

**Notice of a public meeting of  
Executive**

**To:** Councillors Steward (Chair), Aspden (Vice-Chair), Ayre, Brooks, Carr, Gillies, Runciman and Waller

**Date:** Tuesday, 15 December 2015

**Time:** 5.30 pm

**Venue:** The George Hudson Board Room - 1st Floor West Offices (F045)

**A G E N D A**

**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 Thursday 17 December 2015.**

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

**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. **Exclusion of Press and Public**

To consider the exclusion of the press and public from the meeting during consideration of the following items:

Annex 2 to Agenda Item 6 (York Central & Access Project) on the grounds that it contains information relating to the financial or business affairs of any particular person (including the authority holding that information). This information is classed as exempt under paragraph 3 of Schedule 12A to Section 100A of the Local Government Act 1972 (as revised by The Local Government (Access to Information) (Variation) Order 2006).

Annexes A to C to Agenda Item 10 (Holiday Pay & Overtime on the grounds that they contain information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or office holders under the authority or of which a claim to legal professional privilege could be maintained in legal proceedings. This information is classed as exempt under paragraphs 4 and 5 of Schedule 12A to Section 100A of the Local Government Act 1972 (as revised by The Local Government (Access to Information) (Variation) Order 2006).

## 3. **Minutes** (Pages 1 - 6)

To approve and sign the minutes of the last Executive meeting held on 26 November 2015.

## 4. **Public Participation**

At this point in the meeting members of the public who have registered to speak can do so. The deadline for registering is **5.00pm on Monday 14 December 2015**. Members of the public can speak on agenda items or matters within the remit of the committee.

To register to speak please contact the Democracy Officer for the meeting, on the details at the foot of the agenda.

### **Filming, Recording or Webcasting Meetings**

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

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

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

- 5. Forward Plan** (Pages 7 - 12)  
To receive details of those items that are listed on the Forward Plan for the next two Executive meetings.
- 6. York Central and Access Project** (Pages 13 - 98)  
This report sets out progress in establishing a deliverable proposal for regeneration of the York Central site, adjacent to the railway station and seeks Executive's agreement to a range of actions to establish a delivery partnership, complete the assembly of the site, agree the approach to planning and commence public consultation.
- 7. Council Tax Support - Consultation Decision Report** (Pages 99 - 168)  
This report sets out the results of consultation undertaken in respect of the financial support provided to CTS customers by the Council in relation to its Council Tax Support (CTS) scheme. The Executive are asked to consider the options whilst noting that any cost would be reflected in a lower Council Tax base number, a lower level of Council Tax being collected and that any reduction would be reflected in the budget report to Full Council in February 2016.

- 8. Discretionary Rate Relief Awards 2016/18** (Pages 169 - 182)  
This report provides the Executive with details of new applications for Discretionary Rate Relief for the period 1 April 2016 to 31 March 2018. The paper sets out the Council's available budget and asks Executive to approve any new awards based upon the funding available.
- 9. Review of Fees & Charges** (Pages 183 - 200)  
This report seeks approval to increase a range of the Council's fees and charges with effect from the 1<sup>st</sup> January 2016.
- 10. Holiday Pay & Overtime - A Further Report** (Pages 201 - 226)  
This report and its confidential exempt annexes present Executive with details of the pay and process implications relating to the mitigation and resolution of claims for historic back dated holiday pay. Members are asked to agree the preferred approach to deal with claims against the Council and mitigate against potential new claims.
- 11. ICT Services Report** (Pages 227 - 240)  
This report provides a full overview to the Executive on the roles, aspirations and challenges facing the ICT service, and its relationship with service efficiency and effectiveness.
- 12. Lord Mayoralty 2016/17** (Pages 241 - 244)  
This report asks the Executive to consider the points system for the annual nomination of the Lord Mayor for the City of York Council and confirm that the Group with the most points under that system should be invited to appoint the Lord Mayor for the coming municipal year, 2016/2017.
- 13. Urgent Business**  
Any other business which the Chair considers urgent under the Local Government Act 1972.

Democracy Officer:

Name: Jill Pickering

Contact details:

- Telephone – (01904) 552061
- E-mail – [jill.pickering@york.gov.uk](mailto:jill.pickering@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)

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City of York Council

Committee Minutes

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Meeting	Executive
Date	26 November 2015
Present	Councillors Steward (Chair), Aspden (Vice-Chair), Ayre, Brooks, Carr, Gillies, Runciman and Waller
Other Members participating in the meeting	Councillor Craghill
In attendance	Councillors Cuthbertson and Hayes
Apologies	Councillor Looker

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## **Part A - Matters Dealt With Under Delegated Powers**

### **75. Chair's Comments**

Councillor Steward confirmed the recent Government announcement that the York Central site had been given Enterprise Zone status. He referred to the economic boost this would provide for the city and he expressed his thanks to the York, North Yorkshire and East Riding Local Enterprise Partnership and Council Officers for their work on the bid submission.

### **76. 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 they may have in respect of business on the agenda.

Councillor Runciman declared an interest in relation to item 5. Capital Programme – Monitor 2 2015/16 in relation to references to the Theatre Royal as a non CYC Board member of the York Citizens' Theatre Trust and took no part in the discussion or vote on the item.

**77. Minutes**

Resolved: That the minutes of the last meeting of the Executive held on 29 October 2015 be approved and signed by the Chair as a correct record.

**78. Public Participation**

It was reported that there had been one registration to speak at the meeting under the Council's Public Participation Scheme, details of which are set out below:

Capital Programme – Monitor 2 2015/16

Brian Watson spoke in relation to the Community Stadium reference in the capital programme. In particular he questioned details of the additional retail development and increased income which he suggested could offset some of the Council's costs. He also queried any risks associated with outstanding contracts and the extent of the existing use of the St John's complex for club training purposes.

**79. Forward Plan**

Members received and noted details of those item on the Forward Plan for the next two Executive meetings, at the time the agenda was published.

**80. Capital Programme - Monitor 2 2015/16**

Consideration was given to a report which set out the projected out turn position for the 2015/16 Capital Programme which included any adjustments and requests to re-profile budgets between years.

It was reported that the Capital Programme approved by Council in February 2015 and updated from later reports to the Executive was £95.290m and, with a decrease of £901k reported in the current monitor had resulted in a revised Capital Programme of £94.389m. The variances reported against each portfolio area together with a summary of the key exceptions and their implications on the programme were also highlighted.



As a result of the changes the revised 5 year capital programme was reported together with financing details of the programme to 2019/20 at table 3 and Annex A.

Officers highlighted the additional costs associated with the extension of time required for works at the Theatre Royal and to the recent awarding of the contract for the Mansion House project, which also included some essential maintenance works.

In answer to questions, Officers confirmed that Fossgate would be included as part of a review and future report being undertaken into city centre access.

Resolved: That Executive agree to:

- (i) Note the 2015/16 revised budget of £94.389m as set out in paragraph 6 and Table 1 of the report.
- (ii) Note the restated capital programme for 2015/16 – 2019/20 as set out in paragraph 33, Table 2 and detailed in Annex A of the report.  
1.

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

Action Required

1. Amend the Capital Programme accordingly. DM

**81. Finance and Performance Monitor 2 2015/16**

Members considered a report which presented details of the Council's finance and performance position for the period 1 April to 30 September 2015 which assessed performance against budgets and included progress in delivering the Council's savings programme.

With the Council's net budget at £119,760k, it was noted that the financial pressures facing the Council were projected at £1,250k, an improvement of £654k from the £1,904k reported at Monitor 1. An overview of the forecast was reported on a directorate by directorate basis at Table 1 of the report.

Officers highlighted the potential additional financial pressure of £3m in Adult Social Care owing to funding issues within the Vale

of York Clinical Commissioning Group and their reduction in contribution to the Better Care Fund pooled budget.

Members and Officers reported on work currently being commissioned to examine how performance statistics could lead to improvements in decision making and their subsequent effect on local residents.

In answer to a Member query regarding the Council's regeneration team, Officers confirmed that as part of City and Environmental savings, restructuring proposals for development control and the planning function were under consideration. However Officers reassured Members that all major projects on which the authority would be taking the lead would be funded out of the capital programmes previously approved and staffed accordingly which also included staff to negotiate section 106 agreements.

Following further discussion it was

Resolved: That the Executive notes the current finance and performance information set out in the report.

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

**82. Treasury Management Mid Year Review and Prudential Indicators 2015/16**

Consideration was given to a report which provided an update on treasury management activities for the period 1 April 2015 to October 2015, to ensure that the Council was implementing best practice in accordance with the Local Government Act 2003 (revised).

Information was presented on the current economic background and its effect on the Annual Investment Strategy and Investment Portfolio at paragraphs 4 to 26 of the report.

To ensure that the Council had operated within the treasury limits and Prudential Indicators (PI's) details of the monitoring of and compliance with the PI's were reported at paragraphs 27 and 28 and Annex A.

Resolved: That in accordance with the Local Government Act 2003 (revised), the Executive agree to:

- (i) Note the reported Treasury Management activities to date in 2015/16;
- (ii) Note the Prudential Indicators set out at Annex A and note the compliance with all indicators.

Reason: To ensure the continued performance of the Council's Treasury Management function.

## **Part B - Matters Referred to Council**

### **83. Capital Programme - Monitor 2 2015/16**

Consideration was given to a report which set out the projected out turn position for the 2015/16 Capital Programme which included any adjustments and requests to re-profile budgets between years.

It was noted that the Capital Programme approved by Council in February 2015 had, following earlier adjustments and the decrease in the current monitor of £901k, resulted in a revised Capital Programme of £94.389m.

Members were informed that the decrease was, in the main, due to the reprofiling of budgets in future years and that offsetting this was a net increase of £60k due to an increase of external contributions.

Recommended: That Council agree a decrease in the 2015/16 capital programme of £901k as detailed in the report and contained in Annex A. <sup>1</sup>.

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

#### Action Required

1. Refer to Council.

JP

Cllr C.Steward, Chair

[The meeting started at 5.30 pm and finished at 5.47 pm].

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**Forward Plan: Executive Meeting: 15 December 2015**

**Table 1: Items scheduled on the Forward Plan for the Executive Meeting on 28 January 2016**

Title and Description	Author	Portfolio Holder
<p><b>The Housing Revenue Account Strategic Asset Plan</b>                      Purpose of Report: The strategic Asset Plan provides a framework by which the council's Housing Revenue Accounts (HRA) assets are managed.</p> <p>Members are asked to approve the strategic HRA Asset Plan.</p>	<p>Tom Brittain                      Andy Kerr</p>	<p>Executive Member for Housing and Safer Neighbourhoods</p>
<p><b>Children's Services Education and Skills (CSES) Taxi Transport Contract</b></p> <p>Purpose of Report: The current Children's Services Education and Skills (CSES) taxi contract is due to expire in August 2016. This paper sets out a proposal for how to progress the procurement of this contract.</p> <p>Members will be asked to give permission to commence the process to procure a new taxi transport contract for the CSES directorate.</p>	<p>Mark Ellis</p>	<p>Executive Member for Education, Children and Young People</p>
<p><b>The Business Improvement District (BID) – Final Arrangements</b></p> <p>Purpose of Report: To present the final arrangements for the Business Improvement District, now that a ballot has been agreed by the business community.</p> <p>Members are asked to note the content of the report, the financial arrangements and Council involvement, and to lend their support.</p>	<p>Phil Witcherley                      Penny Nicholson</p>	<p>Executive Member for Economic Development and Community Engagement (Deputy Leader)</p>

Title and Description	Author	Portfolio Holder
<p><b>Children’s Services, Education and Skills (CSES) Capital Programme</b>  Purpose of Report: This paper will provide information about the CSES Capital Programme for 2015/16. It will contain details of the Basic Need programme for 2015-16 and the future place planning pressures through to 2020 which will direct the need to commission further additional school places. The paper will also outline the existing pressures with the Capital Maintenance programme and consider options for requesting the Executive to approve the use of Basic Need to address these pressures.</p> <p>Members are asked to consider and approve:  (1) the plans for the use of Basic Need to add additional school places in 2015/16  (2) the proposed use of Basic Need capital to fund capital maintenance schools to 2018/19</p>	<p>Mike Barugh  Mark Ellis  Maxine Squire  Jake Wood</p>	<p>Executive Member for Education, Children and Young People</p>
<p><b>South Bank School Place Planning</b></p> <p>Purpose of Report: This paper presents the options available for the provision of additional primary school places in the South Bank area of York. Pupil place planning projections show that an additional form of entry (30 places) is required in Reception by September 2017 in the South Bank area. By 2018/19, as the larger cohorts begin to move through primary year groups, around 110 places will be required across Reception to Year 6. It is anticipated that a full 210 additional places will be required by around 22/23.</p> <p>Members will be asked to consider and approve the preferred option for the addition of school places in South Bank.</p>	<p>Claire McCormick  Maxine Squire</p>	<p>Executive Member for Education, Children and Young People</p>

Title and Description	Author	Portfolio Holder
<p><b>Parking Strategy Report</b>  Purpose of Report: (i) To present the results of a review of the Council's Parking Service covering the Strategic, Policy and Operational aspects.  (ii) To consider the wider policy context and interdependencies for city centre car parking so that further consideration can be given to how the service can best be delivered to meet the future demands and aspirations of the Council.</p> <p>(iii) To present the latest results of the "Pay on Foot" Trial that has been underway in Marygate Car Park and considers possible options for the expansion of a "Pay on Foot" system across other city centre car parks.</p> <p>Members are asked to consider and make comment on:</p> <ul style="list-style-type: none"> <li>• the results of the Parking Strategy Report.</li> <li>• the results of the "Pay on foot Trial" on Marygate car park and confirm whether to continue, make permanent or remove the trial.</li> <li>• the options for expansion of the "Pay on Foot" system of operation to other suitable car parks and how these should be explored further.</li> </ul>	David Carter	Executive Member for Transport and Planning
<p><b>Review of the Housing Revenue Account (HRA) Business Plan</b>  Purpose of Report: To present the revised 30 year business plan for the Housing Revenue Account (HRA).</p> <p>Members are asked to approve the revisions to the Business Plan.</p>	Paul Stamp Tom Brittain	Executive Member for Housing and Safer Neighbourhoods

**Table 2: Items scheduled on the Forward Plan for the Executive Meeting on 11 February 2016**

<b>Title and Description</b>	<b>Author</b>	<b>Portfolio Holder</b>
<p><b>Community Stadium</b></p> <p>Purpose of Report: Prior to a recommendation to Council in December, this report presents the finalisation of the delivery of the Community Stadium and Leisure facilities contract.</p> <p>Members are asked to;</p> <ol style="list-style-type: none"> <li>1. Provide authority to award the contract for the design, build, operation and maintenance of the facilities.</li> <li>2. Agree the financial costs for the delivery of the contract.</li> <li>3. Any other appropriate decisions relating to the effective delivery of the project.</li> </ol>	<p>Tim Atkins</p>	<p>Executive Member for Culture, Leisure &amp; Tourism</p>



**Table 3: Items slipped on the Forward Plan**

Title & Description	Author	Portfolio Holder	Original Date	Revised Date	Reason for Slippage
<p><b>The Business Improvement District (BID) – Final Arrangements</b>                      Purpose of Report: To present the final arrangements for the Business Improvement District, now that a ballot has been agreed by the business community.</p> <p>Members are asked to note the content of the report, the financial arrangements and Council involvement, and to lend their support.</p> <p>Due to an administrative error the BID decision will now be considered by Executive and not the Executive Member for Economic Development and Community Engagement (Deputy Leader).</p>	Phil Witcherley Penny Nicholson	Executive Member for Economic Development and Community Engagement (Deputy Leader)	15 Dec 15	28 Jan 16	15 December is too close to the ballot timescales to develop full advice on next steps.

<b>Title &amp; Description</b>	<b>Author</b>	<b>Portfolio Holder</b>	<b>Original Date</b>	<b>Revised Date</b>	<b>Reason for Slippage</b>
<p><b>Community Stadium</b></p> <p>Purpose of Report: Prior to a recommendation to Council in December, this report presents the finalisation of the delivery of the Community Stadium and Leisure facilities contract.</p> <p>Members are asked to;</p> <ol style="list-style-type: none"> <li>1. Provide authority to award the contract for the design, build, operation and maintenance of the facilities.</li> <li>2. Agree the financial costs for the delivery of the contract.</li> <li>3. Any other appropriate decisions relating to the effective delivery of the project.</li> </ol>	Tim Atkins	Executive Member for Culture, Leisure & Tourism	26 Nov 15	11 Feb 16	Ongoing negotiations



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**Executive**

**15 December 2015**

**Report of the Director of City and Environmental Services**

**Portfolio of the Deputy Leader and Executive Member for Economic Development & Community Engagement**

**York Central**

**Summary**

1. York Central is a 72 hectare (ha) area of land adjacent to the railway station and is one of the largest brownfield sites in northern England. It provides a huge opportunity for regeneration and could provide up to 2500 homes and over 100,000 sq m of Grade A commercial office space, offering the best chance to address the key problem in York's economy – relatively low wage levels, given the high level of skills in the city.
2. This report sets out progress in establishing a deliverable proposal for regeneration and seeks Executive's agreement to a range of actions to establish a delivery partnership, complete the assembly of the site, agree the approach to planning and commence a public consultation.

**Recommendations**

3. Executive is asked to agree:
  - i. To instruct officers to take all necessary preparatory steps to proceed with a Compulsory Purchase Order (CPO) for the portion of land on York Central currently owned by Unipart, to be undertaken in parallel with a negotiated acquisition.

Reason:- To complete the land assembly of the York Central site to ensure that a development scheme can be delivered.

- ii. To delegate to the Leader the authority to agree the final purchase price, following a negotiated acquisition of land off Leeman Road,

in advance of the potential initiation of a CPO, to be funded from the £10m set aside to support the delivery of York Central.

Reason:- To complete the land assembly of the York Central site to ensure that the land required for key infrastructure is available and so a development scheme can be delivered.

- iii. To agree an emerging York Central Planning Policy as part of the development of the Local Plan.

Reason: - To inform the site allocation within the developing Local Plan.

- iv. To agree to initiate an informal public consultation on the future development of the York Central site in order to inform the development of a formal Planning Framework.

Reason:-To ensure public engagement in the ongoing development of plans for York Central.

- v. To endorse officers to negotiate a detailed partnership agreement with land owners and investors to jointly deliver the York Central Scheme and to bring this back to Executive for agreement.

Reason:- To put in place effective partnership arrangements to ensure York Central is developed.

- vi. To bring back to Members a funding strategy to deliver upfront infrastructure to facilitate development of the York Central site, setting out how any investment will be repaid from future retained business rates arising from the award of Enterprise Zone status and from development values from the York Central site.

Reason: - To secure any investment made by the City of York Council.

- vii. To undertake due diligence on the most appropriate corporate instruments for City of York Council to use to engage in developing a York Central Partnership and to bring this back to Executive as part of the proposal for a legally binding partnership.

Reason: - To create robust delivery arrangements for the York Central project.

- viii. To delegate the Chief Executive to agree the procurement of advisors for the partnership.

Reason:- To provide the partnership with a range of professional advice specifically focussed in the long term benefit interests of the partnership.

- ix. To recommend to full Council to delegate to Executive the agreement of all future expenditure against the £10m capital budget allocated to the delivery of the York Central capital budget.

Reason:-To enable timely progress on delivery of the York Central site.

## **Background**

4. York Central is the 72 hectare area of land adjacent to York Railway Station. The main teardrop of land to the rear of the station is constituted from former railways sidings and operational rail buildings. Land to the front and side of the station is also being included within the York Central site as there is significant regeneration potential to both complement and open up the main teardrop of land.
5. The main teardrop site contains a net area of land available for development of around 35ha. This is equivalent to two thirds of the area of the walled city. The site is land locked, sitting between the East Coast mainline, the main freight avoiding lines and the railway station, with current limited vehicular access off Leeman Road and poor pedestrian and cycle access off Holgate Road. Annex 1 sets out the site extent.
6. The regeneration of York Central is of vital importance to our city as it presents unparalleled opportunities for development of both housing and commercial space in a highly sustainable location. Making efficient use of brownfield land for residential development is critical in order to minimise the impact of meeting housing needs on York's important draft greenbelt. York also has a paucity of high quality modern office provision which is an acknowledged restrictor of inward investment, indigenous business expansion and wage levels in the city.
7. A developed York Central would deliver game changing high value economic growth for the region. The site could deliver in excess of 100,000m<sup>2</sup> of Grade A office led commercial space for private sector growth, providing an anticipated net 6,627 Full Time Equivalent (FTE) high value jobs in industries such as professional services, insurance and high value rail. This would deliver £1.16 billion direct Gross Value Added (GVA) uplift from the commercial phases alone. With strategic alignment of planned transport improvements that would also be delivered as part of site regeneration, the benefits and job opportunities would be felt across the North of England.

8. Given its location directly next to York Railway Station and the connections this provides, the site has huge potential to maximise inward investment to the UK. These existing transport connections would enable businesses locating on the site to get to London in 1 hour 45 mins (with reduced journey times once HS2 is complete), and under 2 hour 30 mins to Edinburgh, with direct connections on the doorstep to all Northern Powerhouse cities, and to every major city in England and Scotland.
9. Through its excellent connectivity, pipeline of innovation and talent from its universities, and being the City with the highest skill levels in the North of England, York has long since had virtually all the ingredients to deliver significant inward investment, particularly in high value sectors like professional services, insurance and rail. The missing piece has always been available quality office space for businesses to locate and York Central potential city centre commercial space would therefore be a paradigm shift for the region, unlocking this pent up opportunity for inward investment.
10. Due to the excellent transport links, the sites' development would also act as a driver for sustainable transport in the region, with York Station as a multi-modal High Speed Hub.
11. A developed York Central with new access routes can support up to 2500 homes, depending on density and mix of uses. This will create a sustainable and attractive new community, supported by quality public realm and community facilities. This in turn makes a significant contribution to meet the growth requirements and reduce the pressure on York's outer boundaries.
12. Historically the site's development has been hindered by a combination of abnormal site and infrastructure costs, development risk associated with operational rail use, land assembly constraints and market cycle timing.
13. Soft market testing of the national and regional developer market demonstrates that York Central is an outstanding opportunity with pent-up demand from occupiers waiting for new high quality office space to be delivered. The historic city centre is so constrained by heritage issues and highways that this is the only logical place to extend the city centre. York's housing market is also, excepting again the supply issue, very buoyant with the highest residential values/ sq m in the North of England.

## Recent Work

14. Significant work has been undertaken by the Council and partners over recent years to de-risk and facilitate site development. A comprehensive phased development is now considered to be achievable over the life of the project. In summary, work has been focussed around:
  - i. Acquisition of third party freehold and leasehold interests.
  - ii. Establishment of a robust long term partnership to deliver the site, ensuring investment and return across the appropriate stakeholder bodies.
  - iii. Applications for available public sector funding to deliver the enabling infrastructure required to unlock the site.
  - iv. Identification of site constraints, to inform potential capacity of the site.
  - v. Identification of an efficient, phased infrastructure plan to provide development plots available for phased development delivery.
  - vi. Establishment of project resource and governance arrangements.
  
15. CYC have been working in collaboration with Network Rail, having signed a Memorandum of Understanding in September 2014. In recent months the National Railway Museum (NRM) and their parent body the Science Museums Group (SMG) who own 25% of the York Central site, have joined discussions and in April this year York Central was awarded Housing Zone status and the Homes and Communities Agency (HCA) joined the collective endeavour to bring forward York Central.

## The Vision

16. Over the last 12 months a high level masterplan led exercise has been undertaken by partners. Informed by the complex site constraints, the potential capacity of the site has been identified and a vision has been created for the scheme which addresses wider regeneration objectives.
  
17. The vision for the site is for a high quality office-led urban extension, meeting the City's aspirations for economic growth whilst transforming how the railway station functions as a gateway to the City and allowing the National Railway Museum (NRM) to modernise and expand. Beyond this area of urban extension, a sustainable new residential neighbourhood is envisioned, making efficient use of brownfield land and meeting demand for new housing. Connecting both of these components of development will be a framework of exceptional public realm and open space, providing both local and civic amenity space, and creating new linkages for residents. The site will be served by high speed broadband. The site is bigger than the development around Kings

Cross station and has the potential to replicate the benefits of that scheme with economic and regeneration for the locality, the city, the region and beyond.

18. The principles of development at York Central are to:
  - i. Create a new mixed-use urban quarter for York including a range of commercial, residential and leisure uses;
  - ii. Provide a new central business district with critical mass of high quality new offices;
  - iii. Enhance the cultural area around the National Railway Museum (including expansion of the museum) within high quality public realm and improving connectivity of the area to the rest of the city;
  - iv. Create a distinctive new place of outstanding quality and design which complements and enhances the existing historic urban fabric of the city, safeguards those elements which contribute to the distinctive historic character of the city, and assimilates into its setting and surrounding communities;
  - v. Maximise the benefits of sustainable economic growth;
  - vi. Create a sustainable new community with a range of housing types and tenures;
  - vii. Ensure provision of social and technical infrastructure which meets the needs of the new community including sports, leisure, health, education and community facilities, internet connectivity and open space;
  - viii. Maximise integration, connection and accessibility in and out of the site, including inter-modal connectivity improvements at York Railway Station;
  - ix. Ensure as many trips as possible are taken by sustainable travel modes and to promote and facilitate modal shift from the car;
  - x. Minimise the environmental impact of vehicular trips;
  - xi. Deliver development within a green infrastructure framework which maximises linkages with the wider green infrastructure network and integrates with wider public realm in the city; and
  - xii. Ensure sustainability principles are embedded at all stages of the development.

## **Housing Zone**

19. The York Central site was successfully designated as a Housing Zone in March 2015. This is a Central Government scheme, designed to de-risk and accelerate major housing schemes.
20. Housing Zone status has secured the involvement of the Homes and Communities Agency (HCA) in the scheme through the availability of



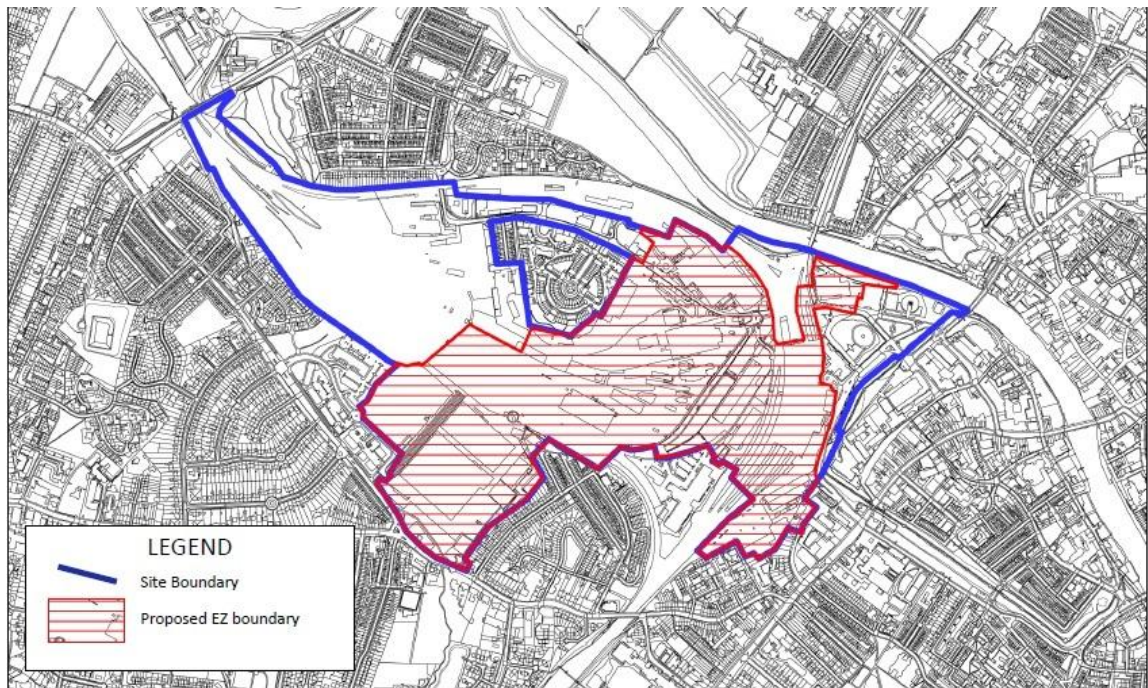
resource support and assistance from the Advisory Team for Large Applications (ATLAS). ATLAS are available to provide an independent advisory service available at the request of Local Authorities to support them in dealing with complex large scale housing led projects.

21. HCA are now seeking closer project involvement, backed by a potential £9.45m of equity investment associated with land assembly, infrastructure investment and project revenue support.

### **Enterprise Zone**

22. Central Government extended its Enterprise Zone (EZ) scheme in summer 2015. An application for EZ status for York Central was submitted to Department for Communities & Local Government (DCLG) in September 2015 with the support of the York, North Yorkshire and East Riding Local Economic Partnership (LEP) and endorsed by the Leeds City Region LEP.
23. The award of EZ status for York Central was announced on 25 November 2015. The importance of this announcement cannot be underestimated. It is a game changing moment which now provides a realistic and achievable mechanism to fund the enabling works and kick start the development.
24. EZ status will enable CYC to retain an additional 50% of business rates from any development in the designated area over the course of 25 years. There is potential to borrow against this future income stream and uplift created through the development to facilitate upfront infrastructure and enabling works required to unlock and accelerate delivery of the York Central site. The EZ status also brings business rate discounts to any firms locating on York Central in the first 5 years and therefore incentivises commitment to early phases.
25. In September the Chancellor announced the future localisation of business rates across the country as part of the financial settlement for local government. The implications of this are still working their way through into detailed proposals and it may be some weeks before CYC can fully understand the overall financial implications for the council and more specifically how this relates to York Central. The scheme will be fiscally neutral which effectively means that a new scheme is likely to have some mechanism to even out the impact upon all authorities across the country. However the virtue of the EZ status is that it is guaranteed for 25 years and cannot, therefore, be changed by future government policy and it is in excess of current business rate income.
26. The York Central Enterprise Zone set out below extends across an area of circa 42.98 Ha (106.2 acres) and comprises the central

business district area of the scheme, the National Railway Museum, the railway station and land to the front of the station.



27. The site has been held back to date by its use for operational rail activities and the high level of abnormal costs required to unlock development. The ability to retain business rates with the level of certainty EZ status affords over this period fundamentally changes this, enabling upfront costs to be met from borrowing secured against the additional business rate income from the development. The estimated £104.6m additional retained business rates will allow for a significant level of borrowing to contribute to the funding of the initial capital works. Undertaking the enabling infrastructure works up front will accelerate and de-risk the build out and provide certainty and confidence to both the developer and occupier market that the whole scheme will be delivered and the scheme potential will be achieved.
28. The total net development value uplift estimated as the result of the Enterprise Zone once development has taken place is currently estimated to be c. £623m including both commercial and residential elements. £375m of this is attributable to the 42.98ha EZ.

### Site Assembly

29. Site ownership is set out in Annex 1. Network Rail own approx 65% of the land with SMG/NRM owning 12%. There are also two areas of third party ownership which need to be in the ownership of the Partners:

- i. A 2.75 acre site owned by **Unipart** and operated as an industrial unit for the manufacture and repair of rail signalling equipment. This site sits immediately to the rear of the railway station and the land is required to form part of a new West Entrance to the station, a new Station Square and the road infrastructure to serve the site.
  - ii. A 1.34 acre site off Leeman Road owned by a private individual and currently comprising two industrial units for the Post Office vehicle repairs and a car hire company. This land would be part of Leeman Yard residential area.
30. CYC own a 5 acre site off Holgate Road which Members have already agreed to sell to Network Rail to enable an expansion of their operational rail uses and facilitate the clearance of maintenance facilities off the York Central site. This transaction will also see land transfer to CYC to enable the construction of a road and a bridge onto the York Central site from Holgate Road.
31. The land assembly strategy for York Central is being led by CYC. Gaining control of the two third party sites is considered essential for a comprehensive scheme approach. CYC have instructed Deloitte Real Estate to provide expert advice in relation to land assembly strategy and negotiations. It is common for projects in both the private and public sector to require the acquisition of property which is owned by third parties. Attempts can and should be made to assemble sites by acquiring the necessary property interests by agreement with owners. However, if it is left to the open market there might be uncertainty of whether the site could be assembled within a reasonable timetable or at a realistic price.
32. Both third parties have been approached and negotiations opened to acquire their land holdings through agreement as part of the strategic approach to York Central.
33. In parallel with acquiring land through the preferred route of agreement, adoption of acquisition through Compulsory Purchase powers has been recommended to ensure that land can be delivered within a defined timetable and at a known (or reasonably estimated) cost. It allows a comprehensive approach to development to be pursued and avoids “ransom” situations arising from landowners who are either unwilling or unable to sell.
34. CYC’s statutory powers of compulsory purchase can be used to enable the acquisition of land. The most common Enabling Act used by local authorities to deliver regeneration is s226 (1) (a) of the Town and Country Planning Act 1990. This section provides a power for local

authorities, with the consent of the Secretary of State, to compulsorily purchase land if the authority think that the acquisition will facilitate the carrying out of development, re-development or improvement on or in relation to the land; or which is required for a purpose which it is necessary to achieve in the interests of the proper planning of an area in which the land is situated.

35. It is necessary to justify the use of CPO powers by reference to the statutory tests and with regard to Guidance issued by the Secretary of State, which has recently been updated. The use of CPO powers clearly impacts on the Human Rights of land owners including the right to peaceful enjoyment of one's property. If land is purchased by CPO compensation is payable covering the market value of the land together with payments for disturbance, other loss and professional fees.

36. There are eight key stages of the CPO process. Of the eight key stages, the first six relate to obtaining the necessary powers of compulsory purchase and the final two relate to the implementation of these powers.

(1) Formulation involves the definition and justification for compulsory purchase, leading to a (2) Resolution by the acquiring authority to seek confirmation of the power to acquire by the making of an (3) Order (CPO), which then enables public scrutiny. If (4) Objections are made to the CPO this leads to a (5) Public Inquiry, held by an inspector, by way of whose recommendations the Secretary of State, having the authority to confirm or reject the CPO, will reach a (6) Decision.

If the CPO is confirmed it will enable (7) Possession to be taken, giving rise to an entitlement to appropriate (8) Compensation, settled if necessary by reference to the Upper Tribunal of the Lands Chamber (previously known as the Lands Tribunal) or other means of dispute resolution.

37. The two third party land holdings described in Para 29 are essential to the development of the York Central and must be purchased by the partnership. The land values and costs associated with the acquisition strategy are commercially sensitive at this time as negotiations continue but are set out in confidential Annex 2.

38. For the **Unipart** acquisition it is proposed that due to the time associated with a Compulsory Purchase Order, it is advisable to twin-track the process alongside acquisition by agreement. Executive are therefore requested to make a resolution to commence a Compulsory

Purchase Order to run alongside continuing negotiations. No purchase of the site will be made until a partnership agreement is determined.

39. It is of paramount importance to CYC that the businesses and their employees remain in the York area. As part of the land acquisition strategy, CYC are working closely with the landowners to identify suitable sites to maintain jobs and accommodate their longer term business requirements within the city and Unipart are currently in negotiations to secure an alternative site in York.
40. For the **land off Leeman Road** it is proposed that officers continue negotiations with a view to securing the acquisition and that delegated authority is given to the Leader to agree the final sum on the basis of the valuations set out in confidential Annex 2. This will be funded from the £10m capital budget that Council have already set aside to fund the York Central project.

### **Planning Approach**

41. CYC and Network Rail have jointly commissioned Arup to produce a high level master plan and a more detailed Planning Framework document to guide comprehensive development across the site, identifying constraints, opportunities and the potential capacity of York Central. The Planning Framework will ultimately lead to a Supplementary Planning Document (SPD) on adoption of the Local Plan, and will be a material consideration when determining planning applications.
42. The aim of the SPD is to enable a phased development with strong themes of quality public space, design and place making, providing development platforms and enabling strong linkages so the scheme becomes a new intrinsic quarter of the city.
43. Work to date has included viability assessments, transport modelling, high level spatial plan and phasing of infrastructure requirements and development. The Framework is intended to be flexible to respond to market demand and changes over the short, medium and long term whilst embedding fundamental design principles and infrastructure to provide confidence to the development and investment market.
44. It is essential to engage with residents, businesses and stakeholders to inform the formal Planning Framework. It is proposed that two stages of consultation are undertaken – the first to consult informally on high level principles, and the second to seek views on a draft Planning Framework SPD. Responses from the first consultation will be analysed and used to inform the emerging Planning Framework document. A more formal consultation on the formal Planning

Framework SPD is programmed for spring/summer 2016 and adoption will follow this process.

45. Consultation on the first stage of the document is proposed for January/February 2016. This will be an informal consultation and an opportunity for the city to provide their views on options for the York Central site. The proposed consultation document is attached as Annex 3 along with the proposed consultation plan at Annex 4 and Executive are asked to agree to commence the consultation in January 2016.
46. The Planning Framework documents will dovetail with draft Local Plan Policy which is set out at Annex 5. This was reviewed by CYC's Local Plan Working Group on 30<sup>th</sup> November 2015, and the minutes are included at Annex 6 of this report. Since then, further work has been undertaken to model the potential range of housing densities for the options to be included in the consultation document (Annex 3). This is still a work in progress and the final figures may change before the consultation commences.
47. The policy will continue to be developed as work on both the Local Plan and York Central Planning Framework SPD progresses. Executive are asked to agree the emerging Draft York Central Planning Policy to feed into the development to the Local Plan.
48. Once the Planning Framework SPD is established, it is anticipated that a detailed planning application (or series of applications) for common infrastructure and potentially for the first phase of development will be worked up and submitted to the Local Planning Authority. This approach will further cement the commitment of the Partners to the facilitation of enabling infrastructure which is key to unlocking the site and setting the place making agenda for development plots and value creation.

### **Supporting the Partnership**

49. City of York Council and Network Rail have already signed a Memorandum of Understanding to work together to deliver the York Central project. It sets out a series of principles that both parties will abide by but it is not a legally binding partnership. There are currently four key partners involved in the project.
50. **CYC** have small land holdings as shown on Annex 1, off Leeman Road and are finalising the sale of a 5 acre site off Holgate Road to Network Rail and will acquire the strip of land running from the A59 to the east of the Network Rail maintenance depot on which the potential access road will be built. CYC have also agreed capital funding of £10m to support

the delivery of the project, of which £500k has been released to fund project set up costs and contribute to early feasibility and planning framework costs. As city custodians and local planning and transport authority, CYC have a major role to play in shaping the future of York Central as well as being instrumental in overcoming some of the barriers to development. CYC have made a range of bids for central government and LEP funding, some of which are already agreed and some which are pending with decisions imminent.

51. **Network Rail** own 65% of the land on York Central (this includes the area to the front of the station and their maintenance depot). They commenced the current work to develop the site some years ago and have made significant steps towards a strategy to clear sidings and relocate operational uses in order to make land available for development. The strategy has also included the construction of their new Route Operating Centre and Workforce Development Centre. They currently have some operational functions still located on the site. There are future plans to move these functions. In addition, regulatory approval will be sought for consent to dispose of land within the site from the Office of Rail and Road (ORR).
52. **The SMG/NRM** own 12% of the land on the broader York Central site. The Museum has over 700,000 visitors per annum and is York's most popular visitor attraction. The NRM has plans to grow the museum and seeks to increase visitor numbers to over 1 million people per year. Their plans would improve the setting of the NRM and strengthen its connectivity with the city centre and with the station. The NRM offer a significant footfall draw to the York Central site and could be at the heart of the York Central development. It would give the new development a unique identity, and the NRM would be a hub of activity. A major new public square and events space could be created in front of the Museum to maximise this, with potential for a new NRM gallery to provide high quality enclosure to the northern side of the square. These developments would, in turn, strengthen the visitor economy in York.
53. **HCA** – Following award of Housing Zone status the HCA are potential investors in the scheme with £9.55m earmarked for the project including a potential capacity grant of £365k. Their objective is to ensure the delivery of the housing elements of the scheme whilst understanding that the infrastructure to deliver the site serves both residential and commercial elements of the project. The project has national significance for the HCA and is being given high priority in their funding deliberations.
54. Each partner is committed to the project and keen to progress towards a legally binding agreement to deliver the project. Discussions have been

had about the principle of sharing the investment and risk involved in the project and sharing the value arising from the development. There is however a lot of negotiation ahead over exactly what investment each partner makes and how their return on investment is delivered.

