people are taking adequate precautions, the council has launched a 'Hands, Face, Space' campaign. The simple acts of washing hands, covering your face and leaving adequate space is the greatest tool in preventing infection.
16. Since the last update, a new walk-through coronavirus testing facility is to open for those with symptoms to book appointments at Wentworth Way Car Park, the University of York, in York. This is as part of the national drive to continue to improve the accessibility of coronavirus testing for local communities. Testing is available only for those with coronavirus symptoms – a high temperature, a new, continuous cough, or a loss or change to sense of smell or taste.
17. As many volunteers have returned to work or education, the council is once again looking for 300 more people to support others across the city. People can find more information, and sign up, here:
<https://www.surveymonkey.co.uk/r/YorkCovid19Volunteering>
18. The 1-year Recovery and Renewal Plan contained an action to continue to support the ongoing improvement of Children's Social Care and to use opportunities of more flexible working practices to identify new effective ways of working.
19. As part of regional work to support social care improvement, the council took part in a "Children's Services Front Door Health Check" on 16th and 17th September. This peer-led exercise considered evidence in relation to:
 - Effectiveness of Thresholds, Consent, Step Up/Down
 - Effectiveness of decision making and management oversight
 - The quality of assessments
 - Strength of partnership contribution
 - Effectiveness of QA (through audit analysis)
20. The results of this exercise were sent to the council by the team recently, and the letter is attached as Annex 1.

Corporate

21. With the Council continuing to face significant financial challenges posed by the Coronavirus pandemic, the council has submitted its submission to the Chancellor's Comprehensive Spending Review. The submission urges the Government to 'Back York' by seizing the opportunities that are unique to the city and drive recovery in the region.
22. As part of the submission to the Spending Review, the Council has called on the Government to provide additional funding for York, as part of the levelling-up agenda, as well as urge the Government to continue to work with the Council to relocate a Government department to York.
23. This submission sits alongside other submissions from organisations representing the wider region and local government, including from Yorkshire and the Humber local authorities, the Convention of the North, Transport for the North and the national Local Government Association (LGA).

Communications

24. During the response phase (March - June), the aim of the council's communications was to connect those in need with the help that they needed, whilst also making clear which services were operating and how they could be accessed. Recognising people's different communications needs, the council delivered a blend of on and offline communications. We distributed leaflets / booklets direct to people's homes, approximately one a month, covering essential information, public health advice and details of services that had been disrupted. In two of these, we inserted a pull-out list of food suppliers who could deliver direct to people who were isolating with telephone numbers for residents who did not have access to the internet. We also provided targeted information to groups of people including children and younger people.
25. Since then, public health information has been embedded across recovery and renewal communications, whether safely reopening the city or council services or working with partners to encourage the safe return of visitors or students. The outbreak communications plan has been developed to support delivery of the outbreak management plan which describes three phases of an outbreak, with different communication approaches delivered in each of these.

- a. Phase 1: Prevent - Provide updates about the current situation to prevent outbreaks
- b. Phase 2: Respond – Share information in responses to an alert following increased cases
- c. Phase 3: Manage the outbreak

26. Annex 2 describes the key messages embedded across all our communications, the communications objectives and examples of communications that have been delivered across the city.

Council Plan

27. The Recovery and Renewal Strategy outlines activities for the next year to allow the continued achievement of Council Plan outcomes.

Implications

- **Financial** – No specific impacts identified in this report.
- **Human Resources** – No specific impacts identified.
- **One Planet Council / Equalities** – A principle of recovery is to ensure climate change is considered in decisions taken. The economic recovery plans recognise and respond to the unequal impact of coronavirus and the risk of increasing levels of inequality as a result.
- **Legal** – No specific impacts identified.
- **Crime and Disorder** – No specific impacts identified.
- **Information Technology** – No specific impacts identified.

Risk Management

28. There remain significant areas of risk in responding to this crisis across all areas of recovery. The highest priority continues to be the health and wellbeing of residents and all planning and decisions will be taken with this in mind.

Contact Details

Authors:

Will Boardman
Head of Corporate Policy and
City Partnerships

Chief Officer Responsible for the report:

Ian Floyd
Interim Head of Paid Service

Report Approved Date

Wards Affected: List wards or tick box to indicate all

All

For further information please contact the author of the report

Background Reports

Update on Coronavirus Response – 7 May 2020

<https://democracy.york.gov.uk/documents/s139955/Coronavirus%20Executive%20Report.pdf>

City of York Council Recovery and Renewal Strategy - June

<https://democracy.york.gov.uk/ielssueDetails.aspx?IId=59688&PlanId=0&Opt=3#AI55501>

CYC Recovery and Renewal Strategy Update – July

<https://democracy.york.gov.uk/mglIssueHistoryHome.aspx?IId=59899>

CYC Recovery and Renewal Strategy update - August

<https://democracy.york.gov.uk/ielssueDetails.aspx?IId=60167&PlanId=0&Opt=3#AI55914>

CYC Recovery and Renewal Strategy update – September

<https://democracy.york.gov.uk/documents/s142400/Recovery%20and%20Renewal%20Update%20Report.pdf>

Annexes

Annex 1 - Children's Services Front Door Health Check letter

Annex 2 – Communications summary of activity



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Dear Amanda

Children's Services Front Door Health Check – 16th and 17th September 2020

Thank you for being the fourth local authority in the region, to invite a Children's Services Front Door Health Check (FDHC), and the second to engage in a 'virtual' FDHC.

As you are aware, FDHCs have been designed by the Yorkshire & Humberside Safeguarding Assistant Directors, at the request of the DCS group, as part of our sector led improvement and learning programme.

The model of the front door health check aims to contribute, through direct observation, dip sampling, auditing and reviewing of performance data to the self-assessment in relation to:

- Effectiveness of Thresholds, Consent, Step Up/Down
- Effectiveness of decision making and management oversight
- The quality of assessments
- Strength of partnership contribution
- Effectiveness of QA (through audit analysis)

A team led by myself alongside three colleagues, Laura Burrows Team Manager Rotherham Children's Services Victoria Horsefield Assistant Director Sheffield Children's Services and Theresa Racz, Service Manager from Kirklees Children's Services, provided the Front Door Health Check.

The team of four reviewers spent one and a half days working virtually with York City Council collecting evidence with which to frame our findings and then on day 2 in the afternoon, together with Rob Mayall, (SLI Coordinator), drew together and presented our conclusions of the health check. Prior to the on-site activity, colleagues in York shared a wide range of information to support our preparation.

Our key headlines are:

Strengths

- There is a shared, system-wide ambition to continuously improve across the system at all levels and a genuine passion, ambition and motivation
- New processes and systems provide a foundation for increased consistency, effectiveness and efficiency across the MASH
- There is a genuine commitment and enthusiasm across the partnership

Areas for consideration:

- Continue to review, refine, develop and embed systems.
- Increase your focus on the development of relationships based practice

Strengths

- The threshold document is consistently used in decision making
- Partners understand how decisions are made
- Consent is consistently referenced
- Following the LGA peer review which identified the need to achieve a common understanding of thresholds across the service, we found that there was a common understanding..
- Partners have welcomed the threshold document and over 600 people were involved in developing this approach. This is co-owned at a strategic and operational level in the MASH
- Management oversight is evident on all cases
- Decision making is timely
- There is guidance and direction in the management oversight and workers have the confidence to seek guidance when it is needed
- Assessments are of good quality and timely
- Where requested, partners contribute well to the assessments
- The voice of the child and lived experience could be seen in some cases using a strength based practice model
- The MASH process has contributed to the 45-day assessments performance improvement.
- Partners refer in a timely way
- The threshold document is used to inform decision making to refer.
- Partners own the threshold document
- There is a strategic commitment to ensure children in York are safe and protected from harm.
- There is newly established MASH scorecard to drive performance.
- Good governance arrangements are in place with oversight from the safeguarding partnerships and the improvement board.
- Area team managers support decision making in the MASH and have daily meetings which helps to support timely interventions
- There is evidence in most cases that assessment tools are used and the child's lived experience is captured.
- The analysis of the history is consistently gathered.
- Multi-agency audits are now taking place
- We saw evidence of a commitment to continuously improving QA processes.
- The use of live audits and feeding back to the social workers is strong.
- There has been a culture shift in the approach to QA.

- There is evidence of a stronger performance management system, which is informing practice compliance alongside an emerging QA process.

Areas for consideration


- Consider whether the use of the threshold document is sometimes leading to interventions that could be managed at a lower level
- Consider whether the strength of your processes is stifling relationship based practice
- Consider making the step up process clearer so that families can experience seamless provision.
- Consider how multi-agency screening can be strengthened which includes ensuring that preformed decision-making is not just taken into a meeting.
- Consider whether strategy meetings are always required which is already underway as part of re-aligning thresholds and strengths based practice.
- Consider whether the multi-agency screening process can be articulated on the contact record to better record the multi-agency decision making
- Consider whether there is enough challenge from the worker and to the worker
- Consider strengthening partners challenge to the decision making to convene strategy meeting and within a strategy meeting
- Consider how all contacts including direct contacts to early help can be screened within 24 hours.
- Consider whether some of the assessment work being done in the MASH might sit elsewhere in the system
- Ensure that Fathers are consistently included in the information gathering stage
- Consider seeking more information to inform decision making about a strategy meeting or could a single assessment including multi-agency information be more appropriate. The local authority had already identified this as a matter that needed to be addressed.
- Consider how a consistent approach at an early help level is taken where exploitation is an issue.
- Consider how assessments analyse risk versus unmet need.
- Consider what information is used to inform decision-making and articulate that within the child's record.
- Ensure that, where appropriate, agencies outside of the MASH are contacted to inform decision-making.
- Consider how to better record the multi-agency decision-making within the MASH so that it is clear that all partners are involved in owning the outcome.
- We couldn't evidence a high level of engagement from education (this may be Covid related). It is however noted that education has recently joined and social workers are now making attempts to contact individual schools.
- Consider how more consistency can be achieved in the audit process in terms of the quality of recording and a clearer rationale to be developed as to why they have graded them in this way.
- Consider how the MASH audits challenge decision making appropriately.
- Consider the inclusion of how to address diversity within your QA processes.
- The acceleration of the recent implementation of the moderation process will ensure greater consistency across the service.

In coming to these findings, we also reviewed approximately 30 cases and had sight of a number of audits from the MASH team. It is important to say that the front door health check is a very short, 1.5 days of quality assuring activity. Our observations and conclusions, whilst hopefully of value in confirming your own self-assessment, need to be seen within this narrow context; whilst we covered a lot of ground in 1.5

days, proportionally we saw very few cases in the context of the hundreds that your service will be responding to.

Finally, I would like to thank you and all your staff, for their openness and engagement in this process. In addition, to your managers and your staff, who looked after us and ensured that we had everything that we needed. We all left York feeling that you are an authority that is driving improvement and striving to do even better.

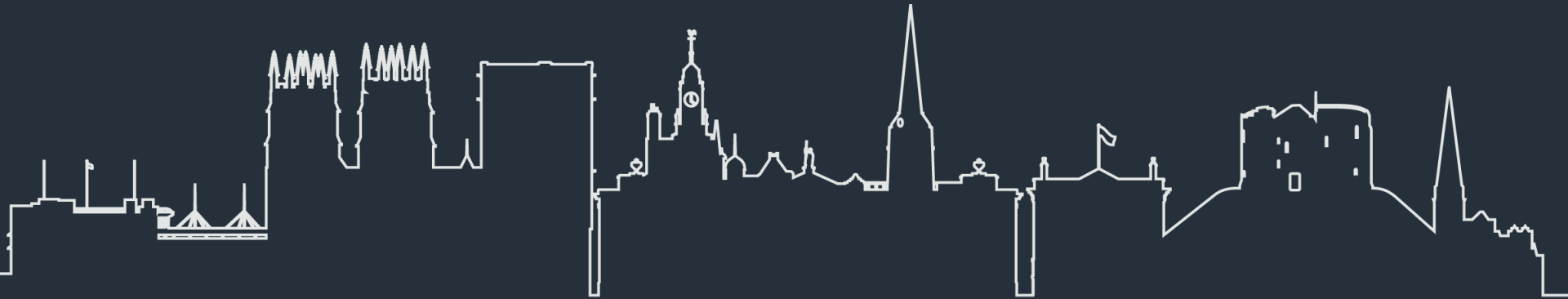
Yours sincerely

A handwritten signature in black ink, appearing to read 'Vicky Metheringham', with a stylized flourish at the end.

Vicky Metheringham
Head of Service, North Yorkshire County Council and FDHC Lead

YORK OUTBREAK CONTROL Communications plan

Supporting the Outbreak Control Plan



Key messages

Stopping the spread of the virus is in all our hands:



Wash them regularly



Wear a face covering



If you have symptoms stay home and get tested

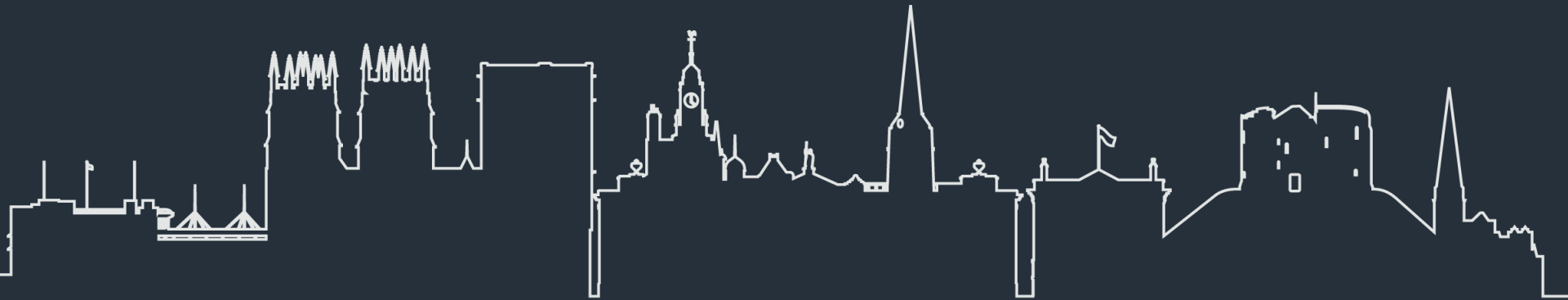


Socially distance - 2m is best



Our Big Conversation

Results and recommendations





Temperature Check

Consultation took place throughout August, asking residents to tell us their understanding and confidence in the public health measures and restrictions in place.

Received 1,486 online responses - around 150 paper versions to include

Age breakdown

Prefer not to say	0.50%
Under 16	0.10%
16-24	2.30%
25-39	16.90%
40-55	29.70%
56-59	9.30%
60-64	13.30%
65+	27.90%

Ward responses



Headline results and recommendations

Results	Recommendations
<p><u>Understanding of symptoms and knowing what to do</u> c85% very or extremely confident they understand (more than 99% extremely, very or somewhat confident)</p> <p>c87% know what to do if they display symptoms (over 98% extremely, very or somewhat confident). Around 1% lack confidence on this.</p>	<p>Continue multi-channel approach with continued consistent, persistent messaging, working with partners across the city.</p>
<p><u>Understanding social distancing guidance</u> 5% not confident about social distancing guidance 16% not confident about who you can socialise with and rules on returning to work</p>	<p>Social distancing advice in next issue of <i>Our City</i>. Will continue to share advice via our channels.</p> <p>Promote “around 2m is best for social distancing”</p>
<p><u>Following rules</u> 96% are confident they are sticking to the rules, 68% lack confidence that others are observing them correctly</p>	<p>“<u>We’ve got it covered</u>” campaign shows people across York taking steps to keep each other safe, this includes businesses and public transport representatives and launches 7 September 2020.</p>
<p><u>Measures in place</u> 1 in 5 people lack confidence that shops have the right measures in place, while 1 in 4 have similar concerns about public transport.</p>	<p>New version of “<u>lets be York</u>” animated video developed by universities and colleges to explain safety measures in place</p>
<p><u>Welcoming visitors</u> Over half of respondents express concern at seeing regional or international visitors in York</p>	<p>Community cohesion campaign planned to help address underlying tensions.</p>



Quality of information

C95% felt informed about how to stop the virus spreading, with around 5% feeling uninformed.

C90% feel informed (10% felt uninformed) about the risk to them/their family and how to stay healthy

Council guidance (84%) is slightly more understood than government guidance (80%).

Most useful sources of information: NHS websites, National broadcast media and then both printed and digital council publications

A multi-channel approach is essential as all respondents identified several channels which a significant % of people found useful.

Continue consistent, persistent messaging

Work with partners and community groups to identify and reach those who feel uninformed using additional channels.

Use insight from where people are accessing information and if we aren't already, include those channels.

Impact on physical and mental health

21% feel physically healthier and 10% feel emotionally/mentally healthier than the three months prior to lockdown

Higher numbers feel lockdown had a negative impact in these areas:

33% feel physically less healthy

49% feel less healthy mentally

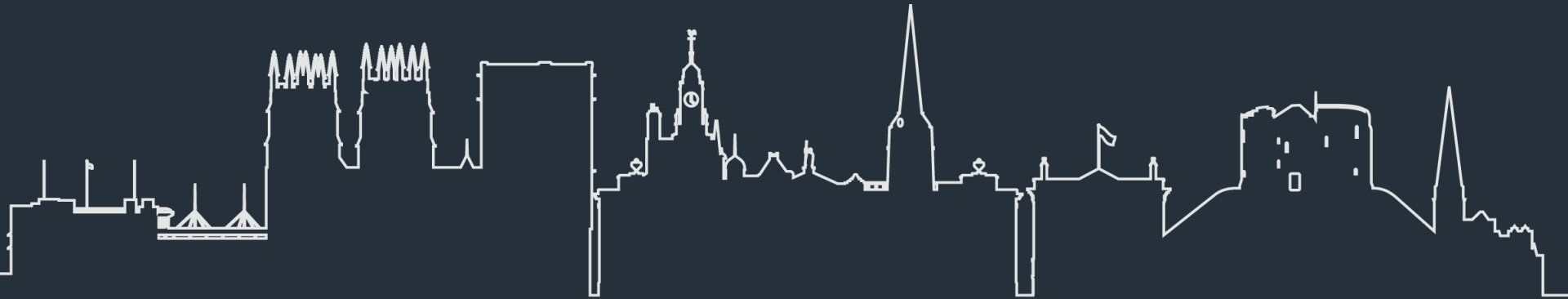
57% feel less optimistic about the future.

Promotion of health trainer support for health and wellbeing advice.

Continue promoting community support lines (including mental health) for people of all ages.

Deliver a city-wide partnership campaign to address physical and emotional health impacts

Outbreak communications



The three phases of outbreak management communications

Phase 1

- Prevent - Provide updates about the current situation to prevent outbreaks

Phase 2

- Respond – Share information in responses to an alert following increased cases

Phase 3

- Manage the outbreak

Communications objectives:

1. Share public health infection control advice to prevent the spread
2. Establish confidence in the response.
3. Support communities and the economy to return to business as usual safely through recovery.
4. Correct misinformation to build trust in our response
5. Promote and explain the test and trace system.
6. Explain the outbreak – warn and inform without frightening.
7. Help reduce the spread of infection and save lives.

Communications plan

Objectives

Think –Systems are in place to protect residents and their families. Swift action is taken by trained professionals.

Audiences are part of the citywide effort to reduce levels of Coronavirus in the city.

Feel – all audiences feel we are taking a consistent and timely approach to support residents and protect their health.

Residents and businesses feel involved and supported. They know what to do.

Do – residents and partners share accurate and timely public health messages to protect the city. Audiences follow the local advice and share factual messages and don't spread misinformation

Strategy

Share accurate and timely updates

Share key public health messages and updates about the current situation in York, quickly addressing inaccuracies.

Build advocacy

Work closely with partners to ensure consistent messaging across the city
Share public health actions taken by city partners and public health

Build confidence in the steps taken and what people need to do

Share what the city is doing to protect residents and what they need to do.
Use data to update residents and businesses on the current position.
Demonstrate partnership approach being taken.

Build engagement through conversation

Share messages and updates with residents
Engage them with 'Our Big Conversation' to find out how they are feeling and what they need.
Work closely with our partners to share messaging and ideas

PRIORITIES/HIGHLIGHTS

- Work closely with partners, including the Local Resilience Forum to ensure consistent messaging and advice across the city.
- Work with partners on disease control management issues, face coverings, return of students, visitors
- Use all available channels to reach our communities
- Continue to inform public and encourage safe following of public health measures
- Inform people of the local test and trace programme
- Share the latest public health advice

Outbreak control communications plan –

OBJECTIVES

Think – Systems are in place to protect them and their families. They are a part of the citywide effort to reduce levels of Coronavirus in the city.

Feel – all audiences feel the council is taking a consistent and timely approach to support residents and protect their health. Residents and businesses feel involved and supported in the recovery work.

Do – residents and partners advocate and share messages which come from this group and work collectively to protect the city.

AUDIENCE

- Residents
- Businesses/ networks/representatives
- Stakeholders and partners
- Members and Parish Councillors
- MPs
- Council staff
- Media
- Visitors / university students
- Employees / employers

STRATEGY

1. **Share timely and regular updates**
2. **Build advocacy**
3. **Build confidence**
4. **Build engagement**

IMPLEMENTATION

Share timely and regular updates

- Publish [case information](#) on the open data platform and social
- Send partners, members, MPs, parish councils twice weekly updates, and residents twice weekly updates or businesses via the weekly business bulletin (opt-in [e-newsletters](#))
- Update residents and partners via the Outbreak Management [webcast](#) (every 3 weeks)
- Provide a weekly wrap-up [PR](#) for local media
- Provide a weekly [PH video](#) on the current key issue
- Publish the latest position in [Our City](#) or direct mail [leaflets / letters](#)
- Update the CYC [website](#) with accurate information

Build engagement through conversation

- Run a quarterly “[temperature check](#)” to assess residents confidence in the public health messages and safety of the city as part of Our Big Conversation
- Monitor feedback from [Our Big Conversation consultation](#) and community feedback and share findings to inform approaches
- Hold regular [facebook live Q&A](#) with PH officials to provide opportunities to ask questions
- Work with local radio to host [radio call-ins and interviews](#)

Build confidence in the steps taken / actions to take

- Maintain and update /recovery and /covid19 webpages
- Repeat “the big 4” PH messages as often and as clearly as possible
- Challenge misinformation with PR, social and support from PHE
- Provide [partner packs](#) to ensure consistent messaging and to support safety-led recovery work (for example [Let’s be York](#))
- Promote how people can take easy steps to stay safe in social, outdoor signage, posters and adverts, as part of [Let’s be York](#)
- Inform people about outbreak management control measures via the [Outbreak control advisory board](#)
- On the event of a lock down, initiate the [Covid-19 incident comms plan](#), including weekly head of Comms group meetings
- Prepare [lockdown comms products](#) in advance, ready to “take off the shelf” inc. press briefings, FAQs and web-ready pages

Build advocacy

- Provide twice weekly partner updates (via e-mail) sharing central government advice and guidance
- Provide partner packs as the situation changes
- Facilitate discussions and task and finish groups on discrete issues, such as face coverings, students returning, visitors returning, etc
- Hold regular Head of Comms group meetings to discuss PH issues

EVALUATION

Residents and businesses are aware of the messages and rules (measured through OBC) and are confident in the measures

Businesses and partners share messages via their channels

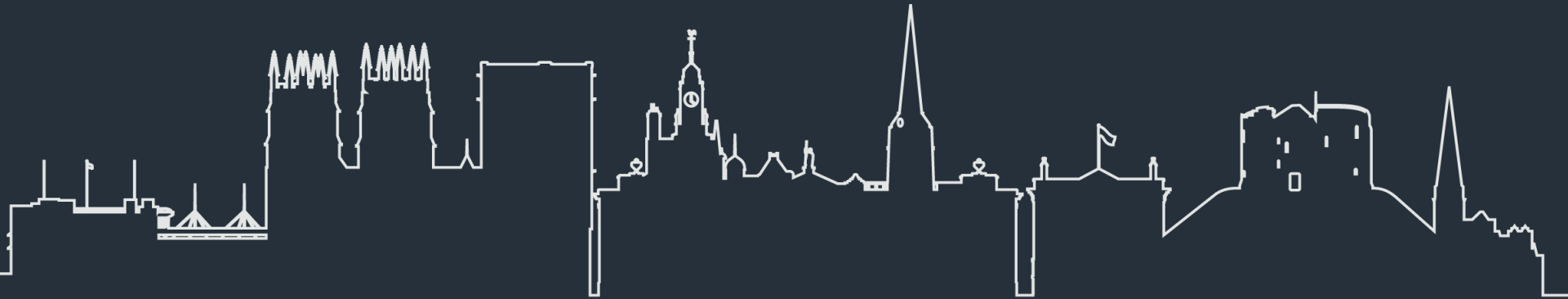
Partners share information from the partner packs or updates

A phased approach

Phase		Approach (including aims)	Timing
Phase 1	Regular updates of current situation to try and prevent outbreaks	<p>Keep residents, businesses and partners informed</p> <p>Ensure consistent messaging and build advocacy through the Let's be York campaign.</p> <p>Show how keeping city safe for different audiences, eg. visitors – Visit York/Feel at Home in York</p> <p>Share case data regularly so people understand current situation</p> <p>Continue partnership approach including working together on discrete issues</p> <p>Develop specific messaging for target audiences</p> <p>Maximise reach and understanding of what to do.</p> <p>Embed public health messages in recovery work and communications</p>	Current work in progress
Phase 2	Alert following spike in cases	<p>Public health warning following increase in cases</p> <p>Reiterate public health messaging in clear way</p> <p>Offer guidance and practical support.</p> <p>Share message widely</p> <p>Share video content from public health professionals to explain latest advice in an engaging way</p> <p>Address inaccuracies/provide context</p>	
Phase 3	Manage outbreak (more details in subsequent slides)	<p>Initiate the covid-19 incident comms plan (see annex A)</p> <ul style="list-style-type: none"> • Deliver a regular drumbeat of accurate / up-to-date information as directed by cobra and relevant phase • Signpost support • Promote unity and community cooperation • Target information 	

Phase I

Regular update of current situation to try and prevent outbreaks



Share accurate and timely messaging

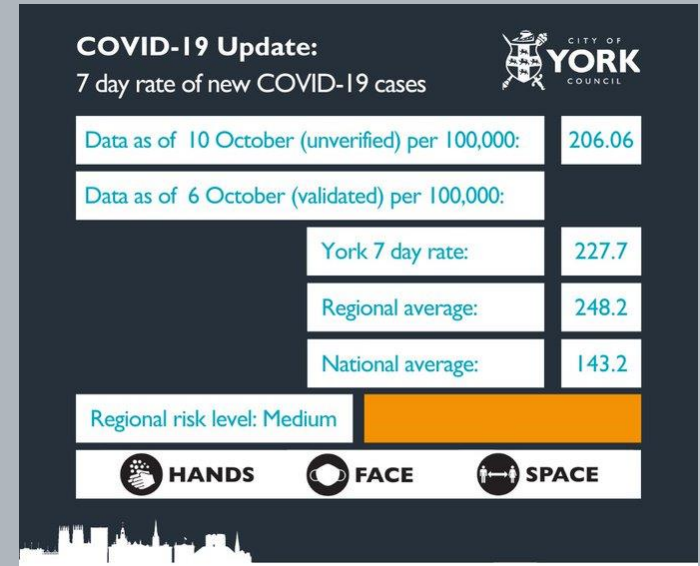
The most up to date case data is shared via:

- Daily case tweet and social media posts
- Daily radio show on Jorvik Radio at 10.30am
- Weekly updates published every Friday on York Open Data:

<https://data.yorkopendata.org/dataset/covid-19-daily-data-tracker>

- Share safety information with partners

<https://www.visityork.org/explore/feel-at-home-in-york>



Share accurate and timely messaging

Quickly address inaccurate information

For example: W/c 29 June 2020

York was one of several areas reported in the national press as a place at risk of local lockdown.

In York, this was entirely inaccurate.

With partners, we immediately addressed this and shared accurate information as widely as possible.



Local lockdowns may be about to take place in some areas of England



Build confidence in the steps taken and what people need to do

The council is working closely with partners and using a variety of channels to reach as many people as possible. Examples include:

- 2x weekly email updates to members and partners
- 2x weekly resident e-newsletter
- Weekly business e-newsletter
- Weekly families e-newsletter
- Regular press releases and media interviews
- Direct mail/booklets
- Social media campaigns / weekly public health video
- Targeted communications



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Face coverings are now required when using public transport. You may also want to consider wearing a face covering if you are coming into the city, as more businesses reopened yesterday. Find out how to make your own face covering here: <https://www.gov.uk/government/publications/how-to-wear-and-make-a-cloth-face-covering>

Let's protect each other

Our medieval streets weren't designed with social distancing in mind.

Whilst we've made some changes to the way people move around the city **wearing a face covering in places you can't socially distance can help prevent the spread of the virus.**

Let's be York
Safe. Welcoming. Considerate.

European Union
European Regional Development Fund



Fiona Phillips, our Assistant Director for Public Health offers some advice on how to stay safe when out and about in the coming days and weeks.

Get involved in Our Big Conversation

- Devolution: the next steps
- Opening up York for everybody
- Reconnecting with the city
- Essential public health information

1,704 People reached 33 Engagements **Boost Post**

5 1 comment

We salute York's Heroes
York's Acknowledges Heroes

Get involved in Our Big Conversation

- Devolution: the next steps
- Opening up York for everybody
- Reconnecting with the city
- Essential public health information

Ourcity

September 2020
Email: ourcity@york.gov.uk
www.york.gov.uk

07:32 98%

York

Hello Claire Foale

Your next resident update has arrived!

To continue to help you and your community stay up to date with the latest information, we've put together some useful guidance on key government messages, updates on York services and direct links to support.

Please visit our coronavirus webpages:
<https://www.york.gov.uk/coronavirus>

For more news from us, visit:
<https://www.york.gov.uk/news>

1. Self-isolation: what you need to know

If you develop any coronavirus symptoms (new, continuous cough/high temperature/loss or change of normal sense of taste or smell), you must follow the Government guidelines:

- Self-isolate for at least 10 days from when the symptoms began
- Book a test to see if you have coronavirus
- Do not go to a GP surgery, pharmacy or hospital
- After a positive result you will receive a text, email or phone call asking you to log into the NHS Test and Trace website and to provide information about recent

Build confidence in the steps taken and what people need to do

Saturday 4 July saw more of our businesses reopen, particularly in the hospitality sector. To support businesses and residents we issued:

- Business toolkits, with guidance, information and resources to help reopen safely
- E-newsletter updates with advice
- More signage in the city centre
- Social media campaign and animation
- Joint statement with partners (Police, NHS, York BID) re supporting local businesses safely



Build engagement through conversation

18 August: Ask the Leaders Q&A Public Health


2 September: Ask the Leaders Q&A Back to School

City of York Council was live. Published by Sarah Mitchell-Baker [?] · 1d · 🌐

Join us for a Live Q&A discussing your question about public health across York and our response to the Coronavirus pandemic. (First live streamed on 18 August 2020, 5pm)

On today's panel:

- Cllr Keith Aspden, Leader of City of York Council
- Cllr Carol Runciman, Executive Member for Health and Adult Social Care
- Fiona Phillips, Assistant Director of Public Health
- Dr Andrew Lee, Executive Director of Primary Care and Population Health, NHS Vale of York CCG
- Andrew Godfrey, Neighbourhood Policing Inspector for York City Centre, North Yorkshire Police



Get more likes, comments and shares
When you boost this post, you'll show it to more people.

10,802 People reached 1,017 Engagements [Boost post](#)


👍👎🗨️ 30 34 Comments 16 shares

City of York Council was live. 2 September at 16:59 · 🌐

Join us for a Live Q&A discussing your question about returning to schools and early years settings across York. (First live streamed on 2 September 2020, 5pm)

On today's panel:

- Cllr Paula Widdowson, Executive Member for Climate Change (Chair of the panel)
- Cllr Ian Cuthbertson, Executive Member for Children, Young People and Education... See more



11,760 People reached 1,115 Engagements [Boost Post](#)

👍👎🗨️ 19 43 comments 12 shares 3.3K views

Safely reopening the city – one year recovery campaign

Stopping the spread of the virus is in all our hands:

- Wash them regularly
- Wear a face covering
- If you have symptoms, stay home and get tested

Let's protect each other

How do you keep two Vikings apart?

Use social distancing. We're deploying floor markers around the city centre to help you keep two Vikings apart. See what's new on our website.

Let's be York
Let's Reopen, Considerate

Economic recovery (EU funded)

Promote a stronger economy

Shop local

If every York resident spent a fiver at a local business this weekend, that would put £1m into York's economy. Whether it's a takeaway meal, for white or a new bicycle - let's shop local!

Let's be safe

For touch free parking please use RingGo

Use the RingGo App and pay by credit or debit card

Or call 01904 300002

Use of the app will pay a small commission charge for the use of the card. For cash, we'll charge a service charge. Please bring us your cash!

Let's be York
Let's Reopen, Considerate

Communities recovery

Stay informed

Daily COVID data for York is available at York Open Data. The dataset contains daily data trackers for the COVID-19 pandemic, aggregated by month and starting 18th March 2020. The dataset is updated on weekly basis.



Let's be York
Let's Reopen, Considerate

Corporate recovery (Council)

Build confidence in the safe opening of the city

Open later and

Visiting a play area this weekend?

Don't forget to take hand sanitizer with you to keep your hands clean and stop the spread of Coronavirus while you play.

Let's engage

"We're supporting"

Lee Probert
York College

Back to school

We are working with schools, colleges and childcare providers to ensure children are safe when they return

Let's celebrate

Our Repair Office is now using handbags to repair the soles of your worn black & grey leather shoes, along with handbags and registered and turn of mind shoes.

Repairs & Maintenance

We are now able to take appointments for all your repair needs for your home.

Contact us:
01904 551100 (open 9.30am to 5.30pm, Monday to Friday)
01904 551100 (outside of normal office hours)

Let's be York
Let's Reopen, Considerate

Share safety actions individuals/organisations taking

All our staff members are wearing masks, as well as face shields where appropriate, while menus are available in a digital format by scanning a QR code.

#YORKKIND
ReopenWithCare

Jaydene
Push Cafe

WE'VE GOT IT COVERED

Let's be York
Let's Reopen, Considerate

Signpost support

Residents who are need priority

Register for priority slots before 17 July

We're still here to help!

Although shopping has lifted, you might still need help. We're still here for you. Email us at: covidhelp@york.gov.uk Call us at 01904 551100 You can find local food deliveries at: www.york.gov.uk/coronavirus/support-you/

Let's be York
Let's Reopen, Considerate

We're still here to help!

Don't go hungry in the holidays

If your children get free school meals, we're still here to help you over the holidays.

Email us at: covidhelp@york.gov.uk Call us at 01904 551100

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Let's Reopen, Considerate

Let's be York
Explore Inspire Learn

Let's be York
Explore Inspire Learn

Let's be York
Explore Inspire Learn

Let's be York
Explore Inspire Learn

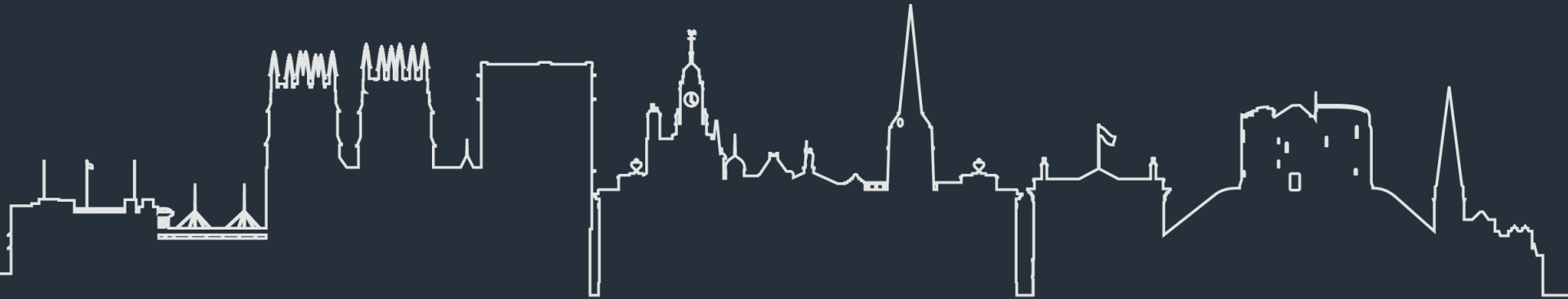
Let's be York
Explore Inspire Learn

Let's be York
Explore Inspire Learn



Phase 2

Alert following increase in cases



We've got it covered campaign

Launched partner campaign



You are here: Home > Campaigns > We've got it covered

We've got it covered

Whether you are shopping in the city, attending university or college, visiting your GP or enjoying the public spaces that York has to offer, we want to ensure that everyone is taking part in the 'We've got it covered' safety message.

This encourages the important ways to help keep you and those around you safe:

- > Face coverings
- > Hand washing
- > Social distancing of at least 2m
- > Staying at home and getting tested if you think you have symptoms

The above safety measures are in place in a number of recognisable settings across the City of York, including GP practices, care homes, schools, university, college, public spaces, public transport, retail outlets, hairdressers, restaurants, canteens/kitchens and libraries.

'We've got it covered' - Face coverings

There is growing evidence that face coverings can stop the spread of coronavirus and it has become compulsory/Under Law to wear them in many settings across the city including supermarkets, shops and public transport. 'We've got it covered' encourages you to wear a face covering when appropriate to do so as it will reduce the likelihood of transmitting any infections.

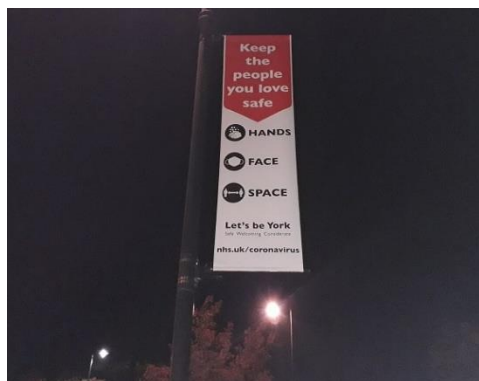
Importantly, those exempt from wearing a face covering, should not face discrimination from other members of the public or retail staff. This includes not being able to put on, wear or remove a face covering because of a physical or mental illness or impairment, or disability.

In the UK, you do not need to wear a face covering if you have a legitimate reason not to. This includes:

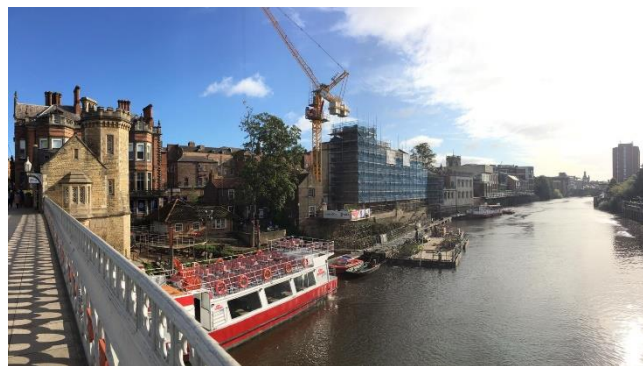


With partners, promoted “warning” public health messaging across the city

Shopping areas, including Designer outlet



Lamp posts



Guildhall

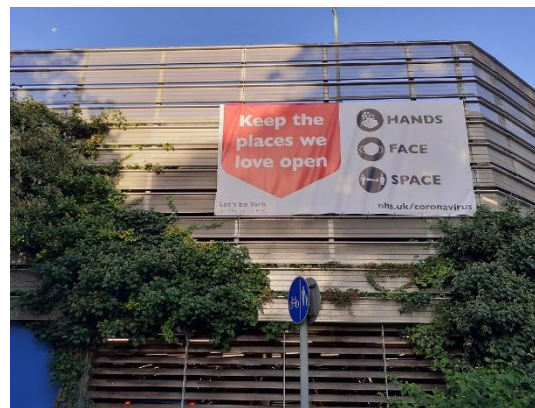


Ward notice boards

Page 48



Racecourse

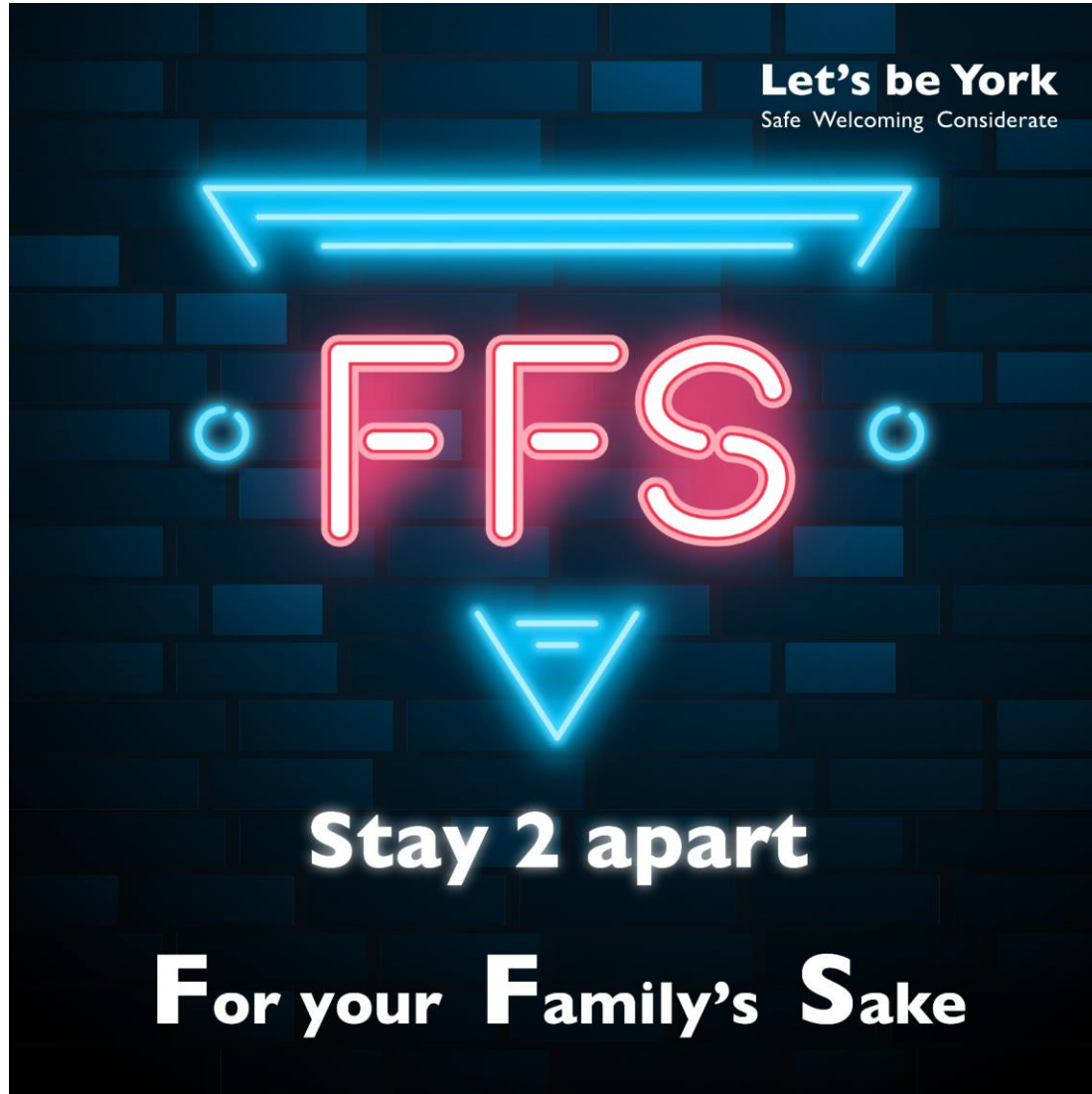


Hospital



Schools

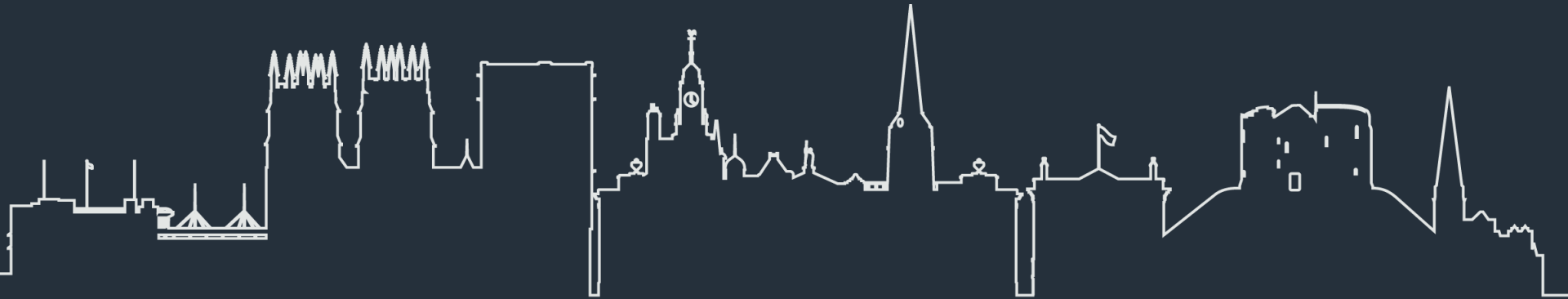
Worked with younger age partners, to engage and target younger audience (age 18-30yo)



Phase 3

Manage outbreak

Planning stage



Planning outbreak communications

- Learning from other local authorities
- Incident wash-up for response communications
- Learning from partners, including Human Rights Steering Group submission
- Community partner briefing sessions
- Toolkit of communications materials

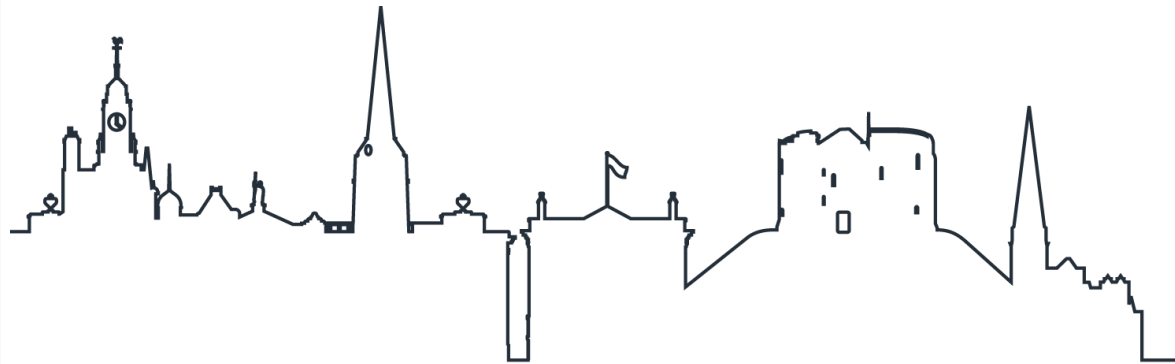
Build advocacy

We are working with different partner and stakeholders:

- Head of Communications group
- Schools, academies and early years providers
- Universities and colleges
- Businesses and voluntary sector
- NYLRF

Delivering different engaging communications with partners:

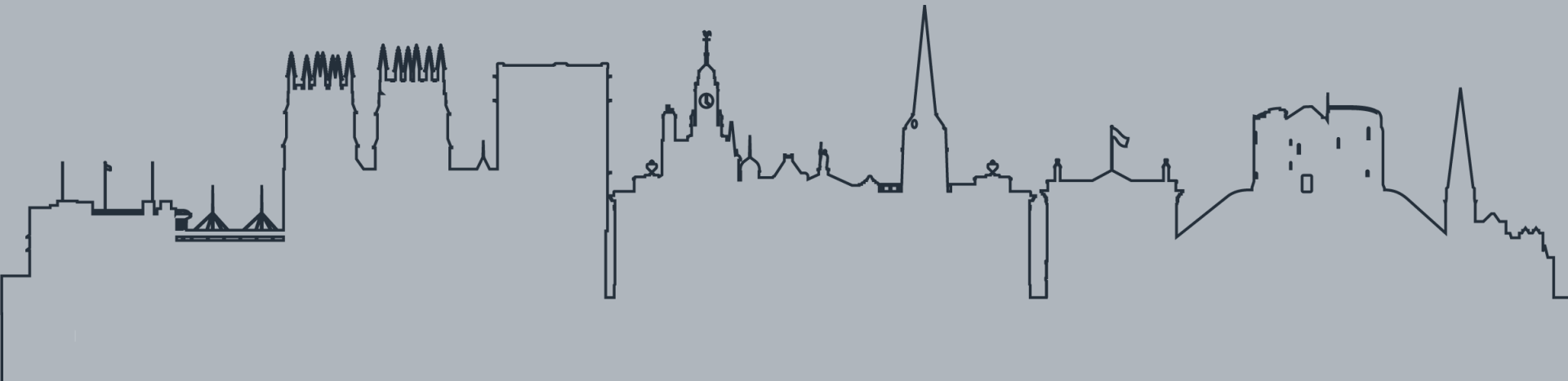
- Facebook live Ask the Leaders Q&A
- Joint press releases and statements
- Partner campaigns (eg. face coverings, emotional health)
- Joint outbreak communications planning sessions



Annex A

Coronavirus incident communications plan

To support residents to prepare and **during** an incident



Coronavirus incident communications plan

To support residents to prepare and **during** an incident

Objectives

Think – residents believe we are meeting their immediate and longer-term needs, all residents and visitors know what to do to protect each other (esp elderly/underlying health conditions), stakeholders are aware of how they can support

Feel – all audiences feel CYC are responding appropriately and that the council, city and country work together to be prepared and continue essential services.

