



COUNCIL

Council Summons and Agenda

You are hereby summoned to attend an **Ordinary Meeting of Ryedale District Council** to be held in the **Council Chamber, Ryedale House, Malton** on **Thursday, 3 July 2014 at 6.30 pm** in the evening for the transaction of the following business:

Agenda

1 **Emergency Evacuation Procedure**

The Chairman to inform Members of the Public of the emergency evacuation procedure.

2 **Apologies for absence**

3 **Public Question Time**

4 **Minutes**

(Pages 5 - 14)

To approve as a correct record the minutes of the Ordinary Meeting of Council held on 15 May 2015.

5 **Urgent Business**

To receive notice of any urgent business which the Chairman considers should be dealt with at the meeting as a matter of urgency by virtue of Section 100B(4)(b) of the Local Government Act 1972.

6 **Declarations of Interest**

Members to indicate whether they will be declaring any interests under the Code of Conduct.

Members making a declaration of interest at a meeting of a Committee or Council are required to disclose the existence and nature of that interest. This requirement is not discharged by merely declaring a personal interest without further explanation.

7 Announcements

To receive any announcements from the Chairman, the Leader and/or the Head of Paid Service.

8 To Receive any Questions submitted by Members Pursuant to Council Procedure Rule 10.2 (Questions on Notice at Full Council)

From Cllr Clark to the Chair of P&R

In 2008 Ryedale District Council gave £250,000 to Ryedale Folk Museum. As a result predictions were made for 5 years time.

1. What was the number of visitors in 2008?

What was the predicted figure for 2013?

What was the number of visitors in 2013?

2. What was the number of FTE employees of Ryedale Folk Museum in 2008?

What was the predicted number of FTE employees of Ryedale Folk Museum for 2013?

What was the number of FTE employees of Ryedale Folk Museum in 2013?

3. What was the number of volunteers in 2008?

What was the predicted number of volunteers for 2013?

What was the number of volunteers in 2013?

9 To Receive a Statement from the Leader of the Council and to Receive Questions and Give Answers on that Statement

10 Delivering the Council's Priorities 2014-2018 (Pages 15 - 28)

11 To consider for Approval the Recommendations in respect of the following Part 'B' Committee Items: (Pages 29 - 50)

Policy and Resources Committee – 19 June 2014

Minute 9 – Exempt Information

Minute 11 – Ryedale Folk Museum – Request for Investment

12 Notices on Motion Submitted Pursuant to Council Procedure Rule 11

1) Proposed by Councillor Mrs Cowling and seconded by Councillor Arnold

1. That the decision not to appoint a Deputy Leader as a job share with the Leader made at the Annual Council meeting on the 15th May 2014 be revoked.

This motion is put without prejudice to the Council's ability to reconsider the matter afresh.

2. That Council Procedure rule 14.2, which precludes consideration of a motion previously rejected at Council be suspended pursuant to Council procedure rule 23 in relation to the consideration of part 3 of the motion below only.
3. That the Council should appoint a Deputy Leader of the Council.
4. In the event that Council decides to appoint a Deputy Leader that nominations be sought for the position and that council appoints a Deputy Leader.

[Additional signatories: Councillors Raper, Mrs Frank, Windress, Collinson, Cussons and Legard.]

2) Proposed by Councillor Mrs Goodrick and seconded by Councillor Mrs Cowling

We, the undersigned, consider it to be in the best interests of the Council to reconsider the decision made at the Council meeting on 6 March 2014 in relation to minute number 114: "Final Report - Scrutiny Review of Member Roles on Outside Bodies and as Member Champions".

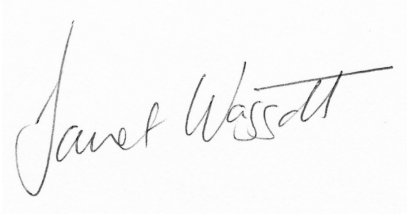
For this purpose it is therefore moved:-

1. That the following resolved provisions of the decision of the Council meeting on 6 March 2014 be revoked :
 - “(ii) That substitute representatives be appointed for outside bodies, where the governance arrangements permit, and that it be the nominated representatives responsibility to notify the substitute if they are unable to attend a meeting of the outside body;
 - (iii) That a précis from Member representatives on outside bodies be published on the website following each meeting, subject to the approval of the outside bodies, to ensure feedback of key decisions and discussions relevant to the Council is available, and including their attendance record;
 - (v) That nominations of representatives to outside bodies should be made by Council based on their skills and expertise, in addition to attendance records, and that Members be asked to provide an oral statement of this upon nomination.”

2. That the remaining resolved provisions under minute number 114 remain intact.

[Additional signatories: Councillors Collinson, Fraser, Hicks, Arnold, Mrs Hopkinson and Mrs Sanderson.]

- 13 **Appointment of Representatives on Outside Organisations** (Pages 51 - 56)
- 14 **Appointment of Member Champions** (Pages 57 - 58)
- 15 **To Consider a Review of Members' and Other Allowances by the Council's Independent Remuneration Panel** (Pages 59 - 70)
- 16 **Any other business that the Chairman decides is urgent.**

A handwritten signature in black ink on a light-colored background. The signature reads "Janet Waggott" in a cursive script. The first name "Janet" is written in a larger, more prominent cursive, while "Waggott" is written in a smaller, more compact cursive. A horizontal line extends from the end of the signature.

Janet Waggott
Chief Executive

Council

Minutes of Proceedings

At the **Ordinary Meeting of the District Council of Ryedale** held in the **Council Chamber, Ryedale House, Malton** on **Thursday 15 May 2014**

Present

Councillors J Andrews
 P J Andrews
 Arnold
 Bailey
 Mrs Burr MBE
 Clark
 Collinson
 Mrs Cowling
 Cussons
 Mrs Frank
 Fraser
 Mrs Goodrick
 Hawkins
 Hicks
 Hope
 Mrs Hopkinson
 Ives (Chairman)
 Mrs Keal
 Legard
 Raper
 Richardson
 Mrs Sanderson
 Mrs Shields
 Wainwright
 Walker
 Ward
 Windress
 Woodward

In Attendance

Jill Baldwin
Jos Holmes
Gary Housden
Nicki Lishman
Janet Waggott
Howard Wallis
Anthony Winship
Matt Whiteley – Peter Brett Associates

Minutes

15 **Apologies for absence**

Apologies for absence were received from Councillors Acomb and Maud.