55. This will be informed by a more detailed understanding of the cost of the infrastructure, the investment strategy, the potential development value of the scheme and the phasing of delivery. A range of mechanisms will be considered to achieve a consensus with partners.
56. Officers will need to work with partners to develop a proposal to bring back to Executive setting out a funding strategy to deliver the upfront infrastructure to facilitate development of the York Central site, setting out how any investment will be repaid including from future retained business rates arising from the award of Enterprise Zone status and from development values from the York Central site.
57. Officers will need to negotiate a detailed partnership agreement with Network Rail, SMG/NRM and the HCA to jointly deliver the York Central Scheme and to bring this back to Executive for agreement
58. CYC will also need to consider what vehicle best delivers the project and enables the most effective partnership engagement. There may be partnership options that require the pooling of assets, the establishment of a joint decision making legal entity and the joint receipt of development income. Officers will need to evaluate the best legal and financial mechanisms to optimise the benefits and manage the risks associated with any joint investment and value sharing arrangements. It is therefore proposed that officers undertake due diligence of the most appropriate corporate instruments for City of York Council to use to engage in a developing York Central Partnership and to bring this back to Executive as part of the proposal for a legally binding partnership.

### **Professional Advisors**

59. The partnership will require professional advisors who are answerable to the partnership and have the partnership interests at heart rather than being commissioned and answerable to one single party. If each party engages their own professional advisor base there is significant risk that we may expend important time and money covering the same ground or challenging the evidence base/position of other partners. This is clearly undesirable and all parties are seeking agreement from their Boards/Executives to appoint shared advisors to act on behalf of the “shadow” partnership.



60. The next stage of the project will require a twin track approach to crafting a delivery partnership whilst continuing to progress the plans for the site. This will involve:
- i. Progressing the consultation and developing the Planning Framework.
  - ii. Developing detailed infrastructure plans.
  - iii. Developing planning applications for early infrastructure and early phase development.
  - iv. Commencing design work on road and bridge infrastructure.
  - v. Demolition of buildings on the route of the access road.
  - vi. Ongoing site acquisition.
  - vii. Developing the partnership financial and legal structure.
  - viii. Progressing the preparation of sites for marketing to get early Developer interest and input.
61. This will require the detailed input from Legal, Financial and Technical advisors. It is proposed that CYC undertake the procurement of the advisor base for the partnership in advance of the sign off of a formal partnership structure, to prevent any delay to delivery. The advisors will be instrumental in crafting the partnership arrangements. Where any one party's interest conflicts or does not align with that of the partnership itself, the duty of care will be to the partnership. The technical advisors will also enable ongoing development of the next phase of detailed technical delivery preparation.
62. Expenditure on professional services over the entire course of the project is likely to total between £5m and £8m based upon a percentage of infrastructure costs. This will deliver detailed designs and planning application for all infrastructure which is currently estimated at approx. £78m.
63. Over the coming months, whilst the partnership is being negotiated, further development costs of approx £500k are possible.

This will fund :-

- i. Undertaking the consultation exercise
- ii. Development of the formal planning framework
- iii. Detailed transport modelling of options

- iv. Additional market demand evidence gathering
  - v. Ground condition and contamination surveys
  - vi. Air quality studies
  - vii. Land title registration
  - viii. CPO
  - ix. Infrastructure design strategy and costing
  - x. Planning application preparation for key elements of infrastructure
  - xi. Environmental Impact Assessment (EIA) scoping
  - xii. Legal and financial support for the partnership agreement negotiation and funding strategy
64. If funds are not set aside then the project delivery will be delayed. On December 3<sup>rd</sup> the One Public Estate Programme agreed a grant of £250k to fund early partnership work and at the end of December we expect a decision from the HCA on the award of a Housing Zone Capacity Grant for £365k of which £100k is for advisor costs. In total £350k of this funding is targeted at the enabling advisory works for the partnership support and technical preparation and evaluation work. Decisions are expected by the end of November/start of December. If granted these funds will be used to cover advisor costs. In addition NRM have agreed a contribution of £20k towards early advisor costs. If expenditure exceeds £370k before the partnership is agreed and/or grant funding is not forthcoming then it is recommended that CYC cover these costs to a maximum of £250k on the basis that these costs will be subsequently treated by the partnership as enabling costs to be met from the partnership and regarded as an investment on CYC's part which will eventually be returned. Network Rail will also look to contribute to further costs subject to Board approval of a land disposal strategy for the site and greater clarity re timescales for infrastructure provision.
65. This will require the further release of up to £250k from the £10m already earmarked to the York Central project. Of this £10m, £500k has already been allocated to fund the project team and early works. This has to date funded the establishment of a small dedicated project team, the development of master planning, technical work and the emerging draft planning framework, the site assembly strategy and advice. There is £320k remaining which will be required to fund the project team going forward.

## Timetable

66. The project timelines are currently very fluid as there are a number of activities on the critical path where a firm timescale cannot yet be defined. Below is a high level view of the potential milestones in next 6 months and then a more speculative estimate of key delivery milestones to 2020. The longer term completion of the scheme will take 15-25 years.

<b>Milestone</b>	<b>Anticipated Timeframe</b>
<b>Planning Framework</b>	
Stage 1 Informal Consultation	January/February 2016
Stage 2 Formal Consultation Draft Planning Framework	May/June 2016
<b>Procurement of Expert Advisors</b>	
Drafting Procurement Documents	January 2016
Procurement Process – Tender Submission and Selection	February 2016
<b>Partnership Agreement</b>	
Negotiation with Partners	January- May 2016
Signed Agreement	May 2016
<b>Land Assembly</b>	
Negotiation with third parties	Ongoing
Resolution to make CPO	January 2016
5 acre site transaction	January 2016

67. Below is the 5 year plan as set out in the EZ application. This is highly indicative and subject to change when the project detail is developed.

<b>Milestone</b>	<b>Anticipated Timeframe</b>
<b>Planning Framework</b>	
Adoption of Planning Framework	August 2016

Submission of first Planning Applications for infrastructure and first phase	Q1 2017/18
Commence construction of highway and bridge	Q3 2017/18
Commence development	2018/19

### **Delivery Team**

68. The York Central project is currently being delivered in partnership with Network Rail, City of York Council, the National Railway Museum and the Homes and Communities Agency.
69. From the City of York Council, the core team is led by Neil Ferris (Acting Director City & Environmental Services) and Tracey Carter (Assistant Director Finance and Asset Management) and comprises officers with relevant expertise from across the authority.
70. CYC have previously funded staff on a part time basis and sourced from a number of Departments. However, to accelerate the work programme and delivery of York Central, a dedicated full time team has been assembled. CYC has funded this team to date and HCA funding will be used to support this next year, a dedicated Commercial Project Manager has been appointed to lead the team. In addition project management resource will be recruited to lead on the transport elements of the scheme and a small team of support staff will be formally recruited to the project. Additional resource and expertise from wider teams will be essential to assist the full time team to accelerate various work streams required for successful delivery.
71. Collectively this project team has many years of experience in the public and private sectors of working on schemes of this nature and around 14 years of collective experience directly on this project. This resource represents circa £350,000 per annum rolling investment by City of York Council in project delivery and HCA are being asked to contribute £265,000 for the next year from their Capacity Fund.

### **Consultation**

72. The future of York Central will be of interest and importance to a large proportion of York's residents and businesses and will also be a significant project regionally and nationally. Consultation will play an essential part in the future development of the site, starting with the informal consultation proposed in paras 41-42.

## **Council Plan**

73. Under the Council Plan objectives the project will assist in the creation of a Prosperous City for All, and be a Council that listens to residents particularly by ensuring that :
- i. Everyone who lives in the city can enjoy its unique heritage and range of activities.
  - ii. Residents can access affordable homes while the greenbelt and unique character of the city is protected.
  - iii. Visitors, businesses and residents are impressed with the quality of our city.
  - iv. Local businesses can thrive.
  - v. Efficient and affordable transport links enable residents and businesses to access key services and opportunities.
  - vi. Environmental Sustainability underpins everything we do.
  - vii. We are entrepreneurial, by making the most of commercial activities.
  - viii. Engage with our communities, listening to their views and taking them into account.

## **Implications**

### **Financial –**

74. In December 2013 Members agreed to earmark £10m towards the delivery of York Central. Of this sum £500k was released at that time to support technical work. The initial work undertaken so far has been funded from the Infrastructure Investment Fund however a project team has now been created and the £500k budget is allocated to support the staffing cost and specialist planning and technical advisors. The budget will fund current resources through to the end of 2016/17. The remaining £9.5m was held back subject to further reports back to Cabinet.
75. The report makes it clear the scale of potential costs of infrastructure at the site but also the potential additional revenues through retained business rates. The project agreement of who will bear these costs and how risks are shared is, therefore, essential before the council can determine the funding strategy and recommend the best approach for funding these costs.
76. This report highlights however the need for limited additional resources (max £250k) to fund professional advisors and funds identified in the confidential Annex 2 to proceed with the purchase of land off Leeman

Road. It is recommended that Executive allocate the additional £250k from the earmarked budget leaving a value of £9.25m unallocated.

77. Network Rail have incurred significant costs to date in rationalising their operational activity off the York Central site and have jointly funded with CYC the Masterplan and Planning Framework development. The HCA have early approval for £9.4m of equity investment in the site (subject to final agreement of the partnership arrangements and the actual expenditure). The NRM have agreed to contribute £20k towards further development costs prior to the agreement of a partnership agreement.
78. **Human Resources (HR)** – any future additional project resource will be recruited using CYC standard policies.
79. **Equalities** – A Community Impact Assessment of the first stage consultation document is attached at Annex 7.
80. **Legal** – the body of the report contains details relating to the use of compulsory purchase powers. As proposals for a scheme are developed, detailed legal due diligence work will need to be undertaken to identify the most appropriate procurement route(s) and contractual arrangements to be put in place.
81. **Information Technology (IT)** - There are no IT implications.
82. **Crime and Disorder** - The detailed design of any future scheme will require detailed consideration of crime and disorder implications and there will be structured input from the Police Architectural Liaison Officer.
83. **Property** – All property implications are covered in the report.

## **Risk Management**

84. The primary risk is the potential breakdown of the delivery partnership between the partners with a consequent failure to unlock the site. This has in part being mitigated by the establishment of a senior level Board and formalised via a Memorandum of Understanding with development of the site delivered under the terms of a proposed partnership agreement.
85. A key element in the success of the scheme is establishing an Infrastructure Delivery Plan (timetable and certainty of works). The recent award of EZ status creates a deliverable route to fund the key infrastructure works and hence gives greater certainty to the scheme. It also ties this partnership together more closely and emphasises the

important role of the local authority in delivering the scheme and creates parity between the delivery partners.

86. Failure to obtain the necessary regulatory approvals to dispose of land on the site for development or to clear operational railway uses from the site is another significant risk – this would prevent the development of the site in whole or part. Mitigation plans to date include the acquisition and extinguishment of long-term rail industry leases on the site by Network Rail and development of a strategy that identifies relocation sites for the rail uses. In addition, a rail land use strategy for York is being taken forward and it is believed this meets operator needs and Network Rail's planned capacity improvement schemes. This issue needs to be further mitigated by Network Rail prior to any infrastructure investment with a clear commitment under the proposed partnership agreement to remove rail uses from the site within a phasing plan to suit site development.
87. An obvious risk is of failure to secure planning permission – this is being mitigated by early involvement with CYC as local planning authority in the ongoing development plans and engagement of stakeholders and local communities at both concept stage and as detailed plans emerge.
88. There is a risk that the scheme may not attract development market interest or new occupiers. This risk has been mitigated by the proposed approach to infrastructure delivery, evidence from Make it York re new business interest in York suppressed by lack of sites and comprehensive soft market testing. In addition, the development of a delivery and marketing strategy and the award of EZ status will incentivise early business occupation.
89. There is a risk that CYC may not secure grant funding/ equity investment towards some of the costs of the enabling infrastructure. However, this will be mitigated by the EZ status and access to borrowing this brings. It will also be mitigated by early sign off of funding from HCA and comprehensive gateway process for release of West Yorkshire Transport Funds (WYTF). The risk of WYTF withdrawing offer of funding as the devolution agenda develops remains and alternative plans for funding core transport infrastructure would need to be worked up with York North Yorkshire East Riding LEP should this eventuality occur.
90. There is a risk that partners will not secure two third party land holdings on the site. This will be mitigated by negotiation with land owners and potential initiation of CPO process to assemble the whole site prior to commencement of the regeneration.
91. A full risk register will be developed by the project and will be regularly reviewed by the project board as the project progresses.





## **List of Abbreviations**

Advisory Team for Large Applications (ATLAS)  
City of York Council (CYC)  
Compulsory Purchase Order (CPO)  
Conservation Area Appraisal Panel (CAAP)  
Department for Communities & Local Government (DCLG)  
Enterprise Zone (EZ)  
Environmental Impact Assessment (EIA)  
Full Time Equivalent (FTE)  
Gross Value Added (GVA)  
Hectares (ha)  
High Speed 2 (HS2)  
Home and Communities Agency (HCA)  
Local Economic Partnership (LEP)  
National Railway Museum (NRM)  
Office of the Rail Regulator (ORR)  
Science Museums Group (SMG)  
Supplementary Planning Document (SPD)  
West Yorkshire Transport Funds (WYTF)

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By virtue of paragraph(s) 3 of Part 1 of Schedule 12A  
of the Local Government Act 1972.

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# York Central

Seeking your views  
to guide development

Draft Revision E – 4th December 2015





Aerial View of York Central





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# Foreword

The redevelopment of York Central represents a once in a lifetime opportunity to deliver major growth in York, enabling us to attract high value jobs, deliver new sustainable homes and create world-class public spaces which will help define the future for our city.

City of York Council, Network Rail, the National Railway Museum and the Homes and Communities Agency are committed to work together in partnership to bring forward development at York Central.

We believe that by collaborating we can make the right decisions and develop solutions to overcome any challenges.

Located on one of the largest brownfield sites in the UK, our vision includes opportunities for a new office quarter, a new residential community, an expanded and enhanced National Railway Museum, improvements to the railway station and a network of vibrant public squares with routes linking to

surrounding neighbourhoods and the City Centre. We want to establish a framework which will guide how York Central evolves and will establish broad criteria for future development proposals. To help us create this Planning Framework, we want to hear your views and ideas.

In this document we identify some of the key principles that will need to be addressed in the formal Planning Framework. We have put forward some options for you to consider and comment on, and we would be grateful for your response to the Questionnaire.

Your feedback is important and will be used to help define the future for York Central.

Cllr Steward and Cllr Aspden  
City of York Council



Cllr Steward



Cllr Aspden



York Railway Station

# Vision

York Central will deliver a high-quality and sustainable new urban district, where city life meets beautiful landscape. The scale and quality of new development will enhance the city as a contemporary employment, residential, cultural and leisure destination. Close to the historic city centre, this former rail yard will build on the city's existing assets to become a vibrant and exciting new urban quarter for York residents.

Do you support this vision for York Central (see Question 2 in Questionnaire)



Illuminating York at York Minster



Bradford City Park



Granary Square, London



Queen Elizabeth Olympic Park, London



# Introduction



**The purpose of this document is to seek your views and ideas to help guide future development proposals for the York Central site. We want to hear from residents, businesses, interest groups and other stakeholders.**

**This is the first of a series of consultations that will take place as proposals for the site develop. The ideas presented in this document are neither exhaustive nor definitive – if you have alternative ideas then please use the questionnaire to let us know.**

Located immediately adjacent to York railway station, York Central extends across 72 hectares of brownfield land, much of which was formerly used for railway operations. The size of this site, combined with fantastic transport connections and proximity to the attractions of York city centre, offers the opportunity to create a regionally significant, high quality mixed use development in a highly sustainable location.

Opportunities also exist to enhance the area around the station and create a more welcoming and pedestrian friendly gateway. The National Railway Museum (NRM) could also be expanded and better connected to the city centre. The boundary of the York Central site has been defined to encompass these opportunities.

The emerging Local Plan for York establishes a trajectory for the growth of the city and identifies the need for new homes and more high quality commercial accommodation to support new and expanding businesses. The draft Local Plan identifies York Central as a key opportunity site which could deliver some of these new homes and jobs. Redevelopment

of York Central will help sustain the continued growth and success of the city.

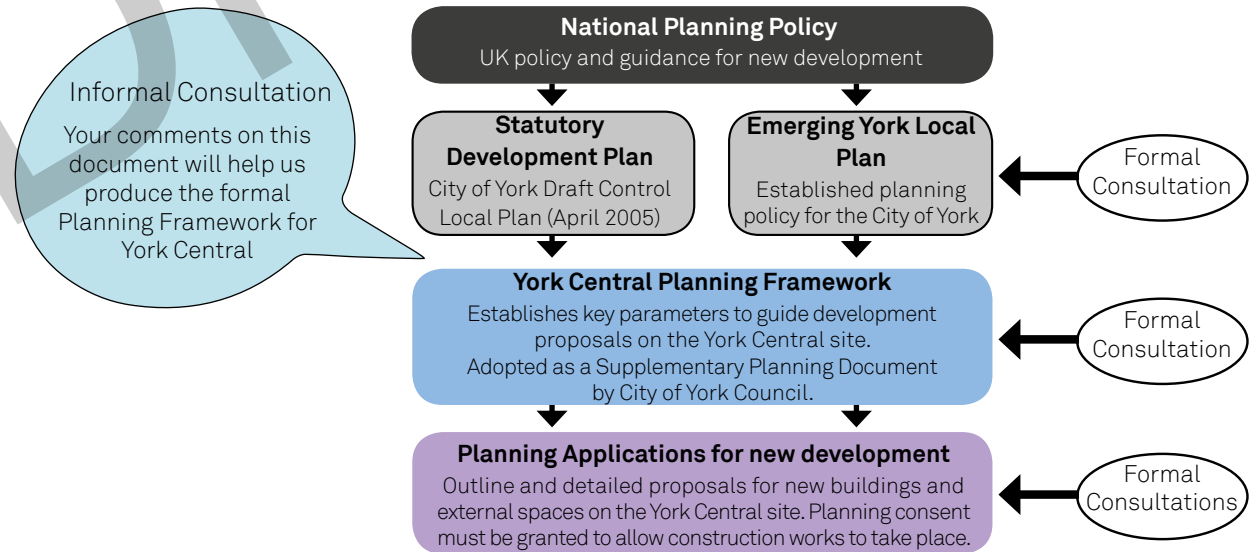
City of York Council, Network Rail, the National Railway Museum and the Homes & Communities Agency are working jointly in partnership to realise the important development opportunities at York Central

To guide future development proposals, it is proposed that a formal Planning Framework is produced. This framework will establish key principles relating to access and movement, landscape and public realm. This will create the layout of individual development plots and establish parameters for acceptable uses, building heights and densities. The Planning Framework will ultimately be adopted by City of York Council as a Supplementary Planning Document, forming material guidance in the determination

of future planning applications for the site. The relationship of the York Central Planning Framework to other planning documents is set out in the figure below.

**To help us produce the Planning Framework, we wish to hear your views. In the following pages we outline some of the key principles that will need to be addressed and identify some options to address specific issues. We welcome your reaction to these principles and your comments on options presented.**

Throughout the document we have identified some specific questions. We would be grateful if you could respond to these questions and provide any other comments you have by completing the questionnaire. See page 37 to find out how you can give us your feedback.





Boundary for the York Central Planning Framework

# Development History

## Context

The York Central site started to be developed from the early 1800's when York grew as a railway and manufacturing centre. Within the site were located goods yards, locomotive works and other related infrastructure.

Rail activity on the site has been in decline. Operational use of the rail sidings for train stabling and other rail uses will be removed as Network Rail is working with operators to ensure that sufficient facilities are located elsewhere in York. Network Rail's maintenance operations will be relocated to the Holgate Works site off Holgate Road. The signalling building (IECC building) to the west of the station will become redundant once current signalling modernisation programmes have been completed. Therefore, a phased series of changes and relocations of the remaining railway operations, will enable the land to be released for development.

## Learning from past schemes

Over the years, there have been a number of unsuccessful attempts to bring development forward at York Central. Some of these schemes sought to maximise development and introduce retail uses to exploit the site's location. However, the high traffic flows generated and increased infrastructure required to unlock the site meant that this approach was not affordable or desirable. The site is also not easy to develop due to access constraints and ongoing rail use; significant reconfiguration of road and rail infrastructure is required to unlock development.

From these past schemes, the following lessons are drawn which will help guide how proposals should be brought forward at this time:

- The Council, land owners, stakeholders and the local community should all be involved in establishing a common vision for the future of York Central. Common principles should be agreed to guide future development. This will help to define parameters for development and will encourage investment and inspire people and companies to relocate to York Central.
- Landowners and the Council should work together to bring forward the delivery of the common infrastructure (e.g. new access) required to unlock the site. This will help to de-risk future development and support the creation of the new business district.
- Improvements to the station and immediate surrounding area should be brought forward in parallel with new development in order to integrate York Central with the rest of the city and to create a successful place from the start.
- Development proposals must be commercially viable. Infrastructure costs will need to be controlled and planning contributions balanced, otherwise there is a risk that development will not happen.
- The total quantum of development and the mix of uses on the site will be designed to respond to the capacity of any new highway link and the surrounding highway network.
- **Redevelopment of York Central will take time. A flexible approach is required to allow development to respond to changing market conditions. Developing incrementally in phases allows an early start to build momentum, yet helps to spread risk and allow proposals to respond to change.**



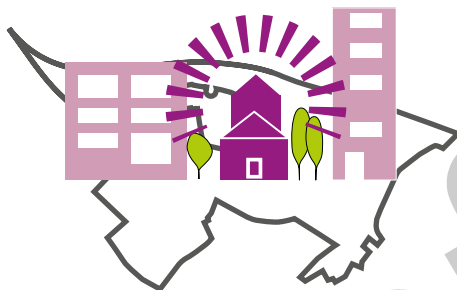


**Image of the Existing Site, Looking North Towards the NRM**

# Objectives

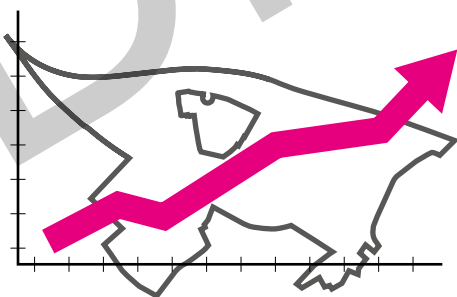
We believe the redevelopment of York Central should be focussed on achieving the following objectives.

## HERITAGE AS AN ASSET



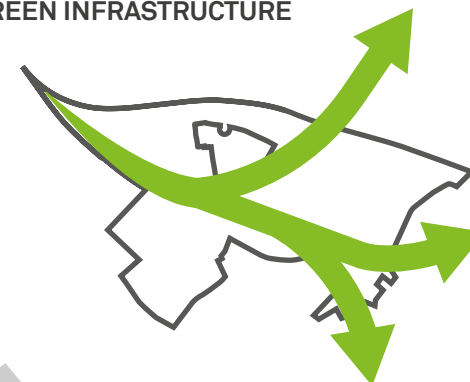
Draw on the existing history and heritage of the site to create a distinctive new place that complements and enhances the existing historic fabric of York.

## CATALYST FOR ECONOMIC DEVELOPMENT



Encourage investment in new accommodation to support new and growing businesses which will drive economic development and bring benefit to the whole city.

## GREEN INFRASTRUCTURE



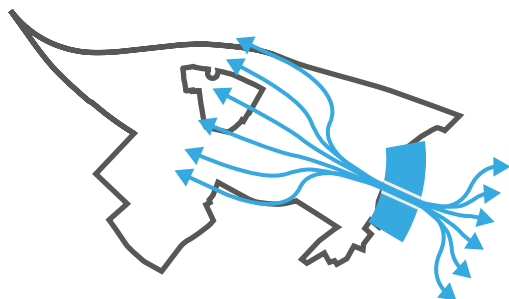
Create a green network which maximises linkages to surrounding communities, landscapes and public spaces.

## A VIBRANT NEW COMMUNITY



Deliver a diverse range of new buildings and public spaces which support a vibrant mix of employment, residential, social, leisure and amenity uses.

**MOVEMENT AND ACCESS**



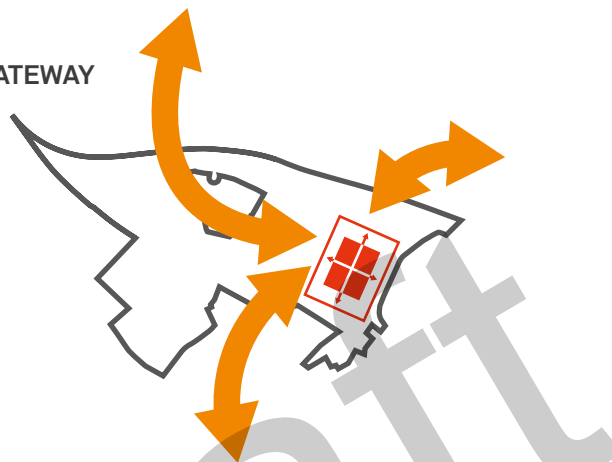
Provide a highly accessible and permeable development which encourages walking, cycling and use of public transport.

**CREATING AND CONNECTING COMMUNITIES**



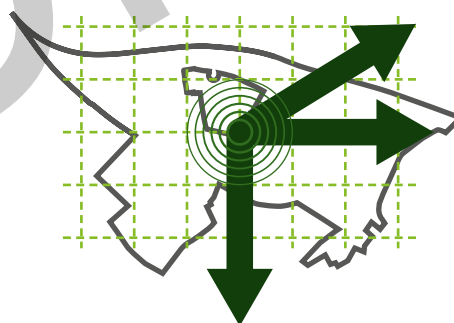
Permit greater connectivity across the site to link neighbouring residential areas, the city centre and the River Ouse. Create well designed places for people to live and connect existing and new communities.

**A GATEWAY**

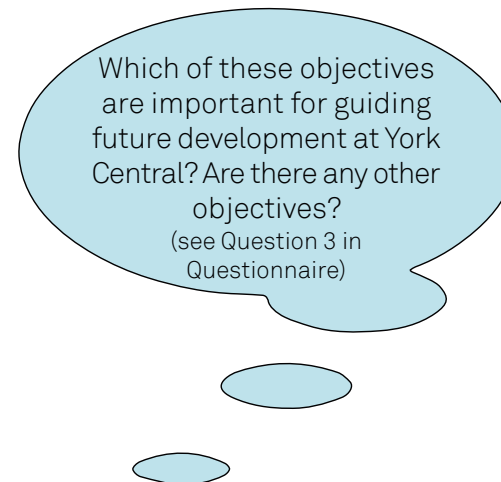


Develop York Station as a Gateway location to provide an integrated and welcoming entrance and a high quality link between the city centre, York Central and the National Railway Museum.

**NATIONAL RAILWAY MUSEUM AS CULTURAL EPICENTRE**



Celebrate the National Railway Museum at the cultural heart of the new development and improve its connectivity with the city centre and the station.



**SUSTAINABLE DEVELOPMENT**



We believe that the principle of sustainable development lies at the heart of the York Central redevelopment.

# Heritage

## Heritage can add value and shape the development of York Central.

The character of York Central is defined by its history as a major rail yard of national importance with a distinctive footprint. Building on this heritage will help to make York Central a more distinctive and more memorable place.

### Buildings

The historic settings of the buildings should inform the future urban grain and layout of the development where possible.

Where practicable, existing buildings of value should be retained, refurbished and incorporated in to the new development. However, it may not be possible to retain all of the existing buildings.

It is noted that some of the buildings on the site are listed. These should be retained and new buildings adjacent to them should be designed sympathetically to enhance the setting of these listed buildings.

- Buildings with character to be retained.
- Buildings which have low heritage value. These buildings may be removed.
- Buildings that could be retained or could be removed depending on the detailed proposals put forward for the redevelopment of a specific plot.

### Landscape

The railway heritage offers opportunities to reflect the rich industrial heritage of the site.

The design of the landscape could respond to the layout of the existing sidings and rail lines could be incorporated into the surface finishes. There may also be opportunity to display some of the railway engines from the NRM as centrepieces within the public realm areas.

Public art installations and signage should also be used to help tell the story of the site to visitors.

### Archaeology

Located close to the historic city walls, archaeological finds may be encountered during the works. Development should be preceded by archaeological investigation to record the heritage of the site.

This is an opportunity to influence the Planning Framework early on. Do you agree with the classification of buildings?  
(see Questions 5-7 in Questionnaire)

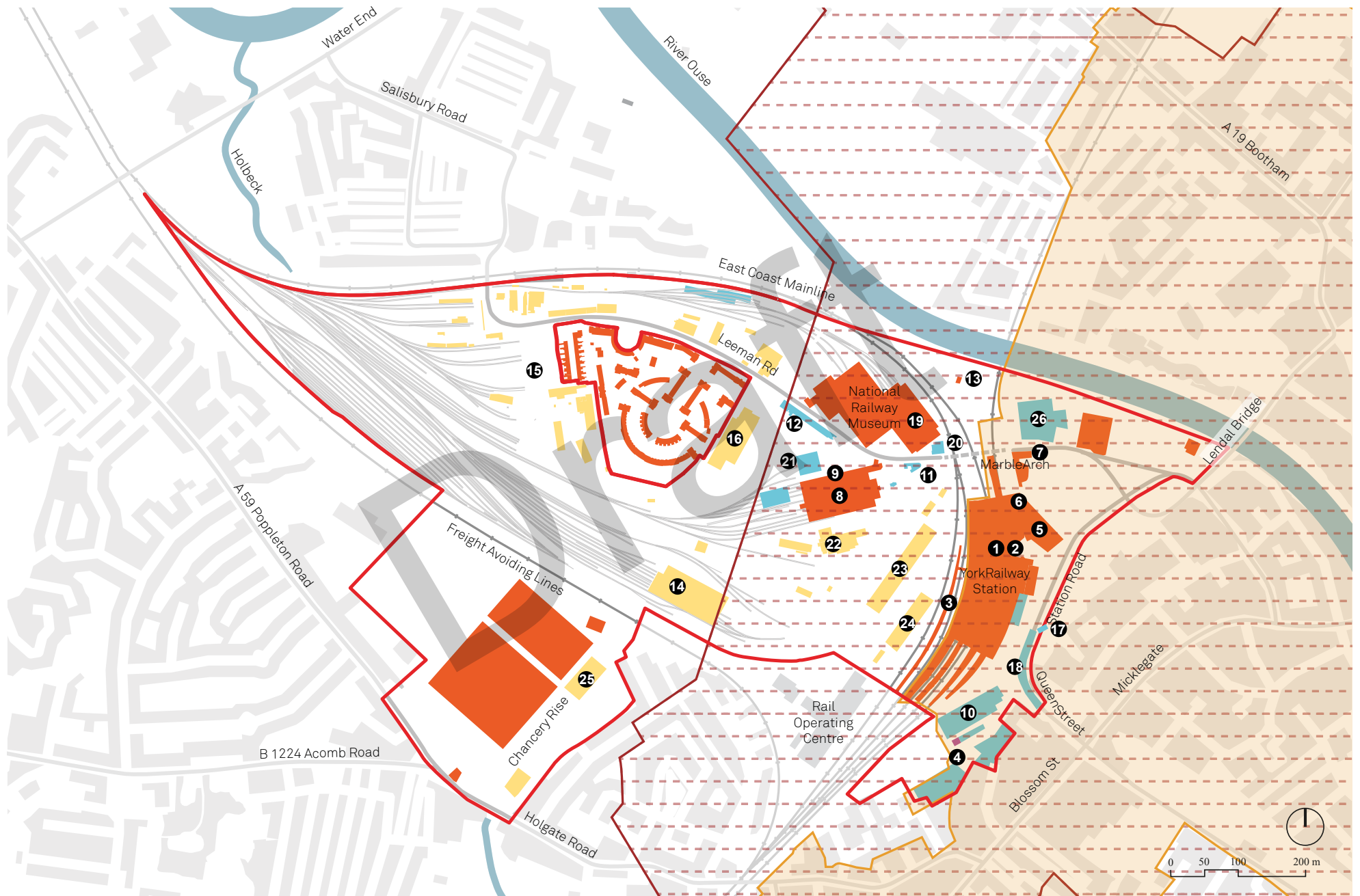
### Listed Buildings/ Structures

- 1 York Railway Station
- 2 Tearoom
- 3 Additional Platforms to York Railway Station
- 4 Water Tower
- 5 Royal Station Hotel
- 6 Royal Station Hotel Extension
- 7 Hotels Department Offices and Stores
- 8 Goods Station (now NRM Station Hall)
- 9 Extension to Goods Station (Now NRM Station Hall)

### Other Buildings/ Structures

- 10 The Railway Institute gymnasium and associated buildings
- 11 Coal Manager's Office (Bull-Nose Building)
- 12 Former North Eastern Railway Horse Stables
- 13 Water Tower and Pumping Station
- 14 Former Wagon Works
- 15 The Albion Iron Foundry
- 16 Concrete Depot
- 17 Ivy Cottage
- 18 Queen Street Bridge
- 19 York North Engine Shed (Now NRM Great Hall)
- 20 Hydraulic Power House
- 21 Traders Store for Silcocks (Now NRM)
- 22 Traders Store for Associates Biscuits Factory
- 23 Unipart
- 24 York IECC
- 25 Alliance House
- 26 Post Sorting Office

- Buildings to be retained
- Buildings which may be retained or relocated
- Buildings which may or may not be retained
- Buildings to be removed
- Conservation Area Boundary
- Area of Archaeological Importance



# Landscape & Public Realm

High quality landscapes and public spaces will play an important part in giving York Central its unique character. There is potential to create a variety of spaces within the development which respond to the different uses. Some spaces will be hard, urban and active; others will be softer, greener and more peaceful. Connecting these spaces will maximise their impact and strengthen movement through the new development.

## Green Space

The landscape strategy for York Central should look to connect the strategically important green spaces along the River Ouse corridor and the City Walls. Development of York Central will help to better connect these amenity spaces and make them more accessible to residential communities.

The new green links will start to establish a framework for open spaces within the new development. Through the centre of the site, a new linear park could be provided to unify the development, accommodate the main footpaths and cycleways, and provide an important recreation space for residents and workers.

Do you support the landscape principles presented?  
(see Questions 8-9 in Questionnaire)

## Public Squares

Close to the station, hard landscaped areas are more likely to be created due to the increased pedestrian flows. Here there is potential to create three new public squares which will act as focal points for York Central:

- Museum Square – the principal events space in front of the National Railway Museum.
- Station Square West – a new arrival space at the new western station entrance.
- Station Square East – a new gateway space created by reorganising existing highway infrastructure and expanding Tea Room Square.





## Holgate Beck & Water Management

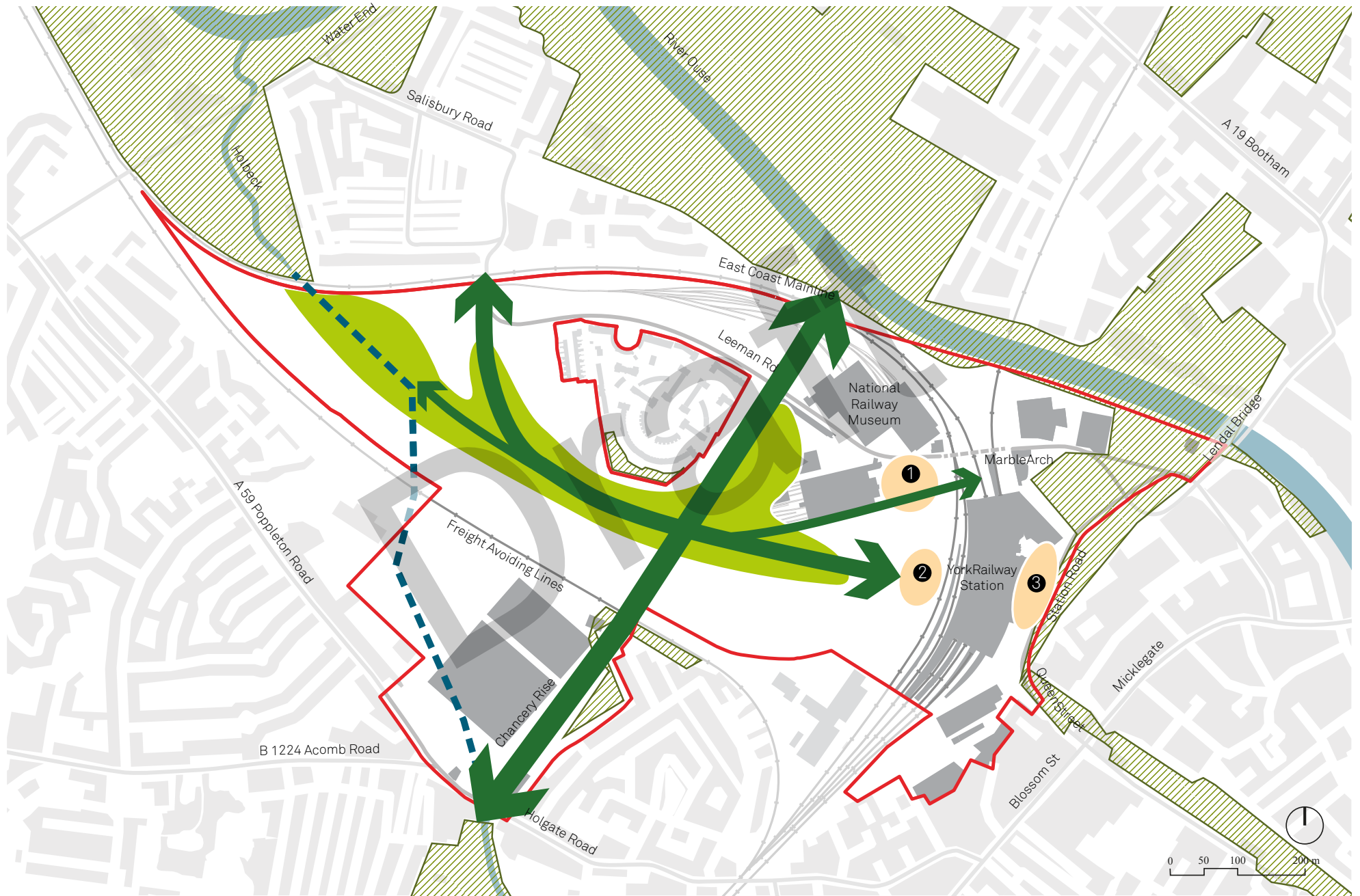
The Holgate Beck watercourse currently passes beneath the western part of the site in culvert. However, as the beck is approximately 5m below ground level, this restricts the opportunity to open up the watercourse as this would limit the usability of the park for recreational use.

A preferred approach is to include water bodies and sustainable drainage features within the design of the landscape. Together these elements will create a sustainable drainage system for York Central.



Green & Blue Infrastructure in York

-  Surrounding Green Space
-  Possible Location for Park
-  Opportunities for New Public Squares
  - ① Museum Square
  - ② Station Square West
  - ③ Station Square East
-  Green Links



# York Railway Station

The railway station is a key gateway to the city of York and the principal access to York Central and the link through to the National Railway Museum. In parallel with development of York Central, investment is being considered under complimentary projects to improve the environment around York Railway Station.

Should we create new public squares at either side of the station?  
(see Questions 10-11 in Questionnaire)

## Western Station Entrance

The current entrance on the west side of the station is poor and does not meet modern standards. With the development of York Central, more passengers will use this western entrance and a new concourse building is required to allow passengers to transition from the existing overbridge down to ground level. This new entrance should incorporate additional cycle parking facilities, bus stops, drop-off/pick-up and short stay parking areas which will reduce pressure on the east side of the station. A new public square could also be delivered to create a welcoming arrival and provide a focal point for the York Central development.



Potential new square and entrance building on west side of station

## Queen Street & Eastern Station Entrance

To the east of the station, Queen Street passes over an old bridge, below which trains used to pass to the former railway station (now the City of York Council offices). The bridge is now redundant, however its presence forces station traffic (buses, taxis, cars and deliveries etc.) into a very congested space in front of the station. Pedestrian access and legibility in this space is currently poor.

There is potential to remove the Queen Street bridge and reorganise this space to reduce conflicts between pedestrians and vehicles (see opposite page). A new public square could be provided in front of the station Port Cochere and Tea Room Square could be expanded and pedestrianised. This would help to improve transport interchange and create a better, more welcoming gateway to York.



Potential new square to the east of the railway station.

## Future Proofing

Development proposals should also anticipate future rail growth. To the west of the station, space should be allowed for a potential new chord and platforms from the Freight Avoiding Lines towards the new western station entrance. This chord would allow for the potential relocation of Harrogate train services to help improve reliability and increase capacity on the East Coast Main Line.

Allowance should also be made for significantly increased rail passenger numbers with the future arrival of High Speed 2 (HS2) and TransNorth rail services to York station. The improvements to the station and delivery of the York Central development will help make York “HS2 ready” and prime the city to capitalise on these nationally significant projects.



