



## Agenda

**Meeting held in private: Environment Directorate - Corporate Director and Executive Member - Highways and Transportation**

**To: Councillor Keane Duncan.**

**Date: Thursday, 24 April 2025**

**Time: 2.00 pm**

**Venue: Via Microsoft Teams**

### Business

#### Items for Corporate Director decision

1. Consideration of Objections to proposed 20mph Speed Limit, Harrogate South and West *(Pages 3 - 32)*
2. Proposed Amendment of Waiting Restrictions on Norby Estate, Norby, Thirsk *(Pages 33 - 50)*
3. NYC Parking Notice Processing and Permit System *(Pages 51 - 62)*
4. Digitisation of the Councils On and Off-Street Parking Traffic Regulation Orders (TROs) *(Pages 63 - 74)*
5. Highways Capital Programme *(Pages 75 - 88)*
6. Integrated Passenger Transport Community Transport Grants *(Pages 89 - 102)*

Barry Khan  
Assistant Chief Executive  
(Legal and Democratic Services)

County Hall  
Northallerton  
14 April 2025

These meetings are private meetings. The agenda and papers for the meeting have been published for the purposes of openness and transparency. If a member of the public or press wishes to attend these meetings where there are extenuating circumstances, then they can request to do so via Maureen Wilson. Each request will be considered on its own merits.

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## North Yorkshire Council

### Environment Executive Members

24 April 2024

#### Consideration of Objections to 20mph Speed Limits Harrogate

#### Report of the Assistant Director – Highways and Infrastructure

##### **1.0 PURPOSE OF REPORT**

- 1.1 The purpose of this report is to advise the Corporate Director of Environment and the Executive Member for Highways and Transportation of the outcome of the public consultation and for a decision to be taken on whether the proposed order (20mph Speed Limit) (Various Roads, Harrogate) Order 2025 be introduced or set aside in light of the objections received.
- 1.2 The Traffic Regulation Order (TRO) process allows 21 days for formal objections to the proposed restrictions to be lodged with the local Highways office following public advertisement in the local press.

##### **2.0 BACKGROUND**

- 2.1 Officers have previously reported on the proposed implementation of 20mph speed limit across the South and West of Harrogate on 18 December 2023 which set the initial recommendation to progress with a reduced speed limit of 20mph following a review. Previous reports on the project have also been presented to Harrogate and Knaresborough Area Committee on 30 May 2024 and 14 September 2023 following a petition that had been received to lower speed limits across a large area of Harrogate and covers the reasons why this proposal is being progressed.

##### **3.0 DETAILED PRESENTATION OF THE SUBSTANTIVE ISSUE**

- 3.1 Following receipt of a petition in June 2023 requesting a maximum speed of 20mph on a number of roads in the South and West of Harrogate, Officers carried out a review of the area and the proposals. As part of the review speed data and collision data has been analysed alongside necessary site visits, observations, and local engagement. The review recognised the positive contributions to the North Yorkshire Council Plan (the Place and Environment and Health and Well Being priorities) that the introduction of a 20mph can have in the correct locations. It is also recognised that for the introduction of a 20mph to be successful it must be self-enforcing.
- 3.2 The initial proposal also received support at previous Area Committee meetings mentioned in section 2.1 and officers have now taken forward the proposed TRO to advertisement and associated consultation. The works however is proposed to be delivered in two phases as additional design work is required on streets that require traffic calming to ensure the right engineering solution is provided to bring speeds to a compliant level. The plan shown on Appendix A highlights the area that will be rolled out as part of the second phase.

## **4.0 CONSULTATION UNDERTAKEN AND RESPONSES**

- 4.1 The enabling TRO was advertised 05 December 2024 with a date for last objections to be received by 27 December 2024.
- 4.2 Officers initially carried out informal consultation with North Yorkshire Police and North Yorkshire Council Traffic Engineering in October 2024 with no objections received. Local Members whose wards were effected by the order (Cllr Schofield, Cllr Mann, and Cllr Timothy) were consulted 26 November 2024 and no comments received.
- 4.3 Formal consultation took place on 02 December 2024 and included the following:
- North Yorkshire Police – no comments received.
  - Freight Transport Association – no comments received.
  - Road Haulage Association – no comments received.
  - North Yorkshire Council Paths – no comments received.
  - North Yorkshire Council Passenger Transport – no objection received.
  - North Yorkshire Council Archaeology – no objection received.
  - North Yorkshire Police control room – no comments received.
  - North Yorkshire Fire & Rescue Service – no comments received.
  - YAS/NHS – no comments received.
  - Harrogate Chamber – no comments received.
  - TROUK Ireland, – no comments received.
  - Transdev, – no comments received.
  - Connexions, – no comments received.
  - Traffic link, – no comments received.
  - Harrogate Cycle action, – no comments received.
  - Cycling UK, – no comments received
  - North Yorkshire Council HAS Engagement Team. – no comments received
- 4.4 Public notices were also displayed on street during the formal advertisement period outlined in section 4.1 which is included in Appendix A.
- 4.5 A total of six formal objections were received to the proposed order. Full objections and officer responses and recommendations can be viewed on Appendix B.
- 4.6 The proposed TRO is defined as a ‘wide area impact TRO’ and therefore Officers have sought Area Committee’s views on the proposed order considering objections received. Support was garnered from consultation in light of objections received with members of the Area Committee, namely Councillors Haslam, Walker and Aldred.

## **5.0 ALTERNATIVE OPTIONS CONSIDERED**

- 5.1 The alternative to implementing the proposed 20mph speed limit would be to keep the current speed limits on these streets which is 30mph. This is the standard speed limit for built up/residential areas across the country. Any change to speed limit however cannot be done without a Traffic Regulation Order.

## **6.0 FINANCIAL IMPLICATIONS**

- 6.1 If the proposed TRO is made, then the installation would be funded via the councils LTP capital budget. Funding has already been allocated to deliver the Harrogate 20mph Speed Limit Project from this budget totalling £200,000. Current estimate for the implementation of this phase of the project is approximately £50,000.

## 7.0 LEGAL IMPLICATIONS

- 7.1 In the event that the Executive Member and Corporate Director of Environment resolve to follow the recommendations contained in this report, then in accordance with the Local Authorities' Traffic Orders (Procedure) (England and Wales) Regulations 1996, the Council will be required to make the relevant Traffic Regulation Orders (with or without modifications) and publish a notice of making the Orders in the local press before the Order comes into operation. The Council will also be required to notify the objectors of its decision and the reasons for making that decision within 14 days of the Order being made.
- 7.2 Where an Order has been made (i.e. sealed), if any person wishes to question the validity of the Order or any of its provisions on the grounds that it or they are not within the powers conferred by the Road Traffic Regulation Act 1984, or that any requirement of the 1984 Act or of any instrument made under the 1984 Act has not been complied with, they may apply to the High Court within six weeks from the date on which the Order is made.
- 7.3 In recommending the implementation of the proposed TRO as advertised for the reasons set out in this report, Officers consider that the Council is complying with its duty under Section 122 of the Road Traffic Regulation Act 1984 and has conducted the required balancing exercise in coming to that decision. Here is how the Council is complying with its duty under Section 122 and Section 122(2) of the Act:
- 7.4 Securing Expeditious, Convenient, and Safe Movement of Traffic: The Council's primary objective is to ensure the efficient, convenient, and safe movement of both vehicular and pedestrian traffic, as required by Section 122. Installing a 20mph speed limit will enhance road safety for all users, including pedestrians.
- 7.5 Considerations under Section 122(2): In addition to promoting safe and efficient traffic movement, the Council has given due regard to the matters specified in Section 122(2), striking a balance between these primary objective and other relevant factors:
- 7.6 Maintaining Reasonable Access to Premises
- The Council has ensured that, the proposal will maintain reasonable access to residential and commercial premises.
- 7.7 Effect on Amenities and Heavy Commercial Vehicle Regulation
- The implementation of a reduced speed limit to 20mph will not have an adverse effect on amenities and heavy commercial vehicles. There are no proposed restrictions on access but the reduced speed limit in the selected areas can mitigate some visual and noise impacts of heavy traffic due to slower speeds, helping protect the character of the locality.
- 7.8 Facilitating Public Service Vehicles and Ensuring Safety
- The Council recognizes the importance of ensuring the efficient movement of public service vehicles (e.g., buses, taxis), as well as the safety and convenience of passengers using or desiring to use these services. The proposed speed limit will not adversely affect local bus routes but will make the streets safer for all users through a reduced speed limit.
- 7.9 Balancing Objectives
- 7.9.1 While the Council's primary goal is to secure the safe and convenient movement of vehicular traffic, it also understands that this objective must sometimes yield to the factors set out in Section 122(2).

7.9.2 By considering these factors in its decision to implement a 20mph speed limit, the Council achieves a balance between promoting traffic flow and addressing other community, environmental, and safety concerns. This ensures that the measures taken align with the overarching public interest, providing a safer and more accessible road network while minimizing negative impacts on the local community.

7.9.3 In accordance with the protocol for Executive Member reports, the Local Elected Members will be provided with a copy of this report and be invited to the meeting on the 24 April 2025.

## 7.10 PUBLIC INQUIRY IMPLICATIONS

7.10.1 Regulation nine of the Local Authorities' Traffic Orders (Procedure) (England and Wales) Regulations 1996 outlines the circumstances in which the Council would be required to hold a Public Inquiry. There is no legal requirement to hold a public inquiry in this case, however consideration should still be given to whether to hold one. This proposal is extensive in the context of Harrogate but has given rise to a total of six objections. In the circumstances, the objections can be given proper consideration as part of this report and through the meeting therefore officers consider that the holding of a public inquiry would not be proportionate in terms of timescale, officer time and the costs to public resources in this case.

## 8.0 EQUALITIES IMPLICATIONS

8.1 Consideration has been given to the potential for any equality impacts arising from the recommendation. It is the view of officers that the recommendation does not have an adverse impact on any of the protected characteristics identified in the Equalities Act 2010. A screening form has been included in Appendix C.

## 9.0 CLIMATE CHANGE IMPLICATIONS

9.1 Consideration has also been given to the potential for any adverse Climate Change impacts arising from the recommendation. It is the view of officers that the recommendation does not have an adverse impact on Climate Change and a copy of the Climate Change Impact Assessment decision form is attached as Appendix D.

## 10.0 REASONS FOR RECOMMENDATIONS

10.1 Recommendation – The reason for this recommendation is the proposed 20mph speed limit aligns with several of the Council's priorities linked with Highway Safety, Place and Environment and Health and Well Being. By introducing a reduced speed limit from 30mph to 20mph in these areas it is hoped that a safer and healthier environment will encourage enhanced active travel opportunities for all ages of the community, this may be walking, wheeling, accessibility to the bus or cycling. The benefits of promoting safer and healthier streets by the implementation of 20mph speed limits in this area, which has a high proportion of schools, outweighs the negatives and achieves the objectives of road safety and healthier travel in the current Local Transport Plan. The decision also complies with Section 122 of Road Traffic Regulation Act 1984.

## 11.0 RECOMMENDATION/S

11.1 It is recommended that the Corporate Director of Environment, in consultation with the Executive Member for Highways and Transportation approves the order for a 20mph speed limit as set out in Appendix A.

**APPENDICES:**

Appendix A – Proposed Notice

Appendix B – Objections and Officer comment and recommendation.

Appendix C – Equalities Impact Assessment

Appendix D – Climate Change Impact Assessment

**BACKGROUND DOCUMENTS:**

- Harrogate and Knaresborough Area Constituency Committee - 30 May 2024 - Harrogate (South and West) 20mph Speed Limit Updates
- Harrogate and Knaresborough Area Committee - 14 September 2023 - Review of Petition 'For a maximum speed of 20mph on roads in south and west Harrogate to improve road safety.'
- Environment Executive Members – 18 December 2023 – Harrogate (South and West) 20mph Speed Limit Review

Barrie Mason  
Highways and Infrastructure  
County Hall  
Northallerton  
24 April 2025

Report Author – Heather Yendall – Improvement Manager  
Presenter of Report – Melisa Burnham – Area Manager



## THE NORTH YORKSHIRE COUNCIL

**(20 MPH SPEED LIMIT) (VARIOUS ROADS, HARROGATE) ORDER 2025**

NOTICE is hereby given that The North Yorkshire Council proposes to make an Order under Sections 84(1) and (2) of the Road Traffic Regulation Act 1984 and Part IV of Schedule 9 to the 1984 Act, the effect of which will be to prohibit any motor vehicle from travelling at a speed in excess of 20 miles per hour on various roads in Harrogate below and specified in more detail on the draft Order.

Alderson Road, Alderson Square, Almsford Avenue, Almsford Close, Almsford Drive, Almsford Place, Almsford Oval, Almsford Road, Almsford Walk, Apley Close, Arncliffe Road, Arthurs Avenue, Ash Road, Back Tewit Well Road, Beech Avenue, Beech Road, Beckwith Avenue, Beechwood Grove, Belgrave Crescent, Birchwood Mews, Bleinham Way, Bowes Park, By-ways (U116), Calder Road, Carlton Road, Cavendish Avenue, Cedar Grange, Coachmans Court, College Road & College Street rear, College Street, Coronation Avenue, Coronation Grove, Coronation Road, Cromwell Road, Daleside Avenue, Daleside Close, Daleside Drive, Daleside Gardens, Daleside Road, Firs Avenue, Firs Close, Firs Crescent, Firs Drive, Firs Gate, Firs Grove, Firs Road, Firs View, Fulwith Avenue, Fulwith Close, Fulwith Drive, Fulwith Gate, Fulwith Grove, Fulwith Mill Lane, Fulwith Road, Gladstone Street to Hookstone Road, Grey Street, Halstead Avenue, Harlow Avenue, Harlow Crescent, Harlow Park Crescent, Harlow Park Drive, Harlow Park Road, Hartley Road, Hookstone Avenue, Hookstone Oval, Hookstone Wood Road, Hornbeam Crescent, Hutton Gate, Innisfree Close, Kenilworth Avenue, Langcliffe Avenue, Langcliffe Avenue East, Leadhall Avenue, Leadhall Crescent, Leadhall Drive, Leadhall Gardens, Leadhall Grove, Mallinson Crescent, Mallinson Gate, Mallinson Grove, Mallinson Oval, Mallinson Way, Merryfield, Mount Gardens, Mount Street, Newland Avenue, Norfolk Road, Otley Road rear from Wharfedale Avenue, Pannal Ash Crescent, Pannal Ash Drive, Pannal Ash Grove, Pannal Ash Road, Park Avenue, Park Avenue South, Park Drive, Park Road, Phillipa's Drive, Rayleigh Road, Rear St George's Road (U3021), Rear St George's Road (U3022), Redfearn Mews, Rhodes Drive, Richmond Avenue, Richmond Close, Richmond Holt, Richmond Road, Road rear of Coronation Avenue (U1153), Road rear of Coronation Avenue (U1154), Road rear of Cromwell Road (U1157), Road rear of 1 to 33 Gladstone Street (U1179), Road rear of 10 to 60 Gladstone Street (U1177), Road rear of Grey Street (U1186), Road rear of Hookstone Avenue (U1209), Road rear of Hookstone Road (U1210), Road rear of Leeds Road, Road rear of Mount Street, Road rear of 1 to 29 Russell Street (U1255), Road rear of 2 to 30 Russell Street (U1256), Road rear of West End Avenue (U1277), Road rear of West End Avenue (U1278), Road rear of West End Avenue (U1279), Road rear of West End Avenue (U1280), Road rear of West End Avenue (U1281), Road rear of West Lea Avenue, Robinson Drive, Rossett Beck, Rossett Crescent, Rossett Drive (U648), Rossett Drive, Rossett Garth, Rossett Park Road, Rowanlea, Russell Street, Shippen End, South Drive (U687), South Drive (U720), Stone Rings Close, Stone Rings Grange, Stone Rings Lane, Stray Rein, Stray Road, Stray Walk, St Athan's Walk, St Catherine's Road, St Clement's Road, St Clement's Road South, St George's Avenue, St George's Road, St George's Walk, St Helen's Road, St Hilda's Road, St James' Drive, St Leonard's Close, St Leonard's Oval, St Leonard's Road, St Mark's Avenue (U732), St Mark's Avenue (U3221), St Ronan's Road, St Winifred's Avenue, St Winifred's Avenue West, St Winifred's Road, Tewit Well Avenue, Tewit Well Road, The Oval (U574), The Oval (U783), Trinity Road, Verity Walk, Vernon Road, Warwick Crescent, Waverley Crescent, Wayside Avenue, Wayside Close, Wayside Crescent, Wayside Grove, Wayside Walk, Wensley Grove, Westbourne Avenue, Westdene, West End Avenue (U836), (West End Avenue (3202), West Lea, Westway, Wharfedale Avenue, Wharfedale Avenue rear, Wharfedale Place, Wheatlands Grove, Wheatlands Grove, Wheatlands Road, Wheatlands Road East, Wheatlands Way, Windsor Road, Woodlands Green, Wood Park Close, Woods Court and Yewdale Road.

Revocations



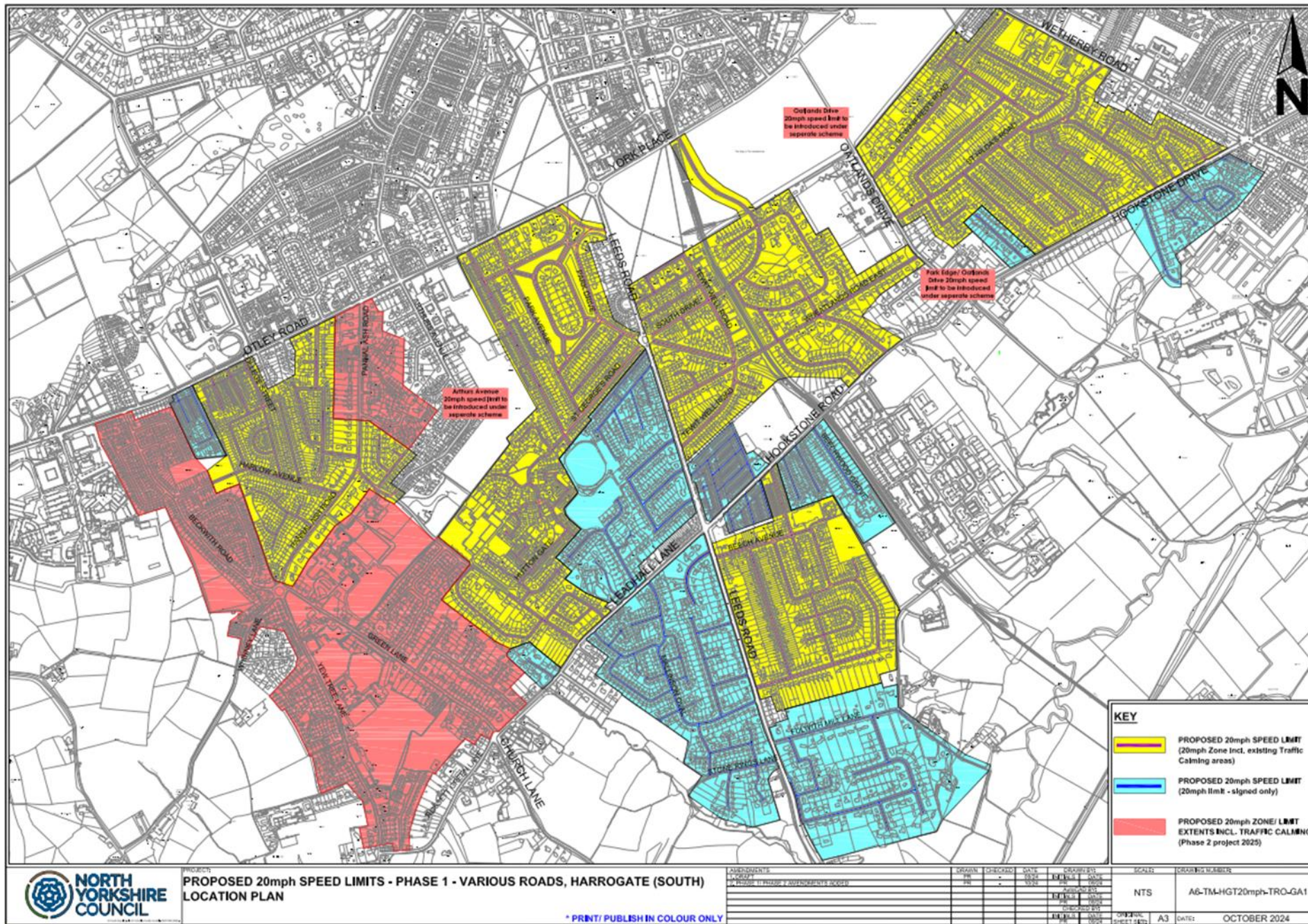
“North Yorkshire County Council (Harrogate, Burn Bridge, Pannal and Knaresborough) (Traffic Management) (No.9) Order 2010” insofar it relates to Schedule 1.1 (20mph speed limits), item 94 (Pannal Ash Road, Harrogate)

A copy of the draft Order, together with a map showing the roads affected and a statement of the Council’s reasons for proposing to make the Order may be inspected at County Hall, Northallerton and at Harrogate Library, Victoria Avenue, Harrogate, HG 1 1EG during normal office hours from 05 December 2024 until 27 December 2024 and also viewed online at [www.northyorks.gov.uk/roadworks-map](http://www.northyorks.gov.uk/roadworks-map) or [www.northyorks.gov.uk/traffic-regulation-orders](http://www.northyorks.gov.uk/traffic-regulation-orders).