16 **Staff Celebration Awards Presentation**

Councillor Walker, the Member Champion for staff issues, presented the following staff celebration awards.

- **Outstanding achievement by a team: Garden Waste Team**
Beckie Bennett, Suzanne Dewsnap, John Brown, Joseph McGill, Tim Sedman, Angela Jones, Peter Johnson, Jill Baldwin
- **Community focus: Derwent Lodge Team**
Zoe Hill, Sarah Whalley, Helen Burrows, Rachel Houghton, Susan Kelly, Jade Carlisle, Megan Burrows, Justine Coates, Elle Wilmore
- **Customer service: Streetscene Operations Team**
Keith Biggins, Joe Kent, Mark Stockill
- **Innovation & Improvement:**
Roger Barnsley
- **Service Transformation: Canvass Team**
Jo Dodgson, Paul Howarth, Lynne Bayes

17 **Public Question Time**

There were no public questions.

18 **Minutes of the ordinary Meeting of the Council held on 6 March 2014**

The minutes of the Ordinary meeting of the Council held on 6 March 2014 were presented.

Resolved

That the minutes of the Ordinary meeting of the Council held on 6 March 2014 be approved and signed by the Chairman as a correct record.

19 **Urgent Business**

There were no items of urgent business which the Chairman considered should be dealt with as a matter of urgency by virtue of Section 100B(4)(b) of the Local Government Act 1972 (as amended).

20 **Declarations of Interest**

The following interests were declared:

Councillor P Andrews declared a personal non pecuniary but not prejudicial interest in Item 11 Minute 76 as a member of the Milton Rooms Management Committee. Councillor Andrews advised that he had been granted a dispensation by the Monitoring Officer to speak and vote at the meeting.

Councillor Mrs Keal declared a personal pecuniary and prejudicial interest in Item 11 Minute 76 as a member of the Milton Rooms Management Committee. Councillor Mrs Keal advised that she had been granted a dispensation by the Monitoring Officer to speak and vote at the meeting on this agenda item. Councillor Mrs Keal also declared a personal non pecuniary but not prejudicial interest in Item 11 Minute 76 as a committee member of the Woodhams Stone Collection. Councillor Mrs Keal also declared a personal and prejudicial interest in relation to the sale of Ryedale Indoor Bowls Club as a trustee and member of the management team of Ryedale Community and Leisure Club but reserved a right to speak with the leave of the Chairman.

Councillor Mrs Burr declared a personal non pecuniary but not prejudicial interest in Item 11 Minute 73 as an associate of Derwent Training Association.

Councillor Bailey declared a personal non pecuniary but not prejudicial interest in Item 11 Minute 150 as a member of the National Park Authority.

Councillor Mrs Frank declared a personal non pecuniary but not prejudicial interest in Item 11 Minute 150 as a member of the National Park Authority.

Councillor Hawkins declared a personal non pecuniary but not prejudicial interest in Item 11 Minute 150 as a member of the Helmsley Planning Members Working Group.

Councillor Arnold declared a personal non pecuniary but not prejudicial interest in Item 11 Minute 150 as a member of the Helmsley Planning Members Working Group.

21 Announcements

There were no announcements.

22 To Receive any Questions submitted by Members Pursuant to Council Procedure Rule 10.2 (Questions on Notice at Full Council)

There were no questions on notice.

23 To Receive a Statement from the Leader of the Council and to Receive Questions and Give Answers on that Statement

The Leader did not make a statement but expressed her congratulations and thanks to the winners of the Staff Celebration Awards and to the staff of Ryedale District Council in general.

24 To consider for Approval the Recommendations in respect of the following Part 'B' Committee Items:

Planning Committee – 11 February 2014

Minute 150 – Revisions to Helmsley Conservation Area and Article 4

It was moved by Councillor Windress and seconded by Councillor Mrs Frank that the following recommendations of the Planning Committee be approved and adopted:

That Council be recommended to approve:

- i. Note the response to the consultation on proposed amendments to the Conservation Area in Helmsley.
- ii. Approve the revision of the Helmsley Conservation Area in line with the plan contained in Annex 2 of the report.
- iii. Approve the revision to the area covered by the Helmsley Article 4 direction to match the revised Helmsley Conservation Area.
- iv. Approve a 12 month delay in bringing the amended Article 4 direction into effect.

Upon being put to the vote the motion was carried unanimously.

Resolved

That Council:

- i. Noted the response to the consultation on proposed amendments to the Conservation Area in Helmsley.
- ii. Approved the revision of the Helmsley Conservation Area in line with the plan contained in Annex 2 of the report.
- iii. Approved the revision to the area covered by the Helmsley Article 4 direction to match the revised Helmsley Conservation Area.
- iv. Approved a 12 month delay in bringing the amended Article 4 direction into effect.

Planning Committee – 7 May 2014

Minute 224 - Publication of the Community Infrastructure Levy (CIL) draft charging schedule

It was moved by Councillor Windress and seconded by Councillor Mrs Frank that the following recommendations of the Planning Committee be approved and adopted.

That Council:

- i. Note the comments received on the Preliminary Draft Charging Schedule and to agree the responses to them as outlined in Appendix 1 to the report to the Planning Committee meeting on 7 May 2014;
- ii. Approve the Draft Charging Schedule at Appendix 2 to the report to the Planning Committee on 7 May 2014 for formal consultation and subsequent submission to the Secretary of State for Examination;
- iii. Agree in principle the Draft Regulation 123 list circulated to the Planning Committee meeting on 7 May 2014 as Appendix 3.

Upon being put to the vote the motion was carried unanimously.

Resolved

That Council:

- i. Noted the comments received on the Preliminary Draft Charging Schedule and to agree the responses to them as outlined in Appendix 1 to the report to the Planning Committee meeting on 7 May 2014;

- ii. Approved the Draft Charging Schedule at Appendix 2 to the report to the Planning Committee on 7 May 2014 for formal consultation and subsequent submission to the Secretary of State for Examination;
- iii. Agreed in principle the Draft Regulation 123 list circulated to the Planning Committee meeting on 7 May 2014 as Appendix 3.