Do – residents access the support they need using appropriate channels, residents and businesses access appropriate services and stakeholders signpost the right support/service at the right time

Strategy

Deliver a regular drumbeat of accurate / up-to-date information as directed by cobra and relevant phase

Initiate incident comms toolkit, assign roles and establish the rhythm of the incident, with regular member/CLG/partner/media comms and resident/staff and targeted comms and ongoing social media and website updates.

Signpost support

Update CYC website and signpost support through all channels, responding to social media and providing information for partners (esp .Head of Comms and Outbreak Management Advisory Group) to distribute through their channels

Promote unity and community cooperation

Put people first, share stories of people coming together and showing the very best of themselves, being mindful of sentiment and needs

Target information

Provide residents with targeted information about service changes, signpost relevant support services, coordinate information through targeted networks for partners to distribute to their channels – targets are education, public transport, economic/business, social care communities

PRIORITIES

- This plan is “live” whilst the incident remains “live”
- Initiate incident comms toolkit, assign roles and establish rhythm, set up social media monitor re
- Update CYC website and CYC social media channels
- Provide information for partners, members, CLG, staff, managers, residents
- Provide updates for staff, residents and targeted partners (schools and social care)
- Manage and engage key stakeholders
- Escalate communications if situation worsens/scope widens

Incident response communications plan – for duration of response. Escalated at different stages

OBJECTIVES

Think – residents believe we are meeting their immediate and longer-term needs, all residents and visitors know what to do to protect each other (esp elderly/underlying health conditions), stakeholders are aware of how they can support

Feel – all audiences feel CYC are responding appropriately and that the council, city and country work together to be prepared and continue essential services.

Do – residents access the support they need using appropriate channels, residents and businesses access appropriate services and stakeholders signpost the right support/service at the right time

AUDIENCE

- Affected (elderly/underlying health conditions) residents
- All residents
- Members / parish councillors
- Partners / Outbreak control / HOC group
- Businesses
- Staff / managers
- CLG
- Daily targets: adult social care/education
- Audience segments: education, economic, social care, communities, public transport

STRATEGY

1. Deliver a regular drumbeat
2. Signpost support
3. Promote unity and community cooperation
4. Target communications

IMPLEMENTATION

Deliver a regular drumbeat of accurate /up-to-date communications (escalate comms if situation worsens)

- Attend command briefings /establish the rhythm of the incident, messaging and initiate comms toolkit / assigning roles
- Maintain the single version of the truth (SVOT) – use this to brief internal management teams and spokespeople
- Distribute comms update after gold/cobra – SVOT, partner update, members update, internal message, managers brief
- Share weekly media statement and manage media response
- Provide daily update about current situation to staff/residents
- Update press / members with any new confirmed cases (only)
- Address inaccuracies on social media
- Produce comms to support SVOT as identified
- Maintain list of FAQs for media/leader/spokespeople

Promote unity and community cooperation

- Share stories of people coming to help others – case studies, re-tweets, arranging media opportunities (as spokespeople for the York response to an incident), sharing community resilience
- Monitor media sentiment as a proxy for resident sentiment and align tone (via Meltwater) – share with command group

Signpost support

- Ensure all content links back to official sources (usually NHS/gov.uk)
- Provide content for CYC website with all support available
- Develop FAQs for CYC website and publish in partner brief
- Share signposts with managers
- Provide FAQs to customer services centre
- Provide partners with targeted toolkits/tweets to share signposts
- All media statements to include signposts for support
- Monitor social media and signpost responses on official channels
- Collate staff/partner/resident concerns and identify appropriate signpost for future comms
- Develop business comms to support grant applications etc for budget 2020 measures

Target communications

- Share daily update from NYLRF with key messages to CYC education and adult social care heads of service
- Provide targeted information via partners with tailored content for education, economic/businesses, social care, communities and public transport
- Provide media response for confirmed cases (with clear roles for spokespeople (PHE – case, Leader – city, DPH – health protection)
- Provide comms products for partners to distribute via their employees and through their channels, with specific information for different areas
- Update target groups with changes to services as appropriate
- Encourage channel shift to reduce F2F visits, including information for meetings
- Provide infection control updates in Hazel Court and West Offices

EVALUATION

Increased number of residents go to CYC channels for information, content shares (through retweets, media, partners, etc.), accuracy of information, increased visits to signposts, increased use of telephone or web, complaints mitigated

Refer to business continuity plan to maintain 24/7 services

Objective	Task	Audience	Comms product
Regular drumbeat	Make sure command know current situation and have easy access to scope of information	CLG, Leader, Dep Leader, JP Emergency Planning, Comms – members	Single version of the truth
	<ul style="list-style-type: none"> - Keep staff updated with latest advice and information - Share latest information - Review manager advice and update following gold/silver 	Internal	Daily staff update / silver linings Weekly staff briefing Intranet
	<ul style="list-style-type: none"> • Public Health officers reassure residents, offer latest health advice - York is prepared. • Regular update on local impact. 	<ul style="list-style-type: none"> • York Residents • Local media 	Media interviews and statements Website Social media (and responses) Update existing signage
	<ul style="list-style-type: none"> - Keep councillors updated with latest advice and information about York preparedness - Share latest information for partners 	Executive Ward councillors Parish Councillors MPs	Twice a week members brief Media statements Ward level briefings if hyper local
Signpost support	Provide updated advice and resources from NYLRF to key internal stakeholders so they can support partners	Commissioning (to share with independent care providers), independent living and housing - Schools to update parents. Brief headteachers. Early years providers and childcare providers.	Daily update
	Share latest advice and signpost information Keep stakeholders informed Share local impact of national advice	Partners – HOC group, outbreak group	Twice weekly partner brief
Promote unity and cooperation	<ul style="list-style-type: none"> - Continue to share latest information and advice - Promote good meeting practices (infection control) 	<ul style="list-style-type: none"> • HOC group • Partners • West Office/Hazel court visitors • Members 	Head of Comms group meeting (monthly) Twice a week partner brief
Target information	Share latest advice and signpost information Keep stakeholders informed Share local impact of national advice	Targeted networks (as listed)	Partner toolkits (targets only) Website Business bulletin

Escalation

Objective	Task	Audience	Comms product
Regular drumbeat	Make sure command know current situation and have easy access to scope of information	Internal	Single version of the truth
	<ul style="list-style-type: none"> - Keep staff updated with latest advice and information - Share latest information - Review manager advice and update following gold/silver - Demonstrate support 	Internal	Hold team meetings Team visits Daily updates / silver linings Telephone auto-messaging
	<ul style="list-style-type: none"> • Public Health officers reassure residents, offer latest health advice and Leader states that York and the country is prepared. • Regular update on local impact. • Demonstrate civic leadership 	<ul style="list-style-type: none"> • York Residents • Local media 	Paid-for social including videos Paid-for advertorials Additional public space signage Facebook live Q&As Direct mail / Our city
	<ul style="list-style-type: none"> - Keep councillors updated with latest advice and information about York preparedness - Share latest information for partners 	Executive Ward councillors Parish Councillors MPs	Daily members update
Signpost support	Provide updated advice and resources from NYLRF to key internal stakeholders so they can support partners	Extend recipient list – could include partners	Daily update
	Share latest advice and signpost information Keep stakeholders informed Share local impact of national advice	Extend partner list	Daily partner update Weekly Head of Comms group meeting
Promote unity and cooperation	<ul style="list-style-type: none"> - Continue to share latest information and advice - Promote good meeting practices (infection control) - Anticipate comms needs from different groups 	<ul style="list-style-type: none"> • HOC group • Partners • West Office/Hazel court visitors • Members 	Provide comms tools to support specific needs Channel shift campaign Case study campaign “York Kind”
Target information	Share latest advice and signpost information Keep stakeholders informed Share local impact of national advice	Targeted networks – opt into information	E-newsletters

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Executive**22 October 2020**

Report of the Interim Director of Place

Portfolio of the Executive Member for Housing and Safer Neighbourhoods

Phase 2 of the Housing Delivery Programme**Summary**

1. This report outlines the business cases for the development of new high quality homes and public open space at Burnholme and Duncombe Barracks utilising the 'Building Better Places' design manual as the project brief. In addition, it is proposed that we further facilitate the delivery of new homes through the disposal of 8 small HRA sites to self-builders, delivering both much needed new homes and a receipt into the HRA capital programme.
2. In September 2019, Executive agreed the adoption of a design manual, 'Building Better Places', which set the framework for the most ambitious council led housing delivery programme for a generation. This is the largest zero carbon house building programme in the country, supporting our ambitions for York to become carbon neutral by 2030. The programme represents a long term investment in high quality new affordable homes which will meet the needs of current and future generations. The pioneering programme supports low carbon lifestyles and promotes health and wellbeing through the creation of new high quality green spaces, connected and walkable neighbourhoods, and internal space standards that mean they can adapt to residents' needs, supporting them to live well and with independence for as long as possible.
3. The financial model for the Housing Delivery Programme is predicated on achieving strong market sales and the high standards outlined in the design manual will support this requirement. These sales receipts provide a significant proportion of the funds to allow us to create new high quality public open space for the local

community as well as double the planning policy level of affordable housing. At Burnholme and Duncombe Barracks it is estimated that the disposal of the market sale homes and self-build plots will deliver a surplus of approximately £3m to cross fund the social value delivered through these projects.

4. The added value which the Housing Delivery Programme provides above and beyond a typical housing development are:
 - More affordable housing – each site will provide at least 40% affordable housing with the mix of homes being based on an assessment of local need evidenced by the Strategic Housing Market Assessment and the housing waiting list (this represents over 240 affordable homes across the programme);
 - Designed to Passivhaus standards – the homes will be extremely well insulated and airtight ensuring they require very little energy and cost to heat;
 - Zero Carbon in Use – the developments will generate as much power through on site renewable generation as required to heat and power the homes, helping York become carbon neutral by 2030;
 - Homes designed to ‘National Space Standards’ as a minimum - with each home having private outdoor amenity space, space to support home working, and the flexibility for the home to adapt to the changing needs of the family;
 - Inclusive - a good proportion of the homes are designed to be fully wheelchair accessible;
 - Promoting sustainable transport choice – the homes have excellent cycle parking facilities including for electric and cargo bikes whilst having low car parking provision. The sites are designed to create new physical connections to encourage people to walk and cycle;
 - Enhanced biodiversity – key tree’s and hedgerows are retained whilst new habitats are created through significant new planting;
 - High quality public open space – integral and centrally located to ensure everyone has access to quality green space;
 - Supporting health and wellbeing – the developments are focused on creating opportunities for meeting and sharing experiences, from shared ginnels to community growing;

- Reflecting York's unique character – the developments are designed to take account of local design details and materials;
- Designed with the community – extensive and detailed public engagement work has shaped the proposals, with residents encouraged to resolve design challenges alongside the development team; and
- Reduction in long term costs – as well as generating an increased long term rental income, the quality of the homes will reduce the need for future investment in adaptations or retrofit works, supporting further Housing Revenue Account (HRA) investment in the future.

Recommendations

5. Executive are asked to:

- i. Agree to utilise existing project management resources to undertake the procurement of a construction contractor and related support services (in compliance with all relevant procurement legislation) for the residential development, associated infrastructure and public space works at the Duncombe Barracks and Burnholme sites, in accordance with any future planning permission granted for development of those sites, and to delegate to the Director of Place (in consultation with the Director of Governance) the authority to take such steps as are necessary to award and enter into the resulting contracts.
- ii. Approve the allocation of £32.1m from the Housing Delivery Programme capital budget to deliver the projects referred to in recommendation 1.
- iii. Agree to the disposal of 8 small sites (see table 7) for the purposes of self-build housing, supporting the council's ambition to enable our residents to provide their own housing solutions.
- iv. Approve the use of existing resources in the Housing Delivery Programme Capital Budget to support any professional advice and minor works needed to enable the sale of these self-build sites. Plots to be marketed based on an independent valuation with delegated authority to the Director of Place to accept the best offer.

Reason: To progress with the construction, rental and sale of much needed new homes in York set within healthy and sustainable neighbourhoods.

Background

6. Demand for new homes in York remains high, but with average prices continuing to rise faster than average wages, finding a home which is both affordable and suitable remains a significant challenge for our residents. Demand for both affordable and market sale homes is anticipated to remain high over the coming five years with both the Housing Delivery Programme and Local Plan key to meeting this demand.
7. In recent months we have perhaps all re-evaluated what makes a good place to live. Having a space to work from home, access to private outdoor amenity space, and being part of a strong and supportive community have never felt more important. The Housing Delivery Programme's objectives around supporting health and wellbeing and independence, promoting community, and tackling the climate emergency are well placed to empower our residents to meet the challenges we face over the coming years. In addition, the Housing Delivery Programme provides opportunities for upskilling our workforce and supporting the green economy which can provide a significant and lasting economic boost to the city in these challenging times.
8. In September 2019, Executive approved recommendations relating to:
 - The creation of the 'Shape Homes York' brand and associated website to support our open market and shared ownership sales;
 - The 'Building Better Places' design manual, setting the standards of our developments;
 - A new public engagement strategy to ensure the voices of our communities are heard and responded to; and
 - An approach whereby site based business cases be brought before Executive for allocation of a development budget
9. Since September 2019 the following progress and milestones have been achieved:

Lowfield Green

- Enabling works have been completed utilising Homes England grant;
- Housing construction is well underway with the first residents due to move into their new home in early 2021;
- The launch of market and shared ownership sales with a number of reservations already made; and
- 6 self-build plots have been sold (subject to contract)

Programme level

- Shape Homes York brand has been developed including the launch of the website;
- The creation of replacement football pitches and a clubhouse at Ashfield are well underway and due for completion this year;
- A customer care team has been created to ensure our market sale and shared ownership buyers are supported during the buying and aftersales process;
- 41 second hand shared ownership programme homes have been sold with 13 more in the legal process, utilising Homes England grant support;
- The new public engagement strategy has been launched and utilised in order to embed our residents in the design process
- The Design Manual has been launched and utilised as the strategic brief for the design of the Burnholme, Duncombe Barracks, and Ordnance Lane/Hospital Fields Road sites;
- Planning applications have been submitted for new net zero carbon neighbourhoods at Burnholme and Duncombe Barracks, with the application for Ordnance Lane/Hospital Fields Road to follow soon; and
- Local Government Association Grant has been secured in order to provide training on low carbon design and construction to local educational institutions and building contractors

10. In July 2018, Executive approved seven sites to be within the scope of the Housing Delivery Programme. Duncombe Barracks was added later once the land was acquired and more recently Woolnough House was removed from the programme as it was approved for use as mental health supported housing. Of the seven sites that are within the programme four are currently being progressed with the others in later phases of delivery. Lowfield Green is on site and Burnholme, Duncombe Barracks and Hospital Fields Road/Ordnance Lane are in the design/planning stages. The

three other sites at the former Manor School, Askham Bar Park and Ride and at Clifton Without School form a later phase of the programme. A comprehensive strategic asset review report is being brought to Executive in November. This will include an update on our land assets including a consideration of any additional opportunities to deliver more homes.

Current Financial position

11. The approved gross development budget for the Housing Delivery Programme is £157m. This is funded from HRA investment costs totalling £44.5m and from £112.5m of market and shared ownership equity sales. This budget was developed based on very high level estimates before design work had taken place and assumed more traditional housing developments prior to the adoption of the Design Manual which was agreed in September 2019. The objectives agreed in the Design Manual aligned the programme with a much more social value based set of objectives. It was outlined that whilst this would bring additional costs to the programme, the wider social benefits were of paramount importance and justified this approach. This investment would deliver 600 new homes, with at least 240 being affordable alongside new high quality public open spaces for the local community. The table below summarises the overall Housing Delivery Programme Budget.

Table 1 Overall New Housing Delivery Budget

Costs	£'000	£'000
Land Costs (appropriation)		30,700
Land Cost (purchase)		2,400
Development Costs		118,200
Project Management		5,700
Total Costs		157,000
Funding		
Market Sale		102,700
Equity Sale		9,800
HRA Investment	13,800	
HRA Land Appropriation	30,700	
Total HRA Investment		44,500
Total Funding		157,000

12. The table above forms the high level business plan for the Housing Delivery Programme. However, these assumptions will inevitably need to be updated as design and associated financial business cases for each site are brought forward. Cost and sale assumptions are updated regularly throughout the development process and land appropriation costs are based on independent valuations at the time of appropriation and are again subject to alteration over time. Both costs and sales are likely to vary against previous financial assumptions, but it is the HRA investment of £44.5m which is the key figure to ensure the programme remains financially sustainable.
13. In addition to the high level business plan and Lowfield Green development budget, Executive have approved the release of HRA development budgets to undertake design and planning work for Duncombe Barracks, Burnholme and Ordnance Lane/Hospital Fields Road. The table below summarises these approvals and highlights the current unallocated budget for the Housing Delivery Programme.

Table 2 Previous Budget Approvals

	£'000	£'000
Overall Programme Value		157,000
Less Land Appropriation debt adjustment		-30,700
Approvals		
Lowfield Green (July 2018)	-22,500	
Burnholme / Hospital Fields Road (July 2018)	-700	
Duncombe Barracks (Oct 2018)	-2,550	
Project Management (Feb 2019)	-5,700	
Lowfield Green (July 2019)	-4,100	
		-35,550
Unallocated New House Building budget		90,750

14. The development at Lowfield Green is currently being delivered within the agreed budget, as such it is currently anticipated that the development cost will be £26.6m. At the time of writing 14 of the 24 homes within sales phase 1 have been reserved. Of the 14 homes which have been reserved, 6 are shared ownership and 8 are market sale. In total this will deliver £2.54m in sales receipts. This is an increase of £0.4m above previously modelled sales values for these homes. This is partly based on homes selling for more than

the projections set in July 2019 and partly that our shared ownership buyers have purchased, on average, more than the 40% equity stake which was previously assumed. These sales have been achieved within the first 10 weeks of launch. All of these homes have been reserved off plan several months before the homes are complete. The show village will be opening in November which is anticipated to maintain the sales momentum on site. In addition, all 6 self-build plots have been sold, subject to contract, delivering a significant financial receipt to the general fund.

Analysis

15. As outlined previously, Executive approved a pioneering set of objectives for the Housing Delivery Programme with social value at its heart. A high level business case was developed before these new objectives were approved. An approach was agreed whereby individual site level business cases would be considered by Executive. The following section of this report outlines the business case for delivering new homes and public open spaces at Duncombe Barracks and Burnholme. Both projects are designed to deliver the outcomes stated within paragraph 4, this is the framework within which the business cases should be considered. The remainder of the report does not duplicate much of the social value outcomes stated in paragraph 4, instead it focuses on what makes each proposal unique and presents this alongside financial analysis. For context and transparency the site financial analysis is presented alongside the previous high level assumptions. As is the case with all financial assumptions, they are not static and are based on best information available at the time. The financial information presented in this report represent a summary of the latest detailed cost plans and independent sales market data.

Duncombe Barracks

16. The plans for Duncombe Barracks includes 34 homes, 1 commercial unit and two new areas of public open space.

Table 3 – Duncombe Barracks mix

House types	Numbers
One bedroom apartment	11
Two bedroom house	8
Three bedroom house	9
Four bedroom house	6

Commercial unit	1
	35

17. The mix of homes is based on an assessed need for the local area. The one bedroom homes are designed with key workers in mind, with the Duncombe Barracks site being just a 15 minute walk from the hospital and city centre. A range of family homes are available for new and growing families, benefiting from the range of local facilities such as shops and schools as well as the public open spaces on site. From an affordability point of view, 20% of the homes are social rent and 20% shared ownership. In respect of the shared ownership, based on current projections, a one bedroom apartment could be purchased at Duncombe Barracks through shared ownership with a deposit of around £4000 and an income of £16,000. A two bedroom house bought with a deposit of £6000 with a household income of approximately £25,000. These examples are modelled on buyers acquiring a 40% equity share in their home but buyers can acquire between 25% and 75% initial equity stake depending on their financial position. The four bedroom homes are proposed to deliver significant sales returns to help cross fund the development costs.
18. The homes wrap around a new shared central green open space which will be used by new and existing residents alike. The design creates a new pedestrian and cycle route linking the site with the new homes to be developed on the football ground. This will create strong physical links to the local school, shops, and other public uses in the area.
19. In addition to the homes, a commercial space is proposed. The commercial space would front towards Burton Stone Lane, close to an existing parade of shops and cafés. Immediately to the north of the site is St Luke's Church which has a thriving community offer. A new public square is proposed in front of the church and new commercial unit to allow these uses to spill out into the outdoor space. The proposals are supported by both St Luke's Church and residents who were part of the extensive public engagement work. Market analysis suggests that this unit would attract a strong rental income and would be attractive for a range of uses. The planning application for this plot is for an E use class, 'Commercial Business and Service'. This new use class allows significant flexibility to meet demand when this unit is marketed. Should there not be demand for this commercial space, it has been designed such that it can

easily be converted into a one bedroom apartment (subject to any necessary planning permission for change of use).

20. The table below shows the latest financial projections for the Duncombe Barracks site. Overall the HRA is required to invest a net sum of £2.829m. The net cost variation from the original business plan is £375k. This relates to a rise in anticipated costs attributable to the added social value of delivering homes to national space standards, providing high quality public open spaces, and delivering certified Passivhaus and net zero carbon homes. This additional costs are significantly mitigated by the use of RTB receipts and a projected increase in sales values for the private sale homes. The financial projections assume no grant funding is secured to help support delivery of the project. The high standards of the new homes will reduce both the long term energy costs for residents as well as long term costs for the HRA in relation to adaptations or energy retrofit.

Table 4 – Financial Business Case Duncombe Barracks

	Current £'000	Base Case £'000	Diff £'000
Land	2,029	2,420	-391
Construction	9,513	6,205	+3,308
Total Expend	11,542	8,625	+2,917
Income			
Market Sales	7,310	5,250	+2,060
Equity Sales	694	560	+134
Total Income	8,004	5,810	+2,194
Balance (HRA Resources)	3,538	2,815	+723
Of which RTB's	709	361	+348
Net HRA investment	2,829	2,454	+375

21. The proposed development includes a commercial unit which adds to the construction cost. However, it will deliver a return to the HRA. It is anticipated that the unit will deliver around £13k per year in order to offset the costs to deliver this community offer.

Burnholme

22. The plans for Burnholme include 85 new homes, two new areas of public open space and improvements to a third.

Table 5 – Burnholme mix

House types	Numbers
One bedroom apartment	6
One bedroom intergenerational apartment	4
Two bedroom bungalow	4
Two bedroom house	33
Three bedroom house	18
Three bedroom intergenerational house	4
Four bedroom house	11
Self-build plots	5
	85

23. The local area around Burnholme predominantly consists of suburban family housing. This has heavily influenced the mix of homes proposed. The Burnholme scheme is developed around the principles of 'health and wellbeing'. The housing site sits alongside a campus of existing facilities such as indoor and outdoor sports facilities, a care home, a library and café and a range of community uses, as well as a neighbouring SEN school.
24. The layout and public open space within the Burnholme site has been designed to offer a range of high quality spaces for families. Each house has a private garden which backs onto a shared ginnel. This ginnel space is up to 5m in width and gated at both ends. This space will act as a safe and secure extension of peoples private gardens. It is a space where children can play and families can take part in shared activities such as growing vegetables or eating together. To the front of some of the houses are play streets. These are car free streets which offer older children a little more freedom to play with the knowledge that there won't be a conflict with traffic. In addition the site contains a larger central green space as well as a naturalistic green space to the southern boundary offering a range of community gathering and informal play spaces. The spaces are designed to encourage discovery with a strong connection to nature and enhanced biodiversity. To the east of the site is a large grassed area which can be used for more formal group games and sports.
25. The Burnholme proposals provide a range of homes which are fully wheelchair accessible. The development includes 20% of M4(3) 'Wheelchair user dwellings' with all other houses meeting M4(2) 'Accessible and Adaptable dwellings' standards. An M4(2) home

meets the needs of residents with differing needs and allows for adaptation of the home to meet the changing needs of the family over time. An M4(3) home meets the needs of residents who use a wheelchair although some simple adaptations may be required. The first and second floor apartments are M4(1) as they include a front door at ground floor with a staircase up to the living accommodation. As well as providing accessible family houses, apartments and bungalows, the development also includes intergenerational homes. These houses support two parts of a family to live together with independence. The two parts of the house contain everything needed to live as a separate household but with a connecting door to enable family support as circumstances require. This design supports our ambitions of enabling people to live well at home for as long as possible. Evidence suggests this is the best health and wellbeing outcome for individuals and families.

26. The table below shows the latest financial projections for the Burnholme site. Overall the HRA is required to invest a net sum of £5.219m. As at Duncombe Barracks, the uplift in cost to the HRA of £1.61m is attributable to the added social value of delivering homes to national space standards, providing high quality public open spaces, and delivering certified Passivhaus and net zero carbon homes. This is mitigated by the use of RTB receipts and a projected increase in sales values for the private sale homes. In addition there are 15 more homes proposed at Burnholme than have been assumed previously. The financial projections assume no grant funding is secured to help deliver the project. The high standards of the new homes will both reduce long term energy costs for residents as well as long term costs for the HRA in relation to adaptations or energy retrofit.

Table 6 – Financial Business Case Burnholme

	Current £'000	Base Case £'000	Diff £'000
Land	3,000	6,600	-3,600
Construction	23,420	12,470	10,950
Total Expend	26,420	19,070	7,350
Income			
Market Sales	17,797	12,721	+5,076
Equity Sales	1,784	1,120	+664
Total Income	19,581	13,841	+5,740

Net HRA (Resources)	6,839	5,229	+1,610
Of which RTB's	1,422	725	+697
<u>Net HRA investment</u>	<u>5,417</u>	<u>4,504</u>	<u>+913</u>

Providing additional self-build opportunities

27. One of the aspirations of the Housing Delivery Programme is to provide a range of housing options for our residents. This includes both community and self-build housing. Lowfield included six self-build plots, all of which sold with significant demand above and beyond the plots available. The plots sold, on average, for just over £100k each. Buyers circumstances vary, but all are motivated to build a home which meets their specific requirements, a home which isn't typically available on the open market.
28. York has a significant number of people on its self-build register and we have requirements under the Self and Custom Housebuilding Act 2015 to provide opportunities for people to build their own home. The Housing Delivery Programme team includes a 'Community and Self Build Officer' to help support our aspirations of providing opportunities for residents to meet their own housing needs. We currently have 415 people on our Self-Build Register.
29. We are proposing five self-build plots at Burnholme. But we have the opportunity to provide additional self-build opportunities by utilising a number of small sites. The HRA has a number of land assets around the city which are considered to be vacant or underutilised. This report recommends that we use our existing resources to initially bring eight of these sites forward to deliver approximately 14 self-build plots. The eight sites are in a variety of wards across York, meeting a range of aspirations of people registered on our self-build register.

Table 7 – Self-build sites

Address	New homes	Ward
Hanover Street West	1	Holgate
Stamford Street	1	Holgate
Garfield Terrace	1	Holgate
Westfield Close	2	Rural West
Windsor Drive	1	Haxby and Wigginton

Chaloners Road Garage Court	4	Dringhouses and Woodthorpe
Dane Avenue	2	Acomb
Arran Place	2	Heworth

30. All of the above sites are within the Housing Revenue Account. The sites do not serve any active function and are in urban locations considered suitable for residential development in principle by local planning policy. The first step would be for the Community and Self-build Officer to undertake engagement work with local residents in order to develop a design guide for each site. This will be designed to reflect local aspirations and will be submitted alongside the outline planning application. Alongside this engagement work, more detailed surveys and site investigations will be undertaken to ensure there are no insurmountable barriers to developing new homes on the sites. When this work is complete planning applications will be submitted. Once consent is given, the plots will be sold based on an open market valuation. The buyer will be required to design and build a home which is energy efficient and meets the local aspirations set out in the design guide. As well as providing new homes, meeting our requirements under the Self and Customer Housebuilding Act 2015, it is also estimated that these self-build plots will deliver over £1m in net sales receipts.

Overall financial summary of proposals at Duncombe Barracks, Burnholme and the 8 self-build sites

31. The disposal of the market sale homes at Burnholme and Duncombe Barracks will deliver a surplus of approximately £3m. This surplus will be utilised to cross fund the provision of affordable homes and public open space. As highlighted above, the estimated costs of development have increased in order to deliver higher levels of social value for the residents of York. The HRA is required to initially invest an additional £1.29m of the previously approved capital budget compared to previous high level assumptions. This additional investment will deliver a significantly increased quality of housing asset to be retained by the HRA. The homes will be future proofed being well connected, zero carbon and to national space standards. The cost of adapting the homes in the future to meet residents needs will be reduced. The quality of components used in the construction will reduce the regularity by which they need to be replaced. The Passivhaus certification will ensure that the homes perform well in the long term, reducing any need to invest in retrofit

measures. It is always more affordable to deliver zero carbon homes from new rather than retrofitting at a later stage. Therefore, whilst these projects require additional upfront investment, it is considered that this investment will deliver long term savings over the whole life cost of the homes. The additional £1.29m will ensure 120 homes are built to good space standards as well as being net zero carbon, for an additional average cost of £10.7k to the HRA. The new homes will deliver additional rental income into the HRA supporting a long term investment programme in improving existing and developing new affordable homes.

32. In addition, it should be noted that the current business cases for Burnholme and Duncombe Barracks assumes no grant funding. Homes England have recently launched their new funding programme. Discussions will take place with Homes England to utilise any potential grant funding opportunities. Any grant funding which is received will reduce the HRA investment ask. It may be possible through additional grant funding to further increase the amount of affordable housing to be delivered on site. Should this opportunity arise a revised business case will be brought before Executive for consideration.
33. It is also important to consider the financial benefits of the disposal of small sites to self-builders which is expected to generate over £1m of net sales receipts. These receipts have not been accounted for in the overall HRA capital budget programme. Therefore these sales receipts are additional to previous income assumptions and will provide additional capacity to further invest in our HRA capital programme.

Programme Delivery Timescales

34. Phase 1 of the programme is to deliver 165 new homes and associated high quality public open space at Lowfield. This site is under construction with the first residents due to move into their new homes in early 2021. Phase 2 is to develop over 220 new homes at Burnholme, Duncombe Barracks and the Ordnance Lane/Hospital Fields Road sites. Subject to planning, construction will commence on Burnholme and Duncombe Barracks in 2021 and on Ordnance Lane/Hospital Fields Road in 2022.
35. The table below summarises the Housing Delivery Programme key milestones.

Table 8 – Programme timescale

Phase	Site	Stage	Key milestones
1	Lowfield	Construction	First residents due to move in early 2021
			Development complete end of 2021
2	Burnholme	Planning	Executive consideration of business case
			Planning permission - end of 2020
			Design work and procure a contractor - end of Autumn 2021
			Start on site before end of 2021
	Duncombe Barracks	Planning	Executive consideration of business case
			Planning permission - end of 2020
			Design work and procure a contractor - end of Autumn 2021
			Start on site before end of 2021
	Ordnance Lane / Hospital Fields Road	Design	Planning application submitted - early 2021
			Executive consideration of business case - Summer 2021
Start on site in Spring 2022			

Consultation

36. The previously approved design manual was the result of significant and detailed engagement across all directorates within the council and external partners. The aim was to create a holistic set of objectives for the Housing Delivery Programme such that considerations of health and wellbeing and climate change were intrinsic to the developments. The programme has objectives set around reducing our impact on the environment, tackling loneliness and isolation, reducing fuel poverty, increasing biodiversity and tree planting, and designing our new homes and neighbourhoods alongside our existing communities. This breadth of scope has ensured more people have been able and wanted to engage in the process.
37. In September 2019, Executive approved a new public engagement strategy for the programme based on three stages. The first two have been crucial in preparing the planning applications for Duncombe Barracks and Burnholme. The first stage is to co-develop and refine the design brief for each site alongside the local community. Supporting local residents and businesses to share what is and what isn't working about their neighbourhood and what they think the area needs. This sets the brief for the architect and design team. The second stage is to then inspire, understand and resolve shared design challenges. Undertaking interactive design work alongside the community, resolving identified problems or creating opportunities together.
38. This approach resulted in the following engagement on each site:

- Over 10 face to face meetings with local businesses, ward councillors, schools, shopkeepers, and other stakeholders
- An introductory 'Meet the Design Team' event at a location within the neighbourhood
- Full day design workshops with local residents
- Design competition with a local school
- Site walking tours
- Progress updates and feedback sessions
- Online workshops and discussions
- Online surveys to enable feedback on further iterations of the design
- Several meetings with planning and relevant departments as part of the pre-application planning process
- A physical display next to each site to encourage residents to feedback comments to the design team and Planning department

Council Plan

39. The 2019-23 Council Plan focuses on eight key outcomes. The recommendations in this report are considered to meet these outcomes in the following ways:
- Good health and wellbeing – The Burnholme and Duncombe Barracks sites have been designed to promote neighbourliness and community. The homes will be healthy to live in, retaining a comfortable temperature all year round, providing clean filtered air, and being designed to provide a flexible home to meet a range of family needs. Each home will have access to private outdoor space as well as high quality public open space. All homes meet good space standards and will have good levels of natural light.
 - Well paid jobs and an inclusive economy – The programme is utilising grant and design expertise to deliver training on low carbon design and construction. The procurement strategy for employing building contractors will have requirements associated with employing local labour and sourcing materials from the area. Each site will provide homes for social rent, shared ownership and market sale with the tenures 'pepperpotted' throughout the site.
 - Getting around sustainably – Each home will have access to secure and enclosed cycle parking significantly in excess of planning standards. The developments will contribute towards the provision of car charging facilities in the area. Low numbers of car

parking spaces are to be provided on site. The developments are designed to create new pedestrian and cycle friendly connections, encouraging sustainable transport choice.

- A better start for children and young people – The developments include significant areas of car free environments and a range of play spaces. The open spaces are designed with children in mind who will continue to be part of the design process as the homes are constructed and beyond.
- A greener and cleaner city – The homes will not have any gas connections. All homes will meet certified Passivhaus standards which means that not only will the homes be designed to be extremely thermally efficient, they will be checked throughout the build process to ensure they meet the expected standards. The homes will have solar PV as well as either a ground or air source heat pump. The developments will generate as much energy as required to heat and power the homes meaning they will be zero carbon in use. Embodied carbon has been considered in the design stage.
- Creating homes and world-class infrastructure – The Housing Delivery Programme will create over 600 exceptional new homes.
- Safe communities and culture for all – The developments have been designed to encourage the creation of resilient and sustainable communities. North Yorkshire Police have been actively involved in the pre-application engagement work and are very supportive of the proposals from a safer neighbourhoods' perspective. The designs reflect local character and each site has an allocated culture and arts budget of 1% of the construction value.
- An open and effective council – As described within this report the public engagement strategy utilised within this programme has been extensive and has fostered positive and inclusive conversations with a wide range of stakeholders.

Implications

- **Financial** – The two sites identified within this update of the delivery plan require additional funding of £1,090k more than was originally anticipated when the programme was developed, although this may be reduced through utilising grant funding. The reason for the additional cost is a combination of additional social housing being delivered at Burnholme as well as improved standards particularly in regards to certified Passivhaus and net

zero carbon standards and providing homes which are more accessible and adaptable for our residents including a number of M4(3) wheelchair user homes. Unless grant funding is secured the additional net costs will reduce the funding available for other sites going forward. The recommendations within this report have the following budgetary implications to the Housing Delivery Programme (noting that the land appropriation at Burnholme is not included in the budget line):

Table 9 – HRA budgetary implications

	Duncombe £'000	Burnholme £'000
Current Budget	2,550	350
Recommended Allocation	8,992	23,070
Total Budget	11,542	23,420
Funded by		
Market Sales	7,310	17,797
Equity Sales	694	1,784
HRA Resources	3,538	3,839
Total Funding	11,542	23,420

The allocations will have the following impact to the unallocated new housing building budget within the capital Programme.

Table 10 – Remaining Unallocated Programme Budget

	Expend £'000
Expenditure Budget	90,750
Funding Allocations	-32,062
Land appropriation / Debt adjustment	+3,600
Increased sale assumptions	+7,934
Additional Right to Buy adjustments	+1,045
Revised unallocated Budget	71,267

- **Human Resources (HR)** – *No HR implications*
- **Equalities** – *See Better Decision Making Tool*
- **Legal** - Project and Cost Management resources were procured in February 2019 for the Housing Delivery Programme, and

included these schemes, however any new projects being added need to be monitored to ensure they are within the scope of that appointment. Any procurement process to appoint suitable construction partners will be conducted in accordance with the Contract Procedure Rules and the Public Contracts Regulations 2015.

The use/development of any parts of the relevant sites for commercial/non-residential (rather than solely housing) purposes may require express prior consent from the Secretary of State for Housing, Communities and Local Government. (It is understood that Housing Development Team have sought and obtained specialist external legal advice on potential commercial use from an external law firm). Section 12 of the Housing Act 1985 permits the Council (subject to obtaining the consent of the Secretary of State) to provide and maintain in connection with housing accommodation: (i) buildings adapted for use as shops, (ii) recreation grounds and (iii) other buildings or land which in the opinion of the Secretary of State will serve a beneficial purpose in connection with the requirements of the persons for whom the housing accommodation is provided. If the Council does in due course proceed with developing and using any parts of the relevant sites for commercial/non-residential purposes then it will at that point need to decide whether to hold such parts within the HRA or the General Fund. Any subsequent appropriation from HRA to General Fund (or any use of housing land for commercial/non-residential purposes) would require approval from Executive (and may need consent from the Secretary of State).

- **Crime and Disorder** – No crime and disorder implications
- **Information Technology (IT)** – No IT implications
- **Property** – Covered within the report

Risk Management

It is recognised that there are risks associated with housing development. Risks are identified below in respect of sales values and costs, construction contractor risks, and planning. These risks will be managed through regular monitoring of programme and project level risk registers.

Fall in sales values and an increase in development costs

The high level financial models for the projects include an estimation of the likely sale values. Market conditions will be continually monitored to ensure site proposals and financial models are well informed and the houses are attractive to future buyers and renters. A strong evidence base will be developed and continually reviewed. However, sale prices are dependent on the market conditions at the time of sale. Should the market fall, lower sales values will be achieved. This could impact on the HRA's financial capability to deliver all of the affordable homes proposed within this programme. There is also the potential that costs may rise. Whilst detailed due diligence will be undertaken on each site, there is always the risk of unknown costs once development commences. The programme reduces the overall development risk by proposing a mixed tenure housing solution. If sales values drop considerably there is the potential to rent these privately until the market picks up though this would require the council to create a trading arm to undertake this.

Construction contractor risk

The proposed delivery approach includes procuring a building contractor to develop the houses and associated infrastructure and public open space. Whilst all appropriate checks will be undertaken as part of the procurement process to ensure that the potential development partners are financially sound and can deliver a high quality product, such an approach brings risk, both financial and reputational. Any development partner will be subject to external market conditions which could create financial difficulties during the development process. Contract controls and the employment of a clerk of works and site project manager will help to ensure that the council closely monitors quality over the course of the development. Certified Passivhaus homes are not yet commonplace and as such there will need to be particularly close support and controls for the construction partner to ensure the standards are met.

Planning

Whilst each project is design in collaboration with local residents and stakeholders including the planning department and related teams, there remains a risk that any of these sites may not obtain planning permission or not obtain permission for the scale of

development envisaged. This would negatively impact the number of affordable homes delivered through the programme.

Contact Details

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Chief Officer Responsible for the report

Tracey Carter
Interim Director of Place
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**Report
Approved**



Date 13 October
2020

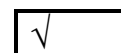
Specialist Implications Officer(s)

Patrick Looker
Finance Manager

Walter Burns and Gerard Allen
Senior Solicitors (Contracts and Property)

Wards Affected:

All



For further information please contact the author of the report

Background Papers:

Executive reports

July 2018 – Housing Delivery Programme

January 2019 – Building More Homes for York

September 2019 – Housing Delivery Programme Update

Annexes

A – Better Decision Making Tool

B – Red line plans of self-build plots to be sold

The 'Better Decision Making' tool has been designed to help you consider the impact of your proposal on the health and wellbeing of communities, the environment, and local economy. It draws upon the priorities set out in our Council Plan and will help us to provide inclusive and discrimination-free services by considering the equalities and human rights implications of the decisions we make. The purpose of this tool is to avoid decisions being made in isolation, and to encourage evidence-based decision making that carefully balances social, economic and environmental factors, helping us to become a more responsive and resilient organisation.

The Better Decision Making tool should be used when proposing new projects, services, policies or strategies, or significant amendments to them. The tool should be completed at the earliest opportunity, ideally when you are just beginning to develop a proposal. However, it can be completed at any stage of the decision-making process. If the tool is completed just prior to the Executive, it can still help to guide future courses of action as the proposal is implemented.

The Better Decision Making tool must be attached as an annex to Executive reports. A brief summary of your findings should be reported in the One Planet Council / Equalities section of the report itself.

Guidance to help you complete the assessment can be obtained by hovering over the relevant question.

Please complete all fields. If you wish to enter multiple paragraphs in any of the boxes, hold down 'Alt' before hitting 'Enter'.

Introduction

Service submitting the proposal:	Housing Delivery
Name of person completing the assessment:	Michael Jones
Job title:	Assistant Director, Housing and Community Safety
Directorate:	HHASC
Date Completed:	28th September 2020
Date Approved (form to be checked by head of service):	N/A

Section 1: What is the proposal?

1.1	Name of the service, project, programme, policy or strategy being assessed? Phase 2 of the Housing Delivery Programme - consideration of allocation of part of a previously approved capital budget to develop new homes at Duncombe Barracks and Burnholme alongside facilitating more self-build housing through the disposal of 8 small HRA land
1.2	What are the main aims of the proposal? To progress with the construction, rental and sale of much needed new homes in York set within healthy and sustainable neighbourhoods.
1.3	What are the key outcomes? Approximately 133 new homes - a mix of social rent, shared ownership, market sale and self-build alongside new high quality public open space

Section 2: Evidence

2.1	What data / evidence is available to support the proposal and understand its likely impact? (e.g. hate crime figures, obesity levels, recycling statistics) Significant housing need in the city identified as part of the local plan process. 415 people on our self-build register.
2.2	What public / stakeholder consultation has been undertaken and what were the findings? Contained within paragraphs 35-38 of the report - in summary there was significant support for the aspirations of the programme and the objectives set out in the Executive approved Design Manual. Public engagement has been fundamental to shaping the design proposals for which a capital budget is sought.

	Are there any other initiatives that may produce a combined impact with this proposal? (e.g. will the same individuals / communities of identity also be impacted by a different project or policy?)
2.3	The programme takes a holistic approach to delivering housing with input from colleagues in adult social care, planning, public health, and transport to ensure the projects create joined up solutions which meet a number of council objectives.



Section 3: Impact on One Planet principles

Please summarise any potential positive and negative impacts that may arise from your proposal on residents or staff.
 This section relates to the impact of your proposal on the ten One Planet principles.

For 'Impact', please select from the options in the drop-down menu.
 If you wish to enter multiple paragraphs in any of the boxes, hold down 'Alt' before hitting 'Enter'.

Equity and Local Economy

Does your proposal?	Impact	What are the impacts and how do you know?
3.1 Impact positively on the business community in York?	Positive	Creation of construction jobs including apprenticeships and training, purchase of building materials locally, new residents to increase spend in local shops, creation of one new commercial space at Duncombe Barracks
3.2 Provide additional employment or training opportunities in the city?	Positive	Programme includes the utilisation of LGA grant to provide a training session for York College and contractors on the subject of sustainable design and construction. Duncombe and Burnholme will be the
3.3 Help improve the lives of individuals from disadvantaged backgrounds or underrepresented groups?	Positive	Duncombe and Burnholme will deliver new affordable homes. New high quality green spaces created within the developments for all to use. New homes will be more accessible than a typical house with a number being fully wheelchair accessible.