If you wish to object to the proposed Order, you should send the grounds for your objection, in writing addressed to Area 6 Boroughbridge Highways Office, Stump Cross, Boroughbridge, York YO51 9HU or by email to [Area6.Boroughbridge@northyorks.gov.uk](mailto:Area6.Boroughbridge@northyorks.gov.uk) or via the website link above. by 27 December 2024

BARRY KHAN, Assistant Chief Executive Legal and Democratic Services, County Hall,  
NORTHALLERTON

Dated 5 December 2024





**TRO OBJECTIONS – HARROGATE 20mph SPEED LIMITS 2024/ 2025**

ORDER TITLE	LOCATION(S)	OBJECTIONS (Y/N)
North Yorkshire Council (Various roads, Harrogate) (20mph Speed Limit) Order 2025	Various roads, Harrogate	Y

**OBJECTION LISTINGS**

DATE RECEIVED	OBJECTOR NAME & ADDRESS	OBJECTOR COMMENTS
06/12/2024	Resident of Fulwith Drive	<p>Wide grass verges lie in front of every property on the estate between footpath and highway and most cars are parked on driveways. It is therefore typically easy to see potential hazards such as pedestrians wanting to cross the road allowing ample time to brake from 30mph to stationary.</p> <p>I live at the farthest corner of the estate from the A61 and the imposition of 20mph would cause inconvenience.</p> <p>The Minutes show the overarching motivation of resident's groups in seeking the introduction of 20mph zones is road safety around schools. The Fulwith estate is not adjacent to a school. I believe Councillors are overreaching.</p> <p>I suspect the 'school safety' mandate may be being stretched to fit an 'environmental' agenda. I therefore have three questions. Is air pollution a problem on the Fulwith estate? If so, where does it rank alongside other polluted areas?</p> <p>If the aim is to 'reduce accident potential' would it not be more cost effective to spend public money where accidents have occurred. There have been no collisions resulting in personal injury in the last 3 years so why is the Fulwith estate a spending priority?</p>

DATE RECEIVED	OBJECTOR NAME & ADDRESS	OBJECTOR COMMENTS
		<p><b><u>Officer comment and recommendation</u></b></p> <p>The difference between travelling at 20mph and 30mph from Fulwith Drive to the junction of Leeds Road is estimated at circa 18 seconds which would not be considered an inconvenience in a typical journey including waiting times at minor junctions and traffic signal-controlled junctions or roundabouts or queues relating to traffic levels.</p> <p>At the last assessment of collision data, no collisions resulting in personal injury had occurred on the Fulwith estate roads in the last 3 years.</p> <p>Air pollution is not currently considered a problem on the Fulwith Estate. The intention of the scheme is to promote safer and healthier streets and to encourage active travel, particularly in an area with such a high concentration of schools.</p> <p><b>Recommendation</b></p> <p>That the reduced speed limit be introduced as proposed.</p>
09/12/2024	Resident of Cavendish Avenue	<p>I would like to register my opposition to the huge blanket 20mph limit on a number of Harrogate's Roads.</p> <p>My reasons for this are as follows: -</p> <p>1. You have taken no account of limiting the speed of pedal cycles, electric bikes and electric scooters and associated road users.</p> <p>These regularly exceed the proposed 20mph limits and as happened in Wales, these other forms of transport, regularly overtake the cars limited to 20 mph and the police can do nothing.</p> <p>Until you take steps to ensure all road users keep to 20mph, no-one can take your proposals seriously.</p> <p>We know these bikes can kill and often they are ridden on the pavement as well. You should concern yourselves with and tackle this problem instead.</p>

DATE RECEIVED	OBJECTOR NAME & ADDRESS	OBJECTOR COMMENTS
		<p>2. The cost of installing 20 mph Road signs at a time council tax is rising anyway, is something the Harrogate Council taxpayers just cannot afford. It's not the council that will pay for all this, but the council taxpayers.</p> <p>This money would of course be better spent on repairing potholes and very poor road surfaces in Harrogate, which represent a more significant danger to all road users and pedestrians and are also damaging our cars....and as already mentioned cyclist and electrical bikes riding on the pavements.</p> <p>The council has promised to do these road and pothole repairs on many occasions. And has failed to do so.</p> <p>3. The 20mph limit in Wales has proved a catastrophe for people both living there and travelling through. Journey times extended and traffic bunching resulting, and tempers frayed.</p> <p>Why would you want to duplicate this failure in Harrogate, a town where traffic jams are already a disgrace.</p>

DATE RECEIVED	OBJECTOR NAME & ADDRESS	OBJECTOR COMMENTS
		<p><b><u>Officer comment and recommendation</u></b></p> <p>There are no plans to limit the speed of pedal cycles, electric bikes and electric scooters, the majority of which do not exceed 20mph and for which minimal numbers of these vehicles (if any) are designated as the contributing factor to any collision in Harrogate or indeed North Yorkshire.</p> <p>If concerns about cyclist and motorcyclist behaviour riding on footways, contraventions should be reported to North Yorkshire Police.</p> <p>The situation in Wales differs in that the national regulations were changed to convert all urban 'restricted roads' from 30mph to 20mph. This is not being proposed in Harrogate or North Yorkshire. Details on the changes made in Wales and the subsequent amendments to a small number of urban roads being made can be viewed on the following links;</p> <p><a href="https://datamap.gov.wales/maps/roads-affected-by-changes-to-the-speed-limit-on-re/">https://datamap.gov.wales/maps/roads-affected-by-changes-to-the-speed-limit-on-re/</a></p> <p><a href="https://www.gov.wales/introducing-20mph-speed-limits-frequently-asked-questions">https://www.gov.wales/introducing-20mph-speed-limits-frequently-asked-questions</a></p> <p>The council already an extensive highway maintenance programme carrying out both reactive and proactive repairs on the highway network annually. In 2024/25, the capital programme for highways totalled £32.5M on carriageway works alone countywide. This funding however must be spent on the worst areas of the network in addition to pro-active maintenance which aims to arrest further deterioration before more costly intervention methods are required. The capital programme is reviewed annually and schemes are put forward based on condition rating and local engineering knowledge.</p> <p><b>Recommendation</b> That the reduced speed limit be introduced as proposed.</p>
17/12/2024	Resident	<p>I am writing to express my concerns about the proposal to implement 20mph speed limits on roads in Harrogate that are not near schools or areas with high foot traffic.</p> <p>While I fully support the reduction of speed limits in areas where safety is a particular concern, such as near schools, I believe that blanket implementation of 20mph zones across all residential and non-commercial roads may not be justified. Here are a few reasons why I feel the approach should be reconsidered:</p>

DATE RECEIVED	OBJECTOR NAME & ADDRESS	OBJECTOR COMMENTS
		<ol style="list-style-type: none"> <li>1. <b>Traffic Flow and Efficiency:</b> Harrogate, like many towns, relies on its road network for effective traffic flow. Reducing speed limits across a wide area could lead to unnecessary congestion, particularly on roads that are not heavily used by pedestrians or cyclists. This might increase travel times and cause frustration for drivers, potentially encouraging drivers to seek alternative routes that may be less safe.</li> <li>2. <b>Environmental Impact:</b> Lower speeds can sometimes result in inefficient driving, particularly in areas where traffic is already light. This can lead to higher fuel consumption and increased emissions, which goes against efforts to reduce the town's environmental impact and support sustainability.</li> </ol>
		<ol style="list-style-type: none"> <li>3. <b>Local Business and Commuting Impact:</b> For residents who rely on driving for work or other essential activities, the introduction of widespread 20mph zones could create further delays. This would affect both local businesses and commuters, reducing the town's overall productivity.</li> <li>4. <b>Safety Concerns:</b> Evidence suggests that reducing speed limits in areas where there is little pedestrian, or cyclist activity may not significantly improve safety. In fact, there are studies that show drivers can become complacent with lower speeds, which could reduce their awareness and reaction times, potentially increasing the risk of accidents.</li> </ol> <p>While the intention of the policy is certainly to improve road safety, I believe that a more targeted approach, focusing on high-risk areas, would be more effective in ensuring that Harrogate remains both safe and efficient for all its residents.</p> <p>There is also a large section of Hookstone Road that remains a 30-mph zone despite the fact its right outside a primary school. However, estates that are nowhere near school are being changed to 20mph zones which in my opinion makes no sense.</p>



DATE RECEIVED	OBJECTOR NAME & ADDRESS	OBJECTOR COMMENTS
		<p><b><u>Officer comment and recommendation</u></b></p> <p>20mph speed limits/ zones are designed to be self-enforcing therefore 20mph speed limits are introduced where mean speeds are already at appropriate levels to install 20mph speed limits without additional speed reduction features. The inference being that sign only limits result in a small reduction in speeds and 20mph zones are introduced with either existing or new traffic calming measures that engineer a reduction of speeds to 20mph. Therefore, any delays associated with the introduction of a 20mph limit will be minimal due to speeds already being at a self-enforcing level. Due to this it is also unlikely drivers will find alternative routes which are less safe as the only change to the current environment will be signing which would result in a small reduction in speed overall. It additionally will not significantly alter driving habits or result in significant inefficient driving behaviours so the impact on the environment will be minimal.</p> <p>Officers are also not promoting key routes in the area to have a reduced speed limit, the intention of this is to encourage traffic to use these routes as distributor routes and avoid the residential streets that are signed as 20mph. The area proposed for the introduction of the 20mph speed limit has a high concentration of schools, both secondary and primary which is why this area has been promoted for a wide scale implementation of a reduced speed limit. The measure is proposed to encourage safer streets and in turn encourage active travel to schools in this area. Key routes have also been omitted to ensure the network around Harrogate continues to function but the residential areas are improved to promote safer and healthier streets.</p> <p>Hookstone Road has been assessed in line with North Yorkshire Council's 20mph policy and does not meet the criteria for the reduction of a speed limit to 20mph. Whilst there are schools along Hookstone Road and Hookstone Drive, it serves a key function in the road network in Harrogate and would likely require traffic calming to engineer speeds down to a compliant level. It is therefore not appropriate to install traffic calming on this road category due to its use. This aids in traffic flow and efficiency around Harrogate.</p> <p><b>Recommendation</b></p> <p>That the reduced speed limit be introduced as proposed.</p>

DATE RECEIVED	OBJECTOR NAME & ADDRESS	OBJECTOR COMMENTS
18/12/2024	Resident of Rayleigh Road	<p>I am writing to object to the above proposed Order on the following grounds: -</p> <ol style="list-style-type: none"> <li>1. This proposal covers a significant area of Harrogate, and the notices only went up after 5th December, with objections needed by 27th December - this seems an unreasonably short time for residents to see this notice, to consider the issues in detail and formulate and put forward any objections they may have.</li> <li>2. The proposal is extremely short on detail - namely:               <ol style="list-style-type: none"> <li>1. What is the cost of such an order?</li> <li>2. What signage would be introduced on these roads - both painted on the actual road surface and signage on poles? Surely some illustrative plans should be provided of such.</li> <li>3. Is there any plan to remove current speed limitation on any of these roads that currently have them - such as speed bumps? If not, why not?</li> <li>4. How would such limits be enforced?</li> </ol> </li> <li>3. No supporting evidence has been provided to back the claims that such measures help with congestion, road noise or how they support communities having a sense of place for example.</li> </ol> <p>In summary such a major change part of our town seems to be being pushed through quickly and without sufficient information for residents.</p>

DATE RECEIVED	OBJECTOR NAME & ADDRESS	OBJECTOR COMMENTS
		<p><b><u>Officer comment and recommendation</u></b>  21 days is the statutory period for advertising traffic regulation orders, advertised by means of notices published in the local press (Harrogate Advertiser series of papers), by means of notices erected on street and advertised on NYC website, complete with supporting documentation including plan.</p> <p>There are no plans to remove the existing traffic calming measures in the affected streets, these being essential to maintain speeds within the zone and having been installed initially to reduce vehicle speeds.</p> <p>20mph speed limits/ zones are designed to be self-enforcing, requiring minimal enforcement activity. In general terms 20mph speed limits are introduced where mean speeds are already at appropriate levels to install 20mph speed limits without additional speed reduction features – the inference being that sign only limits result in a small reduction in speeds and 20mph zones are introduced with either existing or new traffic calming measures that engineer a reduction of speeds to 20mph.</p> <p>The area proposed for the introduction of the 20mph speed limit has a high concentration of schools, both secondary and primary which is why this area has been promoted for a wide scale implementation of a reduced speed limit. The measure is proposed to encourage safer streets and in turn encourage active travel to schools in this area which is in line with the road safety and healthier travel objectives in the current Local Transport Plan.</p> <p>The cost for installation for this phase of the proposal is estimated in the region of £50,000 which will cover the cost of installing necessary signage to ensure compliance with Traffic Signs Regulations and General Directions 2016. Signage will be kept to a minimum wherever possible but will be required at the termination points of the proposed 20mph limits to make them enforceable.</p> <p><b>Recommendation</b>  That the reduced speed limit be introduced as proposed.</p>
20/12/2024	Resident of Redfearn Mews	<p>I am writing this to OBJECT to the advertised 20mph limit within south Harrogate. This is not the area that needs this the most - the town centre is!</p> <p>Just 12 days ago, my brother was crossing the road at a pedestrian crossing on parliament street and, whilst the lights had turned red for the pedestrians to cross, a speeding driver hit my brother, throwing him up into the air. He landed on his front, breaking his leg, 3 ribs, collapsing one of his lungs and knocking him out.</p> <p>He has since spent 12 days on a chest drain, a CPAP and is unable to have surgery on his broken leg which needs plates in, due to his lung.</p>

DATE RECEIVED	OBJECTOR NAME & ADDRESS	OBJECTOR COMMENTS
		<p>We all know that on a nighttime, those roads in the town centre are like a racetrack. I have had drivers trying to 'race' me down York Place whilst I was driving steadily and well below the limit. People trying to encourage me, a total stranger, to race them!</p>
		<p>These are the roads that need lower speed limits and/or traffic calming measures not south Harrogate! It already takes a good 20 minutes to get through the traffic lights on Leadhall Lane both in the morning and afternoon as they (and this is no exaggeration whatsoever) only stay green for precisely 4 seconds! This allows one, occasionally 2 cars through but usually only one, despite the near constant queue of 5-10+ cars. These proposed 20mph zones in the area will only add to the already large number of vehicles in traffic queues in &amp; around the area as vehicles begin to back up.</p> <p>Another good example is the sheer CHAOS on Main Street in Pannal before &amp; after the school's drop off &amp; pick up time.</p> <p>Of course any area surrounding a school is going to be crowded but Main Street is getting out of hand and as a parent of a child at Pannal Primary, I have personally witnessed drivers getting out of their cars and arguing loudly &amp; at times, aggressively over the mere inches of space they're forced to manoeuvre within, in order to get past each other. There is always a poor delivery courier or tradesman caught in the mayhem and quite literally trapped. Waiting.</p> <p>My point in mentioning this, is to ask what is likely to happen with regards this situation, if the roads around the area suddenly become slower and therefore backing up what was previously a steady flow of approaching vehicles? Even more CHAOS that's what.</p>

DATE RECEIVED	OBJECTOR NAME & ADDRESS	OBJECTOR COMMENTS
		<p><b><u>Officer comment and recommendation</u></b>  Any collision resulting in personal injury on the highway network is regrettable and unfortunate and where these are resultant from inappropriate speeding or driving behaviour, the Police would be enforcement authority. However, collisions on one area of the network does not lessen the need for the road safety measures proposed. No evidence to suggest that the introduction of 20mph speed limit will result in highway network becoming more congested.</p> <p>The area proposed for the introduction of the 20mph speed limit has a high concentration of schools, both secondary and primary which is why this area has been promoted for a wide scale implementation of a reduced speed limit. The measure is proposed to encourage safer streets and in turn encourage active travel to schools in this area. Some key routes have been omitted from the rollout such as York Place as they do not meet the Council's 20mph policy and serve a key function in the overall network hierarchy as distributor routes across Harrogate.</p> <p><b>Recommendation</b>  That the reduced speed limit be introduced as proposed.</p>
26/12/2024	Resident of Belgrave Crescent	<p>I would like to object to the introduction of the 20mph speed limit on the list of streets mentioned in the notice displayed in our area. My grounds for objection are:</p> <ul style="list-style-type: none"> <li>• Who is going to enforce the speed limit? We have a few 20 mph speed limits in place already, for instance on Cold Bath Road and Pannal Ash Road (there are others too). These are not enforced.</li> <li>• On many of the roads listed the number of parked cars etc mean driving at more than 20mph is not achievable.</li> <li>• The introduction is going to mean even more street furniture and road markings, which if the limit is not enforced, are pointless and therefore a waste of taxpayer's money.</li> <li>• The money could be better spent repairing some of the potholes on the roads mentioned in the list.</li> </ul>

DATE RECEIVED	OBJECTOR NAME & ADDRESS	OBJECTOR COMMENTS
		<p><b><u>Officer comment and recommendation</u></b>  Enforcement a Police matter although scheme designed to be self-enforcing or speeds already low enough to justify introduction of 20mph speed limit.</p> <p>The introduction of regulatory signage is a legal requirement to make the change in speed limit enforceable, however officers will be minimising street clutter and only installing signage at key points as required under the regulations.</p> <p>The council already has an extensive highway maintenance programme carrying out both reactive and proactive repairs on the highway network annually. In 2024/25, the capital programme for highways totalled £32.5M on carriageway works alone countywide. A significantly higher proportion of funding is spent on pothole repair and maintenance in comparison to the cost of this improvement scheme.</p> <p><b>Recommendation</b>  That the reduced speed limit be introduced as proposed.</p>

## COMMENTS RECEIVED BUT NOT CONSIDERED TO BE OBJECTIONS

**Resident**

I am writing to request that Hookstone Road in Harrogate be included within a 20 MPH speed limit zone. This road is located near two schools attended by children aged 5 to 12 and experiences significant pedestrian traffic, especially during school drop-off and pick-up times.