Kings Cross Square – an exemplar in creating a high quality gateway to a city



Should Queen Street Bridge be retained (Option 1) or removed (Option 2)? (see Questions 1 & 2 in Questionnaire)

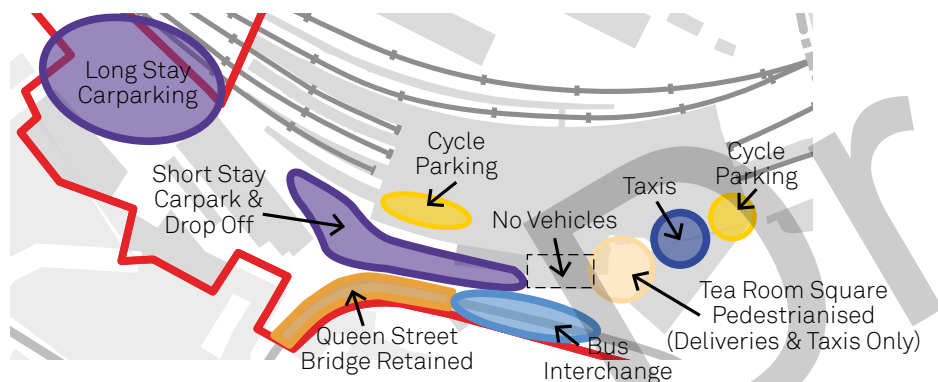
**Possible Changes to the front (East side) of the Station**

The front of York Railway Station currently functions inefficiently, with conflicts between pedestrians, taxis, buses and private vehicles and long delays as a result. The impacts of HS2 and general rail growth will only serve to exacerbate these issues. The objectives of the options presented here are to resolve conflict between users, improve efficiency, and create a gateway to the City which residents can be proud of. These changes will be delivered over a number of

years, and funding is not currently formally confirmed to deliver all of the works. Consultation on broad principles at this stage will help inform the ongoing work to help deliver these improvements to complement the wider York Central project.

**Option 1 - Retain Queen Street Bridge**

Retain Queen Street Bridge; relocate station taxis; relocate short stay car parking and drop off facilities; pedestrianise the portico; no change to bus interchange.



**Advantages**

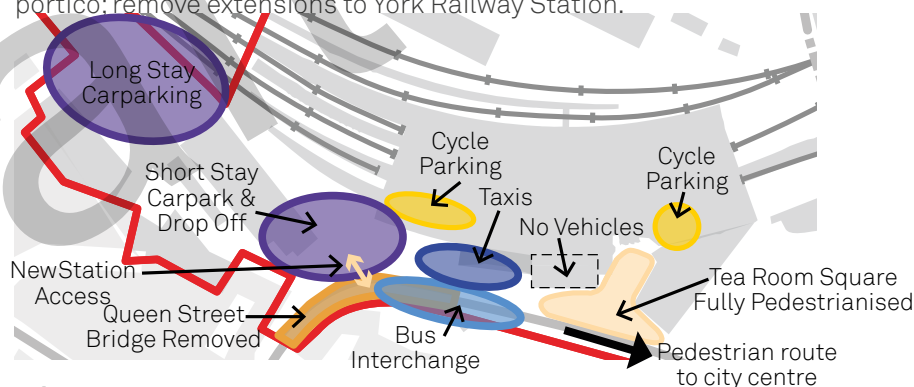
- Avoids the disruption created by removing the Queen Street bridge.
- Reduces the impact of layout changes on buildings in the area.

**Disadvantages**

- Does not resolve the conflicts at the station – does not create a welcoming gateway.
- Conflict between taxis and pedestrian movements remain in Tea Room Square.
- Access to and capacity of short stay/ drop off area very constrained.
- No additional bus interchange capacity.

**Option 2 – Remove Queen Street Bridge**

Remove Queen Street Bridge and replace road at ground level; provide new access junction into station; remove or adapt buildings in area; re-organise buses, taxis, drop-off and long-stay parking; pedestrianise the portico; remove extensions to York Railway Station.



**Advantages**

- Facilitates a major new public square at the front of the station. Creates a high quality gateway to York.
- Separates vehicle movements and reduces conflicts. Creates a more legible space for pedestrians.
- Creates space within existing long stay carpark area to allow stacking of taxis and lay-over and turning of buses.
- Facilitates re-development of the car park for new commercial uses.
- Facilitates expansion of the station into the portico.

**Disadvantages**

- Short term disruption created when removing the Queen Street bridge.
- Potential removal or adaptation of the Railway Institute buildings and removal of extensions to York Railway Station.

# The National Railway Museum

## National Railway Museum

The National Railway Museum (NRM) is York's most visited attraction and holds the world's most important collection of historic railway material. The opportunity presented by the development at York Central will allow it to radically improve its existing facilities to become the world's leading showcase for the impact of railways.

**The NRM sits at the heart of the York Central development. It will give the new development a unique identity and with 750,000 visitors a year already, the NRM will be a hub of activity. A major new public square and events space could be created in front of the Museum to maximise this.**

## Museum Expansion

The NRM has plans to grow the museum with new attractions for York residents and visitors alike. It aims to increase visitor numbers to over 1 million people per year and encourage more overnight stays. This will help strengthen the visitor economy in York.

To help deliver this plan and with the highway network reorganised as part of the wider York Central development (see following section), the section of Leeman Road by the NRM could be re-routed. This would allow the two halves of the NRM to be joined, the Museum expanded and the environment around the museum improved with a new public square and surrounding development.

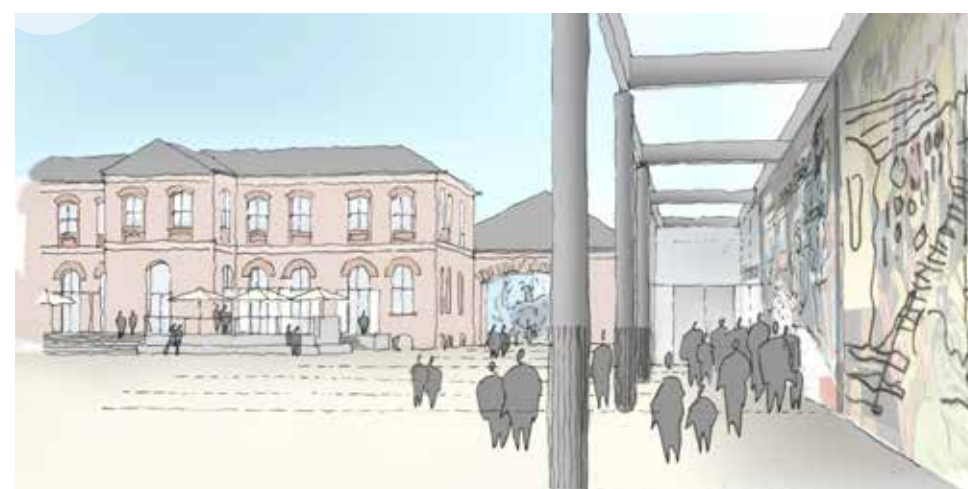
## NRM Rail Link

Currently the NRM has two rail accesses, one into Great Hall from the north and the second into Station Hall from the west.

As part of the York Central redevelopment, it is proposed that the existing rail link from the west will be removed and a new line provided from the Freight Avoiding Lines into Station Hall. This proposal will maintain the rail link to the NRM South Yard as a private siding. It would include a new private level crossing for the NRM over internal highways. This crossing would only be used on an infrequent basis to allow occasional train movements to/from the Museum.

Would you support the re-routing of Leeman Road to allow the expansion of the NRM and strengthen York's visitor economy?  
(see Question 15 in Questionnaire)

Should we create a new public square and events space in front of the NRM?  
(see Question 14 in Questionnaire)



NRM - Vision for Enhanced Museum and New Gallery

# Access & Movement

## Context

### Improved access will be required to properly connect York Central to the city centre and neighbouring communities.

Currently the only vehicular access into the site is provided via Leeman Road from the Salisbury Terrace community to the north and from the city centre to the east. This access is restricted due to low headroom under bridges and limited capacity on the surrounding highway network.

A number of additional pedestrian routes are also available into the site via the railway station, through the Marble Arch tunnel and across the existing footbridge from Wilton Rise.

### New Access Bridges

In the past, a number of different bridge options into the development have been considered to improve access to York Central. The alternative options have been tested in terms of engineering feasibility, amenity and air quality impacts, deliverability, cost and network performance.

The conclusion drawn from these studies is that a successful scheme will rely upon one new road bridge into the site from Holgate Road (see plan). Over the past two years the council, working with Network Rail, has secured the land to deliver this new bridge and link road.

In addition, there is potential for a new footbridge and cycle bridge over the East Coast Main Line to the north of the site. Combined with the new road bridge,

this would create a new north-south route across the site, linking neighbouring communities with the riverside.

### Encouraging Sustainable Travel

With its location close to the city centre and neighbouring communities, there is a great opportunity to encourage people living and working at York Central to travel by more sustainable modes. Walking, cycling and the use of buses and taxis should all be promoted by the new development.

Provision will need to be made for cars in order to meet minimum requirements, however by minimising on-site car parking, exploiting excellent rail links and by promoting use of Park & Ride services, many site users will be encouraged to reduce their reliance on the car.

### Pedestrians & Cyclists

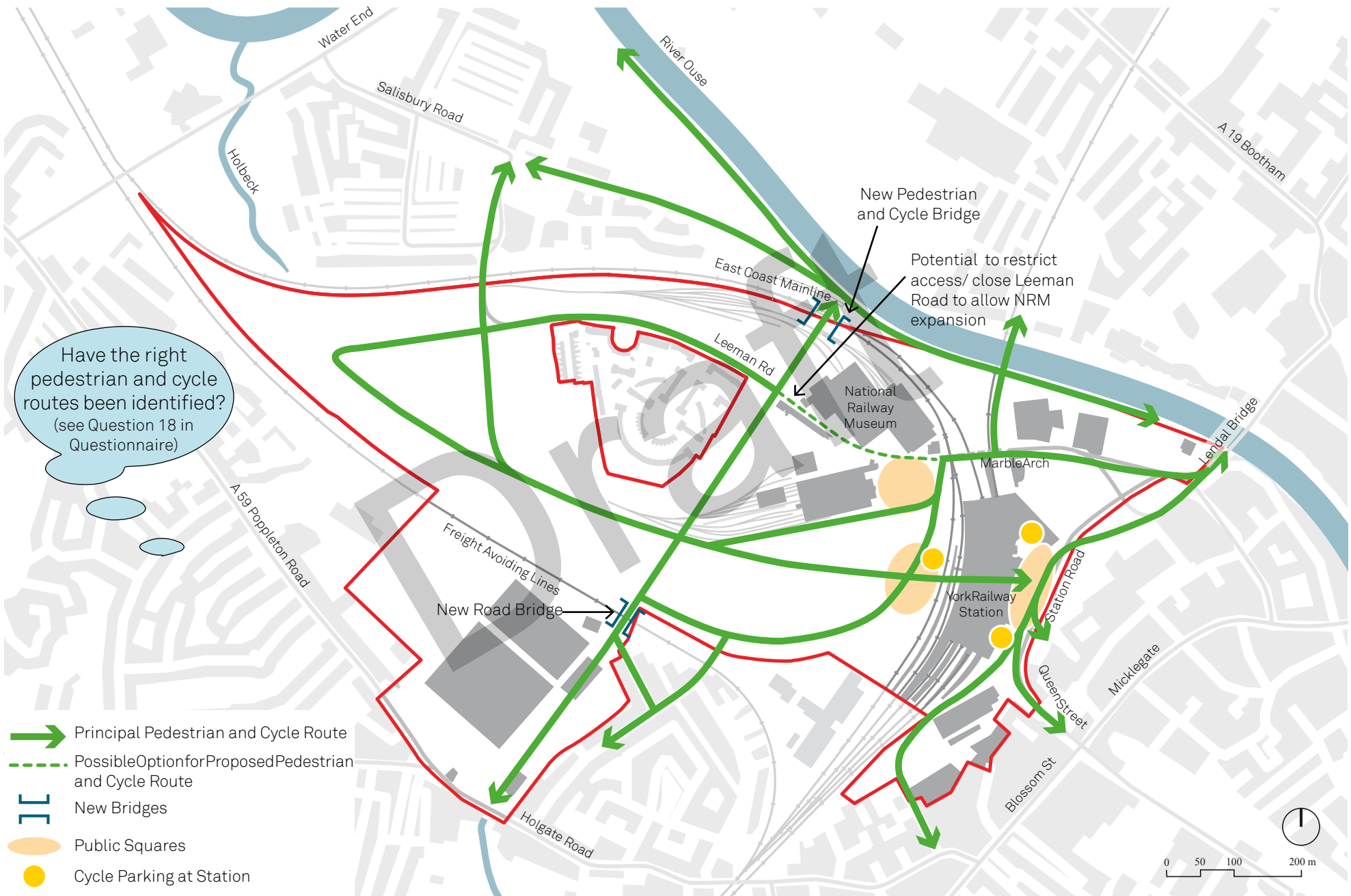
Within the site, a network of new pedestrian and cycle routes should be provided and designed to provide the shortest and most convenient connections across the site. The figure opposite identifies some of the principal pedestrian and cycle movement routes through the York Central site. Proposals will include the improvement and strengthening of the existing pedestrian link through York Railway Station.

Where possible, these routes should be located within public realm and landscape areas to create an attractive alternative to sharing with traffic. Where routes are proposed along road corridors, footways and cycleways should be physically segregated wherever feasible and appropriate. Secure, high






quality cycle parking should be provided throughout the development with increased provision made at the railway station.

The eastern part of Leeman Road will remain an important pedestrian and cycle link from the development to the city centre. Here, improvements should be made to the vehicular underpass and the Marble Arch pedestrian tunnel to make these routes more attractive for users. This can be achieved through lighting, internal decoration and acoustic treatment of the space. Measures to reduce traffic flows and make the route safer and more attractive for pedestrians and cyclists such as the provision of bus gates will also be considered.

Do you support the proposed approach to sustainable travel?  
(see Question 17 in Questionnaire)



Have the right pedestrian and cycle routes been identified?  
(see Question 18 in Questionnaire)

-  Principal Pedestrian and Cycle Route
-  Possible Option for Proposed Pedestrian and Cycle Route
-  New Bridges
-  Public Squares
-  Cycle Parking at Station

Proposed Pedestrian & Cycling Routes

# Access & Movement Continued

## New Highways

From the new road bridge over the Freight Avoiding Lines, a new highway will be provided to link to the station and provide direct access to the central commercial areas. A second highway will be constructed to link with Leeman Road to the west and provide access to the more residential areas of the development.

This new highway infrastructure offers significant journey time savings for buses and taxis travelling from the west of the city towards the railway station. With this new arrangement, buses and taxis would use the new bridge link and can avoid the current congested route via Holgate Road and Blossom Street.






However, to avoid excessive traffic using the routes past the new station western entrance and the new Museum Square, bus gates could be used during the daytime at the Leeman Road underpass. This approach could help to make the York Central development a more pedestrian, cycle and public transport orientated place.

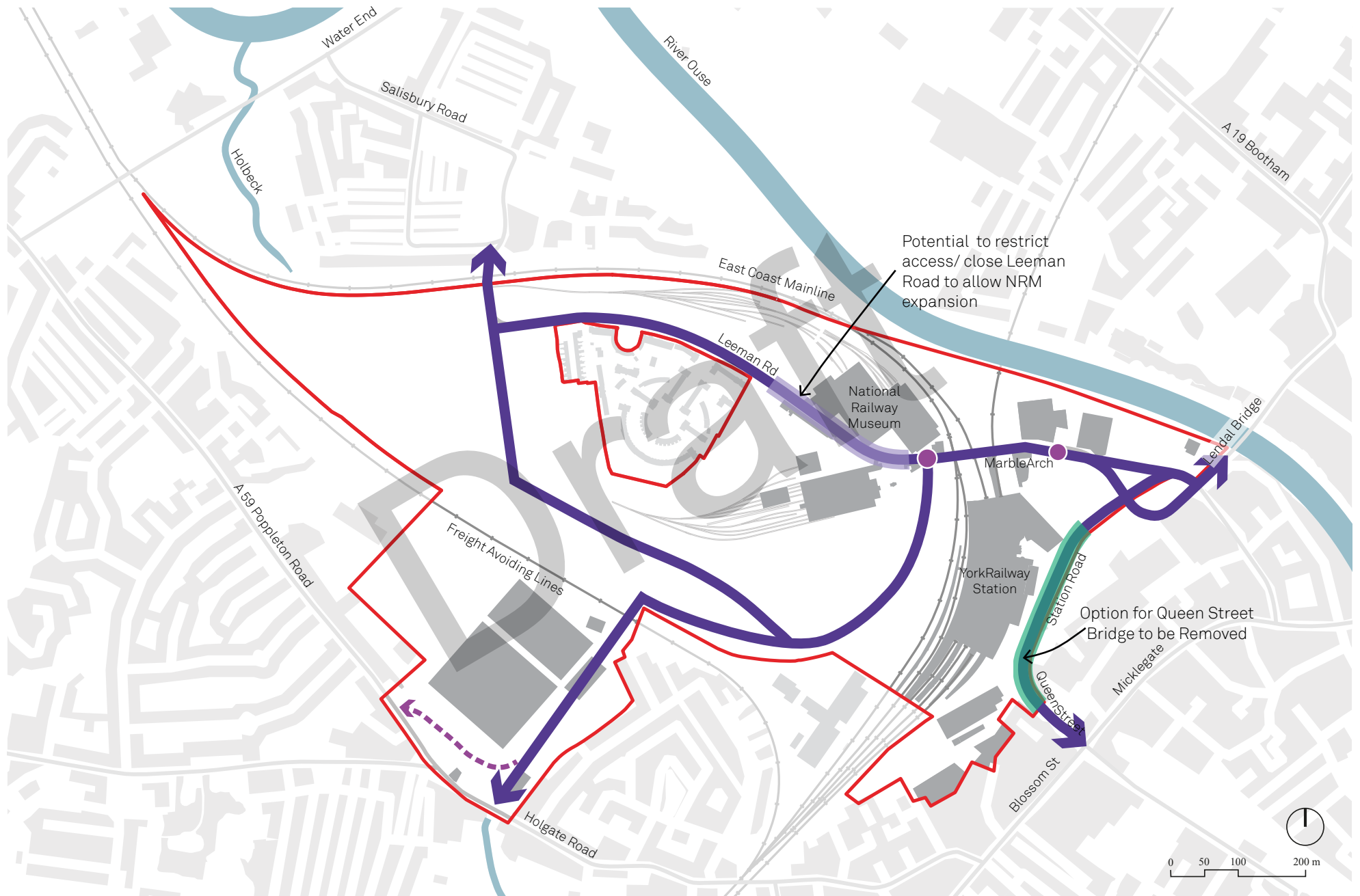
Initial traffic modelling has been undertaken to assess the local and wider impacts of the highway proposals. The modelling work has confirmed the feasibility of these proposals.

## Leeman Road

With the new highway infrastructure in place, there would be an option to restrict use of the western part of Leeman Road to providing access to existing properties and the NRM only. The section of Leeman Road passing through the NRM could be closed to allow expansion of the NRM and through traffic could be re-directed to alternative routes.



-  New Highway Infrastructure
-  Potential Bus Lane
-  Potential Bus Gate
-  Reorganised Highway Infrastructure
-  Potential Section of Restricted Access



Proposed Highway Layout

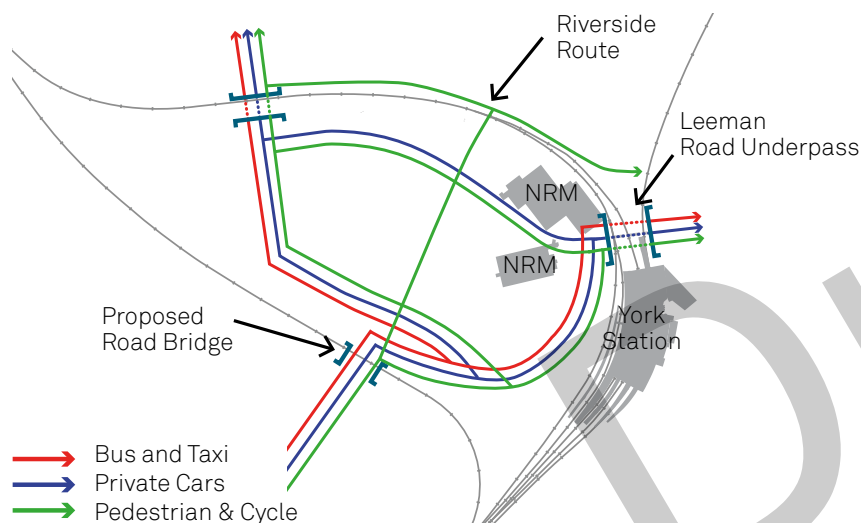
# Access & Movement Continued

## Highway Options

The following options identify how the proposed highway infrastructure might be managed on either side of the station. Each of these options has different advantages as set out below:

### Option 1

Leeman Road open for all traffic; No bus gate



#### Advantages

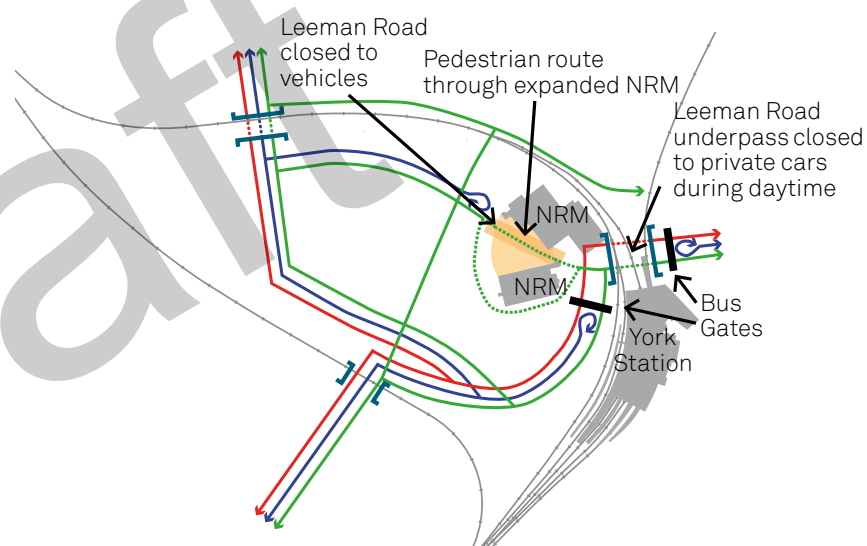
- Existing vehicle movements along Leeman Road are maintained.

#### Disadvantages

- Creates a short cut through the York Central site from Holgate Road which will generate through traffic, encouraging more traffic into the city centre and causing increased congestion.
- York Central becomes a “through-route”. The place becomes less pedestrian friendly.
- Increased traffic noise impacts on the residential community.
- Prevents delivery of NRM expansion

### Option 2

Bus gate in place on Leeman Road Underpass; Leeman Road through the NRM site open for pedestrians only.



#### Advantages

- Minimises vehicle movements through York Central, helping to create a pedestrian friendly place.
- Journey time savings for buses and taxis are maximised.
- Allows the National Railway Museum to expand.
- Pedestrian connectivity through expanded NRM would be maintained throughout as much of the day as is feasible, maintaining accessibility and creating a dynamic relationship between museum and local community.

#### Disadvantages

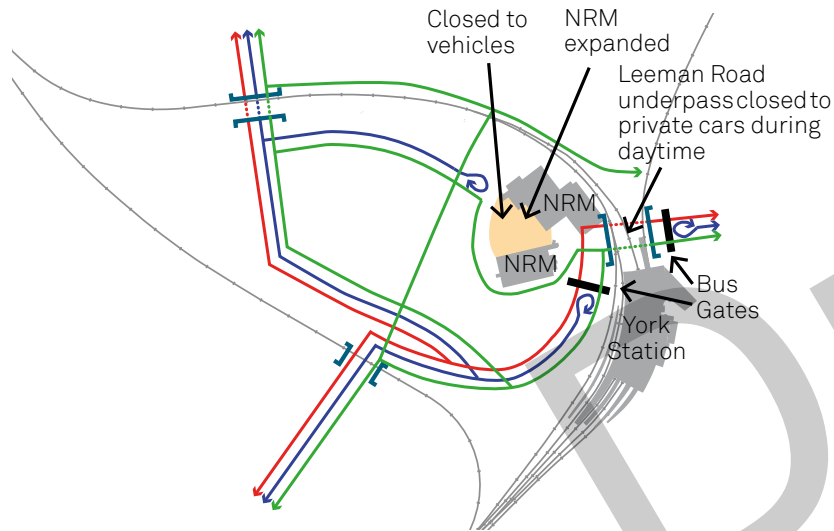
- Existing traffic on Leeman Road is displaced to other routes.
- Cycle connectivity through the site would be slightly reduced by a longer route that avoids expanded NRM buildings.



Which option would you choose?  
(see Question 20 in Questionnaire)

**Option 3**

Bus gate in place on Leeman Road Underpass; Leeman Road through the NRM site fully closed.



**Advantages**

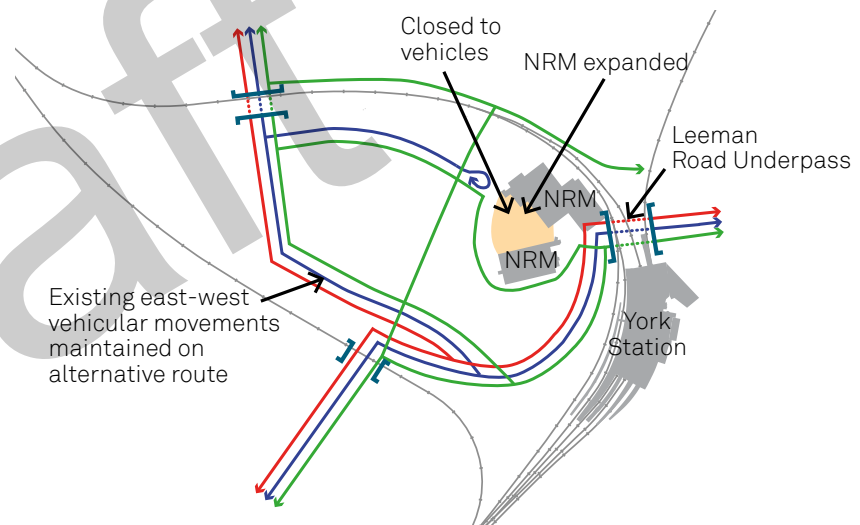
- Minimises vehicle movements through York Central, helping to create a pedestrian friendly place.
- Journey time savings for buses and taxis are maximised.
- Allows the National Railway Museum to expand.

**Disadvantages**

- Existing traffic on Leeman Road is displaced to other routes.
- Reduced cycle and pedestrian permeability (although alternative routes exist).

**Option 4**

Leeman Road diverted around NRM, NRM expanded, diverted Leeman Road and Underpass remains open for all traffic (no bus gates).



**Advantages**

- Existing vehicular movements along Leeman Road are accommodated on alternative route through development site.
- Allows the NRM to expand.

**Disadvantages**

- Creates a shortcut through York Central to the city centre, resulting in more through traffic and increased congestion.
- York Central becomes less appealing to residents, cyclists and pedestrians due to increased traffic.
- Increased traffic noise impacts on residential community.
- Negative impact on public space created to the rear of railway station.





Indicative View towards Museum Square

# Development Parameters

The character and quality of development at York Central will be influenced by the type and mix of land uses, the density of development and the height of buildings. The Planning Framework will need to establish these development parameters.

## Land Uses

York Central is an excellent opportunity to create a diverse urban quarter. Excellent connectivity and the availability of a highly skilled workforce will support a new business district. The proximity of the city centre and green spaces will encourage leisure, cultural and residential activities. The following uses are currently considered suitable for York Central:

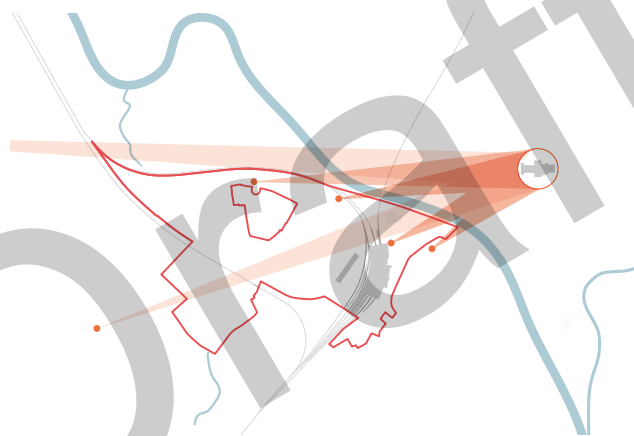
- Offices;
- Hotels;
- Residential (including houses and apartments);
- Cultural and educational uses;
- Ancillary restaurants, bars, cafes, convenience retail and leisure uses;
- Ancillary car parking;
- Rail uses (including those associated with the National Railway Museum).

Residential development is likely to be located towards the west of the site closer to existing communities. Nearer the station, commercial uses are likely to dominate due to the excellent connectivity offered by close proximity to the railway station and the city centre.

The exact scale and uses proposed for a specific development plot will be defined at a later date in response to market demands at that time.

## Building Heights

New buildings must not intrude upon defined Key View corridors across the site towards York Minster. Also, buildings must not impact on the backdrop of the Minster when viewed from elsewhere in the city. These view corridors are established in the emerging Local Plan.



Key Views

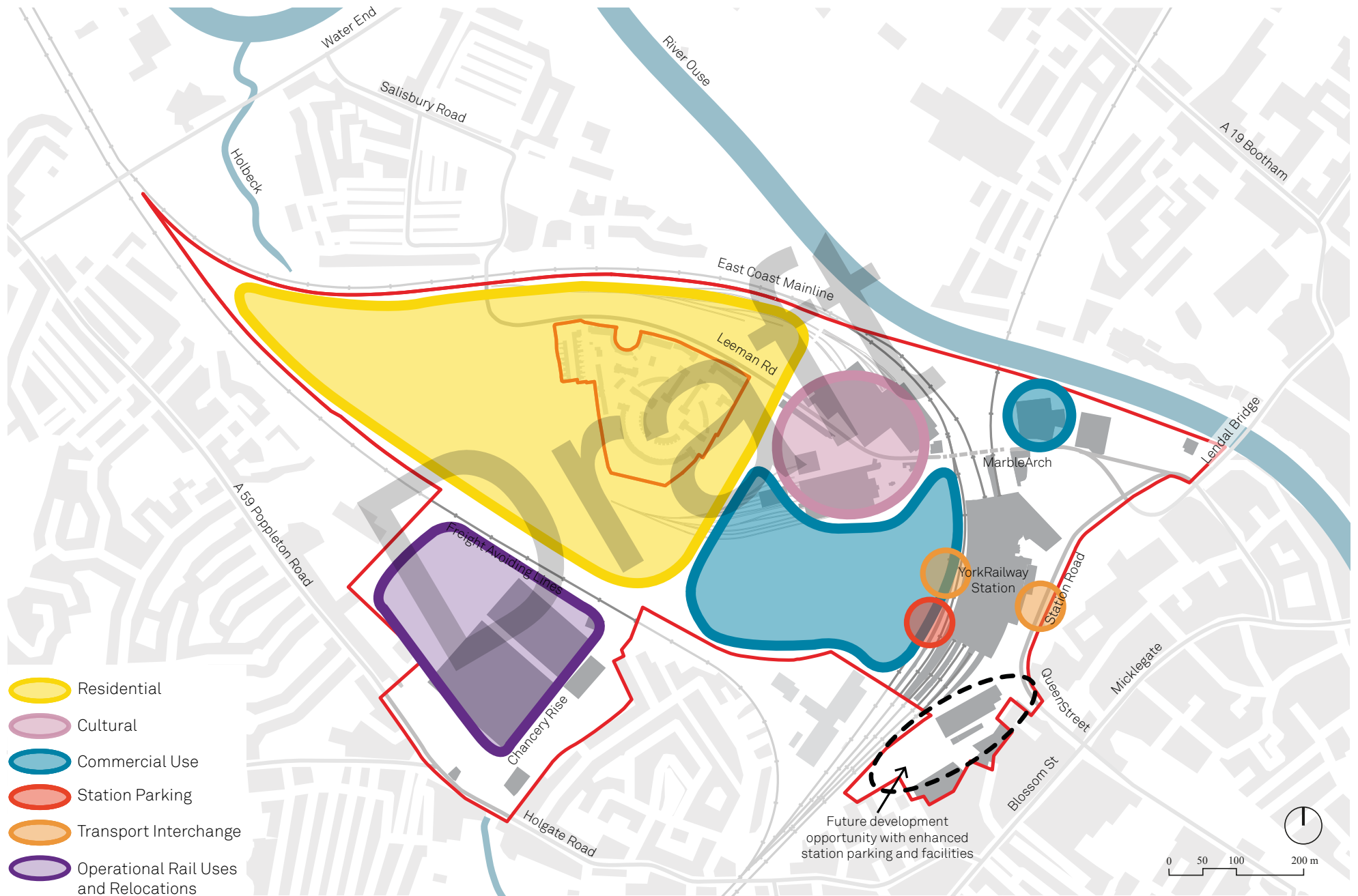
The following guidance on maximum building heights is suggested for York Central:

- Houses – 2 to 4 storeys.
- Apartments – generally up to 6 storeys with occasional blocks up to 8 storeys.
- Offices – up to 10 storeys.

In exceptional circumstances, taller buildings may be proposed, however these would only be permitted where they identify a landmark (for example, the end of an axis). Such taller buildings would need to be of exceptional architectural merit and built of good quality, durable materials.

Is this approach to maximum building heights acceptable?  
(see Question 25 in Questionnaire)

Do you agree that these uses are appropriate?  
(see Questions 22-24 in Questionnaire)



Indicative Zoning of Uses

## Development Parameters Continued

The ability of the local highway network to accommodate the vehicle trips generated by the new development will be a key factor in determining the total quantum of floor space that can be delivered at York Central.

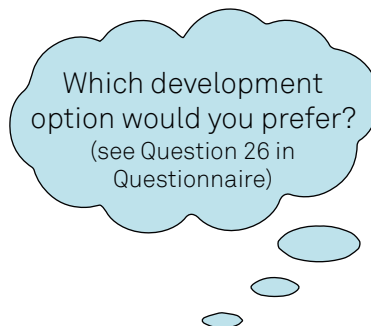
Initial transport studies have indicated that the following range of development options may be acceptable at York Central (by way of comparison, York City Centre currently provides around 135,000 m<sup>2</sup> of office floorspace).

- 1 120,000 m<sup>2</sup> commercial development (approx. 7,700 jobs)  
+  
1,000 homes (typical density approx. 85-100 dwellings/ha)
- 2 100,000 m<sup>2</sup> commercial development (approx. 6,400 jobs)  
+  
1,500 homes (typical density approx. 95-125 dwellings/ha)
- 3 80,000 m<sup>2</sup> commercial development (approx. 5,100 jobs)  
+  
2,000 homes (typical density approx. 115-195 dwellings/ha)
- 4 60,000 m<sup>2</sup> commercial development (approx. 3,800 jobs)  
+  
2,500 homes (typical density approx. 135-205 dwellings/ha)

More commercial development will allow York to attract more skilled jobs in high value sectors. This will support higher economic growth in York and the wider City Region and strengthen York's position in the Northern Powerhouse. It will also allow York to better compete against other cities and attract large organisations looking to relocate. However, building less commercial accommodation will constrain this opportunity.

Providing higher numbers of homes at York Central will relieve pressure to expand at the city's boundaries, this will require a higher density of housing with a greater proportion of apartments in the overall housing mix. Design of the accommodation will therefore be important in creating a high quality environment for contemporary urban living, meeting the aspirations of young professionals, older people and families. The planning framework will not be prescriptive in this matter, rather expressing guidelines informed by consultation feedback, and allowing subsequent planning applications to respond to the market and viability in terms of parameters around density and location.

Given the scale of the site, housing density will vary across the York Central development and some areas will have higher density housing. It is also important to note that the development will be likely to span several economic cycles, meaning that not all of the housing identified will be delivered within the period of the forthcoming Local Plan.



Housing Densities



Cambridge - Density 85-100 dwellings/ha



London - Density 95-125 dwellings/ha



Dublin - Density 115-195 dwellings/ha



London - Density 135-205 dwellings/ha

# Phasing & Temporary Uses

York Central is a large development which will be built out in a series of phases over many years.

However, to be successful, York Central needs to be alive and active from the very start. Temporary uses and events should be encouraged to use vacant areas of the site to attract people to York Central and they will help to create vibrancy and excitement. There may also be scope for some of these uses to be incorporated within the final development proposals.

Temporary activities which could occur on the York Central site might include:

- Events associated with the National Railway Museum
- Big Wheel
- Winter Markets
- Fairs
- Theatre Performances
- Concerts
- Music festivals
- Sports and exercise facilities
- Sports events
- Art installations
- Community gardens
- Pop up street food
- Temporary bars and restaurants
- Rail related activities

Are there any other temporary uses which could be enabled on the site?  
(see Questions 28-30 in Questionnaire)





Draft



Temporary Ice Skate Rink





Indicative View from Railway Park towards York Station

# How to Give us Your Feedback

City of York Council is keen for residents, businesses, interest groups and other stakeholders to express their views and ideas to help guide future development for the York Central site.

The feedback obtained will inform the next stage, which is the creation of York Central Planning Framework.

We welcome your responses during a four-week consultation which starts on 18 January 2016 and finishes on 15 February 2016.

Please return responses by 15 February 2016 via:



The online questionnaire at [www.york.gov.uk/yorkcentral](http://www.york.gov.uk/yorkcentral)

Printed copies of the consultation questionnaire are also available at West Offices and all York Libraries.



[yorkcentral@york.gov.uk](mailto:yorkcentral@york.gov.uk)



York Central, City of York Council, York, YO1 7ZZ



01904 551550

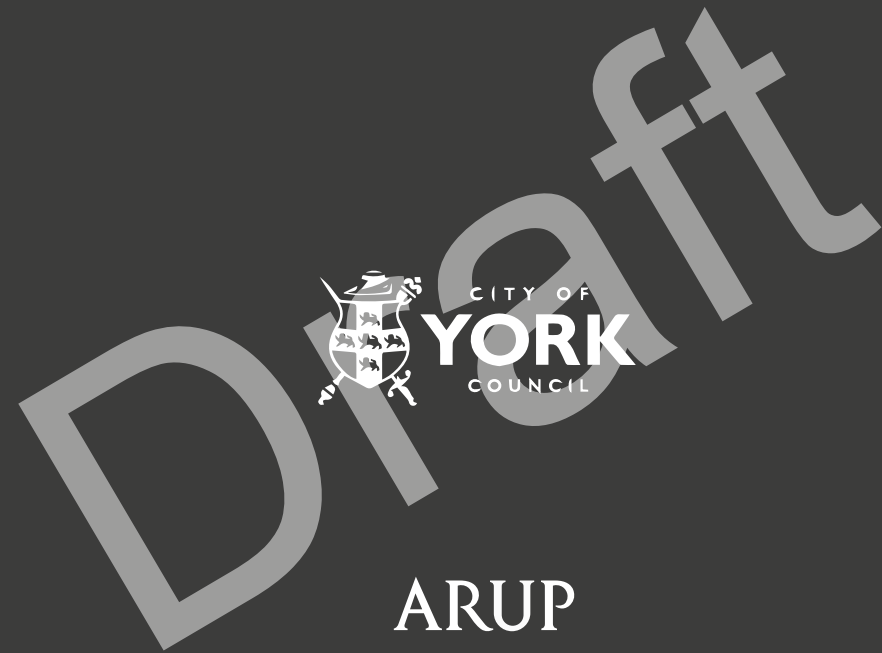
**This information can be provided in your own language.**

**我們也用您們的語言提供這個信息 (Cantonese)**

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

Bu bilgiyi kendi dilinizde almanız mümkündür. (Turkish)

** 01904 551550**



## Annex 4

## York Central Draft Consultation Plan

Consultation activity	2016
'Your City' with article on York Central delivered city wide.	Saturday 9 January (1 week)
Ward newsletter for Holgate & Micklegate with article on York Central delivered	Saturday 9 January (1 week)
Consultation documents available at libraries, West Offices and Hazel Court	Monday 18 January
Invitation out to Key Stakeholder event	Monday 11 January
Mail out to specific and general consultees <i>(Individual meetings to be arranged with key stakeholders as required)</i>	Friday 15 January
Briefing note out to Equalities Advisory Group	Friday 15 January
Press release/images (with embargo for 18 January)	Friday 15 January
<b>CONSULTATION LAUNCH</b> Exhibition at West Offices/web site live	Monday 18 January
Staffed exhibition at West Offices	Thursday 21 January 10.00am-4.00pm
Stakeholder event at West Offices (groups, organisations, key stakeholders, businesses)	Wednesday 27 January George Hudson Room, West Offices 4.00-6.00pm
Exhibition at National Railway Museum <i>(To coincide with Residents First Festival)</i>	Saturday 30 January 10.00am -4.00pm
Combined Holgate and Micklegate Ward Committee	Monday 1 February St Paul's Church, Holgate Road 6.00-8.00pm
Presentation to Conservation Area Appraisal Panel (CAAP)	Tuesday 2 February Giles Room, West Offices 2.00pm
Exhibition at York Railway Station	Wednesday 3 February 4.00-7.00pm
Distribute Consultation handouts to Ward Committees during the consultation period	18 <sup>th</sup> January - 15 <sup>th</sup> February
<b>CONSULTATION END</b>	Monday 15 February

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## Annex 5: Emerging Draft Local Plan policy and concept plan

### Policy X: York Central

York Central is allocated as an Area of Opportunity. This Area of Opportunity will enable the creation of a new piece of the city; with exemplar mixed development including a world class urban quarter forming part of the City Centre. This will include; a new high quality central business district, expanded and new cultural and visitor facilities and a new high quality and vibrant residential community.