Health & Happiness

Does your proposal?	Impact	What are the impacts and how do you know?
3.4 Improve the physical health or emotional wellbeing of residents or staff?	Positive	Health and wellbeing is at the heart of the design through good space standards, good natural light, each home having access to a private outdoor space as well as communal, homes which can adapt and allow
3.5 Help reduce health inequalities?	Positive	See above - mixed tenure homes within health new neighbourhoods
3.6 Encourage residents to be more responsible for their own health?	Positive	The developments will foster relationships between residents, creating strong community links which will allow residents to support each other
3.7 Reduce crime or fear of crime?	Neutral	Designs have been developed alongside officer from NYP to ensure they meet Secure by Design principles which could reduce the likelihood and fear of crime within the new developments.
3.8 Help to give children and young people a good start in life?	Positive	Developments encourage play. Houses have private gardens for children. When a little older they can play in the shared but private garden gardens, allowing children to mix and be active and creative. After that they can

Culture & Community

Does your proposal?	Impact	What are the impacts and how do you know?
3.9 Help bring communities together?	Positive	Communal spaces are integral into both designs. Residents from surrounding areas are encouraged to use the spaces.
3.10 Improve access to services for residents, especially those most in need?	Positive	The housing site at Burnholme is within the general 'health and wellbeing campus'. The accessible houses will support residents to move into a suitable home close to the SEN school should they wish
3.11 Improve the cultural offerings of York?	Positive	The development budget includes 1% towards art/culture allowing each site to provide a cultural offering to the local area
3.12 Encourage residents to be more socially responsible?	Positive	Shared spaces are provided and residents will be encouraged to take a degree of ownership of these spaces and to influence how they are used and managed

Zero Carbon and Sustainable Water

Does your proposal?	Impact	What are the impacts and how do you know?
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3.13	Minimise the amount of energy we use and / or reduce the amount of energy we pay for? E.g. through the use of low or zero carbon sources of energy?	Positive	Each new home will achieve certified PassivHaus standard with the developments being net zero carbon in use. This means that the developments will generate as much energy as needed to live in the homes
3.14	Minimise the amount of water we use and/or reduce the amount of water we pay for?	Positive	Homes will have a waterbutt for capturing rainwater which can then be used for watering private and communal gardens and growing areas

Zero Waste

Does your proposal?		Impact	What are the impacts and how do you know?
3.15	Reduce waste and the amount of money we pay to dispose of waste by maximising reuse and/or recycling of materials?	Neutral	There will be a requirement for our construction partners to minimise waste as part of their works. Recycling facilities will be provided for the homes once occupied

Sustainable Transport

Does your proposal?		Impact	What are the impacts and how do you know?
3.16	Encourage the use of sustainable transport, such as walking, cycling, ultra low emission vehicles and public transport?	Positive	Car parking levels are below 1 car per home. Cycle parking is above 4 spaces per home. Cycle parking includes access to an electric plug to better enable the use of electric bikes. Additional storage is to be provided for cargo bikes. Electric cargo bike hire
3.17	Help improve the quality of the air we breathe?	Positive	Developments will not be connected to fossil fuels and will therefore not emit pollutants. Tree's are retained with many more to be planted on each site. Developments encourage walking and cycling over car

Sustainable Materials

Does your proposal?		Impact	What are the impacts and how do you know?
3.18	Minimise the environmental impact of the goods and services used?	Positive	Developments are zero carbon in use. Embodied carbon will be measured and reduced where possible e.g. use of timber frame and reduced cement concrete in the housing construction

Local and Sustainable Food

Does your proposal?		Impact	What are the impacts and how do you know?
3.19	Maximise opportunities to support local and sustainable food initiatives?	Positive	Burnholme and Duncombe contain facilities for communal food growing including raised beds

Land Use and Wildlife

Does your proposal?		Impact	What are the impacts and how do you know?
3.20	Maximise opportunities to conserve or enhance the natural environment?	Positive	Key trees are retained. Each scheme is landscape led in its design with an emphasis on creating biodiverse natural landscapes. Specific habitat features are included in the design to help support birds, bats and
3.21	Improve the quality of the built environment?	Positive	Developments are designed by Stirling Prize winning architects in collaboration with local residents as part of the public engagement work
3.22	Preserve the character and setting of the historic city of York?	Positive	The designs are generally two storey in height with no buildings more than three storey. The designs have been influenced by local design details and materials seen around the sites and in the city generally. The
3.23	Enable residents to enjoy public spaces?	Positive	Proposals provide significant areas of high quality new public open space for all local residents to enjoy

3.40	Additional space to comment on the impacts		

Section 4: Impact on Equalities and Human Rights

Please summarise any potential positive and negative impacts that may arise from your proposal on staff or residents. This section relates to the impact of your proposal on **advancing equalities and human rights** and should build on the impacts you identified in the previous section.

For 'Impact', please select from the options in the drop-down menu.
If you wish to enter multiple paragraphs in any of the boxes, hold down 'Alt' before hitting 'Enter'

Equalities

Will the proposal **adversely impact** upon 'communities of identity'?
Will it **help advance equality** or **foster good relations** between people in 'communities of identity'?

		Impact	What are the impacts and how do you know?
4.1	Age	Positive	Design of houses enables people to live in their homes for longer. Designs provide opportunity for people of different ages to meet and interact. Benches are provided to support people to interact who can only walk short distances at a time.
4.2	Disability	Positive	Houses are M4(2) accessibility as a minimum with many being M4(3) fully wheelchair accessible. Developments will be level access to enable all residents to access the different parts of the site.
4.3	Gender	Neutral	
4.4	Gender Reassignment	Neutral	
4.5	Marriage and civil partnership	Neutral	
4.6	Pregnancy and maternity	Neutral	
4.7	Race	Neutral	
4.8	Religion or belief	Neutral	
4.9	Sexual orientation	Neutral	
4.10	Carer	Positive	Homes will be accessible and adaptable to support people caring for family members within the setting of their family home.
4.11	Lowest income groups	Positive	Social rent homes are part of the proposed tenure mix.
4.12	Veterans, Armed forces community	Neutral	

Human Rights

Consider how a human rights approach is evident in the proposal

	Impact	What are the impacts and how do you know?
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4.13	Right to education	Neutral	
4.14	Right not to be subjected to torture, degrading treatment or punishment	Neutral	
4.15	Right to a fair and public hearing	Neutral	
4.16	Right to respect for private and family life, home and correspondence	Neutral	
4.17	Freedom of expression	Neutral	
4.18	Right not to be subject to discrimination	Neutral	
4.19	Other Rights	Neutral	

4.20	Additional space to comment on the impacts		



Section 5: Planning for Improvement

5.1	What have you changed in order to improve the impact of the proposal on the One Planet principles? (please consider the questions you marked either mixed or negative, as well as any additional positive impacts that may be achievable)
	The objectives of the Housing Delivery Programme were reviewed and confirmed by Executive in September 2019. The design of the new developments reflects these ambitions of creating net zero carbon in use housing including Passivhaus Certification.

5.2	What have you changed in order to improve the impact of the proposal on equalities and human rights? (please consider the questions you marked either mixed or negative, as well as any additional positive impacts that may be achievable)

5.3	Going forward, what further evidence or consultation is needed to ensure the proposal delivers its intended benefits? e.g. consultation with specific vulnerable groups, additional data)
	Subject to approval of planning, detailed discussions will take place with a range of groups to ensure that our developments are fully accessible for all. A system of post occupancy testing will be introduced to ensure we can measure the outcomes and learn lessons for future projects.

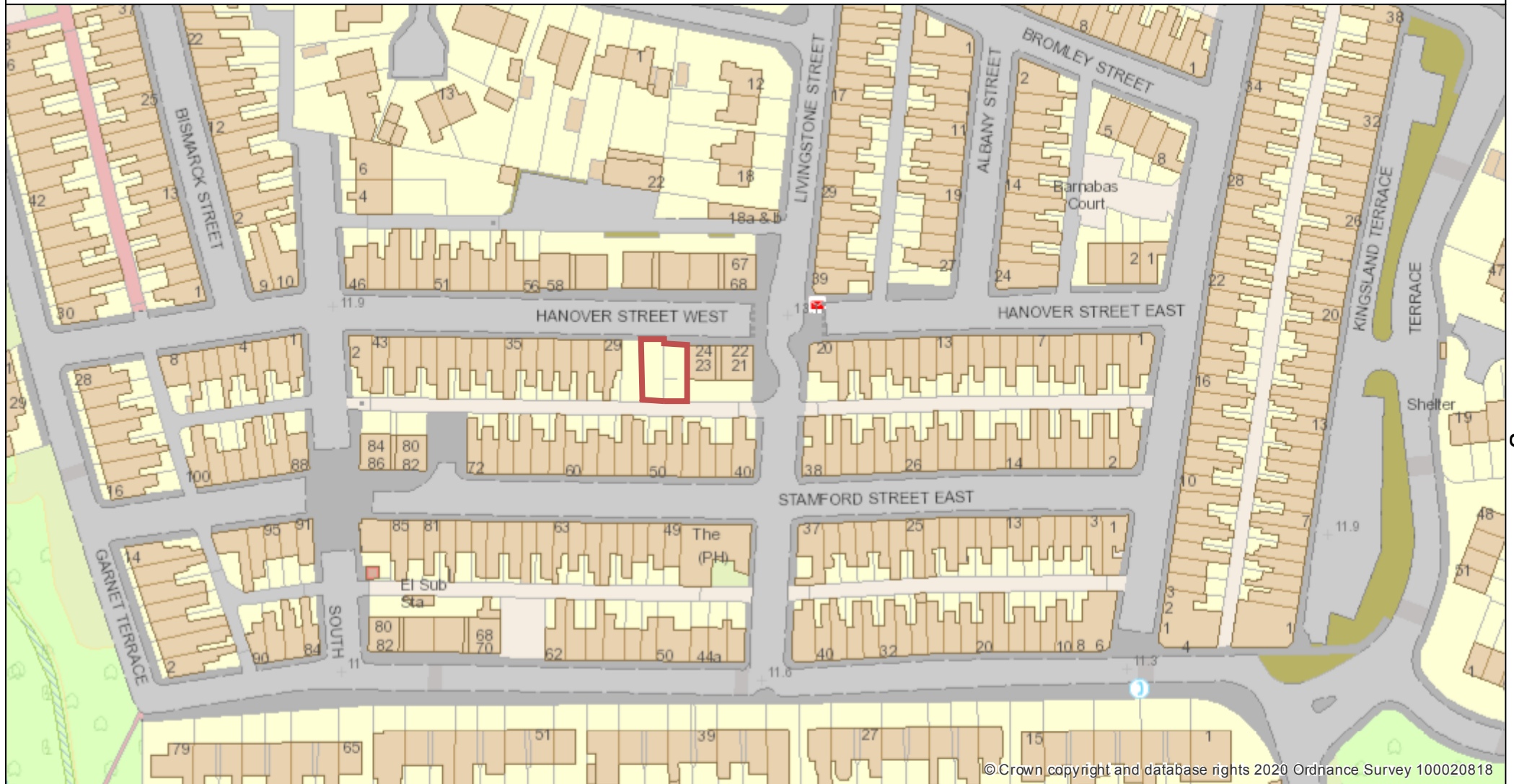
5.4	Please record any outstanding actions needed to maximise benefits or minimise negative impacts in relation to this proposal? (Expand / insert more rows if needed)
-----	---

Action	Person(s)	Due date

In the One Planet / Equalities section of your Executive report, please briefly summarise the changes you have made (or intend to make) in order to improve the social, economic and environmental impact of your proposal.

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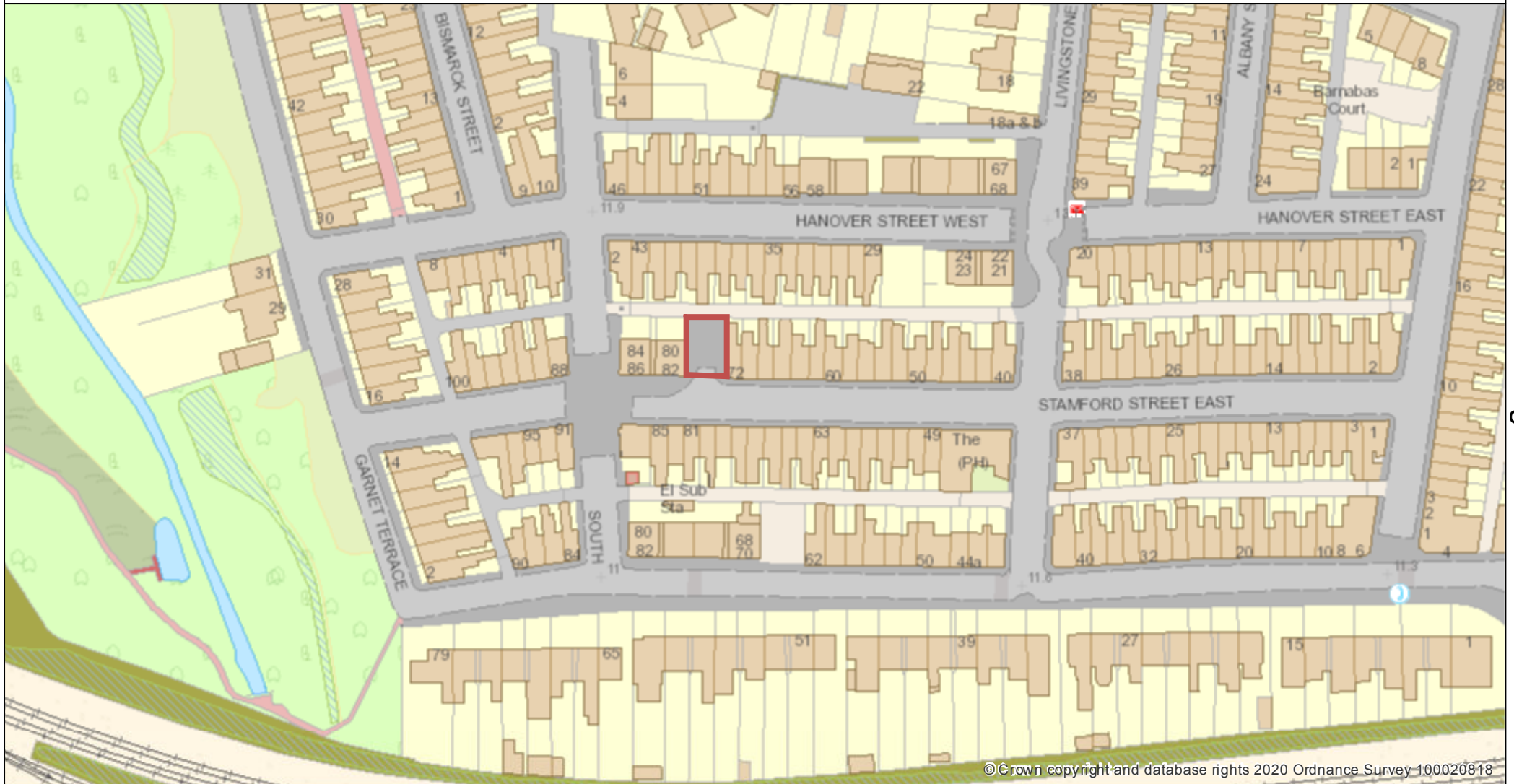
Hanover Street West



Date: 15 Jan 2020
Author: City of York Council
Scale: 1:1,250



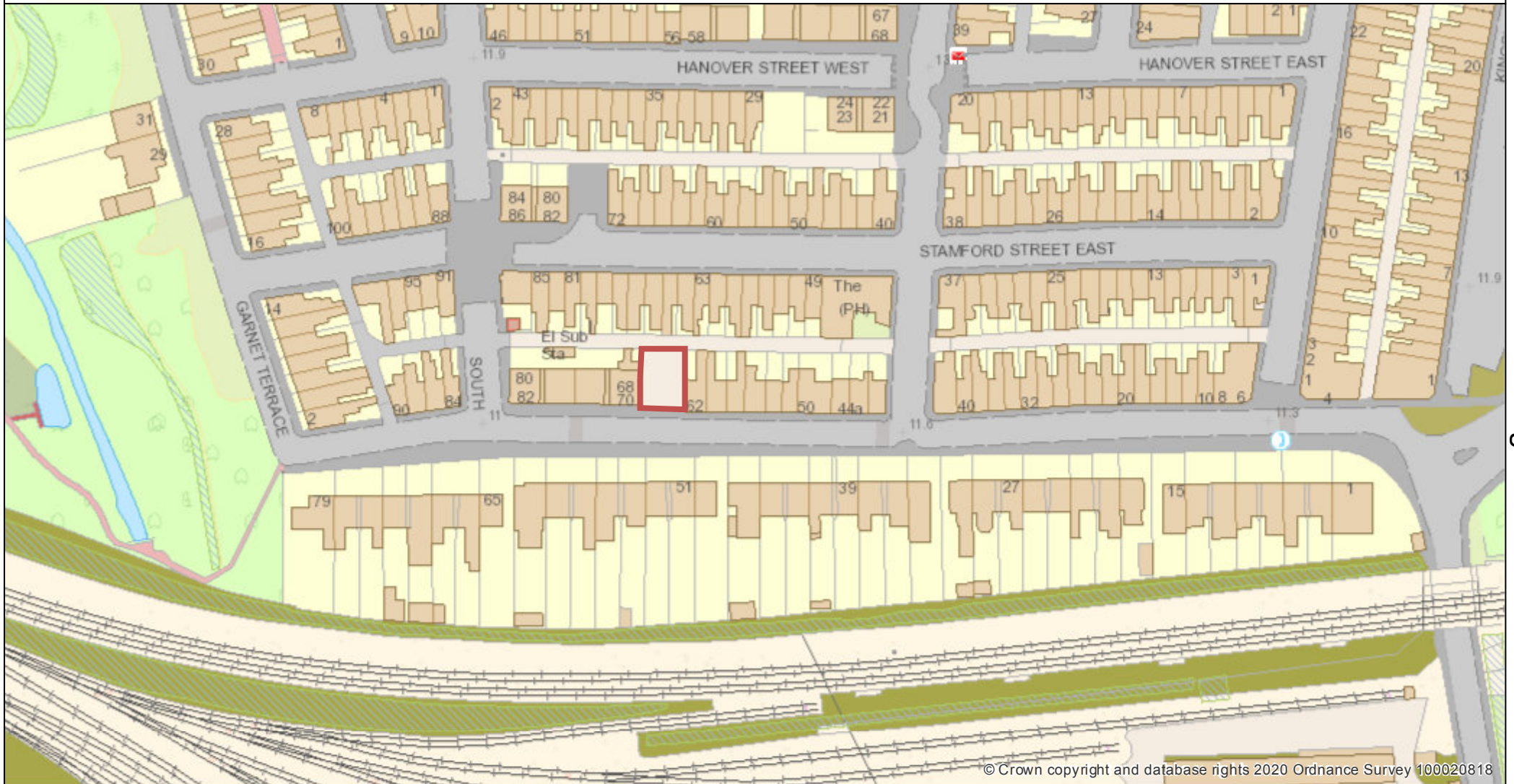
Stamford Street



Date: 15 Jan 2020
Author: City of York Council
Scale: 1:1,250



Garfield Terrace



Date: 15 Jan 2020
Author: City of York Council
Scale: 1:1,250



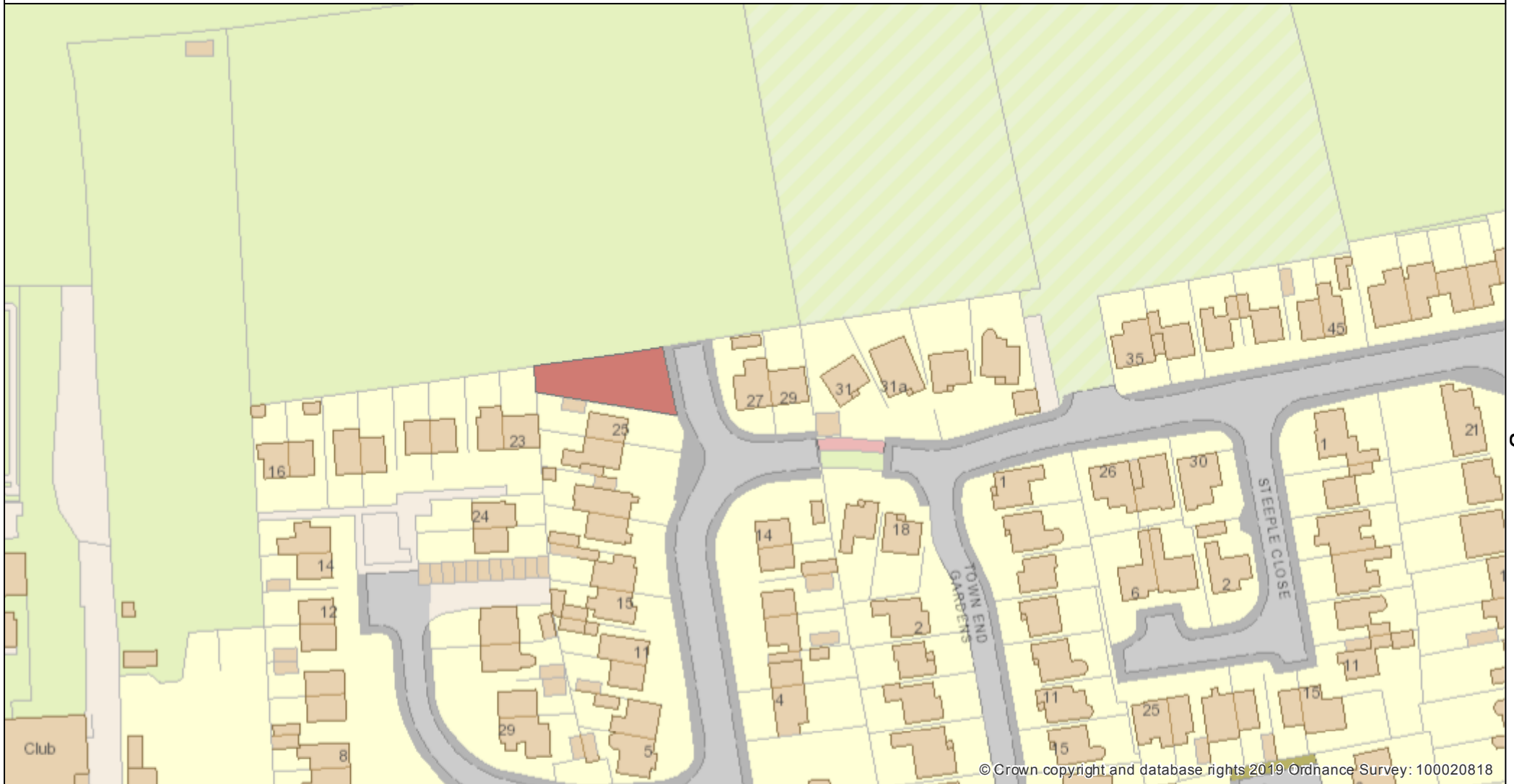
WESTFIELD CLOSE



Date: 25 Apr 2019
Author: City of York Council
Scale: 1:1,250



Windsor Drive



Date: 14 May 2019
Author: City of York Council
Scale: 1:1,250

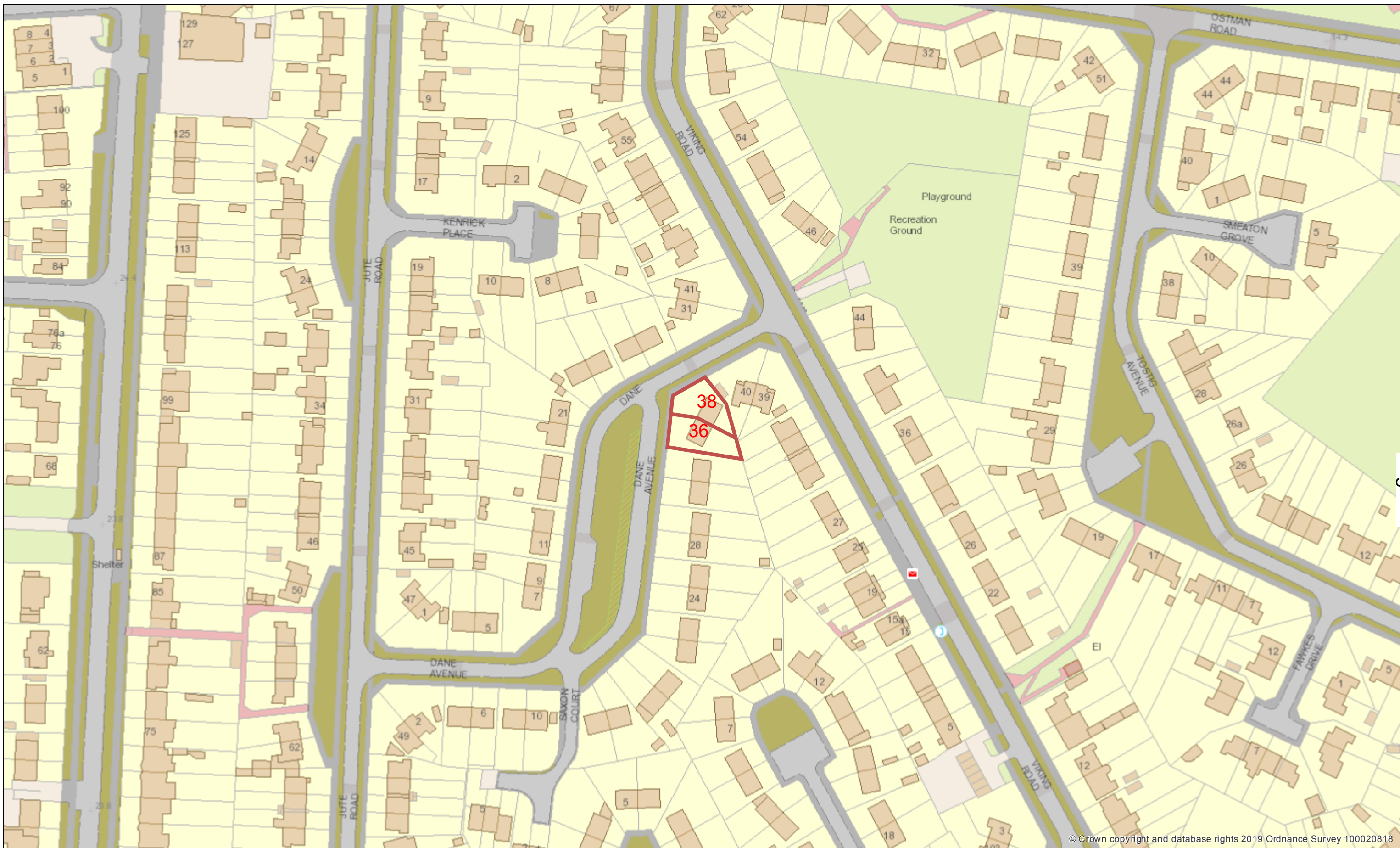


Chaloners Road Garage Court



Date: 05 Sep 2019
Author: City of York Council
Scale: 1:1,250





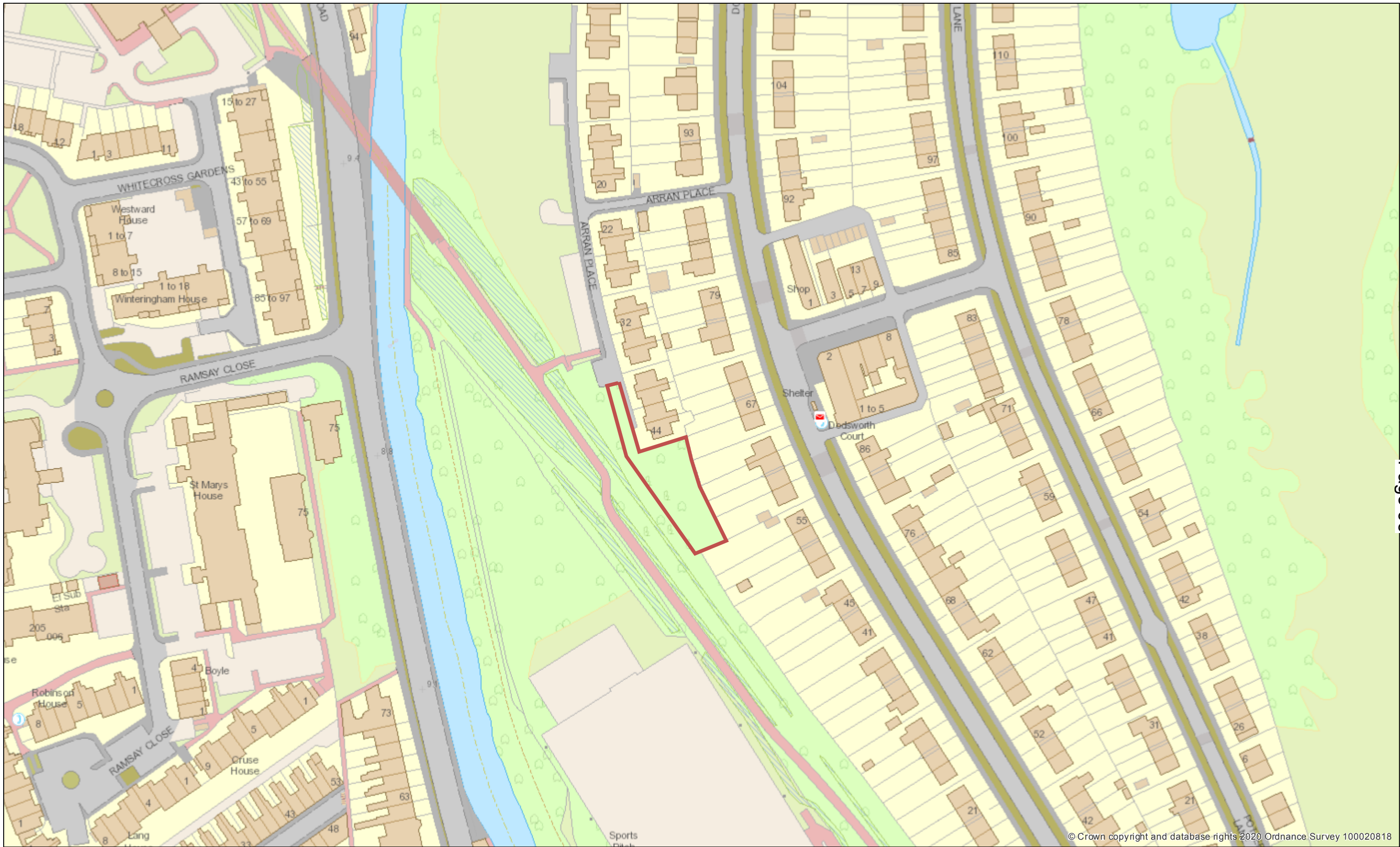
Dane Avenue

Scale: 1:1,250

Author: City of York Council

Date: 27 Sep 2019





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Arran Place

Scale: 1:1,250

Author: City of York Council

Date: 05 Mar 2020





Executive**22 October 2020**

Report of the Director of Economy and Place

Portfolio of the Executive Member for Economy & Strategic Planning

Huntington Neighbourhood Plan – Examiner’s Report and Proposed Modifications**Summary**

1. The Huntington Neighbourhood Plan has been independently examined following submission by Huntington Parish Council in 2019. The Huntington Neighbourhood Plan Examiner’s Report is attached at Annex A to this report. The Examiner’s recommended modifications, including the City of York Council’s proposed response to the Examiner’s recommended modifications, is set out at Annex B.
2. Annex C sets out proposed additional recommended modifications to the plan pertaining to the Green Belt policies following a challenge through the examination process. The further modifications proposed clarify that, in advance of the adoption of the Local Plan, decisions on whether to treat land as falling within the Green Belt for development management purposes will be taken in accordance with the approach supported in the recent case of *Christopher Wedgewood v City of York Council Group* [2020] EWHC 780 (Admin).
3. The report recommends to Executive that Members approve an additional Neighbourhood Plan (Regulation 17A (2)) consultation so that interested parties can comment on proposed modifications to the approach to Green Belt policies in the Neighbourhood Plan as set out in Annex C prior to Member’s making a decision to progress the plan to referendum. These issues were previously considered at Local Plan Working Group on the 20th October 2020.

Recommendations

4. The Executive is asked to:

- i) Approve the proposed additional modifications set out in Annex C for consultation purposes.

Reason: To allow public consultation on the proposed modifications.

- ii) Approve a Neighbourhood Plan (Regulation 17A (2)) consultation on the proposed additional Modifications to the Huntington Neighbourhood Plan set out in Annex C.

Reason: So that interested parties can comment on the proposed modifications to the approach to the Green Belt policies.

- iii) Agree the proposed additional modifications and consultation strategy is delegated to the Assistant Director for Planning and Public Protection in consultation with the Executive Member for the Economy and Strategic Planning.

Reason: To allow public consultation on the proposed modifications set out in Annex C.

- iv) Defer consideration of the Examiner's report (Annex A) and proposed modifications schedule (Annex B) until the consultation on additional modifications (Annex C) has taken place.

Reason: To allow Members to make a decision on how to proceed with the Neighbourhood Plan in relation to all proposed modifications with consideration for the consultation responses received to the Neighbourhood Plan (Regulation 17A (2)) consultation on Annex C.

Background

5. The Localism Act 2011 introduced new powers for community groups to prepare neighbourhood plans for their local areas. The Council has a statutory duty to assist communities in the preparation of Neighbourhood Plans and to take plans through a process of Examination and Referendum. The local authority is required to take decisions at key stages in the process within time limits that apply, as set out in the Neighbourhood Planning (General) Regulations 2012 as amended in 2015 and 2016 ("the Regulations"). Additionally, the

Regulations were updated in-line with the Conservation of Habitats and Species Regulations 2017 (as amended) and most recently, as a result of new government guidance in relation to the Covid-19 pandemic.

6. The Huntington Neighbourhood Plan has been prepared by Huntington Parish Council with on-going engagement with the local community and City of York Council. Officers welcome the Parishes hard work and dedication to undertaking a neighbourhood plan for Huntington in the context of an emerging Local Plan for York.
7. Prior to Examination, the Neighbourhood Plan has been through the following stages of preparation:
 - a. Designation as a Neighbourhood Area (28 September 2015)
 - b. Consultation on Pre-Submission Version (29 January to 23 March 2018)
 - c. Submission to City of York Council (31 July 2019)
 - d. Submission Consultation (7 October to 18 November 2019)
8. Following the close of Submission consultation and with the consent of the Parish Council, Mr Andrew Ashcroft BA (Hons) MA, DMS, MRTPI was appointed to undertake an Independent Examination of the Neighbourhood Plan. The purpose of the Examination is to consider whether the Plan complies with various legislative requirements and meets a set of “Basic Conditions”¹. The Basic Conditions are:
 - i) To have regard to national policies and advice contained in guidance issued by the Secretary of State;
 - ii) To contribute to the achievement of sustainable development;
 - iii) To be in general conformity with the strategic policies contained in the development plan for the area;
 - iv) To not breach, and be otherwise compatible with, EU and European convention on Human Rights obligations; and
 - v) To be in conformity with the Conservation of Habitats and Species Regulations 2017(3).
9. The Examiner can make one of three overall recommendations on the Neighbourhood Plan namely that it can proceed to referendum (i) with modifications; (ii) without modification; or (iii) that the Plan cannot be modified in a way that allows it to meet the Basic Conditions or legal requirements and should not proceed to referendum.

¹ set out in paragraph 8(2) of Schedule 4B of the Town and Country Planning Act 1990

10. Modifications can only be those that the Examiner considers are needed to:
 - a) make the plan conform to the Basic Conditions
 - b) make the plan compatible with the Convention rights
 - c) make the plan comply with definition of a neighbourhood plan and the provisions that can be made by a neighbourhood plan or
 - d) to correct errors.
11. If a recommendation to go to a referendum is made, the Examiner must also recommend whether the area for the referendum should go beyond the Neighbourhood Area, and if so what the extended area should be.
12. The Regulations presume that Neighbourhood Plans will be examined by way of written evidence only, with a requirement for a hearing only in cases where the Examiner feels the only way to properly assess a particular issue is via a discussion with all parties. The Examiner decided that examination by written representations was appropriate in this case and provided his final report on 21 February 2020.
13. Overall, the Examiners Report concluded that “*Subject to a series of recommended modifications set out in this report I have concluded that the Neighbourhood Plan meets all the necessary legal requirements and should proceed to referendum*”.
14. The Council has the capacity to modify the report, if required. The Regulations² state that if the local planning authority “*propose to make a decision which differs from that recommended by the examiner*” and the “*reason for the difference is (wholly or partly) as a result of new evidence or a new fact or a different view taken by the authority as to a particular fact*”, the authority must notify prescribed persons of their proposed decision (and the reason for it) and invite representations. Where the authority consider it appropriate, they may refer the issue to independent examination³.
15. The guidance suggests that where an authority “proposes” to make a decision, the requirement to notify and invite representations must be carried out before the decision is made on the plan to proceed to Referendum.

² Paragraph 13 (1) of Schedule 4B to the Town and Country Planning Act 1990 (TCPA 1990)

³ Paragraph 13(2) of Schedule 4B to the Town and Country Planning Act 1990 (TCPA 1990)

16. Since the Submission of the Neighbourhood Plan, the Council has received the outcome of the High Court Judgement 'Wedgewood v. City of York Council [March 2020]' pertaining to and clarifying the approach to decision-making in relation to York's Green Belt. It is proposed that the outcomes of this judgement should be reflected in the Neighbourhood Plan in order to secure that the Plan meets the Basic Conditions.

Examiner's Recommendations

17. The Examiner's Report is attached as Annex A to the Executive report. Annex B to the Executive report sets out all of the Examiner's detailed recommended modifications to the Neighbourhood Plan. The majority of modifications were minor. However the examiner did include key points in relation to housing and retail.

- **Policy H1: Meeting Housing Needs**

The examiner has suggested that the policy and elements of the supporting text take a more neutral and general approach towards future housing development to clarify the cross over with the emerging Local Plan. Specifically, as submitted, the second criterion require that proposals are 'functionally and physically' connected to Huntington village. The examiner indicated that this approach is very prescriptive in general terms and may prevent otherwise acceptable development from coming forward. The examiner therefore recommends the replacement of the second criterion to a requirement for development proposals are 'well-related' to Huntington Village. To remedy the potential conflict between the application of general planning design principles and the specific requirements of the proposed strategic site at Monks Cross, the examiner also recommends that the supporting text clarifies that the second criterion in the policy would not apply to ST8.

The alteration will also avoid any conflict with site ST8 in the emerging Local Plan, which indicates the site is identified as being part of an important transitional area between the existing urban area at Huntington and more modern and commercial developments at Monks Cross. As such it is proposed to be separated from the existing urban area by a green wedge to protect the setting of Huntington, maintaining the separate identities of the existing and new neighbourhoods. This will reinforce the special circumstances found in the wider City where the general extent of the green belt provides a landscape and visual context for component settlements such as Huntington in order to protect the special character of the historic city.

- Policy H10: Vangarde/Monks Cross shopping parks.
As submitted the examiner suggests the policy is general in the way that the policy supports the continued roles of the retail centre as a sub-regional centre and in particular the policy does not directly relate to the development management process. The examiner suggests that the policy should take a more proactive role in resisting uses that would detract from their sub-regional shopping function and recommends that the policy is modified accordingly. The examiners also suggests modifications to the supporting text to highlight the relationship which would exist between this policy and the broader strategic approach to retail provision in the City included in the emerging Local Plan to protect the role of York city centre and to direct any new retail floorspace initially to the city centre through the application of a sequential test process.

Additional Officer Recommendations

18. Annex C sets out the proposed additional recommended officer modifications to the plan pertaining to Green Belt policies following the receipt of the recent High Court Judgement 'Wedgewood v. City of York Council [2020] EWHC 780 (Admin)', a challenge to the green belt policy in the Neighbourhood Plan through the examination process and the consideration of legal advice.
19. The High Court judgement of Christopher Wedgewood v City of York Council Group [2020] EWHC 780 (Admin) clarifies the approach to decision-making in advance of the adoption of a Local Plan. This clarifies that, in advance of the adoption of the Local Plan, decisions on whether to treat land as falling within the Green Belt for development management purposes should take into account the RSS general extent of the Green Belt, the draft Local Plan (April 2005), the emerging Local Plan, insofar as can be considered against paragraph 48 of the NPPF (2019) and site specific features in deciding whether land should be regarded as Green Belt.
20. It is important to note that the receipt of this judgement was post examination of the Neighbourhood Plan being concluded and the Examiner's report issued in February 2020. Consequently, neither the Parish or the appointed Examiner could take this to consideration in the preparation and examination of the neighbourhood plan.
21. A challenge to the Green Belt policy in the Neighbourhood Plan was made by Redrow Homes through the Neighbourhood Plan examination process. Following the publication of the Examiner's report for

information ahead of a decision by Members, Redrow Homes have raised a further challenge and threatened Judicial Review on the basis they do not consider the proposed modifications address or make clear the decision-making process relevant to York's Green Belt. Redrow Homes claim that Map 3 in the submitted Huntington Neighbourhood Plan, which shows the draft Green Belt Boundary as defined in the Local Plan Fourth Set of Changes (2005), in conjunction with the wording of Policy H14, would unlawfully define an inner Green Belt boundary, which is the function of the Local Plan.

22. Legal advice has been sought in relation to the Examiner's report, which considers that the Council should propose to modify the submitted Neighbourhood Plan as follows, so that it fully reflects the approach to decision making supported in the recent Wedgewood case and to secure that the Neighbourhood Plan meets the Basic Conditions:
- a) amend Policy H14: Green Belt to indicate that the general extent of the Green Belt has been established by the Regional Spatial Strategy (RSS);
 - b) Policy H14 should remove reference to Map 3 and cross reference the saved RSS key diagram showing the general extent of York's Green Belt;
 - c) amend Policy H14 to indicate that the inner boundary of the Green Belt will be defined through the Local Plan process, and that this policy shall apply to land included with the Green Belt boundary that is defined in an adopted Local Plan;
 - d) amend Policy H14 and its supporting text to state that until the Green Belt boundaries are defined in an adopted Local Plan, decisions on whether to treat land as falling within the Green Belt for development management purposes will be taken in accordance with the approach supported in the recent case of Christopher Wedgewood v City of York Council [2020] EWHC 780 (Admin);
 - e) Amend supporting text to policy H14 to indicate that the 2005 draft Local Plan map shows what was approved in 2005 for development control purposes and that in advance of the adoption of the Local Plan this will be taken into account along with the emerging Local Plan, RSS general extent of the Green Belt and site specific features in deciding whether land should be regarded as Green Belt for

development control purposes, but that the 2005 draft Local Plan should not be treated as establishing a Green Belt boundary;

f) Remove the 2005 Green Belt boundary from Map 3 'Proposals Map'.

23. Officers have contacted the Examiner about the recent challenge to the green belt policies, the recent Wedgewood Judgement and the proposed necessary modifications as a result of legal advice. On the basis of the information presented, the Examiner has confirmed in a letter to the Council that he is satisfied that it is appropriate for the Council to propose to exercise its ability to reach a different decision on elements of the submitted Plan which depart from the recommended modifications in his report of 21 February 2020.
24. Consequently, Annex C sets out the proposed additional recommended officer modifications to the Neighbourhood Plan required to secure that it meets the Basic Conditions, in accordance with the legal advice received specifically in relation to modifying Policy H14: Green Belt and Map 3 of the draft Neighbourhood Plan.

Next Steps

25. The Examiner's recommendations on the Neighbourhood Plan are not binding on the Council, who may choose to make a decision which differs from the Examiner's. However, any significant changes from the Examiner's recommendations would require a further period of public consultation.
26. A decision to refuse the Neighbourhood Plan proposal could only be made on the following grounds:
 - the LPA is not satisfied that the Neighbourhood Plan meets the Basic Conditions;
 - the LPA does not believe that with modification Neighbourhood Plan can meet the Basic Conditions;
 - the LPA considers that the Neighbourhood Plan constitutes a repeat proposal; or
 - the LPA does not believe the qualifying body is authorised or
 - that the proposal does not comply with that authorisation.
27. Subject to Members acceptance of making a decision different to the Examiners, Officers propose a consultation on the proposed additional modifications pertaining to policies H14 and Map 3 in the submitted

Huntington Neighbourhood Plan ahead of any decision to accept the Neighbourhood Plan Examiner's report and to proceed to Referendum.

28. This consultation would satisfy the Council's obligations under the legislation and Regulations⁴ wherein it states that where the Council propose to make a decision which differs from that recommended by the examiner and the *"reason for the difference is (wholly or partly) as a result of new evidence or a new fact or a different view taken by the authority as to a particular fact"*, the authority must notify prescribed persons of their proposed decision (and the reason for it) and invite representations. It would also minimise the risk of a judicial review in relation to the policies contained in the Neighbourhood Plan by clarifying the approach to York's Green Belt ahead of a formal decision by Members.
29. Following the completion of this consultation, Officers will report the outcomes to Executive for Members to make a decision on whether to accept the Examiner's and additional modifications in order for the Neighbourhood Plan to proceed to Referendum. The Council must then publish its decision and its reasons for it in a 'Decision Statement'.

Consultation

30. The Huntington Neighbourhood Plan has been through several stages of consultation. These are: consultation on designation as a Neighbourhood Area (September 2015), consultation on the Pre-Submission version of the Plan (January to March 2018), consultation on a Submission version (October to November 2019).
31. A Consultation Statement accompanied the submission version of the Neighbourhood Plan and sets out all the consultation undertaken. All the consultation undertaken by City of York Council has been carried out in accordance with the Council's Statement of Community Involvement.
32. The proposed consultation on the additional modifications to the Neighbourhood Plan will be in line with the updated Statement of Community Involvement (SCI). It is recommended that the consultation strategy is delegated to the Assistant Director for Planning and Public

⁴ Paragraph 13 (1) of Schedule 4B to the Town and Country Planning Act 1990 and Regulation 17A of the Neighbourhood Planning (General) Regulations 2012.

Protection in consultation with the Executive Member for the Economy and Strategic Planning.

Options

33. Officers request that Members:

- i) *Approve the proposed additional modifications in Annex C for consultation purposes*
- ii) *Approve a Neighbourhood Plan (Regulation 17A (2)) consultation on the proposed additional Modifications in Annex C to the Huntington Neighbourhood Plan.*
- iii) *Agree the proposed additional modifications and consultation strategy is delegated to the Assistant Director for Planning and Public Protection in consultation with the Executive Member for the Economy and Strategic Planning.*
- iv) *Defer consideration of the Examiner's report (Annex A) and proposed modifications schedule (Annex B) until the consultation on additional modifications (Annex C) has taken place.*

34. The following alternative options have been identified and rejected:

- v) *That the Executive accept the Examiners recommendations and progress to referendum without additional modifications*
- vi) *That the Executive reject the Examiner's recommendations and refuse the Neighbourhood Plan proposal. This decision can only be justified on the grounds listed under paragraph 26.*

Analysis

35. The Examiner has concluded that the modifications set out at Annex B will satisfy the Basic Conditions. The Council has an obligation, under Schedule 4B of the 1990 Town and Country Planning Act, to arrange a local referendum, unless the Examiner's recommended modifications and/or conclusions are to be challenged.

36. The receipt of the High Court Judgement 'Wedgewood v. City of York Council [2020] EWHC 780 (Admin)' together with a potential legal challenge to the Neighbourhood Plan has required officers to seek advice and consider proposed additional modifications to those

proposed by the Examiner in order to secure that the Neighbourhood Plan meets the Basic Conditions. This advice has recommended the approach and proposed changes as set out in paragraphs 18-24 of this report, which has been endorsed by the independent Examiner. Officers therefore recommend Members proceed with Options (i)-(iv).

37. The alternative option (v) of accepting the Examiners recommendations without consultation on proposed modifications to the Green Belt policies leaves open the potential for legal challenge. Option (v) is therefore not recommended.
38. The alternative option (vi) rejecting all of the Examiners recommendations can only be justified on the grounds listed under paragraph 26. Option (vi) is therefore not considered appropriate at this stage.

Financial Implications

39. The responsibility for a further consultation will lie with the authority. Table 1 sets out a breakdown of the non-staffing costs of producing the Huntington Neighbourhood Plan to date and also sets out the approximate costs associated with the Examination and Referendum. The approximate cost of a further consultation will therefore be circa. £500.

Table 1: Non staffing costs for Neighbourhood Plan Production

Stage	Cost
Designation consultation	£500
Submission consultation	£500
NP grant to Parish Councils	£3,000
Examination	£5,800
Referendum	Circa £7,000 (tbc)
Total	£ 16,800

40. It should also be noted that the responsibility and therefore the costs of the Examination and Referendum stages of the Neighbourhood Plan production lie with the City of York Council. There is also a significant level of officer costs required throughout the process to provide the required support to each of the Neighbourhood Planning Bodies. A

significant level of officer input at an appropriate level is needed throughout the process to ensure legal conformity, appropriate plan content, technical advice, including provision of mapping and assistance with Strategic Environmental Assessment (SEA) and Habitat Regulation Assessment (HRA).