Policy and Resources Committee – 3 April 2014

Minute 71 - Policy on Retail Rate Relief for Business Rates

It was moved by Councillor Mrs Cowling and seconded by Councillor Arnold that the following recommendations of the Policy and Resources Committee be approved and adopted:

That Council be recommended to approve:

- (I) A Discretionary Business Rates Policy to award retail relief in accordance with Department for Communities and Local Government (DCLG) guidelines with the following additional provisions:
 - (a) All ratepayers in England & Wales will be eligible for the reoccupation relief. However, any ratepayer that occupies 50 or more premises will not be eligible to receive the £1,000 retail relief;
 - (b) Charity shops in receipt of 80% Mandatory Business Rates Relief shall not be granted discretionary relief.
- (II) That Discretionary Retail Relief be awarded as follows:
 - (a) Via delegated authority to Council Officers for 2014/15 and 2015/16 only;
 - (b) That an application process is not a mandatory requirement, but that Officers reserve the right to request information in order to apply any award of relief.

Upon being put to the vote the motion was carried unanimously.

Resolved

That Council approve

- (I) A Discretionary Business Rates Policy to award retail relief in accordance with Department for Communities and Local Government (DCLG) guidelines with the following additional provisions:
 - (a) All ratepayers in England and Wales will be eligible for the reoccupation relief. However, any ratepayer that occupies 50 or more premises will not be eligible to receive the £1,000 retail relief;
 - (b) Charity shops in receipt of 80% Mandatory Business Rates Relief shall not be granted discretionary relief.
- (II) That Discretionary Retail Relief be awarded as follows:

- (a) Via delegated authority to Council Officers for 2014/15 and 2015/16 only;
- (b) That an application process is not a mandatory requirement, but that Officers reserve the right to request information in order to apply any award of relief.

Minute 72 - Ryedale Development Fund – remaining major projects

It was moved by Councillor Mrs Cowling and seconded by Councillor Arnold that the following recommendations of the Policy and Resources Committee be approved and adopted:

That Council be recommended to approve:

Funding from the RDF budget to each of the following initiatives:

- i. £20,000 towards the progression of targeted A64 Improvements: and
- ii. £3,000 towards the progression of the Malton to Pickering Cycle Route.

Upon being put to the vote the motion was carried unanimously.

Resolved

That Council approve funding from the RDF budget to each of the following initiatives:

- i. £20,000 towards the progression of targeted A64 Improvements: and
- ii. £3,000 towards the progression of the Malton to Pickering Cycle Route.

Minute 73 - Derwent Training Association expansion

It was moved by Councillor Mrs Cowling and seconded by Councillor Arnold that the following recommendations of the Policy and Resources Committee be approved and adopted:

That Council be recommended to approve:

- a) A £30,000 investment in the DTA expansion project utilising funding from the New Homes Bonus Reserve.
- b) The Head of Paid Service is directed to work with local schools and businesses to raise awareness of apprenticeship opportunities available within Ryedale. This is then to be reported in the annual report to Council.

Upon being put to the vote the motion was carried unanimously.

Resolved

That Council approve:

- a) A £30,000 investment in the DTA expansion project utilising funding from the New Homes Bonus Reserve.

- b) The Head of Paid Service is directed to work with local schools and businesses to raise awareness of apprenticeship opportunities available within Ryedale. This is then to be reported in the annual report to Council.

Minute 74 - Local Enterprise Partnership funding

It was moved by Councillor Mrs Cowling and seconded by Councillor Arnold that the following recommendations of the Policy and Resources Committee be approved and adopted:

That Council be recommended to approve:

A £20,250 contribution to the LEP towards the development of the Local Growth Team financed from the NHB Reserve.

Upon being put to the vote the motion was carried unanimously.

Resolved

That Council approve:

A £20,250 contribution to the LEP towards the development of the Local Growth Team financed from the NHB Reserve.

Minute 75 - Exempt Information

It was moved by Councillor Mrs Cowling and seconded by Councillor Arnold that the meeting move into exempt session.

Upon being put to the vote the motion was carried.

Resolved

That under Section 100(A)(4) of the Local Government Act 1972 that the public be excluded from the meeting for the following items as there will be a likely disclosure of exempt information as defined in Paragraph 3 of Part 1 of Schedule 12A of the Act as the information provided relates to the financial or business affairs of any particular person (including the authority holding that information).

Minute 76 - Milton Rooms option appraisal

It was moved by Councillor Mrs Cowling and seconded by Councillor Arnold that the following recommendations of the Policy and Resources Committee be approved and adopted:

That Council be recommended to:

Support in principle the development of the Milton Rooms, accepting that the Council is almost certain to have to make a capital financial contribution and annual revenue contribution in the future.

Councillor Ward moved and Councillor Clark seconded the following amendment.

To add to the recommendation;

“The Council will receive reports detailing any future proposals for capital or revenue support for consideration and appraisal”, should the Council choose to do this.

Upon being put to the vote the amendment was carried (23 votes for, 0 votes against, 0 abstentions).

Councillor Mrs Goodrick moved and Councillor Mrs Sanderson seconded the following amendment.

Council support work to identify options for the development of the Milton Rooms and commits to consider future requests for capital and revenue funding as a result of this work. This consideration will look at the overall financial position of the Council, an assessment of its priorities and its available resources at that time.

Upon being put to the vote the amendment was lost (8 votes for, 11 votes against, 2 abstentions).

Councillor Clark moved and Councillor Woodward seconded the following amendment.

To add to the recommendation;

(ii) This Council requests that the Policy and Resources Committee creates a time limited working party and that this tries to achieve more accurate figures than ‘How long is a piece of string’

(iii) The above working party to look at all options for the Milton Rooms

Upon being put to the vote the amendment was lost (7 votes for, 12 against, 1 abstention)..

Upon being put to the vote the substantive motion as amended was carried (12 votes for, 5 votes against, 2 abstentions)..

Resolved

That Council supports in principle the development of the Milton Rooms, accepting that the Council is almost certain to have to make a capital financial contribution and annual revenue contribution in the future. The Council will receive reports detailing any future proposals for capital or revenue support for consideration and appraisal.

25 Sale of Ryedale Indoor Bowls Club

The Chief Executive submitted a report (previously circulated) which considered the offers received for the sale of the council asset known as Ryedale Bowls Club.

Councillor Mrs Cowling moved and Councillor Mrs Shields seconded the recommendation in the report.

Councillor Mrs Cowling drew members attention to a typographical error in the report at recommendation (ii) that should read £12k for 10 years.

Upon being put to the vote the motion was carried unanimously.

Resolved

That Council approved the sale of the Ryedale Bowls Club to the Ryedale Community and Leisure Club with the following financial implications:

- i. an immediate capital receipt of £230k;
- ii. £12k per year for 10 years with interest (this receipt to be subject to a second legal charge on the building in the Council's name); and
- iii. that the £50k shortfall on the overall receipt currently assumed at £400k included within the capital programme is taken from unallocated capital resources and the delayed capital receipt in (ii) above is managed through Council reserves.