The current speed limit poses potential hazards, including:

- **Increased risk of accidents:** Children, particularly younger ones, may not always be aware of the dangers posed by speeding vehicles, increasing the likelihood of accidents.
- **Limited reaction time for drivers:** A higher speed limit reduces drivers' ability to react quickly in unexpected situations, such as a child crossing the road suddenly.
- **Unsafe environment for pedestrians and cyclists:** Parents and children walking or cycling to school face heightened risks due to fast-moving traffic.

Introducing a 20 MPH speed limit would greatly reduce these risks and create a safer, more child-friendly environment. Evidence shows that lower speed limits drastically improve road safety, especially in areas with schools.

I urge the council to prioritize this change to protect the wellbeing of our community, particularly its youngest and most vulnerable members. If further information or community support is needed, I would be happy to assist.

Thank you for your time and attention to this critical matter.

**School Headteacher**

Our 360 children are encouraged to walk to school, either from their home or taking advantage of one of our park and stride sites. This means that the majority of our families walk along the streets in the surrounding area on a daily basis.

We have also recently launched Harrogate's first Bike Bus, in conjunction with Oatlands Infants School. This encourages children from five - eleven years old to scoot or cycle to school with adult supervision. A 20mph speed limit would greatly support this scheme and encourage families to continue to cycle when the Bike Bus is not running. It would also be a great boon to this scheme if Leeds Road and Hookstone Lane were also included in the 20mph zone, as these busier roads are part of our route.

We have many families with children at both Oatlands Junior School and Oatlands Infants School. These families usually walk along the local residential streets (including Hookstone Lane) before and after school each day. Whilst the flashing 30mph signs are a positive addition, 20mph would increase the safety of families as they travel between the two schools.

When children leave us in Year six, many go to any of the following secondary schools, St Aiden's CofE, Harrogate Grammar, Rosset School, and St John Fisher RC. Therefore, 20mph zones for the roads leading to and from these sites would also benefit our former students. We are also fortunate enough to be involved with Harrogate College to encourage safer travel in the area, and I know their students would also benefit from such a zone.

In conclusion, we would very much support all roads listed becoming 20mph, and support any future moves to include Leeds Road and Hookstone Lane/Road in any future plans.



**School Principle**

I would like to pass on my support for the Traffic Regulation Order for the 20mph Zone across south and west Harrogate.

I would like to take the opportunity to voice that the same is applied to Hookstone Road Harrogate, which has two high schools, two primary schools and a Post 16 FE college on the road.

**Resident**

I have seen the notices about the 20mph speed limits to be reviewed and introduced in 2025 in Harrogate and am writing with my thoughts.

I believe all roads with schools situated on them or with entrances to the schools on them should be reduced speeds, ideally imposed over school hours. It would be great if they were normal speed outside of school times though. Any roads used as rat runs should also have speed restrictions introduced.

Simple 20mph signs are ineffective as relatively few drivers adhere to them, speed cushions or chicanes to slow the traffic are much more effective.

Changing the speeds of roads where schools are not situated or used as a rat run may prove frustrating to drivers and in the long run lead to increased dangerous driving, unnecessary overtaking, or stupid manoeuvres.

**Resident**

I can see that almost the entirety of the HG2 postcode area is covered by this new 20mph proposal, except for the arterial routes of Leeds Road and Wetherby Road.

However I am surprised and dismayed to see that Hookstone Road, which provides a link between the two and has four schools plus a higher education college accessed either directly from it or in very close proximity to it, is excluded from the plans.

Arguably this is the most dangerous road, and the one in most urgent need of traffic calming measures, particularly between St John Fisher school at the end of Oatlands Drive and Leeds Road which is nearer to where the primary schools are located. This part of Hookstone Road also has Hornbeam Park station, Hornbeam Park business park, and Oatlands Recreation ground ("the park"), all of which attract a significant amount of foot traffic and where pedestrians are at risk from speeding traffic.

I live on Hookstone Road, opposite the park, and witness drivers speeding every single day as they put their foot down between the station and Leeds Road in an attempt to beat the various pedestrian crossing lights on this part of the road, or are simply too impatient and inconsiderate to drive at a more appropriate speed in a densely populated area.

This is also a problem between Hornbeam Park and Oatlands Road, particularly where the pavement is very narrow in the bottom of the dip next to Hornbeam Crescent, and adjacent to a very potholed part of the road. I have witnessed pedestrians (mostly school children or commuters en route to the station) get soaked by careless drivers splashing through puddles, the impact of which would be reduced greatly with a lower speed limit.

The stretch of road outside the recreation ground is a particular area of concern, as it is extremely well-used at weekends and during the lighter evenings by various children and youth sports groups. There is often parking all the way along the northern (park) side of the road, which adds to traffic speeding up so as to avoid having to pull over midway and let other drivers past. If vehicles were travelling at a slower speed, there would be plenty of room to pass safely, instead of whizzing by in the middle of the road to avoid the potential for hitting an opening car door. Many cars also park in the cul-de-sacs opposite, which adds to the need for children and parents to cross the road, which they can't do safely due to traffic regularly exceeding 30mph along that stretch.

I myself have been involved in two accidents on Hookstone Road: once getting knocked off my bicycle by a careless driver at the junction of Oatlands Drive; and another time my car that was parked legitimately in the lay-by alongside the recreation ground was smashed into by an out-of-control driver travelling at speed along the main road. If traffic calming measures were in place, I believe that the extent of the damage on each occasion would have been reduced and these accidents might not have occurred.

I would urge the council to include Hookstone Road from Oatlands Drive to Leeds Road in the 20mph zone, as this will make the area far safer for residents and visitors, and especially children and less agile pedestrians. Additionally, by imposing a 20mph limit on this stretch of the road will reduce the amount of signage needed for the various residential streets leading off from Hookstone Road as they will all be within the same zone. This will have positive impacts on cost and clutter.

Lastly, I would like it known that I am disappointed that the scheme has not been more widely publicised: I saw a poster earlier this week at a height above my own head on a lamppost on the corner of Halstead Road. At a time of year when the days are dark and short, and people are looking down at the pavement rather than up above their heads, I'd have welcomed a letter through my door, as has been done for other campaigns or information drops in the past. It feels like there is not going to be sufficient time for people to react with their support or suggestions whilst also juggling family commitments and preparations for one of the busiest periods in the annual calendar.

I trust that my comments will be taken into account for the consultation period which ends today, and I would welcome the opportunity to discuss further.

**Resident**

I have seen the notices about the 20mph speed limits to be reviewed and introduced in 2025 in the Harrogate HG2 area and here within are my thoughts.

I can see that almost the entirety of the HG2 postcode area is covered by this new 20mph proposal, except for the arterial routes of Leeds Road and Wetherby Road. I would urge the council to include Hookstone Road from Oatlands Drive to Leeds Road in the 20mph zone, as this will make the area far safer for residents and visitors, and especially children and less agile pedestrians. Arguably this is the most dangerous road, and the one in most urgent need of traffic calming measures, particularly between St John Fisher school at the end of Oatlands Drive and Leeds Road which is nearer to where the primary school's schools are located. This part of Hookstone Road also has Hornbeam Park station, Hornbeam Park business park, and Oatlands Recreation ground ("the park"), all of which attract a significant amount of foot traffic and where pedestrians are at risk from speeding traffic.

<b>Initial equality impact assessment screening form</b> This form records an equality screening process to determine the relevance of equality to a proposal, and a decision whether or not a full EIA would be appropriate or proportionate.			
<b>Directorate</b>	Environment		
<b>Service area</b>	Highways and Transportation		
<b>Proposal being screened</b>	Consideration of objections on the Proposed Traffic Regulation Order for 20mph Speed Limit in Harrogate South and West		
<b>Officer(s) carrying out screening</b>	Heather Yendall		
<b>What are you proposing to do?</b>	Installation of 20mph speed limit on various streets in Harrogate South and West		
<b>Why are you proposing this? What are the desired outcomes?</b>	The proposal was the outcome of a petition previously submitted to the Council for a reduced speed limit across the south and west of Harrogate. The desired outcome is to reduce the current speed limits of the roads proposed from 30mph to 20mph.		
<b>Does the proposal involve a significant commitment or removal of resources? Please give details.</b>	No		
<b>Impact on people with any of the following protected characteristics as defined by the Equality Act 2010, or NYC's additional agreed characteristics</b> As part of this assessment, please consider the following questions:			
<ul style="list-style-type: none"> <li>To what extent is this service used by particular groups of people with protected characteristics?</li> <li>Does the proposal relate to functions that previous consultation has identified as important?</li> <li>Do different groups have different needs or experiences in the area the proposal relates to?</li> </ul>			
<b>If for any characteristic it is considered that there is likely to be an adverse impact or you have ticked 'Don't know/no info available', then a full EIA should be carried out where this is proportionate. You are advised to speak to your directorate representative for advice if you are in any doubt.</b>			
Protected characteristic	Potential for adverse impact		Don't know/No info available
	Yes	No	
Age		x	
Disability		x	
Sex		x	
Race		x	
Sexual orientation		x	
Gender reassignment		x	
Religion or belief		x	
Pregnancy or maternity		x	
Marriage or civil partnership		x	
People in rural areas		x	
People on a low income		x	
Carer (unpaid family or friend)		x	
Are from the Armed Forces Community		x	

<p><b>Does the proposal relate to an area where there are known inequalities/probable impacts</b> (for example, disabled people’s access to public transport)? Please give details.</p>	<p>No</p>			
<p><b>Will the proposal have a significant effect on how other organisations operate?</b> (for example, partners, funding criteria, etc.). <b>Do any of these organisations support people with protected characteristics?</b> Please explain why you have reached this conclusion.</p>	<p>No</p>			
<p><b>Decision (Please tick one option)</b></p>	<p>EIA not relevant or proportionate:</p>	<p><input checked="" type="checkbox"/></p>	<p>Continue to full EIA:</p>	
<p><b>Reason for decision</b></p>	<p>To support implementation of 20mph speed limits across various streets in Harrogate.</p> <p>The proposed order is for streets requiring signing only, there will be no physical measures installed on the road to reduce vehicle speeds other than the regulatory signage. Therefore, at this stage there are no negative impacts on people with protected characteristics. In the future the streets that do require traffic calming will require a full Equalities Impact Assessment, but at this stage, no decision is being made on the streets that require physical calming measures.</p>			
<p><b>Signed (Assistant Director or equivalent)</b></p>	<p>Barrie Mason</p>			
<p><b>Date</b></p>	<p>14/04/2025</p>			

## Climate change impact assessment

The purpose of this assessment is to help us understand the likely impacts of our decisions on the environment of North Yorkshire and on our aspiration to achieve net carbon neutrality by 2030, or as close to that date as possible. The intention is to mitigate negative effects and identify projects which will have positive effects.

This document should be completed in consultation with the supporting guidance. The final document will be published as part of the decision making process and should be written in Plain English.

If you have any additional queries which are not covered by the guidance please email [climatechange@northyorks.gov.uk](mailto:climatechange@northyorks.gov.uk)

### Version 2: amended 11 August 2021

**Please note: You may not need to undertake this assessment if your proposal will be subject to any of the following:**

Planning Permission  
Environmental Impact Assessment  
Strategic Environmental Assessment

However, you will still need to summarise your findings in the summary section of the form below.

Please contact [climatechange@northyorks.gov.uk](mailto:climatechange@northyorks.gov.uk) for advice.

<b>Title of proposal</b>	Consideration of Objections on Proposed Traffic Regulation Order for 20mph Speed Limit in Harrogate (South and West)
<b>Brief description of proposal</b>	To install 20mph speed limits across various streets in the South and West of Harrogat
<b>Directorate</b>	Environment
<b>Service area</b>	Highways and Transportation
<b>Lead officer</b>	Heather Yendall
<b>Names and roles of other people involved in carrying out the impact assessment</b>	N/A
<b>Date impact assessment started</b>	01/04/25

**Options appraisal**

Were any other options considered in trying to achieve the aim of this project? If so, please give brief details and explain why alternative options were not progressed.

**Not applicable**

**What impact will this proposal have on council budgets? Will it be cost neutral, have increased cost or reduce costs?**

Please explain briefly why this will be the result, detailing estimated savings or costs where this is possible.

Funding for road safety and improvements works is already considered as part the highways teams annual Capital programme. The cost implications of the proposals set out in this report recommendation will therefore be met from existing budgets.

<p>How will this proposal impact on the environment?</p> <p>N.B. There may be short term negative impact and longer term positive impact. Please include all potential impacts over the lifetime of a project and provide an explanation.</p>	<p><b>Positive impact</b> (Place a X in the box below where</p>	<p><b>No impact</b> (Place a X in the box below where</p>	<p><b>Negative impact</b> (Place a X in the box below where</p>	<p>Explain why will it have this effect and over what timescale?</p> <p>Where possible/relevant please include:</p> <ul style="list-style-type: none"> <li>• Changes over and above business as usual</li> <li>• Evidence or measurement of effect</li> <li>• Figures for CO<sub>2</sub>e</li> <li>• Links to relevant documents</li> </ul>	<p>Explain how you plan to mitigate any negative impacts.</p>	<p>Explain how you plan to improve any positive outcomes as far as possible.</p>
<p>Minimise <b>greenhouse gas emissions</b> e.g. reducing emissions from travel, increasing energy efficiencies etc.</p>	<p>Emissions from travel</p>	<p>X</p>		<p>The imposition of speed limits will help support active travel and road safety. It is recommended that 20mphs are not introduced on the strategic, higher trafficked roads.</p>	<p>No negative impacts identified.</p>	<p>Improved engagement with the public to support the take-up of more active travel options and to continue with the delivery of other strategic transport projects in Harrogate Town Centre. Continue to support the schools with travel planning implementation.</p>
	<p>Emissions from construction</p>		<p>x</p>	<p>During the installation of associated mandatory signage to enforce an altered speed limit, there will be a need to obtain materials and construction traffic will be generated to facilitate the installation.</p>	<p>To minimise this, works will be programmed to group locations close together and maximise efficiency for travelling time and</p>	<p><b>Reduce unnecessary trips and maximise efficiency through effective programming of resources.</b></p>



<p>How will this proposal impact on the environment?</p> <p>N.B. There may be short term negative impact and longer term positive impact. Please include all potential impacts over the lifetime of a project and provide an explanation.</p>	<p><b>Positive impact</b> (Place a X in the box below where</p>	<p><b>No impact</b> (Place a X in the box below where</p>	<p><b>Negative impact</b> (Place a X in the box below where</p>	<p>Explain why will it have this effect and over what timescale?</p> <p>Where possible/relevant please include:</p> <ul style="list-style-type: none"> <li>• Changes over and above business as usual</li> <li>• Evidence or measurement of effect</li> <li>• Figures for CO<sub>2</sub>e</li> <li>• Links to relevant documents</li> </ul>	<p>Explain how you plan to mitigate any negative impacts.</p>	<p>Explain how you plan to improve any positive outcomes as far as possible.</p>
				<p>Total duration of works could be up to 1 month across the various streets.</p>	<p>installation wherever possible.</p>	
Emissions from running of buildings		X		N/A	N/A	N/A
Other						
<p>Minimise <b>waste</b>: Reduce, reuse, recycle and compost e.g. reducing use of single use plastic</p> <p>Reduce <b>water</b> consumption</p>		X				
<p>Minimise <b>pollution</b> (including air, land, water, light and noise)</p>	X			<p>Over a longer time period by creating safer streets and supporting sustainable travel infrastructure in the immediate area can help support modal shift to other modes of transport.</p>		

<p>How will this proposal impact on the environment?</p> <p>N.B. There may be short term negative impact and longer term positive impact. Please include all potential impacts over the lifetime of a project and provide an explanation.</p>	<p><b>Positive impact</b> (Place a X in the box below where</p>	<p><b>No impact</b> (Place a X in the box below where</p>	<p><b>Negative impact</b> (Place a X in the box below where</p>	<p>Explain why will it have this effect and over what timescale?</p> <p>Where possible/relevant please include:</p> <ul style="list-style-type: none"> <li>• Changes over and above business as usual</li> <li>• Evidence or measurement of effect</li> <li>• Figures for CO<sub>2</sub>e</li> <li>• Links to relevant documents</li> </ul>	<p>Explain how you plan to mitigate any negative impacts.</p>	<p>Explain how you plan to improve any positive outcomes as far as possible.</p>
<p>Ensure <b>resilience</b> to the effects of climate change e.g. reducing flood risk, mitigating effects of drier, hotter summers</p>		X				
<p>Enhance <b>conservation</b> and wildlife</p>		X				
<p>Safeguard the distinctive characteristics, features and special qualities of <b>North Yorkshire's landscape</b></p>		X			<p>New signage will be required, but necessary policies will be adhered to ensuring locations are sympathetic to the area and only where legally required.</p>	
<p>Other (please state below)</p>						

**Are there any recognised good practice environmental standards in relation to this proposal?** If so, please detail how this proposal meets those standards.

- N/A

**Summary** Summarise the findings of your impact assessment, including impacts, the recommendation in relation to addressing impacts, including any legal advice, and next steps. This summary should be used as part of the report to the decision maker.

Officers are recommending the installation of 20mph limit across various streets in Harrogate South and West, this will result in the installation of traffic regulation signage. The process of this installation does impact emissions but the impact will be minimised wherever possible through resource planning for delivery to ensure locations close together are grouped minimising travel time and maximising efficiency. The proposal overall will help contribute to improve road safety in the area and compliments a number of active travel measures in the area.

**Sign off section**

This climate change impact assessment was completed by:

<b>Name</b>	<b>Heather Yendall</b>
<b>Job title</b>	<b>Improvement Manager</b>
<b>Service area</b>	<b>Highways and Transportation</b>
<b>Directorate</b>	<b>Environment</b>
<b>Signature</b>	
<b>Completion date</b>	<b>01/04/25</b>

**Authorised by relevant Assistant Director (signature):** Barrie Mason

**Date:** 14/04/2025

## North Yorkshire Council

### Environment Executive Members

24 April 2025

#### Proposed Amendment of Waiting Restrictions on Norby Estate, Norby, Thirsk

#### Report of the Assistant Director – Highways and Infrastructure

##### **1.0 PURPOSE OF REPORT**

- 1.1 The purpose of the report is to advise the Corporate Director - Environment and the Executive Member for Highways and Transportation of the outcome of the consultation exercise to extend the existing 'No Waiting at Any Time' restriction (double yellow lines) on Norby Estate, Norby, Thirsk, and to seek approval for the way forward.