41. Financial support from Central Government is available for Local Planning Authorities (LPAs) involved with Neighbourhood Plans. A sum of £5000 was claimed for the designation of the Huntington Neighbourhood Plan in 2015. The LPAs can also claim £20,000 once they have set a date for a referendum following a successful examination.
42. Huntington Parish Council was provided with a £3k grant from the Council to support the development of the neighbourhood plan.
43. Communities with Neighbourhood Plans in place can also benefit financially should York adopt a Community Infrastructure Levy (CIL). They can benefit from 25% of the revenues from the CIL arising from the development that takes place in their area.

Implications

44. The following implications have been assessed:
 - **Financial** – The examination and future referendum will be funded by City of York Council. Once a date for the referendum is set the Council can apply for a government grant of £20,000 towards the costs of the Councils involvement in preparing the Plan (including the costs of the Examination and referendum). The approximate cost of a further consultation will therefore be circa. £500. Any shortfall will need to be accommodated within existing resource.
 - **Human Resources (HR)** - none
 - **One Planet Council / Equalities** – Better Decision Making Tool attached at Annex E
 - **Legal** - The Legal implications are set out within the body of this report.
 - **Crime and Disorder** - None
 - **Information Technology (IT)** None
 - **Property** - None
 - **Other** – None

Risk Management

45. In compliance with the Council's risk management strategy, the main risks associated with the Huntington Neighbourhood Plan are as follows:
- Risk of Judicial Review should it not be proposed to modify policies and maps pertaining to York's Green Belt within the Neighbourhood Plan. Risks arising from failure to comply with the laws and regulations relating to Planning and the SA and Strategic Environmental Assessment processes and not exercising local control of developments.

Contact Details

Author:	Chief Officer Responsible for the report		
Anna Pawson Development Officer Forward Planning 01904 553312	Mike Slater Assistant Director of Planning and Public Protection		
Alison Cooke Forward Planning Manager (interim) Forward Planning	Report Approved	✓	Date 12/10/2020
Specialist Implications Officer(s)			
Financial Implications: Patrick Looker Finance Manager 01904 551633		Legal Implications: Sandra Branigan Senior Solicitor 01904 551040	
Wards Affected:	Huntington & New Earswick		
For further information please contact the author of the report			

Background Papers:

CYC's Huntington Neighbourhood Plan Webpage:

<https://www.york.gov.uk/planning-policy/huntington-neighbourhood-plan?documentId=764&categoryId=20051>

Annexes

- Annex A Huntington Neighbourhood Plan Examiner's Report
- Annex B Examiner's Recommended Modifications
- Annex C Additional Recommended Modifications
- Annex D Huntington Neighbourhood Plan (submission version)
- Annex E Better Decision Making Tool

List of Abbreviations Used in this Report

BA (Hons) MA, DMS, MRTPI – *Bachelor of Arts, Masters, Diploma in Management Studies, Member of the Royal Town Planning Institute.*

EU – *European Union*

LPA – *Local Planning Authority*

NP – *Neighbourhood Plan*

SEA – *Strategic Environmental Assessment*

HRA – *Habitats Regulation Assessment*

Huntington Parish Neighbourhood Development Plan 2017-2032/33

**A report to the City of York Council on the
Huntington Parish Neighbourhood Development
Plan**

**Andrew Ashcroft
Independent Examiner
BA (Hons) M.A. DMS M.R.T.P.I.**

Director – Andrew Ashcroft Planning Limited

Executive Summary

- 1 I was appointed by the City of York Council in October 2019 to carry out the independent examination of the Huntington Parish Neighbourhood Development Plan.
- 2 The examination was undertaken by written representations. I visited the neighbourhood area on 28 November 2019.
- 3 The Plan includes a range of policies and seeks to bring forward positive and sustainable development in the neighbourhood area. There is a very clear focus on safeguarding local character in general terms, and the general extent of the York Green Belt in particular. It provides a context within which new dwellings can be accommodated. It also proposes a series of local green spaces. In the round the Plan has successfully identified a range of issues where it can add value to the strategic context provided by the general extent of the Green Belt and the emerging City of York Local Plan.
- 4 The Plan has been underpinned by community support and engagement. It is clear that all sections of the community have been actively engaged in its preparation.
- 5 Subject to a series of recommended modifications set out in this report I have concluded that the Huntington Parish Neighbourhood Plan meets all the necessary legal requirements and should proceed to referendum.
- 6 I recommend that the referendum should be held within the neighbourhood area.

Andrew Ashcroft
Independent Examiner
21 February 2020

1 Introduction

- 1.1 This report sets out the findings of the independent examination of the Huntington Neighbourhood Development Plan 2017-2032/33 (the 'Plan').
- 1.2 The Plan has been submitted to the City of York Council (CYC) by Huntington Parish Council in its capacity as the qualifying body responsible for preparing the neighbourhood plan.
- 1.3 Neighbourhood plans were introduced into the planning process by the Localism Act 2011. They aim to allow local communities to take responsibility for guiding development in their area. This approach was subsequently embedded in the National Planning Policy Framework (NPPF) 2012 and its updates in 2018 and 2019. The NPPF continues to be the principal element of national planning policy.
- 1.4 The role of an independent examiner is clearly defined in the legislation. I have been appointed to examine whether or not the submitted Plan meets the basic conditions and Convention Rights and other statutory requirements. It is not within my remit to examine or to propose an alternative plan, or a potentially more sustainable plan except where this arises as a result of my recommended modifications to ensure that the plan meets the basic conditions and the other relevant requirements.
- 1.5 A neighbourhood plan can be narrow or broad in scope. Any plan can include whatever range of policies it sees as appropriate to its designated neighbourhood area. The submitted plan has been designed to be distinctive in general terms. In addition, it has a clear focus on maintaining the integrity of the neighbourhood area in general, and its relationship with the general extent of the York Green Belt in particular.
- 1.6 Within the context set out above this report assesses whether the Plan is legally compliant and meets the basic conditions that apply to neighbourhood plans. It also considers the content of the Plan and, where necessary, recommends modifications to its policies and supporting text.
- 1.7 This report also provides a recommendation as to whether the Plan should proceed to referendum. If this is the case and that referendum results in a positive outcome the Plan would then be used to determine planning applications within the Plan area and will sit as part of the wider development plan.

2 The Role of the Independent Examiner

- 2.1 The examiner's role is to ensure that any submitted neighbourhood plan meets the relevant legislative and procedural requirements.
- 2.2 I was appointed by CYC, with the consent of the Parish Council, to conduct the examination of the Plan and to prepare this report. I am independent of both CYC and the Parish Council. I do not have any interest in any land that may be affected by the Plan.
- 2.3 I possess the appropriate qualifications and experience to undertake this role. I am a Director of Andrew Ashcroft Planning Limited. In previous roles, I have over 35 years' experience in various local authorities at either Head of Planning or Service Director level. I am a chartered town planner and have significant experience of undertaking other neighbourhood plan examinations and health checks. I am a member of the Royal Town Planning Institute and the Neighbourhood Planning Independent Examiner Referral Service.

Examination Outcomes

- 2.4 In my role as the independent examiner of the Plan I am required to recommend one of the following outcomes of the examination:
- (a) that the Plan is submitted to a referendum; or
 - (b) that the Plan should proceed to referendum as modified (based on my recommendations); or
 - (c) that the Plan does not proceed to referendum on the basis that it does not meet the necessary legal requirements.
- 2.5 The outcome of the examination is set out in Sections 7 and 8 of this report.

Other examination matters

- 2.6 In examining the Plan I am required to check whether:
- the policies relate to the development and use of land for a designated neighbourhood plan area; and
 - the Plan meets the requirements of Section 38B of the Planning and Compulsory Purchase Act 2004 (the Plan must specify the period to which it has effect, must not include provision about development that is excluded development, and must not relate to more than one neighbourhood area); and
 - the Plan has been prepared for an area that has been designated under Section 61G of the Localism Act and has been developed and submitted for examination by a qualifying body.
- 2.7 I have addressed the matters identified in paragraph 2.6 of this report. I am satisfied that the submitted Plan complies with the three requirements.

3 Procedural Matters

3.1 In undertaking this examination I have considered the following documents:

- the submitted Plan;
- the supporting evidence documents;
- the Basic Conditions Statement;
- the Consultation Statement;
- the CYC SEA and HRA screening report;
- the Parish Council's responses to my Clarification Note;
- the City of York Council's responses to my Clarification Note;
- the representations made to the Plan;
- the saved elements of the Regional Strategy for Yorkshire and Humber;
- the City of York Draft Local Plan incorporating the Fourth Set of Changes Development Control Local Plan (April 2005);
- the submitted City of York Local Plan 2017-2033;
- the National Planning Policy Framework (February 2019);
- Planning Practice Guidance (March 2014 and subsequent updates); and
- relevant Ministerial Statements.

3.2 I visited the neighbourhood area on 28 November 2019. I looked at its overall character and appearance and at those areas affected by policies in the Plan in particular. My visit is covered in more detail in paragraphs 5.9 to 5.16 of this report.

3.3 It is a general rule that neighbourhood plan examinations should be held by written representations only. Having considered all the information before me, including the representations made to the submitted plan, I was satisfied that the Plan could be examined without the need for a public hearing. I advised CYC of this decision after I had received the responses to the clarification note.

4 Consultation

Consultation Process

- 4.1 Policies in made neighbourhood plans become the basis for local planning and development control decisions. As such the regulations require neighbourhood plans to be supported and underpinned by public consultation.
- 4.2 In accordance with the Neighbourhood Planning (General) Regulations 2012 the Parish Council has prepared a Consultation Statement. This Statement sets out the mechanisms used to engage all concerned in the plan-making process. It also provides specific details about the consultation process that took place on the pre-submission version of the Plan (January to March 2018). Its key feature is the way in which it captures the key issues in a proportionate way and is then underpinned by more detailed appendices.
- 4.3 The Statement sets out details of the comprehensive range of consultation events that were carried out in relation to the initial stages of the Plan. They included:
- the discussion at the Parish Council meeting (October 2015);
 - the community questionnaire (June/July 2016);
 - the drop-in exhibition (July 2016);
 - the use of the Parish Council website;
 - the use of posters; and
 - the inclusion of updates about the Plan in the Parish newsletter.
- 4.4 Appendix E of the Statement also provides details of the way in which the Parish Council engaged with statutory bodies. It is clear that the process has been proportionate and robust.
- 4.5 Appendix H of the Statement provide specific details on the comments received as part of the consultation process on the pre-submission version of the Plan. It identifies the principal changes that worked their way through into the submission version. They help to describe the way in which the plan has been refined in response to this important part of the plan-making process.
- 4.6 It is clear that consultation has been an important element of the Plan's production. Advice on the neighbourhood planning process has been made available to the community in a positive and direct way by those responsible for the Plan's preparation.
- 4.7 From all the evidence provided to me as part of the examination, I can see that the Plan has promoted an inclusive approach to seeking the opinions of all concerned throughout the process. CYC has carried out its own assessment that the consultation process has complied with the requirements of the Regulations.

Representations Received

4.8 Consultation on the submitted plan was undertaken by CYC for a six-week period that ended on 18 November 2019. This exercise generated comments from a range of organisations as follows:

- Highways Agency
- CPRE North Yorkshire
- York Consortium of Drainage
- Foss Internal Drainage
- Coal Authority
- Historic England
- Gladman Developments
- Barratt and David Wilson Homes
- North Lane Developments
- Taylor Wimpey
- Pilcher Homes
- City of York Council
- Galtres Garden City
- Redrow Homes
- Other Land owners (adjacent to the site promoted by Redrow Homes)

4.9 Four representations were also received from local residents. I have taken all the representations into account in examining the Plan. Where it is appropriate to do so I make specific reference to certain representations on a policy-by-policy basis.

5 The Neighbourhood Area and the Development Plan Context

The Neighbourhood Area

- 5.1 The neighbourhood area consists of the parish of Huntington. Its population in 2011 was 9371 persons living in 4247 houses. It was designated as a neighbourhood area on 28 September 2015. It is an irregular area located in the north-eastern part of the City of York. The River Foss runs through the neighbourhood area in a southerly direction. It joins the River Ouse in the City Centre.
- 5.2 Huntington is an area of great interest and contrasts. Its western part is primarily residential in nature and is based on and around the Huntington Road, New Road and North Moor/Strensall Roads as they run to the north out of the City Centre. This part of the neighbourhood area includes the Huntington Conservation Area based around The Old Village and St Mary's Church. The south-eastern part of the neighbourhood area is primarily retail in nature and is based around the Vangarde Shopping Park and the Monks Cross Shopping Park. Both of these shopping parks operate within a sub-regional capacity.
- 5.3 The remainder of the neighbourhood area consists of an attractive agricultural hinterland. It is located both within and outside the York Outer Ring Road (A1237).

Development Plan Context

- 5.4 The development plan context is both complex and unusual. It consists of two saved policies from the Regional Spatial Strategy for Yorkshire and Humber as follows:
- Policy YH9: Green Belts – the definition of the inner boundaries of the Green Belt around York
- Policy Y1: York sub area – the definition of detailed boundaries of the outstanding sections of the green belt and the inner boundary and the protection and enhancement of the historical and environment character of York
- These saved policies will apply in the neighbourhood area until they replaced by the emerging City of York Local Plan.
- 5.5 The CYC does not have a formally adopted Local Plan. The City of York Draft Local Plan incorporating the Fourth Set of Changes Local Plan (April 2005) was approved for development management purposes. Its policies are capable of being material planning considerations in the determination of planning applications where policies relevant to the application are consistent with those in the NPPF. This has proved to be particularly useful in the application of Green Belt policy.
- 5.6 The Basic Conditions Statement highlights the policies in the development plan and how they relate to policies in the submitted Plan. This is good practice. It also explains the complicated context within which the neighbourhood plan has been prepared.

- 5.7 The emerging City of York Local Plan (2017-2033) was making good progress at the time of this examination. It was submitted for its own examination in May 2018. Consultation took place on proposed Main Modifications to that Plan in June/July 2019.
- 5.8 The submitted Plan has been designed to run concurrently with the emerging York Local Plan. This follows important national advice in Planning Practice Guidance.

Unaccompanied Visit

- 5.9 I visited the neighbourhood area on 28 November 2019. I approached from the A64 to the immediate east of York. This gave me an initial impression of the setting and character of the neighbourhood area. It also highlighted its connection to the strategic road system and to the wider City of York
- 5.10 I looked initially at Huntington Old Village. I saw the way in which it is distinctive in character and appearance from the main road to its immediate east. I saw its range of fine brick buildings, mainly with clay pantile roofs. I walked along Church Lane to All Saint's Church. I saw its well-maintained churchyard and the war memorial. I saw the River Foss and the popularity of its adjacent footpaths for local people in general, and dog walkers in particular. I then walked along the paths to the north. I took time to look at the proposed Local Green Spaces to the east of the River Foss.
- 5.12 Thereafter I looked at the range of commercial and community facilities along Strensall Road and North Moor Road. I saw the impressive former Board School (1877), now the Huntington Community Centre, the Primary School Academy, the post office and the Library. I saw their collective and individual importance to the wider local community.
- 5.13 I then drove towards the City Centre along Huntington Road. I saw the various housing types and the Tesco Express shop. I also took the opportunity to look at the Brockfield Park local shopping centre, the nearby Orchard Park Community Centre and Orchard Park itself. I also saw the Huntington School and the Community Sports facility on the opposite side of the main road.
- 5.14 I then took time to look at the proposed Local Green Spaces to the west of the main road leading up to the River Foss. I saw their different sizes and uses. In general terms I saw their strong and functional relationships with the River Foss.
- 5.15 Thereafter I drove along Garth Road so that I could see the proposed strategic housing site included in the submitted City of York Local Plan in the neighbourhood area. Thereafter I drove to Jockey Lane. I saw its variety of retail and car sales related activities. I saw the way in which it provided access to the Monks Cross and Vangarde Retail Parks to the north-east and south-east respectively.
- 5.16 I then looked at the Monks Cross and Vangarde Retail Parks. I saw their popularity and vibrancy in the pre-Christmas period. As the Plan describes, I saw the way in which they were providing for a sub-regional market. I finished my visit by driving to the part

of the neighbourhood area between the York Outer Ring Road and the A64. I saw its flat agricultural nature.

6 The Neighbourhood Plan and the Basic Conditions

- 6.1 This section of the report deals with the submitted neighbourhood plan as a whole and the extent to which it meets the basic conditions. The submitted Basic Conditions Statement has helped considerably in the preparation of this section of the report. It is a well-presented and informative document. It is also proportionate to the Plan itself.
- 6.2 As part of this process I must consider whether the submitted Plan meets the Basic Conditions as set out in paragraph 8(2) of Schedule 4B of the Town and Country Planning Act 1990. To comply with the basic conditions, the Plan must:
- have regard to national policies and advice contained in guidance issued by the Secretary of State;
 - contribute to the achievement of sustainable development;
 - be in general conformity with the strategic policies of the development plan in the area;
 - be compatible with European Union (EU) and European Convention on Human Rights (ECHR) obligations; and
 - not breach the requirements of Chapter 8 of Part 6 of the Conservation of Habitats and Species Regulations 2017 (7).
- 6.3 I assess the Plan against the basic conditions under the following headings.
- National Planning Policies and Guidance*
- 6.4 For the purposes of this examination the key elements of national policy relating to planning matters are set out in the National Planning Policy Framework (NPPF) issued in February 2019. This approach is reflected in the submitted Basic Conditions Statement.
- 6.5 The NPPF sets out a range of core land-use planning issues to underpin both plan-making and decision-taking. The following are of particular relevance to the Huntington Parish Neighbourhood Plan:
- a plan led system– in this case the relationship between the neighbourhood plan and existing development plan context as described in section 5 of this report;
 - delivering a sufficient supply of homes;
 - building a strong, competitive economy;
 - recognising the intrinsic character and beauty of the countryside and supporting thriving local communities;
 - taking account of the different roles and characters of different areas;
 - highlighting the importance of high-quality design and good standards of amenity for all future occupants of land and buildings; and
 - conserving heritage assets in a manner appropriate to their significance.

- 6.6 Neighbourhood plans sit within this wider context both generally, and within the more specific presumption in favour of sustainable development. Paragraph 13 of the NPPF indicates that neighbourhoods should both develop plans that support the strategic needs set out in local plans and plan positively to support local development that is outside the strategic elements of the development plan.
- 6.7 In addition to the NPPF I have also taken account of other elements of national planning policy including Planning Practice Guidance and ministerial statements.
- 6.8 Having considered all the evidence and representations available as part of the examination I am satisfied that the submitted Plan has had regard to national planning policies and guidance in general terms. It sets out a positive vision for the future of the neighbourhood area. In particular it includes a policy to safeguard the general extent of the existing York Green Belt within its administrative area. It also includes a series of policies which address the scale and nature of new development. It identifies key principles for new residential development and proposes a number of local green spaces. The Basic Conditions Statement maps the policies in the Plan against the appropriate sections of the NPPF.
- 6.9 At a more practical level the NPPF indicates that plans should provide a clear framework within which decisions on planning applications can be made and that they should give a clear indication of how a decision-maker should react to a development proposal (paragraph 16d). This was reinforced with the publication of Planning Practice Guidance in March 2014. Paragraph ID:41-041-20140306 indicates that policies in neighbourhood plans should be drafted with sufficient clarity so that a decision-maker can apply them consistently and with confidence when determining planning applications. Policies should also be concise, precise and supported by appropriate evidence.
- 6.10 As submitted the Plan does not fully accord with this range of practical issues. The majority of my recommended modifications in Section 7 relate to matters of clarity and precision. They are designed to ensure that the Plan fully accords with national policy.

Contributing to sustainable development

- 6.11 There are clear overlaps between national policy and the contribution that the submitted Plan makes to achieving sustainable development. Sustainable development has three principal dimensions – economic, social and environmental. It is clear that the submitted Plan has set out to achieve sustainable development in the neighbourhood area. In the economic dimension the Plan includes policies for both housing employment and retail development (Policies H1-3, H6 and H10-13 respectively). In the social role, it includes policies on community facilities (Policies H8/9) and on local green spaces (Policy H15). In the environmental dimension the Plan positively seeks to protect its natural, built and historic environment. It has specific policies on design (Policy H4), on heritage assets (Policy H5), on the River Foss (Policy H16) and on biodiversity (Policy H17). The Parish Council has undertaken its own assessment of this matter in the submitted Basic Conditions Statement.

General conformity with the strategic policies in the development plan

- 6.12 I have already commented in detail on the development plan context in the City of York in paragraphs 5.4 to 5.8 of this report. I am satisfied that subject to the incorporation of the modifications recommended in this report that the submitted Plan is in general conformity with the strategic policies in the development plan. In particular it has sought to take account of the emerging Local Plan and the way in which that Plan proposes a strategic development site within the neighbourhood area.
- 6.13 I also consider that the submitted Plan delivers a local dimension to this strategic context. The Basic Conditions Statement helpfully relates the Plan's policies to policies in the development plan. I am satisfied that the submitted Plan is in general conformity with the strategic policies in the development plan.

European Legislation and Habitat Regulations

- 6.14 The Neighbourhood Plan General Regulations 2015 require a qualifying body either to submit an environmental report prepared in accordance with the Environmental Assessment of Plans and Programmes Regulations 2004 or a statement of reasons why an environmental report is not required.
- 6.15 In order to comply with this requirement CYC undertook a screening exercise on the need or otherwise for a Strategic Environmental Assessment (SEA) to be prepared for the Plan. The report is thorough and well-constructed. As a result of this process it concluded that the Plan is not likely to have any significant effects on the environment and accordingly would not require SEA. It reaches this conclusion for the following reasons:
- the submitted Plan is a lower-tier plan;
 - it does not directly allocate any sites for development; and
 - its policies do not directly affect any special features or designated areas within the neighbourhood area.
- 6.16 The screening report includes a separate Habitats Regulations Assessment (HRA) of the Plan. It takes account of the likely effects of development in the neighbourhood area on the Strensall Common SAC and on the Humber Estuary SPA, SAC and Ramsar site. It concludes that the Plan is not considered to have the potential to cause a likely significant adverse effect on a European protected site. It also concludes that there will be no likely significant in-combination effects. Its level of detail provides assurance that this important matter has been comprehensively addressed.
- 6.17 Having reviewed the information provided to me as part of the examination, I am satisfied that a proportionate process has been undertaken in accordance with the various regulations. In the absence of any evidence to the contrary, I am entirely satisfied that the submitted Plan is compatible with this aspect of European obligations. The work undertaken on HRA screening is exemplary.
- 6.18 In a similar fashion I am satisfied that the submitted Plan has had regard to the fundamental rights and freedoms guaranteed under the European Convention on

Human Rights (ECHR) and that it complies with the Human Rights Act. There is no evidence that has been submitted to me to suggest otherwise. In addition, there has been full and adequate opportunity for all interested parties to take part in the preparation of the Plan and to make their comments known. On the basis of all the evidence available to me, I conclude that the submitted Plan does not breach, nor is in any way incompatible with the ECHR.

Summary

- 6.19 On the basis of my assessment of the Plan in this section of my report I am satisfied that it meets the basic conditions subject to the incorporation of the recommended modifications contained in this report.

7 The Neighbourhood Plan policies

- 7.1 This section of the report comments on the policies in the Plan. In particular, it makes a series of recommended modifications to ensure that they have the necessary precision to meet the basic conditions.
- 7.2 My recommendations focus on the policies themselves given that the basic conditions relate primarily to this aspect of neighbourhood plans. In some cases, I have also recommended changes to the associated supporting text.
- 7.3 I am satisfied that the content and the form of the Plan is fit for purpose. It is distinctive and proportionate to the neighbourhood area. The wider community and the Parish Council have spent time and energy in identifying the issues and objectives that they wish to be included in their Plan. This sits at the heart of the localism agenda.
- 7.4 The Plan has been designed to reflect Planning Practice Guidance (41-004-20170728) which indicates that neighbourhood plans must address the development and use of land.
- 7.5 I have addressed the policies in the order that they appear in the submitted Plan. Where necessary I have identified the inter-relationships between the policies.
- 7.6 For clarity this section of the report comments on all policies whether or not I have recommended modifications in order to ensure that the Plan meets the basic conditions.
- 7.7 Where modifications are recommended to policies they are highlighted in bold print. Any associated or free-standing changes to the text of the Plan are set out in italic print.

The initial section of the Plan (Sections 1-3)

- 7.8 These initial parts of the Plan set the scene for the range of policies. They do so in a proportionate way. The Plan is presented in a very professional way. It makes a very effective use of well-selected photographs. A very clear distinction is made between its policies and the supporting text. It also highlights the links between the Plan's objectives and its resultant policies.
- 7.9 The Introduction (Section 1) comments generally about the neighbourhood area and how it lends itself to the development of a neighbourhood plan. It also comments about how the Plan fits into the wider planning system. It does so to good effect. It identifies the Plan period.
- 7.10 Section 2 comments about the neighbourhood area and a range of matters which have influenced the preparation of the Plan. It has a particular focus on its history, the village amenities, the character of the village and its demography.
- 7.11 Section 3 incorporates the Vision Statement and the resulting eleven principles which underpin the Vision. In their different ways these matters flow into the submitted planning policies.

7.12 Sections 4 and 5 detail the resulting planning policies and arrangements for the monitoring and review of the Plan.

7.13 The remainder of this section of the report addresses each policy in turn in the context set out in paragraphs 7.5 to 7.7 of this report.

Policy H1 Meeting housing need

7.14 This is an important policy in the Plan. It sets out a series of design and planning criteria to influence and to shape the development of new homes in the Plan period. It has two potentially overlapping roles. In the first instance it seeks to make an overlap with the emerging Local Plan in general, and its proposed inclusion of a strategic housing allocation to the north of Monks Cross in particular. In the second instance it provides a comprehensive series of more general criteria that would apply to all future housing sites.

7.15 In general terms the policy has regard to national planning policy by promoting housing schemes and boosting the supply of housing land (NPPF paragraphs 59 and 60). In addition, the provision of a range of homes to meet the needs of present and future generations is one of the key attributes of the social objective of sustainable development.

7.16 I do however have reservations about the practicability and clarity of the detailed policy wording, which is not fully compliant with national policy. I have particular concerns about the way in which the accompanying justification and evidence base for the policy is dominated by the strategic housing delivery issues which are being addressed in the emerging Local Plan in general, and the proposed strategic site to the north of Monks Cross in particular. In addition, the supporting text has its own internal inconsistencies. On the one hand paragraph 54 is clear that the Plan does not seek to allocate land for housing and comments that this is best done through the Local Plan process. However, on the other hand paragraph 56 comments that the policy has been developed in the context that the Monks Cross site will be included in an adopted Local Plan. This is reinforced in the comments in paragraph 58 that the policy 'will be used to shape and influence any future housing allocation made through the Local Plan should it be the site north of the site Land North of Monks Cross or an alternative'

7.17 I sought advice from the Parish Council through the clarification note process about the potential for the policy and elements of the supporting text to take a more neutral and general approach towards future housing development. Clearly this approach would avoid the need make specific reference to the debate about potential housing allocations in the emerging Local Plan. The Parish Council responded positively to this approach. I recommend accordingly and based on the details in the following paragraphs of this report.

7.18 In the context of the modified policy the majority of the proposed planning and design criteria continue to be appropriate. Nevertheless, I recommend that they are applied in a way that takes account of the scale, nature and the location of development

proposals on a case-by-case basis. Clearly in some cases most of the criteria will apply. In other cases, mainly involving smaller development proposals, only some of the criteria would be triggered. This will ultimately be a matter of judgement for CYC. In the event that the adopted Local Plan includes strategic housing sites in the neighbourhood area the various criteria would be applied to detailed development proposals insofar as they are consistent and/or not overtaken by the criteria in the detailed site-by-site policies in the Local Plan.

- 7.19 I recommend the replacement of the second criterion with one which requires that development proposals are 'well-related' to Huntington Village. As submitted the criterion requires that proposals are 'functionally and physically' connected to Huntington village. This approach is very prescriptive in general terms and may prevent otherwise acceptable development from coming forward. In addition, this matter of fact approach would be in conflict with CYC's proposals for the Monks Cross site in the emerging Local Plan. In that context, the site is identified as being part of an important transitional area between the existing urban area at Huntington and more modern and commercial developments at Monks Cross. As such it is proposed to be separated from the existing urban area by a green wedge to protect the setting of Huntington, maintaining the separate identities of the existing and new neighbourhoods. This will reinforce the special circumstances found in the wider City where the general extent of the green belt provides a landscape and visual context for component settlements such as Huntington in order to protect the special character of the historic city. To remedy this potential conflict between the application of general planning design principles and the specific requirements of a strategic site at Monks Cross I recommend that the supporting text clarifies that the second criterion in the policy would not apply to the Monks Cross site.
- 7.20 I recommend other consequential changes to other elements of the supporting text.
- 7.21 I also recommend modifications to the other criteria. In the main they are grammatical and take account of the wording used in the modified initial part of the policy. In other cases, they bring the clarity required for a development plan policy.

Replace the opening part of the policy with:

'As appropriate to their scale, nature and location within the neighbourhood area development proposals for new residential development should:'

In criterion 1 replace 'Provides' with 'Provide' and delete 'in Huntington'

Replace criterion 2 with 'Be well-related to the existing urban area of Huntington in terms of their location, design and internal layout'

In criterion 3 replace 'Provides' with 'Provide'

In criterion 4 replace 'Considers' with 'Consider'

Replace criterion 5 with 'Delivers any necessary new school provision, new or enhanced medical facilities and sports and recreational facilities;'

In criterion 6 replace 'Promotes' with 'Promote' and 'accommodates' with 'accommodate'

In criterion 7 replace 'Provides' with 'Provide'

In criterion 8 replace ‘Includes’ with ‘Include’ and delete the second part of the criterion after the semi-colon

In criterion 9 replace ‘Retains.....improves’ with ‘Retain and where practicable improve’

In criterion 10 replace ‘Seeks to create’ with ‘Result in’

In criterion 11 replace ‘Has an’ with ‘Incorporate an’

In criterion 12 replace ‘Includes satisfactory’ with ‘Include appropriate and site-specific’

In criterion 13 replace ‘Provides for adequate parking’ with ‘Incorporate car parking arrangement to the most up to date City of York Council standards’

At the end of paragraph 54 add:

‘In this context Policy H1 has been specifically designed to have a general effect. It incorporates a series of design and planning criteria which will apply to new residential developments in the Plan period. The policy comments they that they should be applied in a way that takes account of the scale, nature and the location of development proposals on a case-by-case basis. This will ultimately be a matter of judgement for the City of York Council throughout the Plan period. In the event that the adopted Local Plan includes strategic housing sites in the neighbourhood area the various criteria would be applied to detailed development proposals that emerge on those sites insofar as they are consistent and/or not overtaken by detailed criteria in the detailed site-by-site policies in the Local Plan. In this context the proposed strategic site at Monk’s Cross as currently included in the emerging Local Plan is proposed to be separated from the existing urban area at Huntington by a green wedge to protect the setting of Huntington. This will reinforce the special circumstances found in the wider City where the general extent of the green belt provides a landscape and visual context for component settlements such as Huntington in order to protect the special character of the historic city. In these circumstances the second criterion in the policy would not apply to the Monks Cross site. Its development would be determined primarily by its detailed policy in the emerging Local Plan’

In paragraph 56 replace the second sentence with:

‘In the context already set out in paragraph 54 of this Plan Policy H1 has general effect. Nevertheless, it has been designed to accommodate the development of a strategic housing allocation to the north of Monks Cross (subject to the contents of paragraph 54 of this Plan) in the event that such a development is included in the adopted version of the currently emerging City of York Local Plan.

In paragraph 56 delete the third sentence.

Delete paragraph 57.

Policy H2 Housing mix

- 7.22 This policy comments about the need for new developments to provide a mix of housing types, sizes and tenures. It requires developers to demonstrate that their proposals have regard to up-to-date evidence on housing needs in the context of site

and market conditions. It also indicates that 'priority should be given' to the provision of smaller homes suitable for young families as well as older persons (including those wishing to downsize).

- 7.23 In general terms the policy has regard to national planning policy by ensuring that housing schemes cater for the identified needs of different groups within the community, including those in affordable housing need (NPPF paragraphs 61 and 62). In the round the provision of a range of homes to meet the needs of present and future generations is one of the key attributes of the social objective of sustainable development.
- 7.24 I do however have reservations about the practicality and clarity of the policy wording. In my judgement it is not fully compliant with national policy. I also have concerns about the way in which the accompanying justification and evidence base for the policy has been incorporated into the policy itself.
- 7.25 Firstly the policy takes no account of the scale and the nature of new housing developments. As submitted, it would apply to all such developments irrespective of their size. This matter is also reinforced given that the neighbourhood area may deliver new housing proposals from the very local and modest at one level to potential strategic proposals at the other level. In this context a strategic housing site at Monks Cross is included in the emerging Local Plan. In order to remedy this matter, I recommend a modification that provides appropriate flexibility for the application of the policy. It takes account of the greater opportunities for a larger development to provide the type of houses as specified in the policy. This would also reinforce the market considerations element of the submitted policy. I also recommend a modification to the supporting text that would acknowledge that any strategic sites which may come forward in the neighbourhood area will, by definition, be catering for City-wide housing needs rather than simply those which exist within the designated neighbourhood area.
- 7.26 Secondly the policy is unclear on its expectation that 'priority should be given' to the provision of smaller homes suitable for young families as well as older persons (including those wishing to downsize). Whilst the accuracy of the supporting information is not disputed by the development industry, several representations comment that the approach taken is prescriptive. The representations also comment that the policy approach does not properly take account of the discussion which may take place on developments with CYC on a case-by-case basis either at pre-application stage or as part of the determination of planning applications. This is an important consideration given that national policy gives priority to the delivery of new homes. To remedy this issue, I recommend that the final part of the policy more simply offers support for smaller homes rather than 'giving priority' to their development.
- 7.27 I also recommend that for consistency purposes that the date of the Housing Needs report in paragraph is changed to October 2017. This would relate to the date of the report itself.

At the beginning of the first sentence add: ‘As appropriate to their scale, nature and location’

In the second sentence replace ‘will be required to’ with ‘should’ and delete ‘in the Parish’

In the third sentence:

- **replace ‘Priority will be given to the provision of’ with ‘Development proposals that deliver’**
- **add at the end ‘will be particularly supported’**

At the end of paragraph 67 add: ‘Policy H2 seeks to ensure that new residential development in the Plan period responds to these important matters. It recognises that larger developments will have greater potential to provide a focus for the delivery of smaller homes. In this context any strategic sites which may come forward in the neighbourhood area will, by definition, be catering for City-wide needs rather than simply those which exist in the neighbourhood area’

In paragraph 69 replace ‘December’ with ‘October’

Policy H3 Affordable housing

- 7.28 This policy continues the approach towards new housing development in the Plan. In this case, it makes specific reference to the provision and the mix of affordable housing within development proposals. It has two principal parts. The first requires the provision of affordable housing to CYC requirements. The second includes a detailed breakdown on the size of affordable houses to be delivered, subject to viability issues and site-specific requirements.
- 7.29 The wider policy is underpinned by substantial supporting text (paragraphs 70 to 79). This includes detailed commentary in relation to the Strategic Housing Market Assessment (SHMA) 2016. In this context the policy addresses and has regard to an important issue in national policy (NPPF paragraphs 61-64).
- 7.30 The policy has attracted representations from two developers. Whilst the evidence base in the SHMA is not disputed concern is expressed about the very specific nature of the policy’s proposed distribution of affordable houses between different sizes. The representations consider this approach to be prescriptive. It is also suggested that the approach would be in conflict with CYC’s approach to this matter in its emerging Local Plan (Policy H10).
- 7.31 I have considered this matter very carefully. On the one hand, the submitted policy in the neighbourhood plan recognises that its proposed breakdown of affordable housing will be subject to viability and site-specific factors. In addition, there is no reason why a neighbourhood plan policy cannot produce further levels of detail beyond that in a corresponding local plan policy. On the other hand, the figures included within the policy are prescriptive. In addition, they rely predominantly on the more general SHMA

information rather than specific evidence relating to the neighbourhood area. On balance, I have concluded that there is insufficient local evidence relating to the neighbourhood area to justify the approach taken in the submitted policy.

7.32 In these circumstances I recommend a modification to the policy which deletes the specific references to the distribution of the affordable housing by property size. However, I recommend that this matter is repositioned into the supporting text. Plainly the eventual yield of affordable housing on any site will be subject to detailed discussions with CYC and will be determined both by evidence and site-specific considerations.

7.33 I also recommend the deletion of elements of supporting text from the policy.

Delete ‘To support.....the Parish’

Delete the second sentence.

In the third sentence insert ‘for the delivery of affordable housing’ between ‘The focus’ and ‘should’

At the end of paragraph 79 add:

‘The Plan recognises that detailed discussions will need to take place with the City of York Council on a site-by site-basis. Nevertheless, the Parish Council’s aspiration, in line with the findings of the Strategic Housing Market Assessment, is that [at this point insert the deleted second sentence of the policy]’

Policy H4 Design Principles

7.34 This policy is an important component of the Plan. It requires that development proposals should respect local character. The policy comments that this process should have regard to scale, density, massing and other related matters. It also addresses issues such as the amenity of neighbouring properties and the creation of safe and attractive public and private spaces.

7.35 The policy appropriately builds on the work undertaken as part of the preparation Huntington Parish Character Area Study and the Conservation Area Appraisal. This is best practice.

7.36 The policy is an excellent response to local circumstances. In particular it acknowledges that the bulk of development proposals in the Plan period will be of a modest nature and that they should be sensitively and well-designed.

7.37 I recommend detailed modifications to the wording used in the policy. They will ensure that it has the clarity required for a development plan policy. Otherwise it meets the basic conditions.

In the first paragraph of the policy replace:

- **‘the local character’ with ‘the character of their local environment’; and**
- **‘as appropriate’ with ‘as appropriate to their to their nature and location’**

In the second part of the policy replace ‘They’ with ‘Development proposals’

Policy H5 Character buildings and sites of local heritage interest

- 7.38 This policy identifies a series of buildings and sites as being of local interest. They are shown in Table 3 and on Map 1. Thereafter the policy has three related parts which seek to retain the importance of such buildings and heritage assets.
- 7.39 The process for identifying these local assets has been thorough and professional. The three identified assets are both important in their own rights and distinctive to the neighbourhood area.
- 7.40 I recommend modifications to the three component parts of the policy as follows:
- the incorporation of a modified first part of the policy at the end of the second part of the policy. This will ensure that it has regard to national policy which requires a balance to be struck between safeguarding heritage assets and the benefits which may arise from proposed development which may affect such assets;
 - in the second part of the policy the deletion of the reference to important views towards and from the assets. The extent of such views is not otherwise defined in the policy and this approach might otherwise result in inconsistent planning decisions. Nevertheless, I recommend that reference to views is incorporated within the supporting text; and
 - the deletion of the third component of the policy. It is a process matter rather than a policy. In any event it is already addressed in paragraph 99 of the Plan.
- 7.41 I also recommend that the reference in paragraph 99 to the CYC local heritage list. It is at draft stage rather than finalised.

Delete the first component of the policy (second paragraph)

In the second component of the policy (third paragraph) delete ‘including important views towards and from them’

At the end of second component of the policy (third paragraph) add:

‘The effect of a proposed development on the significance of the non-designated heritage assets shown in Table 3 and on Map 1 should be taken into account in determining planning applications. In determining planning applications that directly or indirectly affect the identified non-designated heritage assets, a balanced judgement will be made having regard to the scale of any harm or loss and the significance of the heritage asset concerned’

Delete the third component of the policy (fourth paragraph).

At the end of paragraph 97 add:

'Where it is practicable to do so development proposals should take account of the wider visibility and accessibility of the non-designated heritage assets. This may include views both to and from the local heritage assets'

In paragraph 99 add 'draft' before 'local heritage list'

Policy H6 Business and Employment

- 7.42 This policy refers to business and employment activity. As the supporting text (paragraphs 100-102) comments, the neighbourhood area has several centres of business activity in addition to its extensive retail employment base. They are concentrated in and around Jockey Lane.
- 7.43 The policy is general in nature. It supports the retention of existing land and buildings in employment use where there is a reasonable prospect of the site or building concerned being used for employment purposes.
- 7.44 As submitted there is a slight disjoint between the supporting text and the policy itself. On the one hand, paragraph 105 of the Plan comments about the importance of economic growth and supporting local employment business development. On the other hand, the policy has a more general approach towards supporting the retention of existing land and buildings in employment use.
- 7.45 In order to remedy this issue I recommend that the policy is modified so that it directly addresses the matters raised in paragraph 105 of the supporting text. In doing so I have acknowledged that some changes in business processes and/or extensions may not need planning permission. The recommended policy includes a series of environmental and traffic criteria.
- 7.46 I also recommend that paragraph 106 of the Plan is modified. As submitted, it does not fully reflect the approach in national policy on economic development in general, and in circumstances where there is no reasonable prospect of land or buildings being used for employment purposes in particular.

Replace the policy with:

'Insofar as planning permission is required, proposals for the diversification of businesses uses and the extension and/or adaptation of business premises will be supported subject to the following criteria:

- **they are appropriate in terms of their design, height, scale and massing;**
- **they provide parking to the most up-to-date City of York Council parking standards and the parking provision itself is well-designed and integrated into the wider development;**
- **they can be satisfactorily incorporated into the local road network; and**

- **they do not have an unacceptable impact on the amenity of any residential properties in their immediate locality'**

In paragraph 105 replace 'The Plan' with 'Policy H6'

Replace paragraph 106 with 'National Planning policy attaches considerable importance to supporting a competitive economy. In particular paragraph 80 of the NPPF comments that planning policies and decisions should help create the conditions in which businesses can invest, expand and adapt. Significant weight should be placed on the need to support economic growth and productivity, taking into account both local business needs and wider opportunities for development. Policy H6 seeks to provide an important local dimension to this approach in general, and to the premises outlined in Section 4.3 of this Plan in particular. The Plan recognises that amongst other things paragraph 118 of the NPPF comments that plans and planning decisions should 'give substantial weight to the value of using suitable brownfield land within settlements for homes and other identified needs, and support appropriate opportunities to remediate despoiled, degraded, derelict, contaminated or unstable land'. In the event that any such development proposals arise they will be determined on their merits and in the context of national and local planning policies.'

Policy H7 Existing community facilities and buildings

- 7.47 This policy seeks to retain existing community facilities and buildings unless one of two identified circumstances arise. These circumstances relate either to viability or to the provision of replacement facilities. The policy helpfully identifies the existing community facilities in the neighbourhood area.
- 7.48 I am satisfied that the policy takes an appropriate and balanced approach to this matter. I saw the importance of the various facilities during my visit. In particular the policy acknowledges that some of the facilities are commercial in their nature and includes a reference to viability issues. I recommend detailed modifications to the policy so that its connection with Table 4 is more obvious. I also recommend that the structure of the policy is re-ordered. Otherwise it meets the basic conditions.
- 7.49 Finally I recommend a correction to one of the titles of the community facilities in Table 4 as suggested by CYC.

Reverse the order of the two parts of the policy.

In the second part of the policy (as submitted) replace 'above' with 'in Table 4'

In Table 4 replace 'Flag and Hogs Head' with 'The Hogs Head'

Policy H8 New and enhanced community facilities and buildings

- 7.50 This policy continues the approach of the previous policy. In this case it offers support for new or enhanced community facilities in general terms, and for medical-related

facilities in particular. A second part of the policy requires that development proposals that place additional demands on existing services should provide proportionate facilities to meet the anticipated need.

- 7.51 In general terms I am satisfied that the first part of the policy meets the basic conditions subject to the incorporation of some detailed modifications.
- 7.52 I can understand the intentions of the second part of the policy. Nevertheless, it takes a matter of fact approach towards what is increasingly a complex matter. In particular health services are now frequently run on a commercial basis. This makes a traditional developer contribution approach more problematic. In any event CYC already has the ability to seek appropriate developer contributions towards community facilities where it is appropriate to do so. Over time this approach may become incorporated into Community Infrastructure Levy arrangements if the Council decided to adopt such an approach to this matter.
- 7.53 In addition as submitted the approach lacks the clarity required for a development plan policy. In particular it offers no guidance on the scale of 'additional demands on existing services, the nature of 'proportionate facilities' and any 'anticipated demand'. In these circumstances I recommend the deletion of this part of the policy.

In the first part of the policy delete 'to City of York Council' and replace 'it meets' with 'they meet'

Delete the second part of the policy

Policy H9 Assets of community value

- 7.54 This policy comments about Assets of Community Value (ACV). It reinforces the approach taken in Policies H7 and H8. It has two related parts. The first supports the listing of ACV. The second indicates a commitment to support their longevity.
- 7.55 Paragraph 115 acknowledges that registering ACVs is a separate, non-planning legal process undertaken by CYC. I sought advice from the Parish Council about the extent to which the policy should be a community aspiration rather than a land use policy. On balance I am satisfied with its suggestion that, with modifications, the policy can become land use in its nature. I recommend accordingly. The modified policy takes account of the approach in paragraph 117 of the Plan about supporting the retention and the enhancements of ACVs.

Replace the policy with:

'Proposals that would safeguard, enhance or otherwise assist in securing the long-term accessibility and effectiveness of registered Asset of Community Value will be supported'

At the end of paragraph 117 add:

'Policy H9 seeks to provide a supporting context towards securing the longevity of assets of community value. It has been designed to have general effect given that additional assets may be designated throughout the Plan period'

Policy H10 Vangarde/Monks Cross shopping parks

- 7.56 This is the first of a series of policies on the retail facilities in the neighbourhood area. In this case it is focused on the Vangarde and the Monks Cross Shopping Parks. As paragraphs 122 to 124 of the Plan comment they provide retail services on a sub-regional scale.
- 7.57 The policy is rather general in the way that it supports their continued roles as sub-regional centres. In particular it does not directly relate to the development management process. I sought advice from the Parish Council on its reasoning for the policy and the extent to which it should take a more proactive role in resisting uses that would detract from their sub-regional shopping function. The Parish Council confirmed that its intention was to safeguard the role and function of the two shopping parks in general, and to resist changes of use which would dilute their vitality and viability.
- 7.58 I recommend that the policy is modified accordingly. The resulting policy has been designed to ensure that it does not affect the restrictive conditions which apply to the sale of good in certain premises on the Monks Cross Shopping Park. I also recommend consequential additions and modifications to the supporting text. In particular the modifications to the supporting text highlight the relationship which would exist between this policy and the broader strategic approach to retail provision in the City included in the emerging Local Plan.

Replace the policy with:

'Proposals for non-retail uses or other uses which would detract from the retail vitality of the Vangarde and Monks Cross Shopping Parks will not be supported unless it can be demonstrated that the continued retail use of the premises concerned is not viable and that they have been professionally marketed for alternative or replacement retail use.'

Merge paragraph 123 and 124 into a single paragraph.

Replace paragraph 124 with:

'Policy H10 seeks to consolidate the existing roles of the Vangarde and the Monks Cross Shopping Parks and to retain their retail functions. Nevertheless, it recognises that there may be circumstances where the continued retail use of all the various premises may not be viable as the national and local retail environments evolve through the Plan period. The policy requires that any such premises have been professionally marketed for alternative or replacement retail use and that no such uses have been found as a result. The marketing period should be for a minimum of six months and relevant details should be included with the relevant planning applications. The policy has been designed to be complementary to the approach in the emerging

Local Plan on future retail provision. Whilst the emerging Local Plan recognises that developments such as these two retail parks are part of the established retail offer in the City, Policy R4 of that Plan sets out to protect the role of York city centre and to direct any new retail floorspace initially to the city centre through the application of a sequential test process'

Policy H11 Brockfield Park and North Moor Neighbourhood shopping parades

- 7.59 This policy relates to two identified neighbourhood shopping parades. I saw their local importance when I visited the neighbourhood area. The supporting text at paragraph 130 and 131 sets out their role and importance as shopping parades.
- 7.60 In a similar fashion to Policy H10 this policy has a rather general format in the way in which it seeks to protect and enhance the retail and community uses in these shopping parades. In several respects paragraph 131 is more a policy than supporting text and the policy itself is more supporting text. I recommend modifications to remedy this matter. In doing so this approach overcomes the text and shading issues in the submitted policy.