Councillor Mrs Keal also declared a personal and prejudicial interest in relation to the sale of Ryedale Indoor Bowls Club as a trustee and member of the management team of Ryedale Community and Leisure Club. After making a speech with the leave of the Chairman, Councillor Mrs Keal left the Council Chamber during consideration of this item.

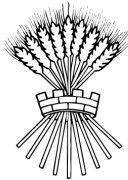
26 Any other business that the Chairman decides is urgent.

There being no other business, the meeting closed at 10.10 pm.

The following items were deferred to the next meeting of Council:

- (i) Appointment of Members to Outside Bodies
- (ii) Appointment of Member Champions
- (iii) Report relating to Members Allowances

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REPORT TO:	POLICY AND RESOURCES
DATE:	19 JUNE 2014
REPORT OF THE:	CHIEF EXECUTIVE JANET WAGGOTT
TITLE OF REPORT:	THE COUNCIL'S PRIORITIES 2014-18
WARDS AFFECTED:	ALL

EXECUTIVE SUMMARY

1.0 PURPOSE OF REPORT

- 1.1 The purpose of this report is to present the delivery against the Council's priorities in 2013/14 to Council, summarise the challenges facing the Council for the next 12 months and to reaffirm the Aims and Strategic objectives of the Council Business Plan for 2014/15 within this context.

2.0 RECOMMENDATIONS

- 2.1 That members note the progress made by the Council in delivering its priorities in 2013/14 and agree the challenges to be faced in 2014/15 that become the aims and objectives
- 2.2 That members agree the Aims and Strategic Objectives of the Council Business Plan for 2014/18.

3.0 REASON FOR RECOMMENDATIONS

- 3.1 Members of the Council review the progress being made in delivering the Council's priorities at every committee cycle. This report is the annual review and is an element of the Council's performance management arrangements.
- 3.2 The Council Business Plan sets the strategic priorities for the Council for 2014 to 2018. The aims and strategic objectives are reviewed by members annually.

REPORT

4.0 BACKGROUND AND INTRODUCTION

- 4.1 The Council adopted a set of priorities in March 2009 in the Council Plan 2009-13, and reaffirms the Aims and Strategic Objectives annually. The Council Business Plan has been revised following a full review of the plan and the Council's delivery of its priorities undertaken in 2013/14. A review has also been undertaken of the

information reported to members at every committee cycle .

5.0 POLICY CONTEXT

- 5.1 The Council Business Plan is the key policy statement of the Council and is complimented by other plans such as the Financial Strategy and Service Delivery Plans and strategies. Links to these can be found at the end of this report.

6.0 CONSULTATION

- 6.1 The Council engages with the communities it represents throughout the year and in relation to all policy development. The intelligence gathered from all engagement activities informs the delivery of the Council Business Plan and the annual budget process.
- 6.2 This report will be considered by each of the Council's committees ahead of its consideration by Council in July 2014.

7.0 REPORT DETAILS

- 7.1 The Council adopted a set of priorities for 2009-13 which have been reaffirmed by Council annually. A review of the delivery of these, the context in which the Council operates and the challenges faced by the Council has been undertaken and the following priorities are proposed for the Council Business Plan for 2014-18 :

Aim 1: To provide employment opportunity and create the conditions for economic success

Strategic Objectives:

1. Place of opportunity – economic structure and supporting infrastructure
2. Opportunity for people – increasing wage and skills levels through the provision of more and better jobs.

Aim 2: To meet housing need

Strategic Objectives:

3. To change and add to housing stock to meet the local housing needs
4. To support people to access a suitable home or remain in an existing home

Aim 3: To have a high quality clean and sustainable environment

Strategic Objectives:

5. Reducing waste - sustain existing high levels of dry recycling, promotion of home composting and monitoring the impact of charging for green waste
6. To protect and improve the quality of our local environment

Aim 4: To have safe and active communities

Strategic Objectives:

7. Working with partners, statutory and VCS, to improve health and wellbeing of communities

Aim 5: To transform the Council

Strategic Objectives:

8. To understand our communities and meet their needs
9. To develop the leadership, capacity and capability to deliver future improvements, considering options for alternative modes of delivery.

- 7.2 The work undertaken in reviewing the Council Business Plan includes:

- Review of the Council's performance in delivering its priorities and the key performance indicators used to monitor and report performance to members
- Review of the context in which the Council operates taking into account comparative data from a wide variety of sources.
- Analysis of the feedback received from consultation undertaken
- Consideration of the challenges which may face the place of Ryedale and its communities and the Council itself in the next 5 years

7.3 Progress in delivering the Council's priorities is reported quarterly to the Policy and Resources Committee and the Overview and Scrutiny Committee. These reports are complimented by the Revenue Budget Monitoring reports also submitted to the Policy and Resources Committee. These reports are available on the Councils website and contribute to the delivery of the transparency agenda for local government.

7.4 Attached at Annex A is a summary of the achievements made in delivering the Council's priorities in 2013/14 with the performance information for the Council Plan to March 2014. Some performance highlights for the year are:

Aim 1: To provide employment opportunity and create the conditions for economic success.

- The adoption of the Local Development Framework –The Ryedale Plan – in September 2013. The plan provides the legal framework for all planning decisions in the Ryedale District until 2027.
- Through the Ryedale Development Fund, investment of £350k has been made in supporting apprenticeships and funding agreed for major schemes including, building the business case for junction improvements at the FERA site and A64 improvement schemes.
- Progression of the Ryedale Economic Action Plan through Local Growth Fund submissions for FERA, Malton AgriBusiness Parks and Rural Businesses and, for 2017 onwards, improvement of the A64.

Aim 2: To meet housing need

- Completed 211 new homes and maintained a five year supply of housing land
- Completion of two major capital projects in November 2013, Derwent Lodge and extension and refurbishment of Tara Park, utilising £1.5 million of external funding including additional funding from HCA to deliver some of our housing priorities and support the requirements and delivery of the local plan
- Successful procurement of a Handy Persons Scheme for Ryedale, being delivered in partnership with Scarborough Borough Council, for the benefit of vulnerable residents

Aim 3: To have a high quality clean and sustainable environment

- Start of works of the Pickering Flood defence scheme
- Successful implementation of the sustainable policy decision to charge for green waste

Aim 4: To have safe and active communities

- Commencement of major procurement of leisure service provision in Ryedale
- Successful operation of a community grants fund allocating £50k in 2013/14, with £45k funding available 2014/15
- Low levels of crime have been maintained

Aim 5: To Transform the Council

- Agreed a balanced budget with no increase in Council Tax
- Maintained levels of income including Council Tax and Business Rates, New

- Homes Bonus
- Successful implementation of the business hub
- Preliminary view of the optimum number of Members of Council indicated that 30 members is appropriate for Ryedale.