##### **2.0 BACKGROUND**

- 2.1 Norby Estate, Thirsk, is an unclassified residential road with short side roads off it and is situated to the west of the B1448 - Norby Front Street, approximately 500 metres northwest of Thirsk Market Place. The road is essentially a cul-de-sac but does have an emergency link to Gallows Lane to the north.
- 2.2 Not all the dwellings on the road have the benefit of off-street parking and those that do not are reliant on on-street parking at the side of the road.
- 2.3 There is an existing 'No Waiting at Any Time' restriction (double yellow lines) on both sides of the first section of the road when entering from the B1448 and extending for a distance of approximately 35 metres. The extent of this is shown in the image in Appendix 1.
- 2.4 Shortly after this restriction ends the road bends to the left, and then to the right, and indiscriminate parking, largely by residents, around these bends has resulted in: difficulty for other residents to access driveways; pedestrian footways being obstructed; and the passage of through-traffic being restricted. This is the main route into and out of the estate and is well used by children heading to and returning from school. Parking in this area also obstructs forward visibility for drivers negotiating the bends in the road. There is a bus stop in the area which is also affected. Some examples of these issues are shown in the photographs in Appendix 2.

##### **3.0 CONSULTATION**

- 3.1 In July 2024 a consultation was carried out proposing to extend the 'No Waiting at Any Time' restriction by approximately 60 metres on the south side of the road, and 95 metres on the north side - to include the bends. After an initial comment from Thirsk Town Council the extent of the proposed restriction was amended by approximately 15 metres on the northern side, as is shown on the plan in Appendix 3.
- 3.2 The consultation documentation was sent to affected properties and key stakeholders.

## **4.0 CONSULTATION RESPONSES/OFFICER COMMENT**

- 4.1 Support for the restriction to be implemented was received from the Elected Member, Councillor Dadd, and from Thirsk Town Council. When delivering letters to affected properties an officer from the local area highways team was approached by three residents who verbally communicated support for the restriction.
- 4.2 Objections were received from two residents who live within the extents of the proposed restriction and are both Blue Badge holders. Neither has the benefit of off-street parking, and park on-street in the vicinity of the bends.
- 4.3 The first of the objections received via email stated: *“I’m disabled and have a current Blue Badge. I struggle to walk far at times and having double yellow lines outside my bungalow would cause me extreme difficulties as there will be nowhere near for me to park my car.”*
- 4.4 The second objection included: *“If there are double yellow lines I will find it incredibly challenging, stressful and exhausting to walk from the parking in the square, or in front of the maisonettes to get to my bungalow. This will directly impact my quality of life.”*
- 4.5 Blue Badge holders can park on double yellow lines for up to three hours where safe to do so.
- 4.6 A follow-up letter was received from the first objector which included suggestions for alternative options - see below.

## **5.0 ALTERNATIVE OPTIONS CONSIDERED**

- 5.1 *Leave things as they are:* This is not a viable option for the residents and others already affected by the indiscriminate parking.
- 5.2 *Construct some off-street parking:* The provision of off-street parking would be a private matter for a resident(s) to provide, subject to land ownership. The Local Highway Authority only maintains the footways and carriageways in the area.
- 5.3 *Create a disabled parking bay(s):* This is possible; however, it would need to be located on the short section of straight road between the bends and the junction with the B1448 - Norby Front Street. This is approximately 30 metres from the objectors’ addresses, but the road slopes upwards from the junction, which may create difficulties for disabled users. Furthermore, it would be available for the use of all Blue Badge holders, and not just the objectors. The first section of unrestricted road available for all to park would be approximately 40 metres from the objectors’ addresses.
- 5.4 *Create a residents only parking scheme:* This is not a viable option for the residents already affected by the indiscriminate parking as it is largely caused by other residents.
- 5.5 *Introduce yellow lines on one side of the road only:* The objector suggests yellow lines only on the southern/eastern side of the road but regardless of whichever side of the road is restricted it would not fully overcome the issues of restricted pedestrian access and restricted visibility around the bends.

## **6.0 FINANCIAL IMPLICATIONS**

- 6.1 The budget is available to introduce the waiting restrictions from the existing ‘Signs, Lines and TRO’ (Traffic Regulation Order) budget, which is held by the local Highways Area 2 office.

## **7.0 LEGAL IMPLICATIONS**

- 7.1 In the event that the Corporate Director – Environment and Executive Member for Highways and Transportation resolve to follow the recommendations contained in this report, then in accordance with the Local Authorities' Traffic Orders (Procedure) (England and Wales) Regulations 1996, the Council will be required to make the relevant Traffic Regulation Order (with or without modifications) and publish a notice of making the Order in the local press before the Order comes into operation. The Council will also be required to notify the objectors of its decision, and the reasons for making that decision, within 14 days of the Order being made.
- 7.2 Where an Order has been made (i.e. sealed), if any person wishes to question the validity of the Order or any of its provisions on the grounds that it or they are not within the powers conferred by the Road Traffic Regulation Act 1984, or that any requirement of the 1984 Act or of any instrument made under the 1984 Act has not been complied with, they may apply to the High Court within six weeks from the date on which the Order is made.
- 7.3 In recommending the implementation of the proposed TRO, officers consider that it will enable the Council to comply with its duties under Section 122 of the Road Traffic Regulation Act 1984 and Section 16 of the Traffic Management Act 2004. In light of the objections being received it has also been considered whether it would be appropriate to hold a public inquiry. Given the relatively small number of objections to be considered it would not be proportionate in terms of both time and costs to hold an Inquiry. The objections can be given proper regard in this report and decision-making process.

## **8.0 EQUALITIES IMPLICATIONS**

- 8.1 Consideration has been given to the potential for any adverse equality impacts arising from the recommendation. It is the view of officers that the recommendation does have an adverse impact on one of the protected characteristics, but the recommendation is to continue with the proposal. A copy of the Equalities Impact Assessment decision form is attached as Appendix 4.

## **9.0 CLIMATE CHANGE IMPLICATIONS**

- 9.1 Consideration has been given to the potential for any adverse climate change impacts arising from the recommendation. An initial climate impact screening form has been completed and is included as Appendix 5. It is the view of officers that the recommendation to implement the TRO as proposed does not have an adverse impact on climate change and, as such, a full Climate Change Impact Assessment has not been carried out.

## **10.0 REASONS FOR RECOMMENDATIONS**

- 10.1 There have been ongoing concerns and complaints about indiscriminate parking at this location for some considerable time. The proposal, as presented in Appendix 3, has been drawn up with input from the elected Member, Thirsk Town Council and local residents.
- 10.2 Whilst it is acknowledged that the proposal will have an impact on the two objectors, who are individuals with protected characteristics, it will result in a significant improvement for the wider community, if implemented. These improvements mainly relate to highway safety, namely:
- a) improving/ensuring pedestrian access along the footways (note that on a previous site visit by an officer from the local highways team a person using a wheelchair was observed using the carriageway, as the footway was obstructed by a parked vehicle);

- b) ensuring the availability of forward visibility for motorists negotiating the bends; and
- c) ensuring access for and the free flow of all traffic using the carriageway, including for emergency service vehicles.

## **11.0 RECOMMENDATION(S)**

11.1 It is recommended that:

- i. the results of the consultation exercise are noted; and
- ii. the Corporate Director, in consultation with the Executive Member for Highways and Transportation approve the introduction of the No Waiting at Any Time restrictions as shown in Appendix 3.

### **APPENDICES:**

Appendix 1 – No Waiting at Any Time Restriction  
Appendix 2 – Examples of vehicle obstructions  
Appendix 3 – Amended proposed restriction  
Appendix 4 – Equalities Impact Assessment  
Appendix 5 – Initial Climate Change Impact Assessment

### **BACKGROUND DOCUMENTS:** None

Karl Battersby  
Corporate Director – Environment  
County Hall  
Northallerton  
10 April 2025

Report Author: Graham Hind, Project Engineer, Area 2 Highways  
Presenter of Report: Graham Hind, Project Engineer, Area 2 Highways

Note: Members are invited to contact the author in advance of the meeting with any detailed queries or questions.





Extent of existing 'No Waiting at Any Time' restriction on Norby, looking eastwards towards the B1448 - Norby Front Street.



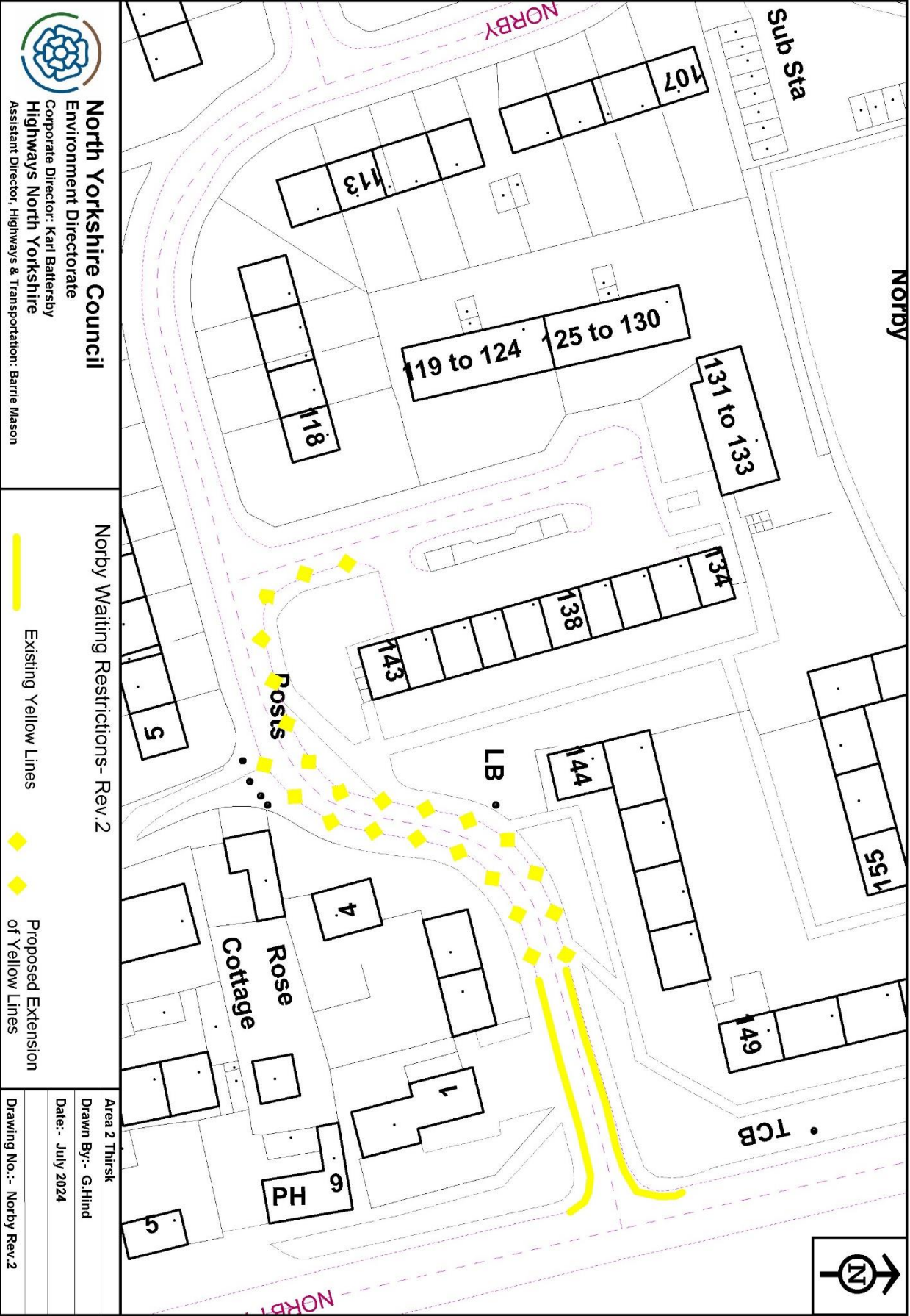
Example of vehicles parked obstructing both footways. The white vehicle is creating difficulty for the resident opposite to leave their driveway and is also completely masking another vehicle that is approaching - see below as the red vehicle appears.








Example of vehicles obstructing the footway.



# Equality impact assessment (EIA) form: evidencing paying due regard to protected characteristics

(Form updated October 2023)

## Proposed Amendment of Waiting Restrictions on Norby Estate, Norby, Thirsk.

<p>If you would like this information in another language or format such as Braille, large print or audio, please contact the Communications Unit on 01609 53 2013 or email <a href="mailto:communications@northyorks.gov.uk">communications@northyorks.gov.uk</a>.</p> <p>যদি আপনি এই ডকুমেন্ট অন্য ভাষায় বা ফরমেটে চান, তাহলে দয়া করে আমাদেরকে বলুন। 如欲索取以另一語文印製或另一格式製作的資料，請與我們聯絡。 - اگر آپ کو معلومات کسی دیگر زبان یا دیگر شکل میں درکار ہوں تو برائے مہربانی ہم سے پوچھیے۔</p>	
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**Equality Impact Assessments (EIAs) are public documents. EIAs accompanying reports going to Councillors for decisions are published with the committee papers on our website and are available in hard copy at the relevant meeting. To help people to find completed EIAs we also publish them in the Equality and Diversity section of our website. This will help people to see for themselves how we have paid due regard in order to meet statutory requirements.**

Name of Directorate and Service Area	Environment Directorate, Highway Operations
Lead Officer and contact details	Graham Hind
Names and roles of other people involved in carrying out the EIA	-
How will you pay due regard? e.g. working group, individual officer	Individual Officer
When did the due regard process start?	February 2025

<p><b>Section 1. Please describe briefly what this EIA is about.</b> (e.g. are you starting a new service, changing how you do something, stopping doing something?)</p> <p>An amendment to an existing waiting restriction on Norby estate, Thirsk, is proposed to resolve ongoing difficulties with access and improve highway safety for residents, pedestrians and highway users caused by indiscriminate parking - whilst having regard for any affected parties.</p>
<p><b>Section 2. Why is this being proposed? What are the aims? What does the authority hope to achieve by it?</b> (e.g. to save money, meet increased demand, do things in a better way.)</p>

Indiscriminate parking, largely by residents, on the Norby estate road has resulted in difficulties for other residents accessing driveways, pedestrian footways being obstructed and the passage of through traffic being restricted. This is the main route into and out of the estate, and is well used by children heading to - and returning from - school. Parking in this area also obstructs forward visibility for drivers negotiating the bends in the road, and pedestrians on the footways, to the detriment of road safety. There is a bus stop in the area which is also affected. The proposal seeks to extend existing yellow lines on Norby to address these issues.

**Section 3. What will change? What will be different for customers and/or staff?**

The lines will be extended by approximately 60 metres on the south side of the road and 95 metres on the north side.

**Section 4. Involvement and consultation (What involvement and consultation has been done regarding the proposal and what are the results? What consultation will be needed and how will it be done?)**

In July 2024 a consultation was carried out, with documentation sent to affected properties and key stakeholders. The proposal was also advertised, and notices were put up in the vicinity. Support for the restriction was received from the elected Member, and from Thirsk Town Council. Some residents verbally communicated support for the restriction when I visited. Two objections were received from residents who live within the extents of the proposed restriction, and are Blue Badge holders.

**Section 5. What impact will this proposal have on council budgets? Will it be cost neutral, have increased cost or reduce costs?**

There is a cost associated with the implementation of the yellow lines, and funding is available from the existing "Signs, Lines and TRO" budget, which is held by the local Area 2 Highways office.

<b>Section 6. How will this proposal affect people with protected characteristics?</b>	<b>No impact</b>	<b>Make things better</b>	<b>Make things worse</b>	<b>Why will it have this effect? Provide evidence from engagement, consultation and/or service user data or demographic information etc.</b>
Age		x		The proposal will improve highway safety for users and is generally supported by residents and stakeholders.
Disability		x	x	The proposal will improve highway safety for users but does reduce the opportunity for disabled drivers to park on-street in the

				vicinity. Two objections have been received from Blue Badge holders.
Sex		x		The proposal will improve highway safety for users and is generally supported by residents and stakeholders.
Race		x		The proposal will improve highway safety for users and is generally supported by residents and stakeholders.
Gender reassignment		x		The proposal will improve highway safety for users and is generally supported by residents and stakeholders.
Sexual orientation		x		The proposal will improve highway safety for users and is generally supported by residents and stakeholders.
Religion or belief		x		The proposal will improve highway safety for users and is generally supported by residents and stakeholders.
Pregnancy or maternity		x		The proposal will improve highway safety for users and is generally supported by residents and stakeholders.
Marriage or civil partnership		x		The proposal will improve highway safety for users and is generally supported by residents and stakeholders.

<b>Section 7. How will this proposal affect people who...</b>	<b>No impact</b>	<b>Make things better</b>	<b>Make things worse</b>	<b>Why will it have this effect? Provide evidence from engagement, consultation and/or service user data or demographic information etc.</b>
...live in a rural area?	x			It is within an urban area.
...have a low income?		x		The proposal will improve highway safety for users and is generally supported by residents and stakeholders.
...are carers (unpaid family or friend)?		x		The proposal will improve highway safety for users and is generally supported by residents and stakeholders.
..... are from the Armed Forces Community		x		The proposal will improve highway safety for users and is generally supported by residents and stakeholders.

**Section 8. Geographic impact – Please detail where the impact will be (please tick all that apply)**



North Yorkshire wide	
Craven	
Hambleton	x
Harrogate	
Richmondshire	
Ryedale	
Scarborough	
Selby	
<b>If you have ticked one or more areas, will specific town(s)/village(s) be particularly impacted? If so, please specify below.</b>	
The impact is confined to one section of one street on Norby, Thirsk.	

<p><b>Section 9. Will the proposal affect anyone more because of a combination of protected characteristics?</b> (e.g. older women or young gay men) <b>State what you think the effect may be and why, providing evidence from engagement, consultation and/or service user data or demographic information etc.</b></p> <p>The proposal does restrict the opportunity for drivers, including disabled drivers, to park on-street near to their properties. Blue Badge holders can park on double yellow lines for up to 3 hours where and when it is safe to do so. Parking, particularly if it is on or partly on the footway, is causing access difficulties for pedestrians. There are wheelchair users and others with limited mobility in the area and the proposal seeks to improve access for them as well as others.</p>
--

<b>Section 10. Next steps to address the anticipated impact. Select one of the following options and explain why this has been chosen. (Remember: we have an anticipatory duty to make reasonable adjustments so that disabled people can access services and work for us)</b>	<b>Tick option chosen</b>
<b>1. No adverse impact - no major change needed to the proposal.</b> There is no potential for discrimination or adverse impact identified.	
<b>2. Adverse impact - adjust the proposal</b> - The EIA identifies potential problems or missed opportunities. We will change our proposal to reduce or remove these adverse impacts, or we will achieve our aim in another way which will not make things worse for people.	
<b>3. Adverse impact - continue the proposal</b> - The EIA identifies potential problems or missed opportunities. We cannot change our proposal to reduce or remove these adverse impacts, nor can we achieve our aim in another way which will not make things worse for people. (There must be compelling reasons for continuing with proposals which will have the most adverse impacts. Get advice from Legal Services)	x
<b>4. Actual or potential unlawful discrimination - stop and remove the proposal</b> – The EIA identifies actual or potential unlawful discrimination. It must be stopped.	