The following mix of uses will be permitted within the York Central Area of Opportunity Allocation. Proposals for main town centre uses will be subject to an impact and sequential assessment:

- Offices (B1a);
- Residential;
- Culture, leisure, tourism and niche/ancillary retail facilities;
- Open space, high quality public realm and supporting social infrastructure;
- Rail uses associated with operational rationalisation and functionality and providing for HS2, Harrogate Line chord and NRM facility; and
- Car parking associated with the above uses.

Land within York Central, as identified on the Proposals Map, will be allocated for development for the above uses, and is anticipated to deliver within the plan period, around 1,233 dwellings and 86,000 sq m of (B1a) Office led commercial development.

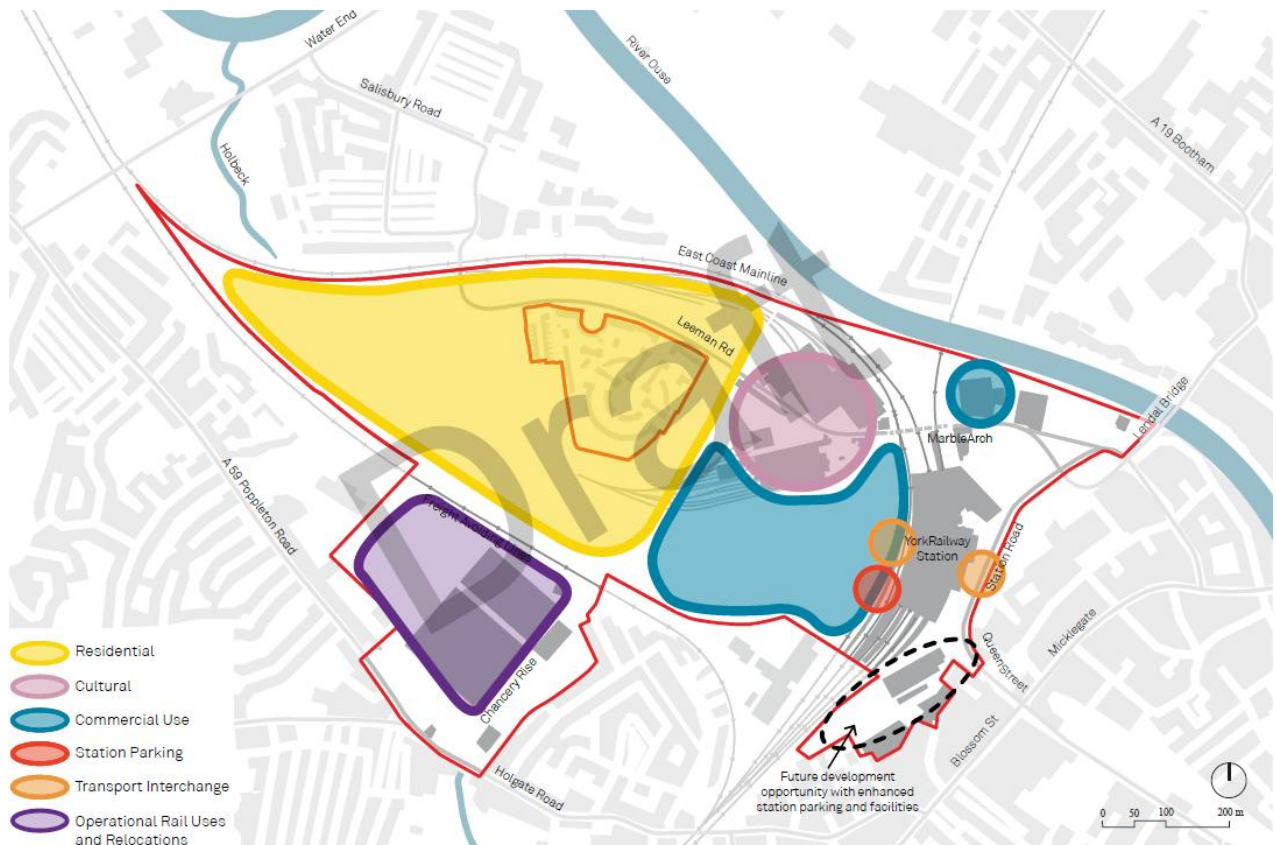
Development within the York Central site will be permitted in accordance with the principles set out below.

The principles of development at York Central are to:

- i. Create a high quality mixed-use urban quarter for York including a range of commercial, residential and leisure uses;
- ii. Provide a new central business district with critical mass of high quality new offices;
- iii. Enhance the quality of the cultural area around the National Railway Museum (including expansion of the museum) within high quality public realm and improving connectivity of the area to the rest of the city;
- iv. create a distinctive new place of outstanding quality and design which complements and enhances the existing historic urban fabric of the city, safeguards those elements which contribute to the distinctive historic

- character of the city, and assimilates into its setting and surrounding communities;
- v. maximise the benefits of sustainable economic growth;
  - vi. Create a sustainable new community with a range of housing types and tenures;
  - vii. ensure provision of social infrastructure which meets the needs of the new community including sports, leisure, health, education and community facilities and open space;
  - viii. Maximise integration, connection and accessibility in and out of the site, including inter-modal connectivity improvements at York Railway Station
  - ix. Ensure as many trips as possible are taken by sustainable travel modes and to promote and facilitate modal shift from the car;
  - x. Minimise the environmental impact of vehicular trips;
  - xi. deliver development within a green infrastructure framework which maximises linkages with the wider green infrastructure network and integrates with wider public realm in the city; and
  - xii. Ensure sustainability principles are embedded at all stages of the development.
  - xiii Provide high speed fibre broadband across the whole site

## York Central Emerging Draft Concept Plan



## Annex 6 – York Central Report

City Of York Council

*Draft Committee Minutes*


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Meeting	Local Plan Working Group
Date	30 November 2015
Present	Councillors Ayre (Chair), Steward (Vice-Chair), S Barnes (Substitute), Craghill (Substitute), Levene, Lisle, Mercer, Orrell, Rawlings, Reid, Shepherd, Warters and Williams
Apologies	Councillors N Barnes and D'Agorne

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**11. Declarations of Interest**

At this point in the meeting, Members were asked to declare any personal, prejudicial or pecuniary interests they may have in the business on the agenda. None were declared.

**12. Minutes**

Resolved: That the minutes of the last meeting held on 19<sup>th</sup> October 2015 be approved and signed by the Chair as a correct record.

**13. Public Participation**

It was reported that there had been no registrations to speak under the Council's Public Participation Scheme.

**14. York Central Local Plan Policy Approach**

Members considered a report which informed them of work to date on the development of a York Central local plan policy. The report also updated Members on the work to date on this strategic development site and future milestones for delivery. The Local Plan Working Group was being asked to comment ahead of a separate report to Executive on the same subject.

Officers presented the report and advised that progress had been made over the last 6-12 months to facilitate development at the site. The report set out the starting point and members were informed that it was the intention to initiate consultations in the new year.

Members made the following comments:

- York will only achieve high value jobs if the site provides Grade A office and commercial space, and it would be unwise to reduce the impact of Enterprise Zone funding by displacing commercial uses in favour of residential development.
- The residential development scenario figures provided at paragraph 24 of the report were queried by Members. Officers were asked to consider offering a further option of 2000 residential units and 100,000 sq m of commercial space. Officers confirmed that work was ongoing on these figures and further work would be carried out following consultations.
- The York Central residential quanta in previous iterations of planning documents including Local Plan, Core Strategy and Planning Brief were discussed. It was clarified that concerns raised by the Inspector at the exploratory meeting for the Core Strategy in respect of York Central were related to viability and deliverability of the identified strategic brownfield sites (York Central and British Sugar) rather than concerns specifically over quanta and density.
- A number of Members felt that family homes should be provided at the site, but some Members queried whether other styles of family housing could also be considered such as 3 or 4 bedroom flats.
- Some Members felt that it was not possible to have high numbers of both housing and business use without increasing density to an unacceptable level which would negatively impact upon traffic flow and open spaces.
- It was reported that the Holgate Ward Councillors would support a mixture of housing styles and not just flats.
- A Member pointed out that there was little mention in the report of sustainability issues and stressed the importance of the site being low carbon and environmentally sustainable.
- A Member queried the figure given at paragraph 45 of the report which suggested that 10-30% of the site would be given over to other ancillary uses. It was confirmed that

this allowance was made for ancillary uses, such as leisure, to enliven ground floors and create a vibrant mixed use environment, and that the figure was a suggested range, in advance of more detailed work.

- A Member queried how other significant sites such as the British Sugar site may impact on what can be achieved at York Central. Officers confirmed that York Central will not be influenced by other sites.
- A Member requested that consideration of the York Central site should be made alongside the wider Local Plan portfolio of sites. It was confirmed that further detail of Local Plan sites in the round would be brought to Members in due course.

Resolved: That Local Plan Working Group Members considered the report and provided the comments detailed above for consideration by the Executive.

Reason: To provide Executive with advice and comment as they shape the York Central site and inform the Local Plan.

Cllr N Ayre, Chair

[The meeting started at 5.30 pm and finished at 6.15 pm].

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## Community Impact Assessment: Summary

### 1. Name of service, policy, function or criteria being assessed:

Consultation document: 'York Central – Seeking your views to guide development'

### 2. What are the main objectives or aims of the service/policy/function/criteria?

The proposed public consultation for York Central (Jan-Feb 2016) would invite local communities to guide this complex project at a formative stage. A second more detailed consultation on the resulting 'York Central Planning Framework' Supplementary Planning Document would follow in summer 2016.

The draft consultation document explains emerging development principles, vision and objectives, together with a review of site history, context and constraints. It presents options around heritage, landscape, public realm, access & movement, Rail Station and National Railway Museum, land use, density and temporary uses and invites opinion upon the key issues.

The consultation will include a briefing note to the Equalities Advisory Group as the consultation dates fall between the groups meetings.

### 3. Name and Job Title of person completing assessment:

Katherine Atkinson, Regeneration Officer

Sue Houghton, Reinventorize York Programme Manager

### 4. Have any impacts been Identified?

Yes

### Community of Identity affected:

Age  
Disability

### Summary of impact:

- Neighbouring residents could experience negative impacts from the development proposals relating to access and movement as outlined below.
- The resulting Planning Framework could have a positive impact upon housing delivery, access for all and connectivity.

### 5. Date CIA completed:

13/11/2015

**6. Signed off by:**

Tracey Carter

**7. I am satisfied that this service/policy/function has been successfully impact assessed.**

**Name:** Tracey Carter**Position:** Assistant Director of Finance, Property and Procurement**Date:****8. Decision-making body:**

Local Plan Working Group

Executive

**Date:**

30/11/15

17/12/15

**Decision Details:**

Send the completed signed off document to [ciasubmission@york.gov.uk](mailto:ciasubmission@york.gov.uk) It will be published on the intranet, as well as on the council website.

Actions arising from the Assessments will be logged on Verto and progress updates will be required



## Community Impact Assessment (CIA)

**Community Impact Assessment Title:** 'York Central – Seeking your views to guide development' (Nov 2015)

What evidence is available to suggest that the proposed service, policy, function or criteria could have a negative (N), positive (P) or no (None) effect on quality of life outcomes? (Refer to guidance for further details)

Can negative impacts be justified? **For example: improving community cohesion; complying with other legislation or enforcement duties; taking positive action to address imbalances or under-representation; needing to target a particular community or group e.g. older people.** NB. Lack of financial resources alone is NOT justification!

Positive and negative impacts have been identified regarding the following communities for four of the eight York Central objectives. Positive and negative impacts for the YC objectives not included in this CIA (*Heritage as an asset, Green infrastructure, Catalyst for economic development, National Railway Museum as epicentre*) will be assessed as the project progresses.

### Community of Identity: Age

### Community of Identity: Disability

Evidence	Quality of Life Indicators	Customer Impact (N/P/None)	Staff Impact (N/P/None)
Page 11 Objectives - <b>A vibrant new community</b>	Access to services and employment	Positive	None

Details of Impact	<i>Can negative impacts be justified?</i>	Reason/Action	Lead Officer	Completion Date
<p><b><i>“Deliver a diverse range of new buildings and public spaces which support a vibrant mix of employment, residential, social, leisure and amenity uses.”</i></b></p> <p>The objective would have a positive impact. Future development projects would comply with local and national planning policy, and would meet high design standards such as Lifetime Homes Standard, Building for Life Recommendations and Secured by Design.</p>	N/A	N/A	N/A	N/A
Evidence		Quality of Life Indicators	Customer Impact (N/P/None)	Staff Impact (N/P/None)
Page 12 Objectives - <b>Movement &amp; access</b>		Access to services and employment	Positive & Negative	None
Details of Impact	<i>Can negative impacts be justified?</i>	Reason/Action	Lead Officer	Completion Date
<p><b><i>“Provide a highly accessible and permeable development which encourages walking, cycling and use of public transport.”</i></b></p>	This is an options document	Residents around Chancery Rise, Leeman Road, Bishopfields and Salisbury Road could experience negative impacts from	N/A	N/A

<p>This objective would have a positive impact on open access for all creating links within the new and existing community. Surfaces, public open spaces and movement in the city centre will be improved, and a new urban quarter created.</p> <p>Current access and movement constraints must be overcome in order for development to proceed, and significant infrastructure interventions are required. Extensive transport assessment, air quality modelling, engineering feasibility and financial viability work has been undertaken to date. A proposed single site access point is identified from the A59 at Chancery Rise.</p> <p>There is a potential to downgrade or close Leeman Road to allow the National Railway Museum to expand, prevent rat-running through the development and surrounding communities, and to promote sustainable transport choices. The road provides an important link for residents of the</p>	<p>therefore this will be assessed at the next stage.</p>	<p>the development proposals, whilst the overall impact for the local and wider resident and business community could be positive in terms of creation of employment, residential, social, leisure and amenity uses.</p> <p>The significance of the impact, both positive and negative, could range from minimal to significant and will be further reviewed at the next stage of the consultation.</p>		
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<p>Bishopfields and Salisbury Road areas, and any changes will require careful consideration. The consultation document proposes potential options including maintaining current levels of accessibility for all modes of traffic, though to full closure of Leeman Road to all modes of transport around the National Railway Museum.</p> <p>The respective advantages and disadvantages of these options are set out in the consultation document (page 23).</p>				
<b>Evidence</b>	<b>Quality of Life Indicators</b>		<b>Customer Impact</b> (N/P/None)	<b>Staff Impact</b> (N/P/None)
Page 12 Objectives - <b>A gateway</b>	Access to services and employment		Positive & Negative	None
<b>Details of Impact</b>	<i>Can negative impacts be justified?</i>	<b>Reason/Action</b>	<b>Lead Officer</b>	<b>Completion Date</b>
<p><b><i>“Improve access to York Railway Station. Create an integrated and welcoming gateway between York Central, the station and the city centre”</i></b></p> <p>One key consultation point is the potential</p>	This is an options document therefore this will be assessed at	Residents and businesses around Queen Street could experience negative impacts from the development proposals, whilst the overall impact for the local and wider community could be positive in terms of an improved interchange between	N/A	N/A

<p>reorganisation of Queen Street to improve the interchange between different transport modes and to create a more welcoming arrival to York. Options include:</p> <ul style="list-style-type: none"> <li>• retaining Queen Street Bridge but relocating the taxis and station drop-off facilities, or</li> <li>• removing Queen Street Bridge and the Railway Institute and extensions to York Railway Station to reorganise the buses, taxis, drop off, parking and pedestrian facilities.</li> </ul> <p>The respective advantages and disadvantages of these options are set out in the consultation document (page 18).</p>	<p>the next stage.</p>	<p>different transport modes and a more welcoming arrival to York for all.</p> <p>The significance of the impact, both positive and negative, could range from minimal to significant and will be further reviewed at the next stage of the consultation.</p>		
<b>Evidence</b>	<b>Quality of Life Indicators</b>		<b>Customer Impact</b> (N/P/None)	<b>Staff Impact</b> (N/P/None)
<p>Page 12 Objectives – <b>Connecting Communities</b></p>	<p>Access to services and employment</p>		<p>Positive</p>	<p>None</p>

Details of Impact	<i>Can negative impacts be justified?</i>	Reason/Action	Lead Officer	Completion Date
<p><b><i>“Permit greater connectivity across the site to link neighbouring residential areas, the city centre and the River Ouse. Connect existing and new communities.”</i></b></p> <p>The objective would have a positive impact on connecting existing and new communities.</p>	N/A	N/A	N/A	N/A

No positive or negative impact has been identified regarding the following communities:

<b>Community of Identity: Carers of Older or Disabled People</b>
<b>Community of Identity: Gender</b>
<b>Community of Identity: Gender Reassignment</b>
<b>Community of Identity: Marriage &amp; Civil Partnership</b>
<b>Community of Identity: Pregnancy / Maternity</b>
<b>Community of Identity: Race</b>
<b>Community of Identity: Religion / Spirituality / Belief</b>



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**Executive**

15 December 2015

Report of the Director of Customer &amp; Business Support Services

Portfolio of the Executive Leader, Finance & Performance and  
Executive Member for Adult Social Care & Health**Council Tax Support – Consultation Decision Report****Summary**

1. A decision was taken at Executive on 29<sup>th</sup> October 2015 to consult with residents on the level of financial assistance provided by the Council in respect of its Council Tax Support (CTS) scheme. The consultation set out options to maintain or increase the financial support provided to CTS customers and asked respondents what level the Council should consider if any, and how this might be funded. This report provides an analysis of the consultation including the cost of the various options, details of additional CTS scheme costs arising from the Government's Emergency Budget (July 2015), Welfare Benefit changes and the level of financial support provided by other unitary authorities.

**Recommendations**

2. Executive are asked to consider the contents of this paper noting that any cost is reflected in a lower Council Tax base number, resulting in a lower level of Council Tax being collected. Any such reduction would be reflected in the budget report to Full Council in February 2016. The options are set out at paragraph 30, the analysis at paragraphs 15 to 17 and customer consultation feedback at paragraphs 5 to 8 and Annex A. The recommendation to Full Council can be made based on consideration of the following alternatives:
  - a) having considered the consultation and costs of maintaining the current scheme including absorbing the additional costs arising

from the Government's Emergency Budget (estimated £30k), maintain the current cap (70%);

- b) increase the CTS cap by 5% to 75% at a cost of approximately £195.1k per annum (pa). The full additional CTS cost 2016/17 being approximately £225.1k when the welfare benefit changes at Paragraph 12 are added, delivering an average annual benefit to CTS customers of £36.50pa.
- c) increase the CTS cap by 10% to 80% at a cost of approximately £377.1k pa. The full additional CTS cost 2016/17 being approximately £407.1k when the welfare benefit changes at Paragraph 12 are added, delivering an average annual benefit to CTS customers of £73.52pa;
- d) increase the CTS cap by 15% to 85% at a cost of approximately £558.5k pa. The full additional CTS cost 2016/17 being approximately £588.5k when the welfare benefit changes at Paragraph 12 are added, delivering an average annual benefit to CTS customers of £108.46pa;
- e) increase the CTS cap by 20% to 90% at a cost of approximately £734.1k pa. The full additional CTS cost 2016/17 being approximately £764.1k when the welfare benefit changes at Paragraph 12 are added delivering an average annual benefit to CTS customers of £142.35pa;
- f) increase the CTS cap by 25% to 95% cap at a cost of approximately £906.4k pa. The full additional CTS cost 2016/17 being approximately £936.4k when the welfare benefit changes at Paragraph 12 are added delivering an average annual benefit to CTS customers of £175.72pa;
- g) increase the CTS cap by 30% to 100% at a cost of approximately £1,076.1k pa. The full additional CTS cost 2016/17 being approximately £1106.1k when the welfare benefit changes at Paragraph 12 are added delivering an average annual benefit to CTS customers of £208.57pa.

**Reason:** To support financial inclusion and protect financially vulnerable customers from planned Welfare Benefit changes.



## Background

3. The Government reduced its support for Council Tax benefit on 1st April 2013. This saw the Council's previously demand-led grant reduced by 10% in 2013/14 and removed as an individual grant from 2014/15. The rules relating to Council schemes are set out in the Local Government Finance Act 2012 and ensure that qualifying pension age residents are fully protected.
4. The Council introduced its CTS scheme on 1<sup>st</sup> April 2013 on the basis that the scheme would be cost neutral in terms of the Council's budget. To do this a cap was introduced on the maximum support that any customer was entitled to. This cap was set at 70% meaning that customers were required to pay a minimum of 30% of their Council Tax bill.
5. At the same time the CTS scheme was introduced the Council implemented a safety net for customers who got into difficulty with their Council Tax bills and this formed part of the Council's York Financial Assistance Scheme (YFAS). Further support has included discounted court costs for customers who were taken to liability court of approximately 80% (£20) compared to full Council tax payers (£105) and the Council does not use Enforcement Agents (Bailiffs) with CTS customers which avoids further CTS customer charges of up to £305.
6. Advice agencies in the city have raised concerns that, since the scheme was introduced, the number of customers presenting with debt issues in relation to Council Tax has increased. This concern was highlighted by Advice York in their two publications 'Pushed into Poverty' (Oct 2014) and 'Every Penny Counts' (Sept 2015). In light of the Advice York reports in respect of Council Tax debt Executive approved on 30<sup>th</sup> July 2015 to undertake a review of the current CTS scheme and at Executive on 29<sup>th</sup> October 2015, following the review, approved a formal consultation process relating to the scheme (2<sup>nd</sup> November – 29<sup>th</sup> November 2015).

## Consultation

7. The main concern raised by welfare advice agencies in the city is in respect of the percentage of Council Tax liability charged to CTS customers (minimum 30%). The scheme itself is the Housing Benefit scheme and this fairly protects the characteristics of CTS customer through applicable amounts (the amount of money a

customer needs to live off) and is broadly supported in Advice York's recent 'Every Penny Counts' publication.

8. The decision by Executive on the 29<sup>th</sup> October to consult was in respect of the level of the cap (currently 70%). This consultation was undertaken over a four week period (2<sup>nd</sup> – 29<sup>th</sup> November 2015). A communication plan was developed to promote the consultation and this is attached at Annex B of this paper.
9. The survey was designed to be open to all Council Tax payers in York which is approximately 87,000 out of a population of 202,000 people and was not aimed at receiving a targeted number of responses. The survey received 453 replies and this means in statistical terms that the percentage score for each question should be considered with a potential +/-5% variation.
10. Table 1 below summarises the answers to each of the questions asked of all respondents, Table 2 CTS customers only and Table 3 non CTS customers. More detailed feedback is provided in Annex A of this report:

**Table 1 – All Respondents**

Question	Yes %	No %
The Council is considering increasing the support that we provide to people on CTS by increasing the maximum amount of help from the current 70%. Do you support this?	68.5	31.5

<b>What % Increase would you like to see?</b>	Preferred Option
5%	14.9
10%	15.3
15%	15.6
20%	16.8
25%	3.4
30%	34

**Table 2 – CTS Customers only**

Question	Yes %	No %
The Council is considering increasing the support that we provide to people on CTS by increasing the maximum amount of help from the current 70%. Do you support this?	89.9	10.1

<b>What % Increase would you like to see?</b>	Preferred Option
5%	5.7
10%	20.7
15%	24.5
20%	13.2
25%	3.8
30%	32.1

**Table 3 – Non-CTS customers only**

Question	Yes %	No %
The Council is considering increasing the support that we provide to people on CTS by increasing the maximum amount of help from the current 70%. Do you support this?	64.6	35.4

<b>What % Increase would you like to see?</b>	Preferred Option
5%	17.2
10%	13.9
15%	13.4
20%	17.7
25%	3.4
30%	34.4

11. As part of the consultation process the Council was required to consult with its major precepting authorities, North Yorkshire Police and North Yorkshire Fire Authority. There was no formal response received from either authority on the changes being considered in the consultation.

### **Welfare Benefit Changes**

12. The Government in its July 2015 Emergency Budget set out a number of welfare benefit changes that will have a direct effect on the cost of York's and other local authorities' CTS schemes. A number of local authorities including East Riding of Yorkshire locally have been consulting on these changes with customers. York's consultation has only been in respect of the percentage cap meaning that any additional costs arising from these changes need to be absorbed by the current scheme. The key changes and their estimated financial impact on the current CTS scheme are set out below:

**Increase in the national minimum wage by 50p** – 77 customers have been identified as being on the minimum wage. If all were working 40hrs the reduction in scheme costs would be approx £16k pa.

**Freeze tax credits** – This is difficult to estimate until after tax credit renewals later in the year and whether applicable amounts for customers rise. A 1% increase in applicable amounts would increase scheme costs by up to £50k but this is likely to be a worse case scenario, so a more realistic estimate would be £25k.

**Pensioner income protection.** – The impact depends how much applicable amounts rise in April 2016 and is difficult to quantify.

**Removal of family premium for new claims** – This is not being changed in the Council's scheme so there will be no impact.

**CTR backdating limited to 4 weeks** – This is not being changed in the Council scheme so there will be no saving, the extended back dating costs in the region of £8k pa.

13. It is difficult to calculate accurately the exact additional cost to the existing scheme arising from the changes set out above. A number of unitary authorities are or have consulted on these changes and will potentially increase the CTS charge to their customers in April 2016. Details of changes other unitary

authorities are making to their schemes are set out at Annex C. Taking a prudent view an increase in CTS scheme costs arising from the July 2015 emergency budget is likely to be in the region of £30k in 2016/17.

## Options

14. The majority of all responders to consultation (68.5%) supported an increase in the CTS cap to reduce the charge to CTS customers. Details of the preferred level of support responders felt should be provided is set out at paragraph 6 and tables 1-3. This provides 7 options for Executive to consider as set out below:

**Option 1** – Having considered the consultation and costs of maintaining the current scheme including absorbing the additional costs arising from the Government’s Emergency Budget (estimated £30k) maintain the current cap (70%);

**Option 2** – Having considered the consultation and costs of maintaining the current scheme including absorbing the additional costs arising from the Government’s Emergency Budget (estimated £30k) increase support to CTS customers by 5% costing a further £190k and providing CTS customers with an average annual Council Tax deduction of approximately £36;

**Option 3** – Having considered the consultation and costs of maintaining the current scheme including absorbing the additional costs arising from the Government’s Emergency Budget (estimated £30K) increase support to CTS customers by 10% costing a further £380k and providing CTS customers with an average annual Council Tax deduction of approximately £72;

**Option 4** – Having considered the consultation and costs of maintaining the current scheme including absorbing the additional costs arising from the Government’s Emergency Budget (estimated £30k) increase support to CTS customers by 15% costing a further £570k and providing CTS customers with an average annual Council Tax deduction of approximately £109;

**Option 5** – Having considered the consultation and costs of maintaining the current scheme including absorbing the additional costs arising from the Government’s Emergency Budget (estimated £30k) increase support

to CTS customers by 20% costing a further £760k and providing CTS customers with an average annual Council Tax deduction of approximately £145;

**Option 6** – Having considered the consultation and costs of maintaining the current scheme including absorbing the additional costs arising from the Government’s Emergency Budget (estimated £30k) increase support to CTS customers by 25% costing a further £950k and providing CTS customers with an average annual Council Tax deduction of approximately £182;

**Option 7** – Having considered the consultation and costs of maintaining the current scheme including absorbing the additional costs arising from the Government’s Emergency Budget (estimated £30k) increase support to CTS customers by 30% costing a further £1,140k and providing CTS customers with an average annual Council Tax deduction of approximately £218;

## Analysis

15. The financial impact of Options 2 – 7 are set out below at Table 4 in more detail:

**Table 4**

Level of liability included in support calculation	Additional cost to the Council (approx)	Average weekly customer benefit (approx)	Average annual Customer Benefit (approx)
100%	£1,076,076	£4.00	£208.57
95%	£906,441	£3.37	£175.72
90%	£734,111	£2.73	£142.35
85%	£558,480	£2.08	£108.46
83%	£487,033	£1.81	£94.38
80%	£377,187	£1.41	£73.52
75%	£190,562	£0.70	£36.50
70% (no change)	£0	£0	£0

16. The headline cap percentage does not always reflect the actual amount that has been charged to CTS customer because of other changes made within some Council schemes. Table 5 below provides the average cost of Council Tax charged to CTS customers receiving 100% of the support available in other unitary authority schemes (on a weekly basis) compared with York in 2015/16. Adjusting York's cap to the average would require a 7% increase (each 1% increase in the cap provides an additional 15p of weekly support to CTS customers). This is only intended as background to be considered along with:

- the outcome of the consultation;
- the cost of any change in cap as set out at Table 4 above;
- any pressures arising from the Autumn Statement; and
- the background on changes planned by other unitary authorities from April 2016 as set out at Annex C.

**Table 5**

<b>Weekly charge to fully qualifying CTS customers by authority 2015/16</b>		
<b>Authority</b>	<b>CTR Cap</b>	<b>Average weekly customer payment</b>
Rotherham	91.5%	£1.40
Hartlepool	88%	£2.31
Poole	86%	£3.02
Kirklees	80%	£3.21
Cheshire East	80%	£3.39
Bradford	75%	£3.51
Milton Keynes	80%	£3.61
Darlington	80%	£3.83
North East Lincolnshire	75%	£3.98
North Somerset Council	75.5%	£4.23
East Riding of Yorkshire	75%	£4.33
Medway	75%	£4.40
Blackpool	73%	£4.42
York	70%	£4.68
Cornwall	75%	£4.73
Slough	80% - 100%	£5.03
<b>Average Weekly Payment</b>		<b>£3.76</b>

17. Advice York in their document 'Every Penny Counts' are recommending that the Council reduce the level charged to customers from 30% to 17% by increasing the current 70% cap to 83%. Comments from customers responding to consultation on how any increase in the cap should be met are set out in detail at Annex D.

## Council Plan 2015 - 19

18. The options in this paper provide the opportunity to promote financial inclusion, delivering tangible and measurable benefits to affected customers in line with the Council Plan.

## Implications

- 19.
- (a) **Financial** – Any cost is reflected in a lower Council Tax base number, resulting in a lower level of Council Tax being collected. Any such reduction would be reflected in the budget report to Council in February 2016. Each 1% reduction in the scheme will require a compensating £38k saving in the Council's revenue budget. Advice York's preference of moving the cap to 83% would equate to required savings of approximately £500k. To return to a scheme when full relief could be offered at level of 100% would require further savings of around £1.1m. Consideration also needs to be given to the increased scheme costs arising from the Government's Emergency Budget welfare changes. Any final decision needs to be made within the constraints of a tight Budget Strategy setting timetable and the funding forecast set out within the Autumn Statement.
  - (b) **Human Resources** - If the YFAS scheme funding was to be reduced to support any increase in the cap, a full reduction would result in two employee redundancies in the Customer Services structure.
  - (c) **Equalities** – Members are aware of their responsibilities under the public sector equality duty.

In summary, those subject to the equality duty must, in the exercise of their functions, have due regard to the need to:

- a. Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Act.
- b. Advance equality of opportunity between people who share a protected characteristic and those who do not.
- c. Foster good relations between people who share a protected characteristic and those who do not.



The Act explains that having due regard for advancing equality involves:

- a. Removing or minimising disadvantages suffered by people due to their protected characteristics.
- b. Taking steps to meet the needs of people from protected groups where these are different from the needs of other people.
- c. Encouraging people from protected groups to participate in public life or in other activities where their participation is disproportionately low.

The existing Community Impact Assessment (CIA) has been reviewed and revised as part of the consultation and is attached at Annex E and a more detailed breakdown of the response to consultation by the community of identity is set out at Annex E (1). CTS has an effect on financial vulnerability and is one of the key drivers for adopting the Housing Benefit scheme as a solution. The scheme has been developed over a number of years to treat financially fairly the various groups of customers e.g. disabled or a one parent family through the relevant 'applicable amount'\*.

This is reflected in the current CIA where the key communities of interest affected by any scheme that reduces the relief below 100% are Gender, Disability and Carers of older and/or disabled people. This arises as all three groups have the greatest difficulty in moving into work through either their disability, need to care, or in the case of gender being one parent families (90% of one parent families in receipt of CTS are female).

\*Applicable amount – The amount the Housing Benefit Scheme says a person needs to live on depending on their circumstances.

- (d) **Legal** – Specific legal requirements relating to the process for revising a scheme are set out within the body of the report including the requirement for consultation. The general law imposes obligations on public authorities when undertaking consultation. In particular it:

- Must be undertaken at a point where the mind of the decision-maker is still open to change and can; therefore, be influenced by the responses to the consultation. A decision-maker can though consult upon a preferred option provided that its mind is genuinely ajar.
- Must include sufficient information on the proposals to enable an intelligent response.
- Adequate time must be given to respond. What is adequate will depend on the circumstances of each case. Clearly the longer time available for consultation the more the risk of challenge on this basis is mitigated.
- The product of the consultation must be fed into the decision-making process and conscientiously considered.

Any special meetings required to meet statutory deadlines will need to be set up.

(e) **Crime and Disorder** - There are no implications.

(f) **Information Technology (IT)** - The Council's scheme currently operates on the Housing Benefit scheme with a cap. Any increase or decrease in the cap can be implemented following a full Council decision in January 2016 in time for annual billing (2016/17).

(g) **Property** - There are no implications

### **Risk Management**

20. The risk associated with any decision to amend the cap is a financial one as scheme costs are estimates before the start of the financial year and these costs can move both up and down. The variation is unlikely to be catastrophically high however the risk will require regular monitoring.

**Contact Details**

<b>Authors:</b>	<b>Executive Members and Chief Officer responsible for the report:</b>		
David Walker Head of Customer and Exchequer Services Phone No. 01904 552261  Pauline Stuchfield Assistant Director Customers & Employees Telephone: 01904 551706	Cllr Chris Steward Executive Leader, Finance & Performance Cllr Carol Runciman, Executive Member for Adult Social Care & Health  Ian Floyd Director of Customer & Business Support Services		
	<b>Report Approved</b>	√	<b>Date</b> 3rd December 2015
<b>Specialist Implications Officer(s)</b> Andrew Docherty, Assistant Director of Governance and ICT			
<b>Wards Affected:</b> All			√
<b>For further information please contact the authors of the report</b>			

**Background Papers**

Executive Report 30th July – Annual Report of the Financial Inclusion Steering Group 2014/15.

<http://modgov.york.gov.uk/documents/s98769/Report.pdf>

**Annexes**

Annex A – Consultation Feedback

Annex B – Consultation Plan

Annex C – Review of changes in other unitary authority schemes

Annex D – Detailed comments from responders to consultation

Annex E – Community Impact Assessment

Annex E (1) – Response to consultation by Community of Identity.