Replace the policy with:

'Proposals for retail, retail - related uses and community uses will be supported within the defined Brockfield Park and North Moor Neighbourhood shopping parades (as shown on Map 3) where, as appropriate to their scale and nature they would:

At this point include the four bullet points from paragraph 131 with the following modifications:

- **replace 'consolidates.... upon' with 'consolidate, maintain or improve' (first bullet point);**
- **replace 'is of' with 'are of' (second bullet point – first part);**
- **replace 'maintain or enhances' with 'maintain or enhance' (second bullet point – second part);**
- **break the second bullet point into two separate bullet points;**
- **replace 'contributes' with 'contribute' (third bullet point); and**
- **replace 'does not.... detrimental impact' with 'do not have an unacceptable detrimental impact'**

Replace paragraph 131 with: 'Policy H11 sets out a policy context that will help to support the role and vibrancy of the two neighbourhood shopping parades. It has been designed to be consistent with the City of York Council's Retail Study'

Policy H12 Other shops

- 7.61 This policy seeks to safeguard other shops outside the two shopping parks and the neighbourhood shopping parades. It takes appropriate account of viability issues and the requirement for owners to be able to demonstrate that positive attempts have been made to market the premises concerned for alternative retail use.

- 7.62 I recommend the deletion of the process-related elements of the policy. They are unnecessary within the policy itself. Otherwise it meets the basic conditions.

Delete ‘to the...Parish Council’

Policy H13 Hot food takeaways

- 7.63 This policy comments about hot food takeaways. Its approach is that any further takeaways should be located within the Vangarde/Monks Cross shopping parks or within the defined neighbourhood parades. This approach is appropriate given that in both shopping parks the availability of food and drink outlets complements the wider retail offer of such locations in general, and of the Vangarde/Monks Cross Shopping Parks in particular. Nevertheless, I recommend that this policy makes reference to the wider policy for the two shopping parks (Policy H10).
- 7.64 I sought advice from the Parish Council on the wider implications of the policy. It confirmed that it intended to resist the opening of such facilities elsewhere in the neighbourhood area. I recommend the inclusion of an additional element in the policy to take account of this clarification.
- 7.65 The second part of the policy comments about litter and litter bins associated with takeaways. Plainly this is an important environmental consideration. However, it is not directly related to the planning process. I recommend its deletion from the policy. However, I recommend that it is incorporated into the supporting text. The provision or otherwise of a litter bin associated with any new such facilities will be a matter for consideration on a case-by-case basis.

In the first part of the policy add ‘subject to the provisions of Policies H10 and H11 respectively’ after ‘Parades’

Delete the second part of the policy.

Insert a new element of the policy to read:

‘Proposals for new hot food takeaways elsewhere in the neighbourhood area will not be supported’

At the end of paragraph 134 add:

‘As appropriate to their scale and location [at this point insert the deleted element of the submitted policy]’

Policy H14 Green Belt

- 7.66 This policy recognises the importance of parts of the neighbourhood area to the general extent of the York Green Belt as shown on Map 3. Paragraphs 142 and 143 of the supporting text comment about the long-standing arrangements for the definition of the Green Belt in the City. In addition, paragraph 144 explains that the identification and the modification of Green Belt boundaries is a strategic matter for the local

planning authority (here CYC) to determine. This process is currently being undertaken through the preparation of the emerging City of York Local Plan.

- 7.67 Several landowners/potential developers have argued that a more flexible approach should be taken. This is understandable given the progress that has been made on the emerging Plan and its package of proposed strategic housing allocations. Nevertheless, that Plan has yet to be examined. In addition, national policy is clear that Green Belt boundaries are to be determined in local plans rather than in neighbourhood plans. In any event paragraph 147 of the submitted Plan comments that any 'made' neighbourhood plan will be reviewed once the emerging Local Plan has been adopted. In this context I have also recommended modifications to Section 5 of the submitted Plan which addresses its review and monitoring more broadly.
- 7.68 In summary I am satisfied that the approach in the policy meets the basic conditions in general terms. However, I recommend that the initial sentence of the policy is deleted. There is no need for the Plan to comment that it supports the continued designation of the majority of the neighbourhood area as green belt. In any event that support is captured in the policy itself. I also recommend a consequential modification to the wider construction of the policy itself.
- 7.69 Finally for accuracy I recommend that the adoption date of the RSS in paragraph 142 is corrected from 2007 to 2008.

Delete the first sentence of the first paragraph of the policy.

Incorporate the retained second sentence of the first paragraph of the policy into the beginning of the second paragraph of the policy.

In paragraph 142 replace '2007' with '2008'

Policy H15 Local Green Spaces

- 7.70 This policy acknowledges the importance of green and open spaces to the character and the appearance of the neighbourhood area. On this basis it proposes the designation of a series of 24 local green spaces (LGSs). Whilst they are located throughout the neighbourhood area several are concentrated around the River Foss.
- 7.71 The Parish Council has produced a separate document which assesses each of the proposed LGSs against the criteria in paragraph 99 of the NPPF. It is a very comprehensive approach to this important matter.
- 7.72 The proposed LGSs are shown on Map 3. However due to the scale of that map and the adjoining nature of several of the individual LGSs their separate definition is not readily apparent. The Parish Council and CYC prepared a replacement map which provides clarity on this matter. I recommend that the revised maps replace Map 3 in the submitted version of the Plan.

- 7.73 On the basis of all the evidence available to me I am satisfied that the proposed LGSs meet the three criteria in the NPPF. The replacement maps provided during the examination process provided me with the assurance that two of the proposed LGSs which had attracted representations on their size are local in scale and not extensive tracts of land.
- 7.74 In addition, I am satisfied that their designation accords with the more general elements of paragraph 99 of the NPPF. Firstly, the package of sites is consistent with the local planning of sustainable development. The Plan has sought to take account of the emerging City of York Local Plan in general and the way in which addresses strategic housing issues in particular. The package of proposed LGSs are unaffected by alternative development proposals. Secondly, I am satisfied that the LGSs are capable of enduring beyond the end of the Plan period. Indeed, in many cases they are established elements of the local environment and are sensitively managed as green spaces in ways appropriate to their particular uses.
- 7.75 In general terms the policy takes the matter of fact approach in the NPPF on LGS designation. Nevertheless, I recommend that its format is modified so that it explicitly designates the various spaces as LGS. This will result in the clarity required by the NPPF. Otherwise the effect and coverage of the policy is unaffected.

Replace the opening part of the policy with:

‘The Plan designates the following green spaces as shown on Maps [insert numbers] as Local Green Spaces.’

After the schedule of sites add:

‘Development proposals that would affect the designated Local Green Spaces will only be supported in very special circumstances’

Replace Map 3 with the maps provided by CYC and the Parish Council as a response to the clarification note

Policy H16 River Foss

- 7.76 This policy recognises the importance of the River Foss within the neighbourhood area. It takes an approach intended to safeguard the environmental and ecological value of the River Foss. The details of the policy require that any development proposals that adjoin or are within the vicinity of the River Foss should conserve and enhance its biodiversity value, provide a green buffer between the river itself and any new development and protect existing pedestrian access and/or links.
- 7.77 In the first of the three detailed elements of the policy I recommend a modification which would acknowledge that in certain circumstances development will be able to conserve the biodiversity, landscape and recreational value of the river but that its ‘enhancement’ will not be practicable. I also recommend consequential modifications to the supporting text. Otherwise the policy takes an exemplary approach to this

important element of the natural environment of the neighbourhood area and meets the basic conditions.

- 7.78 CYC has suggested that the 8-metre natural green buffer included in the second criterion of the policy should be 9 metres. This is based on advice from its own technical specialists and from the Foss Internal Drainage Board. In addition, it comments that the safeguarded buffer is for maintenance purposes. I recommend that the 8-metre buffer criterion is modified to 9 metres. In doing so I am satisfied that the practical implications of doing so are minimal. I also recommend consequential modifications to paragraphs 161 and 162. In the former I retain the submitted reference to the ecological and conservation purposes of buffer zones. There is no inherent conflict between buffer zones providing overlapping opportunities for ecological safeguarding, conservation and maintenance purposes.

In a) replace ‘and enhance’ with ‘and where practicable enhance’

In b) replace ‘8-metres’ with ‘9-metres’

In the final sentence of paragraph 160 replace ‘enhances’ with ‘conserves and where practicable enhances’

In paragraph 161:

- *replace ‘8-metres’ with ‘9-metres’*
- *replace the final sentence with: ‘The 9-metres should be measured from the top of the riverbank to any proposed development. This approach will safeguard land both for ecological and conservation purposes (as recommended by the Environment Agency) and for maintenance purposes (as recommended by the Foss Internal Drainage Board)’*

In paragraph 162 replace ‘8-metres’ with ‘9-metres’

Policy H17 Biodiversity

- 7.79 This policy addresses biodiversity issues. It does so to good effect. Paragraphs 163 to 172 provide a comprehensive level of detail on the existing habitats in the neighbourhood area. The policy identifies measures that development proposals should incorporate into their design and layout.
- 7.80 I recommend two detailed modifications to the policy so that it has the clarity required by the NPPF. The first would apply its provisions only in relevant circumstances. As submitted the policy would apply to all development including proposals which had no impact on biodiversity. The second clarifies the ‘maintain and enhance’ approach in the first criterion. In some cases, proposals will be able both to maintain and enhance biodiversity. In other cases, enhancement may not be practicable.
- 7.81 I also recommend that the opening part of the policy is modified so that it uses more appropriate policy wording. Otherwise the policy meets the basic conditions.

- 7.82 Finally I recommend a series of technical modifications to the supporting text on the details of the various habitats. They have been suggested by CYC. In some cases, they update the terminology used. In other cases, they correct the information in the submitted Plan.

In the opening part of the policy replace ‘will be expected to’ with ‘should, as appropriate to their scale, nature and location’

In a) inset ‘where practicable’ between ‘and’ and ‘enhance’

At the beginning of b) add ‘Where practicable’

In paragraph 164 replace ‘UK Biodiversity Action Plan (BAP) priority....UK BAP’ with ‘Priority Species and Habitats included in section 41 (England) of the Natural Environment and Rural Communities Act (2006).

In paragraph 167 delete ‘white-clawed crayfish’

*In paragraph 168 replace the final sentence and the following bullet point with:
‘A review of the SINC’s in 2017 ratified the Huntington Field and the New Lane Meadows sites. The North Lane Meadows site is considered to be a candidate SINC’*

Policy H18 Flooding and water management

- 7.83 This policy comments about flooding and water management. Paragraphs 173 to 180 of the Plan provide evidence about existing flood risk issues in the neighbourhood area. They also relate local evidence to the City of York Strategic Flood Risk Assessment.
- 7.84 The policy effectively takes a precautionary approach. Its design has regard to national policy (NPPF 155 to 165). It has a focus on the management of surface water, new development incorporating sustainable drainage techniques where practicable and the protection of watercourses and wetlands.
- 7.85 I recommend the deletion of the process-related elements of the policy which are unnecessary. Otherwise it meets the basic conditions.

Replace ‘where required by the City of York Council’ with ‘where appropriate’

Policy H19 Transport and traffic management

- 7.86 This policy addresses transport and traffic management issues. It has a specific focus on works which might arise from the expansion of the shopping parks and the widening/dualling of the York Outer Ring Road.

- 7.87 Paragraphs 186 to 188 of the Plan comment about the concerns of local residents about traffic levels in the neighbourhood area generally, and those associated with the two shopping parks and their accessibility to the A1237 in particular.
- 7.88 I sought clarification from the Parish Council on the nature of the proposals included in the policy. I was advised that the proposals for the dualling of the York Outer Ring Road (A1237) from the A19 to Hopgrove Roundabout (the junction of the A1237 and the A64) have 'Programme Entry Status with the Department for Transport'. I was also advised that the emerging Local Plan also highlights junction improvements on all roundabouts on the A1237. In these circumstances I am satisfied that the projects are likely to proceed within the Plan period.
- 7.89 At this stage it is not possible to determine whether some or all of the highway improvements will need planning permission or will be permitted development as they fall within the highway. I recommend that the policy is modified to take account of the possibility that some or all of the works may not need planning permission.
- 7.90 I also recommend that the policy is more neutral on the types of development which may generate additional traffic. This is associated with consequential modifications to the supporting text.

**At the beginning of the policy add: 'Insofar as planning permission is required'
Replace 'the expansion of.... Monks Cross' with 'strategic developments'**

In paragraph 188 insert the following text between 'that' and 'the' in the first sentence: 'strategic developments within the Plan period could have an impact on the capacity of the local highway network. This could include'

Thereafter:

- *add 'which' after 'Monks Cross'*
- *replace 'will severely' with 'will have the ability to'*

Policy H20 Car Parking

- 7.91 This policy has two related parts. The first requires that new developments incorporate safe and convenient car parking to CYC standards. The second comments about the limited circumstances in which proposals that would result in the loss of existing car parking provision will be supported.
- 7.92 The first part of the policy comments that parking provision should be at the highest level of standards wherever possible and practicable. This matter is also reinforced in paragraph 192 where this approach is highlighted in 'those parts of the neighbourhood area where the lack of car parking spaces is having the greatest negative impact on the character and quality of life of an area'.
- 7.93 I appreciate the spirit in which this approach has been promoted in the Plan. However, neither the policy nor the supporting text highlights the areas of greatest concern. As such this part of the policy does not have the clarity required by the NPPF. As such I

recommend that this element of the policy is deleted. Nevertheless, I am satisfied that the supporting text element can remain. It will be a detailed matter for CYC and the Parish Council to determine on a case-by-case basis.

- 7.94 I also recommend that the first part of the policy relates to the most up-to-date car parking standards rather than agreed standards.

In the first part of the policy replaced ‘agreed’ with ‘the most up to date’

Delete the second sentence of the first part of the policy.

Policy H21 Walking and cycling

- 7.95 This policy comments about the opportunities that exist for new development proposals to incorporate improvements to the network of footpaths and cycleways into their designs. In particular it gives priority to proposals that would create or improve links between the main residential areas and key local services, the existing footpath network, and the proposed strategic development north of Monks Cross (as included in the emerging Local Plan).
- 7.96 The policy also acknowledges that equivalent improvements could be made off-site through developer contributions.
- 7.97 I am satisfied in principle that the policy is distinctive and appropriate to the neighbourhood area. It reflects the respective location of its residential areas in the west and its retail base in the east of the neighbourhood area. However, I recommend a series of modifications to ensure that the policy has the clarity required by the NPPF as follows:
- changing the emphasis of the first sentence so that it requires that new developments are designed to provide safe and convenient connections to the network of footpaths and cycleways in the immediate locality;
 - separating the developer contribution/planning obligation element from the main component of the policy; and
 - deleting any direct reference in the policy to the proposed Monks Cross strategic site in the emerging Local Plan.
- 7.98 I also recommend consequential modifications to the supporting text. In doing so I provide a degree of explanation about the issues addressed in the recommended modified policy.

Replace the first sentence with:

‘As appropriate to their scale and location development proposals should be designed to provide safe and convenient connections to the network of footpaths and cycleways in the immediate locality’

In the second sentence delete (iii).

Add a separate component of the policy to read:

‘As appropriate to their scale and location development proposals may be required to contribute to improvements to the network of footpaths and cycleways outside the development site and in the immediate locality’

At the end of paragraph 194 add:

‘Policy H21 sets out an approach to ensure that, where it is practicable to do so, new development is designed in a fashion to provide safe and convenient connections to the network of footpaths and cycleways in the immediate locality. This will require that consideration is given to how new developments are arranged both internally, and in their relationship with the surrounding environment. In some cases, this could be achieved through developer contributions towards off-site improvements. In other cases, the connectivity sought could be achieved through a combination of both on-site and off-site improvements and connections. In the event that the proposed Monks Cross strategic site comes forward as currently incorporated in the emerging Local Plan it will provide particular opportunities for such connectivity improvements.’

Policy H22 Developer contributions

- 7.99 This policy refers to developer contributions. Its approach is to highlight three priorities which the Parish Council will seek to secure contributions from developers. The policy acknowledges that this approach should only be applied where it is both possible and appropriate to do so. The three identified priorities are:
- open space, sport, community and recreation facilities;
 - community infrastructure including medical facilities; and
 - traffic management and pedestrian enhancement in the village of Huntington.
- 7.100 In general terms I am satisfied that the three priorities are distinctive to the neighbourhood area. In addition, they overlap with other elements of the wider Plan. However, the general elements of the policy which require developer contributions to be made ‘where possible and appropriate’ falls short of the clarity required by the NPPF. In particular it offers no indication of the scale and nature of the contributions to be sought and/or their relationship with the wider approach to be taken by CYC on this matter.
- 7.101 In order to remedy this matter I recommend that the policy is reconfigured so that it would support development proposals which contributed towards the three priorities as identified.
- 7.102 The final part of the policy encourages developers to engage with the Parish Council in advance of submitting any relevant applications. Such an approach is good practice and reflects national policy in the NPPF. However, it is more of a process issue than a direct policy issue. As such I recommend that it is repositioned in a revised format into the supporting text.

Replace the first part of the policy with:

‘Subject to other development plan policies proposals will be supported which would, as practicable and appropriate to their scale, nature and location, provide improvements to any or all of the following facilities in the neighbourhood area:

- **open space, sport, community and recreation facilities; and/or**
- **community infrastructure including medical facilities; and/or**
- **traffic management and pedestrian enhancements in Huntington Village’**

Delete the second part of the policy.

*At the end of paragraph 196 add the deleted section of the policy. Thereafter add:
‘This will also provide the opportunity for the approach to be consistent with the wider means by which the City of York Council will administer this process through the development management system.’*

Monitoring and Review

7.103 The Plan properly comments about how it will be monitored and reviewed. Section 5 takes account of the government’s agenda that any development plan is kept up-to-date.

7.104 The Plan anticipates that it will be reviewed on a five-yearly cycle or to coincide with the development and review of the Local Plan. Given the significance of the preparation of the Local Plan in general, and the particular way in which addresses Green Belt and strategic housing issues I recommend that paragraph 199 recognises that the eventual adoption of a new Local Plan for the City would represent an initial opportunity to assess whether any elements of a ‘made’ neighbourhood plan needed to be reviewed at that time.

At the end of paragraph 199 add: ‘The eventual adoption of the emerging City of York Local Plan would represent an initial opportunity to assess whether any elements of a made neighbourhood plan need to be reviewed at that time’.

Other matters - General

7.105 This report has recommended a series of modifications both to the policies and to the supporting text in the submitted Plan. Where consequential changes to the text are required directly as a result of my recommended modification to the policy concerned, I have highlighted them in this report. However other changes to the general text may be required elsewhere in the Plan as a result of the recommended modifications to the policies. It will be appropriate for CYC and the Parish Council to have the flexibility to make any necessary consequential changes to the general text. I recommend accordingly.

Modification of general text (where necessary) to achieve consistency with the modified policies.

Other Matters - Factual Updates

- 7.106 CYC has suggested a series of detailed and/or technical updates and amendments to the Plan. I have accommodated them on a policy-by-policy basis where they are necessary to ensure that the Plan meets the basic conditions.
- 7.107 CYC has also suggested a series of contextual changes to the supporting text in the Plan. Some of these comments relate to the general text in the introductory sections of the Plan. I have found the various suggestions to be very helpful both in my understanding of the Plan and in testing it against the basic conditions. In several cases they would update the Plan to ensure that it consistent with the most recent developments with regard to the emerging Local Plan. In addition, I have further updated the language used to take account of the passage of time since CYC prepared its comments on the neighbourhood plan.
- 7.108 As I have highlighted in paragraph 1.4 of this report my remit is limited to examining the Plan against the basic conditions. I cannot recommend modifications which would simply improve the Plan or which would result in it being presented in a different fashion. As such my recommended modifications below are related purely to the areas where modifications are necessary to ensure that the Plan meets the basic conditions. This follows the approach that I have taken to the more specific comments on a policy-by-policy basis.

Paragraph 19 – at the end of the text in the second bullet point (on the emerging Local Plan) add: ‘The emerging City of York Local Plan initial examination hearings took place in December 2019. The adoption date is currently unknown and will depend on outcome of the examination hearing sessions’

Paragraph 47 – replace ‘841’ with ‘790’

Paragraph 47 – replace the penultimate sentence with: ‘There is a proposal for development over 15 years (2017-2032/3) with the exception of Green Belt Boundaries which will endure up to 2037/38’

Paragraph 49 – replace ‘52’ with ‘approximately 40’ and replace ‘and cultural facilities’ with ‘retail and health facilities’

8 Summary and Conclusions

Summary

- 8.1 The Plan sets out a range of policies to guide and direct development proposals in the period up to 2032/33. It is distinctive in addressing a specific set of issues that have been identified and refined by the wider community.
- 8.2 Following my independent examination of the Plan I have concluded that the Huntington Parish Neighbourhood Development Plan meets the basic conditions for the preparation of a neighbourhood plan subject to a series of recommended modifications.

Conclusion

- 8.3 On the basis of the findings in this report I recommend to the City of York Council that subject to the incorporation of the modifications set out in this report that the Huntington Parish Neighbourhood Development Plan should proceed to referendum.

Referendum Area

- 8.4 I am required to consider whether the referendum area should be extended beyond the Plan area. In my view, the neighbourhood area is entirely appropriate for this purpose and no evidence has been submitted to suggest that this is not the case. I therefore recommend that the Plan should proceed to referendum based on the neighbourhood area as originally approved by the City of York Council on 28 September 2015.
- 8.5 I am grateful to everyone who has helped in any way to ensure that this examination has run in a smooth and efficient manner.

Andrew Ashcroft
Independent Examiner
21 February 2020

Annex B - Examiner's Recommended Modifications

Huntington Neighbourhood Plan Policy	Examiner's Report Reference	Recommended Modification	CYC Consideration/ Justification
H1: Meeting Housing Need	Para. 7.14-7.21	<p>Replace the opening part of the policy with: ‘As appropriate to their scale, nature and location within the neighbourhood area development proposals for new residential development should:’</p> <p>In criterion 1 replace ‘Provides’ with ‘Provide’ and delete ‘in Huntington’</p> <p>Replace criterion 2 with ‘Be well-related to the existing urban area of Huntington in terms of their location, design and internal layout’</p> <p>In criterion 3 replace ‘Provides’ with ‘Provide’</p> <p>In criterion 4 replace ‘Considers’ with ‘Consider’</p> <p>Replace criterion 5 with ‘Delivers any necessary new school provision, new or enhanced medical facilities and sports and recreational facilities;’</p> <p>In criterion 6 replace ‘Promotes’ with ‘Promote’ and ‘accommodates’ with ‘accommodate’</p> <p>In criterion 7 replace ‘Provides’ with ‘Provide’</p> <p>In criterion 8 replace ‘Includes’ with ‘Include’ and delete the second part of the criterion after the semi-colon</p> <p>In criterion 9 replace ‘Retains.....improves’ with ‘Retain and where practicable improve’</p>	Agree with the modifications for the reasons set out in the Examiners Report.

	<p>In criterion 10 replace ‘Seeks to create’ with ‘Result in’</p> <p>In criterion 11 replace ‘Has an’ with ‘Incorporate an’</p> <p>In criterion 12 replace ‘Includes satisfactory’ with ‘Include appropriate and site specific’</p> <p>In criterion 13 replace ‘Provides for adequate parking’ with ‘Incorporate car parking arrangement to the most up to date City of York Council standards’</p> <p><i>At the end of paragraph 54 add: ‘In this context Policy H1 has been specifically designed to have a general effect. It incorporates a series of design and planning criteria which will apply to new residential developments in the Plan period. The policy comments they that they should be applied in a way that takes account of the scale, nature and the location of development proposals on a case-by-case basis. This will ultimately be a matter of judgement for the City of York Council throughout the Plan period. In the event that the adopted Local Plan includes strategic housing sites in the neighbourhood area the various criteria would be applied to detailed development proposals that emerge on those sites insofar as they are consistent and/or not overtaken by detailed criteria in the detailed site-by-site policies in the Local Plan. In this context the proposed strategic site at Monk’s Cross as currently included in the emerging Local Plan is proposed to be separated from the existing urban area at Huntington by a green wedge to protect the setting of Huntington. This will reinforce the special circumstances found in the wider City where the general extent of the green belt provides a landscape and visual context for component settlements such as Huntington in order to protect the special character of the historic city. In these circumstances the second criterion in the policy would not apply to the Monks Cross site. Its development would be determined primarily by its detailed policy in the emerging Local Plan’</i></p> <p><i>In paragraph 56 replace the second sentence with:</i></p>	
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		<p><i>'In the context already set out in paragraph 54 of this Plan Policy H1 has general effect. Nevertheless, it has been designed to accommodate the development of a strategic housing allocation to the north of Monks Cross (subject to the contents of paragraph 54 of this Plan) in the event that such a development is included in the adopted version of the currently emerging City of York Local Plan.</i></p> <p><i>In paragraph 56 delete the third sentence.</i></p> <p><i>Delete paragraph 57.</i></p>	
H2: Housing Mix	Para 7.22-7.27	<p>At the beginning of the first sentence add: 'As appropriate to their scale, nature and location'</p> <p>In the second sentence replace 'will be required to' with 'should' and delete 'in the Parish'</p> <p>In the third sentence:</p> <ul style="list-style-type: none"> • replace 'Priority will be given to the provision of' with 'Development proposals that deliver' • add at the end 'will be particularly supported' <p><i>At the end of paragraph 67 add: 'Policy H2 seeks to ensure that new residential development in the Plan period responds to these important matters. It recognises that larger developments will have greater potential to provide a focus for the delivery of smaller homes. In this context any strategic sites which may come forward in the neighbourhood area will, by definition, be catering for City-wide needs rather than simply those which exist in the neighbourhood area'</i></p> <p><i>In paragraph 69 replace 'December' with 'October'</i></p>	Agree with the modifications for the reasons set out in the Examiners Report.
H3: Affordable Housing	Para. 7.28-7.33	<p>Delete 'To support.....the Parish'</p> <p>Delete the second sentence.</p>	Agree with the modifications for the reasons set out in

		<p>In the third sentence insert ‘for the delivery of affordable housing’ between ‘The focus’ and ‘should’</p> <p><i>At the end of paragraph 79 add: ‘The Plan recognises that detailed discussions will need to take place with the City of York Council on a site-by site-basis. Nevertheless, the Parish Council’s aspiration, in line with the findings of the Strategic Housing Market Assessment, is that [at this point insert the deleted second sentence of the policy]’</i></p>	the Examiners Report.
H4: Design Principles	Para. 7.34-7.37	<p>In the first paragraph of the policy replace:</p> <ul style="list-style-type: none"> • ‘the local character’ with ‘the character of their local environment’; and • ‘as appropriate’ with ‘as appropriate to their to their nature and location’ <p>In the second part of the policy replace ‘They’ with ‘Development proposals’</p>	Agree with the modifications for the reasons set out in the Examiners Report.
H5: Character Buildings and Sites of Local Heritage Interest	Para 7.38-7.41	<p>Delete the first component of the policy (second paragraph)</p> <p>In the second component of the policy (third paragraph) delete ‘including important views towards and from them’</p> <p>At the end of second component of the policy (third paragraph) add: ‘The effect of a proposed development on the significance of the non-designated heritage assets shown in Table 3 and on Map 1 should be taken into account in determining planning applications. In determining planning applications that directly or indirectly affect the identified non-designated heritage assets, a balanced judgement will be made having regard to the scale of any harm or loss and the significance of the heritage asset concerned’</p> <p>Delete the third component of the policy (fourth paragraph).</p>	Agree with the modifications for the reasons set out in the Examiners Report.

		<p><i>At the end of paragraph 97 add: ‘Where it is practicable to do so development proposals should take account of the wider visibility and accessibility of the non-designated heritage assets. This may include views both to and from the local heritage assets’</i></p> <p><i>In paragraph 99 add ‘draft’ before ‘local heritage list’</i></p>	
H6: Business and Employment	Para 7.42-7.46	<p>Replace the policy with: ‘Insofar as planning permission is required, proposals for the diversification of businesses uses and the extension and/or adaptation of business premises will be supported subject to the following criteria:</p> <ul style="list-style-type: none"> • they are appropriate in terms of their design, height, scale and massing; • they provide parking to the most up-to-date City of York Council parking standards and the parking provision itself is well-designed and integrated into the wider development; • they can be satisfactorily incorporated into the local road network; and • they do not have an unacceptable impact on the amenity of any residential properties in their immediate locality’ <p><i>In paragraph 105 replace ‘The Plan’ with ‘Policy H6’</i></p> <p><i>Replace paragraph 106 with ‘National Planning policy attaches considerable importance to supporting a competitive economy. In particular paragraph 80 of the NPPF comments that planning policies and decisions should help create the conditions in which businesses can invest, expand and adapt. Significant weight should be placed on the need to support economic growth and productivity, taking into account both local business needs and wider opportunities for development. Policy H6 seeks to provide an important local dimension to this approach in general, and to the premises outlined in Section 4.3 of this Plan in particular. The Plan recognises that amongst other things paragraph 118 of the NPPF comments that plans and planning decisions should ‘give substantial weight to the value of using suitable brownfield land within settlements for homes and other identified needs, and support</i></p>	Agree with the modifications for the reasons set out in the Examiners Report.

		<i>appropriate opportunities to remediate despoiled, degraded, derelict, contaminated or unstable land'. In the event that any such development proposals arise they will be determined on their merits and in the context of national and local planning policies.'</i>	
H7: Existing Community Facilities and Buildings	Para. 7.47-7.49	<p>Reverse the order of the two parts of the policy.</p> <p>In the second part of the policy (as submitted) replace 'above' with 'in Table 4'</p> <p><i>In Table 4 replace 'Flag and Hogs Head' with 'The Hogs Head'</i></p>	Agree with the modifications for the reasons set out in the Examiners Report.
H8: New and Enhanced Community Facilities and Buildings	Para. 7.50-7.53	<p>In the first part of the policy delete 'to City of York Council' and replace 'it meets' with 'they meet'</p> <p>Delete the second part of the policy</p>	Agree with the modifications for the reasons set out in the Examiners Report.
H9: Assets of Community Value	Para. 7.54-7.55	<p>Replace the policy with:</p> <p>'Proposals that would safeguard, enhance or otherwise assist in securing the long-term accessibility and effectiveness of registered Asset of Community Value will be supported'</p> <p><i>At the end of paragraph 117 add:</i></p> <p><i>'Policy H9 seeks to provide a supporting context towards securing the longevity of assets of community value. It has been designed to have general effect given that additional assets may be designated throughout the Plan period'</i></p>	Agree with the modifications for the reasons set out in the Examiners Report.
H10: Vangarde/Monks	Para. 7.56 - 7.58	<p>Replace the policy with:</p> <p>'Proposals for non-retail uses or other uses which would detract from the retail vitality of the Vangarde and Monks Cross Shopping Parks will not be supported'</p>	Agree with the modifications for the reasons set out in

Cross Shopping Parks		<p>unless it can be demonstrated that the continued retail use of the premises concerned is not viable and that they have been professionally marketed for alternative or replacement retail use.'</p> <p><i>Merge paragraph 123 and 124 into a single paragraph.</i></p> <p><i>Replace paragraph 124 with: 'Policy H10 seeks to consolidate the existing roles of the Vangarde and the Monks Cross Shopping Parks and to retain their retail functions. Nevertheless, it recognises that there may be circumstances where the continued retail use of all the various premises may not be viable as the national and local retail environments evolve through the Plan period. The policy requires that any such premises have been professionally marketed for alternative or replacement retail use and that no such uses have been found as a result. The marketing period should be for a minimum of six months and relevant details should be included with the relevant planning applications. The policy has been designed to be complementary to the approach in the emerging Local Plan on future retail provision. Whilst the emerging Local Plan recognises that developments such as these two retail parks are part of the established retail offer in the City, Policy R4 of that Plan sets out to protect the role of York city centre and to direct any new retail floorspace initially to the city centre through the application of a sequential test process'</i></p>	the Examiners Report.
H11: Brockfield Park and North Moor Neighbourhood Shopping Parades	Para. 7.59 – 7.60	<p>Replace the policy with: 'Proposals for retail, retail - related uses and community uses will be supported within the defined Brockfield Park and North Moor Neighbourhood shopping parades (as shown on Map 3) where, as appropriate to their scale and nature they would:</p> <p>At this point include the four bullet points from paragraph 131 with the following modifications:</p> <ul style="list-style-type: none"> • replace 'consolidates.... upon' with 'consolidate, maintain or improve' (first bullet point); • replace 'is of' with 'are of' (second bullet point – first part); 	Agree with the modifications for the reasons set out in the Examiners Report.

		<ul style="list-style-type: none"> • replace ‘maintain or enhances’ with ‘maintain or enhance’ (second bullet point – second part); • break the second bullet point into two separate bullet points; • replace ‘contributes’ with ‘contribute’ (third bullet point); and • replace ‘does not.... detrimental impact’ with ‘do not have an unacceptable detrimental impact’ <p><i>Replace paragraph 131 with: ‘Policy H11 sets out a policy context that will help to support the role and vibrancy of the two neighbourhood shopping parades. It has been designed to be consistent with the City of York Council’s Retail Study’</i></p>	
H12: Other shops	Para. 7.61-7.62	Delete ‘to the...Parish Council’	Agree with the modifications for the reasons set out in the Examiners Report.
H13: Hot food takeaways	Para. 7.63 - 7.65	<p>In the first part of the policy add ‘subject to the provisions of Policies H10 and H11 respectively’ after ‘Parades’</p> <p>Delete the second part of the policy.</p> <p>Insert a new element of the policy to read: ‘Proposals for new hot food takeaways elsewhere in the neighbourhood area will not be supported’</p> <p><i>At the end of paragraph 134 add: ‘As appropriate to their scale and location [at this point insert the deleted element of the submitted policy]’</i></p>	Agree with the modifications for the reasons set out in the Examiners Report.

H14: Green Belt	Para. 7.66-7.69	<p>Delete the first sentence of the first paragraph of the policy.</p> <p>Incorporate the retained second sentence of the first paragraph of the policy into the beginning of the second paragraph of the policy.</p> <p><i>In paragraph 142 replace ‘2007’ with ‘2008’</i></p>	<p>Alteration to Policy H14 wording recommended.</p> <p>Annex C to this report sets out proposed additional recommended modifications to this policy.</p>
H15: Local Green Spaces	Para. 7.70-7.75	<p>Replace the opening part of the policy with: ‘The Plan designates the following green spaces as shown on Maps [insert numbers] as Local Green Spaces:’</p> <p>After the schedule of sites add: ‘Development proposals that would affect the designated Local Green Spaces will only be supported in very special circumstances’</p> <p><i>Replace Map 3 with the maps provided by CYC and the Parish Council as a response to the clarification note</i></p>	<p>Agree with the modifications for the reasons set out in the Examiners Report.</p>
H16: River Foss	Para. 7.76-7.78	<p>In a) replace ‘and enhance’ with ‘and where practicable enhance’</p> <p>In b) replace ‘8-metres’ with ‘9-metres’</p> <p>In the final sentence of paragraph 160 replace ‘enhances’ with ‘conserves and where practicable enhances’</p> <p><i>In paragraph 161:</i></p> <ul style="list-style-type: none"> • <i>replace ‘8-metres’ with ‘9-metres’</i> • <i>replace the final sentence with: ‘The 9-metres should be measured from the</i> 	<p>Agree with the modifications for the reasons set out in the Examiners Report.</p>

		<p><i>top of the riverbank to any proposed development. This approach will safeguard land both for ecological and conservation purposes (as recommended by the Environment Agency) and for maintenance purposes (as recommended by the Foss Internal Drainage Board)'</i></p> <p><i>In paragraph 162 replace '8-metres' with '9-metres'</i></p>	
H17: Biodiversity	Para. 7.79-7.82	<p>In the opening part of the policy replace 'will be expected to' with 'should, as appropriate to their scale, nature and location'</p> <p>In a) inset 'where practicable' between 'and' and 'enhance'</p> <p>At the beginning of b) add 'Where practicable'</p> <p><i>In paragraph 164 replace 'UK Biodiversity Action Plan (BAP) priority....UK BAP' with 'Priority Species and Habitats included in section 41 (England) of the Natural Environment and Rural Communities Act (2006).'</i></p> <p><i>In paragraph 167 delete 'white-clawed crayfish'</i></p> <p><i>In paragraph 168 replace the final sentence and the following bullet point with: 'A review of the SINCs in 2017 ratified the Huntington Field and the New Lane Meadows sites. The North Lane Meadows site is considered to be a candidate SINC'</i></p>	Agree with the modifications for the reasons set out in the Examiners Report.
H18: Flooding and water management	Para. 7.83-7.85	<p>Replace 'where required by the City of York Council' with 'where appropriate'</p>	Agree with the modifications for the reasons set out in the Examiners Report.

H19: Transport and traffic management	Para. 7.86-7.90	<p>At the beginning of the policy add: ‘Insofar as planning permission is required’ Replace ‘the expansion of.... Monks Cross’ with ‘strategic developments’</p> <p><i>In paragraph 188 insert the following text between ‘that’ and ‘the’ in the first sentence: ‘strategic developments within the Plan period could have an impact on the capacity of the local highway network. This could include’</i></p> <p><i>Thereafter:</i></p> <ul style="list-style-type: none"> • add ‘which’ after ‘Monks Cross)’ • replace ‘will severely’ with ‘will have the ability to’ 	Agree with the modifications for the reasons set out in the Examiners Report.
H20: Car Parking	Para. 7.91-7.94	<p>In the first part of the policy replaced ‘agreed’ with ‘the most up to date’</p> <p>Delete the second sentence of the first part of the policy.</p>	Agree with the modifications for the reasons set out in the Examiners Report.
Policy H21 Walking and cycling	Para. 7.95-7.98	<p>Replace the first sentence with: ‘As appropriate to their scale and location development proposals should be designed to provide safe and convenient connections to the network of footpaths and cycleways in the immediate locality’</p> <p>In the second sentence delete (iii).</p> <p>Add a separate component of the policy to read: ‘As appropriate to their scale and location development proposals may be required to contribute to improvements to the network of footpaths and cycleways outside the development site and in the immediate locality’</p> <p><i>At the end of paragraph 194 add:</i> <i>‘Policy H21 sets out an approach to ensure that, where it is practicable to do so, new development is designed in a fashion to provide safe and convenient connections to</i></p>	Agree with the modifications for the reasons set out in the Examiners Report.

		<i>the network of footpaths and cycleways in the immediate locality. This will require that consideration is given to how new developments are arranged both internally, and in their relationship with the surrounding environment. In some cases, this could be achieved through developer contributions towards off-site improvements. In other cases, the connectivity sought could be achieved through a combination of both onsite and off-site improvements and connections. In the event that the proposed Monks Cross strategic site comes forward as currently incorporated in the emerging Local Plan it will provide particular opportunities for such connectivity improvements.'</i>	
H22: Developer contributions	Para 7.99-7.102	<p>Replace the first part of the policy with:</p> <p>'Subject to other development plan policies proposals will be supported which would, as practicable and appropriate to their scale, nature and location, provide improvements to any or all of the following facilities in the neighbourhood area:</p> <ul style="list-style-type: none"> • open space, sport, community and recreation facilities; and/or • community infrastructure including medical facilities; and/or • traffic management and pedestrian enhancements in Huntington Village' <p>Delete the second part of the policy.</p> <p><i>At the end of paragraph 196 add the deleted section of the policy. Thereafter add: 'This will also provide the opportunity for the approach to be consistent with the wider means by which the City of York Council will administer this process through the development management system.'</i></p>	Agree with the modifications for the reasons set out in the Examiners Report.
Monitoring and Review	Para. 7.103-7.104	<i>At the end of paragraph 199 add: 'The eventual adoption of the emerging City of York Local Plan would represent an initial opportunity to assess whether any elements of a made neighbourhood plan need to be reviewed at that time'.</i>	Agree with the modifications for the reasons set out in the Examiners Report.

Other matters - General	Para. 7.105	<i>Modification of general text (where necessary) to achieve consistency with the modified policies.</i>	Agree with the modifications for the reasons set out in the Examiners Report.
Other Matters – Factual Updates	Para. 7.106 -7.108	<p><i>Paragraph 19 – at the end of the text in the second bullet point (on the emerging Local Plan) add: ‘The emerging City of York Local Plan initial examination hearings took place in December 2019. The adoption date is currently unknown and will depend on outcome of the examination hearing sessions’</i></p> <p><i>Paragraph 47 – replace ‘841’ with ‘790’</i></p> <p><i>Paragraph 47 – replace the penultimate sentence with: ‘There is a proposal for development over 15 years (2017-2032/3) with the exception of Green Belt Boundaries which will endure up to 2037/38’</i></p> <p><i>Paragraph 49 – replace ‘52’ with ‘approximately 40’ and replace ‘and cultural facilities’ with ‘retail and health facilities’</i></p>	Agree with the modifications for the reasons set out in the Examiners Report.

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Annex C: Additional Recommended Officer Modifications

Huntington Neighbourhood Plan Policy	Examiner's Report Reference	Officer Recommended Modifications Based on Legal Advice
H14: Green Belt	7.66 – 7.69	<ul style="list-style-type: none"> a) amend Policy H14: Green Belt to indicate that the general extent of the Green Belt has been established by the Regional Spatial Strategy (RSS); b) Policy H14 should remove reference to Map 3 and cross reference the saved RSS key diagram showing the general extent of York's Green Belt; c) amend Policy H14 to indicate that the inner boundary of the Green Belt will be defined through the Local Plan process, and that this policy shall apply to land included with the Green Belt boundary that is defined in an adopted Local Plan; d) amend Policy H14 and its supporting text to state that until the Green Belt boundaries are defined in an adopted Local Plan, decisions on whether to treat land as falling within the Green Belt for development management purposes will be taken in accordance with the approach supported in the recent case of Christopher Wedgewood v City of York Council [2020] EWHC 780 (Admin); e) Amend supporting text to policy H14 to indicate that the 2005 draft Local Plan map shows what was approved in 2005 for development control purposes and that in advance of the adoption of the Local Plan this will be taken into account along with the emerging Local Plan, RSS general extent of the Green Belt and site specific features in deciding whether land should be regarded as Green Belt for development control purposes, but that the 2005 draft Local Plan should not be treated as establishing a Green Belt boundary;
Map 3: Policies Map	n/a	<ul style="list-style-type: none"> f) Remove the 2005 Green Belt boundary from Map 3 'Proposals Map'.

Huntington Neighbourhood Plan Submission Version

Key to Policy H14 and Supporting Text Modifications

Submission Version

Examiners Recommended Modifications: ~~Deletions~~ / Additions

Additional Officer Recommended Modifications: ~~Deletions~~ / Additions

GREEN BELT

138. Over half of Huntington is designated as draft Green Belt. It covers much of the open countryside in the Parish, including large swathes of land especially to its east. ~~The general extent of the Green Belt in the Parish is shown at Map 3.~~
139. The fundamental aim of the Green Belt is to prevent urban sprawl by protecting the open character of land designated as such. Within the Green Belt, there are strict planning controls over the type of development, which can take place within it.
140. There is strong community sentiment regarding the draft Green Belt that generally surrounds the built-up parts of Huntington. It not only helps retain the distinct character of the area, but also provides opportunities for recreation and leisure and contains many key 'Green Infrastructure' assets including sites of nature conservation value.
141. National Planning policy is clear in its support for the Green Belt, emphasising its essential characteristics of openness and permanence. It also states that inappropriate development (such as the construction of new buildings), which is harmful to the role and function of the Green Belt should not be approved except in very special circumstances.
142. Despite the fact that the York Green Belt is still, technically, draft Green Belt it has, de facto, been in existence for several decades and has been reaffirmed on numerous occasions in planning refusals and dismissals of planning appeals. It was specifically recognised in the Yorkshire and Humber Regional Spatial Strategy (RSS) adopted in ~~2007~~ 2008 and although the RSS was substantially revoked by an Order (SI. No. 117 2013) made in early 2013 under the Localism Act 2011, policies which related to the York Green Belt were specifically excluded from the revocation.
- 143. The Neighbourhood Plan needs to be in general conformity with strategic policies of the Development Plan. In this case, these are the saved policies YH9 and Y1 of the Yorkshire and Humber Regional Spatial Strategy (RSS) (2008) and the RSS Key diagram (see Map 5). Together the policies and key diagram set the general extent of York's Green belt to approximately 6 miles from York's city centre.**

1434. Further, whilst not forming part of the Development Plan, the City of York draft Local Plan incorporating the Fourth Set of Changes Development Control Local Plan (April 2005) was approved for development control purposes. ~~The effect of this process is that decisions on planning applications falling within the general extent of the Green Belt (as defined in the RSS) are taken on the basis that land is treated as Green Belt. **This is a material consideration in decision-making but does not define York's Green belt boundaries.**~~

1445. The National Planning Policy Framework (NPPF) is clear that the identification and modification of Green Belt boundaries are essentially matters for the Local Planning Authority to determine. In this case, that authority is York City Council. Furthermore, these paragraphs identify that these processes should be undertaken as part of the preparation or review of a Local Plan. In this case, this would be through the vehicle of the preparation of the emerging City of York Local Plan, **which was submitted for independent Examination in May 2018. The proposed Green Belt boundary relevant to the Huntington Neighbourhood Plan is set out on the Local Plan Policies Map North (2018) (Map 7). The adopted Local Plan will set the detailed Green belt Boundaries.**

~~145. At the same time, the Neighbourhood Plan needs to be in general conformity with the strategic policies of the development plan. In this case, these are policies YH9 and Y1 of the Yorkshire and Humber Regional Spatial Strategy. These identify the general extent of the York Green Belt and set out its national significance.~~

146. ~~In these circumstances, this Plan continues to apply, and strongly supports, the approach to the identification of the Green Belt as set out currently in the RSS, and the Fourth Set of Changes Development Control Local Plan (2005 on an interim basis until such times as the emerging Local Plan is adopted. **In advance of the adoption of the Local Plan decisions on whether to treat land as falling within the Green Belt for development management purposes will be taken in accordance with the approach supported in the case of Christopher Wedgewood v City of York Council Group [2020] EWHC 780 (Admin). This means that such decisions will take into account the RSS general extent of the Green Belt, the draft Local Plan (April 2005) (Map 6), the emerging Local Plan and site specific features in deciding whether land should be regarded as Green Belt in advance of the adoption of the Local Plan.**~~

147. This will ensure that the preparation of the emerging Local Plan is used as the mechanism for the detailed identification of the York Green Belt boundaries in accordance with national planning policy. It will also provide the proper opportunity for residents, developers and other interested bodies to contribute to this debate both in general terms on the Green Belt boundary and to provide the agreed levels of development for the City. Once the emerging Local Plan has been adopted, the Neighbourhood Plan will be reviewed in order to ensure that it and the Local Plan are consistent on this important matter.

POLICY H14 GREEN BELT

The Plan supports the continued designation of the majority of Huntington Parish as Green Belt. The general extent of the York Green Belt within Huntington Parish is shown on Map 3 the RSS Key Diagram (Map 5). The Green Belt will be defined through the Local Plan process. This policy shall apply to land included within the Green Belt boundary that is defined under an adopted Local Plan.