**Explanation of why option has been chosen.** (Include any advice given by Legal Services.)

The proposal to extend the waiting restriction will improve highway safety for all users and is generally supported by residents who have been seeking a solution for some time. It is acknowledged that it does restrict the opportunity for drivers, including disabled drivers, to park on-street near to properties and objections have been received from Blue Badge holders who live within the extents of the proposed restriction. A number of alternatives have been considered but are not considered suitable (see Section 13 below for more details). It is recommended to continue with the proposal as designed and consulted upon.

**Section 11. If the proposal is to be implemented how will you find out how it is really affecting people?** (How will you monitor and review the changes?)

Feedback from residents, the local member and Town Council.

**Section 12. Action plan.** List any actions you need to take which have been identified in this EIA, including post implementation review to find out how the outcomes have been achieved in practice and what impacts there have actually been on people with protected characteristics.

Action	Lead	By when	Progress	Monitoring arrangements
Implement the extension of the waiting restriction as proposed.	Graham Hind	Within 3 months of a decision by Executive Members Committee.	Planned Committee date 25 April 2025	Seek feedback from residents and the local Member once implemented.

**Section 13. Summary** Summarise the findings of your EIA, including impacts, recommendation in relation to addressing impacts, including any legal advice, and next steps. This summary should be used as part of the report to the decision maker.

The proposal to extend the waiting restrictions will improve highway safety for all users. Whilst it is generally supported by affected residents and stakeholders, it does restrict the opportunity for drivers, including disabled drivers, to park on-street near to their properties. Two objections have been received from Blue Badge holders and alternative solutions have been considered as follows:

- *Leave things as they are:* This is not a viable option for the residents already affected.
- *Construct some off-street parking:* This would be a private matter for a resident to provide, subject to land ownership. The Local Highway Authority only maintains the footways and carriageways in the area.
- *Create a disabled parking bay(s):* This is possible; however, it would need to be located on the short section of straight road between the bends and the junction with the B1448 - Norby Front Street. This is approximately 30 metres from the objectors' addresses, but the road slopes upwards from the junction, which may create difficulties for disabled users. Furthermore, it would be available for

the use of all Blue Badge holders, and not just the objectors. The first section of unrestricted road available for all to park would be approximately 40 metres from the objectors' addresses.

- *Create a residents only parking scheme:* This is not a viable option for the residents already affected by the indiscriminate parking as it is largely caused by other residents.
- *Introduce yellow lines on one side of the road only:* regardless of whichever side of the road is restricted it would not fully overcome the issues of restricted pedestrian access and restricted visibility around the bends.

It is recommended to continue with the proposal as designed and consulted upon.

**Section 14. Sign off section**

This full EIA was completed by:

**Name: Graham Hind**

**Job title: Project Engineer**

**Directorate: Environment**

**Signature: *G. Hind***

**Completion date: 31 March 2025**

**Authorised by relevant Assistant Director (signature): Barrie Mason**

**Date: 10/04/2025**

**Initial Climate Change Impact Assessment (Form created August 2021)**

The intention of this document is to help the council to gain an initial understanding of the impact of a project or decision on the environment. This document should be completed in consultation with the supporting guidance. Dependent on this initial assessment you may need to go on to complete a full Climate Change Impact Assessment. The final document will be published as part of the decision-making process.

If you have any additional queries, which are not covered by the guidance please email [climatechange@northyorks.gov.uk](mailto:climatechange@northyorks.gov.uk)

<b>Title of proposal</b>	Proposed Amendment of Waiting Restrictions on Norby Estate, Norby, Thirsk.
<b>Brief description of proposal</b>	Amendments (extensions to) existing waiting restrictions (double yellow lines) on Norby estate, Norby, Thirsk.
<b>Directorate</b>	Environment
<b>Service area</b>	Highway Operations
<b>Lead officer</b>	Graham Hind
<b>Names and roles of other people involved in carrying out the impact assessment</b>	John Ward-Campbell, Climate Change Business Partner

The chart below contains the main environmental factors to consider in your initial assessment – choose the appropriate option from the drop-down list for each one.

Remember to think about the following;

- Travel
- Construction
- Data storage
- Use of buildings
- Change of land use
- Opportunities for recycling and reuse

<b>Environmental factor to consider</b>	<b>For the council</b>	<b>For the county</b>	<b>Overall</b>
Greenhouse gas emissions	No effect on emissions	No Effect on emissions	No effect on emissions
Waste	No effect on waste	No effect on waste	No effect on waste
Water use	No effect on water usage	No effect on water usage	No effect on water usage
Pollution (air, land, water, noise, light)	No effect on pollution	No effect on pollution	No effect on pollution
Resilience to adverse weather/climate events (flooding, drought etc)	No effect on resilience	No effect on resilience	No effect on resilience
Ecological effects (biodiversity, loss of habitat etc)	No effect on ecology	No effect on ecology	No effect on ecology
Heritage and landscape	No effect on heritage and landscape	No effect on heritage and landscape	No effect on heritage and landscape

If any of these factors are likely to result in a negative or positive environmental impact then a full climate change impact assessment will be required. It is important that we capture information about both positive and negative impacts to aid the council in calculating its carbon footprint and environmental impact.

<b>Decision (Please tick one option)</b>	Full CCIA not relevant or proportionate:	✓	Continue to full CCIA:	
<b>Reason for decision</b>	The proposal will have limited impact.			
<b>Signed (Assistant Director or equivalent)</b>	Barrie Mason			
<b>Date</b>	10/04/2025			

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## North Yorkshire Council

### Environment Executive Members

24 April 2025

### NYC Parking Notice Processing and Permit System

#### Report of the Assistant Director – Highways and Infrastructure

#### 1.0 PURPOSE OF REPORT

- 1.1 To seek authority from the Corporate Director Environment in consultation with the Executive Member for Highways and Transportation to procure a Notice processing system in compliance with Traffic Management Act 2004 and
- 1.2 To seek authority from the Corporate Director Environment in consultation with the Executive Member for Highways and Transportation to procure a Permit Processing system in compliance with Traffic Management Act 2004.

#### 2.0 BACKGROUND

- 2.1 In the years prior to Local Government Reorganisation (LGR), Civil Parking Enforcement (CPE) was the responsibility of the Highway Authority, North Yorkshire County Council (NYCC). This responsibility was to provide On-Street enforcement and Penalty Charge Notice (PCN) processing in accordance with legislation. To discharge this obligation, NYCC delegated its authority through two Service Level Agreements (SLA's) as follows:
  - Scarborough Borough Council – to enforce the former districts of Scarborough, Ryedale, Hambleton and Richmondshire and:
  - Harrogate Borough Council – to enforce the former districts of Harrogate, Craven and Selby
- 2.2 These two SLAs included, within their scope On and Off – Street Car Parks in those former council areas. To achieve that, each of the two councils procured their own notice processing and permit systems. Therefore, following LGR the Council has inherited two separate contracts albeit with the same provider. Equally, the individual boroughs and districts each had their own versions of permits, some of which were managed in house, and some are distributed by third party arrangements.

#### 3.0 DETAILED PRESENTATION OF THE SUBSTANTIVE ISSUE

- 3.1 Having undergone a service restructure since LGR, parking services has identified a number of key areas for improvement and one of those is to replace the notice processing and permits system.
- 3.2 The Council currently has two contracts, one for each system, and one of those systems sits on a Council server whilst the other is hosted on the web. There are also two permits systems that sit independently of each other on Council servers and these two systems are both at end of life and currently unsupported, meaning that there are no further spare parts available or engineers with the necessary knowledge to fix problems.



- 3.3 As part of an improved service the parking team will also be processing Moving Traffic PCN's that require additions to the current system and the introduction of a digital, self-service permit system to replace the ageing and unsupported paper-based system that is currently used.
- 3.4 The intent is to procure a new, hosted notice processing system incorporating the necessary modules for moving traffic enforcement and the handheld computer system to enable PCN issue.
- 3.5 As part of the same procurement it is also proposed to replace the existing permit systems with a hosted, digital permit system that can issue both virtual and paper permits.

#### **4.0 CONSULTATION UNDERTAKEN AND RESPONSES**

- 4.1 This project has been developed through the Parking Transformation project group containing representatives from all relevant departments of the Council.

#### **5.0 ALTERNATIVE OPTIONS CONSIDERED**

- 5.1 The 'do nothing' option is not recommended as the Council is mandated under the Traffic Management Act 2004 to process PCN's in accordance with the procedures laid down in the act and statutory guidance issued by the Department for Transport (DfT). The current contracts for the Notice Processing and Permit Systems expire in March 2026 with no further option to extend. The proposed way forward set out in this report will allow the Council to continue to meet the requirements of the Traffic Management Act 2004.

#### **6.0 FINANCIAL IMPLICATIONS**

- 6.1 The current cost of the systems is approximately £112k and 50% of these costs are met by the Corporate IT budget with the remainder being funded by the CPE surplus account. Future costs are expected to increase, however will not be fully known until the procurement takes place. They are estimated to be £120k for 25/26 increasing by £5k per year over the next three years and would have to be met using the Corporate IT and CPE Surplus budgets. Any funding pressures will be identified and dealt with as part of the procurement gateway process.

#### **7.0 LEGAL IMPLICATIONS**

- 7.1 The Traffic Management Act 2004 (TMA) Part 6: Provides a framework for the civil enforcement of traffic contraventions, including parking, bus lanes, and moving traffic offences.
- 7.2 The Civil Enforcement of Road Traffic Contraventions (Approved Devices, Charging Guidelines and General Provisions) (England) Regulations 2022 govern how certain road traffic contraventions, such as parking violations, bus lane misuse, and moving traffic offences, are enforced. There are a number of enforcement options, and the Council currently uses Regulation 9 PCN's, these are issued by patrolling Civil Enforcement Officers (CEO's) who manually issue a PCN by either fixing it to the vehicle or handing it to the driver. Parking Services can also issue Regulation 10 PCN's, these are PCN's that are issued by post when a CEO has been physically prevented from issuing a PCN. The council has recently been awarded the powers to carry out the enforcement of moving traffic offences, such as box junctions and banned turns and the proposals set out in this report will facilitate this type of enforcement.
- 7.3 Any procurement must be undertaken in accordance with the Procurement Act 2023 and the Council's Procurement and Contract Procedure Rules.

## **8.0 EQUALITIES IMPLICATIONS**

8.1 There are no specific equality issues in this statutory process. A copy of the EIA assessment is contained at Appendix A.

## **9.0 CLIMATE CHANGE IMPLICATIONS**

9.1 There are no Climate issues in this statutory process. A climate change implications assessment is contained at Appendix B.

## **10.0 PERFORMANCE IMPLICATIONS**

10.1 Statutory guidance for parking, refers to official recommendations provided by the government to help local authorities enforce parking regulations effectively. In England, this guidance is issued under the Traffic Management Act 2004 and is designed to ensure that parking enforcement is fair, consistent, and transparent. This guidance details the necessity for the council to provide an annual report and a Notice Processing system with a robust and modern reporting module is vital for both performance and compliance.

## **11.0 POLICY IMPLICATIONS**

11.1 CPE helps to deliver the has policy objectives in the Local Transport Plan through better local traffic management. The notice processing system is integral to the delivery of CPE. Officers are developing a Parking Principles document that will provide a framework for parking policy and will be the subject of future report.

## **12.0 ICT IMPLICATIONS**

12.1 Half of the current system sits on Council servers and as such has resource implications for I.T. Whereas the other half is hosted with I.T. providing a system overview requiring less resources. It is intended that in any new procurement the whole system will be hosted meaning less physical resource from I.T. but there is an additional resource requirement as set out in section 6.1 of this report.

## **13.0 CONCLUSIONS**

13.1 As part of the CPE process, PCN's must be administered in accordance with statute. To achieve this, it is best value to have one system for processing PCN's and one permit system. It is also an opportune time to move away from paper-based permits to a self-service digital system while providing safeguards for vulnerable groups without internet access.

## **14.0 REASONS FOR RECOMMENDATIONS**

14.1 A Penalty Charge Notice (PCN) processing system is necessary to comply with the statutory obligations of Civil Parking Enforcement (CPE) set out in the TMA 2004.

14.2 A new hosted, self-service digital permit system is recommended to replace the existing, end of life system.

**15.0 RECOMMENDATION(S)**

- 15.1 Following consultation with the Executive Member for Highways and Transportation the Corporate Director for Environment be authorised to undertake a procurement for the purchase of a new Notice Processing System for Parking.
- 15.2 Following consultation with the Executive Member for Highways and Transportation the Corporate Director be authorised to undertake a procurement for the purchase of a new Permit Processing System for Parking.

**APPENDICES:**

Appendix A – EIA

Appendix B – Climate Change

**BACKGROUND DOCUMENTS:** [Resource Justification Notice Processing.docx](#)

Barrie Mason  
Assistant Director Highways and Infrastructure  
County Hall  
Northallerton  
20 March 2025

Report Author – Steve Brown Head of Parking Services  
Presenter of Report – Steve Brown Head of Parking Services

<b>Initial equality impact assessment screening form</b>			
This form records an equality screening process to determine the relevance of equality to a proposal, and a decision whether or not a full EIA would be appropriate or proportionate.			
<b>Directorate</b>	Environment		
<b>Service area</b>	Parking Services		
<b>Proposal being screened</b>	New Notice Processing (PCN's) and Permit System		
<b>Officer(s) carrying out screening</b>	Steve Brown Head of Parking Services		
<b>What are you proposing to do?</b>	Procure a new Notice Processing and Permit System		
<b>Why are you proposing this? What are the desired outcomes?</b>	The council will be out of contract with the current supplier in March 2026 with no further extension permitted		
<b>Does the proposal involve a significant commitment or removal of resources? Please give details.</b>	No		
<b>Impact on people with any of the following protected characteristics as defined by the Equality Act 2010, or NYC's additional agreed characteristics</b>			
As part of this assessment, please consider the following questions:			
<ul style="list-style-type: none"> <li>To what extent is this service used by particular groups of people with protected characteristics? These systems are available to all groups and provision exists within the systems to accommodate all groups of people including those with protected characteristics.</li> <li>Does the proposal relate to functions that previous consultation has identified as important? No</li> <li>Do different groups have different needs or experiences in the area the proposal relates to? Provision is made in both systems for vulnerable groups to interact with it.</li> </ul>			
<b>If for any characteristic it is considered that there is likely to be an adverse impact or you have ticked 'Don't know/no info available', then a full EIA should be carried out where this is proportionate. You are advised to speak to your directorate representative for advice if you are in any doubt.</b>			
Protected characteristic	Potential for adverse impact		Don't know/No info available
	Yes	No	
Age		X	
Disability		X	
Sex		X	
Race		X	
Sexual orientation		X	
Gender reassignment		X	
Religion or belief		X	
Pregnancy or maternity		X	
Marriage or civil partnership		X	
People in rural areas		X	
People on a low income		X	
Carer (unpaid family or friend)		X	
Are from the Armed Forces Community		X	
<b>Does the proposal relate to an area where there are known</b>	The Notice Processing System follows a statute path whereby the same opportunities to		

<p><b>inequalities/probable impacts</b> (for example, disabled people’s access to public transport)? Please give details.</p>	<p>challenge exists for all groups. It is also an opportune time to move away from paper-based permits to a self-service digital system while providing safeguards for vulnerable groups without internet access.</p>		
<p><b>Will the proposal have a significant effect on how other organisations operate? (for example, partners, funding criteria, etc.). Do any of these organisations support people with protected characteristics?</b> Please explain why you have reached this conclusion.</p>	<p>NO</p>		
<p><b>Decision (Please tick one option)</b></p>	<p>EIA not relevant or proportionate:</p>	<p>X</p>	<p>Continue to full EIA:</p>
<p><b>Reason for decision</b></p>			
<p><b>Signed (Assistant Director or equivalent)</b></p>	<p>Barrie Mason</p>		
<p><b>Date</b></p>	<p>04/04/2025</p>		

## Climate change impact assessment

The purpose of this assessment is to help us understand the likely impacts of our decisions on the environment of North Yorkshire and on our aspiration to achieve net carbon neutrality by 2030, or as close to that date as possible. The intention is to mitigate negative effects and identify projects which will have positive effects.

This document should be completed in consultation with the supporting guidance. The final document will be published as part of the decision-making process and should be written in Plain English.

If you have any additional queries which are not covered by the guidance, please email [climatechange@northyorks.gov.uk](mailto:climatechange@northyorks.gov.uk)

### Version 2: amended 11 August 2021

**Please note: You may not need to undertake this assessment if your proposal will be subject to any of the following:**

Planning Permission  
Environmental Impact Assessment  
Strategic Environmental Assessment

However, you will still need to summarise your findings in the summary section of the form below.

Please contact [climatechange@northyorks.gov.uk](mailto:climatechange@northyorks.gov.uk) for advice.

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<b>Title of proposal</b>	<b>Notice Processing and Permit System</b>
<b>Brief description of proposal</b>	<b>To procure a new notice processing and parking permit system</b>
<b>Directorate</b>	<b>Environment</b>
<b>Service area</b>	<b>Parking Services</b>
<b>Lead officer</b>	<b>Steve Brown</b>
<b>Names and roles of other people involved in carrying out the impact assessment</b>	<b>Jane Wilson Parking Policy and Technical Operations Manager</b>
<b>Date impact assessment started</b>	<b>24/03/2025</b>

**Options appraisal**

Were any other options considered in trying to achieve the aim of this project? If so, please give brief details and explain why alternative options were not progressed.

These systems are required under the auspices of the Traffic Management Act 2004. The systems current contracts expire in March 2026 without the option for further extensions. In order to obtain best value, whilst complying with statute, a new system is now required with no other alternatives.

**What impact will this proposal have on council budgets? Will it be cost neutral, have increased cost or reduce costs?**

Please explain briefly why this will be the result, detailing estimated savings or costs where this is possible.

The notice processing and permits systems are now some 20 years old. The cost of the systems are already being met from within existing budgets and will continue to do so. Whilst it anticipated that a countywide operation will provide some economies of scale this system will need to accommodate some new technologies and these will include some savings potential, for example, within the notice processing system a new module for moving traffic offences will need to be added to the current specification and while that is an additional cost initially it will bring new PCN revenue as a result. For the permit system it is intended that the council will transition to digital permits from the current paper-based system, and this will help reduce carbon emissions and add saving for paper, printing and postal costs. Overall, this will have positive impact on budgets whilst assisting the climate agenda.