**Abbreviations**

CIA – Community Impact Assessment

CTB – Council Tax Benefit

CTS – Council Tax Support

k– Thousand

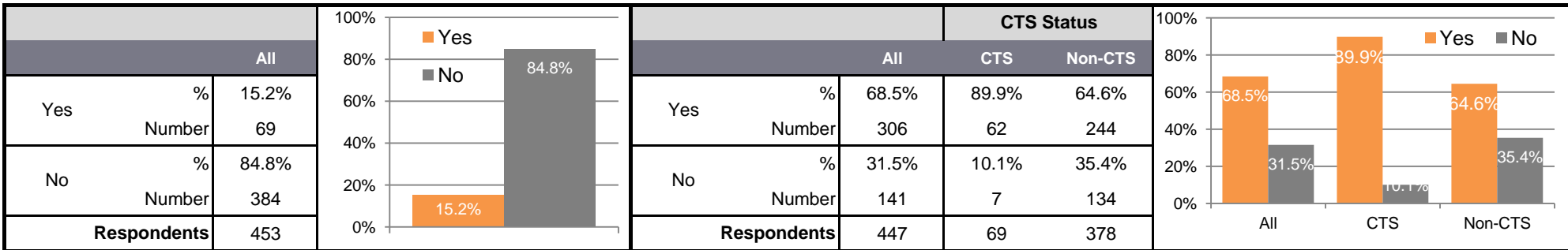
m - Million

YFAS – York Financial Assistance Scheme

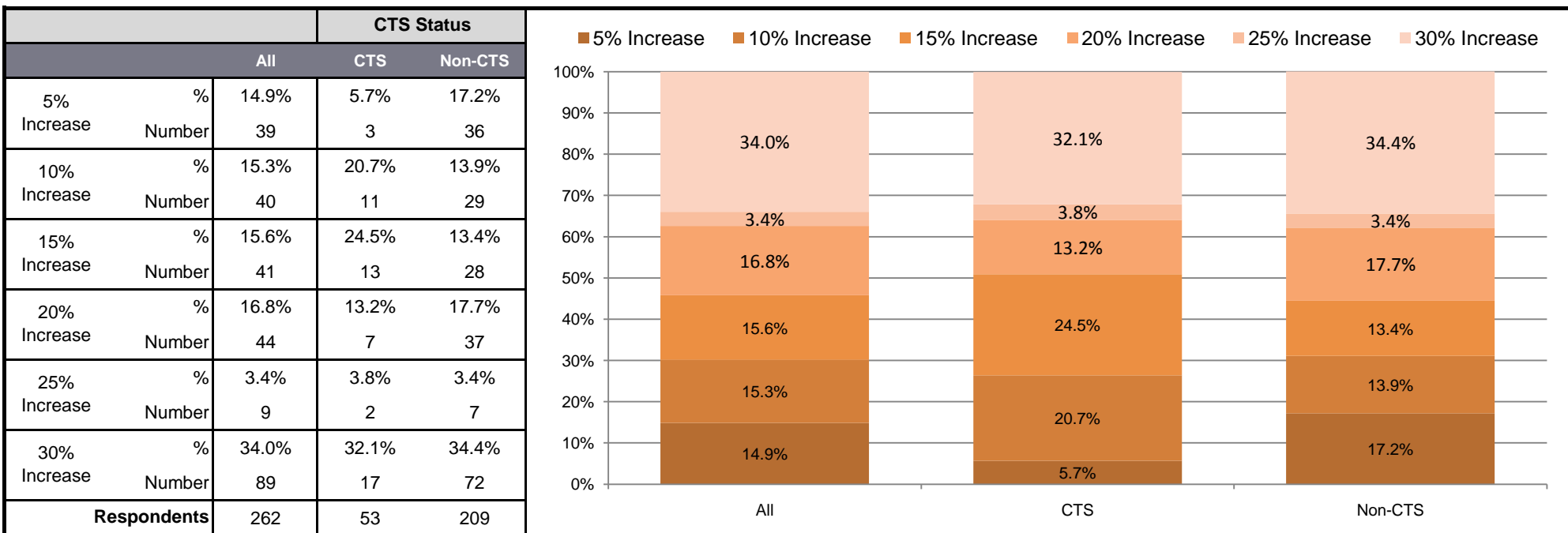
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**Q: Are you getting any Council Tax Support?**

**Q: Do you support increasing the help available to those who receive CTS?**

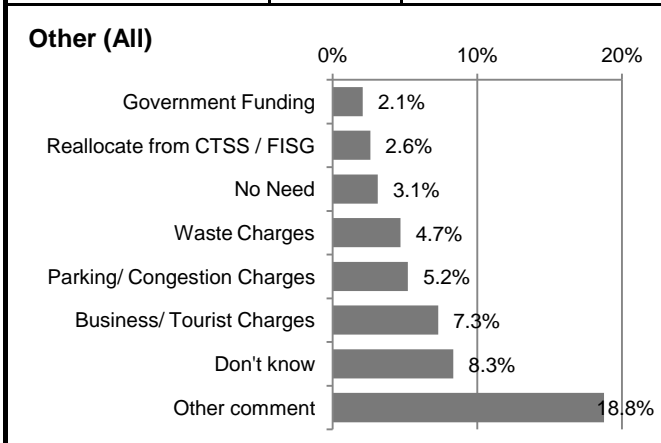
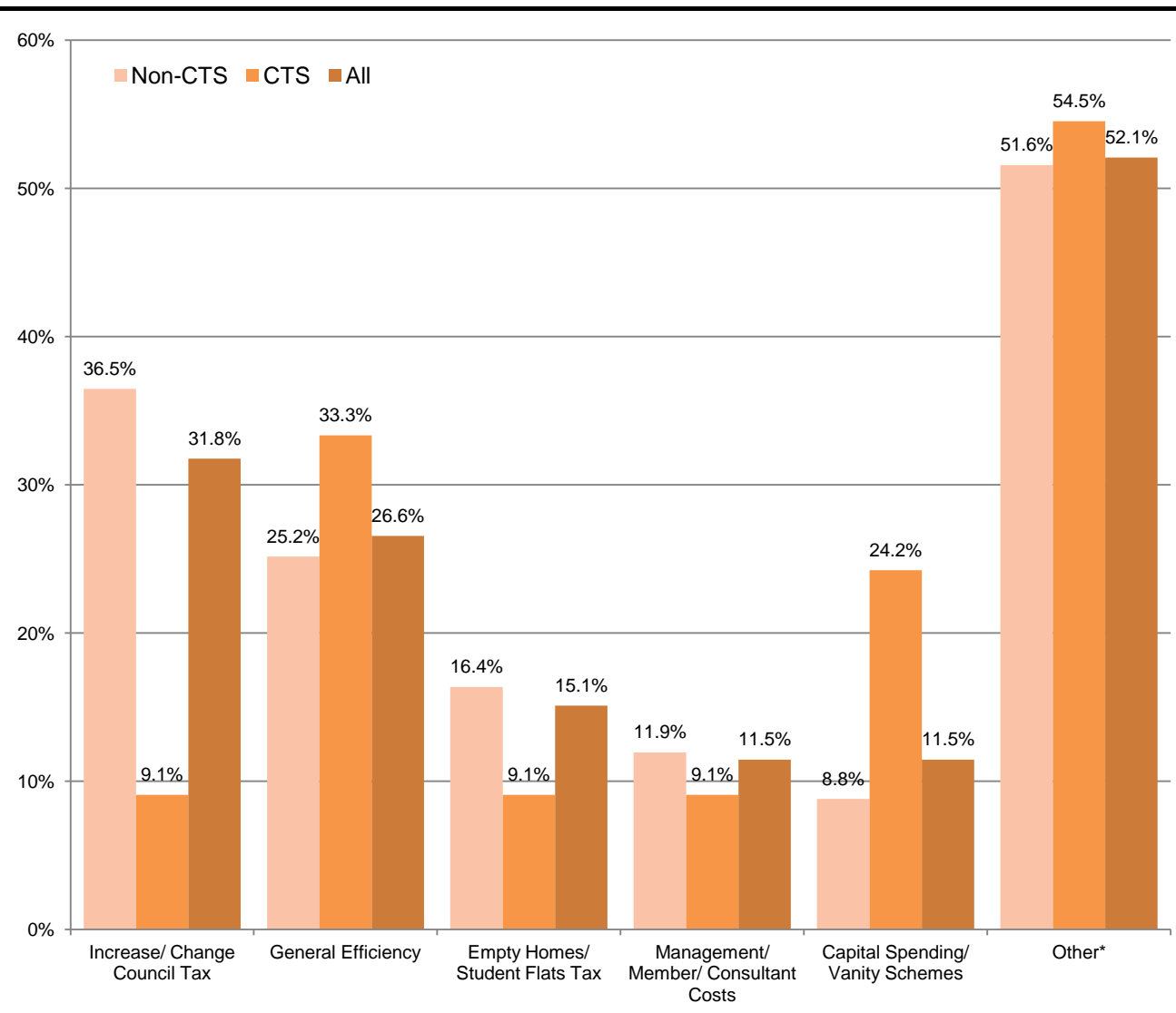


**Q: [Yes to increase] What % increase would you like to see?**



Q: [Yes to increase] How do you think the council should fund this? (Free Text Answer)

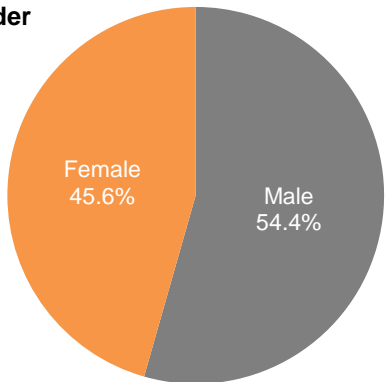
		CTS Status		
		All	CTS	Non-CTS
Increase/ Change Council Tax	%	31.8%	9.1%	36.5%
	Number	61	3	58
General Efficiency	%	26.6%	33.3%	25.2%
	Number	51	11	40
Empty Homes/ Student Flats Tax	%	15.1%	9.1%	16.4%
	Number	29	3	26
Management/ Member/ Consultant Costs	%	11.5%	9.1%	11.9%
	Number	22	3	19
Capital Spending/ Vanity Schemes	%	11.5%	24.2%	8.8%
	Number	22	8	14
Other*	%	52.1%	54.5%	51.6%
	Number	100	18	82
<b>Respondents</b>		192	33	159



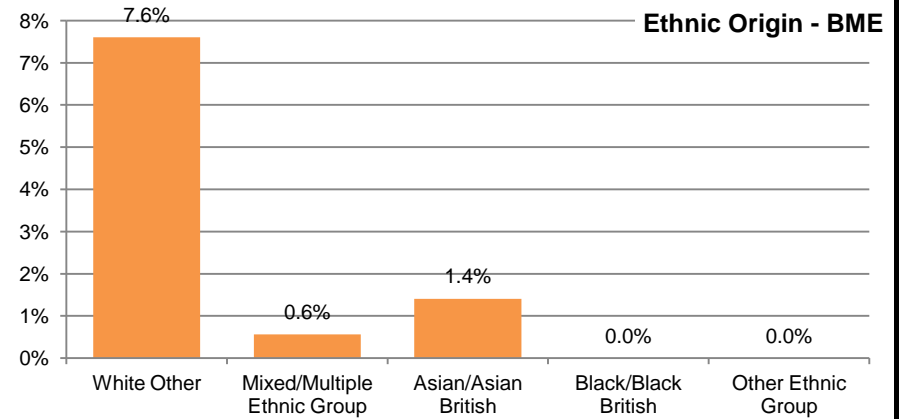
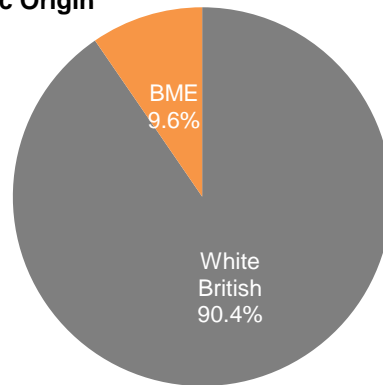
Respondent Demographics

		Gender		Age						Ethnic Origin			
All		Male	Female	16 to 24	25 to 39	40 to 55	56 to 59	60 to 64	65+	White British	BME	Disabled	Carer
%	-	54.4%	45.6%	3.6%	26.5%	29.6%	10.2%	12.2%	18.0%	90.4%	9.6%	13.5%	10.1%
<b>Respondents</b>	453	197	165	13	96	107	37	44	65	321	34	43	33

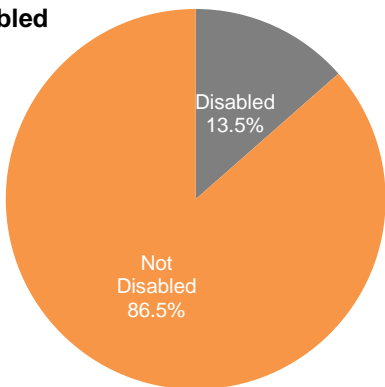
Gender



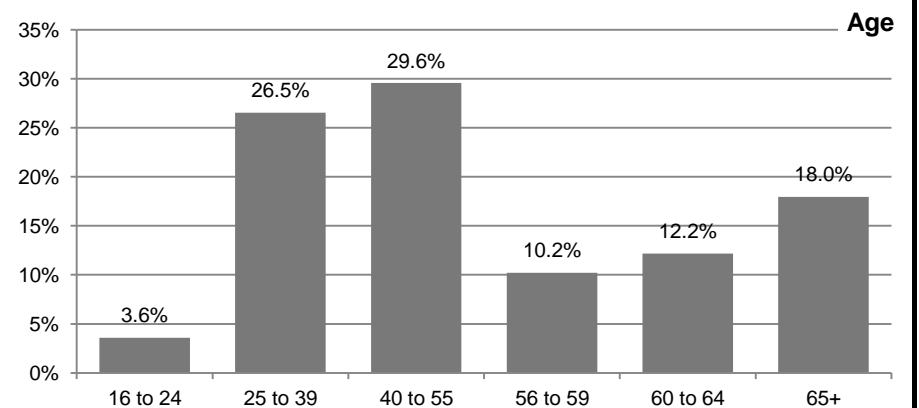
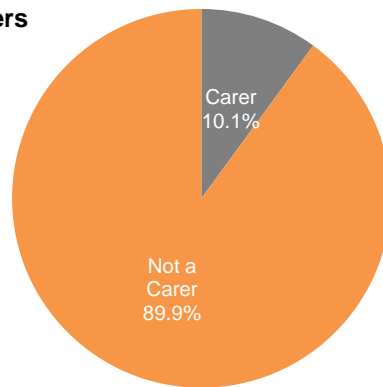
Ethnic Origin



Disabled

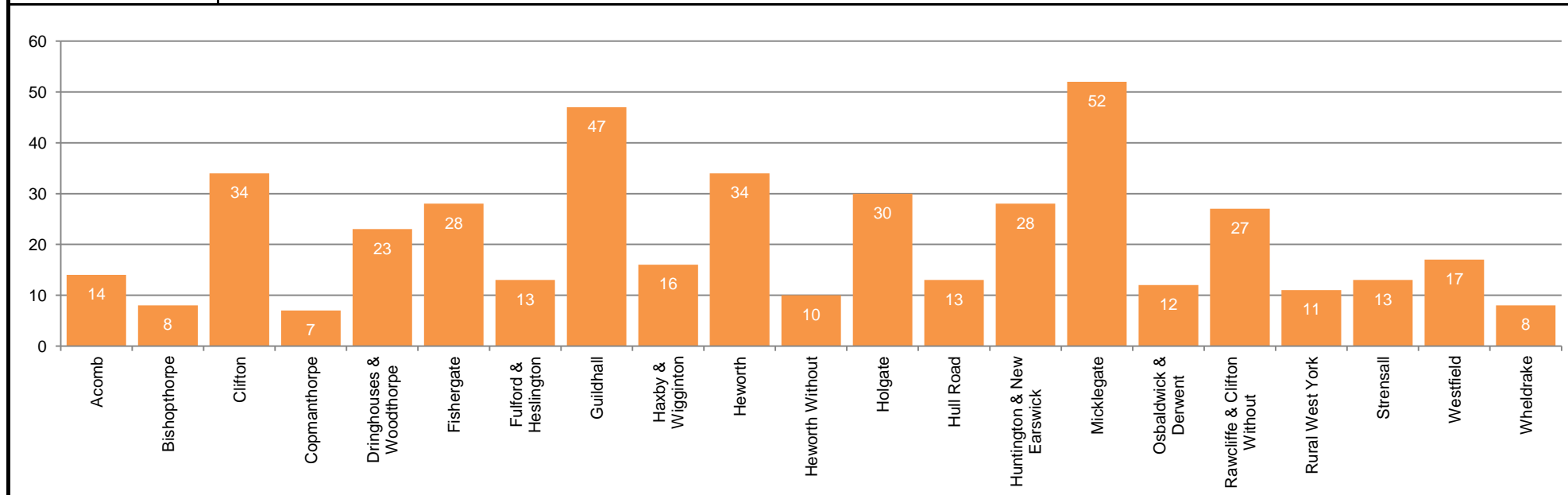


Carers



Respondent Demographics (Cont.)

		Ward							
All		Acomb	Bishopthorpe	Clifton	Copmanthorpe	Dringhouses & Woodthorpe	Fisergate	Fulford & Heslington	
%	-	3.1%	1.8%	7.5%	1.5%	5.1%	6.2%	2.9%	
<b>Respondents</b>	453	14	8	34	7	23	28	13	
		Guildhall	Haxby & Wigginton	Heworth	Heworth Without	Holgate	Hull Road	Huntington & New Earswick	Micklegate
%	10.4%	3.5%	7.5%	2.2%	6.6%	2.9%	6.2%	11.5%	
<b>Respondents</b>	47	16	34	10	30	13	28	52	
		Osbalwick & Derwent	Rawcliffe & Clifton Without	Rural West York	Strensall	Westfield	Wheldrake	Unknown Ward	
%		2.6%	6.0%	2.4%	2.9%	3.8%	1.8%	1.8%	
<b>Respondents</b>		12	27	11	13	17	8	8	





COMMUNICATION	FREQUENCY / DATE	OBJECTIVE	FORMAT	AUDIENCE/SPOKES PERSON
<b>Executive report</b>	21 October	To inform media/residents of the Executive report	<ul style="list-style-type: none"> <li>• Press release to local/regional media and councillors</li> <li>• Social media</li> <li>• Buzz (internal comms)</li> <li>• screens in W/O</li> </ul>	Leader Deputy leader
<b>Executive Meeting</b>	29 October	Asking Executive to review the York Council Tax Support (CTS) scheme including options to consult on whether any changes should be made to the scheme.	<ul style="list-style-type: none"> <li>• Webcast live</li> <li>• Tweeting live</li> </ul>	Executive
<b>Announcing the consultation Drop in dates &amp; venues:</b>	30 October	<ul style="list-style-type: none"> <li>• 4/11 West Offices 2.30 – 7.30</li> <li>• 12/11 Burton Stone CC 2.30 – 7.30</li> <li>• 16/11 Haxby Explore 2.30 – 7.00</li> <li>• 17/11 Acomb Explore 2.30 – 7.30</li> <li>• 23/11 Tang Hall Explore 2.30 – 7.30</li> <li>• 24/11 Copmanthorpe Library 2.30 until 6.30</li> <li>• 26/11 Fulford Explore 2.30 till 5 pm</li> </ul>	<ul style="list-style-type: none"> <li>• Press release to local/regional media and councillors</li> <li>• Social media</li> <li>• Buzz (internal comms)</li> <li>• Information on CYC website</li> <li>• screens in W/O</li> <li>• survey monkey</li> <li>• A4 On-line printable questionnaire (freepost address)</li> <li>• A3 Hardcopy (freepost address) folded to A6 questionnaire produce by external printers (1,000)</li> </ul>	Leader Deputy leader Cllr Runciman

<b>Proactively contacting partners.</b>	30 October	<ul style="list-style-type: none"> <li>• Residents associations emails</li> <li>• Community involvement officers – stakeholders (groups and residents)</li> <li>• Explores and libraries – hardcopy leaflets and questionnaires</li> <li>• Gateway centre (Acomb)</li> <li>• Advice York (incl CAB) who will distribute</li> <li>• Press release and artwork for social media/screens – Comms</li> <li>• Email survey link to Council tax account holders automatically from survey monkey</li> <li>• Engaging Lunchtime series which goes out to community groups and organisations</li> <li>• York CVS</li> <li>• Parish councils</li> </ul>	<ul style="list-style-type: none"> <li>• survey monkey</li> <li>• A4 On-line printable questionnaire (freepost address)</li> <li>• A3 Hardcopy (freepost address) folded to A6 questionnaire produce by external printers (1,000)</li> </ul>	Leader Deputy leader Cllr Runciman
<b>Interviews (TBC)</b>	30 October onwards	To help promote the consultation	<ul style="list-style-type: none"> <li>• Minster FM</li> <li>• BBC Radio York</li> <li>• York Press feature</li> </ul>	Leader Deputy leader Cllr Runciman
<b>Marketing material</b>	30 October	To help promote the consultation	<ul style="list-style-type: none"> <li>• A5 folded leaflet</li> <li>• A4 poster</li> </ul>	
<b>Advertising</b>	30 October onwards	To help promote the consultation	<ul style="list-style-type: none"> <li>• Screens in W/O</li> <li>• Social media</li> <li>• Partners</li> <li>• Leaflets/posters</li> </ul>	

## **Background on Council Tax Support Schemes nationally**

### **Slough**

Incorporated consultation in with budget simulator to try and ensure they complied with the 'Haringey judgement'. Any fundamental changes to the scheme are proposed by consultation responders and they can see the wider impact on the Council's budget. No details on changes for 2016/17 but are indicating an increase.

**Current Cap: 20%**

**Proposed Cap 2016/17: N/K (Indicating an increase)**

### **Milton Keynes**

They have not suggested any revisions to their scheme and continue to absorb additional costs above this cap.

They are not proposing to amend the scheme this year and have committed to a two year review period.

**Current Cap 20%**

**Proposed Cap 2016/17: No Change**

### **Darlington**

**Current Cap: 20%.**

**Proposed Cap 2016/17: No Change**

### **Poole**

The Borough of Poole's current 2015/16 scheme is based on the following parameters;

- 14% minimum contribution.
- Scheme capped at Band C (claimants above Band C receive support at Band C level).
- No second adult rebate.

- Minimum 50p a week payment.

They are consulting in respect of changes for 2016/17 and this has closed. Members are being asked to consider the following amendments;

- Change 1: Increasing the minimum contribution from 14%, considering the range up to 20%.
- Change 2: Removal of the Family Premium for new claims only.
- Change 3: Backdating reduced to 4 weeks from 6 months.

**Current cap: 14% (Minimum)**

**Proposed Cap 2016/17: 20% (Minimum)**

### **Derby**

They are proposing to amend their CTS scheme to reflect, amongst other things

1. The introduction of Universal Credit & Personal Independence Payments
2. The removal of family premium from the Housing Benefit regulations – they are proposing to keep family premium in the calculation for CTS
3. Reduction in backdating periods

**Current cap: 20%**

**Proposed Cap 2016/17: No Change**

### **South Gloucestershire**

Having amended their CTS scheme for both 2014/15 and 2015/16, they are having a no change for 2016/17. They intend another review during Spring/Summer 2016 for potential implementation for 2017/18 and will need to give consideration to the wider financial settlements environment as well as anything specifically to do with Welfare Benefit changes and the roll out of Universal Credit.

Income Band	Weekly income		Percentage entitlement LCTR
1	£0.00	£120.00	80%
2	£120.01	£150.00	50%
3	£150.01	£200.00	30%
4	£200.01	£250.00	20%
5	£250.01	£300.00	10%

Exemptions do apply

**Current Cap: Minimum 20% maximum 90%**  
**Proposed Cap 2016/17: No Change**

### **Southampton**

In Southampton, they have proposed:

- Removal of the Family Premium for new claims only.
- Backdating reduced to 4 weeks from 6 months.

**Current cap: 25%**  
**Proposed Cap 2016/17: No Change**

### **North Somerset**

No real changes as a direct result of welfare reform North Somerset is recommending that the scheme for 2015/16 is rolled forward to 2016/17. They are currently require minimum contributions of 24.5% and are not looking to change in 2016.

**Current cap: 24.5%**  
**Proposed Cap 2016/17: No Change**

### **Blackpool**

The 2016/17 scheme will, as far as is possible, have the same design principles as that currently in operation a change to one element for 2016/17 is proposed. The Government has announced its intention to remove the family premium from housing benefit for children born after April 2016 or for new claims made after that date. The Council proposes to do the same for its CTRS for 2016/17 to keep this

element of the scheme the same as housing benefit. This change will apply to working age claimants who are not in receipt of certain benefits such as Income Support, Income Based Job Seekers Allowance, Income-Related Employment & Support Allowance.

**Current cap: 27.11%**

**Proposed Cap 2016/17: No Change**

### **Telford**

Their current scheme is based on the following local adaptations:

- Reduction in CTS of 21% for all non-vulnerable working age claimants
- No second adult rebate
- Backdating limited to 1 month
- Minimum £2.50 per week award
- Capital limit of £6,000

On top of that, they are proposing for 2016/17:

- Income cap of £20,000
- Minimum notional earnings figure to be used for self-employed claimants after 12 months of trading (30 hours per week x national minimum wage)
- Removal of family premium for new claimants

**Current Cap: 21%**

**Proposed Cap 2016/17: No Change**

### **Peterborough**

Peterborough's current scheme is to reduce all benefit by 30%.

They are starting consultation but there will be no changes proposed to the overall reduction. They will consult on the following changes:

1. Family premium will be withdrawn from new housing benefit claims from April 2016.
2. Backdating of housing benefit limited to four weeks

They also expect an increase in eligibility from benefit changes, but will absorb the cost.

**Current Cap: 30%**

**Proposed Cap 2016/17: No Change**

### **Cheshire East**

Cheshire East Council's CTS scheme is based on the following amendments to the Council Tax Benefit scheme for working age:

- All working age customers responsible for a minimum contribution of 20% of their Council Tax liability.
- Upper Capital limit reduced to £10,000 and £10 per week income assumed for every £1,000 over the £6,000 lower limit
- Awards capped to the maximum for a Band D in the area for those living in Bands E-H (see table at 2.13). A claimant living in a Band F would only receive the maximum payable to someone in Band D.
- Non-dependent deductions set to a standard £5 per week
- Minimum award of 50p per week

Their consultation on the following proposed changes closed on 25 October and the results are currently being considered by Cabinet ahead of a decision by Council in December:

- Restrict the maximum support available to Band B (currently restricted to Band D)
- Increase the minimum contribution from the current 20% to 25%
- Increase the minimum award from 50p to £2 per week
- Increase non-dependent deductions from £5 to £7 per week
- Capital limit reduced from £10,000 to £6,000 & no upper capital limit/tariff income
- Each year the allowances used within the calculation are increased in line with those used for Housing Benefit
- Reduce the period of additional support awarded when starting work from 8 weeks back to the standard 4 weeks in Housing Benefit
- Remove backdating of claims, currently a maximum of 13 weeks

The proposal to keep the applicable amount in line with Housing Benefit will cover some of the proposed Welfare Reform changes such as the removal of the family premium.

**Current Cap: 20%**  
**Proposed Cap 2016/17: 25%**

### **Medway**

Medway is currently in a 12 week consultation to reduce their maximum CTRS discount from 75% to 65%.

**Current Cap: 25%**  
**Proposed Cap 2016/17: 35%**

### **Central Bedfordshire**

Current cap 25% with some protection for certain categories. No change for 16/17.

**Current Cap 25%**  
**Proposed Cap 2016/17: No Change**

### **Herefordshire**

They are proposing from 16/17 to reduce the maximum level of CTR subsidy from 84% to 80% for certain claimants but protect CTR at 84% where the claimant is in receipt of either severe disability premium or carers allowance, or households with a child under the age of five alongside reducing capping from band D to band C and the capital limit to be reduced from £16k to £6k.

Consultation undertaken but the decision has not been made yet.

**Current Cap: 16%**  
**Proposed Cap 2016/17: 20%**



## **Bristol**

No changes proposed for 2016/17, but will be going out to consultation next May for changes in 2017/18, possible amendments to the scheme yet to be determined.

**Current Cap: 25%**

**Proposed Cap 2016/17: No Change**

## **West Berks**

Their proposals for Council in December 2015 is to:

1. Reduce maximum support for working age claimants from 90% to 75%
2. Cap at band D
3. Apply minimum amount of £3 to entitlement
4. End second adult rebate
5. Apply tolerance of £40 per month to changes in Universal Credit before change required to Council Tax Support

**Current Cap: 10%**

**Proposed Cap 2016/17: No Change**

## **Southend**

Their CTS is as follows:

1. CTR capped to maximum liability of Band D (claimants above band D receive band D level)
2. Maximum award of CTR 75% of liability
3. No backdating
4. No underlying entitlement
5. No Second Adult rebate
6. Capital limit £6,000

The scheme will remain unchanged for 16/17 as no consultation has been undertaken.

**Current Cap: 25%**

**Proposed Cap 2016/17: No Change**

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**Q: [Yes to increase] How do you think the council should fund this? (Free Text Answer)**

I believe that the Council should use the money it has recouped from technical changes to council tax (eg to exemptions given to landlords) which have raised over £1.3m, I also believe that there are further exemptions that could be considered which would raise further (albeit smaller) funds. Finally, I would suggest that some of the funds that are allocated to the under-utilised council tax support scheme should be passed across to the council tax scheme. It is also salutary to note that Joseph Rowntree Foundation placed York in the category 'worst for claimant, best for council' as they had recovered £683,000 more than the cut that had been implemented by the government. All in all, there is no excuse not to fund the council tax support scheme fully for those that are eligible for it.

NA

One area where I think money could be raised is by charging more for car parking in the City Centre, and I would support the introduction of a congestion charge in the Centre at busy times. I think that businesses (like tourist-oriented shops, bars and hotels) that do well out of the Council's expenditure supporting tourism (with national advertising campaigns and support for festivals and events for example) could pay higher business rates. Firms that produce a lot of rubbish or waste materials should also be charged an extra levy for disposal, especially of landfill waste. I would also like to see a 'tourism tax' levied via hotel charges - such schemes operate successfully in many European cities. Suggesting cuts is more difficult than raising money in new ways - but things like reductions in energy consumption could make a real difference to the Council's overall bill. It must also be the case that of the extra money that the recipients of CTS receive, a very high percentage will be immediately spent in the local economy, so the wider economy as well as the individuals will see a benefit.

Hull Road

I believe it is reasonable to charge for green bin collections. Many households don't have green bins and are therefore subsidising those who do.

Acomb

By the savings they'll be making in legal fees chasing people for money they don't have, fewer children going into care because financial stresses causing families to break up, not having to house families in bed and breakfast because they have been evicted from their homes because they could no longer afford the rent and council tax. Is the fact that the lower the level of support, the less likely people are to be able to pay the rest of what is owed factored into these savings figures? Start a voluntary 'help your neighbour' fund.

Heworth

Put up council tax.

Wheldrake

Stop "Our City" newspaper and similar. Stop employing Councillors "Personal Assistants". Reduce capital expenditure (new swimming pool at Monks Cross, bridge into York central site, subsidy for Guildhall remodeling etc) and thereby save on interest payments. Stop grant to "Make it York"	Westfield
Reducing one off grants such as the Financial Inclusion Steering Group fund to allow a more efficient allocation of public funds to those who need it most.	Dringhouses and Woodthorpe
General increase in Council Tax for all York Residents across the board- a small amount on each working household should cover this scheme adequately	Fulford and Heslington
The Council is already receiving £683,000 more than the central government grant cut (according to JRF). It has further received since 2014 as a conservative estimate an additional £530,000 made through technical changes to exemptions to council tax. I further feel that there is scope to make further technical changes to some categories of properties that are left empty (for instance whilst undergoing structural work) which would generate significant money. Finally, I believe that the money allocated to the York Financial Assistance Scheme has been underspent (due to a lack of promotion) - I believe that significant sums of money could be saved by placing that in the hands of those that most need it rather than through discretionary schemes that are expensive to administer (although I would accept the need for some emergency provision).	Holgate
reduce the street lighting on some streets	Westfield
Don't know	Strensall
Be more efficient- save on middle management and grow their own services as this would reduce costs overall and easily save enough money- I can see no need to charge current payers in this fiscal climate when the NHS is trying to save billions and money is still squandered within councils and wasted to an incredible degree	Rural West York
Like various Charitys do raise your own funds.	Rawcliffe and Clifton Without
raising council tax for everyone else.	Westfield
Increase on every other residents council tax, weighted by banding, so the higher bands pay proportionately more	Acomb
It could be funded through the required proportional increase in the Council Tax rates.	Clifton

(1) By an increase of Council Tax; (2) lobbying for a re-assessment of properties nationwide to make Council Tax less regressive.	Huntington and New Earswick
Increased council tax for other residents and companies; it should only be a small increase across so many others.	Huntington and New Earswick
Raising the rate of council tax for residents not on the CTS scheme.	Micklegate
By reducing council costs in all areas	Dringhouses and Woodthorpe
Council tax increase.	Wheldrake
1) By not making unnecessary, undesirable, dangerous and very expensive roadworks and pavements e.g. spending a fortune in rebuilding Kings Square into what looks like a pedestrianised area which it is not & which is dangerous & misleading to visitors to the area. Similarly at Stonebow/Peaseholme Green endless works there have recently produced a nonsensical pavement area which is far too large, sticks out & causes vehicles and pedestrians unnecessary hassle. 2) Alternatively the Council could reinstate weekly refuse collections and increase its charges to those who are willing and able to pay for these.	Guildhall
By increasing Council Tax for all residents. With on average 85,000 homes in the City, minus those with residents over 65 years, this would equate to around a £10-12 increase in year one for all homes that pay 100% of Council Tax. I believe that most people would be happy to have this small increase as a form of wealth distribution and that one day it may be 'them' that the scheme aids.	Holgate
Obtaining more money form Central government	Rural West York
Review library opening times and services	Rawcliffe and Clifton Without
We should aim for the sky. Central government should be petitioned for some of the required funding. The rest should come from an increase in the council tax of those in the most valuable properties. People with more should be helping people with less.	Micklegate
dont know	Micklegate

Stop cutting grass everywhere, Tax cars to enter town, Put a tax on plastic bags and plastic products that have too many wrappings	Fishergate
It should increase council tax on higher bands and raise council tax every year.	Fishergate
? By charging for all green recycling bin collections	Rural West York
Unsure	Huntington and New Earswick
Increase in council tax	Heworth Without
Increasing council tax or using it's reserves.	Micklegate
Tourism	Micklegate
A further 5% reduction (necessitating £190K loss of income ) should not have a significant impact on service levels. However, I would expect the Council to undertake a zero-based budget review periodically (where each service budget sets off at zero and is then increased according to each level of service agreed by the Council beginning with statutory required services and increasing by each incremental service enhancement). I am not sure how few Council Tax payers actually pay the full amount in York (the national average used to be a modest 30%) so that 70% or more receive the benefit of the single person's allowance or Council tax support. Council Tax is the most expensive item that we have to pay each year and unlike other services where a choice is available, Council Tax is enforced under threat of imprisonment. We are very supportive of help for those on lower incomes or with impairments, but removing the charge does little to promote the appreciation, necessity and cost of local services .	Strensall
I have no idea. I don't work for the council and have no insight to where the council is wasting money in other areas. Bottom line is that those on benefits receive an amount of money they require to live on. Not money to be taken from them by local authorities. Benefits that I should be spending on food or energy bills goes to the council, and for what? They even sent me a letter threatening me with prison because I was £2.00 in arrears. Disgusting. If the council have the finances for needless transformations of parts of the city center, they can find the money to support the poorest in the community.	Holgate
By increasing council tax for properties worth more than £500000	Heworth

Increase the council tax for those who can afford to pay	Heworth
Stop hiring consultants	Osballdwick and Derwent
increased automation, decreased paperwork (all online), process simplification, hard to give detail without knowing more about how the Council is currently funded.	Guildhall
I think the council should stop paying for things that are overpaid, and/or paying exorbitant wages for events/items and wages that are unnecessary	Dringhouses and Woodthorpe
Cut civic junketing - if there is any left. Otherwise surely you have to cheese-pare everything pro rata?	Guildhall
As a new resident to the York area I find it difficult to answer but I wouldn't have thought that £190,000 should be all that difficult. Having said that I'm well aware of the pressures put on councils by the government. The government seems keen to reduce welfare payments so an increase in the council tax subsidy would provide some benefit to those who need it.	Bishophthorpe
Can not a small amount be added to normal council tax bills	Heworth
stop wasting money on 20mph zones.	Haxby and Wigginton
Increased parking charges in centre of town	Fishergate
I don't care how they fund it just as long as it doesn't hit other services it should just be done	Guildhall
Reducing the wage of top management in the Council and any other wage of top management the Council is accountable for.	Hull Road
Divert funds which are not compulsory such as improvements on the city and paying for events.	Micklegate
Reducing councillors wages. Putting left over budgets into this instead of making unnecessary roadwork in area at end of financial year to use up budgets. Reducing budgets to come in line with what we actually used instead of the above.	Heworth
Reduce senior management. Anybody on £75000 plus should be challenged to do their job on pay- 15%.	Bishophthorpe

Reduction in the administrative cost of running the council, and efficiency improvements across the board. Look at cost of engaging consultants	Guildhall
I THINK THE BIG EARNERS SHOULD PAY MORE TAX.	Clifton
By better management of current budgets, looking at in house savings and not wasting money on 'unnecessary expenditure'.	Rawcliffe and Clifton Without
Get rid of lord mayor.	Huntington and New Earswick
Higher earners to contribute more.	Fulford and Heslington
Unsure	Hull Road
Limiting/decreasing senior staff pay.	Holgate
Give an option of bin collections every week and charge for the second collection at a set rate. Make a charge for garden rubbish collections. Most people have cars so could remove own garden rubbish.	Wheldrake
Increase council tax bills of others	Micklegate
Surely find these savings is the task of councillors and officers	Heworth
Tourist city tax (on accommodation, as in Europe) and make council tax fully means tested so those with high income pay proportionally more.	Clifton
NOT THE FOGGIEST IDEA!	Haxby and Wigginton
allowing residents to put extra rubbish out, for a fee, by the purchase of a secondary heavy duty plastic bag that incurs a charge.	Fishergate
Through cutting expenditure on unnecessary peripheral projects used by very few people. Cut spending on vanity projects.	Westfield



Additional tax applied to employers and businesses. After all many of these business are considered to be paying their employees below the minimum wage. Additional increases could apply to restaurants and cafes that place chairs and tables in the public space (squares, roads, etc).	Guildhall
Increase council tax for others	Micklegate
Increase council tax for everyone else.	Micklegate
More efficient procurement of services from 3rd parties across all departments.	Haxby and Wigginton
Eliminate waste on cosmetic changes and publicity and ensure that project managers actually complete their tasks instead of the whole thing being slowed down by change if managers with different approaches.	Osbalwick and Derwent
Using the funding put aside for stupid half arsed cycle lanes that cyclists don't seem to want to use and the ridiculous 20mph zones in residential areas on the outskirts of York.	Heworth Without
Stop wasting money on things like the bridge fiasco. If considering major projects try opening it up publicly as brain storming usually helps.	Westfield
The cost would be this high because of the high level of non payment caused by the existing 30% council tax charge to this group of people Increase car parking charges for non residents Introduce a congestion charge on already congested roads - and as a last resort close Lendal Bridge - impose fines on offenders - and get it right this time!	Guildhall
Increased parking charges	Copmanthorpe
Reduction in Road Maintenance	Micklegate
Economies within the council itself-tighter use of funds and better accountability.	Huntington and New Earswick
Fewer vanity projects in the City Centre	Guildhall
Efficiency savings through smarter purchasing. Freeze elected officer's allowances for five years	Holgate
Car Parking costs.	Acomb

Increase on Tax on Licence premises. Weekends are very very busy and causes alot of disruption in alcohol related incidents	Micklegate
End all discretionary arts and sports funding. Sell Stonebow House for redevelopment. End all support for the "media arts" circus and its hangers-on. Stop mixing up recycling on collection then spending money on separating it again. Reduce the number of council departments and cut back on superfluous and overpaid managers.	Fishergate
I am not avoiding the question but I really don't believe the Council should need to fund this. I believe support for people in need should come from central government from the taxation system i.e. income tax, which should increase. I also think the Council should be relieved of the burden of administering such benefits. Yes, I am a socialist.	Heworth
NOT through raising the Council Tax	Westfield
By cutting the costs in Council offices .	Haxby and Wigginton
Spend less on green nonsense Spend less on consultants more competition for council contracts ie grass cutting	Haxby and Wigginton
Raise council tax for everyone else.	Heworth
Diverting some money	Fishergate
By scrapping free green bin collections which are unfairly only provided to houses in the suburbs	Micklegate
Have less high earners on the pay roll books	Clifton
By reducing CTS provided to residents on basis of age/pension/income entitlement from 100% to match that provided to all other residents.	Rawcliffe and Clifton Without
People that are less fortunate than ourselves need support from the rest, but with no effect on the services provided by the council, I believe the only way to do this is to increase the council tax for those that can afford it.	Strensall
for someone like myself on very limited income I find it almost impossible on a monthly basis to pay my council tax on time, you could consider charging the very wealthy landlords of the very many student houses in the city, it really is not a fair system at all as often i am left with the option of eating or paying council tax and if i dont pay the council tax i will be taken to court, surely this cannot be fair?	Guildhall

Cutting bureaucracy and efficiency savings	Guildhall
The council shouldn't have to. The government should never have been allowed to cut the funding that forced this reduction in the first place, increasing my payments by 600%.	Clifton
It is not a case of funding the extra as the council made more money than expected off these very poor citizens. Also these figures do not represent the CT unrecovered from those unable to afford to pay anything at all out of the extremely frugal personal allowance of income-based benefits. This survey is presented very badly.	Guildhall
Reduction in council manning and vast improvement in efficiency	Rural West York
The amount that is currently being spent in assisting residents in budgeting advice as this is often not the issue, generally residents who experience Council Tax debt are extremely good budgeters but the shortfall in income vs. outgoings does not match up. Amount on Court administration costs and money spent on bailiffs would also be reduced. Other areas could be to increase Council Tax slightly for other residents? Reduce the amount of time that recently repaired or unfurnished houses are exempt? Other areas could look wider at funding which would need to be considered fully, for example, reducing external consultants and doing in-house training with existing Council staff.	Holgate
By opting out of the council tax cap deal which it accepted from central government, and raising council tax on higher bands. This increase in discount should not be purchased at the cost of yet more cuts - rather the council should do what it can to resist the cuts agenda. I am speaking as a volunteer at my local park, just to take one tiny example, where we are being asked to undertake basic maintenance (!) as well as all our existing functions so that the council can cut yet more jobs. We will not be able to do this and thus the park can be expected to decline even further.	Holgate
Increase council tax for higher banded properties	Clifton
Cut green bin collections in November. Reduce amount of 'devolved funding' to be spent on unnecessary projects (i.e. 'beautifying York'). Raise the Council Tax so that people with the advantages of valuable property make a higher contribution to benefit all.	Heworth Without
Increase council tax for all. Take money from business support etc NOT adult social care or children & family services	Rawcliffe and Clifton Without
Cutting green bin collections, training more voluntary snow wardens, using perennials rather than bedding plants.	Fishergate

<p>I understand that the 100% exemption on empty properties for landlords has now been reversed, bringing in £1.15m. I believe that this money should be earmarked to help the poorest residents.</p>	<p>Heworth Without</p>
<p>Impose Council tax on student occupied HMOs Increase Council tax. Lobby the government strenuously to treat everyone the same - since if the benefit is properly means tested it should apply also to pensioners (and I am one). It is invidious to impose a tax which takes no account of the ability to pay. Ideally I would like full (100%) support for those who are sufficiently poor but suspect this is not politically attractive.</p>	<p>Osbalwick and Derwent</p>
<p>You could perhaps start by spending less on things for tourists and pointless "festivals" - residents sometimes get the impression that tourists' requirements take precedence over those who actually live here.</p>	<p>Micklegate</p>
<p>Make landlords pay for their empty properties.</p>	<p>Holgate</p>
<p>By increasing council tax for those who are able to pay more (like me).</p>	<p>Clifton</p>
<p>I have only lived here a couple of months so have yet to form an opinion on where YCC's biggest wastages of funds lie! According to the People's Assembly however, the removal of landlords exemption for CT on empty properties would seem a good start and a fair, like-for-like way of funding the increase in CTS.</p>	<p>Clifton</p>
<p>Extract more money from developers and their contributions cover the longer term infrastructure costs. Ensure developers meet their planning obligations particularly when those obligations are designed to reduce the burden on the tax payer e.g. Star Inn The City obtained development gain and land in the Museum Gardens in exchange for reproviding the toilets. They have taken the development gain but NOT reprovided the public toilets. Disgraceful. I have boycotted the place (except to use their toilets!) Reduce duplication in road signage / multiple traffic lights. Reduce public lighting midnight to 6am Issue more taxi licences (never enough taxis 6pm on Sunday at station)</p>	<p>Micklegate</p>