7.5 Challenges for 2014/15

Aim 1: To provide employment opportunity and create the conditions for economic success.

- a) To have the Community Infrastructure Levy scheme examination in the autumn 2014
- b) To build a business case and secure implementation of major projects in the Ryedale Economic Action Plan, including securing Local Growth Fund and LEP support, to include FERA, A64 improvements and Malton AgriBusiness Park, and other projects to meet the needs of market towns and villages
- c) To have the sites document and the Helmsley Development Plan Document prepared to compliment the LDF
- d) To secure a sustainable future for the Milton Rooms
- e) Brambling Fields – assess and introduce traffic management measures to make effective use of the improved junction
- f) Progress initiatives to improve the skills match between the local workforce and the needs of local employers, including apprenticeship schemes.

Aim 2: To meet housing need

a) Affordable Housing Delivery

- To maintain delivery of new affordable homes in the current economic climate and deliver more than 300 affordable homes by 2015. Developments on site or with permission are expected to deliver around a further 200 additional affordable units during 2014/15 and 2015/16.
- The LEP have identified a stretch target of 250 new homes for Ryedale a year for the next 5 years, whilst also maintaining a 5 year land supply, in line with government policy. Recent experience has demonstrated that the most effective form of delivery of affordable homes is through the delivery of market led housing schemes – in order to maintain new housing supply, permissions need to be granted to developers for major housing schemes.
- Maximising income from New Homes Bonus through permissions for new housing and reducing numbers of empty homes.
- Preparation of LDF Sites Documents for publication in February 2015
- Helmsley Plan to be published, examined and adopted by December 2014
- Maximise opportunities to support housing delivery through funding initiatives such as Local Growth Fund, Get Britain Building
- Thoroughly investigate innovative ways of building and local delivery of affordable homes in Ryedale.
- CIL examination and links to Housing and infrastructure by December 2014

b) Making best use of existing housing stock

- Promoting grants and loans schemes and service available to improve private sector housing stock
- Reducing the number of empty properties in the District and maximising income from New Homes Bonus

c) Preventing Homelessness

- Managing the impact of changes to the welfare benefits system on vulnerable residents
- Maintaining progress with initiatives focussed on meeting the housing needs of

younger people

d) **Enabling Independent Living**

- Expand the customer base and services offered by Ryecare whilst maintaining the service for existing customers.
- Disabled facilities grants
- Handy person scheme
- Housing Solutions partnership
- Managing the impact of changes to the welfare benefits system, educating landlords and supporting the use of Discretionary Housing Payments

Aim 3: To have a high quality clean and sustainable environment

- a) Encourage the increased take up of home composting as the first stage in the councils waste prevention hierarchy.
- b) To maintain the level of Garden Waste subscriptions at or above 35%.
- c) Maintain the percentage of dry recycling collected with the consequential reduction in waste sent to landfill.
- d) Reviewing waste collections, targets and tonnages following implementation of our sustainable policy to charge for green waste.
- e) Respond to changes in the public health system to ensure that there is the capacity to meet local needs influencing better care fund and integration, managing the impact for Ryedale
- f) Continue to work to alleviate pockets of flooding in Ryedale, working in partnership with other agencies to address problems in market towns and villages and contributions towards pumping stations
- g) Progressing the development of the York and North Yorkshire Waste Partnership.

Aim 4: To have safe and active communities

- a) Continue to maintain low levels of crime through local delivery whilst the structural changes to community safety partnerships are implemented across North Yorkshire
- b) Complete the procurement process for the leisure contract with the appointment of a provider to deliver the Council's leisure services and manage a successful transition to the new arrangements which encourages take up and improved service.
- c) Continue to support improvements in reducing the levels of obesity in the District.
- d) Provide community grants to support the solutions proposed by the market towns, villages and parishes.
- e) Allocate funds, as appropriate, to CAB to commission and deliver the services required in Ryedale to support vulnerable people
- f) To offer support for the continued provision of urgent care at Malton Hospital.

Aim 5: To Transform the Council

- a) To maximise the opportunities to achieve efficiencies and meet the needs of customers through the further of the development of the Business Hub
- b) To deliver a balanced budget in 2014/15 and plan for meeting future financial challenges, including generating projected income.
- c) Make effective use of the New Homes Bonus funding
- d) To meet the ongoing challenges presented to the Council by the finance reforms including localisation of Council Tax, business rates and the implementation of Universal Credit
- e) Improve processing times for benefits claims and maintain these in line with national targets – 30 days for new claims and 10 days for change of circumstance
- f) Prepare for Individual electoral registration, the elections of May 2015 and induction programme for new members.
- g) Rolling programme of investment to Council owned property – Ryedale House and the Depot to maximise income by attracting other tenants

- h) Continue to work with NYCC, other Districts and partners to deliver services

8.0 IMPLICATIONS

8.1 The following implications have been identified:

- a) Financial
There are no new financial implications in considering this report which are not accounted for in the Financial Strategy.
- b) Legal
There are no significant legal implications arising from this report
- c) Other
There are no significant other implications arising from this report.

Janet Waggott
Chief Executive

Author: Clare Slater, Head of Corporate Services
Telephone No: 01653 600666 ext: 347
E-Mail Address: clare.slater@ryedale.gov.uk

Background Papers:

Council Plan 2009 -13
Delivering the Council Plan Reports – Reported quarterly to Policy and Resources Committee

Background Papers are available for inspection at:

www.ryedale.gov.uk

[The Ryedale Plan](#)

[The Ryedale Housing Strategy Action Plan](#)

[The Ryedale Economic Action Plan](#)

[The Ryedale Sports Strategy](#)

[Safer Ryedale Partnership Plan](#)

[RDC Financial Strategy 2013 -17](#)

[RDC Financial Strategy 2014-18](#)

Service Delivery Plans are available on Covalent

Performance reports presented to Policy and Resources and Overview and Scrutiny Committees and are available on the Council's website