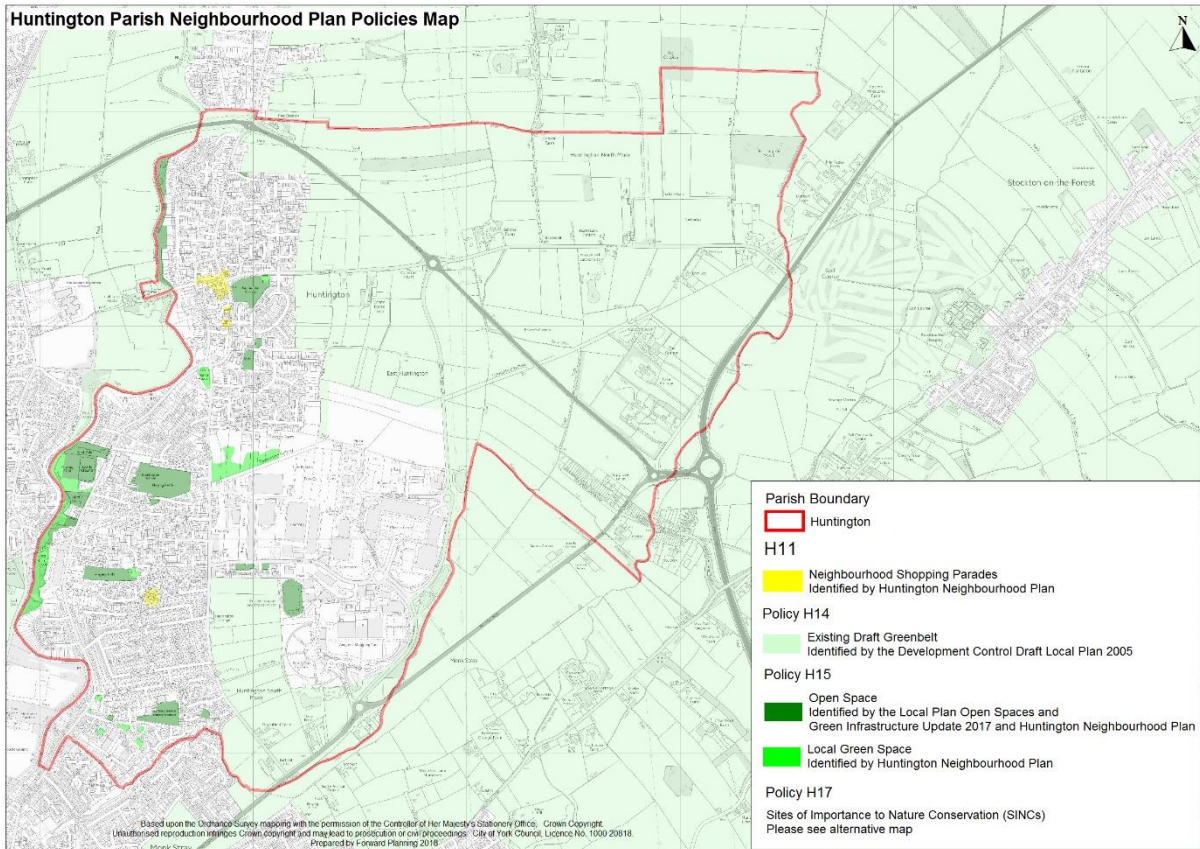
Decisions on whether to treat land as falling within the Green Belt for development management purposes in advance of the adoption of the Local Plan will be taken in accordance with the approach supported in the case of Christopher Wedgewood v City of York Council [2020] EWHC 780 (Admin), taking into account the RSS general extent of the Green Belt, the draft Local Plan (April 2005) (Map 6), the emerging Local Plan and site specific features in deciding whether land should be regarded as Green Belt.

Within the general extent of the Green Belt inappropriate development will not be supported except in very special circumstances. New buildings are regarded as inappropriate development and will not be supported other than in the circumstances identified in the National Planning Policy Framework.

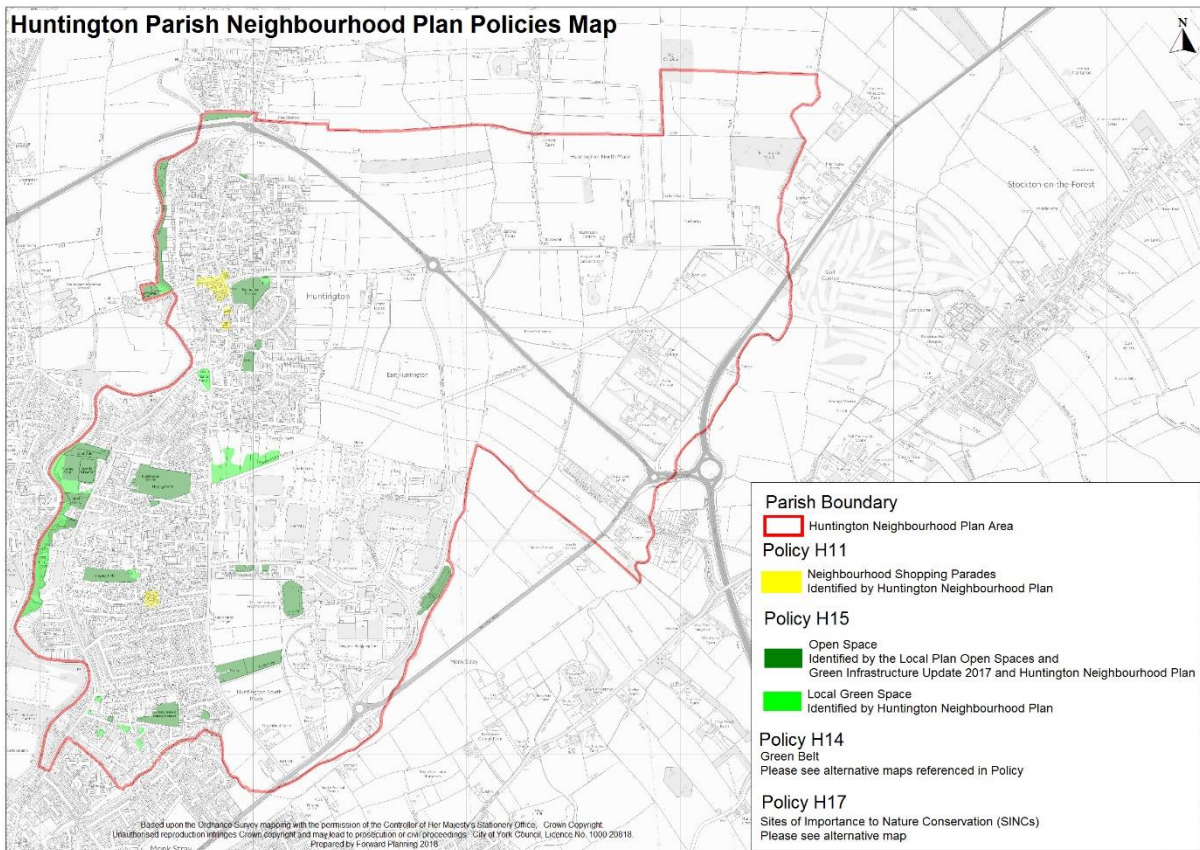
Development proposals for the following uses will be supported provided that they preserve the openness of the general extent of the Green Belt and do not conflict with the purposes of including land in the Green Belt:

- Minerals extraction;
- Engineering Operations;
- Local Transport Infrastructure that can demonstrate a requirement for a Green Belt location;
- The re-use of buildings provided that the buildings are of permanent and substantial construction; and
- Development brought forward under a Community Right to Build Order.

Submitted Policies Map (Map 3) to be removed:

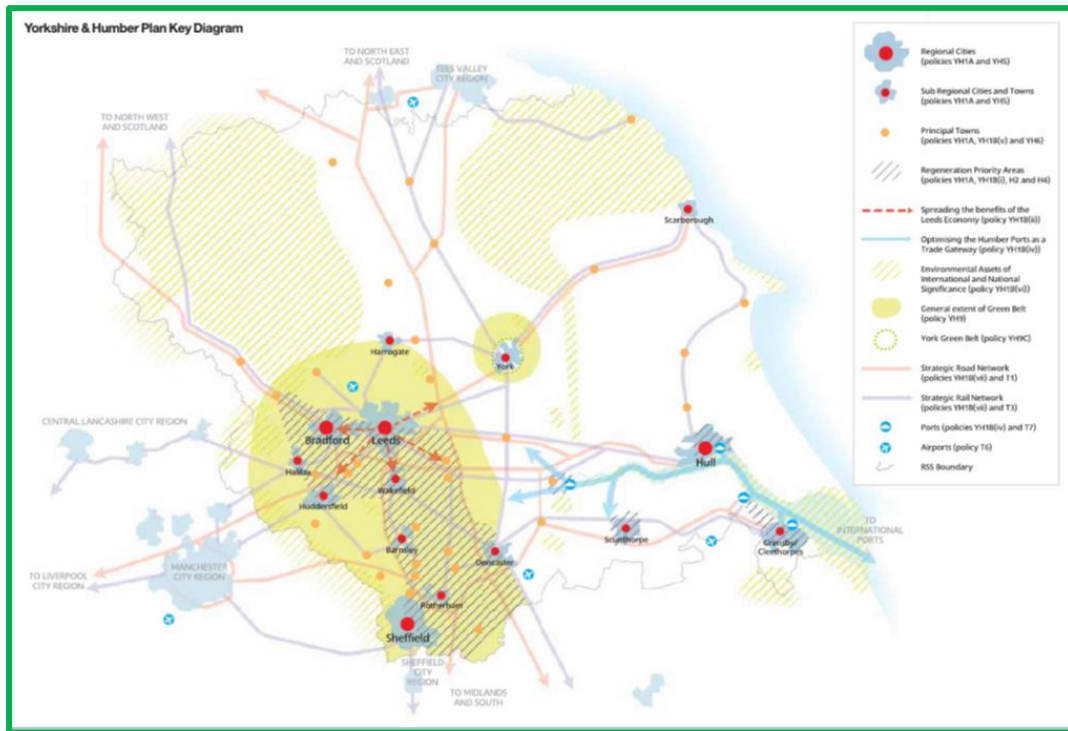


Revised Policies Map to be inserted (with Green Belt removed):



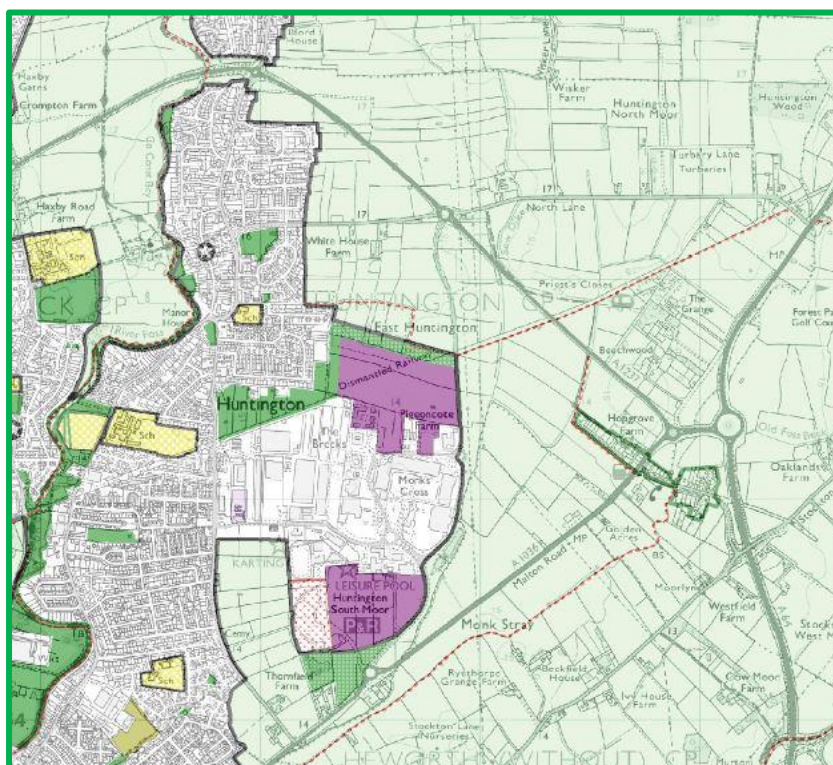
Maps to be Added:

Map 5: RSS Key Diagram



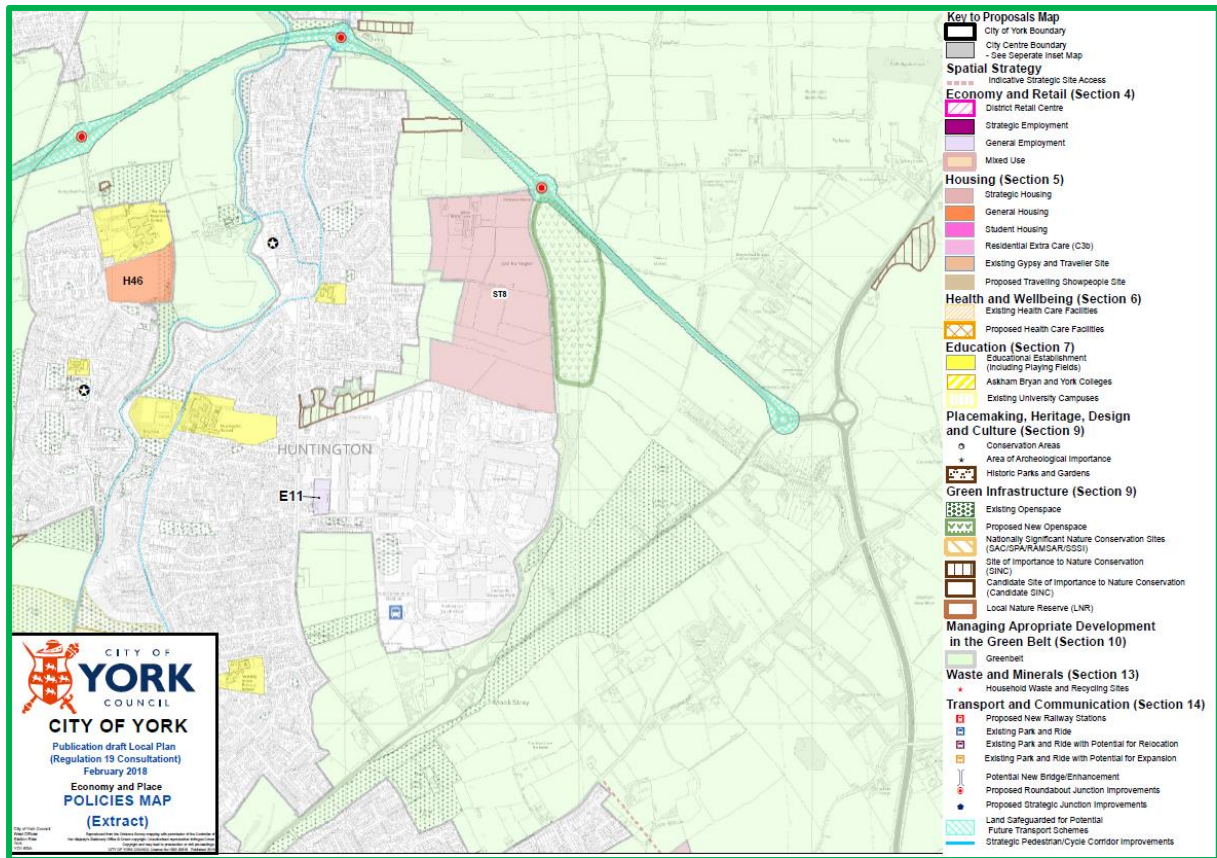
Map 6: City of York Draft Local Plan Incorporating the 4th Set of Changes approved for Development Control purposes (April 2005)

Proposals Map Huntingdon Parish Extract.



Map 7: City of York Local Plan Publication (Draft) (2018) Submitted for Examination

Policies Map (North) Huntington Parish Extract



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Huntington Parish Neighbourhood Plan

2017 – 2032/33

Submission Draft



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FORWARD

On behalf of the Parish Council, I would like to welcome you to the Submission version of the Huntington Parish Neighbourhood Plan.

A Neighbourhood Plan is a new planning tool, which gives local communities a greater say in local decision-making and in the shaping of their community, determining how development takes place and influencing the type, quality and location of that development, ensuring that changes result in local benefit.

We know that Huntington is a great place to visit, live and work in. The aim of the Plan is to make it even better.

It has at its heart a simple vision:

“Sustain and where possible enhance what is best about Huntington Parish today; its green spaces, landscape, history, sense of place and community, while ensuring that it plans for the future to ensure the continuing health, happiness and well-being of all its residents”.

The Plan then sets out a small number of planning-related policies and actions that will deliver this vision.

The submission draft plan reflects the outcome of several stages of consultation with residents and other stakeholders. We received a number of comments during the pre-submission consultation phase. These have been carefully considered and where appropriate have been taken into account in this submission document.

I am very grateful to all those who have contributed to the preparation of the Plan.

I would especially like to thank my fellow parish councillors, the other members of neighbourhood plan Steering Group, officers and members from the City of York Council, and neighbourhood planning consultants *AndrewTowlertonAssociates*, as well as the funding body Locality.

Cllr David Jobling

Vice-Chairman of Huntington Parish Council and Chair of Huntington Neighbourhood Plan Steering Group

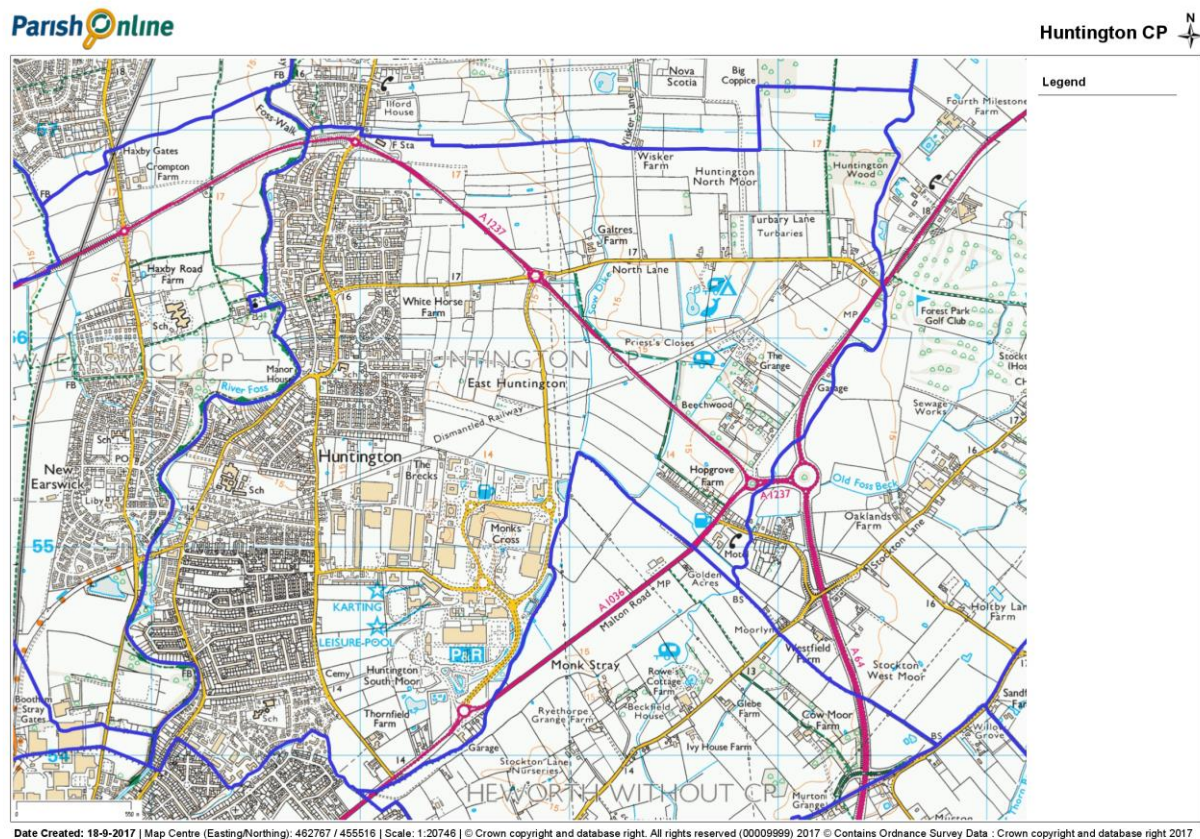
1. INTRODUCTION

1.1 What is a Neighbourhood Plan and why have we decided to produce one

1. A Neighbourhood Plan is a powerful new planning tool that gives local people more control over how their community develops and evolves.
2. It is a central part of the Localism Act introduced by the Government in November 2011, which aims to devolve more decision-making powers from Central Government to local communities and Parish Councils.
3. As paragraph 29 of the National Planning Policy Framework (NPPF) states, "*Neighbourhood planning gives communities direct power to develop a shared vision for their neighbourhood and deliver the sustainable development they need*"¹.
4. If passed by a local referendum, the Huntington Neighbourhood Plan ('the Plan') will be adopted by the City of York Council and will become part of the statutory development plan for the area, together with the City of York Local Plan.
5. This means planning applications and other development proposals for land and buildings in the parish of Huntington must be determined in accordance with the Plan unless there are compelling planning reasons to do otherwise.
6. For Huntington, this is a great opportunity for people living in the Parish to decide how it should evolve and develop up to 2032/33.
7. The Plan includes a vision for Huntington that was developed through consultation with the community and sets out clear aims and planning policies to realise this vision.
8. A Neighbourhood Plan is not prepared in isolation. There are rules and regulations governing its preparation and content. These include that it must have regard to national planning policies and be in "general conformity" with relevant local (e.g. City of York) strategic planning policies.
9. The Neighbourhood Plan covers the period 2017 to 2032/33. This period was purposefully chosen so that it mirrors the timescale of the City of York's emerging Local Plan.
10. The Plan covers the whole of the Parish as shown on the map of the designated area in Figure 1 below.

¹https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/779764/NPPF_Feb_2019_web.pdf

Figure 1 Neighbourhood Plan Area: Huntington Parish



1.2 How the Plan was prepared

11. The Plan is being led and championed by the Huntington Neighbourhood Plan Steering Group.
12. This Group comprises local parish councillors and other members of the local community. It is supported by the City of York Council and consultants, *andrewtolertonassociates*, under the auspices of Huntington Parish Council (the qualifying and accountable body for the Plan).
13. It is based on robust evidence including statistical information gathered through sources such as the Census, evidence associated with the emerging Local Plan as well as consultation with the local community.
14. Effective and extensive consultation has been at the heart of its preparation. This includes a Parish-wide questionnaire, drop-in sessions and meetings. The findings from this consultation together with statistical information have been used to underpin the Plan and the policies contained within it and ensure that it fully articulates and reflects local needs and priorities.
15. A suite of documents, including supporting evidence reports and maps has been produced to accompany the Plan.

1.3 What next for the Neighbourhood Plan

16. The Plan is now at the submission draft stage. Comments received from residents and stakeholders during the pre-submission consultation phase have, where appropriate, been incorporated into this version of the Plan.
17. The Plan will now be submitted to the City of York Council with all necessary supporting documents. Following a further period of consultation, the Plan will go to an Independent Examiner, who will check to see that it has been prepared in the prescribed manner. If the Plan successfully passes this stage, with any modifications, it will be put forward to referendum, where those on the electoral register in the Parish will be invited to vote on whether they support it. More than 50% of those voting must approve it for the Neighbourhood Plan to become a 'Made' statutory planning document.
18. Whilst planning applications will still be determined by the City of York Council, the production of a Neighbourhood Plan will mean that they must have regard to the provisions of the Plan and the relevant locally formulated policies when reaching planning decisions that affect Huntington Parish. This means that the residents of the Parish will have far greater control over where development takes place, and what it looks like.

1.4. How the Plan fits into the planning system

19. Although the Government's intention is for local people to have a greater say on how their area develops, in preparing a neighbourhood plan, a community is not working from a blank piece of paper. There are some important rules and regulations that must be taken into account. Perhaps the most important of these is that it must meet the 'basic conditions'. That is a neighbourhood plan must:

- have regard to national policies and advice contained in guidance issued in particular the National Planning Policy Framework (more commonly known as the NPPF);
- be in general conformity with the strategic policies of the development plan for the area.

This requirement is complicated by the fact that the City of York does not have an adopted Local Plan. The City of York Draft Local Plan Incorporating the 4th Set of Changes (April 2005) was approved for development management purposes. Its policies are capable of being material planning considerations in the determination of planning applications where consistent with those in the NPPF.

A revised City of York Local Plan 2017-2032/33, which will replace those in the 'The Local Plan (2005)' is currently being developed. This will set out the strategic planning framework for the City of York's future development needs up to 2032/33. The evidence base and the policies contained within this emerging plan have been considered in preparing the Plan;

- not breach, and must be otherwise compatible with, European Union (EU) and European Convention on Human Rights (ECHR) obligations; and

- not have a significant effect on a European Site (as defined in the Conservation of Habitats and Species Regulations 2012) either alone or in combination with other plans or projects.
20. While a neighbourhood plan can provide for more development than set out in an approved Local Plan, it does not allow a neighbourhood plan to provide for less.
21. In addition, the NPPF requires the planning system (including Neighbourhood Plans) to contribute to sustainable development and details three dimensions to that development:
- An economic dimension – they should contribute to economic development;
 - A social dimension – they should support strong, vibrant and healthy communities by providing the right supply of housing and creating a high quality built environment with accessible local services;
 - An environmental dimension – they should contribute to the protection and enhancement of the natural, built and historic environment.

2. ABOUT HUNTINGTON PARISH

22. Huntington is a historic and attractive parish situated approximately 3 miles to the north of the City of York.
23. It covers some 740 hectares and is roughly rectangular shaped broadly measuring 6 miles from north to south and 3 miles from east to west.
24. Huntington is made up of mainly low-lying land, with the highest point in the Parish being only 64 feet above sea level.
25. It has a long and proud history. Its origins can be traced back to Roman times and beyond. The most obvious manifestation of its history is the many old buildings and structures (including Roman remains) which can be found within it. There has been a parish church ('All Saints') in Huntington since 1086. The older buildings are clustered in the 'Old Village;' the historic core of the Parish.
26. Huntington remained a very small, essentially agricultural settlement, until the second half of the 19th century, when it was the focus of much house building and other types of development. This resulted in a massive expansion of its population.
27. At the time of the 2011 Census, the population of the Parish was 12,108 (up from 9,277 in 2001).
28. It has a comparatively slightly older age population; at 24.5% the proportion of its population aged 65 or over is roughly half again (16.9%) the City of York and England (16.3%) averages. Reflecting the national trend, the proportion of its population aged over 65 is growing fast.
29. For a parish of its size, it has a good and diverse range of shops and community facilities including medical facilities, churches, village halls and a leisure centre. It is also home to Monks Cross/Vangarde a major sub-regional shopping centre.

30. There are many small and medium-sized enterprises based in the Parish, and levels of economic activity amongst its working age population are relatively high.
31. There are large areas of green space that surround and intersperse the Parish. These are important to the amenity and setting of the Parish, as well as the wildflowers and wildlife (some of national and local importance) they support.
32. It has a semi-rural atmosphere and feel to it. With a good sense of identity and community spirit, it is a popular place to live, work and visit.
33. A statistical profile of the Parish is available as part of the supporting evidence for this Plan. This can be found at http://www.huntingtonparishcouncil.co.uk/Core/Huntington-Pc/Pages/Neighbourhood_Plan_1.aspx

3. THE PLAN, ITS VISION AND PRINCIPLES

34. The Plan seeks to address and shape, as far as possible, the development challenges and opportunities that face the Parish of Huntington over the coming years.
35. It has at its heart a vision and a small number of principles that are based on the key issues raised by local people and which the Plan can add the greatest value.

Vision:

“Sustain and where possible enhance what is best about Huntington Parish today; its green spaces, landscape, history, sense of place and community, while ensuring that it plans for the future to ensure the continuing health, happiness and well-being of all its residents”.

Underpinning this vision is eleven principles:

- P1. Support the provision of housing that meets the future needs of the community and is of an appropriate scale, type, density and mix.
- P2. Support local strategies to increase and improve infrastructure to accommodate additional housing.
- P3. Protect the rural character and quality of life by, for example, prioritising the reuse of brownfield sites and conserving the Green Belt.
- P4. Identify and protect important green spaces that are of importance to the community, the landscape and wildlife.
- P5. Protect and encourage the further provision of community facilities/assets to support the health and well-being of the whole community.
- P6. Encourage the most environmentally sustainable development.
- P7. Support a thriving local economy and support and enhance local shops and the Vangarde/Monks Cross Shopping Area.
- P8. Encourage development in the most sustainable locations.
- P.9 Manage future growth and change to protect and enhance cultural and heritage assets and its distinct history, identity and character.
- P.10 Maintain and, where possible, improve walking, cycling and vehicular routes to ensure that everyone is able to travel safely and conveniently to services and amenities within the Parish and surrounding areas.
- P.11 Address the problems of highway safety and traffic congestion on some of the roads in the Parish.

4. HUNTINGTON PARISH NEIGHBOURHOOD PLAN POLICIES

36. This vision and principles will be realised by a number of planning policies. These locally formulated policies will be specific to Huntington Parish and reflect the needs and aspirations of the community.
37. These policies do not duplicate national or City of York planning policies, but sit alongside these, to add additional or more detailed policies specific to Huntington Parish. Where there are national and City planning policies that meet the needs and requirements of the Parish, they are not repeated here.
38. It is important to note that when using the Plan to form a view on a development proposal or a policy issue, the whole Plan and the policies contained in it must be considered together.
39. Finally, while every effort has been made to make the main parts of this Plan easy to read and understand, the wording of the actual policies is necessarily more formal, so that it complies with statutory requirements.

4.1 HOUSING DEVELOPMENT AND MEETING HOUSING NEED

40. One of the most important aspects of the Plan is to consider the amount, type and location of new housing in the Parish for the next 16 years.
41. Huntington is an attractive Parish with a good range of services and community spirit as well as good transport links to York and the other surrounding towns; consequently, it has a buoyant housing market as well as being a popular place to live. It has been the focus of considerable house building in recent years.

HOUSING PROVISION

42. Determining how many homes the Plan should provide for in the Parish is not straightforward.
43. The legislation requires that a Neighbourhood Plan must be in general conformity with national and district-wide (i.e. City of York) strategic planning policies. This means that it cannot be prepared in isolation. It needs to take into consideration, and generally work with, the grain of local and national planning policies.
44. At the local level, the key planning document, which the Plan must have regard to is the Local Plan. In the case of Huntington, this is the City of York Local Plan.
45. The Plan considers that the amount and specific location of housing to be provided in the Parish and the wider York area is best determined through the City of York Local Plan. This, however, is complicated by the revised timescale for its preparation. The Local Plan was submitted to Government on 25th May 2018 and following a public examination is expected to be adopted in 2020.
46. The final adopted City of York Local Plan will set out the revised housing requirements for the City of York, as well as identifying the sites required to meet this need.

47. The housing numbers required within the City have changed significantly, and the present policy of the City of York Council is to develop 841 houses per year with a preference for the development of brownfield sites over greenfield sites. There is a proposal for development over 15 years (2017-2032/33) with an extension of 5 years (2032-2037) with regard to housing requirements beyond the life of the Local Plan when approved. This has helped to set the parameters for this Plan.

48. How much of this housing development the Plan should cater for is complicated by the fact that the overall housing target contained in the draft Local Plan is not disaggregated to individual settlements or parishes, including Huntington. It does, however, identify several “Potential Strategic Housing Sites” (greater than 5 hectares) which collectively, it is envisaged, should provide sufficient land to meet the housing requirements for the City.

49. This includes one major site; ‘ST8 Land North of Monks Cross’ in Huntington. This is proposed in the emerging Local Plan as a major potential housing site. Stretching over 52 hectares, it has the capacity to provide close to 1,000 new homes together with a new primary school, new community, recreational and cultural facilities set within large areas of open space.



50. At about 1,000 new homes, it equates to about 8% of the City of York’s total new housing requirements and just under a 25% increase in the number of dwellings in Huntington. It is likely to be the biggest development in the Parish for many years.

51. The suitability of the site has been considered as part of the development of the Plan. The consultation showed that the community has major reservations about its suitability. They accept the need for some housing in the Parish but are very concerned about the amount of housing development planned to take place, close to a thousand homes. A recurring theme was that it might not be sustainable and that it is likely to place significant pressure on already overstretched facilities such as health, education and the road network.

52. There is also the issue of the increased flood risk from surface water runoff, which consultation shows to be a major concern for the community, especially as the Parish has been the subject of several serious flooding incidents in recent years.

53. A further concern is any adverse impact it may have on the character of the Parish, including as it would, the loss of attractive greenfield sites. That Huntington had already accommodated more than its fair share of housing growth was a recurring theme.

54. Nevertheless, the Steering Group considered it expedient to proceed with the Plan during the period of uncertainty while the Local Plan is being finalised. As previously discussed, the Plan does not seek to allocate land for housing. It considers that this is best done through the Local Plan process.



55. It does consider, however, that the needs and views of the community, should be a key factor in determining the scope and detail of any housing proposal (s) should it happen. The Parish Council and the Steering Group believe these are essentially local matters and, therefore, best dealt with through the Plan. This is especially important given the scale of housing development planned (about a thousand homes), which is likely to be the biggest development in the Parish for many years and by a wide margin.

56. Policy H1 seeks to ensure that any new housing development integrates well both functionally and physically, and best reflects the need and priorities of, the Parish. It has been developed in the context that the major housing site; 'Land North of Monks Cross' proposed in the draft Local Plan will go forward as a new housing site. This is despite the reservations of the community about this proposal. The Plan itself does not offer a view on whether or not the site should be allocated for housing.

57. The Plan did consider whether it should put forward an alternative housing proposal to the allocation of the site Land of Monks Cross. Having looked at the level of services and facilities and housing need, there is a good argument that the Parish should take a lower amount of housing than the 1,000 homes proposed. The Plan acknowledges, however, the need that it must be in general conformity with the adopted City of York Local Plan and play its part in meeting any citywide and national housing requirements. It is envisaged that the final housing allocations for Huntington will be confirmed by the City of York Council during the preparation of this Plan.

58. The Policy will be used to shape and influence any future housing allocation made through the Local Plan should it be the site Land North of Monks Cross or an alternative.

POLICY H1 MEETING HOUSING NEED

The Plan acknowledges and recognises the proposal in the emerging City of York Local Plan to allocate land for approximately a thousand new homes. The Plan itself does not offer a view on which sites should be allocated for housing to meet this requirement, but should any sites be allocated in the final Local Plan for such purposes, the Plan requires, as well as other Local Plan requirements, that it:

1. Provides for a mix of housing sizes, tenures and types specifically to meet identified and evidenced current housing needs in Huntington, in accordance with policies H2 and H3;
2. Functionally and physically connects to and integrates with Huntington Village;
3. Provides for a range of recreational, sporting and community facilities, including children play areas where appropriate, to meet existing and future needs;
4. Considers the need for any additional capacity in local services such as health and school including primary school provision, new or enhanced medical facilities and sport and recreational facilities including children play area;
5. including primary school provision, new or enhanced medical facilities and sport and recreational facilities including children play area. The need for any additional capacity in local services such as health and schools
6. Promotes and accommodates transport links for pedestrians, cyclists, and public transport;
7. Provides safe pedestrian and cycle links to Huntington Village, local schools and the existing network of pedestrian and cycle routes, including through green infrastructure where this would not have an adverse impact on biodiversity;
8. Includes significant and well-designed landscape and green areas to ensure that development sits sympathetically with the existing landscape; to preserve or enhance bio-diversity and provide formal and informal recreational opportunities;
9. Retains and, where possible, improves trees and hedgerows of good amenity, arboricultural or biodiversity value;
10. Seeks to create development of the highest quality design and highly energy efficient, with appropriate low carbon technologies;
11. Has an appropriately designed, constructed and maintained sustainable drainage system to manage surface water;

12. Includes satisfactory measures to mitigate any adverse effects caused by any significant increase in traffic through Huntington Village and more widely; and
13. Provides for adequate parking that is well designed and integrated into the development.

HOUSING NEEDS AND MIX

59. It is important that any new housing supports the changing needs and requirements of the Parish. It should be of the right type to ensure that Huntington is a demographically mixed and balanced community, whose housing stock provides for, and supports, people of all ages.
60. This requirement is of special importance to Huntington. There is strong evidence that the existing housing stock is unbalanced and may not serve its existing and future needs. In particular, there is some evidence of a relative over provision of larger dwellings and a relative under-provision of smaller dwellings. There is also evidence of under-occupancy in some homes.
61. As part of the development of the Plan, an assessment of housing needs and characteristics in the Parish was undertaken based on the available evidence from the Census and other reliable sources. This shows that at the time of the 2011 Census over 25% of households lived in detached houses, which is somewhat higher than the City of York and England averages, both 22%. At the same time, there is under-representation of smaller types of properties. At 13.5% the proportion of the housing stock that is terraced or a flat is approximately a third of the national average (45.7%) and less than half the city average (41.1%).
62. In addition, while the average household size in the Parish at just over 2 people per household (according to the 2011 Census) is broadly in line with the national average, the higher average number of bedrooms per household means that there is evidence of widespread under occupancy (having more bedrooms than the recommended number). The Census data shows that older person households are more likely to under-occupy their dwellings. Almost three-quarters of older person households have an occupancy rating of +2 or more (meaning there are at least two more bedrooms that are technically required by the household).
63. At the same time, reflecting the national trend, the Parish is seeing a growing demand for small properties as people live longer or alone. At 24.5% the number of people aged over 65 is about half again the national and City averages.
64. This analysis strongly suggests that there is a need to significantly increase the number of smaller properties (less than 3 bedrooms), especially of a type that is suitable for older people who want to downsize, as well as younger people (and people on low incomes) who want to find their first home.

65. This is a view, which was echoed in consultation. When residents were asked about the mix and type of dwellings which should be constructed to provide housing in the future the highest proportion considered that there should be more provision for older people's housing. This was closely followed by a mixture of housing.
66. The findings from the consultation and the statistical analysis reinforce the need and support for a housing stock that helps create more diverse and sustainable communities and meets the changing needs of the community now and in the future.
67. In particular, there is a need for smaller homes for older people especially those wishing to downsize and remain in the Parish (thereby freeing up larger housing for families). This Census reveals that the population profile of Huntington is characterised by an older (over 65s), population than the national and City of York picture which also includes a greater proportion of single pensioner households
68. This does not mean that a certain proportion of new build properties should be reserved exclusively for older people. Rather, a significant proportion should be of appropriate design, size and layout for the needs of older people.
69. The *Housing Needs and Characteristics Report December 2017* is available as part of the supporting evidence for this Plan. This can be found at http://www.huntingtonparishcouncil.co.uk/Core/Huntington-Pc/Pages/Neighbourhood_Plan_1.aspx

POLICY H2 HOUSING MIX IN NEW HOUSING DEVELOPMENT PROPOSALS

New housing development should provide for a mix of housing types, sizes and tenures to meet identified housing need in the Parish and the City of York. They will be required to demonstrate how they have taken account of the most up to date published evidence of housing needs in the Parish, having regard to other site and market considerations. Priority should be given to the provision of smaller homes (one or two bedrooms) suitable for young families and young people as well as older people (including those who wish to downsize) to meet an identified housing need.

AFFORDABLE HOUSING

70. Affordable housing is social rented, affordable rented and intermediate housing, provided to households whose needs are not met by the market. Eligibility is determined with regard to local incomes and local house prices.
71. Housing affordability is a significant issue within the Parish and the wider City. There is a high and above average disparity between average house prices (both for sale and rent) and average income.
72. In 2015, the average house price in the Parish was £219,00, according to the Land Registry. Data from the Land Registry also shows that between 2013 and 2015 average house prices in the Parish increased by 17%, a rate of increase far more than the increase in average earnings. Consequently, many people who wish to

live in the Parish, including those with a local connection, are unable to do so as they cannot find suitable accommodation either to buy or rent.

73. While developments within Huntington have contributed some much needed affordable housing in recent years, research indicates that its provision remains a major challenge in the Parish.

74. Consequently, many affordable housing needs in the Parish are not being met. For example, the findings of the 2016 Strategic Housing Market Assessment², which examined affordable housing need in the City of York showed that, in addition to underlying the pressing general need for more affordable housing, there was a specific need for more, smaller affordable dwellings (especially one and two bedroomed properties). The assessment of affordable housing needs indicates that, in delivering affordable units, “*a City-wide mix target of 20% intermediate and 80% social or affordable rented homes would be appropriate. Any strategic policy should however retain a degree of flexibility both to take account of local level variations which we have identified, as well as any site specific issues*” (p,16). Adding, in terms of size mix, our analysis (taking account of demographic trends and market evidence) concludes that the following represents an appropriate indicative mix of affordable homes at a City-wide level.

- *1-bed properties: 35-40%*
- *2-bed properties: 30-35%*
- *3-bed properties: 20-25%*
- *4-bed properties: 5-10%*” (p.16).

75. The research, and the public consultation undertaken, has confirmed that the provision of good quality affordable housing as a local priority. It also identified that the community shared the view that the priority should be on smaller dwelling types (one or two bedrooms) suitable for young families and young people as well as older people (including those who wish to downsize).

76. This research also identified a clear local preference for more ‘social housing’. This is normally typified as affordable housing let at low rents provided by councils or not-for-profit organisations. While it is recognised that the provision of ‘social housing’ may be less straight-forward to provide than other forms of affordable housing under present planning rules its provision is a clear local priority. Further, the provision of this type of accommodation is considered to be an especially appropriate way to meet local housing need in the Parish. Its



² file:///C:/Users/yourl/Downloads/SHMA_June_2016%20(1).pdf

provision is supported by Census findings. At 8%, the proportion of the local housing stock, which is 'socially rented' is significantly below the City of York (13.1%) average and national average (18.1%), according to the 2011 Census.

77. Given the ongoing need for affordable housing in the Parish and the wider City, City of York emerging planning policies identify an overall target that all new housing developments, especially those involving 15 or more dwellings, should provide of up to 30% affordable housing on greenfield sites and 20% on brownfield sites.
78. At this time, there is only one proposed housing site of sufficient size that could potentially trigger the requirement for affordable housing to be provided. This is the site, Land North of Monks Cross. This potentially could provide a significant boost to the supply of affordable homes in the Parish of 300 new homes. Further, it is considered that the location of the site close to facilities such as shops, schools and leisure facilities as well as its convenient access to public transport and roads makes it an especially suitable location for affordable housing.
79. The Plan strongly supports national and local planning policies which require a high level of affordable housing provision in housing developments, wherever possible, and that this should include a mix of tenures suitable for all age groups, with an emphasis on social housing and smaller housing types (one and two bedrooms).

POLICY H3 AFFORDABLE HOUSING PROVISION AND MIX

To support the provision of mixed, sustainable communities and meet an identified need in the Parish, housing development proposals should comply with, and wherever possible exceed, City of York Council requirements with regard to the provision of affordable housing. Subject to viability and site considerations, a target mix of affordable housing provision of 35%-40% one bedroom; 30-35% two bedroom and 25%-35% three or more bedroom affordable homes should be delivered on new developments where required to provide affordable housing by City of York Council. The focus should be on the provision of social housing and affordable homes that are suited to the needs of older people and young people and families.

4.2 DESIGN AND THE BUILT ENVIRONMENT

80. The Parish has a rich and diverse history, resulting in a wide array of building designs, as well as numerous sites and buildings of architectural or historic interest, some dating from Roman times.
81. This distinct and pleasant environment is highly valued by residents and visitors and makes a major contribution to the Huntington's character and its sense of community and identity.

PROMOTING GOOD QUALITY AND DISTINCTIVE DESIGN

82. There is no dominant style of design in Huntington. There is a wide and diverse range of building styles, including one and two-storey inter-war house building; typical 1970s, two-storey residential developments and bungalow cul-de-sac estates, as well as 18th and 19th Century building and new housing estates of more modern design.

83. The York Historic Environment Characterisation Project and Character Area Statements ³ provides a more detailed analysis of archaeological character and streetscape character of the suburban areas of York, including Huntington Parish. Huntington falls within Character Areas 45, 47, 48 and 49 (see Figure 2). Each Character Area Statement defines the characteristics of that particular area. The main findings for the four Character Areas that cover the Parish are outlined below.

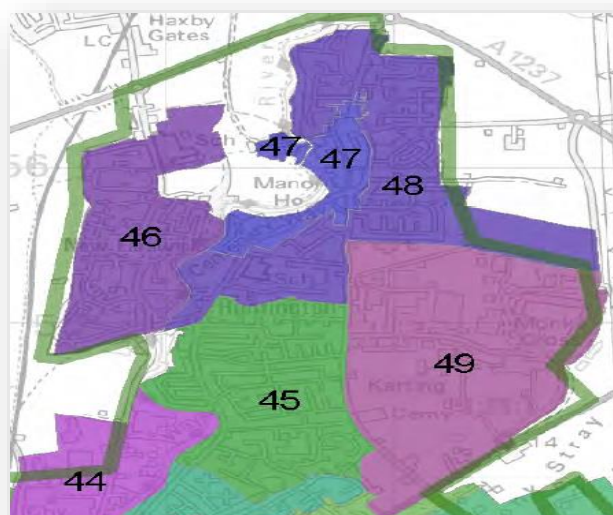


Figure 2 Huntington Character Areas (these areas are also shown in more detail and in the context of the Parish in Map 2)

Table 1: Overview of defining characteristics of character areas

Character Area	Defining character
Character Area 45 Huntington South	Characterised by inter-war and post-war housing spread over planned estates of varying size. Several small housing developments from earlier and later dates also feature in this area.
Character Area 47 Huntington	A former rural village containing 18 th and 20 th century buildings and retaining natural features. Incorporates Huntington Conservation Area.
Character Area 48 Huntington expansion	The residential area is principally a mixture of housing estates and developments dating between c. 1930s-2000s. “The mixed mid to late 20 th century residential expansion with rural fringe is distinct from the historic village of Huntington. Green fields surround the areas as well as the close proximity of the picturesque village of Huntington.”
Character Area 49 South Moor/Monks Cross	This area is characterised by a mixture of late 20 th century out of town, large modern commercial and industrial premises surrounded by small amounts of contemporary and inter-war housing and flat, agricultural land.

³

https://www.york.gov.uk/info/20214/conservation_and_archaeology/1297/york_historic_environment_characterisation_project

84. The study also makes recommendations and actions that would help to promote well thought-out design in the defined character areas. These are summarised below.
- Any extensions, new development or re-development in the area should be sympathetic in terms of style, material, proportions and density and should complement and enhance existing character.
 - The 1930s-1980s housing estates in Character Area 45 (Huntington South) still retains a large number of original architectural and streetscape features. Further erosion of the original aspects of the estates, as well as changes such as garden to driveway conversions and inappropriate extensions should be avoided where possible.
 - In Character Areas 45 (Huntington South) and 49 (Huntington South Moor/Monks Cross), the styles and features of modern housing states should be noted to inform future proposals. Any further development in this area should attempt to match existing modern housing in terms of style, material and proportions.
 - Historic agricultural buildings off New Lane (Character Area 49, Huntington South Moor/Monks Cross) should continue to be conserved and any future extensions or alterations should respect existing character and distinctiveness.
85. The Character Areas and their recommendations/actions have been considered as part of the development of the Plan. They are considered to be relevant and supported.