By increasing taxes paid by multi- national companies who make millions from the tourist and hospitality industry of York and who historically pay less or in some cases ( as we have seen with Starbucks none). Also council tax should be based on earnings rather than postcode and in this way would tax the rich ( of which there are many , many people in York) rather than making the poorest and sick in our society pay for the mistakes of the greedy ( the banking industry). For instance in York as we shall see Virgin will be taking over large swathes of NHS health care, this is a company which earns billions worldwide and if it wants to do business in York should be paying taxes commensurate with its earnings. Also York Universty earns millions every year and owns large amounts of land, again they should be paying their fair share. Equally I do not agree that the savings should be found by placing strategically positioned cameras as was attempted in the illegal Lendal Bridge fiasco as this was ultimately theft. If York wants to be seen as a fair and ethical council it needs to start taxing the people who can afford it and assist your more needy residents.	NA
I am concerned that the Council will have to make savings from other services in order to help the poorest members of our City as the funding of our services has been very badly hit in recent years. Surely there must be ways in which the Council could raise more money.	Micklegate
By using the money they now receive from landlords with empty properties. Charge landlords of student accommodation to offset some of the burden.	Clifton
Increasing Community Tax	Dringhouses and Woodthorpe
Use the money now being collected from landlords of empty properties.	Dringhouses and Woodthorpe
Build houses to provide homes and work therby helping to reduce dependency on benefit.	Guildhall
Increase the higher end council tax bracket to make those in higher value properties pay a little more. Do not extend green bin collections. Don't pay temporary staff on consultants day rates, put them all on council contracts. Don't pay lots of money to your own employment agency for temporary staff. Stop the plans to keep Yearsley pool open the cost per swim is too high.	Osbalwick and Derwent
Target those who have lots of properties and are empty, they should pay council tax weather empty or not. Also if you told and more transparent about the wealthy residents who don't pay their share. York is becoming a city for the rich!	Heworth

Using the extra money from the abolition of the allowance for landlords on empty properties. Introduction of local hotel tourism tax, paid nightly by the tourist pacifically for this purpose. Requiring York Universities to pay a local tax for each foreign student, again for this purpose so they know where the money goes. Not on council vanity projects. This would help also with better community relations with the tourist industry and the Universities, vital for the future, otherwise polarisation in the City between rich and poor will increase massively with resulting tensions.	Micklegate
Examine the range of possible savings. Take some money from the York Financial Assistance Scheme.	Holgate
From the removed discount giving landlords 100% exemption on empty properties.	Huntington and New Earswick
From the removal of the 100% exemption from Council Tax given to landlords on empty properties. Also, The Joseph Rowntree Foundation has estimated that City of York is already recouping £683,000 more than the central government cut, so it can also put this saving towards a more generous relief scheme.	Guildhall
From CT income on empty properties	Fishergate
Cuts in salaries of the council CEO and department directors and vanity schemes, and council newspapers and periodicals that virtually no one reads.	Heworth Without
Reducing ammount paid out to consultancy firms and senoir ex pay	Strensall
By using the increased income from landlords.	Fishergate
You managed it before the Tories got into power, fight the cuts to local councils, better off people should pay more like they used to before this poll, sorry council tax was Introduced	Acomb
An increase in council tax	Guildhall
Increase revenue from Race Course, increase parking fees, use empty property rates.	Dringhouses and Woodthorpe
By using income generated by levying CT at 100% on empty properties	Heworth Without
From the money saved from the removal of the discount to landlords for empty properties.	Micklegate

Savings could be achieved by more profitable use of Parliament Street (move the market back), A cut in needless refurbishment of streets that are already fit for purpose and a cut in the Tourism budget	Heworth
Review expenditure across the board, present all the options to YORK citizens, make a decision	Guildhall
With the money saved from ending the exemption landlords used to get on empty properties.	Fishergate
Stop giving away money to ward committees that do not need it and other pet schemes	Wheldrake
Since the implementation of the council tax scheme, the council has made technical changes to empty properties which have raised £1.15m. Furthermore, the council is currently raising £683,000 more than the central government cut. The council could consider further technical changes to empty properties that are undergoing repair or structural renovation which would raise an additional £80,000. It could also consider shifting some money from York Financial Assistance Scheme to this scheme.	Holgate
Would need to know more information about council expenses .	Guildhall
Increase Council Tax (if central Government will allow you to do so). I pay full Council Tax, on relatively low earnings, but would still be happy to pay a bit more each month so that vulnerable people are not asked to pay impossible sums.	Hull Road
Increase council tax for the highest bands to wholly cover the costs. Reduction in other council services without a corresponding tax increase on the wealthy is pointless, as the majority of individuals that benefit from the proposed change will likely also depend on those very council services that are being reduced.	Micklegate
Corresponding increase in council tax for the higher bands to cover the cost of increasing support as outlined. I strongly disagree with reducing the services suggested to fund this change as this will disproportionately impact on the same people proposed to be helped by the change.	Micklegate
So many 'projects' I hear of that are costing hundreds of thousands - I am sure the money can come from somewhere!	Rawcliffe and Clifton Without
by looking at the money that is wasted by council such as the amount of unneeded paper work sent out, the lental bridge mess.	Osbalwick and Derwent

I don't know enough details to make really smart choices but I would suggest small cuts to services for non-vulnerable people.	Guildhall
Council tax rises.	Clifton
BY ALLOCATING LESS MONEY TO THE LOCAL TRANSPORT BUDGET OVER A 5 YEAR PERIOD TO BRING THE TRAFFIC LIGHT SYSTEM IN YORK UP TO DATE. BY SPENDING LESS MONEY ON DECORATING THE MANSION HOUSE. BY NOT PAYING A THIRD PARTY TO SEND OUT SURVEYS TO COUNCIL TENANTS, THEN RE-SENDING IF THEY HAVE NOT BEEN RETURNED. THE POSTAGE ALONE WOULD BE A HUGE SAVING.	Heworth
reduce social services budget they wast a lot of money i was told this by a social worker	Hull Road
Less people in offices, more effective waste removal, less money wasted on speed traps around york.	Strensall
Reduce the amount of staff in West Offices and require the remainder to actually do some work.	Huntington and New Earswick
Introduce a wider range of community tax	Rural West York
You do not give the figure for total Council Tax and I am sure budget papers to be considered by Council are too large to make public, but here are few ideas: Increase Council Tax year on year by maximum allowed avoiding the cost of a poll (1.95%); Revert collection of green waste to end of October; Charge for wheeled green bins if not already charged to be fair to those in terrace properties, i.e. without lawns, who do not need or cannot accommodate wheeled green bins.	Fishergate
I assume that part of the funding would come from savings in the cost of collecting unpaid council tax bills as more people would be able pay their bills in the first instance. Otherwise what about a 1 % tourist tax on accommodation which visitors would really not notice.	Guildhall
By putting services and money waste under realistic scrutiny	Clifton



I believe that the council already has sufficient funds in which to do this as it has raised over a £1m from technical changes to council tax (eg charging when properties are empty). I also understand that it is recouping £700,000 more than the central government grant. There are other ways of raising money, especially by prioritising those who are the poorest in York. For instance, charging for green bin collection or not subsidising swimming pools although I think in this case it would not be necessary.	NA
By charging the wealthy more including big businesses.	Micklegate
Take a good look at maintenance practices and costs - there are usually some good efficiencies from proper planning and scheduling	Wheldrake
Cut management structures in children's services and reduce top management pay	Clifton
I don't really feel that this is a consultation - there are no proposals to comment on. I think the full rate of council tax should be increased to pay for this.	Fishergate
Asking local big supermarkets, and chain coffee shops, to make voluntary contributions. to the council funds. They make their profits from the local area, and would benefit from the good publicity from this action.	Huntington and New Earswick
I know this would be hard for the Council to fund but many people on a low income are already not able to pay such high CT bills so debts are mounting up so the Council is not receiving these payments anyway.	Micklegate
Reducing public realm amenity expenditure by making greater use of volunteers and "friends of" groups; increasing residents' parking charges.	Guildhall
Increased CT to higher rate properties Reduce wastage in failure to collect due charges across ycc	Micklegate
I believe that from the changes that have been made since the introduction of council tax support, there is sufficient funding to pay for this. Firstly, the council has now started to charge landlords 100% council tax when their properties are empty which will raise the required saving of £1.14m on its own. Secondly, it should be noted that even under the current regime, the council is recovering an additional £683,000 over and above the central government cut to council tax so the savings are not really £1.14m. Furthermore, I would respectfully suggest that there are other schemes that the council are funding - such as emptying green bins - which are less important.	Holgate
By removing the 100% exemption for landlords' empty properties.	Micklegate

hard to say without knowing the context of the rest of the budget	Micklegate
INCREASE COUNCIL TAX OR CHARGE MORE FOR NICE TO HAVE SERVICES	Guildhall
INCREASE COUNCIL TAX	NA
By making better decisions about how to spend revenue so as not to waste money in other service areas.	Micklegate
Up to the Council to decide but feel it is most important for the poorer in society to not have to pay more	Fulford and Heslington
Use the money raised by removing the discount on empty properties. Increase council tax for residents who can afford to pay it. Ask local companies with a turnover above 10m to contribute more to the cities coffers.	Micklegate
Suggestions: Cut the amount of staff working at non-essential jobs - I worked at the council as a temp once and there were some staff who did vital jobs and worked very hard, and other staff whose jobs didn't seem be of much use to anyone - and who consequently were able to spend their time gossiping and surfing the internet. The amount of unnecessary red tape WITHIN the council was pretty amazing to me - it just seemed to create extra work and slow everything down. I think if the top managers in each department spent a couple of weeks a year working at ordinary "ground level" jobs within the council they would have no trouble identifying areas where improvements could be made. I'm also quite happy for the council to cut funding for the arts and for museums, and to cut the salaries of the highest paid council staff.	Acomb
No view	Guildhall
By increasing the council tax to those who do not qualify for support	Heworth
Stop the garden waste collections in November and not reintroduce them until April 1st	Fishergate
Efficency savings within the council departments and more effective management.	Fulford and Heslington
An increase in council tax for those paying council tax at the full rate.	Holgate

<p>In a ideal world, I would prefer to go to the full 30% increase and give 100% council tax support to the city's poorest residents. However, because of the Government's austerity measures and the eventual phasing out of revenue support grants to Local Authorities, so many of our service areas will be under immense strain. Recognising that some compromise may be needed in order to protect services, I have suggested a 15% increase. This could be funded through: - Further assessment and revision of council tax breaks given to those with one than one property in the city - inc. buy-to-let, empty properties, etc - Ensuring no cuts to Adult Social Care through consideration of the council tax precept offered by the Chancellor in his Autumn Statement - Making use of potential income from increased retention of business rates, as announced by the Government (subject to further detail and calculations yet to be seen) - Re-prioritisation of public services e.g. increased green bin collections vs higher council tax support - Reduced new borrowing and/or prioritisation of planned capital improvements to lessen impact on revenue</p>	<p>Micklegate</p>
<p>Council tax increase. The richer (folks like me) should pay more.</p>	<p>Fishergate</p>
<p>Raise the council tax to cover it. Those who can afford to pay should, and those who cannot should be supported</p>	<p>Rawcliffe and Clifton Without</p>
<p>By making savings elsewhere</p>	<p>Huntington and New Earswick</p>
<p>This is an unfair question. The reason it is unfair is that this is an issue of principle : is it fair and realistic to expect people on benefits to pay council tax out of a sum of money that does not encompass living costs and priority bills. The question as posed makes a direct link between front line services being lost and an increase in CTS. This is not acceptable and attempts to avoid the main arguments.council tax in York is high people on benefits do not have the funds to support paying the bills and the imposition of a 30 per cent contribution is causing many people to fall into hardship and is costing the council money in collection activities which again cause hardship to the poor.if Oxford with a similar demographic to York are requesting nil contribution so can York. A series of measures is required to make an integrated system for this. I have advice to offer.</p>	<p>Clifton</p>
<p>Increasing city-centre car parking charges by a small amount</p>	<p>Heworth</p>
<p>Without information on the options available this section is meaningless. How does York compare to other councils? How much of CTB is funded by central Govt?</p>	<p>Holgate</p>

Increases to Council Tax (which is a reasonably progressive tax) and cuts to services on which the poorest are least dependent.	Holgate
In the same way that other Councils in the UK have found to fund this. I understand that other Councils have done this and I feel York should do the same.	Fishergate
Charge more for parking in town.	Micklegate
NB - need better information about the accounts to make an informed decision. The 2014/15 Statement of Accounts provides v. little detail (none) about which services are included in the Service Cost categories. Provide more recycling facilities at supermarkets / car parks and reduce frequency of kerbside collections. Cuts to the culture budget.	Holgate
I understand that having read York Mix that this is effectively already funded by the changes to council tax that have been applied to empty properties in Leeds. I also understand that there is research that states City of York has recouped nearly £700,000 more from its council tax support claimants than has been cut from the central government. If however further money was required, I believe York should support its most vulnerable residents rather than its more affluent ones through financing free garden bin collections.	Holgate
Sorry no idea because I am not a politician or councillor. Not my job to find solutions to problems that government employees are paid to do	Westfield
This needs careful discussion. I can't come up with suggestions right now. Need to study where more cuts could be made as already many difficult choices. But as a principle we must look after the less well off. No doubt about that.	Clifton
not sure	Acomb
Speed cameras, no financial support for developments such as York City's ground. Increase in the top band council tax. Increase in business rates. A HUGE LEVY ON SECOND HOMES AND LANDLORDS ESPECIALLY STUDENT LANDLORDS. I would also end the council tax exemptions for students who can afford to rent way above average rental costs	Osbalwick and Derwent
Increase in council tax	Fishergate
Increase in Council Tax for those who can afford to pay. Spend less money on outdated traditions e.g. expenses for the Lord Mayor. Also make general efficiency savings elsewhere.	Holgate

**SECTION 1: CIA SUMMARY**
**Community Impact Assessment: Summary**
**1. Name of service, policy, function or criteria being assessed:**
**Council Tax Support (CTS)**
**2. What are the main objectives or aims of the service/policy/function/criteria?**

The Council's Council Tax Support (CTS) scheme has been in place since April 2013. It is intended to help low income and vulnerable council tax payers with financial help towards meeting their council tax liability. It is now being formally **reviewed** to determine if any changes should be made to it from April 2016.

The implementation of this local scheme followed on from the 2010 Spending Review when the Government announced that it would localise support for council tax from 2013-14, reducing expenditure by 10 per cent.

The Welfare Reform Act 2012 contained provisions for the abolition of the previous national scheme - Council Tax Benefit (CTB) – and its replacement by new localised schemes (CTS).

This reform is part of a wider policy of decentralisation, giving councils increased financial autonomy and a greater stake in the economic future of their local area.

Lifting the poorest off benefits, by supporting them into work is a key Government objective. Local authorities will have a strengthened financial stake in ensuring local schemes support this aim and help to deliver the positive incentives to work that will reduce poverty and reliance on support for council tax in the long term.

The Government believes that it is right to fully protect council tax support for pensioners and this group was not affected as a result of the introduction of this change. Pensioners cannot go back to work – they have saved and worked hard all their lives: they deserve dignity and security in retirement.

The Local Government Finance Bill 2011 made provision for the localisation of council tax support in England by imposing a duty on billing authorities to establish a localised council tax reduction scheme. The Bill also prescribed certain *classes* or groups who must receive reductions. The Bill also protected eligible pensioners who continue to receive support on the same basis that determined pensioner eligibility and award under the previous CTB scheme thus preserving a maximum entitlement of 100%.

One key feature of the local scheme was that all working age CTS claimants would have to pay a minimum of 30% of the council tax due.

This CIA has been written in respect of the review of City of York Council's CTS scheme and focuses on the minimum 30% figure and whether that should be changed. Any change would be effective from 1<sup>st</sup> April 2016. It is expected that the outcome would be to maintain or reduce the percentage (making the scheme more generous to customers).

Consultation was carried out during the four week period 2<sup>nd</sup> – 29<sup>th</sup> November 2015.

**It is important to note that all claimants of working age (i.e. 18 – 61) will be beneficially affected if the minimum amount that they have to pay is reduced by this change.**

The current caseload is made up as follows: of the 10,363 residents currently receiving CTS 4,832 are of working age and are affected by this review. Of those cases

43% of working age customers are single

20% of working age customers are couples

37% of working age customers are lone parents

94% of these lone parents are female.

### 3. Name and Job Title of person completing assessment:

David Walker, Head of Customer & Exchequer Services

### 4. Have any impacts been Identified? (Yes/No)

Yes

### Community of Identity affected:

All

### Summary of impact:

If the minimum amount of council tax that all working age customers are expected to pay is reduced from 30% then this will increase the amount of support that all CTS recipients will be entitled to and so will have a broad positive financial impact.

### 5. Date CIA completed: 30<sup>th</sup> November 2015

### 6. Signed off by:

### 7. I am satisfied that this service/policy/function has been successfully impact assessed.

**Name:** Pauline Stuchfield

<b>Position:</b> Assistant Director, Customers & Employees		
<b>Date:</b> TBC		
<b>8. Decision-making body:</b>	<b>Date:</b>	<b>Decision Details:</b>
<p>Send the completed signed off document to <a href="mailto:ciasubmission@york.gov.uk">ciasubmission@york.gov.uk</a> It will be published on the intranet, as well as on the council website.</p> <p>Actions arising from the Assessments will be logged on Verto and progress updates will be required</p>		

## Community Impact Assessment (CIA)

**Community Impact Assessment Title:**
**Review of the Council Tax Support scheme for 2016/17**

What evidence is available to suggest that the proposed service, policy, function or criteria could have a negative (N), positive (P) or no (None) effect on quality of life outcomes? (Refer to guidance for further details)

Can negative impacts be justified? **For example: improving community cohesion; complying with other legislation or enforcement duties; taking positive action to address imbalances or under-representation; needing to target a particular community or group e.g. older people.** NB. Lack of financial resources alone is NOT justification!

### Community of Identity: Age

Evidence	Quality of Life Indicators	Customer Impact (N/P/None)	Staff Impact (N/P/None)
<p>Those of pension age are outside the scope of this review and therefore any change will have no impact on them as existing and future qualifying pensioners are protected from any reductions under CTS. There is no minimum percentage of council tax that this group must pay. The impact of any changes to the CTS scheme, whether negative or positive will be borne by customers of working age.</p> <p>The disproportionate impact on claimants under 25</p>	<p>A reduction in the 30% minimum payment would have a positive and direct impact on customers' financial position. It will have a direct or indirect and variable positive impact on these indicators:</p> <p><b>Standard of living:</b> increasing overall</p>	P	P



<p>because the scheme (as well as national DWP administered benefits such as Income Support and Job Seekers Allowance) is less generous to this group would be reduced if the minimum amount they have to pay is lower.</p> <p>The impact on staff is expected to be broadly positive as customers are less likely to be potentially angry, stressed and upset.</p>		<p>income and reducing indebtedness;</p> <p><b>Individual, family &amp; social life:</b> reduce the level of anxiety caused by debt</p> <p><b>Health:</b> there are well established links between financial well being and health and this change would have a positive or neutral effect.</p>		
Details of Impact	<i>Can negative impacts be justified?</i>	Reason/Action	Lead Officer	Completion Date
<p>All working age CTS claimants will be entitled to more financial help towards their council tax liability if the minimum 30% figure is reduced.</p>	<p>A reduction will have no negative impacts</p>	<p>N/A</p>	<p>N/A</p>	<p>N/A</p>

## Community of Identity: Carers of Older or Disabled People

Evidence		Quality of Life Indicators	Customer Impact (N/P/None)	Staff Impact (N/P/None)
<p>Those cared for could be adversely affected by the existing scheme if their carer can no longer care for them as they need to work more to make up for their reduction in council tax support. However, a lowering of the minimum percentage payable would mitigate this.</p> <p>The impact on staff is expected to be broadly positive as customers are less likely to be potentially angry, stressed and upset.</p>		<p>A reduction in the 30% minimum payment would have a positive and direct impact on customers' financial position. It will have a direct or indirect and variable positive impact on these indicators:</p> <p><b>Standard of living:</b> increasing overall income and reducing indebtedness;</p> <p><b>Individual, family &amp; social life:</b> reduce the level of anxiety caused by debt</p> <p><b>Health:</b> there are well established links between financial well being and health and this change would have a positive or neutral effect.</p>	P	P
Details of Impact	Can negative impacts be justified?	Reason/Action	Lead Officer	Completion Date
All working age CTS claimants will be entitled to more financial help towards their council	N/A		N/A	N/A

tax liability.		N/A		
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### Community of Identity: Disability

Evidence	Quality of Life Indicators	Customer Impact (N/P/None)	Staff Impact (N/P/None)
<p>The overall reduced support provided by the CTS scheme for people of working age has had an adverse affect on this category as it had with all of working age recipients. However, those who received additional CTB because of their disability (by way of 'premiums' used in the calculation) have retained these disability premiums under CTS. There was no new disproportionate disadvantage in the new scheme. A reduction in the minimum percentage payable makes the scheme more generous for all working age CTS claimants including this group.</p> <p>The impact on staff is expected to be broadly positive as customers are less likely to be potentially angry, stressed and upset.</p>	<p>A reduction in the 30% minimum payment would have a positive and direct impact on customers' financial position. It will have a direct or indirect and variable positive impact on these indicators:</p> <p><b>Standard of living:</b> increasing overall income and reducing indebtedness;</p> <p><b>Individual, family &amp; social life:</b> reduce the level of anxiety caused by debt</p> <p><b>Health:</b> there are well established links between financial well being and health and this change would have a positive or neutral effect.</p>	P	P

Details of Impact	Can negative impacts be justified?	Reason/Action	Lead Officer	Completion Date
All working age CTS claimants will be entitled to more financial help towards their council tax liability.	No negative impact	N/A	N/A	N/A

### Community of Identity: Gender

Evidence	Quality of Life Indicators	Customer Impact (N/P/None)	Staff Impact (N/P/None)
It was recognised in CIA for the implementation of the CTS scheme from April 2013 that the reduction in entitlement compared to the CTB scheme would impact disproportionately on lone parents. One of the key arguments for the Government's policy is to encourage people back into work. This will be harder for one parent families than for couples or single people as they will need to find child minding support which can often be expensive. Some 94% of one parent customers are female which means they are likely to find it more difficult to enter work. However a reduction in the minimum percentage payable makes the scheme more generous for all working age CTS claimants including this group.	<p>A reduction in the 30% minimum payment would have a positive and direct impact on customers' financial position. It will have a direct or indirect and variable positive impact on these indicators:</p> <p><b>Standard of living:</b> increasing overall income and reducing indebtedness;</p> <p><b>Individual, family &amp; social life:</b> reduce the level of anxiety caused by debt</p> <p><b>Health:</b> there are well established links between financial well being and health</p>	P	P

The impact on staff is expected to be broadly positive as customers are less likely to be potentially angry, stressed and upset.		and this change would have a positive or neutral effect.			
Details of Impact		<i>Can negative impacts be justified?</i>	Reason/Action	Lead Officer	Completion Date
All working age CTS claimants will be entitled to more financial help towards their council tax liability.		No negative impacts	N/A	N/A	N/A

Community of Identity: Gender Reassignment				
Evidence	Quality of Life Indicators	Customer Impact (N/P/None)	Staff Impact (N/P/None)	
<p>We do not hold claim level information on this Community of Identity but all of the working age claimant population would benefit from a reduction in the minimum payment resulting in a more generous CTS scheme.</p> <p>The impact on staff is expected to be broadly positive as</p>	<p>A reduction in the 30% minimum payment would have a positive and direct impact on customers' financial position. It will have a direct or indirect and variable positive impact on these indicators:</p>	P	P	

customers are less likely to be potentially angry, stressed and upset.		<p><b>Standard of living:</b> increasing overall income and reducing indebtedness;</p> <p><b>Individual, family &amp; social life:</b> reduce the level of anxiety caused by debt</p> <p><b>Health:</b> there are well established links between financial well being and health and this change would have a positive or neutral effect.</p>		
Details of Impact	Can negative impacts be justified?	Reason/Action	Lead Officer	Completion Date
All working age CTS claimants will be entitled to more financial help towards their council tax liability.	No negative impact	N/A	N/A	N/A

**Community of Identity: Marriage & Civil Partnership**

Evidence	Quality of Life Indicators	Customer Impact (N/P/None)	Staff Impact (N/P/None)
All working age CTS customers would benefit from a more generous scheme via the reduction in the minimum	A reduction in the 30% minimum payment would have a positive and	P	P

<p>payment.</p> <p>The impact on staff is expected to be broadly positive as customers are less likely to be potentially angry, stressed and upset.</p>		<p>direct impact on customers' financial position. It will have a direct or indirect and variable positive impact on these indicators:</p> <p><b>Standard of living:</b> increasing overall income and reducing indebtedness;</p> <p><b>Individual, family &amp; social life:</b> reduce the level of anxiety caused by debt</p> <p><b>Health:</b> there are well established links between financial well being and health and this change would have a positive or neutral effect.</p>		
Details of Impact	<i>Can negative impacts be justified?</i>	Reason/Action	Lead Officer	Completion Date
All working age CTS claimants will be entitled to more financial help towards their council tax liability.	No negative impact	N/A	N/A	N/A

### Community of Identity: Pregnancy / Maternity

Evidence		Quality of Life Indicators	Customer Impact (N/P/None)	Staff Impact (N/P/None)
<p>All working age CTS customers would benefit from a more generous scheme via the reduction in the minimum payment.</p> <p>The impact on staff is expected to be broadly positive as customers are less likely to be potentially angry, stressed and upset.</p>		<p>A reduction in the 30% minimum payment would have a positive and direct impact on customers' financial position. It will have a direct or indirect and variable positive impact on these indicators:</p> <p><b>Standard of living:</b> increasing overall income and reducing indebtedness;</p> <p><b>Individual, family &amp; social life:</b> reduce the level of anxiety caused by debt</p> <p><b>Health:</b> there are well established links between financial well being and health and this change would have a positive or neutral effect.</p>	P	P
Details of Impact	Can negative impacts be justified?	Reason/Action	Lead Officer	Completion Date
All working age CTS claimants will be entitled to more financial help towards their council	No negative		N/A	N/A



tax liability.	impact	N/A		
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**Community of Identity: Race**

Evidence	Quality of Life Indicators	Customer Impact (N/P/None)	Staff Impact (N/P/None)
<p>We do not hold claim level information on this Community of Identity but all of the working age claimant population would benefit from a reduction in the minimum payment resulting in a more generous CTS scheme.</p> <p>The impact on staff is expected to be broadly positive as customers are less likely to be potentially angry, stressed and upset.</p>	<p>A reduction in the 30% minimum payment would have a positive and direct impact on customers’ financial position. It will have a direct or indirect and variable positive impact on these indicators:</p> <p><b>Standard of living:</b> increasing overall income and reducing indebtedness;</p> <p><b>Individual, family &amp; social life:</b> reduce the level of anxiety caused by debt</p> <p><b>Health:</b> there are well established links between financial well being and health and this change would have a positive or neutral effect.</p>	P	P

Details of Impact	Can negative impacts be justified?	Reason/Action	Lead Officer	Completion Date
All working age CTS claimants will be entitled to more financial help towards their council tax liability.	No negative impact	N/A	N/A	N/A

**Community of Identity: Religion / Spirituality / Belief**

Evidence	Quality of Life Indicators	Customer Impact (N/P/None)	Staff Impact (N/P/None)
<p>We do not hold claim level information on this Community of Identity but all of the working age claimant population would benefit from a reduction in the minimum payment resulting in a more generous CTS scheme.</p> <p>The impact on staff is expected to be broadly positive as customers are less likely to be potentially angry, stressed and upset.</p>	<p>A reduction in the 30% minimum payment would have a positive and direct impact on customers' financial position. It will have a direct or indirect and variable positive impact on these indicators:</p> <p><b>Standard of living:</b> increasing overall income and reducing indebtedness;</p> <p><b>Individual, family &amp; social life:</b> reduce the level of anxiety caused by debt</p> <p><b>Health:</b> there are well established links between financial well being and health</p>	P	P

		and this change would have a positive or neutral effect.		
Details of Impact	Can negative impacts be justified?	Reason/Action	Lead Officer	Completion Date
All working age CTS claimants will be entitled to more financial help towards their council tax liability.	No negative impact	N/A	N/A	N/A

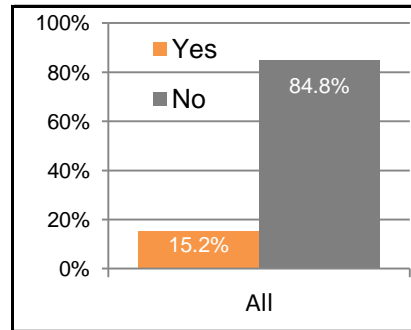
### Community of Identity: Sexual Orientation

Evidence	Quality of Life Indicators	Customer Impact (N/P/None)	Staff Impact (N/P/None)
<p>We do not hold claim level information on this Community of Identity but all of the working age claimant population would benefit from a reduction in the minimum payment resulting in a more generous CTS scheme.</p> <p>The impact on staff is expected to be broadly positive as customers are less likely to be potentially angry, stressed and upset.</p>	<p>A reduction in the 30% minimum payment would have a positive and direct impact on customers' financial position. It will have a direct or indirect and variable positive impact on these indicators:</p> <p><b>Standard of living:</b> increasing overall income and reducing indebtedness;</p>	P	P

		<p><b>Individual, family &amp; social life:</b> reduce the level of anxiety caused by debt</p> <p><b>Health:</b> there are well established links between financial well being and health and this change would have a positive or neutral effect.</p>		
Details of Impact	Can negative impacts be justified?	Reason/Action	Lead Officer	Completion Date
All working age CTS claimants will be entitled to more financial help towards their council tax liability.	No negative impact	N/A	N/A	N/A

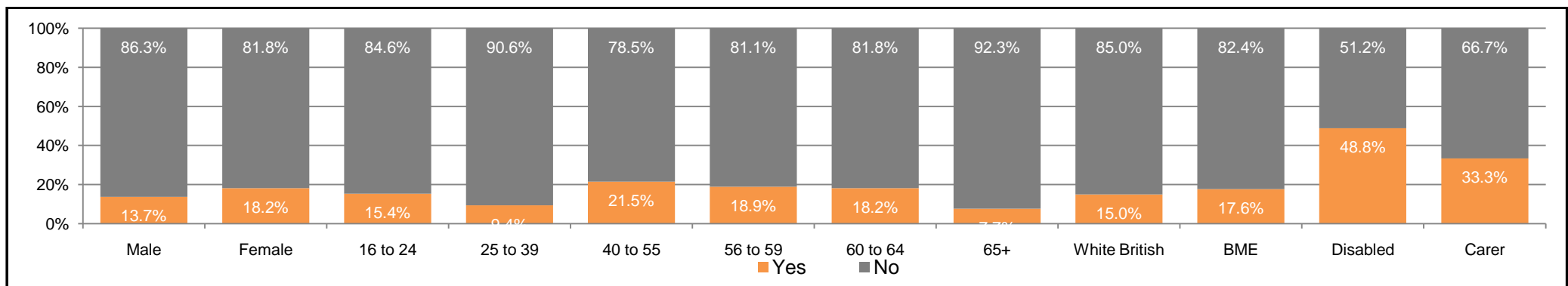
**Q: Are you getting any Council Tax Support?**

		CTS Status		
		All	CTS	Non-CTS
Yes	%	15.2%	100.0%	-
	Number	69	69	-
No	%	84.8%	-	100.0%
	Number	384	-	384
<b>Respondents</b>		453	69	384



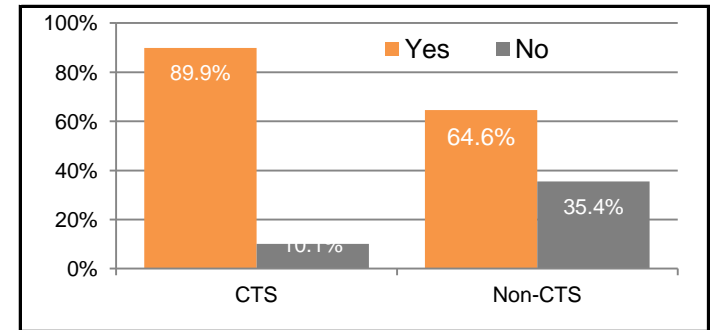
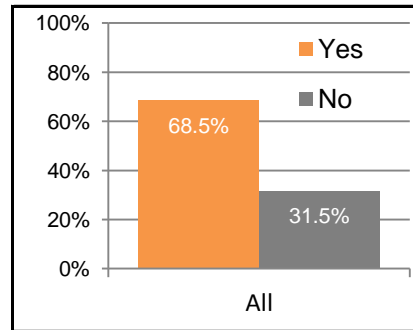
Survey Summary	
Respondents..	Total
Starting the survey	547
Agreeing to the terms	539
Confirming they are York residents	532
Answering mandatory questions	453
Answering first main question	447

		Gender		Age						Ethnic Origin				
		All	Male	Female	16 to 24	25 to 39	40 to 55	56 to 59	60 to 64	65+	White British	BME	Disabled	Carer
Yes	%	15.2%	13.7%	18.2%	15.4%	9.4%	21.5%	18.9%	18.2%	7.7%	15.0%	17.6%	48.8%	33.3%
	Number	69	27	30	2	9	23	7	8	5	48	6	21	11
No	%	84.8%	86.3%	81.8%	84.6%	90.6%	78.5%	81.1%	81.8%	92.3%	85.0%	82.4%	51.2%	66.7%
	Number	384	170	135	11	87	84	30	36	60	273	28	22	22
<b>Respondents</b>		453	197	165	13	96	107	37	44	65	321	34	43	33

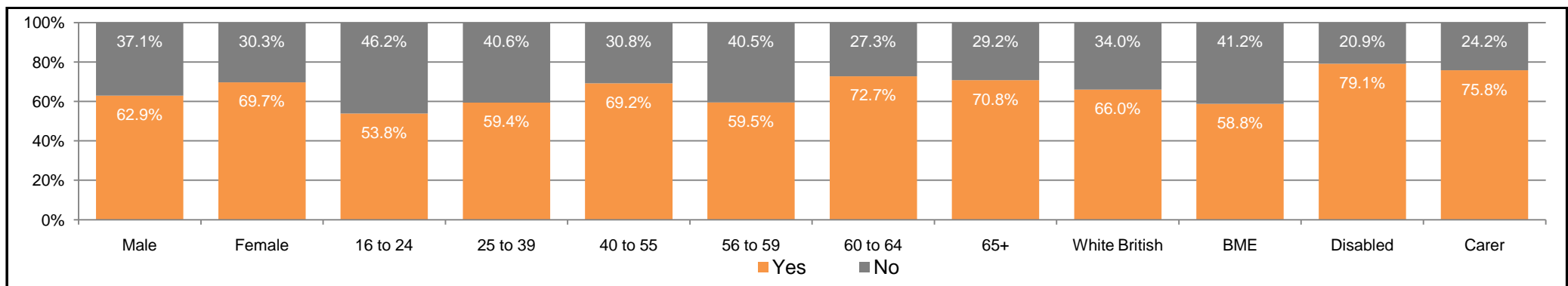


**Q: Do you support increasing the amount of help available to those who receive CTS?**

		CTS Status		
		All	CTS	Non-CTS
Yes	%	68.5%	89.9%	64.6%
	Number	306	62	244
No	%	31.5%	10.1%	35.4%
	Number	141	7	134
<b>Respondents</b>		447	69	378

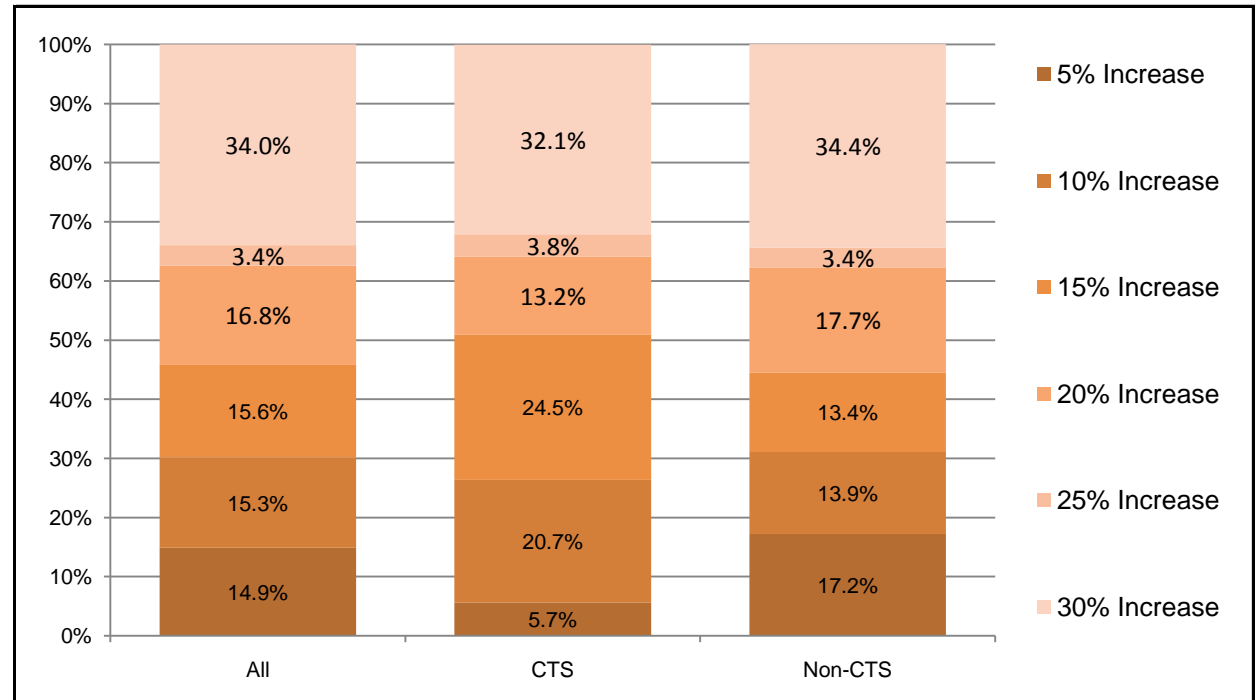


		Gender			Age						Ethnic Origin			
		All	Male	Female	16 to 24	25 to 39	40 to 55	56 to 59	60 to 64	65+	White British	BME	Disabled	Carer
Yes	%	68.5%	62.9%	69.7%	53.8%	59.4%	69.2%	59.5%	72.7%	70.8%	66.0%	58.8%	79.1%	75.8%
	Number	306	124	115	7	57	74	22	32	46	212	20	34	25
No	%	31.5%	37.1%	30.3%	46.2%	40.6%	30.8%	40.5%	27.3%	29.2%	34.0%	41.2%	20.9%	24.2%
	Number	141	73	50	6	39	33	15	12	19	109	14	9	8
<b>Respondents</b>		447	197	165	13	96	107	37	44	65	321	34	43	33



Q: [Yes to increase] What % increase would you like to see?

		CTS Status		
		All	CTS	Non-CTS
5% Increase	%	14.9%	5.7%	17.2%
	Number	39	3	36
10% Increase	%	15.3%	20.7%	13.9%
	Number	40	11	29
15% Increase	%	15.6%	24.5%	13.4%
	Number	41	13	28
20% Increase	%	16.8%	13.2%	17.7%
	Number	44	7	37
25% Increase	%	3.4%	3.8%	3.4%
	Number	9	2	7
30% Increase	%	34.0%	32.1%	34.4%
	Number	89	17	72
<b>Respondents</b>		262	53	209

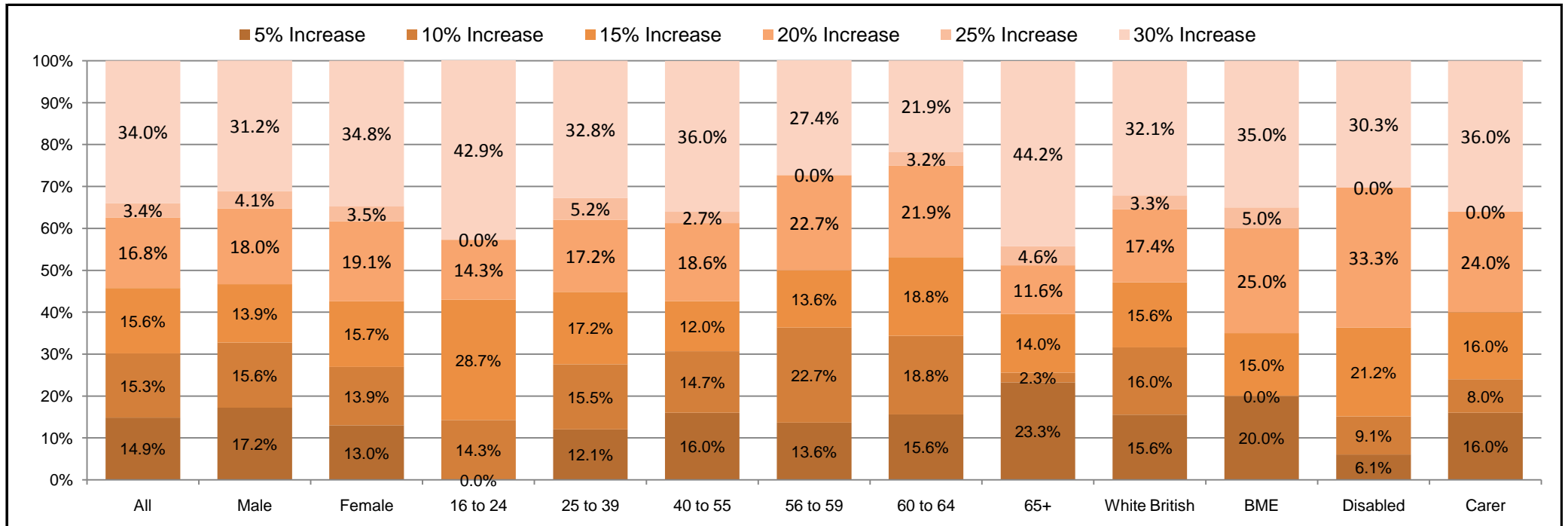


Q: [Yes to increase] What % increase would you like to see? (Cont.)