<p>How will this proposal impact on the environment?</p> <p>N.B. There may be short term negative impact and longer term positive impact. Please include all potential impacts over the lifetime of a project and provide an explanation.</p>	<p><b>Positive impact</b> (Place a X in the box below where</p>	<p><b>No impact</b> (Place a X in the box below where</p>	<p><b>Negative impact</b> (Place a X in the box below where</p>	<p>Explain why will it have this effect and over what timescale?</p> <p>Where possible/relevant please include:</p> <ul style="list-style-type: none"> <li>• Changes over and above business as usual</li> <li>• Evidence or measurement of effect</li> <li>• Figures for CO<sub>2</sub>e</li> <li>• Links to relevant documents</li> </ul>	<p>Explain how you plan to mitigate any negative impacts.</p>	<p>Explain how you plan to improve any positive outcomes as far as possible.</p>
<p>Minimise <b>greenhouse gas emissions</b> e.g. reducing emissions from travel, increasing energy efficiencies etc.</p>	Emissions from travel		X			
	Emissions from construction		X			
	Emissions from running of buildings		X			
	Emissions from data storage		X			
	Other		X			
<p>Minimise <b>waste</b>: Reduce, reuse, recycle and compost e.g. reducing use of single use plastic</p>	X			<p>It is intended that the new permit system will be largely digital and self-service. Currently, 40,000+ paper permits are distributed for parking every year and many more tens of thousands of scratch cards. The proposed digital system will reduce that</p>	<p>It is accepted that some people may not be able to access online services so provision will exist within the new system</p>	<p>As the years progress more and more people will use online facilities further reducing the reliance upon paper permits.</p>

<p>How will this proposal impact on the environment?</p> <p>N.B. There may be short term negative impact and longer term positive impact. Please include all potential impacts over the lifetime of a project and provide an explanation.</p>	<p><b>Positive impact</b> (Place a X in the box below where</p>	<p><b>No impact</b> (Place a X in the box below where</p>	<p><b>Negative impact</b> (Place a X in the box below where</p>	<p>Explain why will it have this effect and over what timescale?</p> <p>Where possible/relevant please include:</p> <ul style="list-style-type: none"> <li>• Changes over and above business as usual</li> <li>• Evidence or measurement of effect</li> <li>• Figures for CO<sub>2</sub>e</li> <li>• Links to relevant documents</li> </ul>	<p>Explain how you plan to mitigate any negative impacts.</p>	<p>Explain how you plan to improve any positive outcomes as far as possible.</p>
				<p>down to just a few hundred for those without internet access.</p>	<p>to create paper permits to support vulnerable groups</p>	
<p>Reduce <b>water</b> consumption</p>		<p>X</p>				
<p>Minimise <b>pollution</b> (including air, land, water, light and noise)</p>		<p>X</p>				
<p>Ensure <b>resilience</b> to the effects of climate change e.g. reducing flood risk, mitigating effects of drier, hotter summers</p>		<p>X</p>				
<p>Enhance <b>conservation</b> and wildlife</p>		<p>X</p>				

<p>How will this proposal impact on the environment?</p> <p>N.B. There may be short term negative impact and longer term positive impact. Please include all potential impacts over the lifetime of a project and provide an explanation.</p>	<p><b>Positive impact</b> (Place a X in the box below where</p>	<p><b>No impact</b> (Place a X in the box below where</p>	<p><b>Negative impact</b> (Place a X in the box below where</p>	<p>Explain why will it have this effect and over what timescale?</p> <p>Where possible/relevant please include:</p> <ul style="list-style-type: none"> <li>• Changes over and above business as usual</li> <li>• Evidence or measurement of effect</li> <li>• Figures for CO<sub>2</sub>e</li> <li>• Links to relevant documents</li> </ul>	<p>Explain how you plan to mitigate any negative impacts.</p>	<p>Explain how you plan to improve any positive outcomes as far as possible.</p>
<p>Safeguard the distinctive characteristics, features and special qualities of <b>North Yorkshire's landscape</b></p>		<p>X</p>				
<p>Other (please state below)</p>		<p>X</p>				

**Are there any recognised good practice environmental standards in relation to this proposal?** If so, please detail how this proposal meets those standards.

The Local Transport Plan which the Parking Principles supports has fundamental aims around the climate effects of traffic and the notice processing and permit systems support these. The move to digital permits significantly reduces paper, printing and postal arrangements thus aiding environmental and climate standards.

**Summary** Summarise the findings of your impact assessment, including impacts, the recommendation in relation to addressing impacts, including any legal advice, and next steps. This summary should be used as part of the report to the decision maker.

These two systems are necessary to comply with statute but equally provides the opportunity for the council to further enhance its climate and environmental standards by introducing digitised permits. Equally, the permits will enhance the overall customer experience which is at the heart of everything that we do.

**Sign off section**

This climate change impact assessment was completed by:

<b>Name</b>	<b>Steve Brown</b>
<b>Job title</b>	<b>Head of Parking Services</b>
<b>Service area</b>	<b>Parking</b>
<b>Directorate</b>	<b>Environment</b>
<b>Signature</b>	<b>Steve Brown</b>
<b>Completion date</b>	<b>24/03/2025</b>

**Authorised by relevant Assistant Director (signature):** **Barrie Mason**

**Date:** **04/04/2025**

## North Yorkshire Council

### Environment Executive Members

24 April 2025

### Digitisation of the Councils On and Off-Street Parking Traffic Regulation Orders (TROs)

#### Report of the Assistant Director – Highways and Infrastructure

#### 1.0 PURPOSE OF REPORT

- 1.1 To seek authority from the Corporate Director - Environment in consultation with the Executive Member for Highways and Transportation to procure a new Digital Traffic Regulation Order system (DTRO) in order to comply with statutory obligations.

#### 2.0 BACKGROUND

- 2.1 The Traffic Regulation Orders (TROs) in North Yorkshire, both On and Off – Street are largely paper based. They are authored, amended and kept largely by the seven area highways offices whilst the Off – Street orders were formerly managed by the borough and district council’s legal teams. The paper-based system, whilst well kept, have become increasingly more difficult to administer as the process of varying, amending, consulting and authoring is both time and resource consuming and inefficient. The Department for Transport (DfT) has now decreed that all highway authorities in England are to present any ‘new’ traffic orders in a DfT approved digital format to a national storage facility by the end of July 2025.

#### 3.0 DETAILED PRESENTATION OF THE SUBSTANTIVE ISSUE

- 3.1 Digitising Traffic Regulation Orders (D-TROs) is a transformative initiative aimed at modernizing how traffic rules are managed in the UK. Traditional Traffic Regulation Orders (TROs), which are legal documents used to regulate traffic flow, parking, and road safety, are being replaced with digital versions. Here are the key features and benefits:
- **Map-Based Records:** D-TROs provide visual, map-based representations of traffic regulations, making them easier to understand.
  - **Real-Time Updates:** Changes to traffic rules can be disseminated instantly, ensuring accuracy and accessibility.
  - **Integration with Technology:** D-TROs are designed to work seamlessly with navigation apps, autonomous vehicle systems, and other smart city technologies.
  - **Enhanced Accessibility:** The digital format improves transparency and public access to traffic information.
  - **Efficiency and Cost Savings:** Digitization reduces administrative burdens, speeds up processes, and lowers costs.
- 3.2 This is expected to support better traffic management, facilitate the rollout of electric vehicle infrastructure, and prepare for future transportation needs.

#### 4.0 CONSULTATION UNDERTAKEN AND RESPONSES

4.1 This project has been made under the auspices of the HAT27 Parking Transformation project group and all relevant directorates and services of the council are represented in this project.

## **5.0 ALTERNATIVE OPTIONS CONSIDERED**

5.1 The decision to move towards digital TROs has been made by central government and therefore the council needs to be complicit in order to comply with the statute that governs them so there are no alternative options available.

## **6.0 IMPACT ON OTHER SERVICES/ORGANISATIONS**

6.1 This project impacts on the highways teams as they look after new and existing schemes that require TROs and Parking Services who operate Civil Parking Enforcement (CPE) on behalf of the Council in its role as Highway Authority.

## **7.0 FINANCIAL IMPLICATIONS**

7.1 There are two parts to the financial implications, the first is revenue of which parking budget for 24-25 is £22.4m increasing to £25.2m in 25-26. TROs are the means by which revenues due are collected from parking activity, in both On and Off – Street parking places and DFT have decreed that all new traffic orders must be in a digital format. The new digital system will ensure NYC is complicit with the requirement and allow NYC to continue collect revenues.

7.2 The second implication is to procure a digital service provision and an indicative year on year cost for that is £40,000 a year based on 10 licences. It will also require a one – Off payment to have the highway network surveyed so that the existing TROs can also be incorporated into the new digital system and this funding was allocated from the last CPE report at £800,000.

## **8.0 LEGAL IMPLICATIONS**

8.1 Traffic Regulation Orders (TROs) in England are primarily governed by the **Road Traffic Regulation Act 1984**. This legislation provides the legal framework for creating, implementing, and enforcing TROs, which regulate traffic flow, parking, and road safety measures. Additionally, the **Local Authorities' Traffic Orders (Procedure) (England and Wales) Regulations 1996** outline the procedural requirements for making these orders

## **9.0 EQUALITIES IMPLICATIONS**

9.1 There are no equalities issues within this report and the screening document is contained in Appendix A.

## **10.0 CLIMATE CHANGE IMPLICATIONS**

10.1 There is a positive impact upon the environment in that the current system is largely paper based and this proposal is for a digital system that does not require paper or printing. The Climate Change Assessment is at Appendix B.

## **11.0 PERFORMANCE IMPLICATIONS**

11.1 The current TRO system is largely paper based and as such is staff resource and storage intensive, it makes amendments and variations difficult to track particularly, as is the case with CPE they have to be lodged at Court, in this case the Traffic Enforcement Centre

(TEC) in Northampton. Digitisation will speed up the process, make it more interactive with other council systems and make consultations more efficient.

## **12.0 POLICY IMPLICATIONS**

12.1 A new digital traffic order system will make policies more transparent and easier for public consumption and supports the Local Transport Plan

## **13.0 ICT IMPLICATIONS**

13.1 It is intended, subject to procurement that this system will be a hosted service and therefore require minimum IT resource. IT have been consulted during the project process.

## **14.0 CONCLUSIONS**

14.1 As part of the CPE process, PCNs must be administered in accordance with statute. To achieve this, it makes both professional and economic sense to have one system for processing PCNs and one permit system. It is also a good time to move away from paper-based permits to a self-service digital system while providing safeguards for vulnerable groups without internet access.

## **15.0 REASONS FOR RECOMMENDATION**

15.1 A Penalty Charge processing system is necessary to comply with the statutory obligations of Civil Parking Enforcement (CPE).

## **16.0 RECOMMENDATION**

16.1 To seek authority from the Corporate Director - Environment in consultation with the Executive Member for Highways and Transportation to procure a new Digital Traffic Order System.

### **APPENDICES:**

Appendix A – EIA Assessment

Appendix B – Climate Change Assessment

### **BACKGROUND DOCUMENTS: NONE**

Barrie Mason  
Assistant Director – Highways and Infrastructure  
County Hall  
Northallerton

Report Author – Steve Brown Head of Parking Services  
Presenter of Report – Steve Brown Head of Parking Services



<b>Initial equality impact assessment screening form</b> This form records an equality screening process to determine the relevance of equality to a proposal, and a decision whether or not a full EIA would be appropriate or proportionate.			
<b>Directorate</b>	Environment		
<b>Service area</b>	Parking Services		
<b>Proposal being screened</b>	Digital Traffic Regulation Order System		
<b>Officer(s) carrying out screening</b>	Steve Brown Head of Parking Services		
<b>What are you proposing to do?</b>	Procure a new Digital Traffic Regulation Order System		
<b>Why are you proposing this? What are the desired outcomes?</b>	The DFT have issued a notice that Highway Authorities are to issue new Traffic Regulation Orders in a new DFT approved digital format from the end of July 2025.		
<b>Does the proposal involve a significant commitment or removal of resources? Please give details.</b>	No		
<b>Impact on people with any of the following protected characteristics as defined by the Equality Act 2010, or NYC's additional agreed characteristics</b> As part of this assessment, please consider the following questions:			
<ul style="list-style-type: none"> <li>To what extent is this service used by particular groups of people with protected characteristics? No</li> <li>Does the proposal relate to functions that previous consultation has identified as important? No</li> <li>Do different groups have different needs or experiences in the area the proposal relates to? No.</li> </ul>			
<b>If for any characteristic it is considered that there is likely to be an adverse impact or you have ticked 'Don't know/no info available', then a full EIA should be carried out where this is proportionate. You are advised to speak to your directorate representative for advice if you are in any doubt.</b>			
Protected characteristic	Potential for adverse impact		Don't know/No info available
	Yes	No	
Age		X	
Disability		X	
Sex		X	
Race		X	
Sexual orientation		X	
Gender reassignment		X	
Religion or belief		X	
Pregnancy or maternity		X	
Marriage or civil partnership		X	
People in rural areas		X	
People on a low income		X	
Carer (unpaid family or friend)		X	
Are from the Armed Forces Community		X	
<b>Does the proposal relate to an area where there are known</b>	No.		

<b>inequalities/probable impacts</b> (for example, disabled people's access to public transport)? Please give details.				
<b>Will the proposal have a significant effect on how other organisations operate? (for example, partners, funding criteria, etc.). Do any of these organisations support people with protected characteristics?</b> Please explain why you have reached this conclusion.	No			
<b>Decision (Please tick one option)</b>	EIA not relevant or proportionate:	<input checked="" type="checkbox"/>	Continue to full EIA:	<input type="checkbox"/>
<b>Reason for decision</b>	There are no equalities issues within this report			
<b>Signed (Assistant Director or equivalent)</b>	Barrie Mason			
<b>Date</b>	10/04/2025			

## Climate change impact assessment

The purpose of this assessment is to help us understand the likely impacts of our decisions on the environment of North Yorkshire and on our aspiration to achieve net carbon neutrality by 2030, or as close to that date as possible. The intention is to mitigate negative effects and identify projects which will have positive effects.

This document should be completed in consultation with the supporting guidance. The final document will be published as part of the decision making process and should be written in Plain English.

If you have any additional queries which are not covered by the guidance please email [5](#)

### Version 2: amended 11 August 2021

**Please note: You may not need to undertake this assessment if your proposal will be subject to any of the following:**

Planning Permission  
Environmental Impact Assessment  
Strategic Environmental Assessment

However, you will still need to summarise your findings in the summary section of the form below.

Please contact [climatechange@northyorks.gov.uk](mailto:climatechange@northyorks.gov.uk) for advice.

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<b>Title of proposal</b>	<b>Digital Traffic Regulation Order System (DTRO)</b>
<b>Brief description of proposal</b>	<b>To procure a new Digital Traffic Regulation Order System (DTRO)</b>
<b>Directorate</b>	<b>Environment</b>
<b>Service area</b>	<b>Parking Services</b>
<b>Lead officer</b>	<b>Steve Brown</b>
<b>Names and roles of other people involved in carrying out the impact assessment</b>	<b>Jane Wilson Parking Policy and Technical Operations Manager</b>
<b>Date impact assessment started</b>	<b>24/03/2025</b>

**Options appraisal**

Were any other options considered in trying to achieve the aim of this project? If so, please give brief details and explain why alternative options were not progressed.

This procurement emulates from a notice issued to councils by the DFT. That notice decrees that councils should only submit new Traffic Regulation Orders in a DFT approved digital format from July 2025. The current method adopted is largely paper based so there is no alternative option available.

**What impact will this proposal have on council budgets? Will it be cost neutral, have increased cost or reduce costs?**

Please explain briefly why this will be the result, detailing estimated savings or costs where this is possible.

The current Traffic Regulation Orders (TRO's) are largely paper based, as an example the Harrogate On-Street waiting and stopping restriction orders are some 640 pages long so wholly inefficient this new system will have a 'One Off' cost for having the network surveyed and a new consolidation order provided as a result of the survey, the cost of this is to be met from the CPE surplus budget £850k has been put aside for this purpose. The new digital system will have annual costs that have yet to be determined at the procurement stage, but it is intended to meet this cost, again from the CPE budget.

How will this proposal impact on the environment?  N.B. There may be short term negative impact and longer term positive impact. Please include all potential impacts over the lifetime of a project and provide an explanation.		Positive impact (Place a X in the box below where	No impact (Place a X in the box below where	Negative impact (Place a X in the box below where	Explain why will it have this effect and over what timescale?  Where possible/relevant please include: <ul style="list-style-type: none"> <li>• Changes over and above business as usual</li> <li>• Evidence or measurement of effect</li> <li>• Figures for CO<sub>2</sub>e</li> <li>• Links to relevant documents</li> </ul>	Explain how you plan to mitigate any negative impacts.	Explain how you plan to improve any positive outcomes as far as possible.
Minimise <b>greenhouse gas emissions</b> e.g. reducing emissions from travel, increasing energy efficiencies etc.	Emissions from travel		X				
	Emissions from construction		X				
	Emissions from running of buildings		X				
	Emissions from data storage		X				
	Other		X				
Minimise <b>waste</b> : Reduce, reuse, recycle and compost e.g. reducing use of single use plastic	X				It is intended that the new DTRO system will be entirely paperless and will virtually eliminate the need for printing and storing of paper, so a positive impact on the environment and the climate objectives.	There are no negative impacts to this process, if somebody requires a copy the it can be provided either	As the years progress more and more people will use online facilities further reducing the reliance upon paper.

<p>How will this proposal impact on the environment?</p> <p>N.B. There may be short term negative impact and longer term positive impact. Please include all potential impacts over the lifetime of a project and provide an explanation.</p>	<p><b>Positive impact</b> (Place a X in the box below where</p>	<p><b>No impact</b> (Place a X in the box below where</p>	<p><b>Negative impact</b> (Place a X in the box below where</p>	<p>Explain why will it have this effect and over what timescale?</p> <p>Where possible/relevant please include:</p> <ul style="list-style-type: none"> <li>• Changes over and above business as usual</li> <li>• Evidence or measurement of effect</li> <li>• Figures for CO<sub>2</sub>e</li> <li>• Links to relevant documents</li> </ul>	<p>Explain how you plan to mitigate any negative impacts.</p>	<p>Explain how you plan to improve any positive outcomes as far as possible.</p>
					<p>printed or electronically.</p>	
<p>Reduce <b>water</b> consumption</p>		X				
<p>Minimise <b>pollution</b> (including air, land, water, light and noise)</p>		X				
<p>Ensure <b>resilience</b> to the effects of climate change e.g. reducing flood risk, mitigating effects of drier, hotter summers</p>		X				
<p>Enhance <b>conservation</b> and wildlife</p>		X				

<p>How will this proposal impact on the environment?</p> <p>N.B. There may be short term negative impact and longer term positive impact. Please include all potential impacts over the lifetime of a project and provide an explanation.</p>	<p><b>Positive impact</b> (Place a X in the box below where</p>	<p><b>No impact</b> (Place a X in the box below where</p>	<p><b>Negative impact</b> (Place a X in the box below where</p>	<p>Explain why will it have this effect and over what timescale?</p> <p>Where possible/relevant please include:</p> <ul style="list-style-type: none"> <li>• Changes over and above business as usual</li> <li>• Evidence or measurement of effect</li> <li>• Figures for CO<sub>2</sub>e</li> <li>• Links to relevant documents</li> </ul>	<p>Explain how you plan to mitigate any negative impacts.</p>	<p>Explain how you plan to improve any positive outcomes as far as possible.</p>
<p>Safeguard the distinctive characteristics, features and special qualities of <b>North Yorkshire's landscape</b></p>		<p>X</p>				
<p>Other (please state below)</p>		<p>X</p>				

**Are there any recognised good practice environmental standards in relation to this proposal?** If so, please detail how this proposal meets those standards.

The Local Transport Plan which the Parking Principles supports has fundamental aims around the climate effects of traffic and the traffic order process supports this. The move to digital TRO's significantly reduces paper, printing and postal arrangements thus aiding environmental and climate standards.

**Summary** Summarise the findings of your impact assessment, including impacts, the recommendation in relation to addressing impacts, including any legal advice, and next steps. This summary should be used as part of the report to the decision maker.

These DTRO system is necessary to comply with statute but equally provides the opportunity for the council to further enhance its climate and environmental standards by introducing digitised TRO's. Equally, the DTRO's will enhance the overall customer experience which is at the heart of everything that we do.