HUNTINGTON CONSERVATION AREA

86. Many of the Parish's more historic and distinctive buildings are to be found in the Old Village of Huntington. This is the historic centre of the Parish, and where the 18th Century and the majority of the 19th Century buildings are located.
87. Entering the Old Village, especially from the North, it is obvious that you are entering the historic core of the Parish. It retains much of its linear medieval layout. The Old Village is the original main street whilst North Moor Road was the village back lane.
88. Much of the traditional core of the village is protected by its designation as a Conservation Area in 1991, reflecting its special architectural and historic interest. The City of York



Council has produced a Conservation Area Appraisal⁴ for Huntington Conservation Area, which sets out its special characteristics, and how these can be best safeguarded and enhanced. It also includes a map showing the area covered by the Conservation Area.

89. The Conservation Area Appraisal for Huntington describes, “*The overall character of the conservation area arises from the contrast of the relatively narrow and winding Old Village (main street) and the historic area of All Saint’s Church and West Huntington Hall, linked to the village by a narrow lane and bridge*”.
90. The Plan seeks to ensure that all development proposals (including minor works) are sensitively and well designed to ensure that the generally pleasant built environment of the Parish is maintained and enhanced. This is particularly important where located within or in close proximity, to a building or structure of national or local heritage interest or in Huntington Conservation Area.
91. There is also need to ensure that design proposals respond to the changing needs and characteristics of the residents of the Parish; its above average and fast-growing older population. At approximately 25% the proportion of its population aged over 65 is nearly half again the City of York as well as the national average.

POLICY H4 DESIGN PRINCIPLES

Development proposals should respect the local character having regard to scale, density, massing, height, landscape, layout materials and access, as appropriate. They should take account of the design principles set out in the City of York Character Area studies for Huntington Parish and Huntington Conservation Area Appraisal.

They should also take into account the amenity of neighbouring occupiers. Where appropriate, development proposals should provide safe and attractive public and private spaces, and well defined and legible spaces that are easy to get around, especially for older people.

⁴ https://www.york.gov.uk/info/20215/conservation_and_listed_buildings/1325/conservation_areas_in_york

HERITAGE ASSETS

NATIONALLY DESIGNATED HERITAGE ASSETS

92. Many of the buildings within the Parish have been recognised as being of national importance. This includes 14 nationally designated assets including Listed Buildings and a Scheduled Monument. A particularly fine example is All Saints Church, the oldest and largest building in the Parish. The Church contains a 15th Century chancel and some internal 12th Century features.
93. Roman camp on Huntington South Moor is a Scheduled Monument and one of only four camps closely associated with the Roman legionary fortress of York.
94. The designation of these heritage assets as Listed Buildings and a Scheduled Monument gives them special legal protection beyond that which can be provided through the Plan. It is important, however, that the Plan highlights the community's appreciation of them and the important role and contribution they make to the history, and identity and character of the Parish.
95. The full list of Listed Buildings and Scheduled Monument is shown below.

Table 2: Listed buildings and Scheduled Monuments (2017)

Asset	Grade
Huntington Grange	II
Roman camp on Huntington South Moor, 300m east of Huntington Grange	Scheduling
Gate piers approximately 60 metres south east of Calm Cottage	II
The village cross	II
3, the Old Village	II
71, the Old Village	II
Prospect House	II
Vyner Cottage	II
The Grange	II
34, the Old Village	II
Calm Cottage	II
Church of All Saints	II*
Water Meadows	II
The Rectory	II

LOCALLY SIGNIFICANT HERITAGE ASSETS

96. In addition to these designated assets, there are other heritage assets that, while not meeting the criteria for national designation as an Ancient Monument or Listed Building, are of significance to the distinct local architectural and historic character of the Parish and are valued by the community.
97. These locally important heritage assets (sometimes known as 'non-designated heritage assets') include buildings and sites associated with Huntington's industrial development (e.g. a former train station) and traditional buildings (e.g. the Memorial Hall).
98. The Plan area's richness in heritage assets is not confined to above the ground; it also encompasses significant underground archaeological remains. This includes sites that may contain Roman remains. As the Character Area report for Huntington⁵ states, "*The relatively higher ground on which the village lies, both west and east, coupled with its clear pre-conquest origins may indicate reasonably high potential for prehistoric and Roman archaeological evidence still to be found. This is particularly true of West Huntington and areas around the church and manor*".
99. The City of York Council has developed a 'local heritage list' of non-designated 'heritage assets (buildings, monuments, sites, places, areas and landscapes) that contribute to the special local architectural and historic character of York and are valued by the community. Two assets in Huntington are included on this list. These are Memorial Hall and Huntington Community Centre. In addition to these two, after careful consideration and consultation, the Plan identifies three heritage assets which are considered to make a positive contribution to the character of the Parish, and which the community wishes to see protected and enhanced. The intention is that they would be incorporated in the 'Local Heritage List for York' which City of York Council and York Open Planning Forum are helping to establish in support of Policy D7 in the emerging Local Plan. This Policy (D7) will be supported by a Local Heritage Interest List Supplementary Planning Document. The Plan identifies three further heritage assets which are considered to make a positive contribution to the character of the Parish, and which the community wishes to see protected and enhanced. There are listed in Table 3 and shown in Map 1. More information about them can be found in the supporting evidence document Huntington Local Character Buildings and Sites of Local Heritage Interest accompanying this Plan and which can be found on the Parish Council website at http://www.huntingtonparishcouncil.co.uk/Core/Huntington-Pc/Pages/Neighbourhood_Plan_1.aspx

⁵ file:///C:/Users/yourl/Downloads/Area_47_huntington.pdf

Table 3: Proposed Huntington Character Buildings and Sites of Local Heritage Interest

Local Heritage Asset	Significance
Post Medieval Canal Lock 1793 – 1793	The remains of a brick canal lock with stone coping, on the Foss Navigation, built in circa 1793.
Huntington Road Brickworks	The site of late 19th century brickworks, which specialised in hand-made bricks. Moulded by hand, the bricks were dried in 12 tunnel driers.
Earswick Station	The site of railway station on the York and Beverley Railway opened in 1848 and closed in 1965.

POLICY H5 HUNTINGTON CHARACTER BUILDINGS AND SITES OF LOCAL HERITAGE INTEREST

The Plan identifies the buildings and sites identified in Table 3 and shown on Map 1 as Huntington Character Buildings and Sites of Local Heritage Interest.

Development proposals will not be supported that harm the historic significance and setting of Huntington Character Buildings and Sites of Local Heritage Interest, as identified in the Table and shown on the Map.

Development proposals will be required to take into account the character, context and setting of these locally important assets including important views towards and from them. Development will be required to be designed appropriately, taking account of local styles, materials and detail.

The designation of these buildings and sites as part of a ‘Local Heritage List for York’ by the City of York Council is supported

4.3 BUSINESS AND EMPLOYMENT

100. Huntington is home to a wide range of businesses, which provide local employment opportunities and make a major contribution to the economic sustainability of the Parish and the wider area.
101. There are a few centres of business activity. This includes Portakabin PLC, which has a major site, Birch Park Industrial Estate and at Roland Court. In addition, there is the major Vangarde development, which is the base for many retail (it includes the Monks Cross Shopping Park) and non-retail employment uses. These centres provide employment opportunities for hundreds, if not thousands of people.
102. The contribution of the Parish to the economic growth of the City will be strengthened by the proposal in the emerging Local Plan to allocate Annamine Nurseries, Jockey Lane as a new employment site.
103. Levels of economic activity are high (70.2%) and slightly above the City of York (70.1%) and national (66.9%) average.
104. A significant and growing number of people work from home and/or are self-employed, though rates are below the city and national averages.
105. The Plan recognises the importance of economic growth, and so it is considered important to support local employment and business development.
106. It is national and local planning policy that existing land and buildings should be retained for employment uses where there is a reasonable prospect of them being used for that purpose; a policy position the Plan supports.



POLICY H6 BUSINESS AND EMPLOYMENT

The Plan supports the retention of existing land and buildings in employment use, where there is a reasonable prospect of the site or building being used for employment purposes.

4.4 COMMUNITY FACILITIES AND BUILDINGS

107. Community facilities include a range of important amenities and buildings that meet the community, welfare and social needs of the residents. These include schools, community centres, churches, public houses and medical facilities.
108. Huntington is well served by such community facilities. This includes pubs, two primary schools, secondary school, doctors' surgeries, community centres, library, places of worship, and sport and leisure facilities. They are scattered across the Parish, and most residents live within easy walking distance of at least one community facility.
109. This is underlined by the findings from the consultation, which shows that residents are generally pleased with the existing provision of community facilities. Not only do they provide much-needed local facilities and services, but act as a focus for community life and engagement and help reinforce the sense of community and identity.
110. With a growing and above average older population, access to such locally based facilities will become increasingly important in Huntington.
111. The consultation did, however, identify some services which could be enhanced. Over half of the people responding to the community questionnaire indicated that health services could be improved.
112. There is also concern that development proposals, notably the Land North of Monks Cross housing proposal, will place additional demands on existing services, such as recreation, schools and medical facilities some of which are already stretched.
113. There is a strong desire in the community to see community facilities protected and, where possible, enhanced. Also, where development proposals place additional demands on existing services they are required to proportion facilities to meet this anticipated demand.
114. After consideration and consultation, the following facilities and buildings have been identified as being of special importance to the community:



Table 4: Important community facilities

White JD & FV Associates Dentist , 408 Huntington Rd, Huntington, York YO31 9HU.	New Earswick & District Bowls Club ; Huntington Rd, Huntington, York YO32 9PX.
Huntington Library , Garth Road, York YO32 9QJ.	St. Andrews Church , Huntington Rd, Huntington, York YO32 9PX.
Orchard Park Community Centre , Badger Paddock, Huntington, York YO31 9EH.	All Saints Church , Church Ln, Huntington, York YO32 9RE.
Blacksmiths Arms , 56 The Old Village, Huntington, York YO32 9RB.	Huntington Methodist Church ; Strensall Rd, Huntington, York YO32 9SH.
Flag & Hogs Head Huntington Rd, Huntington, York YO32 9PX.	Huntington Memorial Hall , 46, Strensall Rd, Huntington, York, YO32 9SH.
Pear Tree Farm Public House , Monks Cross Dr, Huntington, York YO32 9GZ.	Huntington Community Centre , 26 Strensall Rd, Huntington, York YO32 9RG.
Hop Grove Public House ; Malton Road, York, North Yorkshire, YO32 9TE.	Yearsley Grove Primary School , Yearsley Grove, Huntington, York YO31 9BX.
Huntington Working Men's Club , 1 N Moor Rd, Huntington, York YO32 9QS.	Huntington Primary School , 23 N Moor Rd, Huntington, York YO32 9QU.
Huntington Post Office , 43 N Moor Rd, Huntington, York YO32 9QN.	Huntington Secondary School , Huntington Rd, Huntington, York YO32 9WT.
Huntington Sports and Social Club , N Moor Road, Huntington, York YO32 9RY.	Huntington Cemetery , New Lane, Huntington, York YO32 9NA.
Huntington Parish Council Allotments , Huntington Road, Huntington, York YO32 9PX.	New Earswick & District Bowls Club , Huntington Rd, Huntington, York YO32 9PX.
Huntington Library , Garth Road, York YO32 9QJ.	St. Andrews Church , Huntington Rd, Huntington, York YO32 9PX.
Huntington Health Care Surgery , Garth Road, Huntington, York, YO32 9QJ.	All Saints Church , Church Ln, Huntington, York YO32 9RE.
Haxby Group Practice , North Lane, 1 North Ln, Huntington, York YO32 9RU.	Parkers Pharmacy , 61 N Moor Rd, Huntington, York YO32 9QN.
MyHealth Huntington Health Care Centre , Garth Road, Huntington, York, YO32 9QJ.	Lloyds Pharmacy , 412 Huntington Rd, Huntington, York YO31 9HU.

POLICY H7 EXISTING COMMUNITY FACILITIES AND BUILDINGS

Development proposals that result in the loss of an important community building or facility will not be supported, unless it can be demonstrated that the operation of the facility is no longer viable or necessary or that a replacement facility of equal quality is provided in an equally accessible location.

The community buildings identified above are considered to be of special importance to the Parish.

POLICY H8 NEW AND ENHANCED COMMUNITY FACILITIES AND BUILDINGS

Development proposals involving the provision of new or enhanced community facilities, especially medically related, will be supported where it can be demonstrated to City of York Council that it meets an identified and evidenced Parish need and subject to accessibility, amenity, landscape and environmental considerations.

Development proposals that place additional demands on existing services should provide proportionate facilities to meet this anticipated demand.

ASSETS OF COMMUNITY VALUE

115. The registering of Community Assets is a separate (non-planning) legal process, initiated by the Parish Council, but undertaken by City of York Council. The inclusion of these facilities on City of York's register of Assets of Community Value will provide the Parish Council, or other community organisations within the Parish, with an opportunity to bid to acquire them on behalf of the local community, should the asset come up for sale on the open market.



116. One facility in the Parish has already been registered as an Asset of Community Value - New Earswick and District Bowls Club. Through the Plan process, other assets, which are considered especially important for community life, have been identified. The Parish Council, therefore, intends to seek to designate them as

Assets of Community Value. Legislation does not permit a Neighbourhood Plan to designate them.

117. The Plan can, however, support the retention and where possible the enhancement of any assets designated by the City of York as an Asset of Community Value.

POLICY H9 ASSETS OF COMMUNITY VALUE

The Parish Council will support the listing of Assets of Community Value and once listed, will work to support their longevity.

4.5 SHOPS AND SHOPPING

118. Huntington has a good range of shops. These include supermarkets, a post office, hairdressers, newsagents, cafes, butchers and hot food take-ways.
119. Consultation shows that these are important to residents and their quality of life. They provide a valuable service in meeting the day to day needs of residents as well as providing opportunities for local employment close to where people live. They are generally viewed as convenient, well used and highly prized by residents.
120. In the community survey undertaken as part of the preparation of the Plan, 69% of residents considered Shopping Facilities as being important in making Huntington a good place to live and only 4% considered it to be unimportant.
121. There is no defined village centre within Huntington and shops are split across several locations.

VANGARDE/MONKS CROSS SHOPPING PARK

122. The Vangarde/Monks Cross Shopping Centre is, by a wide margin, the biggest shopping facility in the Parish. This major 'out-of-town' development consists of several high street retailers, two large supermarkets, a number of retail warehouses and leisure uses. It attracts many thousands of visitors from Huntington and a much wider area.
123. Its role and attractiveness for shopping and other purposes are likely to be boosted by the recent planning approvals for large-scale retail development together with a community stadium, swimming pool and other uses to the south of the existing Monks Cross Shopping Park.
124. It performs an important role as sub-regional centre servicing a large catchment area encompassing the north of York and the wider area. Adjacent to the Vanguard/Monks Cross Shopping Park is a site, currently under construction, which will incorporate a football/rugby stadium, swimming pool and health facilities.

POLICY H10 VANGARDE/MONKS CROSS SHOPPING PARK

The Plan supports the continued role and function of Vangarde/Monks Cross Shopping Park as a major sub-regional shopping area providing services to the north of York and a wider catchment area.

BROCKFIELD PARK AND NORTH MOOR ROAD NEIGHBOURHOOD SHOPPING PARADES

125. In addition to Vangarde/Monks Cross Shopping Park, Huntington has two distinct shopping clusters. These comprise the small purpose-built shopping centre at the junction of Kestrel Wood Way and Brockfield Park and a cluster of shops off North Moor Road.

126. These small shopping areas provide an important range of shops and community facilities used by local residents and the wider Parish. They fulfil a vital need for many residents especially for those without access to a car or have limited mobility.
127. The City of York Council's Retail Study Update and Addendum 2014⁶ produced to support the development of the draft Local Plan, defines a hierarchy of centres in the City of York, based on the scale and nature of the services provided in that shopping centre.
128. The general principle is that shopping provision within the defined areas identified through the hierarchy will be protected and enhanced, having regard to its scale and nature.
129. At the top of the hierarchy are major shopping centres such as York City Centre that serve a wide area. At the bottom of the hierarchy are neighbourhood parades. These comprise small parades of shops that cater for the day to day needs of the immediate local population.
130. Brockfield Park and North Moor Road have been defined in the Retail Study as neighbourhood parades. The Plan supports their identification as neighbourhood shopping parades. They are important focal points that cater for the day to day needs of those living locally. Their identification as such will protect and enhance their important shopping role and function. With the support of the City of York Council, the opportunity has been taken through the neighbourhood plan to define their boundaries. In each case, the boundary has been drawn to include the main shopping and community uses within it. The proposed boundaries are shown on Map 3. It is noted, however, that the boundary proposed for the North Moor Road Neighbourhood Shopping Parade in the Neighbourhood Plan differs from that the one originally put forward by the City of York Council as part of the emerging Local Plan, which covers a wider area. It is hoped that the boundary for the North Moor Road Shopping Parade in the final Local Plan will be the same as that in the Plan. Should they differ, the Plan will be reviewed.
131. In accordance with the recommendations of the Council's Retail Study, the Plan supports development proposals for main town centre uses within Neighbourhood Parades that:
 - consolidates, maintains or improves upon the function, vitality and viability of the centre;
 - is of an appropriate scale and nature to the existing centre and the retail hierarchy, maintain or enhances the character and environmental quality of the centre;
 - contributes positively to the range of services on offer; and

⁶ https://www.york.gov.uk/downloads/file/2092/retail_study_update_2014pdf

- does not have a detrimental impact upon residents or the historic and natural environment.

POLICY H11 BROCKFIELD PARK AND NORTH MOOR ROAD NEIGHBOURHOOD SHOPPING PARADES

The Plan identifies Brockfield Park and North Moor Road (as shown in Map 3) as Neighbourhood Parades. Their role and function as Neighbourhood SHOPPING Parades that cater for the every day shopping and community uses of those living locally will be protected and enhanced.

OTHER SHOPS

132 Beyond the two defined Neighbourhood Shopping Parades and the Vangarde/Monks Cross Shopping Park, there are a few single, or small groups, of shops scattered across the Parish. These range in size from individual shops to the small superstore ('Tesco Express') off Huntington Road. These also provide a valuable service in providing for day to day shopping needs, and residents would like to see these enhanced and protected.



POLICY H12 OTHER SHOPS

Development proposals that would result in the loss of, or have a significant adverse effect on, a shopping use outside of the Vangarde/Monks Cross Shopping Park or the defined two Neighbourhood Parades will not be supported unless it can be demonstrated to the City of York Council in consultation with the Parish Council that (a) its continued use for shopping is no longer viable and (b) the site has been actively marketed for at least six months for shopping purposes

HOT FOOD TAKEAWAYS

133. In recent years, there has been a significant increase in the number of hot food takeaways in the Parish. Hot food takeaways serve the needs of local communities and can enhance their attractiveness as a place to visit and shop.
134. The community, however, is concerned about some of the negative aspects associated with these uses, including noise and disturbance, anti-social behaviour and increased litter, especially if some of these uses are clustered together, or are located in primarily residential areas.

POLICY H13 HOT FOOD TAKEAWAYS

Hot food takeaway uses should be located within the Vangarde/Monks Cross Shopping Park or the defined Neighbourhood Parades. In considering development proposals for hot food takeaways, special regard should be made to:

- a) The number of existing take away establishments in the immediate area and their proximity to each other, in order to avoid clusters (normally two or more) of takeaway uses; and
- b) The impact on the amenity of the immediate area (including smells, fumes and noise), traffic, anti-social behaviour or safety issues arising from the proposal itself or cumulatively with the existing uses in the area.

Development proposals for hot food takeaways should also include the provision of a litter bin on land within the premises, of which the property will be responsible for its maintenance, emptying on a regular basis and the area adjacent to the premise to be kept clear, where appropriate. Where a litter bin cannot be provided within the curtilage of the premises, a commuted sum will be sought towards the provision of a litter bin within a nearby location.

4.6 NATURAL ENVIRONMENT AND FLOOD DEFENCE

135. The Parish encompasses the main settlement of Huntington, which is surrounded by, and interspersed, with large areas of green and open spaces. While it has seen much development in recent years, it remains largely open and undeveloped in nature. Much of it remains in agricultural use.
136. The Parish sits within the Vale of York National Character Area⁷. This is described as an area of relatively flat, low-lying land surrounded by higher land to the north, east and west.
137. The consultation shows that the underdeveloped nature of much of the Parish is highly valued by residents and should be conserved and enhanced. 87% of people responding to the community questionnaire stated that parks and open spaces were important in making Huntington a good place to live

GREEN BELT

138. Over half of Huntington is designated as draft Green Belt. It covers much of the open countryside in the Parish, including large swathes of land especially to its east. The general extent of the Green Belt in the Parish is shown at Map 3.
139. The fundamental aim of the Green Belt is to prevent urban sprawl by protecting the open character of land designated as such. Within the Green Belt, there are strict planning controls over the type of development, which can take place within it.
140. There is strong community sentiment regarding the draft Green Belt that generally surrounds the built-up parts of Huntington. It not only helps retain the distinct character of the area, but also provides opportunities for recreation and leisure and contains many key 'Green Infrastructure' assets including sites of nature conservation value.
141. National Planning policy is clear in its support for the Green Belt, emphasising its essential characteristics of openness and permanence. It also states that inappropriate development (such as the construction of new buildings), which is harmful to the role and function of the Green Belt should not be approved except in very special circumstances.
142. Despite the fact that the York Green Belt is still, technically, draft Green Belt it has, de facto, been in existence for several decades and has been reaffirmed on numerous occasions in planning refusals and dismissals of planning appeals. It was specifically recognised in the Yorkshire and Humber Regional Spatial Strategy (RSS) adopted in 2007 and although the RSS was substantially revoked by an Order (SI. No. 117 2013) made in early 2013 under the Localism Act 2011, policies which related to the York Green Belt were specifically excluded from the revocation.
143. Further, whilst not forming part of the Development Plan, the City of York draft Local Plan incorporating the Fourth Set of Changes Development Control Local Plan (April 2005) was approved for development control purposes. The effect of this process is that decisions on planning applications falling within the general extent of the Green

⁷ <http://publications.naturalengland.org.uk/publication/3488888>

Belt (as defined in the RSS) are taken on the basis that land is treated as Green Belt.

144. The National Planning Policy Framework (NPPF) is clear that the identification and modification of Green Belt boundaries are essentially matters for the Local Planning Authority to determine. In this case, that authority is York City Council. Furthermore, these paragraphs identify that these processes should be undertaken as part of the preparation or review of a Local Plan. In this case, this would be through the vehicle of the preparation of the emerging City of York Local Plan.
145. At the same time, the Neighbourhood Plan needs to be in general conformity with the strategic policies of the development plan. In this case, these are policies YH9 and Y1 of the Yorkshire and Humber Regional Spatial Strategy. These identify the general extent of the York Green Belt and set out its national significance.
146. In these circumstances, this Plan continues to apply, and strongly supports, the approach to the identification of the Green Belt as set out currently in the RSS and the Fourth Set of Changes Development Control Local Plan (2005) on an interim basis until such times as the emerging Local Plan is adopted.
147. This will ensure that the preparation of the emerging Local Plan is used as the mechanism for the detailed identification of the York Green Belt boundaries in accordance with national planning policy. It will also provide the proper opportunity for residents, developers and other interested bodies to contribute to this debate both in general terms on the Green Belt boundary and to provide the agreed levels of development for the City. Once the emerging Local Plan has been adopted, the Neighbourhood Plan will be reviewed in order to ensure that it and the Local Plan are consistent on this important matter.



POLICY H14 GREEN BELT

The Plan supports the continued designation of the majority of Huntington Parish as Green Belt. The general extent of the York Green Belt within Huntington Parish is shown on Map 3.

Within the general extent of the Green Belt inappropriate development will not be supported except in very special circumstances. New buildings are regarded as inappropriate development and will not be supported other than in the circumstances identified in the National Planning Policy Framework.

Development proposals for the following uses will be supported provided that they preserve the openness of the general extent of the Green Belt and do not conflict with the purposes of including land in the Green Belt:

- Minerals extraction;
- Engineering Operations;
- Local Transport Infrastructure that can demonstrate a requirement for a Green Belt location;
- The re-use of buildings provided that the buildings are of permanent and substantial construction; and
- Development brought forward under a Community Right to Build Order.

LOCAL GREEN SPACES

148. There are also numerous other green spaces in the Parish not within the Green Belt, but which are highly valued by the local community. This 'green infrastructure' is of great variety and includes:
- Watercourses.
 - Highway verges.
 - Parks, playgrounds, allotments and other public open spaces.
 - Trees and woodlands.
 - Private gardens,
 - The grounds of schools and business parks.
 - Sports pitches and recreational areas.
149. Individually and collectively these areas make a significant contribution to the distinctive and attractive character of the Parish.
150. National planning policy enables the community to designate, through a Neighbourhood Plan, green areas of special significance to them. This local significance could be because of the green area's beauty, historic importance, recreational value, tranquillity or richness of its wildlife. By designating land as Local

Green Space, this will give them special protection and rule out their development other than in very special circumstances.

151. Based on the criteria set out in the NPPF, and following consultation with the local community, several important green spaces have been identified as being special to the local community and requiring special protection from development. The areas identified as Local Green Space are described in the Supporting Evidence document accompanying this Plan and satisfy the criteria set out in paragraph 99 of the NPPF. This Supporting Evidence Document can also be found on the Parish Council website at http://www.huntingtonparishcouncil.co.uk/Core/Huntington-Pc/Pages/Neighbourhood_Plan_1.aspx

POLICY H15 LOCAL GREEN SPACES

Development proposals that would result in the loss of an important Local Green Space listed below and identified on Map 3, will only be supported in very special circumstances.

1. Land adjacent to River Foss;
2. Recreation Ground off North Lane;
3. Playground off Garth Road;
4. Huntington Primary School Playing Field;
5. Land next to Manor House;
6. Allotments off Huntington Road/Pollard Close;
7. Sports Ground and Playing Fields off Huntington Road;
8. Huntington Secondary School Playing Fields;
9. Land between the entrance to the Portakabin employment site and the Meadows, New Lane;
10. Allotments adjacent to Sleeper Path. Huntington Road;
11. Land off Stratford Way;
12. Land adjacent to St Andrew's Church, Huntington Road;
13. Land next to Foss River;
14. Orchard Park;
15. Land off Jockey Lane;
16. Land on corner of Yearsley Grove;
17. Land on corner of Birch Park;
18. Playground and nature park off Birch Close;
19. Land off Nightingale Close;
20. Yearsley Grove Primary School Playing Field;
21. Land off Geldoff Road/Andrew Drive;
22. Land off Disraeli Close;
23. Land off Darwin Close; and
24. Land off Victoria Way.

RIVER FOSS

152. The River Foss is 31km (19.5 miles) in length – much of which runs through the Parish.
153. The River Foss has a long history entwined with the development of York. Together with the river Ouse, the Foss has played a vital role in the military defence of the city, and in its economic life, from the earliest recorded times. The Romans found that the Foss combined with the Ouse provided a natural defence and built their fortress of Eboracum here. Recent excavations have proved that the Foss was later used by the Anglo-Saxons and the Vikings for commerce.
154. The River Foss Corridor has a multifunctional role including wildlife, bankside recreation, culture and history. Species records⁸ within the Huntington Parish highlight the rich diversity of wildlife present in the river corridor including toads, kingfishers, otter, water vole and bats.
155. The boundaries of this corridor are restricted as the influence of the river itself is limited, and as such, back gardens are a significant contributory habitat for wildlife within the urban area. Priorities for enhancement include wet and flood meadow grasslands, fens and marshes, wet woodlands, ponds, bats, otters, water vole and gardening for wildlife.
156. A 28 mile trail follows footpaths along or near the river Foss starting at its confluence with the Ouse in York and finishing at its source, Pond Head four miles from Easingwold.
157. Over the years, encroachment of development into the river corridor has been as an issue.
158. There is a strong appreciation that the river corridor represents an extremely rich resource, deserving of protection. This is reflected in reports and studies as well as consultation.
159. The River Foss Society was founded in 1973 to seek practical ways of improving the footpaths and other amenities of the river for the benefit of naturalists, fishermen, ramblers and local residents. Today the key aims of the Society are to:
 - Conserve the river's natural environment
 - Prevent pollution in the river
 - Restore natural habitats along the river for its vegetation, fish and all animals
 - Improve the river for everyone by making it a better place to walk, fish and enjoy other recreational activities
 - Help prevent floods in the future
160. The River Foss and its corridor are of great value to the character and landscape of the area. It is a key element of the Green Infrastructure network and several important functions including wildlife, recreation, culture and history. The Plan seeks

⁸ North and East Yorkshire Ecological Data Centre

to ensure that future development enhances the corridor, improves public access and offers a refuge for wildlife.

161. An 8-metre buffer zone will be maintained as a natural or semi-natural habitat free from built development, parking areas, private gardens and formal landscaping. The Environment Agency recommends a minimum distance of 8 metres (measured from the top of the riverbank to the development) for ecological and conservation purposes.
162. Provision of an 8-metre buffer may not be achievable in some situations where development is already infringing the river corridor.

POLICY H16 RIVER FOSS

Development proposals that adjoin or are within the vicinity of the River Foss will only be supported if it can be demonstrated that they would actively enhance the River's ecological and recreational value and not have an adverse impact on the functions and setting of the River and its associated corridor.

Development proposals should:

- a) **Conserve and enhance the biodiversity, landscape and recreational value of the Foss River and its corridor through good design;**
- b) **Provide or retain a minimum 8-metres natural green buffer between the top of the river bank and development adjacent to the River Foss unless circumstances dictate otherwise; and**
- c) **Protect existing pedestrian access along the river and links that lead to the wider residential areas and surrounding countryside. Where practicable links should be provided to the river corridor from new developments.**

BIODIVERSITY

PRIORITY HABITATS

163. While Huntington does not have any statutory environmental designated sites, there are many sites that have been identified as locally important for wildlife and wildflowers.
164. The Parish encompasses a number of UK Biodiversity Action Plan (BAP) priority habitats, listed as priorities for conservation action under the UK BAP. These deciduous woodland habitats have been identified at Huntington Wood, Big Coppice, adjacent to York Beachwood Grange Caravan Park and along sections of the River Foss.

165. The York Biodiversity Action Plan (BAP)⁹ identifies a list of priority habitats based on those that are most at risk and requiring conservation action in the local area. Priority habitats present in Huntington include unimproved neutral grassland, flood meadow as well as wet grassland and ponds. Other habitats considered important in the York context and present in the Parish are woodlands and species-rich hedgerows.
166. These habitats support a wide variety of plant life and wildlife. Data for species records within Huntington Parish demonstrate the importance of local ponds (notably at/in proximity to Monks Cross) in supporting species such as the Common Toad, Smooth Newt and Great Crested Newt and European Water Vole.
167. BAP Priority species that occur in Huntington include bats, white-clawed crayfish, great crested newts and the water vole.

SITES OF IMPORTANCE FOR NATURE CONSERVATION (SINCS)

168. There were 3 sites in the Parish designated in 2010 by the City of York Council as Sites of Nature Conservation (SINCS)¹⁰; Huntington (A64) Field, North Lane Meadow and New Lane Meadows. SINCS are non-statutory designations within the Local Authority's responsibilities and they are protected by local and national policy. A review of the SINCS in 2017¹¹ ratified Huntington (A64) field as a SINC:
 - Huntington (A64) Field is an example of a species-rich old meadow habitat, and one that is threatened nationally due to intensive farming practices and urban development.

SITES OF LOCAL INTEREST

169. Two sites within the Parish, while they may not fulfil the criteria for designation as a SINC, are "of substantive interest" for wildlife. The sites identified in Table 5 and Map 4 have been recognised in the SINC review (2017) as candidate SINC status. Candidate sites are treated as extant SINCS until such a time as they can be surveyed and assessed against the site selection guidelines and are therefore afforded the same weight in local policy as a fully ratified SINC.
170. These candidate SINC sites have not been included in the Publication draft Local Plan on the basis that their identification has fallen outside of the formal North Yorkshire and York SINC system and, therefore, not subject to the same level of scrutiny.
171. The Plan seeks to highlight the special importance of these two sites which make a positive contribution to biodiversity due to the presence of priority habitats and/or

⁹ https://www.york.gov.uk/downloads/file/15320/local_biodiversity_action_plan_lbap_2017

¹⁰

<http://democracy.york.gov.uk/documents/s46232/Bio%20Audit%20Review%202010%20with%20appendices%203%20-%20online%20only.pdf>

¹¹

https://www.york.gov.uk/downloads/file/15319/sites_of_importance_for_nature_conservation_sinc_review_2017

their current or potential role in strategic networks of habitats. Proposals, should take account of the wildlife significance of SINCS listed below and ensure that the impact of any development of them is carefully controlled, proportionate to its biodiversity value. Development proposals should take where possible should protect these sites and incorporate them into developments.

Table 5: Sites of Local Interest

Site	Feature
North Lane Meadow	Grassland
New Lane Meadows	Grassland

DIAMOND JUBILEE WOOD

172. In addition to the sites identified above, through the development of the Plan, another site has been identified, which the community considers being of nature conservation value and is worthy of protection and recognition. This is Diamond Jubilee Wood in the north of the Parish, which has been the subject of significant tree planting and other actions that have enhanced its nature conservation, biodiversity and other value. It is understood that the City of York Council is to review the present list of Sites of Local Interest. The Plan actively



POLICY H17 BIODIVERSITY

In order to protect and where possible, provide net gains in biodiversity, development proposals will be expected to:

- a) Maintain and enhance existing ecological corridors and landscape features (such as species rich grassland, watercourses, ponds, woodland and species-rich hedgerows) for biodiversity wherever appropriate and demonstrate how any adverse impact will be managed or mitigated. These measures should be targeted to benefit local conservation priorities as identified in the York Biodiversity Action Plan; and
- b) Incorporate into new developments, features that would lead to net gains in biodiversity including pollinators, bats, birds and mammals. Landscape schemes should use traditionally and locally appropriate species to support and enhance biodiversity.

supports the inclusion of Diamond Jubilee Wood as part of the revised list and the resulting recognition and protection this will afford it.

FLOODING AND WATER MANAGEMENT

173. Flooding is an issue of great concern to residents of Huntington. In recent years, parts of the Parish have suffered some of the worst flooding in its history. This is mainly due to exceptional rainfall but has also highlighted concerns relating to the adequacy of the system in place to deal with water management. Heavy rainfall has overwhelmed this system, causing flooding on numerous occasions.
174. The area is relatively flat, low-lying land surrounded by higher land to the north, east and west. It is crossed by the floodplain of the River Foss, which runs along the western and sections of the eastern boundary of the Parish (Flood Zone 2 and 3). This is exacerbated by the fact that the area is characterised by clay soil, which results in poor soil drainage by holding water into the soil and the general area.
175. It is predicted that climate change has and will continue to contribute to an increase in the intensity and frequency of floods. The need to ensure that proper controls are in place to eliminate flood risk is a top priority of the community and the Plan. This was highlighted in the community questionnaire, for example, where land drainage was highlighted as the most popular additional provision, with over 80% of respondents considering that there should be further action.
176. The Parish Council has been actively involved in resolving flooding issues with the City of York Council and others to address the problem of flooding, or at least to prevent it worsening.
177. A key element of this is to ensure that new development does not escalate the severe problems being experienced, as any additional development has the potential to exacerbate these.
178. New developments especially large ones, should consider how they can contribute to minimising and managing the risk of flooding both on and off-site.
179. More broadly, managing and enhancing the River Foss and important wetland habitats may also provide the opportunity to increase the landscapes ability to naturally and sustainably manage flood risk. Natural solutions from ecosystems, such as using reed beds for sustainable drainage systems and restoring wetland habitat within the river corridor can play a highly significant role by enabling land to hold back water at peak flood times and storing excess water.

180. The City of York Council Strategic Flood Risk Assessment (2013) assessed the different levels of flood risk in the York Unitary Authority area. This document should be referred to in planning applications to ensure that flood risk issues are taken into account in a sustainable manner.

POLICY H18 FLOODING AND WATER MANAGEMENT

Development should not increase the risk of flooding and/or exacerbate existing drainage problems.

Development proposals must consider their impact on surface water management and, where required by the City of York Council, demonstrate that they have a surface water management plan, which shows that the risk of flooding both on and off site is minimised and managed. The management of surface water run-off from new development should incorporate sustainable drainage techniques and should be designed to deliver wildlife benefits, where possible.

Development proposals should protect existing watercourses and wetlands. The creation, extension and linking of wetland habitats to enhance the storage capacity of the landscape and reducing downstream flooding will be supported.

4.7 TRANSPORT AND GETTING AROUND

181. The consultation showed that the general view was that transport and accessibility need improving. 72% of people responding to the community questionnaire stated that it needs significant improvement or some improvement.
182. While strategically the Parish is well located for access to the national road and rail networks, connections to these networks are poor. Local roads are congested, especially at peak times, and public transport provision is limited.
183. Residents are also concerned that new housing and other forms of development will inevitably increase traffic and transport issues.
184. There are some more localised issues, especially in respect of on-street parking and road safety, which are major issues in parts of the Parish.
185. The car provides the principal mode of transport for residents. According to the 2011 Census, 82% of households have 1 or more car, a rate which is above the City and national averages (both 74%).

TRAFFIC MANAGEMENT

186. Traffic is, inevitably, a major public concern given the convenient location of the Parish to the main road network, the relatively high levels of car ownership and the heavily trafficked A1237 which runs through the Parish.
187. Action to improve traffic management was a major theme of many respondents consulted on the Plan. Parts of Huntington already experience highway and pedestrian safety problems due to the volume of traffic that passes through it.
188. There is concern that the proposed significant expansion of the Vangarde/Monks Cross Shopping Park (including the community sports stadium) and the proposed major housing development at Land North of Monks Cross) individually and cumulatively will severely increase the levels of vehicle traffic in the Parish and worsen an already challenging issue. It is accepted that this traffic cannot be prevented from travelling through the Parish. However, there is concern that such traffic could result in what would commonly be viewed as 'rat running', bringing with it the problems of speeding as well as increased volumes of traffic on what are small roads.



POLICY H19 TRANSPORT AND TRAFFIC MANAGEMENT

The provision of Traffic management solutions to address the impacts of traffic arising from the expansion of the Vangarde/Monks Cross Shopping Park and development of land north of Monks Cross including the widening and dualling of the York Outer Ring Road (YORR), will be strongly supported.

CAR PARKING

- 189. Action to improve car parking was identified as a high priority by many residents. It is especially an issue for residents in some of the more older parts of the Parish, which were designed without or with limited off-road parking provision. This lack of off-road provision is often worsened by the narrow width of some of the roads such as in the Royal Forest Estate.
- 190. This absence of satisfactory car parking provision adds to traffic congestion and has a negative impact on highway and pedestrian safety, and generally detracts from the quality of life and character of the area.
- 191. There is concern that new development will increase pressure on off road parking spaces and may worsen an already unsatisfactory position.
- 192. The City of York Council has developed important guidelines on transport infrastructure



needs, including any car parking provision sought as part of a development proposal. The Plan supports this guidance. Also, it urges the application of the highest levels for car parking provision as set out in the guidelines, especially in those parts of the Parish where the lack of car parking spaces is having the greatest negative impact on the character and quality of life of an area.

193. Furthermore, the Plan seeks to conserve existing parking provision from other forms of development unless there are strong grounds to justify its loss.

POLICY H20 CAR PARKING

Development proposals should incorporate sufficient, safe and convenient car parking provision in accordance with agreed City of York Council standards. This provision be at the highest level of standards wherever possible and practical.

Development proposals that result in the loss of car parking provision will only be supported where (i) it can be shown that the loss of parking will not have a severe adverse effect on parking provision and road and safety in the nearby area; or (ii) adequate and convenient replacement car parking provision can be provided.

WALKING AND CYCLING

194. Cycling and walking provide great potential to promote physical activity and reduce reliance on the car for trips. Huntington is relatively flat and compact and has some footpaths and cycleways. Walking and cycling are popular activities. At 9%, the proportion of people who state that they cycle to work is above the City of York (8%) average, and well above the national average (2%), for example.

POLICY H21 WALKING AND CYCLING

Having regard to its scale and location, development proposals should seek to incorporate improvements to the network of footpaths and cycleways into their proposal or may be required to contribute to such improvements through a planning obligation. Priority should be given to those that create or improve links between the main residential areas and (i) key local services such as shops and schools (including the Vangarde/Monks Cross Shopping Park; (ii) the existing network and (iii) the proposed housing development at Land North of Monks Cross.

4.8 DEVELOPER CONTRIBUTIONS

195. Development can bring significant benefits to the local community, including new homes and jobs. It can also have a negative impact, for example, where additional demand is placed on facilities and services, which are already at or near capacity. Planning obligations (often as Section 106 agreements) may in some circumstances be used to secure infrastructure or funding from a developer. For example, a planning obligation might be used to secure a financial contribution towards improving existing recreational facilities or affordable housing. However, there are strict regulations governing the circumstances in which planning obligations can be sought and how it can be spent. A new system is also being introduced to be used alongside the use of Section 106 agreements. This is known as the Community Infrastructure Levy (CIL) and is set at 25% in areas where there is a neighbourhood plan. At this time, the City of York Council is considering whether to introduce CIL in conjunction with Section 106 agreements.
196. Through the preparation of the Plan, the Parish Council, in conjunction with the community and other stakeholders, has identified a small number of priority areas they wish to secure funding for (either in whole or in part) through the use of planning obligations.

POLICY H22 DEVELOPER CONTRIBUTIONS

Contributions towards those community facilities identified below as priorities by the Parish Council will be sought through planning obligations wherever possible and appropriate:

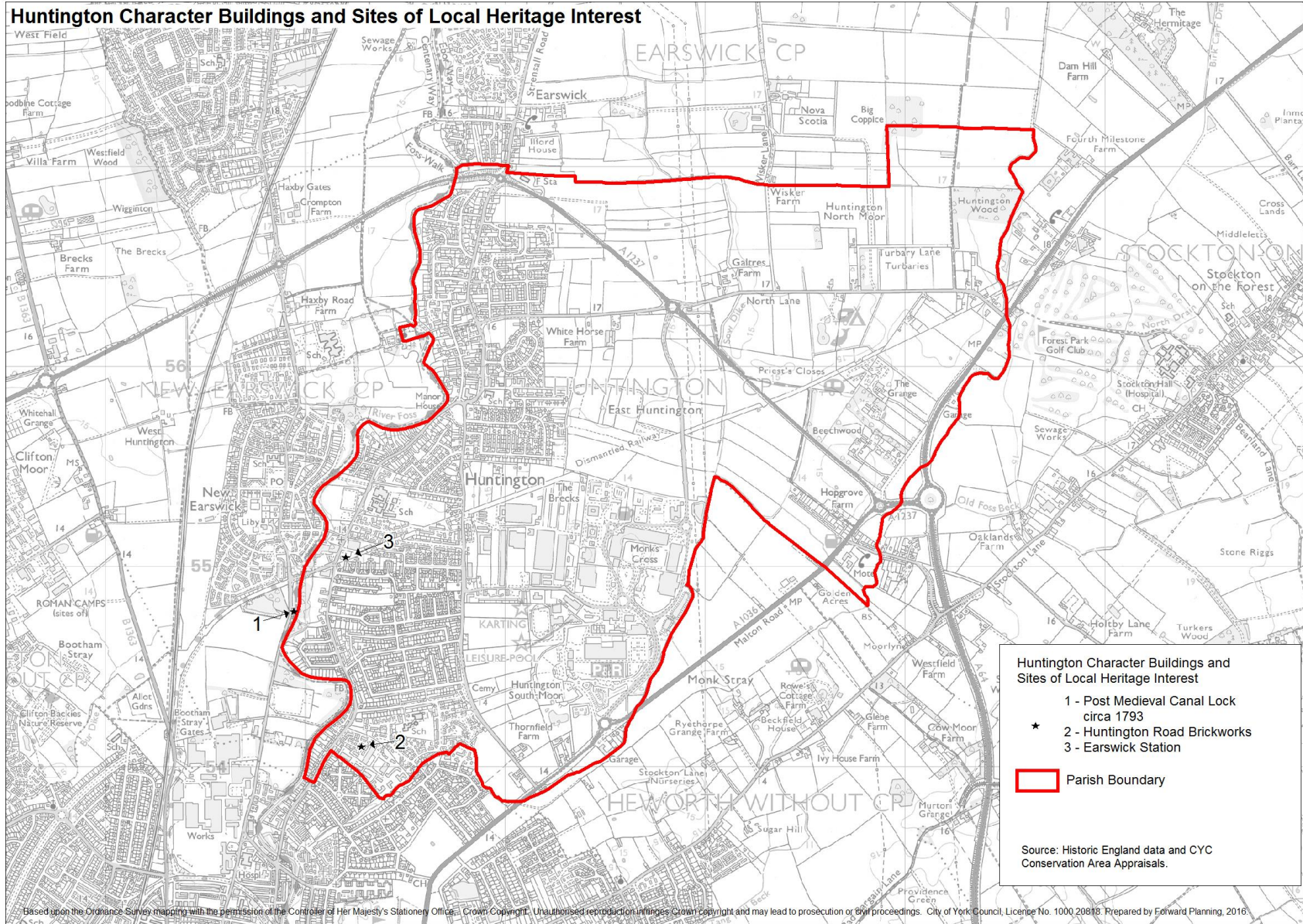
- **Improvements to open space, sport, community and recreation facilities;**
- **Improvements to community infrastructure including medical facilities; and**
- **Traffic management and pedestrian enhancement in the village of Huntington.**

Developers are encouraged to engage with the Parish Council prior to the preparation of any planning application to confirm these local priorities, ensuring that, where appropriate and viable, the facilities proposed to complement any development proposals reflect these priorities.

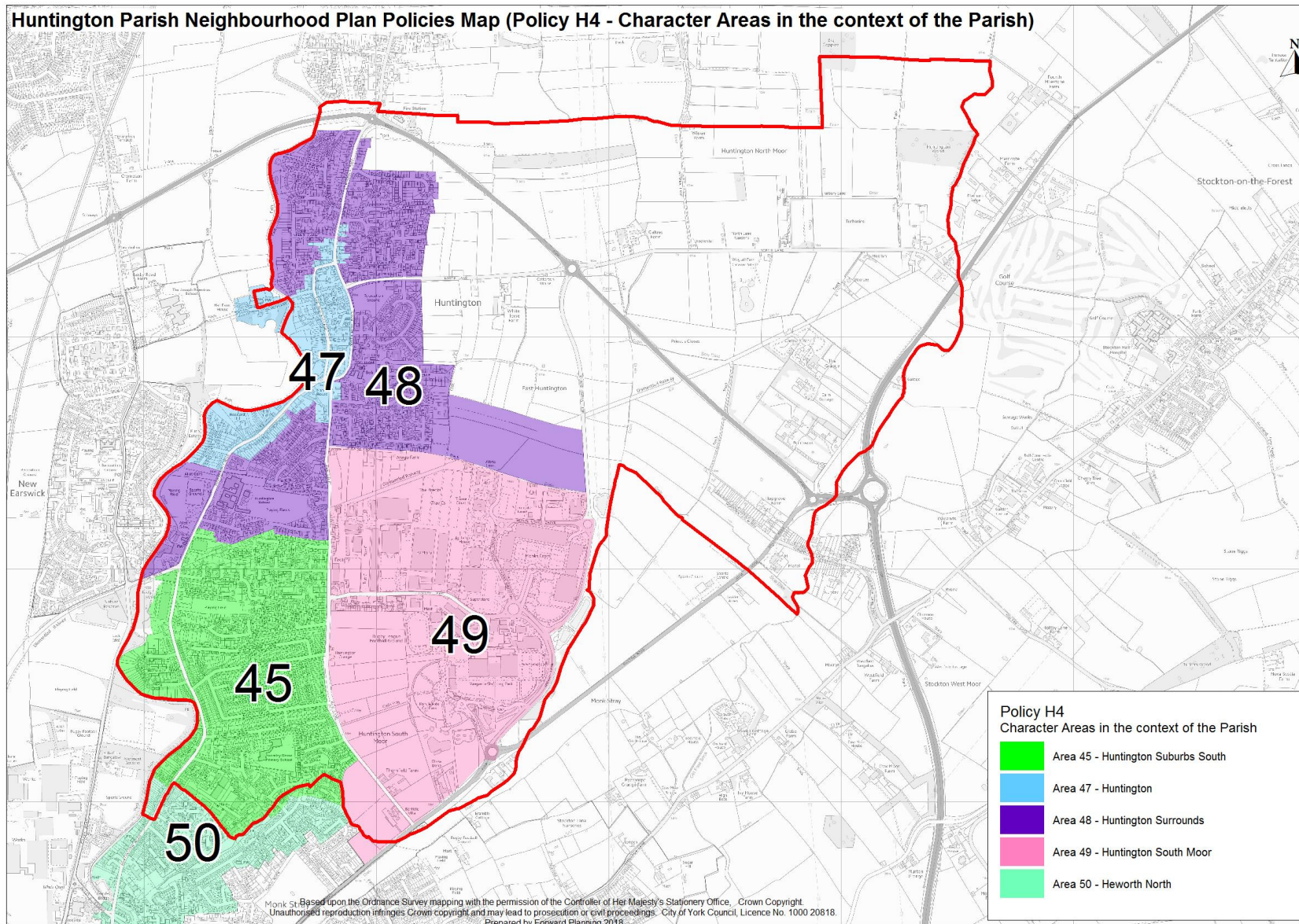
5. MONITORING AND REVIEW

197. It is anticipated that the Neighbourhood Plan will be in place for a period of 16 years. During this time, the circumstances which the Plan seeks to address may change.
198. The Neighbourhood Plan will be monitored by the Parish Council in conjunction with the City of York Council on at least an annual basis. The policies and measures contained in the Plan will form the core of the monitoring activity, but other data collected and reported at the Parish level relevant to the delivery of the Plan will also be included.
199. The Parish Council proposes to formally review the Plan on a five-year cycle or to coincide with the review of the City of York Local Plan if this cycle is different.