		Gender		Age						Ethnic Origin				
		All	Male	Female	16 to 24	25 to 39	40 to 55	56 to 59	60 to 64	65+	White British	BME	Disabled	Carer
5% Increase	%	14.9%	17.2%	13.0%	0.0%	12.1%	16.0%	13.6%	15.6%	23.3%	15.6%	20.0%	6.1%	16.0%
	Number	39	21	15	0	7	12	3	5	10	33	4	2	4
10% Increase	%	15.3%	15.6%	13.9%	14.3%	15.5%	14.7%	22.7%	18.8%	2.3%	16.0%	0.0%	9.1%	8.0%
	Number	40	19	16	1	9	11	5	6	1	34	0	3	2
15% Increase	%	15.6%	13.9%	15.7%	28.7%	17.2%	12.0%	13.6%	18.8%	14.0%	15.6%	15.0%	21.2%	16.0%
	Number	41	17	18	2	10	9	3	6	6	33	3	7	4
20% Increase	%	16.8%	18.0%	19.1%	14.3%	17.2%	18.6%	22.7%	21.9%	11.6%	17.4%	25.0%	33.3%	24.0%
	Number	44	22	22	1	10	14	5	7	5	37	5	11	6
25% Increase	%	3.4%	4.1%	3.5%	0.0%	5.2%	2.7%	0.0%	3.2%	4.6%	3.3%	5.0%	0.0%	0.0%
	Number	9	5	4	0	3	2	0	1	2	7	1	0	0
30% Increase	%	34.0%	31.2%	34.8%	42.9%	32.8%	36.0%	27.4%	21.9%	44.2%	32.1%	35.0%	30.3%	36.0%
	Number	89	38	40	3	19	27	6	7	19	68	7	10	9
<b>Respondents</b>		262	122	115	7	58	75	22	32	43	212	20	33	25

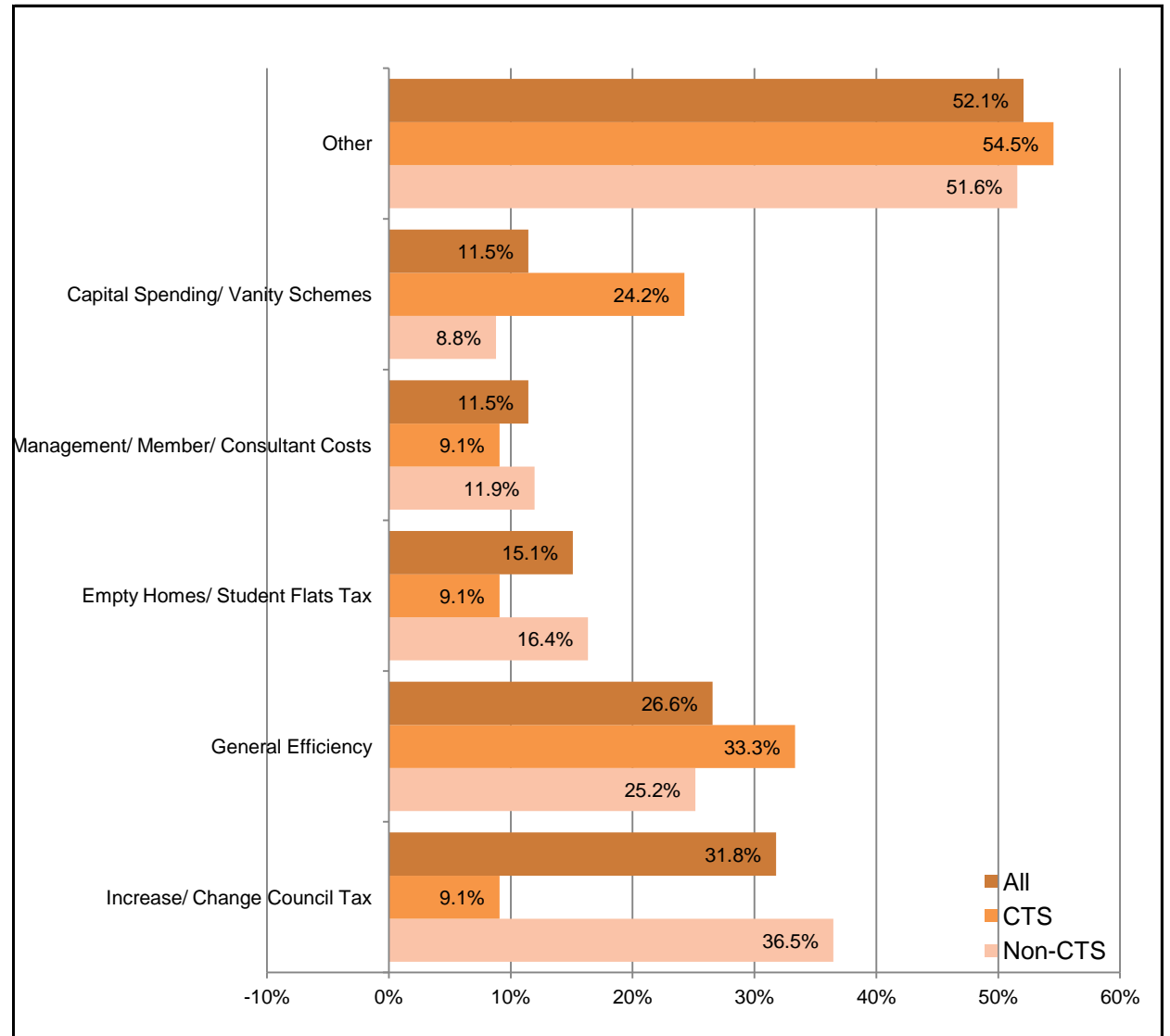
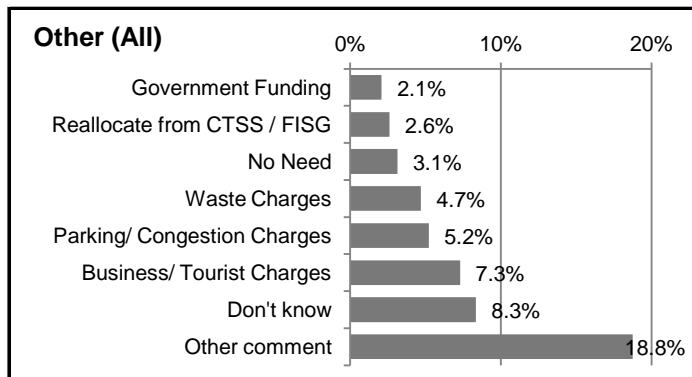


Q: [Yes to increase] What % increase would you like to see? (Cont.)



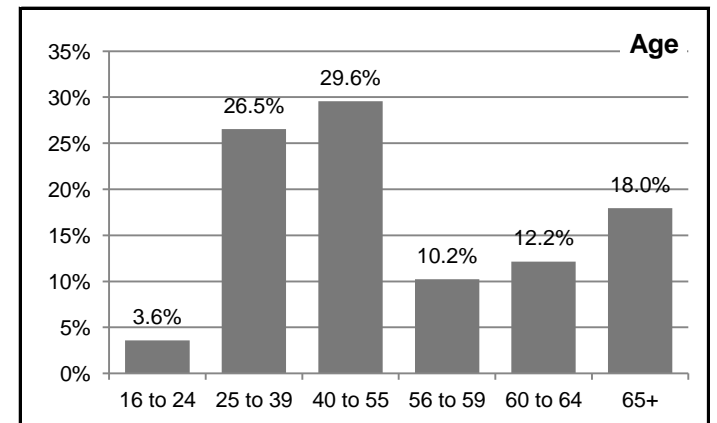
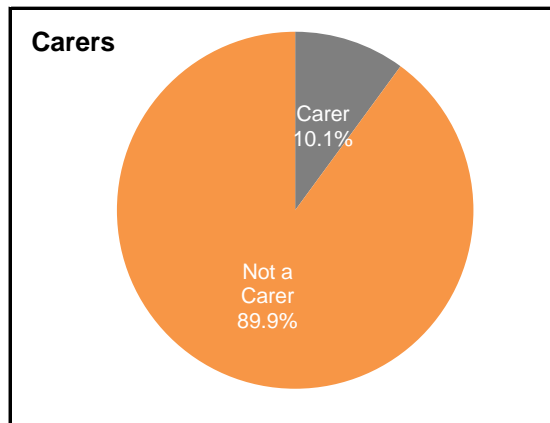
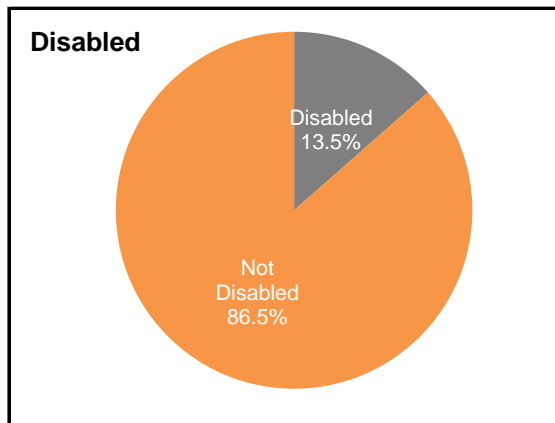
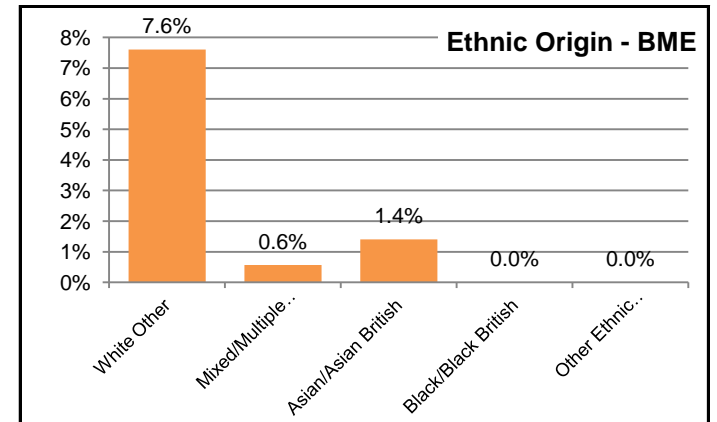
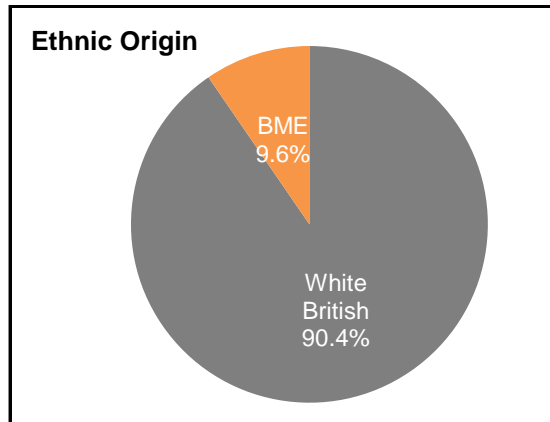
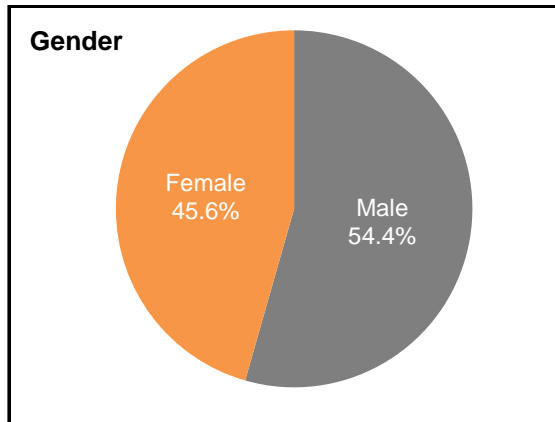
Q: [Yes to increase] How do you think the council should fund this? (Free Text Answer)

		CTS Status		
		All	CTS	Non-CTS
Increase/ Change Council Tax	%	31.8%	9.1%	36.5%
	Number	61	3	58
General Efficiency	%	26.6%	33.3%	25.2%
	Number	51	11	40
Empty Homes/ Student Flats Tax	%	15.1%	9.1%	16.4%
	Number	29	3	26
Management/ Member/ Consultant Costs	%	11.5%	9.1%	11.9%
	Number	22	3	19
Capital Spending/ Vanity Schemes	%	11.5%	24.2%	8.8%
	Number	22	8	14
Other	%	52.1%	54.5%	51.6%
	Number	100	18	82
<b>Respondents</b>		192	33	159



Respondent Demographics

		Gender		Age						Ethnic Origin			
	All	Male	Female	16 to 24	25 to 39	40 to 55	56 to 59	60 to 64	65+	White British	BME	Disabled	Carer
%	-	54.4%	45.6%	3.6%	26.5%	29.6%	10.2%	12.2%	18.0%	90.4%	9.6%	13.5%	10.1%
<b>Respondents</b>	453	197	165	13	96	107	37	44	65	321	34	43	33

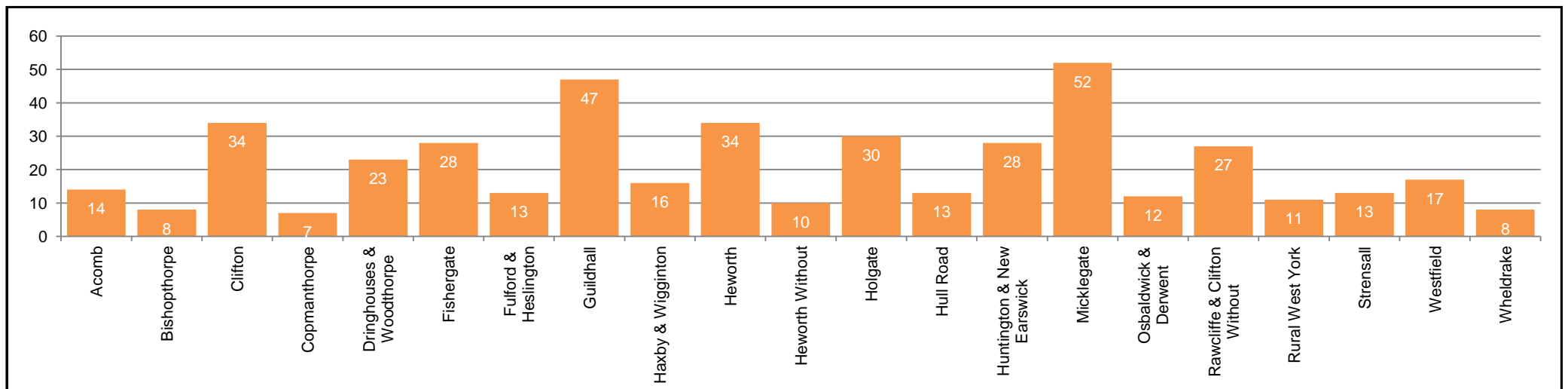


Respondent Demographics (Cont.)

	Ward							
	All	Acomb	Bishopthorpe	Clifton	Copmanthorpe	Dringhouses & Woodthorpe	Fishergate	Fulford & Heslington
%	-	3.1%	1.8%	7.5%	1.5%	5.1%	6.2%	2.9%
<b>Respondents</b>	453	14	8	34	7	23	28	13

	Guildhall	Haxby & Wigginton	Heworth	Heworth Without	Holgate	Hull Road	Huntington & New Earswick	Micklegate
%	10.4%	3.5%	7.5%	2.2%	6.6%	2.9%	6.2%	11.5%
<b>Respondents</b>	47	16	34	10	30	13	28	52

	Osballdwick & Derwent	Rawcliffe & Clifton Without	Rural West York	Strensall	Westfield	Wheldrake	Unknown Ward
%	2.6%	6.0%	2.4%	2.9%	3.8%	1.8%	1.8%
<b>Respondents</b>	12	27	11	13	17	8	8





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Executive

15 December 2015

Report of the Assistant Director Customers & Employees

Portfolio of the Leader & Executive Member for Finance & Performance

## **Discretionary Rate Relief Awards 2016 - 2018**

### **Summary**

1. The purpose of this paper is to provide Executive with details of new applications for Discretionary Rate Relief (DRR) for the period 1 April 2016 to 31 March 2018. The paper sets out the Council's available budget and asks Executive to approve any new awards based upon the funding available.

### **Recommendations**

2. Executive are asked to consider and approve the new applications for discretionary rate relief set out at Annex B;

Reason: To provide a transparent process for awarding discretionary rate relief.

### **Background**

3. With effect from April 2014 all new awards of discretionary rate relief are an Executive decision taking into account the budget available and consideration of applications against Council priorities.
4. Guidance in the 1988 Local Government Finance Act provides that although authorities may adopt rules for the consideration of discretionary cases, they should not adopt a blanket policy either to give or not to give relief. Instead, each case should be considered on its own merits. The type of organisation and area where DRR can be awarded are:

- Charities
  - Non-profit making organisations
  - Community Amateur Sports Clubs (CASCs)
  - Rural discretionary relief
  - Rural top up.
5. The council's aim is ensuring that services are designed around the needs of the people and place first. Some of these services may not be delivered directly by the Council in future but by a combination of the Council with partner organisations, other authorities, volunteers and community groups or directly by social enterprises or the commercial sector. The 'top up' discretionary rate relief provides additional financial support to those charities, community sports clubs and non-for profit organisations that form a key part of supporting this aim.
6. All applications for DRR are currently written submissions through a formal application process managed by the relevant Council department. The applications are considered on an individual basis against Council priorities and on their merits. The application is for a top up to the 80% mandatory award in respect of charities, CASCs and non-for profit organisations. This paper provides details of all applications for the 1st April 2016 – 31<sup>st</sup> March 2018 years against the Council's DRR budget.

### **Discretionary Rate Relief costs**

7. All current recipients of DRR are on the two year cycle 1<sup>st</sup> April 2015 – 31<sup>st</sup> March 2017 and are set out at Annex A. There were no new awards of discretionary rate relief approved at Executive in January 2014 for the 1 April 2014 to 31 March 2016 years. Annex B of this paper sets out details of the organisations recommended for awards by the relevant directorates after consideration of the individual applications for the period 1 April 2016 – 31 March 2018. Table 1 below shows the cost to the Council of existing (2015 – 2017) awards including rural relief.

**Table 1.**

<b>Category</b>	<b>Total Cost of DRR</b>	<b>CYC Share</b>
Not-for Profit	£9,853	£4,927
Charities	£62,416	£31,208
CASCs	£20,875	£10,438
Rural Discretionary	£41,418	£20,709
Rural Top Up	£5,624	£2,812
<b>Total Cost</b>	<b>£140,186</b>	<b>£70,094</b>

8. Table 2 below shows the proposed new awards (Annex B) for the period 1<sup>st</sup> April 2016 to 31<sup>st</sup> March 2018:

**Table 2.**

<b>Category</b>	<b>Total Cost of DRR</b>	<b>CYC Share</b>
Not-for Profit		
Charities		£847.36
CASCs		£1,268.50
Rural Discretionary		
Rural Top Up		
<b>Total Cost</b>		<b>£2,115.86</b>

9. The Council budget for DRR in 2016/17 is £83K. The value of existing awards set out at Table 1 will increase in 2016/17 to approximately £71,496 this assumes a 2% uplift in the business rates multiplier for 2016/17. The new awards set out at Table 2 above and Annex B will increase the total value of awards to £73,611.86 in 2016/17.

### **New Applications**

10. Table 2 above sets out the number and value of new applications for DRR in each of the categories. Applications that have not met the qualifying criteria through the application process are not included in the numbers but are set out at Annex C.

11. There have been 10 new applications for discretionary top up relief for the April 2016 – March 2018 period. The low volume arises as the awards made in April 2015 were for all the pre April 14 organisations who had received support for a number of years.
12. The applicant organisations have been through a thorough application process with each organisation looked at on an individual basis against the set qualifying criteria:
  - The organisation is a charity or CASC;
  - And/or the organisation is non-for profit;
  - Equalities e.g. that the organisation have a formally adopted equality and diversity policy;
  - Membership is open to everyone;
  - The percentage of users and or members who are York residents;
  - Whether the organisation has membership fees;
  - Whether discounts are provided for York residents;
  - Whether the organisation is affiliated to any local or national organisation;
  - How the organisation contributes to the community;
  - The organisation's financial position.
13. In terms of equalities the organisations applying need to provide their CIA's and equality and diversity policies. The information provided is reviewed by the Council's Head of Communities and Equalities to ensure their aims are aligned to the Council's own policies before they can qualify for top up rate relief as part of the overall application process.
14. Annex B sets out the organisations and clubs that are recommended to receive top up discretionary relief for the two years from April 2016. Annex C shows those organisations that have been declined including the reason why. Organisations are supported through the application process and advice provided to those who have been declined.

## Options

15. There are two options associated with this report:

**Option 1** – Approve the new applications for discretionary rate relief set out at Annex B;



**Option 2** – Decline the new applications for discretionary rate relief set out at Annex B.

### **Analysis**

16. There is a year on year increasing demand on the DRR budget from current recipients of rural rate relief and the biannual applications from charities, sports clubs and a small number of not for profit organisations as the business rates multiplier continues to rise by RPI (Capped in 2014 to 2%). There is sufficient budget to meet the current demand for the April 15 to March 17 recipients along with the approved new applications for the April 16 – March 18 period. To ensure all qualifying organisations receive some discretionary top up support and residual budget is retained for future awards and to meet inflationary pressures the level awarded is less than the 20% maximum allowance as set out as both Annex A & B.

### **Council Plan 2015 - 19**

17. The power to provide discretionary rate relief contained within the Local Government Finance Act 1988 & 2012 aligns with the Council plan 2015 - 19 in providing residents with community assets that support the focus on frontline services providing health and wellbeing for their customers and making York a great place to live.

### **Implications**

18. (a) **Financial** – The changes in the Local Government Finance Act 2012 ensures that any new discretionary awards are met on a 50/50 basis with Central Government.
- (b) **Human Resources (HR)** - There are no implications
- (c) **Equalities** – There are no direct implications
- (d) **Legal** - There are no implications
- (e) **Crime and Disorder** - There are no implications
- (f) **Information Technology (IT)** - There are no implications
- (g) **Property** - There are no implications

## Risk Management

19. The key risk associated with discretionary reliefs is a financial one. The risk is not high and is in the control of the authority through the implementation of proper policies and procedures.

### Contact details:

<b>Author:</b>	<b>Executive Member and Chief Officer responsible for the report:</b>		
David Walker Head of Customer & Exchequer Services Phone No. 01904 552261	Cllr Chris Steward, Council Leader & Executive Member for Finance & Performance  Pauline Stuchfield Assistant Director Customers & Employees Telephone: 01904 551100		
	<b>Report Approved</b>	√	<b>Date</b> 3 December 2015
<b>Specialist Implications Officer(s)</b> None			
<b>Wards Affected:</b> All			√
<b>For further information please contact the authors of the report</b>			

## Background Papers

Discretionary Rate Relief Awards 2015 – 2017

### Annexes

Annex A – Discretionary Rate Reliefs 2015 – 2017

Annex B – Discretionary Rate Reliefs 2016 - 2018

Annex C – Applications that have been declined for discretionary rate relief 2016 - 2018

### Glossary

DRR Discretionary Rate Relief

CASC Community Amateur Sports Club

Multiplier The multiplier is the percentage or pence on the pound of the Rateable Value that the customer must pay in business rates

CIA Community Impact Assessment

2015-16 DRR Decision CostingsCommunity Sports Clubs (CASC)

Primary Liable party name	Full Property Address	Current Relief Type	Decision to Award DRR 2015-16	15-16 Award %	15-16 DRR Award Value	15-16 CYC Contribution
Heworth Tennis Club	Heworth Tennis Club, East Parade, York, YO31 7TA	MAN	Y	13.45	117.94	58.97
York & District Indoor Bowls Club	302, Thanet Road, York, YO24 2PG	MAN	Y	13.45	3,405.20	1,702.60
Dringhouses Bowling & Rec. Club	Bowling Club, Off Tadcaster Road, Knavesmire, York, YO23 1EJ	MAN	Y	13.45	73.09	36.54
York Railway Institute	York Railway Inst. Gymnasium, Queen Street, York, YO24 1AD	MAN	Y	13.45	3,189.26	1,594.63
York Railway Institute	Railway Institute Sports Club, Hamilton Drive, York, YO24 4NX	MAN	Y	13.45	1,777.35	888.68
York Railway Institute	York Railway Institute Bowling Club, Ashton Lane, York, YO24 4HX	MAN	Y	13.45	498.32	249.16
Acomb Sports Club	Acomb Sports Club, The Green, Acomb, York, YO26 5LL	MAN	Y	13.45	564.77	282.38
York Railway Inst. Club	York Railway Institute Club, 22, Queen Street, York, YO24 1AD	MAN	Y	13.45	1,179.36	589.68
York City Rowing Club	York City Rowing Club, West Esplanade, York, YO1 6FZ	MAN	Y	13.45	358.79	179.40
Heworth Amateur R L C	Heworth A.R.L. Club, Elmpark Way, Heworth Without, York, YO31 1DX	MAN	Y	13.45	913.59	456.80
York Squash Rackets Club	Squash Courts, Shipton Road, Clifton, York, YO30 5RE	MAN	Y	13.45	664.43	332.22
New Earswick Tennis Club	Tennis Courts Off, Lime Tree Avenue, New Earswick, York, YO32 4BD	MAN	Y	13.45	179.40	89.70
Osbalwick Sports Club	Osbalwick Playing Field, The Leyes, Osbalwick, York, YO10 3PR	MAN	Y	13.45	797.32	398.66
York Railway Institute	British Transport Yacht Club, Acaster Lane, Acaster Malbis, York, YO23 2XB	MAN	Y	13.45	86.38	43.19
Bishopthorpe Bowling Club	Bowling Green, Acaster Lane, Bishopthorpe, York, YO23 2SA	MAN	Y	13.45	41.86	20.93
York Railway Institute	Pikehills Golf Club, Tadcaster Road, Copmanthorpe, York, YO23 3UW	MAN	Y	13.45	3,039.77	1,519.88
Yorkshire Ouse Sailing Club	The Clubhouse, Main Street, Naburn, York, YO19 4PN	MAN	Y	13.45	126.24	63.12
Fulford Sports Club	Fulford Sports Club Pavilion, School Lane, Fulford, York, YO10 4LS	MAN	Y	13.45	202.65	101.33
Hamilton Panthers A.F.C.	Hamilton Panthers Changing Rooms, Knavesmire Road, York, YO23 1EJ	MAN	Y	13.45	225.91	112.95
New Earswick & District Bowls Club	New Earswick & Dist Bowls Club, Huntington Road, Huntington, York, YO32 9P	MAN	Y	13.45	2,873.66	1,436.83
York City Rowing Club	Archbishop Holgate , Boathouse , Sycamore Terrace, York, YO30 7DN	MAN	Y	13.45	418.59	209.30
York Croquet Club	Scarcroft Bowls Club, Scarcroft Road, York, YO23 1NB.	MAN	Y	13.45	141.19	70.60
					£20,875.06	£10,437.53

## Charity Top Ups

Primary Liable party name	Full Property Address	Current Relief Type	Decision to Award DRR 2015-16	15-16 Award %	15-16 DRR Award Value	15-16 CYC Contribution
Yorkshire Museum Of Farming Ltd	Yorkshire Museum Of Farming, Murton Lane, Murton, York, YO19 5UQ	MAN Y		13.45	1,777.35	888.68
York Sea Cadet Corps	Cadet Headquarters, 21/22, Skeldergate, York, YO1 6DH	MAN Y		13.45	558.12	279.06
York Early Music Foundation	Music Foundation, St Margaret's Church, Walmgate, York, YO1 9TL	MAN Y		13.45	2,491.61	1,245.81
York Citizens Theatre Trust Ltd	Theatre Royal, St Leonards Place, York, YO1 7HD	MAN Y		8.40	2,054.05	1,027.03
York Citizens Theatre Trust Ltd	1st Flr & Bst Oak Room At De Grey Rooms, St Leonards Place, York, YO1 7HB	MAN Y		8.40	1,524.98	762.49
York Citizens Theatre Trust Ltd	Bst & Gnd Flr, De Grey House , St Leonards Place, York, YO1 7HB	MAN Y		8.40	736.55	368.28
York Citizens Theatre Trust Ltd	3rd Flr, De Grey House, St Leonards Place, York, YO1 2HA	MAN Y		8.40	161.83	80.92
York Citizens Theatre Trust Ltd	1st Flr Office , De Grey House , St Leonards Place, York, YO1 2HA	MAN Y		8.40	715.81	357.90
Wigginton Recreation Hall Committee	Village Hall, The Village, Wigginton, York, YO32 2PU	MAN Y		13.45	571.41	285.70
Wigginton Bowling Club	Bowling Club, Mill Lane, Wigginton, York, YO32 2PY	MAN Y		13.45	215.94	107.97
Wheldrake Recreation Assoc.	Wheldrake Sports & Social Club, Broad Highway, Wheldrake, York, YO19 6BG	MAN Y		13.45	631.21	315.60
Upstage Centre	Upstage Centre Youth Theatre, 41, Monkgate, York, YO31 7PB	MAN Y		13.45	2,508.22	1,254.11
The City Of York Hockey Club	York Hockey Club & Heworth, Elmpark Way, Heworth Without, York, YO31 1DX	MAN Y		13.45	1,013.26	506.63
Tang Hall Community Centre Mgt.Ctte	Tang Hall Community Centre, Fifth Avenue, York, YO31 0UG	MAN Y		13.45	564.77	282.38
Strensall & Towthorpe Village Hall	Village Hall, Northfields, Strensall, York, YO32 5UP	MAN Y		13.45	664.43	332.22
Strensall & Towthorpe Sport Assoc	Sports Ground & Premises, Durlston Drive, Strensall, York, YO32 5AT	MAN Y		13.45	558.12	279.06
Rufforth Playing Fields Association	Sports Field, Rufforth Airfield, Rufforth, York, YO23 3QA	MAN Y		13.45	498.32	249.16
Rufforth Institute & Social Club	Village Institute , York Road, Rufforth, York, YO23 3QH	MAN Y		13.45	124.58	62.29
Riding Lights	Friargate Theatre, Lower Friargate, York, YO1 9SL	MAN Y		13.45	3,222.49	1,611.24
Rawcliffe Recreation Association	Rawcliffe Recreation Assoc, St Marks Grove, Shipton Road, York, YO30 5TS	MAN Y		13.45	531.54	265.77
Poppleton Road Community Centre Memorial Hall	Community Centre, Oak Street, York, YO26 4SG	MAN Y		13.45	328.89	164.45
Poppleton Community Trust Football Ground	Poppleton Community Sports Pavilion , Millfield Lane, Nether Poppleton, York, YO26 6JT	MAN Y		13.45	747.48	373.74
Poppleton Community Trust	Sports Ground, Main Street, Upper Poppleton, York, YO26 6JT	MAN Y		13.45	398.66	199.33
Poppleton Community Trust	Poppleton Community Centre, Main Street, Upper Poppleton, York, YO26 6JR	MAN Y		13.45	1,594.63	797.32
Orchard Park Recreating & Comm.Assoc	Orchard Park Community Centre, Badger Paddock, Huntington Road, York, YO30 6JL	MAN Y		13.45	458.46	229.23
Lord Mayors Own Scouts	Scout Hall R/O, Bootham Terrace, York, YO30 7DH	MAN Y		13.45	93.02	46.51
Heslington Scout Group	Heslington Scout Group, School Lane, Heslington, York, YO10 5EE	MAN Y		13.45	62.46	31.23
Foxwood Community Centre	Foxwood Community Centre, Cranfield Place, York, YO24 3HY	MAN Y		13.45	398.66	199.33
Dunnington & Grimston Play F'ld Ass	Dunnington Sports & Soc Centre, Common Lane, Dunnington, York, YO19 5ND	MAN Y		13.45	2,989.94	1,494.97
Copmanthorpe Youth Club	Copmanthorpe Youth Club, 7, School Lane, Copmanthorpe, York, YO23 3SQ	MAN Y		13.45	249.16	124.58
Copmanthorpe & Dist. (No Suggestions) Centre	Copmanthorpe Recreation Centre, Barons Crescent, Copmanthorpe, York, YO23 3SQ	MAN Y		13.45	1,312.25	656.12
Bell Farm Social Hall Management Co	Social Hall, Roche Avenue, York, YO31 9BB	MAN Y		13.45	308.96	154.48
2nd Haxby & Wigg.Scout Group	Ethel Ward Playing Field, York Road, Haxby, York, YO32 3HG	MAN Y		13.45	418.59	209.30
1st Huntington Scout Group	Huntington Scout Grp, R/O St Andrews, Huntington Road, Huntington, York, YO30 6JL	MAN Y		13.45	644.50	322.25
1st Heworth Scout Group	Scout Headquarters, Bad Bargain Lane, York, YO31 0LW	MAN Y		13.45	152.82	76.41

York Muslim Association	Muslim School, 76, Fourth Avenue, York, YO31 0UB	MAN	Y	13.45	524.90	262.45
St Clements Hall Preservation Trust	Clements Hall, Nunthorpe Road, Clementhorpe, York, YO23 1BW	MAN	Y	13.45	1,395.30	697.65
North Yorkshire South Girl Guides	79, Main Street, Wheldrake, York, YO19 6AA	MAN	Y	13.45	259.13	129.56
Heslington Village Hall Committee	Village Hall, Main Street, Heslington, York, YO10 5EB	MAN	Y	13.45	107.97	53.98
Door 84	Youth Centre, 84, Lowther Street, York, YO31 7LX	MAN	Y	13.45	551.48	275.74
CVS	15 - 17 Priory Street	MAN	Y	20.00	15,709.20	7,854.60
York & Dist. Citizens Advice Bureau	Citizens Advice Bureau, West Offices , Station Rise, York, YO1 6GA	MAN	Y	20.00	2,223.00	1,111.50
United Response	3/5, Tanner Row, York, YO1 6JB	MAN	Y	8.50	787.31	393.66
Age Concern	215, Burton Stone Lane, York, YO30 6EB	MAN	Y	8.50	461.89	230.95
Age Concern	70, Walmgate, York, YO1 9TL	MAN	Y	8.50	566.87	283.43
Age Concern	19, Bishopthorpe Road, York, YO23 1NA	MAN	Y	8.50	545.87	272.94
The Wilf Ward Family Trust	69, Green Lane, York, YO24 3DJ	MAN	Y	8.50	289.73	144.87
Age Concern	77, Fourth Avenue, York, YO31 0UA	MAN	Y	8.50	394.71	197.35
Community Furniture Store (York) Ltd	Unit 29, The Raylor Centre, James Street, York, YO10 3DW	MAN	Y	8.50	1,007.76	503.88
United Response	35-41, North Street, York, YO1 6JD	MAN	Y	8.50	682.34	341.17
St Leonards Hospice	St Leonards Hospice, Tadcaster Road, York, YO24 1GL	MAN	Y	4.37	3,000.70	1,500.35
Age Concern	70 Walmgate, York, North Yorkshire, YO1 9TL	MAN	Y	8.50	1,144.23	572.11
York Blind & Partially Sighted Society	Gnd Flr & Pt 1st Flr, Rougier House, Rougier Street, York, YO1 6HZ	MAN	Y	8.50	1,480.15	740.07
					£62,415.59	£31,207.80

**Not for Profit**

Primary Liable party name	Full Property Address	Current Relief Type	Decision to Award DRR 2015-16	15-16 Award %	15-16 DRR Award Value	15-16 CYC Contribution
Holtby Village Hall Management Ctte Mrs J Green	Village Hall, Holtby, York, YO19 5UD	DIS	Y	67.23	381.93	190.97
My Community Social Enterprise Ltd	The Melbourne Centre, Tx020/13100, Escrick Street, York, YO10 4AW	DIS	Y	67.23	3,055.47	1,527.73
Millers Yard Cic	Unit 4, Millers Yard, Gillygate, York, YO31 7EB	DIS	Y	67.23	3,985.39	1,992.70
Chapelfields Community Association	Sanderson Court Community House, Nd528/13100, Bramham Road, Yor		Y	67.23	2,430.36	1,215.18
					£9,853.16	£4,926.58

ALL AREAS

TOTAL DRR  
for 2015-16  
Based On

15-16 DRR Award Value	15-16 CYC Contribution
£93,143.82	£46,571.91

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Primary Liable party name	Full Property Address	Current Relief Type	Decision to Award DRR 2015-16	16-17 Award %	16-17 DRR Award Value	16-17 CYC Contribution
<b><u>Community Sports Clubs</u></b>						
Dringhouses Sports Club	St Helens Road, York, YO24 1HP	Mandatory	Y	13.45	£794.93	£397.46
Strensall Bowling Club	Bowling Green, Northfields, Strensall, York, YO32 5UP	Mandatory	Y	13.45	£186.05	£93.02
York Sports Club	Sports Pavilion, Shipton Road, Clifton, York, YO30 5RE	Mandatory	Y	13.45	£1,556.03	£778.02
<b>Sub Total</b>					<b>£2,537.01</b>	<b>£1,268.50</b>
<b><u>Charities</u></b>						
1st Copmanthorpe Scout Group	Scout Headquarters, Barons Crescent, Copmanthorpe, YO23 3TZ	Mandatory	Y	13.45	£392.39	£196.20
York Bridge Club	152/154 Holgate Road, York, YO24 4DQ	Mandatory	Y	13.45	£1,302.33	£651.16
<b>Sub Total</b>					<b>£1,694.72</b>	<b>£847.36</b>
<b>Total Cost</b>					<b>£4,231.73</b>	<b>£2,115.86</b>

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**Annex C**

Organisation	Reason for refusal
2nd St Thomas Scout Group	Didn't meet 4 of the 8 qualifying criteria
Elvington Scout Group	Application received too late to be assessed
Heslington Sports Field Management Committee	No formally adopted equality and diversity policy
Huntington Community Centre	Didn't meet 3 of the 8 Qualifying criteria
Joseph Rowntree Foundation - New Earswick Swimming	Didn't meet 3 of the 8 Qualifying criteria

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**Executive**

**15 December 2015**

## **Report of the Director of Customer & Business Support Services**

### **Review of Fees and Charges**

#### **Purpose of report**

- 1 The purpose of this report is to seek approval to increase a range of the council's fees and charges with effect from the 1<sup>st</sup> January 2016.

#### **Recommendations**

- 2 Members are asked to approve option 1 and increase the relevant fees and charges as set out in the attached annexes.

Reason: To enable the council to effectively manage its budget.

#### **Background**

- 3 Across the council a wide range of services operate fees and charges for services provided, some of which attract VAT at the current rate of 20%.

#### **Options and Analysis**

- 4 Option 1 (recommended option) – Agree the fees and charges as set out in the annexes to the report.
- 5 This report focuses on those fees that were last reviewed 12 months ago in January 2015. Service areas have reviewed their charging policies and various increases are proposed which aim to minimise the impact either on service users or the volume of activity in these areas.
- 6 The table below summarises each service areas total fees and charges recommended for increase from 1<sup>st</sup> January 2016.

<b>Service Area</b>	<b>£000</b>
Registrars	587
Community Centres	40
Bereavement Services	1,860
Waste Services	280
Parks & Open Spaces	93
Housing Services	45
Planning	308
<b>Total fee income recommended for increase from 1<sup>st</sup> Jan 2016</b>	<b>3,213</b>

- 7 Additional income of £103k will be generated in 2016/17 from the increase in fees and charges proposed within this report. This is mainly from Bereavement Services (£46k) and Housing (£20k).
- 8 The table below summarises the areas which will be examined further as part of the 2016/17 budget strategy and any proposals will be included in the overall financial strategy if appropriate. Some fees below are set by statutory or regulatory bodies and are therefore only permitted to increase from the 1<sup>st</sup> April. The remaining service areas are currently reviewing their charging policy, to ensure that any increase will minimise any adverse impact either on service users or the volume of activity in these areas.