### Sign off section

This climate change impact assessment was completed by:

<b>Name</b>	<b>Steve Brown</b>
<b>Job title</b>	<b>Head of Parking Services</b>
<b>Service area</b>	<b>Parking</b>
<b>Directorate</b>	<b>Environment</b>
<b>Signature</b>	<b>Steve Brown</b>
<b>Completion date</b>	<b>24/03/2025</b>

**Authorised by relevant Assistant Director (signature):** Barrie Mason

**Date:** 10/04/2025



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## North Yorkshire Council

### Environment Executive Members

24 April 2025

### Highways Capital Programme

#### Report of the Assistant Director – Highways and Infrastructure

#### **1.0 PURPOSE OF REPORT**

- 1.1 To seek agreement from the Corporate Director for Environment in consultation with Environment Executive Member for Highways and Transportation, to authorise additions to the Highways Capital Forward Programme (HCFP) for Structural Highway Maintenance identified since the last Highways Capital Programme report dated 12 September 2024.
- 1.2 To provide an update on funding for 2025/26, including guidance received from the Department for Transport (DfT) on the criteria that we need to meet to ensure we receive our full allocation of additional highway maintenance funding in 2025/26

#### **2.0 SUMMARY**

- 2.1 This report identifies schemes that are being added to the Highways Capital Forward Programme (HCFP) for future delivery and provides an update on highway maintenance funding for 2025/26.

#### **3.0 BACKGROUND**

- 3.1 The Highways Capital Programme is made up of four specific elements; these are Street Lighting; Bridges and Structures; Integrated Transport and Structural Highway Maintenance. Each of these elements is subject to prioritisation methods based upon an assessment of the required outcomes.
- 3.2 The Corporate Director and Environment Executive Member will be aware that usual practice is to present three main reports per year; one in the Spring outlining expected headline allocations for the following year, one in the summer identifying schemes to be added to the HCFP; followed by a further report confirming the schemes to be delivered in the following year's annual programme.
- 3.3 In line with 3.2 above, the report was considered at the Environment Executive Members meeting held on 12 September 2024 outlining schemes to be added to the HCFP and a further report was presented in February 2025 confirming schemes to be delivered in 2025/26.
- 3.4 The 2025/26 highways capital maintenance allocation was confirmed by the DfT on 20 December 2024. This represented an increase of £15.4M compared to 2024/25.
- 3.5 Although advanced planning is maximised through the implementation of a three-year rolling capital works programme, there are occasions when it is necessary, for sound operational reasons, to introduce new schemes into the forward programme.

#### **4.0 SCHEMES ADDED TO THE HCFP**

- 4.1 It is proposed to add six new schemes, with a combined value of £129,000 to the Highways Capital Forward Programme. As discussed at the Environment Executive Members Meeting on 12 September 2024, entry on to the forward programme does not guarantee delivery in a specific year. However, if schemes are linked to improvements to ensure the safety of specific asset(s), delivery may commence in the remainder of this financial year.
- 4.2 The proposed schemes were identified through ongoing asset condition and engineering assessments carried out since the forward programme was approved on 12 September 2024. Details of the schemes are provided in Appendix A.

#### **5.0 UPDATE ON HIGHWAY MAINTENANCE FUNDING FOR 2025/26**

- 5.1 As outlined in the 28 February 2025 report to this meeting, a proportion of the final funding settlement for the 2025/26 was at risk, as per the following from DfT: *“You will also note that 25% of the funding uplift for 2025/26 will be contingent on local highway authorities demonstrating compliance with certain criteria aimed at driving best practice and continual improvement in highways maintenance practice. Further details of this will be set out in due course.”* In the event of NYC not meeting the criteria this would put £3.86M of funding at risk.
- 5.2 Details of the criteria were released by DfT on the 24 March 2025. NYC officers attended a further briefing session with DfT officials on the 26 March 2025. There are two deadlines by which we need to provide information to DfT, the 30 June 2025 and 31 October 2025. A summary of what is required by each deadline is provided below
- 5.3 For the 30 June deadline, we are required to provide a concise report to be published on our website detailing information on
- The extent and scale of our network
  - How much we spend on highway maintenance and the types of maintenance activity we deliver
  - Information on carriageway condition
  - An estimate on the number of potholes we fill each year
  - Details of our overall approach to asset management including
    - Adapting to climate change
    - Managing street works and utility works on our network
  - Schemes we are delivering 2025/26
- 5.4 For the 31 October deadline, we are required to provide DfT with information regarding
- The overall value of our highway asset
  - Historic maintenance expenditure
  - How we use customer satisfaction information
  - How we benchmark against other local highway authorities
  - How we measure performance including submission of national indicator information
  - Information on our asset management plans and wider network plans
- 5.5 We are confident that we have the required information in place to meet the requirements laid out above. Officers are working on pulling the required information together and will provide further updates to the Corporate Director and Executive member as needed.
- 5.6 On the 28 March 2025 the DfT confirmed funding allocations for the integrated transport Block (ITB). This is allocated via the York & North Yorkshire Combined Authority (YNYCA). Funding for North Yorkshire has been maintained at £3.046M for 2025/26 and YNYCA have confirmed that this will be transferred to NYC.

- 5.7 As outlined in the 28 February 2025 report both the £3.86M performance-based funding and the £3.046 ITB were included in the programme planning assumptions for 2025/26. This means that subject to meeting the required performance criteria from DfT, our funding allocation for highway maintenance and integrated transport in 2025/26 is £60.746M.
- 5.8 Additionally on 28 March 2025, DfT also announced a further £15.37M to YNYCA as part of the new Local Transport Grant for 2025/26. Informal discussions are ongoing with YNYCA to confirm how this funding will be divided between NYC and City of York and on what schemes and projects it will fund. At the appropriate time, a report will be presented to a future meeting of the Corporate Director Environment and Executive Members to update on allocations and seek relevant approvals for scheme delivery.

## **6.0 FINANCIAL IMPLICATIONS**

- 6.1 Any additional costs associated with implementation of the schemes named in Appendix A will be accounted for as part of the routine strategic management of the Highways Capital Works Annual Programme for the year in which the schemes are added to.
- 6.2 The programme is kept under regular review to ensure that total annual expenditure is within the limits of available grant funding for that year plus a drawing down of up to £2m from the following year's grant allocation as arranged with the Corporate Director of Resources. The contents of this report do not adversely impact upon that position.
- 6.3 As outlined in 5.7, the performance-based funding and ITB were included within planning assumptions for 2025/26 delivery. As such at this stage they do not impact the 2025/26 capital plan.
- 6.4 A further report will be presented in the future setting out the allocations and scheme delivery of the additional funding of £15.37M announced as part of the new Local Transport Grant for 2025/26.

## **7.0 LEGAL IMPLICATIONS**

- 7.1 The Council, in its capacity as the Local Highway Authority, Street Authority and Local Traffic Authority must act in accordance with a wide range of statutory powers and duties imposed by legislation.
- 7.2 The proposed schemes to be added to the HCFP have been developed and prioritised in line with the relevant legislation such as the Highways Act 1980, the New Roads and Street Works Act 1991, the Road Traffic Regulation Act 1984, the Transport Act 2000, the Traffic Management Act 2004 and the Flood and Water Management Act 2010.

## **8.0 EQUALITIES IMPLICATIONS**

- 8.1 Consideration has been given to the potential for any adverse equality impacts arising from the recommendations. The principles and documents discussed in this report are recommended for use in the Well-managed Highway Infrastructure Code of Practice. Officers consider that there are no adverse impacts arising from the recommendations in this report.
- 8.2 A copy of the Equalities Impact Assessment Screening Form is not required' form is attached as Appendix B.

## **9.0 CLIMATE CHANGE IMPLICATIONS**

9.1 A climate change impact assessment has been carried out, see Appendix C. This has identified that the development of a forward programme will help to improve efficiency of delivery, reducing waste and emissions through improved coordination and planning of works.

## **10.0 REASONS FOR RECOMMENDATIONS**

10.1 The recommendations will enable Council officers, working alongside NYH and partner organisations to finalise designs and deliver the schemes listed in Appendix A with potential delivery start dates within the 2025/26 financial year.

## **11.0 RECOMMENDATIONS**

11.1 It is recommended that the Corporate Director Environment in consultation with the Environment Executive Member Highways & Transportation:

- i. Authorises the additions to the Highways Capital Forward Programme for Structural Highway Maintenance identified since the last Highways Capital Programme report dated 12 September 2024
- ii. Notes the update on funding for 2025/26

## **APPENDIX**

Appendix A: Schemes to be added to Highways Capital Forward Programme

Appendix B: Equalities Impact Assessment Screening Form

Appendix C: Climate change impact assessment

**BACKGROUND DOCUMENTS:** None

Barrie Mason Highways and Infrastructure  
County Hall  
Northallerton

Report Author – James Gilroy – Team Leader Highways Asset Management  
Presenter of Report – James Gilroy – Team Leader Highways Asset Management

## Schemes to be added to Highways Capital Forward Programme

Area	Link & Section	Scheme name	Town / Village	Scheme Cost
4	C63/2/30	New Road Drainage	Rosedale Abbey	£50,000
4	U1771/2/60	Low Moor Lane Drainage	Rillington	£30,000
4	C60/1/85	Bransdale Road to Cockayne Drainage	Cockayne	£8,000
4	U226/2/30	Haygate Lane Drainage	Pickering	£8,000
4	B1257/1/40	Broughton Road Drainage	Broughton	£3,000
4	C177/1/05	Stamford Bridge to Buttercrambe Drainage	Buttercrambe	£30,000
			<b>Total</b>	<b>£129,000</b>

## Equalities Impact Assessment Screening Form

<b>Equality impact assessment screening form</b> (As of October 2015 this form replaces 'Record of decision not to carry out an EIA')			
<b>This form records an equality screening process to determine the relevance of equality to a proposal, and a decision whether or not a full EIA would be appropriate or proportionate.</b>			
<b>Directorate</b>	Environment		
<b>Service area</b>	H&T		
<b>Proposal being screened</b>	Environment Executive Member Report – Highways Capital Programme April 2025		
<b>Officer(s) carrying out screening</b>	James Gilroy		
<b>What are you proposing to do?</b>	Agree additions to the Highways Capital Programme in advance of the next scheduled capital programme Environment Executive Member report.		
<b>Why are you proposing this? What are the desired outcomes?</b>	Minimise the duration between scheme identification and agreement for inclusion on the agreed capital programme.		
<b>Does the proposal involve a significant commitment or removal of resources? Please give details.</b>	No, the proposal will result in reprioritisation of the current allocations to enable the additional schemes to be delivered.		
<b>Is there likely to be an adverse impact on people with any of the following protected characteristics as defined by the Equality Act 2010, or NYC's additional agreed characteristics?</b> As part of this assessment, please consider the following questions:			
<ul style="list-style-type: none"> <li>To what extent is this service used by particular groups of people with protected characteristics?</li> <li>Does the proposal relate to functions that previous consultation has identified as important?</li> <li>Do different groups have different needs or experiences in the area the proposal relates to?</li> </ul>			
<b>If for any characteristic it is considered that there is likely to be a significant adverse impact or you have ticked 'Don't know/no info available', then a full EIA should be carried out where this is proportionate. You are advised to speak to your <a href="#">Equality rep</a> for advice if you are in any doubt.</b>			
<b>Protected characteristic</b>	<b>Yes</b>	<b>No</b>	<b>Don't know/No info available</b>
Age		✓	
Disability		✓	
Sex (Gender)		✓	
Race		✓	
Sexual orientation		✓	
Gender reassignment		✓	
Religion or belief		✓	
Pregnancy or maternity		✓	
Marriage or civil partnership		✓	
<b>NYC additional characteristic</b>			
People in rural areas		✓	
People on a low income		✓	

Carer (unpaid family or friend)		✓	
<b>Does the proposal relate to an area where there are known inequalities/probable impacts</b> (e.g. disabled people's access to public transport)? Please give details.	<b>No</b>		
<b>Will the proposal have a significant effect on how other organisations operate?</b> (e.g. partners, funding criteria, etc.). <b>Do any of these organisations support people with protected characteristics?</b> Please explain why you have reached this conclusion.	<b>No. The report focuses on the overarching capital maintenance funding position.</b>		
<b>Decision (Please tick one option)</b>	EIA not relevant or proportionate:	✓	Continue to full EIA:
<b>Reason for decision</b>	The allocation of funding is based on the "Manage, Maintain and Improve" (MMI) hierarchy set out in Local Transport Plan 4, which has been the subject of an Equality Impact Assessment (EIA). This concluded that the introduction of fewer improvement schemes may have a greater impact on people with mobility difficulties or without access to a private vehicle as there will be fewer new facilities provided e.g. pedestrian crossings, dropped kerbs, bus stop accessibility improvements; however, it is also considered that prioritising maintenance, particularly for footways, through the MMI hierarchy is likely to produce a net benefit for people with the same protected characteristics; particularly in terms of age and disability.		
<b>Signed (Assistant Director or equivalent)</b>	Barrie Mason		
<b>Date</b>	09/04/2025		



## Climate change impact assessment

The purpose of this assessment is to help us understand the likely impacts of our decisions on the environment of North Yorkshire and on our aspiration to achieve net carbon neutrality by 2030, or as close to that date as possible. The intention is to mitigate negative effects and identify projects which will have positive effects.

This document should be completed in consultation with the supporting guidance. The final document will be published as part of the decision making process and should be written in Plain English.

If you have any additional queries which are not covered by the guidance please email [climatechange@northyorks.gov.uk](mailto:climatechange@northyorks.gov.uk)

**Please note: You may not need to undertake this assessment if your proposal will be subject to any of the following:**

Planning Permission  
Environmental Impact Assessment  
Strategic Environmental Assessment

However, you will still need to summarise your findings in in the summary section of the form below.

Please contact [climatechange@northyorks.gov.uk](mailto:climatechange@northyorks.gov.uk) for advice.

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Title of proposal	Addition of schemes to the Highways Capital Forward Programme
Brief description of proposal	Authorises the additions to the Highways Capital Forward Programme for Structural Highway Maintenance contained in Appendix A identified since the last Highways Capital Programme report dated 12 September 2024
Directorate	Environment
Service area	Highways and Transportation
Lead officer	James Gilroy
Names and roles of other people involved in carrying out the impact assessment	
Date impact assessment started	08.04.2024

**Options appraisal**

Were any other options considered in trying to achieve the aim of this project? If so, please give brief details and explain why alternative options were not progressed.

The other option that was considered was to plan based on a lower value of DfT funding at £40M

**What impact will this proposal have on council budgets? Will it be cost neutral, have increased cost or reduce costs?**

Please explain briefly why this will be the result, detailing estimated savings or costs where this is possible.

The points raised in respect of profiling the capital programme enable scheme delivery to match available DfT funding. The proposal is cost neutral

How will this proposal impact on the environment?  N.B. There may be short term negative impact and longer term positive impact. Please include all potential impacts over the lifetime of a project and provide an explanation.	Positive impact (Place a X in the box below where	No impact (Place a X in the box below where	Negative impact (Place a X in the box below where	Explain why will it have this effect and over what timescale?  Where possible/relevant please include: <ul style="list-style-type: none"> <li>• Changes over and above business as usual</li> <li>• Evidence or measurement of effect</li> <li>• Figures for CO<sub>2</sub>e</li> <li>• Links to relevant documents</li> </ul>	Explain how you plan to mitigate any negative impacts.	Explain how you plan to improve any positive outcomes as far as possible.
Minimise <b>greenhouse gas emissions</b> e.g. reducing emissions from travel, increasing energy efficiencies etc.	Emissions from travel	x		Repairs to existing infrastructure		
	Emissions from construction		x	Some emissions from construction vehicles  Emissions associated with construction materials etc	Where possible – ensure that vehicle mileage is reduced by planning vehicle movements / diversion routes etc  Look to use more recycled material in construction and through the selection of lower carbon techniques	
	Emissions from running of buildings	x				

How will this proposal impact on the environment?  N.B. There may be short term negative impact and longer term positive impact. Please include all potential impacts over the lifetime of a project and provide an explanation.	Positive impact (Place a X in the box below where	No impact (Place a X in the box below where	Negative impact (Place a X in the box below where	Explain why will it have this effect and over what timescale?  Where possible/relevant please include: <ul style="list-style-type: none"> <li>• Changes over and above business as usual</li> <li>• Evidence or measurement of effect</li> <li>• Figures for CO<sub>2</sub>e</li> <li>• Links to relevant documents</li> </ul>	Explain how you plan to mitigate any negative impacts.	Explain how you plan to improve any positive outcomes as far as possible.
	Other		x			
Minimise <b>waste</b> : Reduce, reuse, recycle and compost e.g. reducing use of single use plastic	x			Establish the use of more sustainable construction techniques		Look to use more recycled material in construction and through the selection of lower carbon techniques
Reduce <b>water</b> consumption		x				
Minimise <b>pollution</b> (including air, land, water, light and noise)		x				
Ensure <b>resilience</b> to the effects of climate change e.g. reducing flood risk, mitigating effects of drier, hotter summers	x			Delivery of highway drainage based schemes to help reduce severance issues		

<p>How will this proposal impact on the environment?</p> <p>N.B. There may be short term negative impact and longer term positive impact. Please include all potential impacts over the lifetime of a project and provide an explanation.</p>	<p><b>Positive impact</b> (Place a X in the box below where</p>	<p><b>No impact</b> (Place a X in the box below where</p>	<p><b>Negative impact</b> (Place a X in the box below where</p>	<p>Explain why will it have this effect and over what timescale?</p> <p>Where possible/relevant please include:</p> <ul style="list-style-type: none"> <li>• Changes over and above business as usual</li> <li>• Evidence or measurement of effect</li> <li>• Figures for CO<sub>2</sub>e</li> <li>• Links to relevant documents</li> </ul>	<p>Explain how you plan to mitigate any negative impacts.</p>	<p>Explain how you plan to improve any positive outcomes as far as possible.</p>
Enhance <b>conservation</b> and wildlife		x				
Safeguard the distinctive characteristics, features and special qualities of <b>North Yorkshire's landscape</b>		x				
Other (please state below)		x				

**Are there any recognised good practice environmental standards in relation to this proposal?** If so, please detail how this proposal meets those standards.

N/A

**Summary** Summarise the findings of your impact assessment, including impacts, the recommendation in relation to addressing impacts, including any legal advice, and next steps. This summary should be used as part of the report to the decision maker.

Steps will be taken to ensure that construction emissions are reduced as far as possible.

### Sign off section

This climate change impact assessment was completed by:

Name	James Gilroy
Job title	Team Leader Highway Asset Management
Service area	Highways and Transport
Directorate	Environment
Signature	J Gilroy
Completion date	08.04.2024

**Authorised by relevant Assistant Director (signature):** Barrie Mason

**Date:** 09/04/2025

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## North Yorkshire Council

### Environment Executive Members

24 April 2025

#### Integrated Passenger Transport Community Transport Grants

#### Report of the Assistant Director – Environment and Transport

##### **1.0 PURPOSE OF REPORT**

- 1.1 To update the Corporate Director for Environment and Executive Member responsible for Highways and Transportation on funding applications for Community Transport (CT) and to seek approval to award grants.