Delivery of the Council's Priorities 2013/14

2. Employment Opportunity and Economic Success

1. Employment Opportunity and Economic Success						
Status	Code	Current Value	Last Update	Indicator Name	Improvement	Current Target
✓	EC 10	1.3%	April 2014	Total Job Seeker Allowance Claimants Aged 16 - 64	Aim to Minimise	3.8%
✓	EC 12a	91.7%	2013/14	% Ryedale population qualified - NVQ1 or equivalent	Aim to Maximise	81.9%
✓	EC 12b	79.9%	2013/14	% Ryedale population qualified - NVQ2 or equivalent	Aim to Maximise	68.72%
✓	EC 12c	53.1%	2013/14	% Ryedale population qualified - NVQ3 or equivalent	Aim to Maximise	50.88%
✓	EC 12d	40%	2013/14	% Ryedale population qualified - NVQ4 or equivalent	Aim to Maximise	30.96%
✓	EC 40	81	2013/14	Employment Rate	Aim to Maximise	74.7
⚠	EC 13a	£425.00	2013/14	Gross weekly earnings by workplace	Aim to Maximise	£450.00
⚠	EC 13b	£417.60	2013/14	Gross weekly earnings by residency	Aim to Maximise	£468.00

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a) Improving Infrastructure

The expansion of the York Road Business Park at Malton is underway with employers already on site. Several other key employment sites gained planning permission and are now implemented, including the Yorkshire Baker at Norton and the Ryedale Exhibition and Leisure Village at Pickering. Work has also begun on Jack berry House at Malton to provide vital facilities to support the horse racing industry and strengthen the importance of Malton and Norton to the industry. Through close work with the Y, NY & ER LEP major economic schemes are being progressed at the FERA site at Sand Hutton and at the Malton Agribusiness Park, both of which will result in hundreds of new jobs. Discussions are underway to enhance the existing engineering park at Kirkbymoorside and to secure future investment in the A64 to upgrade the route east of York. Planning permission has been supported in principle for a new supermarket at Malton, to supplement the new store with permission on the Livestock market site.

b) Local Development Framework

The LDF Local Plan Strategy was adopted following examination in September 2013. The Local Plan Sites Development Plan Document (DPD) and the Helmsley Plan DPD are being prepared for publication in 2014/15.

c) Supporting Local Businesses

Ryedale has been represented on the LEP and the Ryedale business forum continues to develop. The Head of Economy and Infrastructure has been seconded part-time to the LEP to support the development of bids to the Growth Fund and to provide strategic advice on Housing for the sub-region.

Improvement in levels of unemployment for young people with reduced numbers of JSA claimants in the 18-24 category

Continued support for local businesses takes place through provision of advice, including the application of regulations eg compliance with air quality requirements, food hygiene regulations and health and safety at work. Working with the LEP, a Pop up Business Advice Café has been held in Pickering, the location for the Council's hugely successful Opportunity knocks event. A skills summit involved many partners, including all senior schools and many employers and education providers. An enhanced tourism website provides improved marketing and booking facilities for Ryedale providers and the Council continues to consider applications for business rates relief to support local employers in appropriate circumstances. Tourist advice facilities have been modernised and streamlined. .

Ryedale Economic Strategy

The Council agreed to support economic development by allocating £350k of New Homes Bonus Money to the following major schemes:

- Milton Rooms - £25k in principle approval to support the management to develop the business
- New Livestock Market - £25k loan to support the development of a business plan for the scheme
- Fera - £25k to support the development of a viable scheme to improve access to the site from the A64 and thereby enable further development of the site
- A64 Improvements - £20k for a study to identify options to improve the A64 between Norton and Scarborough and Crambeck and Musley Bank

e) Visitor Information Review

The review of visitor information was completed in 2013/14.

2. Housing Need							
Status	Code	Current Value	Last Update	Indicator Name		Improvement	Current Target
✓	BS RB 181	12.6 days	March 2014	Time taken to process Housing Benefit/Council Tax Benefit new claims and change events - Accumulative		Aim to Minimise	20.0 days
✓	FP 7	211	2013/14	Net additional homes provided		Aim to Maximise	200
✓	FP 8	89.2%	2013/14	Supply of deliverable housing sites		Aim to Maximise	100.0%
✓	HS 1	97.0%	Q4 2013/14	Homeless applications on which RDC makes decision and issues		Aim to Maximise	100.0%

Status	Code	Current Value	Last Update	Indicator Name	Improvement	Current Target
				notification to the applicant within 33 working days (was LPI 70)		
✓	HS 2	2.68 weeks	2013/14	Length of stay in temporary accommodation (B&B, weeks) Average	Aim to Minimise	4.00 weeks
✓	HS 5	6	Q4 2013/14	Number of Homeless Applications	Aim to Minimise	18
✓	HS 8	346	2013/14	Prevention of Homelessness through Advice and Proactive Intervention (values and targets are per quarter, not accumulative)	Aim to Maximise	154
✓	HS 10a	26%	2013/14	% Households in Ryedale in Fuel Poverty (10%)	Aim to Minimise	26%
✓	HS 14	7.36	2013/14	Affordability Ratio	Aim to Minimise	8.59
✗	HS 11	253	2013/14	Empty Domestic Properties (New Homes Bonus Annual Return)	Aim to Minimise	329
✗	HS 17	49	2013/14	Number of affordable homes delivered (gross)	Aim to Maximise	75

a) Affordable Housing Delivery

The Council has an annual target of 75 new affordable homes – around a third of the new homes planned each year for Ryedale. 49 new affordable homes have been completed in 2013/14. This compares to 94 units delivered in 2012/13 and 95 units delivered in 2011/12 and 52 in 2010/11. 238 new affordable homes have been developed over the past 3 years, towards the aspiration of delivering 300 new affordable homes in the 4 years to 2015. A total of 211 new homes were completed in Ryedale in 2013/14, making the Council one of very few in North Yorkshire to achieve the build rates identified in its Local Plan and at rate of over 200 units a year for the second year running.

b) Making best use of existing housing stock

Ryedale was the only authority in North Yorkshire to make capital resources available from its own reserves for continuing the grants and loans schemes in 2013/14. These fund a range of private sector housing grants and loans to help meet the housing needs of vulnerable and low income people in private sector housing – be this to get empty properties back into residential use or to adapt homes so that a person can continue to live there as their health and mobility change.

The Joint Home Improvement Agency between Ryedale and Scarborough has delivers the Councils Disabled Facilities Grants Scheme has made 99 awards in 2013/14 .