<b>Service Area</b>	<b>£000</b>
Environmental Health & Trading Standards	48
Regulatory Services	649
Waste Services (includes Commercial Waste)	1,803
Housing	414
Parking	6,741
Planning	1,424
Public Health	20
Adult Social Care	2,608
<b>Total fee income under consideration for increase from 1<sup>st</sup> April 2016</b>	<b>13,707</b>

- 9 In addition to the income above, certain fees, such as planning fees, are set nationally and are increased at the appropriate time in line with national policy and specific details of these will not be included in the budget strategy report.
- 10 Option 2 – Agree a different increase to that proposed.

### **Consultation**

- 11 No specific consultation has been carried out for this report. However, the level of all fees and charges is informed by the extensive consultation carried out as part of the development of the budget.

### **Council Plan**

- 12 Outcomes achieved by the activities covered in this report help to deliver priorities in the Council Plan 2015-19.

### **Implications**

- 13 The implications are:
- Financial - the fees and charges increases outlined in the annex to this report will generate additional income of £26k in the remainder of the current financial year with a full year effect of £103k in 2016/17. This assumes there will be the same level of activity across all services.
  - Human Resources - there are no specific human resource implications to this report.
  - Equalities – all council services complete Equalities Impact Assessments to ensure that the charges levied on users are fair and take into account any equalities issues.
  - Legal - the Council has a general power to charge fees to cover the costs of providing discretionary services which are not provided for a commercial purpose. Various specific charging powers also exist in relation to individual statutory functions.
  - Crime and Disorder - there are no specific crime and disorder implications to this report.
  - Information Technology - there are no information technology implications to this report.

- Property - there are no property implications to this report.
- Other - there are no other implications to this report.

**Risk Management**

14 There is a risk that the increase in charge could result in users deciding not to use a service. Individual service areas will continue to monitor activity to ensure any loss of income is identified and mitigated by other savings.

<b>Author:</b>	<b>Executive Member &amp; Chief Officer Responsible for the report:</b>		
Jayne Close Principal Accountant Tel (01904) 551635	Councillor Chris Steward, Executive Leader, Finance & Performance  Ian Floyd, Director of Customer and Business Support Services		
	<b>Report Approved</b>	√	<b>Date</b> 3/12/15
<b>Wards Affected:</b> All			
<b>For further information please contact the author of the report</b>			

Background Papers – None

Annexes

Proposed Fees and Charges - Registrars, Community Centres, Bereavement Services, Waste Services, Parks and Open Spaces, Housing Services and Planning

REGISTRAR OF BIRTHS, DEATHS AND MARRIAGES	1st Jan 2015	1st Jan 2016	
	Charge (inc VAT if applicable)	Proposed Charge (inc VAT if applicable)	Increase
	£	£	£
Standard certificate within 1 hour at the Registry Office	20.00	21.00	1.00
Standard certificate - same day, or posted 1st class on same day	17.00	18.00	1.00
Standard certificate requiring same / next day postal delivery	30.00	31.00	1.00
Certification of a venue for marriage ceremonies (valid for three years)	3,250.00	3,250.00	-
<u>Non-refundable booking fee for all weddings</u>	50.00	50.00	-
<u>Marriage and Civil Partnership Ceremonies</u>			
<u>Attendance of Registration Staff at Approved premises</u>			
Large marriage room at Register Office Mon-Thurs	240.00	245.00	5.00
Large marriage room at Register Office Fri-Sat	320.00	330.00	10.00
Small room at Register Office Mon - Thurs	140.00	140.00	-
Small room at Register Office Fri - Sat	190.00	195.00	5.00
Approved Premises (venues) Mon-Thurs	500.00	510.00	10.00
Approved Premises (venues) Fri - Sat	575.00	590.00	15.00
Approved Premises (venues) Sun / Bank Holidays	625.00	640.00	15.00
<u>Nationality Checking Service</u>			
- Adult	80.00	82.00	2.00
- Child	40.00	41.00	1.00
<u>Citizenship Ceremonies</u>	140.00	140.00	-
<u>Funerals</u>	175.00	175.00	-
<u>Baby Naming Ceremonies</u>			
At Register Office	225.00	225.00	-
Approved Premises (venues)	250.00	250.00	-
<u>Renewal of Vows</u>			
At Register Office	225.00	230.00	5.00
Approved Premises (venues)	250.00	255.00	5.00
<u>Sale of Goods and Miscellaneous Charges :-</u>			
- Scrolls	5.00	5.00	-
- Baby Folders	2.00	2.00	-
- Books of Verse	5.00	5.00	-
- Business Card Advertising	125.00	125.00	-

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<b>BURTON STONE COMMUNITY CENTRE</b>	1st Jan 2015	1st Jan 2016	
	Charge (inc VAT if applicable)	Proposed Charge (inc VAT if applicable)	Increase
	£	£	£
<u>Room Hire</u>			
Main Hall Local	10.00	11.00	1.00
Main Hall Voluntary & Non Profit	14.50	16.00	1.50
Main Hall Profit	23.00	25.30	2.30
Birthday Party	13.50	14.85	1.35
<u>Meeting Rooms</u>			
Local	6.00	6.60	0.60
Voluntary & Non Profit	7.50	8.50	1.00
Profit	10.00	11.00	1.00
<u>Gym Hire</u>			
Local	10.00	11.00	1.00
Voluntary & Non Profit	14.50	16.00	1.50
Profit	23.00	25.30	2.30
<u>Badminton (per person per hour)</u>			
York Card Standard	3.60	4.00	0.40
York Card Concession	2.85	3.15	0.30
Non York Standard	4.20	4.60	0.40
Non York Concession	3.60	4.00	0.40

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BEREAVEMENT SERVICES	1st Jan 2015	1st Jan 2016	
	Charge (Inc VAT if applicable)	Proposed Charge (Inc VAT if applicable)	Increase
	£	£	£
<b>CREMATORIUM</b>			
<b>CREMATIONS (VAT EXEMPT)</b>			
Adult (including medical referee fee)	815.00	835.00	20.00
Still Born	0.00	0.00	0.00
Up to Six Months	0.00	0.00	0.00
Six Months to Sixteen Years	0.00	0.00	0.00
<b>INTERMENT (VAT EXEMPT)</b>			
Interment of Ashes	45.00	46.00	1.00
<b>SCATTERING OF ASHES (VAT EXEMPT)</b>			
Ashes received from external sources	75.00	77.00	2.00
Ashes forward to other places	0.00	0.00	0.00
Additional Service Time	95.00	97.00	2.00
<b>EXHUMATIONS</b>			
Exhumation fee	178.00	182.00	4.00
<b>BEARING SERVICE</b>	20.00	21.00	1.00
<b>RECORDINGS</b>			
CD recording	41.00	43.00	2.00
DVD recording	53.00	55.00	2.00
Webcast	53.00	55.00	2.00
<b>MEMORIALS AND PLAQUES</b>			
<b>PLAQUES</b>			
60 letter inscription 10 years	370.00	379.00	9.00
60 letter inscription 20 years	510.00	522.00	12.00
Display for a further 5 years	120.00	121.00	1.00
<b>MEMORIALS</b>			
Memorial Plaque with rose tree 10 yrs	425.00	435.00	10.00
Memorial Plaque with rose tree 20 yr	560.00	574.00	14.00
Memorial seat with plaque (10 yrs)	1,200.00	1,230.00	30.00
Memorial seat plaque renewal (5yrs)	205.00	210.00	5.00
Granite Seat (10 yrs) - new fee	1,280.00	1,310.00	30.00
Granite vase Block 10years	610.00	625.00	15.00
Granite vase Block 20years	1,000.00	1,020.00	20.00
Vase Block Plaque	165.00	170.00	5.00
Bronze rose memorial plaque on stake (10 yr)	520.00	530.00	10.00
Bronze rose memorial plaque on stake (20 yr)	660.00	670.00	10.00
Circular bench memorial plaque (10 yrs)	440.00	450.00	10.00
Circular bench memorial plaque (20 yrs)	610.00	625.00	15.00
Babies garden memorial plaque (10yrs)	340.00	348.00	8.00
Granite mushroom memorial plaque (10 yrs)	370.00	380.00	10.00
Granite mushroom memorial plaque (20 yrs)	525.00	538.00	13.00
Memorial Disc	425.00	433.00	8.00
Granite Shaped Planter	500.00	510.00	10.00
Summer House Memorial Plaque	395.00	405.00	10.00
<b>URNS</b>			
Cardboard Box	13.00	14.00	1.00
Polytainer	16.00	16.50	0.50
Baby Urn	34.00	34.50	0.50
Urn	45.00	47.00	2.00
Casket	65.00	67.00	2.00

BEREAVEMENT SERVICES	1st Jan 2015	1st Jan 2016	
	Charge (Inc VAT if applicable)	Proposed Charge (Inc VAT if applicable)	Increase
	£	£	£
<b>NICHES</b>			
Niche 10 years	750.00	770.00	20.00
Niche 20 years	1,260.00	1,290.00	30.00
Sanctum 2000 (Average Charge)	1,030.00	1,050.00	20.00
Second Plaque on Sanctum 2000	390.00	398.00	8.00
Inscription (second Plaque/Renewals)	335.00	340.00	5.00
Additional inscription p/letter over 80 letters	4.00	4.25	0.25
<b>BOOK OF REMEMBRANCE</b>			
2 line entry	80.00	82.00	2.00
5 line entry	125.00	128.00	3.00
5 line entry with floral emblem	175.00	178.00	3.00
5 line entry with badge, bird, crest & shield	200.00	205.00	5.00
8 line entry	155.00	158.00	3.00
8 line entry with floral emblem	210.00	215.00	5.00
8 line entry with badge, bird, crest & shield	240.00	245.00	5.00
8 line entry with coat of arms	280.00	285.00	5.00
<b>FOLDED BOOK OF REMEMBRANCE CARDS</b>			
5 line entry with floral emblem	135.00	138.00	3.00
5 line entry with badge, bird, crest & shield	170.00	174.00	4.00
8 line entry with floral emblem	188.00	192.00	4.00
8 line entry with badge, bird, crest & shield	205.00	210.00	5.00
8 line entry with coat of arms	250.00	255.00	5.00
Regimental Badge Etc	included above	included above	
<b>MEMORIAL CARDS</b>			
2 line card	55.00	56.00	1.00
5 line card	72.00	73.00	1.00
8 line card	82.00	86.00	4.00
Regimental Badge	included above	included above	
<b>DRINGHOUSES CEMETERY</b>			
<b>INTERMENT (VAT EXEMPT)</b>			
Adult ( 4ft 6" grave)	770.00	790.00	20.00
Child up to 12 years	0.00	0.00	0.00
Interment of Ashes	210.00	215.00	5.00
Exhumation (negotiated at cost)	at cost	at cost	
Exhumation of Cremated Remains	170.00	182.00	12.00
<b>MEMORIALS</b>			
Headstones	150.00	154.00	4.00
Add Inscription	68.00	82.00	14.00
Marking out grave	21.00	21.00	0.00
Removal of grave memorial by stonemason prior to interment	90.00	92.00	2.00
Cremation plot with exclusive Right of Burial for period of 50 yrs.	410.00	420.00	10.00

<b>WASTE SERVICES</b>	2015/16	1st Jan 2016	
	Charge (inc VAT if applicable)	Proposed Charge (inc VAT if applicable)	Increase
	£	£	£
<b>Bulky Household Collections</b>			
10 items	40.00	42.00	2.00
White Goods - Fridges/Freezers only (domestic collections)	25.00	26.00	1.00
Bonded Asbestos Collections for quantities up to 200 kg, including assessment visit (incs VAT)	93.00	95.00	2.00
Bonded Asbestos Collections greater than 200 kg, price quoted on application (excluding VAT)	n/a	n/a	
<b>Trade Waste Charges</b>			
Waste to be charged per tonne or part thereof :-			
Residual Waste to Landfill per tonne	146.00	150.00	4.00
Minimum Charge	75.00	77.00	2.00
Recycling or Waste for Composting per tonne	75.00	77.00	2.00
Minimum Charge	38.00	39.00	1.00
Minimum percentage of waste be recycable to qualify for charge for recycling or waste for composting rate = 85%			

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PARKS AND OPEN SPACES	1st Jan 2015	1st Jan 2016	
	Charge (inc VAT if applicable)	Proposed Charge (inc VAT if applicable)	Increase
	£	£	£
<b>PITCHES &amp; ALLOTMENTS</b>			
<b><u>Pitches</u></b>			
Per season per pitch per team	110.00	120.00	10.00
<b><u>Allotments (from Jan 2017)*</u></b>			
<b>Plot Size A (0-75 Sq Yards)</b>			
Full Rent	22.00	24.00	2.00
Concession	13.25	14.25	1.00
<b>Plot Size B (75-150 Sq Yards)</b>			
Full Rent	44.00	48.00	4.00
Concession	26.50	29.00	2.50
<b>Plot Size C (150-300 Sq Yards)</b>			
Full Rent	88.00	96.00	8.00
Concession	53.00	58.00	5.00
<b>Plot Size D (300-450 Sq Yards)</b>			
Full Rent	110.00	130.00	20.00
Concession	66.00	76.00	10.00

\*12 months notice required

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HOUSING SERVICES	2015/16	1st Jan 2016	
	Charge	Proposed Charge	Increase
<b>Houses in Multiple Occupation Licences*</b>	£	£	£
<b>New Licence Applications</b>			
Band A	770	915	145
Band B	920	1,065	145
Band C	1,050	1,210	160
Band D	1,120	1,280	160
Fit & proper person check	30	now included within licence fee	
<b>Licence Renewals</b>			
Band A	390	625	235
Band B	460	650	190
Band C	510	675	165
Band D	570	720	150
<b>Penalty fee**</b>	new fee	150	150
Letters of Advice	50	50	-
Immigration Inspection	100	100	-
<b>Mobile Homes Licensing (Mobile Homes Act 2013)</b>			
New Licence Application	660	690	30
Transfer of Licence (no variations)	180	190	10
Variation to Licence	450	475	25
Annual Inspection - 50 units or more	450	475	25
Annual Inspection - 49 units or fewer	338	355	17
<b>Landlord Accreditation Scheme</b>			
Membership Fee***	50	50	-
Plus Administration Fee based on No of Properties			
1-5 properties	35	35	-
6-10 properties	75	75	-
11-30 properties	105	105	-
31-100 properties	210	210	-
100+	310	310	-
Additional Fee Per 50 Properties over 100	100	200	100
1 x 3 hour Landlord Training course per person	75	75	-
2 x 3 hour Landlord Training course per person	100	100	-

**Notes**

\*Subject to approval of licence changes by Executive Member at 13th December Decision Session

\*\*Penalty fee where the Council identifies that a HMO should be licensed

\*\*\*For an individual landlord whose portfolio includes a current House in Multiple Occupation, the £50 membership fee will be waived for the first year of membership

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PLANNING	1st Jan 2015	1st Jan 2016	
	Charge (exc VAT) £	Proposed Charge (exc VAT) £	Increase  £
Land Charges			
Basic search - over the counter	100.00	103.00	3.00
Basic search - electronic	100.00	103.00	3.00
Business search	180.00	185.00	5.00
Optional enquiries	46.00	48.00	2.00
Additional enquiries	23.00	24.00	1.00
<u>Naming &amp; Numbering</u>			
1 - 2 units	36.00	n/a	
3 - 10 units	72.00	n/a	
10 - 100 units	144.00	n/a	
Over 100 units	220.00	n/a	
Renaming of property	n/a	34.00	
Naming of new property	n/a	75.00	
New developments up to 10 units	n/a	200.00	
New developments over 10 units (per additional unit)	n/a	34.00	
Confirmation of address	n/a	34.00	
Development Management			
Set nationally:			
Discharge of planning conditions (non-householder)	97.00	97.00	-
Discharge of planning conditions (householder)	27.00	27.00	-
Discretionary:			
Copies of S106 Agreements	50.00	52.00	2.00
Other			
Tree Preservation Orders	42.00	43.00	1.00
Sites & Monuments Historic Environment Record (HER) search			
HER commercial - basic search	105.00	110.00	5.00
HER commercial - enhanced search	210.00	220.00	10.00
HER commercial - rapid response within 2 working days	105.00	110.00	5.00

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**Executive****15 December 2015**

Report of the Director of Customer &amp; Business Support Services

Portfolio of Executive Leader, Finance &amp; Performance

**Holiday Pay & Overtime – A Further Report****Summary**

1. This report and its confidential exempt annexes present Executive Members with the pay and process implications relating to the mitigation and resolution of claims for historic back dated holiday pay. Members are asked to agree the preferred approach to deal with claims against the Council and mitigate against potential new claims.

**Recommendation**

2. It is recommended that Members agree to the **partial settlement option** relating to back dated holiday pay claims made on a “regular and systematic” basis (paragraph 22 of Exempt Annex A) and implement it immediately for the under mentioned reasons.

Reason: In order to deal with claims against the Council and mitigate against potential new claims.

**Consultation**

3. There have been constructive and productive negotiations with the recognised trade unions, UNISON, GMB, and UNITE that can now be concluded subject to legal processes.

**Options**

4. Options for methods of calculating payments are contained in Exempt Annexes A and B.
5. There is no option but to consider and settle outstanding and new claims for back dated holiday pay.

## **Analysis**

6. Full analysis of options is contained in Exempt Annexes A and B.

## **Implications**

### **Financial**

7. Full financial implications are contained in Exempt Annex A.

### **Human Resources (HR)**

8. Human Resources implications are covered in the main body of the report in the Exempt Annex A.

### **Equalities**

9. The Community Impact Assessment is attached to this report at Exempt Annex C.
10. As previously identified 70% of employees who claim pay allowances fall in the bottom half of the Council's pay and grading structure and as such the proposal will positively impact on the lower paid.

### **Legal**

11. Legal implications are covered in the body of the report in the Exempt Annex A and in the Legal Implications section to that Annex.

### **Crime and Disorder**

12. No known implications

### **Information Technology (IT)**

13. These changes as proposed will be achievable through the existing payroll/HR system and any costs will be managed within existing service budgets.

### **Property**

14. No known implications.

**Other**

15. No known implications.

**Risk Management**

16. Full risks are covered in Exempt Annex A.

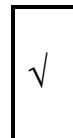
**Contact Details  
Author:**

Pauline Stuchfield  
AD Customers &  
Employees  
Tel No.01904 551100

**Chief Officer Responsible for the  
report:**

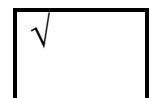
Ian Floyd  
Director of Customer, Business and  
Support Services

**Report Approved**



**Date** 3rd  
December  
2015

**Specialist Implications Officer(s)** *List information for all*  
Financial: Ian Floyd  
Director of Customer & Business Support Services  
Legal: Andrew Docherty  
AD for Governance and ICT



**Wards Affected:** *List wards or tick box to indicate all* **All**

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

**Annexes**

Exempt Annex A: Main body of the report containing exempt information  
Exempt Annex B: Back dated holiday pay options appraisal  
Exempt Annex C: Community Impact Assessment

**Background Documents**

Executive Report 30th July 2015 – Holiday Pay and Overtime

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By virtue of paragraph(s) 4, 5 of Part 1 of Schedule 12A  
of the Local Government Act 1972.

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Executive

15 December 2015

Report of the Director of Customer & Business Support Services

Portfolio of the Executive Leader, Finance & Performance

## **ICT Services Report**

### **Summary**

1. The purpose of this report is to provide a full overview to the Executive on the roles, aspirations and challenges facing the ICT service, and its relationship with service efficiency and effectiveness.
2. A service that received very positive feedback during the last Peer review and more recently unprompted comments from other external sources regarding our being one of the quickest and most self sufficient clients that they have worked with in terms of knowledge transfer and capability, and another source reflecting that York ICT is an energised and ambitious team.

### **Recommendations**

3. That Members note the contents of the report, in particular the achievements, the ongoing and future ICT aspirations, opportunities, developments and challenges.

Reason: To update the Executive on the work of the ICT service.

### **Background**

#### **The Service – An Introduction.**

4. The ICT service performs four significant functions:
  - Lead and manage the delivery of the York's Digital programme to build upon and exploit York's developing

connectivity landscape that will place York as one of the best connected cities in Europe, assisting with the economic growth of the city

- Provide and support a wide range of enabling technologies for the Council and Partner Organisations that are essential to underpin the current and changing service delivery models, delivering efficient and effective services. A good example of where we have created the platform/technologies to facilitate efficiency and in particular improved productivity within the Council and its Services is the flexible and remote working ICT infrastructure that helped to enable an employee to desk ratio of 5:3 that reduced accommodation costs for the Council, that is viewed as being way ahead of most, and is supported by the recently introduced replacement mobile working solution.
  - Design, build or commission mobile / web applications that are customer centric, light reusable and agile, whilst identifying ongoing opportunities to ensure existing ICT technologies are exploited to improve services and efficiency wherever possible.
  - Proactively seek opportunities to commercialise our products and developments, seeking sales or commissioning work outside of our authority to other Local Authorities or businesses, thereby generating income and reducing the net cost of the service to the Council.
5. Whilst these functions are distinct, they are also very much inter-related and benefit from the expertise of the wider team to contribute to all associated areas of work and projects.
  6. In simple terms, our work could be considered as the 'visible front end' and 'under the bonnet' work that is also often referred to as going on 'behind the scenes'. Both are equally important and cannot exist in isolation of one another.
  7. Collectively, the department has a strategy and approach which adheres to our three key principles – Open, Simple and Digital and aims to:



- Continue to secure a blend of private and public sector funding to create the fourth utility across the City (Broadband access, connectivity and enabling services)
  - Design and deploy a resilient and agile ICT infrastructure with highly-connected staff across all devices
  - Continue to develop great public digital and commercial experiences as some of our inspirations such as Toronto Open 311, Transport for London, Manchester City Council, Amazon and Netflix
  - Promote and maintain customer / community lead service design, and owned content and data
8. As part of our diverse role it is essential that we remain up to date with emerging technologies, methodologies and approaches that are proven to help deliver efficient and effective results and are all based around sustaining and improving the customer experience both externally and internally.
9. These include implementing methodologies such as Agile and Scrum, which are customer-centric product development processes. These approaches are used by many major software and industry organisations; however, we go beyond the simple utilisation of the methodology and act as advocates and leaders in the cascade of this proven approach. We have begun to communicate the broader advantages of the Agile approach to service areas, with Youth Offending Team (YOT) and School Governors being amongst the early adopters.

### **Recent achievements and information on our support services**

10. Summarised below are some of recent achievements and further details of our support activities.
- Commenced the successful replacement of some of the key enabling organisation wide applications, such as the mobile working platform (Total Mobile). Another example is the new Council transactional website which is hosted externally on our new content management system
  - Delivered to the needs of the organisation by developing and deploying online applications to order additional

green waste containers. We have also created a system for administering financial transactions, covering both payments and refunds

- Designing and developing a new digital signage platform in use within West Offices and Hazel Court to improve staff awareness and communications of internal, regional and wider initiatives, coming events and customer feedback on the Council. We are currently in discussions with ExploreYork to pilot the platform within York's Libraries, ahead of the potential future commercial opportunities
  - Developing a website for the Approved Garage Scheme. The scheme, launched by the Council's Trading Standards team, enables garages to evidence the quality of their work and customer service levels under a formal framework, giving customers peace of mind and a moderated complaints process should the service not meet their expectations
  - Developing a business planning application which is currently being piloted within the department ahead of a wider roll out within CBSS scheduled for early 2016. This new solution will streamline a lot of our business planning processes and provide a dashboard view of progress against key actions and tasks
  - We successfully hosted 'Go Digital', York's first ever Google event<sup>1</sup> in July. The free masterclass was well attended by local businesses, helping them to understand how to use and access Google products to improve their online presence. This also provided a unique opportunity to speak one-to-one with a Google representative. Businesses were able to network with several local and national suppliers on the Connection Vouchers scheme before and after the event
1. [http://www.yorkpress.co.uk/business/news/13410577. Businesses invited to Go Digital with free event/](http://www.yorkpress.co.uk/business/news/13410577. Businesses_invited_to_Go_Digital_with_free_event/)
- Significantly improving the digital connectivity / fourth access utility landscape within York. This is helping to address some of the impacts of the wider digital divide

that York, like the rest of the UK (and beyond), suffers from through a number of projects including:

- ▶ Providing over 700 SME's in the region with the work and funding to improve and upgrade to high speed broadband, securing almost £900,000 funding from the BDUK Connection Voucher Scheme programme. This work was undertaken within the City and across our administration regional area including Harrogate, Selby and East Riding
  - ▶ Ensuring over 19,500 York premises have been upgraded to superfast broadband under Phase 1 of the Superfast North Yorkshire programme. The team has worked hard to secure York's position in Phase 2 of the £13million West Yorkshire Rural Broadband Programme. This will bridge York's increasing 'Digital Divide' by delivering superfast broadband to rural / outer York
  - ▶ Following on from the DCMS supported programme that provided connectivity and superfast Wi-Fi to and within 28 public buildings including the Art Gallery, Guildhall, 11 Sheltered Housing Schemes and 15 Community Hubs. We have recently extended this connectivity into the heart of communities by providing free superfast Wi-Fi connectivity in our nine Children's Centres. This has made a direct contribution towards helping families and the wider community with their well-being, skills and further learning
  - ▶ Securing a grant of £29,000 from the Arts Council to upgrade the free Wi-Fi solution in York's fourteen Explore Libraries. This has widened the provision to the community whilst extending and improving the use of the buildings. It has also demonstrated the Council's commitment to improving digital provision across the City.
- In order to secure maximum flexibility and secure VFM in the very turbulent local government environment, we moved from a traditional licence purchase model with Microsoft to a subscription model. The benefits of this are that we are able to true up or down our figures annually

to ensure that the authority only spends money on licences that it requires as well as providing a no cost grace period should we require a short term burst in our licence requirements for testing out new services as an example. In the rapidly moving ICT world, we also have access to Microsoft technology enhancements at no additional cost as they are provided as part of the subscription agreement. ICT led and delivered the work to tender for these services and we secured a £94k saving over 3 years when compared to competitor quotations.

- Ensuring that the infrastructure controls and security measures are in place to achieve the multiple annual codes of compliancy audits for connecting to hosted services on the Public Services Network (PSN). This includes GCSx email; TellUsOnce; Joint Asset Recovery Database (JARD); and Customer Information Services such as Blue Badge. This is a very strong example of both the visible and under the bonnet work we undertake every year to remain compliant and is a key enabler for the likes of Services being able to collect credit and debit card payments securely, and enables us to provide the required approved connection to NHS N3 network.
- Providing and supporting the wide range of enabling technologies for the Council and partner organisations that are essential to underpin the current and changing service delivery models which include:
  - ▶ Effective management of a large virtual infrastructure (we are one of the leading adopters in the country of this robust, flexible, cost effective and green ICT delivery model)
  - ▶ The support of over 3,500 ICT customers that generate over 24,000 service requests a year
  - ▶ Ensuring safe distribution and receipt of just over 12 million emails, and the successful blocking of nearly 2 million spam emails each year
  - ▶ Supporting and maintaining over 4,500 devices including mobile devices, thin terminals and

pcs/laptops to enable and sustain flexible, mobile and remote working

- ▶ Undertaking the many system upgrades each year (often during the weekend and evening) to mitigate against any impacts on the customer base.
- In addition to the provision of internal and partner services, we have also developed a platform to commence and sustain trading company activities through an ICT service portfolio / service offering. With the associated and supporting ICT Charter / Service Level Agreements in parallel with developing agile commercial models, this has provided services to Vital, Work with York, York Explore, Be Independent and Benenden Health.

## **Our Road map**

11. A continuing theme within our strategy and approach is iterative and constant development, meaning that the products listed above and below will continue to evolve based on feedback, user requirements and enhancements in technology.
12. Our current road map includes:
  - A phased and staged launch of the Oracle Right Now product. This will support the introduction of online transactions for customers as well as a greater social media presence. This includes 'My Account' functionality to replace existing 'Do-It-Online' functions. This allows our customers to register for available services and improves direct channels of customer communications/interactions. The Council's Scrutiny Committee is involved in determining the priority of services to be transitioned with some of the first services being Waste, Public Realm and Highways
  - We will be working with Service areas to improve their processes and the supporting systems in areas such as Parking (which includes online transactions), Children and Adults Social Care (through systems upgrades, integrations and process improvements), parks, allotments and trees (through the introduction of new

systems where there were none previously), including the mobilisation of these teams

- Expanding the use and benefits of the Corporate Mobile Working solution into other service areas. These include Social Care starting within Children's post the launch of their replacement case management system, discrete areas of Adult Social Care such as Mental Health, and also with Human Resources. We are looking to extend this enabling solution across all the Service areas to help enable improvements in both Customer experience and Service delivery
- Establishing a shared service arrangement with Harrogate Borough Council (HBC) that would focus initially on ICT shared management
- Continuing the myriad under the bonnet work that goes on unseen to ensure that all customers receive secure, resilient and responsive enabling ICT services that meet their developing needs, legislative requirements and Council aspirations.
- Implementation of a 'cloud first' strategy where any new or replacement system will by default be hosted in the cloud unless exceptional circumstances arise
- Continue with our work to match the appropriate technologies and delivery models to meet the combined essential ingredients of providing a great customer experience within logistical and budgetary opportunities and challenges, and this will include:
  - ▶ Continuing and expanding our approach to secure tactical commission based services with key strategic partners
  - ▶ The continued and expansion of our 'cloud first' strategy where any new or replacement system will by default be hosted in the cloud unless exceptional circumstances arise
- Promoting our services to other Councils and the private sector through the appropriate channel including City of York Trading Company. Some of the current opportunities include launching a new internally developed and deployed health and safety application.

This exploits a gap in the market and thus allows commercialisation of the product

- Support and help to inform the UNESCO project that is aimed at bringing various partners, brands and initiatives under an overarching banner. Key people from the wider Councils ICT strategy leadership have been meeting with the representatives of these various projects to make sure they have a full understanding of the opportunities which the Council's, partners and cities provide in terms of technological, data and digital infrastructure. This will help future projects to be well informed and cohesive.
  
- Developing a new Adult Safeguarding website which will fully replace the existing site. This will improve the usability and 'look and feel'. We are delivering a new backend system which will make it significantly easier for the Adult Safeguarding team to maintain the website
  
- Jointly running a project with the Youth Offending Team and FutureGov to drive improvements in engagement between the team and the young people they work with. This will be achieved through the use of digital technology, based on earlier user discovery work completed by FutureGov and ICT. The project is also being structured to allow maximum knowledge transfer between FutureGov and ICT in customer-driven design
  
- Developing a customer-centric discovery and design process, using the knowledge and skills acquired in the FutureGov joint working project. We will be piloting this in key service areas starting with Services to Schools and this will form the basis of our approach to digital product development going forward, ensuring the end customer is fully engaged in the process and directly informs development and testing
  
- Following on from the successful delivery of our 'Super Connected Cities' programme which significantly improved the digital connectivity / fourth access utility landscape within York. Our focus is now maximising the opportunities this enabling landscape presents us through the following:

- ▶ Facilitating Code Clubs within our Schools. Following a successful pilot at Ousebank School and the recent event at York Explore, we are running a trial of Code Clubs at Millthorpe School for both Children and Adult groups. Our ambition, that will require support from the cities higher education and commercial sectors, is to establish a coding club within all our schools. This view is supported by the levels of interest that we are receiving from many of our other schools
  - ▶ Revamping the Digital York Board to ensure maximum value from board meetings and establishing a clear direction of travel for ongoing and future City-Wide digital activity
  - ▶ Planning York's first ever Digital Summit which will be focused around 'Harnessing the potential of the Digital City' next year
  - ▶ Signposting towards Digital Inclusion initiatives through Explore or other Council departments. This is to ensure citizens have the skills, access and motivation required to exploit the extraordinary connectivity throughout the City of York
  - ▶ Continuing to promote York as a Digital City with the UK's first accredited Child-Friendly Wi-Fi in our City Centre. The availability of free Wi-Fi in all our public buildings. This includes Explore Libraries, Community Hubs, Sheltered Homes, Children's Centres as well as free and within our public parks.
- Continuing to improve our use of social communication channels to provide clear customer updates on new developments, to celebrate successes, recognise outstanding work, and to share knowledge on customer-driven digital development. Key channels include the internal CYC ICT blog, the external 'techforyork' blog (<http://techforyork.com>) and Twitter
  - Continue to support and help enable York's open data platform and as this is one of the key enablers at a city level, some of the back ground to this platform has been:



- ▶ Digital in York isn't just about providing the right connectivity, mobile working or the variety of channels for customers and businesses to work with us; but is also about creating the right technological enablers for a variety of other areas of business to thrive, with [www.yorkopendata.org](http://www.yorkopendata.org) being an example.
- ▶ In 2014, City of York Council created its own open data initiative to make the information and data that the Council holds available to the city, in a format that it gives the opportunity for the city's data to be used in an innovative way by individuals and companies to create products and understanding about the city. Modern technologies societies exist on data and the value of opening up data has been identified by the UK Government and European Commission as having the potential to unlock substantial added value into the economy and so with requests for raw data from partners, residents and businesses starting to grow, the Council has decided to take advantage of the national funds being made available for open data progress
- ▶ York Open Data was launched on 23rd March, funded by the Breakthrough Fund and InnovateUK, and is based on Open Source technology (called CKAN), and its development was commissioned to a local ICT company who provided both low set up and ongoing costs
- ▶ Since its launch, over 370 datasets have been made available and cover all areas of Council business from economics and social care, through to school admission and the environment. York's approach on publishing data has been slightly different to other cities, in that rather than just re-publishing data which is already elsewhere, we have concentrated on providing local, high quality, repetitive and the highest standards of machine readable data. We are not a "trail-blazer", in that other UK and American cities also have open data platforms but have learnt from the progress of other local authorities in what data is useful in a public environment, and tried to create a platform where

the data, not the end product of this information, is provided.

- ▶ Through the business efficiency consolidation of the various Council performance sections, in to the Business Intelligence hub, and the closer links with ICT strategy and solution architecture, the Council has been creating infrastructure to provide data regularly and repeatedly so residents and businesses have the confidence to use the information. This has allowed for the open data platform to become the Councils home for the transparency code, external performance information and a number of other statutory datasets, which means that the majority of the datasets on the platform are not static and are updated at least once a quarter
- ▶ The requests for data, need for transparency and possible opportunities to reduce the number of data-led FOI's, has led the Council to produce a roadmap of data which it makes available on the platform. There has been some outside scrutiny and check and balance on the direction of the platform with; NESTA recently rating York within its grouping of the top 5 local authorities in the UK for an open data platform and making data-sets available; and the platform being shown as an example of best practice at the October Bloomberg World Mayors conference. The Council has also been approached by a number of local authorities within the region about either buying the platform, or using the geographic area, post any devolution or shared service agreement

### **Future Challenges**

13. Notwithstanding some of the great work that we are able to accomplish within the teams, it is not without its challenges. The greatest of which is the ability to recruit and retain talented staff and partially linked to this is the ability to train and develop our existing staff.
14. Contributory factors include; the perception of Local Government as a forward thinking, modern and secure place of

work - particularly in ICT. Our proximity to Leeds (and other larger cities) with the ability to offer a wider variety of opportunities, is a challenge to both recruitment and retention activities.

15. We are compiling a report which will illustrate the difficulties we are experiencing in attracting and maintaining staff. Alongside this we are proactively exploring alternative methods of both recruitment and retention with some successes in schemes such as apprenticeships.
16. The ongoing budget reductions targeted for ICT over the next four years will be expected to be delivered at a time when more Services are looking towards ICT and technologies to help deliver their own budget reductions and this will be demanding to achieve. This will lead to some very difficult decisions having to be made regarding the levels of support and investment and where priorities in terms of ICT service provision lie as the demand will be increasing whilst capacity is decreasing.

### **Implications**

17. **Financial** (Contact – Director of CBSS)
  - **Human Resources (HR)** Contained with the report.
  - **Equalities** - All technology based projects will include an equalities assessment undertaken by the Service or ICT based on the project itself.
  - **Legal** - Legal colleagues will be part of any associated project based procurement activity when appropriate.
  - **Information Technology (ICT)** - Included within the report
  - **Property** – ICT will continue to consult with Property colleagues and take into consideration any impacts on the environmental controls within West Offices for future proposals to expand our ICT hosting service offer.
  - **Privacy** - All technology based projects will include a privacy impact assessment undertaken by the Service or ICT based on the nature of project.

**Contact Details**

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	<b>Report Approved</b>	√	<b>Date</b> 3 December 2015
<b>Specialist Implications Officer(s)</b> None			
<b>Wards Affected:</b> All			√
<b>For further information please contact the authors of the report</b>			

**Annexes – None**

Glossary of abbreviations/acronyms used in the report:

BDUK – Broadband Delivery UK

CBSS – Customer & Support Services

DCMS – Department for Culture, Media and Sport

FOI – Freedom of Information

HBC – Harrogate Borough Council

ICT – Information Communications Technology

JARD - Joint Asset Recovery Database

NESTA - National Endowment for Science, Technology and the Arts

PSN - Public Services Network

SME's - Small and medium-sized enterprises

UNESCO - The United Nations Educational, Scientific and Cultural Organisation

VFM – Value for money

YOT - Youth Offending Team



**Executive**

**15 December 2015**

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## **Report of the Assistant Director of Governance and ICT**

Portfolio of the Executive Leader, Finance & Performance and Deputy Leader, Economic Development & Community Engagement

### **Lord Mayoralty 2016/17**

#### **Summary**

1. The purpose of this report is to ask Executive to consider the points system for the annual nomination of the Lord Mayor for the City of York Council and confirm that the Group with the most points under that system should be invited to appoint the Lord Mayor for the coming municipal year, 2016/2017.

#### **Recommendation**

2. Members are asked to invite the Green Group to nominate the Lord Mayor for 2016/2017, in line with the existing accumulated points system.

**Reason:** To ensure that the Council secures the necessary leadership to undertake its civic functions and provides continuity for future selection.

#### **Background**

3. Members will be aware that the system for nominating the Lord Mayor is based on an accumulation of points determined by the number of seats held by each particular group on the Council. The party having the largest cumulative total of points on Lord Mayor's Day each year is invited to nominate the Lord Mayor for the following year. A party loses 47 points when nominating the Lord Mayor. It should be noted that a nominee for Lord Mayor requires at least five years' service as a City of York Councillor.

4. Under the system, a party which loses all its seats on the City Council may have any accumulated points frozen until seats are once again gained by that party on the Council.
5. Under the current points system, the number of points accumulated by each party is as follows

PARTY	POINTS ACCUMULATED AT AGM – MAY 2014	LOSS FOR LM	POINTS ACCUMULATED AT AGM – MAY 2015
Labour	50	-47	$50 - 47 + 15 = 18$
Lib Dem	9		$6 + 12 = 18$
Green	24		$24 + 4 = \mathbf{28}$
Conservatives	-6		$-6 + 14 = 8$
Independent (Cllr Warters)	4		$4 + 1 = 5$
Independent (Cllr Hayes)	0		$0 + 1 = 1$

6. The above table shows that the Green Group with a total of **28** points will qualify for the Lord Mayoralty in 2016/2017.
7. Traditionally, the Outgoing Lord Mayor assumes the mantle of Deputy Lord Mayor the following year.

### Consultation

8. The political groups are aware that this is the process usually applied to select the mayoralty for the year ahead. Beyond this, there is no specific need for consultation.

### Options

9. The options available for consideration are either to invite the Green Group to nominate the Lord Mayor for the municipal year 2016/2017 or to consider reviewing the points system currently adopted for nominations.

### Analysis

10. The nomination of a Lord Mayor is an annual event which is undertaken by way of a points system to ensure a fair and robust

outcome. If Members wish to make changes to this process they would need to consider the development of a new process, which would require the approval of Council as a change to a previously agreed procedure.

### **Council Plan 2015-2019**

11. The appointment of the Lord Mayor in York is a fundamental part of the city's continuing historic traditions. The role of Lord Mayor is firmly enshrined in the Council's Constitution, as an ambassador for the city and its cultural and economic ambitions. As such, the appointee will promote the Council's priorities in general but specifically will have the opportunity to promote a 'prosperous city for all'.

### **Implications**

12. There are no specific direct implications in relation to financial, human resource, legal or equalities arising from the recommendations in this report, which is concerned with the process for and invitation to nominate for the appointment of a Lord Mayor.

### **Risk Management**

13. Failure to appoint a Lord Mayor in the second most traditional city outside of London could have a significant impact on the Council's reputation in terms of maintaining its civic heritage. It is important that an equitable and robust system is applied to the nomination process.

**Contact Details**

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<b>Wards Affected:</b> All			√
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**Background Papers/Annexes:** None