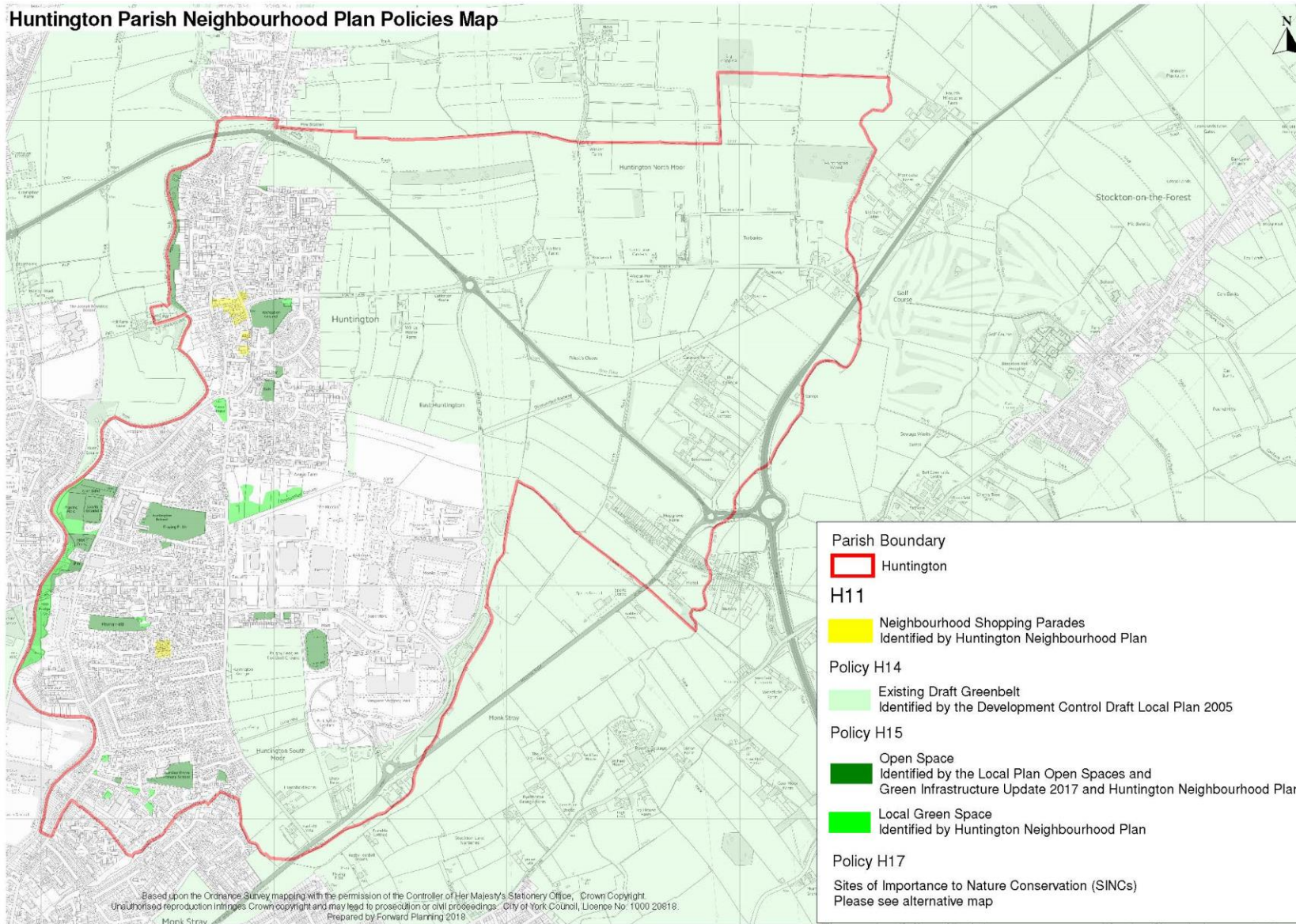
Map 1

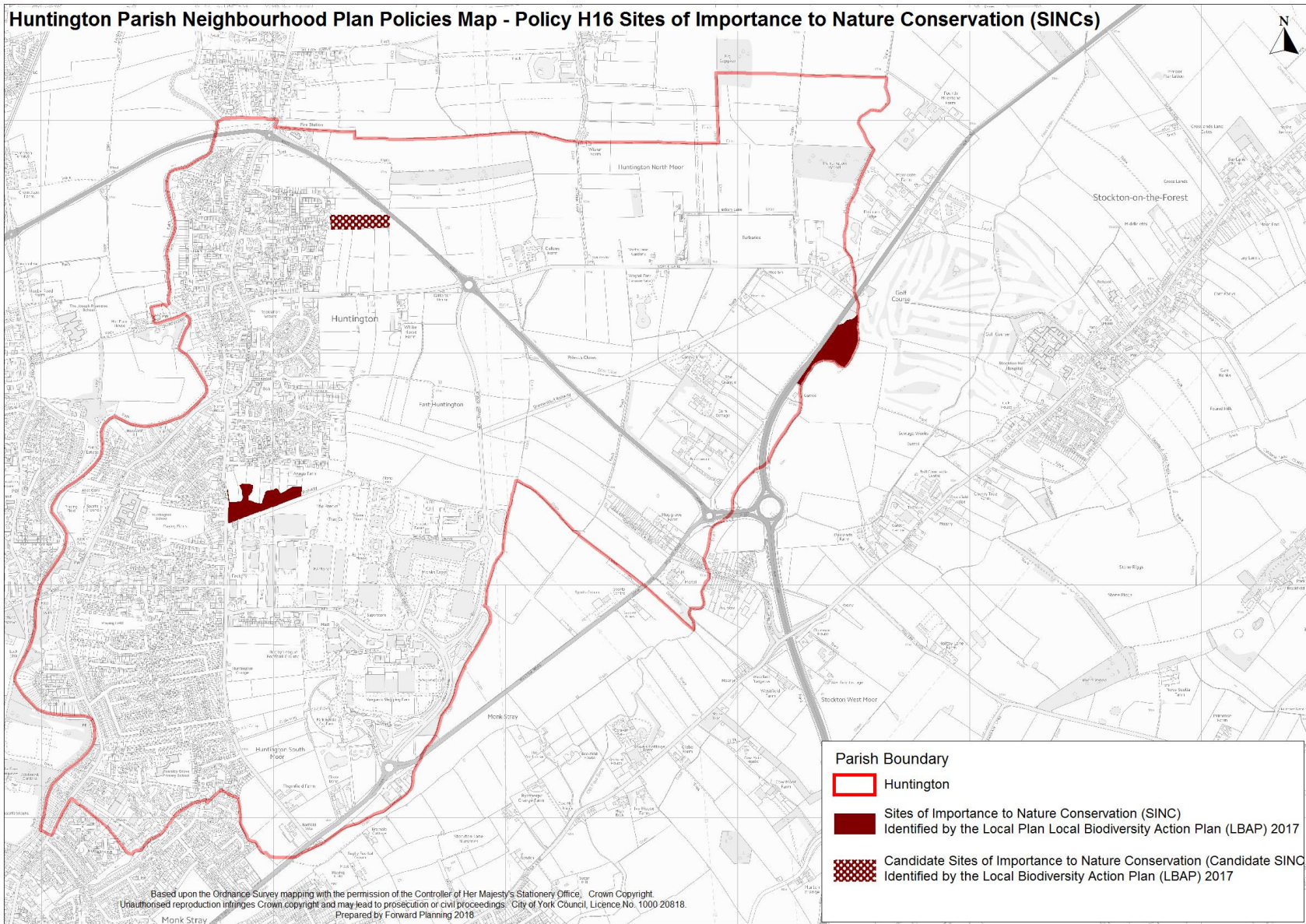


Map 2



Map 3







'Better Decision Making' Tool
Informing our approach to sustainability, resilience and fairness

The 'Better Decision Making' tool should be completed when proposing new projects, services, policies or strategies.

This integrated impact assessment tool was designed to help you to consider the impact of your proposal on social, economic and environmental sustainability, and equalities and human rights. The tool draws upon the priorities set out in our Council Plan and will help us to provide inclusive and discrimination-free services. The purpose of this new tool is to ensure that the impacts of every proposal are carefully considered and balanced and that decisions are based on evidence.

Part 1 of this form should be completed as soon as you have identified a potential area for change and when you are just beginning to develop a proposal. If you are following the All About Projects Framework it should be completed before going through Gateway 3.

Part 2 of this form should be filled in once you have completed your proposal and prior to being submitted for consideration by the Executive. If you are following the All About Projects Framework it should be completed before going through Gateway 4. Your answer to questions 1.4 in the improvements section must be reported in any papers going to the Executive and the full 'Better Decision Making' tool should be attached as an annex.

Guidance to help you complete the assessment can be obtained by hovering over the relevant text or by following this link to the 'Better Decision Making' tool on Colin.

Guidance on completing this assessment is available by hovering over the text boxes.

Please complete all fields (and expand if necessary).

Introduction

Service submitting the proposal:	Forward Planning
Name of person completing the assessment:	Anna Pawson
Job title:	Development Officer
Directorate:	Economy and Place
Date Completed:	05/10/2020
Date Approved: form to be checked by service manager	

Part 1

Section 1: What is the proposal?

1.1	Name of the service, project, programme, policy or strategy being assessed? Huntington Neighbourhood Plan - Examiner's Report and Proposed Modifications
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1.2	What are the main aims of the proposal? Huntington Neighbourhood Plan's main aim to to sustain and where possible enhance what is best about Huntington Parish today: it's green spaces, landscape, history, sense of community, while ensuring that it plans for the future to ensure the continuing health, happiness and well-being of all its residents. The main purpose of the report is to approve an additional Neighbourhood Plan (Regulation 17A (2)) consultation so that interested parties can comment on proposed modifications to the approach to Green Belt policies in the Neighbourhood Plan prior to Member's making a decision to progress the plan to referendum.
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1.3	What are the key outcomes? To ensure that the Huntington Neighbourhood Plan can be progressed.
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Section 2: Evidence

	What data / evidence is available to understand the likely impacts of the proposal? (e.g. hate crime figures, obesity levels, recycling statistics)
2.1	The Neighbourhood Plan uses the Local Plan evidence base to support its policies.

	What public / stakeholder consultation has been used to support this proposal?
2.2	Previous consultation responses received in relation to the Pre-Submission Consultation: 29th January to 23rd March 2018 and the Submission consultation: 7th October to 18th November 2019, have shaped policy formation.

	Are there any other initiatives that may produce a combined impact with this proposal? (e.g. will the same individuals / communities of identity also be impacted by a different project or policy?)
2.3	The Neighbourhood Plan has been developed alongside an emerging City of York Local Plan. The residents, businesses and people with a land interest in the Huntington area will also be consulted on as part of the Local Plan process.

Part 1

Section 3: Impact on One Planet principles

This section relates to the impact of your proposal on the One Planet principles.

For 'Impact', please select from the options in the drop-down menu.
If you wish to enter multiple paragraphs in any of the boxes, hold down 'Alt' before hitting 'Enter'.

Equity and Local Economy

Does your proposal?	Impact	What are the impacts and how do you know?
3.1 Impact positively on the business community in York?	Positive	Several policies in the Huntington Neighbourhood Plan impact positively Including: Policy H6 (Business and Employment), Policy H10 (Vanguard/Monks Cross Shopping Park) Policy H11 (Brockfield Park and North Moor Road Neighbourhood Shopping Parades), Policy H12 (Other Shops) which support the retention of existing business land / buildings and support the existing role and function of retail centres.
3.2 Provide additional employment or training opportunities in the city?	Positive	Several policies in the Huntington Neighbourhood Plan impact positively Including: Policy H6 (Business and Employment), Policy H10 (Vanguard/Monks Cross Shopping Park) Policy H11 (Brockfield Park and North Moor Road Neighbourhood Shopping Parades), Policy H12 (Other Shops) which support the retention of existing business land / buildings and support the existing role and function of retail centres.
3.3 Help individuals from disadvantaged backgrounds or underrepresented groups to improve their skills?	Neutral	There are no specific policies relating to individuals from disadvantaged backgrounds.

Health & Happiness

Does your proposal?	Impact	What are the impacts and how do you know?
3.4 Improve the physical health or emotional wellbeing of staff or residents?	Positive	The Neighbourhood Plan includes policies to protect local green spaces (Policy H15), to protect the River Foss (Policy H16) to protect and enhance biodiversity (Policy H17), to protect development from flooding (Policy H18), to improve walking and cycling routes (Policy H21) for everyone who lives and works in the Parish.
3.5 Help reduce health inequalities?	Positive	The Neighbourhood Plan includes policies to protect local green spaces (Policy H15), to protect the River Foss (Policy H16) to protect and enhance biodiversity (Policy H17), to protect development from flooding (Policy H18), to improve walking and cycling routes (Policy H21) for everyone who lives and works in the Parish.
3.6 Encourage residents to be more responsible for their own health?	Positive	The Neighbourhood Plan includes policies to protect local green spaces (Policy H15), to protect the River Foss (Policy H16) to protect and enhance biodiversity (Policy H17), to protect development from flooding (Policy H18), to improve walking and cycling routes (Policy H21) for everyone who lives and works in the Parish.
3.7 Reduce crime or fear of crime?	Neutral	There are no policies which specifically relate to crime.
3.8 Help to give children and young people a good start in life?	Positive	The Neighbourhood Plan includes a policy to deliver any necessary new school provision and new childrens play areas in relation to proposed new developments (Policy H1). Policy H15 also protects Local Green Spaces.

Culture & Community

Does your proposal?	Impact	What are the impacts and how do you know?
3.9 Help improve community cohesion?	Positive	The production of a Neighbourhood Plan should help improve community cohesion by bringing people together with a shared goal of improving their neighbourhood.
3.10 Improve access to services for residents, especially those most in need?	Positive	The Neighbourhood Plan includes policies which include opportunities that exist for new development proposals to incorporate improvements to the network of footpaths and cycleways into their designs (Policy H21) and enhancements to transport and highways (Policy H19).
3.11 Improve the cultural offerings of York?	Positive	There is a policy relating to character buildings and sites of local heritage interest which seeks to protect and preserve the historic character and features of Huntington.
3.12 Encourage residents to be more socially responsible?	Positive	There is a policy in the Huntington Neighbourhood Plan relating to supporting and retaining assets of community value.

Zero Carbon and Sustainable Water

Does your proposal?	Impact	What are the impacts and how do you know?
3.13 Minimise the amount of energy we use, or reduce the amount of energy we will use/pay for in the future?	Positive	There is a policy in the Neighbourhood Plan which relates to meeting housing need (policy H1) this policy seeks to create development of the highest quality design and create highly energy efficient properties with appropriate low carbon technologies.

3.14	Minimise the amount of water we use or reduce the amount of water we will use/pay for in the future?	Positive	There is a policy in the Neighbourhood Plan which relates to meeting housing need (policy H1) this policy requires appropriately designed, constructed and maintained sustainable drainage systems to manage surface water.
3.15	Provide opportunities to generate energy from renewable/low carbon technologies?	Positive	There is a policy in the Neighbourhood Plan which relates to meeting housing need (policy H1) this policy seeks to create development of the highest quality design and create highly energy efficient properties with appropriate low carbon technologies.

Zero Waste

Does your proposal?		Impact	What are the impacts and how do you know?
3.16	Reduce waste and the amount of money we pay to dispose of waste by maximising reuse and/or recycling of materials?	Neutral	No specific reference.

Sustainable Transport

Does your proposal?		Impact	What are the impacts and how do you know?
3.17	Encourage the use of sustainable transport, such as walking, cycling, ultra low emission vehicles and public transport?	Mixed	The Neighbourhood Plan includes a policy which include opportunities that exist for new development proposals to incorporate improvements to the network of footpaths and cycleways into their designs (Policy H21).
3.18	Help improve the quality of the air we breathe?	Mixed	The Neighbourhood Plan includes a policy which include opportunities that exist for new development proposals to incorporate improvements to the network of footpaths and cycleways into their designs (Policy H21).

Sustainable Materials

Does your proposal?		Impact	What are the impacts and how do you know?
3.19	Minimise the environmental impact of the goods and services used?	Neutral	No specific reference

Local and Sustainable Food

Does your proposal?		Impact	What are the impacts and how do you know?
3.20	Maximise opportunities to support local and sustainable food initiatives?	Neutral	No specific reference

Land Use and Wildlife

Does your proposal?		Impact	What are the impacts and how do you know?
3.21	Maximise opportunities to conserve or enhance the natural environment?	Positive	The Neighbourhood Plan includes policies to protect local green spaces (Policy H15), to protect the River Foss (Policy H16) to protect and enhance biodiversity (Policy H17).
3.22	Improve the quality of the built environment?	Positive	There is a policy in the Neighbourhood Plan which relates to meeting housing need (policy H1) this policy seeks to create development of the highest quality design and create highly energy efficient properties with appropriate low carbon technologies.
3.23	Preserve the character and setting of the historic city of York?	Positive	The Neighbourhood Plan includes a policy on the Green Belt and recognises the important role the Green Belt plays in determining the setting, character and identity of the village of Huntington and wider area.
3.24	Enable residents to enjoy public spaces?	Positive	The Neighbourhood Plan includes policies to protect and enhance community facilities across the Huntington Parish (Policies H7 and H8), protect local green spaces (Policy H15) and to protect the River Foss (Policy H16).

3.25	Additional space to comment on the impacts		

Part 1

Section 4: Impact on Equalities and Human Rights

Please summarise any potential positive and negative impacts that may arise from your proposal on staff or residents. This section relates to the impact of your proposal on **advancing equalities and human rights** and should build on the impacts you identified in the previous section.

For 'Impact', please select from the options in the drop-down menu.
If you wish to enter multiple paragraphs in any of the boxes, hold down 'Alt' before hitting 'Enter'

Equalities

Will the proposal **adversely impact** upon 'communities of identity'?
Will it **help advance equality** or **foster good relations** between people in 'communities of identity'?

	Impact	What are the impacts and how do you know?	Relevant quality of life indicators	
4.1	Age	Neutral	None deemed likely	N/A
4.2	Disability	Neutral	None deemed likely	N/A
4.3	Gender	Neutral	None deemed likely	N/A
4.4	Gender Reassignment	Neutral	None deemed likely	N/A
4.5	Marriage and civil partnership	Neutral	None deemed likely	N/A
4.6	Pregnancy and maternity	Neutral	None deemed likely	N/A
4.7	Race	Neutral	None deemed likely	N/A
4.8	Religion or belief	Neutral	None deemed likely	N/A
4.9	Sexual orientation	Neutral	None deemed likely	N/A
4.10	Carer	Neutral	None deemed likely	N/A
4.11	Lowest income groups	Neutral	None deemed likely	N/A
4.12	Veterans, Armed forces community	Neutral	None deemed likely	N/A

Human Rights

Consider how a human rights approach is evident in the proposal

	neutral	What are the impacts and how do you know?	
4.13	Right to education	neutral	None deemed likely
4.14	Right not to be subjected to torture, degrading treatment or punishment	neutral	None deemed likely
4.15	Right to a fair and public hearing	neutral	None deemed likely
4.16	Right to respect for private and family life, home and correspondence	neutral	None deemed likely
4.17	Freedom of expression	neutral	None deemed likely

4.18	Right not to be subject to discrimination	neutral	None deemed likely
4.19	Other Rights	neutral	None deemed likely

4.20	Additional space to comment on the impacts		

Part 1

Section 5: Developing Understanding

Based on the information you have just identified, please consider how the impacts of your proposal could be improved upon, in order to balance social, environmental, economic, and equalities concerns, and minimise any negative implications.

It is not expected that you will have all of the answers at this point, but the responses you give here should form the basis of further investigation and encourage you to make changes to your proposal. Such changes are to be reported in the final section.

Taking into consideration your responses about all of the impacts of the project in its current form, what would you consider the overall impact to be on creating a fair, healthy, sustainable and resilient city?	
5.1	Given the wide range of policy areas covered by the Neighbourhood Plan and its over all vision which responds to the issues, opportunities and challenges facing the area it is considered that the plan will have a positive impact overall on creating a fair, healthy, sustainable and resilient neighbourhood.

What could be changed to improve the impact of the proposal on the One Planet principles? (please consider the questions you marked either mixed or negative, as well as any additional positive impacts that may be achievable)	
5.2	No improvements considered necessary.

What could be changed to improve the impact of the proposal on equalities and human rights? (please consider the questions you marked either mixed or negative, as well as any additional positive impacts that may be achievable)	
5.3	No mixed or negative impacts on equality and human rights are considered likely.

Section 6: Planning for Improvement

What further evidence or consultation is needed to fully understand its impact? (e.g. consultation with specific communities of identity, additional data)	
6.1	The community has been widely consulted on the content of the Plan. Members are being asked to agree to an additional consultation. Therefore, the community will have an additional say on the proposed additional modifications before they have their final say when they vote in the referendum whether or not to agree with the final Plan.

6.2	What are the outstanding actions needed to maximise benefits or minimise negative impacts in relation to this proposal? Please include the action, the person(s) responsible and the date it will be completed (expand / insert more rows if needed)
-----	--

Action	Person(s)	Due date

6.3	Additional space to comment on the impacts

Part 2

Section 1: Improvements

Part 2 builds on the impacts you identified in Part 1. Please detail how you have used this information to make improvements to your final proposal.

Please note that your response to question 1.4 in this section must be reported in the One Planet Council implications section of reports going to the Executive.

For the areas in the 'One Planet' and 'Equalities' sections, where you were unsure of the potential impact, what have you done to clarify your understanding?

1.1 Given the wide ranging policy areas covered in the plan and the process taken so far in preparing the plan there are inherent links and good understanding of the one planet principles and equalities.

What changes have you made to your proposal to increase positive impacts?

1.2 No changes considered necessary.

What changes have you made to your proposal to reduce negative impacts?

1.3 No negative impacts anticipated.

Taking into consideration everything you know about the proposal in its revised form, what would you consider the overall impact to be on creating a fair, healthy, sustainable and resilient city?

Your response to this question must be input under the One Planet Council implications section of the Executive report. Please feel free to supplement this with any additional information gathered in the tool.

1.4 Given the wide range of policy areas covered by the Neighbourhood Plan and its over all vision which responds to the issues, opportunities and challenges facing the neighbourhood it is considered that the plan will have a positive impact overall on creating a fair, healthy, sustainable and resilient neighbourhood.

Any further comments?

1.5



Executive**22 October 2020**

Report of the Corporate Director of Economy and Place
Portfolio of the Executive Member for Economy and Strategic Planning

Temporary Amendments to the Council's Statement of Community Involvement**Summary**

1. The purpose of this report is to seek approval from Members for temporary amendments to be made to the Council's Statement of Community Involvement (SCI). It reflects the need to revise planning related public access and involvement procedures contained in the Council's SCI in response to current social distancing restrictions as a result of the Coronavirus (COVID-19) Pandemic. Face to face consultation events and the availability of hard copies of documents are proposed to be temporarily suspended
2. To ensure meaningful engagement remains during the pandemic, alternative methods have been proposed to include virtual meetings where face to face is not possible, and nominating an advocate for those who do not have access to online methods of consultation which take precedence in light of social distancing measures. Social media will also be used to publicise consultations. It is anticipated that the temporary amendments to the SCI can be removed once it is safe to resume all standard consultation methods.

Recommendations

3. The Executive is asked to:
 - (1) agree the recommended temporary revisions to the Council's adopted SCI (as shown in Annex A) to reflect the specific requirements arising from national guidance and procedures on dealing with coronavirus implications; and

- (2) authorise Officers to publish the covering note to the adopted SCI on the Council's website; and
- (3) agree to delegate authority to the Corporate Director of Economy and Place in consultation with the Executive Member for Economy and Strategic Planning to determine when the temporary arrangements as shown in Annex A cease to have effect.

Reason: To ensure that consultation and engagement in the planning process remains effective at a time when restrictions have been placed on face to face social interactions to help combat the spread of coronavirus.

Background

4. A key aim of the planning system is to strengthen community and stakeholder involvement in the development of local communities. Under the provisions of the Planning and Compulsory Purchase Act 2004, Local Planning Authorities are required to prepare an SCI which sets out the Council's proposals for how the community will be consulted on planning policy documents and planning applications.
5. Under regulation 10A of The Town and Country Planning (Local Planning) (England) Regulations 2012 (as amended) Local Planning Authorities must review their SCIs at least once every 5 years to ensure that policies remain relevant and effectively address the needs of the local community. A full review of the adopted SCI is currently underway and will be reported to Members in due course. It is anticipated that the SCI will remain largely unchanged from the adopted SCI and most of the proposed changes are factual, save for the proposed addition of new consultation methods. There are anticipated to be more substantive changes to part three of the SCI in relation to planning applications. As such, the outcomes of this wider, more formal review of the SCI will require city wide consultation.
6. National Planning Practice Guidance was published earlier this year to encourage authorities to undertake an immediate review of their SCIs and update the policies where necessary so that plan-making can continue under the current COVID-19 pandemic. As such, the SCI has been reviewed in light of this to consider which consultation methods cannot temporarily be used due to social distancing restrictions and should be suspended, until it is safe to reinstate the full range of methods. Temporary suspensions to consultation methods and proposed

alternatives are set out in Annex A. This document is proposed to sit alongside the main SCI as a covering note.

Consultation

7. National Planning Practice Guidance¹ confirms that there is no requirement in legislation for local planning authorities to consult when reviewing and updating their SCI, although it is good practice to inform the public of their intentions to update the document and of the changes that have been made. However, where a local planning authority has made a pledge in their SCI to consult on any changes, they may wish to take independent legal advice on how best to proceed.
8. The revised Guidance issued by the Government require an urgent change to the SCI to enable compliance with the current pandemic restrictions in place. Some of the methods cannot be implemented under the current restrictions and therefore Officers are proposing the temporary suspension of some measures, where necessary, for the duration of the pandemic in order to comply with the issued guidance. These changes are only temporary, until it is safe to reinstate all consultation methods. Further, we are recommending that the decision on when to lift these temporary suspensions, is subject to a delegated decision to the Corporate Director of Economy and Place in consultation with the Executive Member for Economy and Strategic Planning.
9. It is Officer's view that the temporary suspension of the consultation methods listed in Annex A that are required to take account of social distancing requirements during the current unprecedented COVID-19 Pandemic, do not amount to either of the scenarios that would require a formal review of the SCI engaged at para 13.2. As such, should members be minded to approve the temporary covering note to the SCI, it is sufficient to publicise the changes to the SCI, as encouraged under national guidance.

Analysis

10. To ensure that consultation and engagement in the planning process remains effective at a time when restrictions have been placed on face to face social interactions to help combat the spread of COVID-19 the Council is proposing a temporary update to its SCI. Such a review is supported by the national Planning Practice Guidance. Officers consider

¹ Paragraph: 078 Reference ID: 61-078-201200513

that these proposed temporary changes are necessary to ensure that plan making can continue and that the Council continues to promote effective community engagement by means which are reasonably practicable at this time. Should the recommendation not be accepted this could potentially lead to legal challenges for failure to comply with duties placed on the Local Planning Authority in its SCI. Given that these temporary changes are necessary in the existing situation, it would not be considered beneficial to consult on them.

11. The temporary changes proposed are set out at Annex A. The changes relate to suspending the availability of documents at West Offices reception and the city's libraries, and holding face to face meetings. Where measures cannot be complied with, where possible, an alternative has been proposed, for example holding virtual meetings using software platforms such as Skype and Zoom. A number of temporary changes are also proposed in relation to part three of the SCI regarding consultation on planning applications. For example, during the pandemic standard consultation periods have been temporarily extended.
12. It is made clear in the proposed covering note at Annex A that the suspension of any consultation methods due to the COVID-19 Pandemic is only temporary. When it is safe to do so the full range of consultation methods will be reinstated. In acknowledgement that in response to current guidance on staying at home and away from others consultation is temporarily primarily to be carried out online it is also recognised that not everyone is online. As such, for those who have no access to email or the internet, it is recommended that the best way to get involved and send in comments is to ask a relative or friend to email in comments. It is also made that clear that during the Covid-19 restrictions if residents have difficulty providing feedback Officers will be available to discuss matters by telephone. Up to date contact details are provided.
13. It is considered that the temporary suspension of face to face consultation methods immediately necessary due to the COVID-19 Pandemic, do not change the fundamental 'policy approach' to consultation originally set out in the adopted SCI. Should members be minded to approve the updated SCI these changes will be publicised. This will be done through the Council's social media channels, as well as updating the Council's website.
14. Members are also requested to agree to delegate authority to the Corporate Director of Economy and Place in conjunction with the

Executive Member for Economy and Strategic Planning in deciding when to lift the temporary suspensions, when the current health pandemic allows. It is anticipated that the covering note to the SCI will be removed from the website, as and when it is safe for all consultation methods to be reinstated. This decision will be publicised as above.

Council Plan

15. In relation to the Council Plan 2019-2023 (Making History, Building Communities), by seeking to maintain the involvement of the community across a range of planning policy matters and planning applications during the pandemic, the covering note to the adopted SCI will help to meet all of the outcomes namely:

- Well-paid jobs and an inclusive economy
- A greener and cleaner city
- Getting around sustainably
- Good health and wellbeing
- Safe communities and culture for all
- Creating homes and world-class infrastructure
- A better start for children and young people

Implications

16. The following impacts have been assessed:

- **Financial** – None
- **Human Resources (HR)** – None
- **One Planet Council / Equalities** – There will continue be positive benefit in ensuring all parts of the community can partake in consultation and ensuring consultation methods are up-to-date.
- **Legal** – Without updating the SCI as proposed in this report, the Council could come under criticism or legal challenge for not being able to carry out consultation in accordance with its commitments, as set out in the SCI at present. The proposed changes reflect specific guidance and regulations that have been issued at a national level to allow consultation to be carried out in alternative ways in light of the COVID-19 pandemic.
- **Crime and Disorder** - None

- **Information Technology (IT)** – There will be increased reliance on IT through the use of virtual meetings/events to replace face to face meetings, for the duration of the COVID-19 Pandemic. Mechanisms are already in place to enable the use of a number of platforms for hosting virtual meetings.
- **Property** - None
- **Other** – None

Risk Management

17. In compliance with the Council's risk management strategy, the main risks associated with updating the SCI are risks arising from failure to comply with the laws and regulations relating to planning.

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Report
Approved



Date 12 October 2020

Specialist Implications Officer(s)

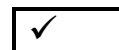
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All



Wards Affected:

For further information please contact the author of the report

Background Papers:

Statement of Community Involvement (2007)

<https://www.york.gov.uk/downloads/file/1388/cd016-city-of-york-statement-of-community-involvement-sci-adopted-december-2007->

Annexes

Annex A: Proposed Statement of Community Involvement Update October 2020

List of Abbreviations Used in this Report

COVID-19 – Coronavirus

SCI – Statement of Community Involvement

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ANNEX A

Proposed Statement of Community Involvement Update October 2020

This update to the SCI is in response to the Coronavirus (COVID-19) Pandemic and updated guidance from the Government¹. Some consultation measures cannot currently be used due to social distancing restrictions. Where this is the case, alternative measures will be utilised. For example, instead of face to face meetings, virtual meetings will be used. The suspension of any consultation methods is only temporary. When it is safe to do so the full range of consultation methods will be reinstated. It is recognised that not everyone is online. In response to current guidance on staying at home and away from others consultation is temporarily primarily carried out online. If you have no access to email or the internet, the best way to get involved and send us your comments is to ask a relative or friend to email us your comments. During the COVID-19 restrictions if you have difficulty providing feedback Officers will be available to discuss matters by telephone.

2007 SCI Reference	Existing commitment	Current Approach
Table 1 and Table 2	Documents and notices available for inspection at the Council's West Offices and libraries	Temporarily suspended due to COVID 19 Pandemic. Documents will continue to be available on the Council's website. Planning Policy documents can be viewed online at: www.york.gov.uk/LocalPlan Specific enquiries can be made to Forward Planning at localplan@york.gov.uk
Table 1, Table 2, paragraph 9.4	Face to face meetings, including public exhibitions, one-to-one meetings with selected stakeholders, public meetings, focus groups, area forums, ward committees, planning panels and other	During the COVID 19 Pandemic the Council will seek to engage virtually using software platforms such as Skype and Zoom. Applicants are expected to do the same.

¹ National Planning Policy Guidance Paragraphs 076-079

2007 SCI Reference	Existing commitment	Current Approach
	community groups, organisations and forums	
Paragraph 10.1, criterion b. Paragraph 10.4	Copies of all applications and plans can be inspected at the Council's reception. Reception staff and a Duty Planning Officer will be available to deal with your queries.	During the COVID pandemic applications cannot be inspected at our offices. If you do not have internet access you should telephone 01904 551553, leave a short message with your contact telephone number and the planning application reference and we will call you back. There is currently no planning officer presence in our offices. Most officers are enabled for working away from the office and are contactable by emailing them directly or by emailing: planning.enquiries@york.gov.uk
Paragraph 10.5	The timescale for making comments or objections on planning applications is 21 days	Owing to changes that we've had to make to how we print and mail our neighbour notification letters, and possible delays in the postal network, we've temporarily extended our standard consultation periods from 21 days to 28 days so as not to unduly disadvantage any parties that wish to participate in the planning process. Internal systems have been adjusted to accommodate this change. These changes exceed the minimum legal requirement of legislation. An insert letter also accompanies each neighbour notification letter to advise notified parties of service changes during the coronavirus outbreak.
Paragraph 10.5	Making comments or objections on planning applications.	If you have no access to email or the internet, the best way to send us your comments is to ask a relative or friend to submit comments on Public Access or email your comments to planning.comments@york.gov.uk All comments are taken into account, regardless of the sender. Whilst comments by post can still be submitted, there is likely to be a delay with the planning service dealing with these comments due to limited access to our office. There is therefore a risk that last minute comments by post might not be taken into account. If you can't submit comments online or by email, then please call telephone: 01904 551553, leave a short message with your contact telephone number and the planning application reference number, and we will call you back.

2007 SCI Reference	Existing commitment	Current Approach
Paragraph 10.10	Being involved at planning committee	Due to coronavirus, we've made some changes to how we're running council meetings. The government has introduced regulations to allow committee meetings to be held without the physical attendance of all parties. The detail of the regulations has been reviewed and we are now holding planning committee virtually using the Zoom software platform. Please contact democratic services at democratic.services@york.gov.uk for more information.

Contact Details

City of York Council

West Offices
 Station Rise
 York
 Y01 6GA

Team	Telephone Contact	Email Contact
Forward Planning	01904 552255	localplan@york.gov.uk
Development Management	01904 551553	planning.enquiries@york.gov.uk
Planning Enforcement	01904 551553	planning.enforcement@york.gov.uk
Neighbourhood Planning	01904 552255	neighbourhoodplanning@york.gov.uk
Democratic Services	01904 551088	democratic.services@york.gov.uk

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Executive**22 October 2020**

Report of the Assistant Director of Regeneration, Economic Development and Asset Management
(Portfolio of the Executive Member for Finance and Performance)

and

The Assistant Director of Communities and Culture
(Portfolio of the Executive Member for Culture, Leisure and Communities)

Proposed Lease of Library Lawn to Explore York Libraries and Archives Mutual Limited**Summary**

1. Explore York Libraries and Archives Mutual Limited ('Explore') hold a lease of York Library until 31st March 2034 with communal/shared rights to use: (i) 'Library Lawn' for occasional events and (ii) an associated 'Store' for storage of goods and materials in connection with the operation of York Library. Executive approval was provided in July 2020 to grant Explore a lease of the Library Lawn and the 'Store' until 31st March 2034 for exclusive use by Explore for cultural activities. This was subject to advertising the Council's intention to dispose of open space and grant a lease of the area.
2. The Council is obliged to advertise the proposed disposal of open space for public comment (Known as a Section 123 open space notice) and this report put before Members to convey the results of the public consultation undertaken and consider whether Executive wish to proceed with the decision taken in July.

Recommendations

3. Executive are asked to consider the comments/objections received and:
 - 1) Agree to the granting of a lease of Library Lawn and the St Leonards Hospital Ruins (Store) to Explore York and Archives

Mutual Limited (Explore) until 31 March 2034 under the terms as set out previously in the July Executive report to enable them to deliver Cultural activities.

Reason: to allow Explore to use the space in connection with the operation of York Explore Library and sublease to third parties to generate income

Background

4. On 23 July 2020 Executive gave in-principle approval to the granting of the proposed lease subject to publication of a Section 123 Open Space disposal Notice and consideration by Executive of any comments or objections received from the public in response to that Notice.
5. The Section 123 Open Space notice was published in the York Press on 13th August and 20th August 2020. The Notice indicated that comments or objections on the proposal should be submitted to the Council by 10th September 2020.
6. Only one comment/objection was received in response to the Notice, from a resident of St Leonard's Mews who submitted the following comment/objection;

“Your plan to develop a small parcel of land adjacent to the Explore York Library into a mini-golf course is economically naïve, unwanted and totally out of character in its current tranquil surroundings. Do you really think visitors to York on a cold, wet, wild winter’s weekend, in say February, will want to face up to the elements and putt golf balls through an obstacle course, and make money for the City Council at the same time? Completely barmy!”

Consultation

7. In addition to publication by the Council of the Section 123 Open Space Notice, Explore have carried out a period of consultation over its long and short term plans for Library Lawn.
8. Explore held two public consultation events by Zoom in August/September due to social distancing to inform the public about Explore’s short and long term plans for Library Lawn.

9. The Zoom event included Fiona Williams (CEO - Explore) detailed the long term vision for the space to bring the cities archives to life and with exhibitions, whilst David Finch/Helen Birkett (York Mini Golf Ltd) talked about their plans for a 12 hole mini golf attraction on the site for the next 5-6 years in the theme of York's history, which Susan Brook (Finance Manager – Explore) explained was to help Explore generate income to support the long term plans.
10. The consultation events were attended by approximately 30 people and the feedback was very constructive. Some comments were that there would be noise created by the attraction visitors and so might be distracting for people studying or working in the library/archives. Explore explained this would be mitigated by looking at the air cooling in the upper floor at the library. In addition people gave feedback suggesting alternative uses of the site but all would require resource both financial and staffing which we don't currently have. There was also some positive support for the plans with various organisations wanting to be part of the stakeholder group looking at the long term plans and seeing that the increased numbers could have positive benefits both for the library and their organisations.

Options

11. Members have the option to approve in accordance with the July decision or reject/refuse the granting of the proposed lease to Explore in light of the feedback from the Section 123 notice.

Analysis

12. The July report sets out in full the benefits of this proposal, to offer Explore a lease of the library lawn and adjacent Store building at a peppercorn rent until 31st March 2034. The proposal is a further commitment to support the Council's library and archives service to develop and flourish, whilst offering Explore an opportunity to diversify in generating significant income that will underpin Explores business plan to maintain the level of public libraries in York.
13. Explore are best placed to utilise library lawn and this has always been the Council's intention, working collaboratively with wider stakeholders to ensure future proposals can be brought forward by Explore as a social enterprise.

14. The option to reject this proposal would limit Explore's ability to work with partners on longer term projects and limit the use of Library Lawn to temporary events and activities of a more pop up nature.

Council Plan

15. The proposals in this report further the priorities in the Council Plan with regard to: Safe Communities and Culture for all.

Implications

16. **Financial** – The proposal is for the Council to lease Explore the exclusive use of Library Lawn and the Store for a peppercorn rent, allowing Explore to generate income from cultural activities that will be reinvested back into our public library and archives service.
17. All legal costs will be paid for by Explore and this proposal does not financially risk the Library and Archive contract with the Council.
18. Explore's ability to enter a sub-lease with a third party will require the Council's approval, under the terms of any new lease.
19. **Human Resources (HR)** – There are no HR implications.
20. **Equalities** – There are possible equalities implications in relation to the future use of this space, which should present improvements in attracting a wider audience and use of the Library Lawn. Any specific use of the site subsequently proposed will be the subject of an EIA (Equalities Impact Assessment) conducted by Explore.
21. **Legal** - Section 123 of the Local Government Act 1972 gives the Council power to dispose (including by granting a lease of) for less than open market value/best consideration without needing specific consent from the Secretary of State for Housing, Communities and Local Government provided that the Council is satisfied that:
 - i.* the purpose of the disposal will facilitate the improvement of the economic, environmental or social well-being of the Council's area

and
 - ii.* the difference between the price/rent being obtained by the Council and open market value/best consideration is less than £2 Million

(As Library Lawn is 'open space' land used by the public for recreation) Section 123 of the LGA 1972 requires that before any lease is granted by the Council it must:

(a) publish a notice in two consecutive editions of a local newspaper advertising its intention to grant a lease and

(b) consider any comments/objections received in response to the notice

22. Crime and Disorder – There are no implications.

23. Information Technology (IT) – There are no implications.

24. Property – Property Services confirm that in their opinion the difference between the price/rent being obtained by the Council and open market value/best consideration is less than £2 Million.

Risk Management

25. In compliance with the Council's risk management strategy the main risks that have been identified associated with the proposals contained in this report are those which could lead to damage to the Council's reputation and failure to meet stakeholders' expectations. The level of risk is assessed as "Low".

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Assistant Director for Communities and
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Report **Date** 22.09.20
Approved

Tracey Carter
Assistant Director for Regeneration,
Economic Development and Asset
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Report **Date** 22.09.20
Approved

Specialist Implications Officer(s)

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Senior Solicitor
Tel No. 2004

Wards Affected: *Guildhall Ward*

For further information please contact the author of the report

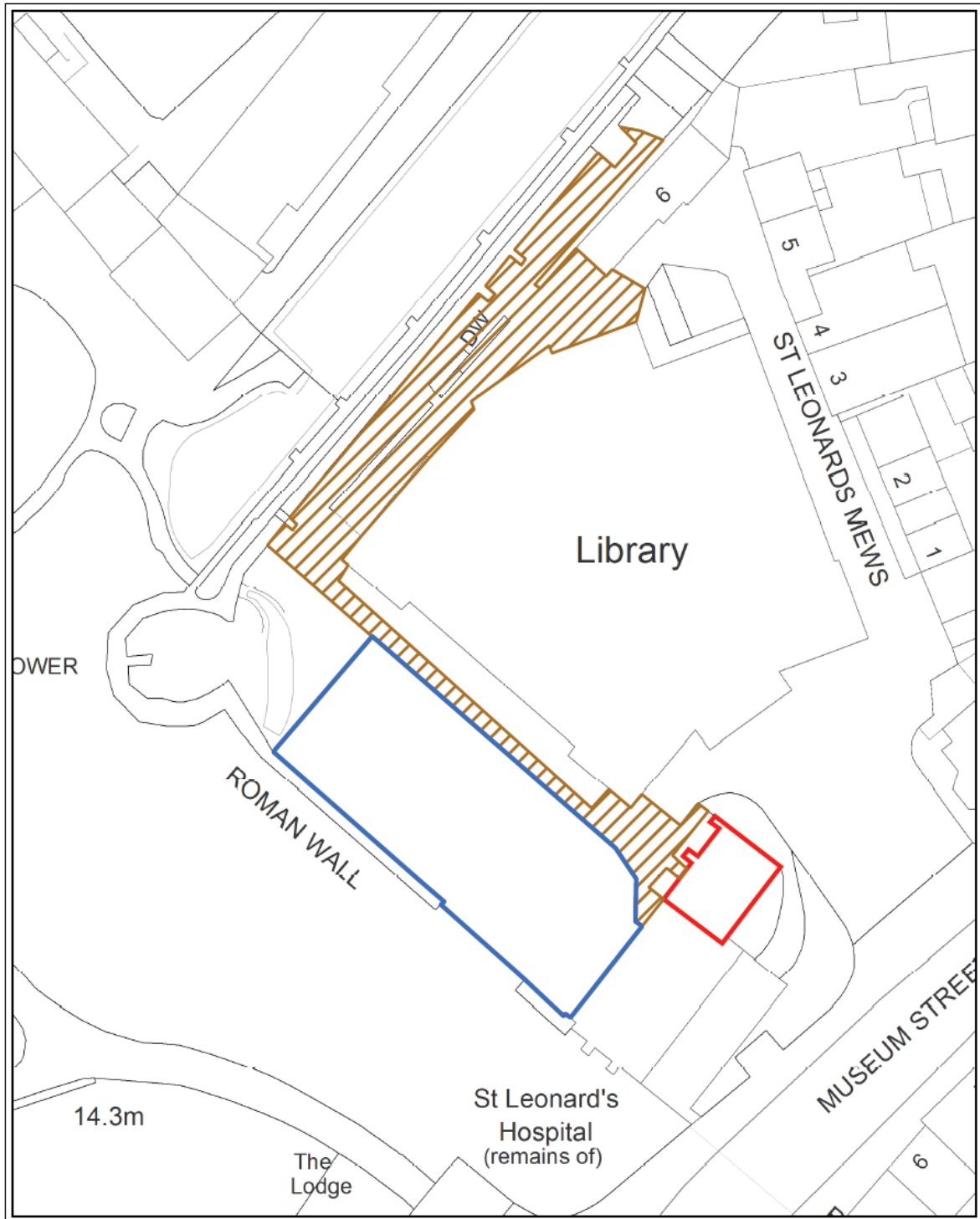
Background Papers:



Executive – 23 July 2020 – Item 15 Library Lawn Lease

Annexes

Annex A – Lease Plan

Annex A (Blue line = Library lawn, red line = St Leonard's Hospital ruins store, brown hatched = Public right of way)



 CITY OF YORK COUNCIL	York Explore Lease Plan		
	SCALE: 1:500	DRAWN BY: KLM	
Asset & Property Management	Asset & Property Management		Drawing No.
	<small>© Crown copyright and database rights 2019 Ordnance Survey 100020618</small>		

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