Comparative figures for the number of empty homes in Ryedale which have been unoccupied for more than 6 months will be calculated in October 2014 as part of the claim for New Homes Bonus. It is anticipated that performance will be maintained

c) Preventing Homelessness

The number of homelessness acceptances has decreased from 18 households in 2012/13 to 15 households in 2013/14. 346 households have been prevented from becoming homeless, representing a 16% increase over the last 12 months. 97.1% of homeless cases were assessed within the statutory requirement of 33 days.

The number of households in temporary accommodation has reduced from 6 in March 2013 to 5 in March 2014, this reduction reflects the continued success of the Young People's Homelessness Partnership.

The average length of stay in temporary accommodation has remained at 19 weeks in 2013/14.

d) **Enabling Independent Living**

Telecare continues to develop and officers are working closely with health and adult Services to ensure services become more efficient. Ryecare aims to install equipment within 48 hours to ensure clients are able to leave hospital and return to their homes as soon as possible.


e) **Supporting those on low income**

During the last year the council has helped 3,666 residents to pay their rent. Council Tax benefit has been replaced by the Local Council Tax Support Scheme which was successfully implemented in April 2013. Collection rates for Council Tax have been maintained at a rate of 98.48% for 2013/14.

The Council has supported the delivery of significant changes in the benefits system as part of the wider welfare reform programme being implemented by the government. The Council is also managing the impact of welfare reforms on our customers.

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High Quality Environment						
Status	Code	Current Value	Last Update	Indicator Name	Improvement	Current Target
	DM 2	31.6%	2013/14	Planning appeals allowed	Aim to Minimise	33.0%
	HE 13	76%	2013/14	% of Food establishments in the area broadly compliant with food hygiene law	Aim to Maximise	72%
	SS 16	33.64%	2013/14	% of Household Waste Composted	Aim to Maximise	30.00%
	SS 35	-6.0%	2011/12	% CO2 reduction from LA operations.	Aim to Minimise	Baseline
	SS 192	52.7%	2013/14	% of household waste sent for reuse, recycling and composting	Aim to Maximise	49.70%
	SS 36	1,837	2012/13	Tonnes of CO2 from LA operations	Aim to Minimise	Baseline
	SS 15	19.02	2013/14	% of Household Waste Recycled	Aim to Maximise	20.00%
	SS 17	+6.29%	2012/13	Household Waste Collection - % change in kilograms per head	Aim to Minimise	0.25%
	DM 157a	52.00%	2013/14	Processing of planning applications: Major applications (13 weeks)	Aim to Maximise	70.00%
	DM 157b	56.70%	2013/14	Processing of planning applications: Minor applications (8 weeks)	Aim to Maximise	80.00%

Status	Code	Current Value	Last Update	Indicator Name	Improvement	Current Target
	DM 157c	74.85%	2013/14	Processing of planning applications: Other applications (8 weeks)	Aim to Maximise	93.00%

a) **Waste and Recycling**

The level of performance in relation to waste reduction and recycling targets has been maintained in 2013/14 with data to be verified in July 2014.

b) **Streetscene savings**

Streetscene services have continued to be a key contributor to the delivery of efficiencies for the Council. Following a decision by Council, the team have successfully launched charging for collection of green waste and have already met the participation target set of 35%, attracting £230K of additional revenue for the Council with positive indications that this target could be exceeded.

c) **Reducing the Risk of Flooding**

In order to help reduce the risks of flooding following the 2012/13 floods a multi-agency flood group was set up in 2013. These include representatives from key agencies-North Yorkshire County Council, Ryedale District Council, Environment Agency, Yorkshire Water and Network Rail. Actions taken include:

- Fostering of a Coordinated and partnership approach to reducing the flood risk
- Inclusion of Malton and Norton in North Yorkshire County Strategic Flood Risk Management Plan, including action plan
- Reviewed Malton and Norton Multi-Agency Emergency Flood Response Plan
- Inspected Malton and Norton key flood defence assets and remedial works undertaken
- Identified Malton and Norton flooding ‘hot spots’ and developed priority action plan
- Preliminary design of Church Street, Norton flood response measure
- Consultant’s Brief for flood risk study to several sites in Malton and Norton to include;
 - Old Malton Road area
 - Castlegate area
 - Norton Road/Mill Beck area
 - Welham Road area

Work on Pickering Slowing the Flow flood defence scheme started on 28th October 2013, with initial site set-up and clearance works being completed during the period to the end of the year. On the 6th January 2014 construction work started in earnest to build the flood storage reservoir. The project is on track to complete in September/October, despite the recent very wet weather. Unfortunately there has been unavoidable cost increases reported regarding the scheme, linked to free clay being unavailable, combined with the need for some design changes to the spillway (essential for Reservoirs Act approval), legal fees with the NYMR and unforeseen extra access works. The total additional cost over and above the original contingency is some £400,000. The Environment Agency are confident that they remain manageable and are exploring a variety of options available for the provision of the extra funding required. Meetings are to be arranged with RDC and NYCC to discuss the potential of additional contributions.

d) **Air Quality**

Air Quality Progress Report submitted to DEFRA with an evaluation of the progress made against the Malton Air Quality Action Plan.

e) **Private Water Supplies**

In depth risk assessments were introduced this year leading to the improvement of private water supplies with reports to the Drinking Water Inspectorate on progress made.

f) **Managing Development**

Investment has been made in the Managing Development Team to improve enforcement services and reduce planning application processing time

g) **Responsible dog owners**

The council have introduced an award scheme -Caught doing it right – in conjunction with Safer Ryedale to positively reward and highlight responsible dog ownership in relation to dog fouling. The scheme has been successful to date and several awards have been made, In addition the Council is working with the Dogs Trust to provide free micro-chipping at a number of venues around Ryedale prior to compulsory introduction in 2016

h) **Percentage Co2 reduction from LA operations**

Previous target set was for three years, based on national guidance. Target and base data to be reviewed 2014/15 following changes and additions to council assets as previously indicated.

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Active Safe Communities

Status	Code	Current Value	Last Update	Indicator Name	Improvement	Current Target
	HE 10	23.6%	2013/14	Adult participation in sport and active recreation. Sport England Active People Survey-Annual	Aim to Maximise	22.3%
	EC 77	2,220	March 2014	Total Crime in Ryedale	Aim to Minimise	

Aim 4: To have safe and active communities

a) **Investing in Sport and Recreation**

A Sports Strategy/Action Plan for Ryedale has been adopted by Members at Council in May 2013. Work is ongoing to complete the procurement process for the leisure contract with the appointment of a service provider to deliver the Council's leisure services and manage a successful transition to the new arrangements which encourages take up and improved service.