##### **2.0 BACKGROUND**

- 2.1 At its meeting on the 26 July 2011, the Council's Executive approved a methodology for distribution of grant funding for Community Transport in North Yorkshire and delegated authority to the Corporate Director for Environment in conjunction with Executive Members, to award individual grants up to £100,000.
- 2.2 This report seeks approval to determine three grant applications.

##### **3.0 SUMMARY OF GRANT APPLICATIONS**

- 3.1 Three applications by registered charities are being considered in this report and have been assessed against the guidelines agreed by Members. Project assessment sheets are included at Appendix A and a summary is set out below.
- 3.2 As part of the assessment process the applications have been circulated to a grants panel which involves staff from Health and Adult Services (HAS), Localities Team and Integrated Passenger Transport (IPT). No objections have been raised.

##### **4.0 ASSESSMENT OF GRANT APPLICATIONS**

- 4.1 Harrogate Neighbours provides health care (including housing) to elderly residents in the Harrogate, Ripon and Boroughbridge areas, and is also a partner organisation for the Harrogate Community Transport Scheme. The application is requesting a grant (75%) towards the cost of a new wheelchair accessible vehicle to increase the number of journeys made to essential services and social activities thereby reducing isolation. It will also be available to other community transport schemes across Harrogate who require an accessible vehicle.
- 4.2 Dial-a-Ride Scarborough & District provides community transport services for older people, people with a disability or those with limited access to local bus services to enable access to essential services. This application is requesting a grant (75%) towards the cost of a replacement accessible minibus to meet requests for transport to access essential services, including health care, shopping, day and respite care.



4.3 Bedale Community Minibus is requesting a contribution towards the cost of a replacement minibus. The minibus is nearly 10 years old and becoming increasingly expensive to maintain. The organisation provides transport for individuals and local community groups, including a weekly service from the Bedale area to Northallerton. The replacement vehicle that the organisation best meets their needs has a small step and passenger handrail. They have another vehicle which is fully accessible and will be used where wheelchair access is required. On the basis the replacement vehicle will not be fully accessible, the recommendation is for a 50% contribution towards the cost of the replacement vehicle.

4.4 Table 1 Summary of Applications

<b>Applicant</b>	<b>Description</b>	<b>Total grant</b>	<b>Recommendation</b>
Harrogate Neighbours	New Accessible vehicle (75%)	£37,500.00	Approve
Dial-a-Ride Scarborough & District	Replacement Accessible Minibus (75%)	£46,061.00	Approve
Bedale Community Minibus	Replacement Minibus (50%)	£28,400.00	Approve
<b>TOTAL</b>		<b>£111,961.00</b>	

## 5.0 ALTERNATIVE OPTIONS CONSIDERED

5.1 To do nothing would risk local community transport schemes not being able to continue to provide fully accessible services to residents and this funding can be met from within existing budgets.

## 6.0 FINANCIAL IMPLICATIONS

6.1 Financial information is set out in table 1 above. If approved, the total cost of the recommendation of £111,961 can be funded from within the community transport element of the Integrated Passenger Transport base budget which totals £352,500 in 2025/26.

## 7.0 LEGAL IMPLICATIONS

7.1 The Council is entitled to award grants to promote well-being within the County under the general power of competence within the Localism Act 2011, subject to being compliant with the subsidy control regime rules. The Council will follow its own internal requirements in awarding grants under rule 31 of its own Financial Procedure Rules and rule 22 of the Procurement and Contract Rules.

7.2 It is considered that the grant funding being provided for these community transport projects is in line with the Subsidy Control Regime subject to a suitable subsidy control assessment been undertaken by the grant recipient.

7.3 The grant applicants will be required to enter into a grant agreement with the Council which will be drafted by legal services.

## 8.0 EQUALITIES IMPLICATIONS

8.1 Consideration has been given to the potential for adverse equality impacts arising from this proposal. It is the view of officers that this will not have a negative impact on groups of people with protected characteristics identified in the Equalities Act 2010. Proper regard has been given to public sector equality duty and a 'decision not to EIA' document has been completed, see Appendix B.

## **9.0 CLIMATE CHANGE IMPLICATIONS**

- 9.1 Consideration has been given to the potential for adverse climate impacts arising from this decision and a Climate Change Impact Assessment (CCIA) screening has taken place. This proposal will encourage use of community transport minibuses in place of private cars, and it is not felt appropriate to progress to a full CCIA (see Appendix C). The replacement of older minibuses with new vehicles will also decrease carbon-based emissions and pollutants.

## **10.0 REASONS FOR RECOMMENDATIONS**

- 10.1 The proposal will allow three community transport schemes to replace older vehicles or extend existing provision which will reduce operating costs and improve the service offered to residents. The recommended approach can be funded from the existing budget for community transport.

## **11.0 RECOMMENDATION**

- 11.1 That the Corporate Director for Environment approves the grant funding applications listed in this report.

### **APPENDICES:**

Appendix A – Project Appraisals

Appendix B – Equalities Impact Assessment screening form

Appendix C – Climate Change Impact Assessment

### **BACKGROUND DOCUMENTS:** None

Michael Leah  
Assistant Director – Environment and Transport  
County Hall  
Northallerton

Report Author – Andy Clarke Public & Community Transport Manager  
Presenter of Report – Mike Leah Assistant Director Integrated Passenger Transport

**Funding for Community Transport – Project Appraisal Form**

<b>Project Name</b>	<b>Extension to community transport project</b>	<b>Date 04/03/2025</b>
<b>Name of Organisation</b>	Harrogate Neighbours Housing Association	
<b>Main contact name</b>	Denise McEvoy	
<b>Telephone</b>	01423 882970	<b>Email:</b> denise.mcevoy@hnha.co.uk
<b>Total funding requested</b>	£37,500	
<b>PROJECT DESCRIPTION:</b>		
<p>Harrogate Neighbours is requesting a contribution of 75% towards the cost of an additional wheelchair accessible VW Caddy or equivalent (5 passenger seats + wheelchair space) to increase and develop community transport provision.</p> <p>The organisation provides healthcare (including housing) to elderly residents in the Harrogate, Ripon and Boroughbridge areas, and is also a partner organisation for the Harrogate Community Transport Scheme.</p> <p>This additional vehicle will be based at Health Lodge Community Haven (Boroughbridge) enabling the other vehicle to be based at The Cuttings (Starbeck).</p> <p>The vehicle would also be made available for other community transport schemes in the Harrogate area for passengers travelling in wheelchairs.</p>		
<b>Clear evidence of unmet need (Yes/No and evidence)</b>	Y	Valuable local service which otherwise would not be available.
<b>Supports the Council's priority outcomes (Yes/No and evidence)</b>	Y	Clients able to access essential service and reduce social isolation.
<b>Meets or exceeds quality standard (Yes/No and evidence)</b>	Y	MIDAS training provided to all driving staff and volunteers.
<b>Demonstrates organisational efficiency, financial management and partnership approach</b>	Y	Works with partner organisations in the Harrogate area.
<b>Quantified benefits of the project (yes/no and value per year)</b>	Y	Increase in number of people supported, and journeys made to access essential services.
Is funding request for core support		No
Does the organisation hold commercial contracts for transport		No
Would approval of the grant give a competitive advantage		No
<b>Comments</b>	<b>Funding is required for service continuity and development</b>	
<b>Recommendation</b>	Approve	

**Funding for Community Transport – Project Appraisal Form**

<b>Project Name</b>	<b>Replacement Wheelchair Accessible Minibus</b>	<b>Date 04/03/2025</b>
<b>Name of Organisation</b>	Dial-a-Ride Scarborough & District	
<b>Main contact name</b>	Steve Marsh	
<b>Telephone</b>	01723 354434	<b>Email:</b> steve@scarboroughdialaride.org
<b>Total funding requested</b>	£46,061	
<b>PROJECT DESCRIPTION:</b>		
<p>Dial-a-Ride Scarborough &amp; District is requesting a contribution of 75% towards the purchase of a replacement fully accessible minibus. The vehicle will be capable of accommodating up to 12 seated passengers or 2 passengers travelling in wheelchairs plus 4 seated passengers. The vehicle will be driven almost entirely by volunteer drivers.</p> <p>The replacement minibus will enable Dial-a-Ride Scarborough &amp; District to continue to meet requests for transport to access essential services, including health care, shopping, day and respite care.</p>		
<b>Clear evidence of unmet need (Yes/No and evidence)</b>	Y	High demand for services, and increase in requests for transport to hospital appointments outside the Scarborough area
<b>Supports the Council's priority outcomes (Yes/No and evidence)</b>	Y	Clients able to access health and other essential services. Being able to make these journeys with Dial-a-Ride enables people to remain in their home and communities supporting independence and reducing social isolation.
<b>Meets or exceeds quality standard (Yes/No and evidence)</b>	Y	MIDAS training provided to all driving staff and volunteers.
<b>Demonstrates organisational efficiency, financial management and partnership approach</b>	Y	Good use of volunteers, efficient scheduling system, and works closely with other voluntary groups
<b>Quantified benefits of the project (yes/no and value per year)</b>	Y	Maintain service continuity on passenger numbers and geographical spread.
Is funding request for core support		No
Does the organisation hold commercial contracts for transport		Yes
Would approval of the grant give a competitive advantage		No
<b>Comments</b>	<b>The vehicle will be driven almost entirely by volunteer drivers, making it a very sustainable solution.</b>	
<b>Recommendation</b>	Approve	

**Funding for Community Transport – Project Appraisal Form**

<b>Project Name</b>	<b>Replacement Minibus</b>	<b>Date 04/03/2025</b>
<b>Name of Organisation</b>	Bedale Community Minibus	
<b>Main contact name</b>	Richard Pullman	
<b>Telephone</b>	01677 425329	<b>Email:</b> office@bedaleminibus.org
<b>Total funding requested</b>	£28,400	
<b>PROJECT DESCRIPTION:</b>		
<p>Bedale Community Minibus is requesting a contribution of 75% towards the cost of a replacement minibus. The minibus is nearly 10 years old, non-accessible and becoming increasingly expensive to maintain.</p> <p>The organisation has two vehicles (the second vehicle is accessible) and provides transport for individuals and local community groups, including a weekly service from the Bedale area to Northallerton.</p> <p>As part of the grant application process, the authority has discussed the provision of a suitable replacement vehicle, including an accessible vehicle. Although Bedale Community Minibus considered an accessible vehicle, the replacement vehicle will be non-accessible with a small step and passenger handrail.</p> <p>On the basis the replacement vehicle will not be fully accessible, the recommendation is for a 50% contribution towards the cost of the replacement vehicle.</p>		
<b>Clear evidence of unmet need (Yes/No and evidence)</b>	Y	Valuable local service which otherwise would not be available.
<b>Supports the Council's priority outcomes (Yes/No and evidence)</b>	Y	Clients able to access essential services and reduce social isolation.
<b>Meets or exceeds quality standard (Yes/No and evidence)</b>	Y	MIDAS training provided to all driving staff and volunteers.
<b>Demonstrates organisational efficiency, financial management and partnership approach</b>	Y	Works with partner organisations in the Bedale area.
<b>Quantified benefits of the project (yes/no and value per year)</b>	Y	Increase in number of people supported, and journeys made to access essential health services.
Is funding request for core support	No	
Does the organisation hold commercial contracts for transport	No	
Would approval of the grant give a competitive advantage	No	
<b>Comments</b>	<b>Funding is required for service continuity and development</b>	
Recommendation	Approve	

<b>Initial equality impact assessment screening form</b> This form records an equality screening process to determine the relevance of equality to a proposal, and a decision whether or not a full EIA would be appropriate or proportionate.			
Directorate	Environment		
Service area	Integrated Passenger Transport		
Proposal being screened	Community Transport Capital Grants		
Officer(s) carrying out screening	Andy Clarke		
What are you proposing to do?	Seek approval to award capital grants to Community Transport Organisations.		
Why are you proposing this? What are the desired outcomes?	The proposal will allow 3 community transport schemes to replace older vehicles to reduce operating costs, extend provision and improve services offered to residents.		
Does the proposal involve a significant commitment or removal of resources? Please give details.	No, this funding will be met from within the existing IPT base budget.		
<b>Impact on people with any of the following protected characteristics as defined by the Equality Act 2010, or NYCC's additional agreed characteristics</b> As part of this assessment, please consider the following questions:			
<ul style="list-style-type: none"> <li>To what extent is this service used by particular groups of people with protected characteristics?</li> <li>Does the proposal relate to functions that previous consultation has identified as important?</li> <li>Do different groups have different needs or experiences in the area the proposal relates to?</li> </ul>			
<b>If for any characteristic it is considered that there is likely to be an adverse impact or you have ticked 'Don't know/no info available', then a full EIA should be carried out where this is proportionate. You are advised to speak to your <a href="#">Equality rep</a> for advice if you are in any doubt.</b>			
Protected characteristic	Potential for adverse impact		Don't know/No info available
	Yes	No	
Age		X	
Disability		X	
Sex		X	
Race		X	
Sexual orientation		X	
Gender reassignment		X	
Religion or belief		X	
Pregnancy or maternity		X	
Marriage or civil partnership		X	
People in rural areas		X	
People on a low income		X	
Carer (unpaid family or friend)		X	
Are from the Armed Forces Community		X	
<b>Does the proposal relate to an area where there are known inequalities/probable impacts (e.g.</b>	Community transport is relied on by older and disabled users and those in rural areas who are unable to access traditional public transport. Community transport is set up to improve services		

disabled people's access to public transport)? Please give details.	following identification of gaps in existing services. These grants will improve transport opportunities for individuals, including those with protected characteristics.			
<b>Will the proposal have a significant effect on how other organisations operate? (e.g. partners, funding criteria, etc.). Do any of these organisations support people with protected characteristics? Please explain why you have reached this conclusion.</b>	no			
<b>Decision (Please tick one option)</b>	EIA not relevant or proportionate:	<input checked="" type="checkbox"/>	Continue to full EIA:	<input type="checkbox"/>
<b>Reason for decision</b>	No adverse impact is anticipated.			
<b>Signed (Assistant Director or equivalent)</b>	Mike Leah			
<b>Date</b>	03.04.2025			



## Climate change impact assessment

The purpose of this assessment is to help us understand the likely impacts of our decisions on the environment of North Yorkshire and on our aspiration to achieve net carbon neutrality by 2030, or as close to that date as possible. The intention is to mitigate negative effects and identify projects which will have positive effects.

This document should be completed in consultation with the supporting guidance. The final document will be published as part of the decision making process and should be written in Plain English.

If you have any additional queries which are not covered by the guidance please email [climatechange@northyorks.gov.uk](mailto:climatechange@northyorks.gov.uk)

**Please note: You may not need to undertake this assessment if your proposal will be subject to any of the following:**

Planning Permission  
Environmental Impact Assessment  
Strategic Environmental Assessment

However, you will still need to summarise your findings in in the summary section of the form below.

Please contact [climatechange@northyorks.gov.uk](mailto:climatechange@northyorks.gov.uk) for advice.

<b>Title of proposal</b>	IPT Community Transport Grants
<b>Brief description of proposal</b>	The proposal will allow 3 community transport schemes to replace older vehicles or extend existing provision to reduce operating costs and improve services offered to residents.
<b>Directorate</b>	Environment
<b>Service area</b>	Integrated Passenger Transport
<b>Lead officer</b>	Andy Clarke
<b>Names and roles of other people involved in carrying out the impact assessment</b>	None
<b>Date impact assessment started</b>	01 April 2025

**Options appraisal**

Were any other options considered in trying to achieve the aim of this project? If so, please give brief details and explain why alternative options were not progressed.

To do nothing would risk local community transport schemes not being able to continue to provide fully accessible services to residents and this funding can be met from within existing budgets.

**What impact will this proposal have on council budgets? Will it be cost neutral, have increased cost or reduce costs?**

Cost neutral as the proposal can be funded from within existing IPT budget.

How will this proposal impact on the environment?  N.B. There may be short term negative impact and longer term positive impact. Please include all potential impacts over the lifetime of a project and provide an explanation.		Positive impact (Place a X in the box below where	No impact (Place a X in the box below where	Negative impact (Place a X in the box below where	Explain why will it have this effect and over what timescale?  Where possible/relevant please include: <ul style="list-style-type: none"> <li>• Changes over and above business as usual</li> <li>• Evidence or measurement of effect</li> <li>• Figures for CO<sub>2</sub>e</li> <li>• Links to relevant documents</li> </ul>	Explain how you plan to mitigate any negative impacts.	Explain how you plan to improve any positive outcomes as far as possible.
Minimise <b>greenhouse gas emissions</b> e.g. reducing emissions from travel, increasing energy efficiencies etc.	Emissions from travel	X			Supporting community transport and providing additional minibus capacity will reduce travel by private car. New vehicles will also produce less harmful emissions than older vehicles.	n/a	
	Emissions from construction		X		No impact.		
	Emissions from running of buildings		X		No impact.		
	Other						
Minimise <b>waste</b> : Reduce, reuse, recycle and compost e.g. reducing use of single use plastic		X			No impact.		
Reduce <b>water</b> consumption		X			No impact		

<p>How will this proposal impact on the environment?</p> <p>N.B. There may be short term negative impact and longer term positive impact. Please include all potential impacts over the lifetime of a project and provide an explanation.</p>	<p><b>Positive impact</b> (Place a X in the box below where</p>	<p><b>No impact</b> (Place a X in the box below where</p>	<p><b>Negative impact</b> (Place a X in the box below where</p>	<p>Explain why will it have this effect and over what timescale?</p> <p>Where possible/relevant please include:</p> <ul style="list-style-type: none"> <li>• Changes over and above business as usual</li> <li>• Evidence or measurement of effect</li> <li>• Figures for CO<sub>2</sub>e</li> <li>• Links to relevant documents</li> </ul>	<p>Explain how you plan to mitigate any negative impacts.</p>	<p>Explain how you plan to improve any positive outcomes as far as possible.</p>
<p>Minimise <b>pollution</b> (including air, land, water, light and noise)</p>		<p>X</p>		<p>No impact</p>		
<p>Ensure <b>resilience</b> to the effects of climate change e.g. reducing flood risk, mitigating effects of drier, hotter summers</p>		<p>X</p>		<p>No impact anticipated</p>		
<p>Enhance <b>conservation</b> and wildlife</p>		<p>X</p>		<p>No impact anticipated</p>		
<p>Safeguard the distinctive characteristics, features and special qualities of <b>North Yorkshire's landscape</b></p>		<p>X</p>		<p>No impact anticipated</p>		
<p>Other (please state below)</p>		<p>X</p>		<p>No impact anticipated</p>		

**Are there any recognised good practice environmental standards in relation to this proposal?** If so, please detail how this proposal meets those standards.

N/A

**Summary** Summarise the findings of your impact assessment, including impacts, the recommendation in relation to addressing impacts, including any legal advice, and next steps. This summary should be used as part of the report to the decision maker.

This proposal will encourage use of community transport minibuses in place of private cars. The replacement of older minibuses with new vehicles will also decrease carbon based emissions and pollutants.

### Sign off section

This climate change impact assessment was completed by:

<b>Name</b>	Andy Clarke
<b>Job title</b>	Public & Community Transport Manager
<b>Service area</b>	Integrated Passenger Transport
<b>Directorate</b>	Environment
<b>Signature</b>	<i>Andy Clarke</i>
<b>Completion date</b>	01/04/2025

**Authorised by relevant Assistant Director (signature): Mike Leah**

**Date: 01.4.25**

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