- On 23 December 2013 a notice was published in the Official Journal of the European Union inviting expressions of interest from potential partners to operate, manage and maintain the Sport and Leisure Facilities within Ryedale (“the Project”).
- The Council is following the competitive dialogue procedure and pre-qualified a long list of Bidders who responded to the notice. Those Bidders were reduced to a shortlist of three Bidders following the Invitation to Submit Outline Proposals (ISOP) stage. Following Further Dialogue with each Bidder, those Bidders will be invited to submit their Final Tenders (ITSFT).

- ITSFT documents will be issued to Bidders on Friday 6th June 2014 and represent the completion of the Further Dialogue stage, the purpose of which is to evaluate the Bidders' detailed proposals and identify the Bidder which can best meet the Council's needs and objectives for the Project. Date of return for bids is 25th June 2014.

b) **Maintaining Low Crime Levels**

The district continues to have the lowest crime rate of all districts within North Yorkshire and is currently in 1st position within the Most Similar CSP group nationally. The Community Safety Partnership 'Priorities for Action' for 2013/14 are:

- Domestic Abuse
- Safer Roads
- Community Priorities
- Alcohol Harm Reduction
- Community Development






Two of these priorities – Safer Roads and Domestic Abuse - will be delivered through joint Scarborough and Ryedale task groups



c) **Supporting the Community and Voluntary Sector**

The commissioning Board allocated £50k of funding to the voluntary and community sectors through grants in 2013/14. Schemes supported included:

- Village Halls – Thornton le Dale, Lastingham, Wreton
- Ryedale Community Garden – Nawton and Beadlam
- Terrington Play Area
- Duggleby community garden
- Live Music Now – Songs and scones

Support for Parish Planning continues and a number of the projects supported through grants were identified as community priorities through this process. Communities recently engaged in Community Led Planning include Farndale, Rosedale, Thornton le Dale and Marishes, Oswaldkirk, Huttons Ambo, Kirby Misperton, Appleton le Moors, Lastingham and Spaunton. Communities planning to refresh their plans in 2014/15 include Slingsby, and Terrington,

5. Transforming the Council						
Status	Code	Current Value	Last Update	Indicator Name	Improvement	Current Target
	BS RB 11	98.48%	March 2014	% of Council Tax collected	Aim to Maximise	98.21%
	BS RB 12	99.13%	March 2014	% of Non-domestic Rates Collected	Aim to Maximise	98.50%
	DS 2d	46.54%	2011/12	Percentage turnout for elections - District	Aim to Maximise	43.06%
	BS AS 3	89%	2013/14	Payments made using electronic channels	Aim to Maximise	85%
	BS AS 1 RDC	37%	2013/14	Service enquiries resolved at first point of contact (telephone)	Aim to Maximise	40%

	BS MD 1	72.9%	March 2014	Standard searches done in 5 working days	Aim to Maximise	90.0%
	HR A 01 R	9.89 days	2013/14	Average number of Working Days Lost Due to Sickness Absence per FTE, RYEDALE	Aim to Minimise	7.50 days

a) **Balancing the Budget**

Budget savings of almost £3m have been achieved through service redesign and efficiency savings over the last four years including the one -11, Going for Gold and Round 3 programmes. This included redesign of services, partnership working and maximising opportunities as they present themselves. The budget for 2014/15 was again balanced without an increase in levels of Council Tax. The approach for the 2015/16 budget and beyond is currently under review.

b) **Optimising Technology**

Efficiencies were achieved by maximising the benefit of investment in IT and improved systems. This will continue in 2014/15 through the development of services delivered within the Business Hub.

The Council achieved PSN compliance and launched a new website.

c) **Responding to Legislation**

The Council continues to work with partners in preparing for the implications of new legislation such as the Localism Act, Police Reform and Social Responsibility Act, Welfare Reform Act and the Health and Social Care Act. The new burdens placed upon the Council as a result of new legislation have been considerable and will continue to present challenges.

d) **Supporting Democracy**

The annual canvass was completed successfully and preparation for Individual electoral registration continue. The European Elections in May 2014 were organised successfully and included a new location for the count ahead of and in anticipation of the triple election in May 2015 – General, District and Parish elections.



REPORT TO: FULL COUNCIL
DATE: 3 JULY 2014
SUBJECT: PART 'B' REFERRALS FROM POLICY AND RESOURCES
COMMITTEE ON 19 JUNE 2014

9 Exempt Information

Resolved

That under Section 100(A)(4) of the Local Government Act 1972 that the public be excluded from the meeting for the following items as there will be a likely disclosure of exempt information:

For agenda item 14 (Ryedale Folk Museum – Request for Investment) - as defined in Paragraph 3 of Part 1 of Schedule 12A of the Act as the information provided relates to financial or business affairs of any particular person (including the authority holding that information).

11 Ryedale Folk Museum – Request for Investment

Considered – Report of the Head of Economy and Infrastructure.

Recommendation to Council

That Council approves the recommendations in the exempt report.

Voting record

4 votes for

3 votes against

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ORGANISATION

REPRESENTATIVES 2014/2015

Community Leisure Board of Management

Councillor JD Fraser

No substitutes permitted

Community & Police Consultation Groups:

Malton – Norton East (Rural)

Councillor E Hope

Substitute: **Vacancy**

Malton – Norton West (Rural)

Councillor E Hope

Substitute: **Vacancy**

Malton - Norton (Town)

Councillor Mrs EL Shields

Substitute: **Vacancy**

Pickering

Councillor Mrs L Cowling

Substitute: **Vacancy**

Helmsley and Kirkbymoorside

Councillor S Arnold

Substitute: **Vacancy**

Harrison Collection Trust

Councillor Mrs J Frank

Substitute: **Vacancy**

Howardian Hills Area of Outstanding Natural Beauty - Joint Advisory Committee

Councillors J Hicks &

C R Wainwright

Substitute: **Vacancy**

Joint Helmsley Development Plan Member Working Group

Councillors S Arnold, Mrs J Frank & G E Hawkins

Lady Lumley's Facilities Management Committee
Local Government Yorkshire and the Humber

No substitutes permitted

Councillor Mrs JE Sanderson

Substitute: **Vacancy**

Leader of the Council and the Chief Executive

Local Government North Yorkshire & York (formerly ANYC)

Leader of the Council and the Chief Executive

Local Government Association - SPARSE

Councillor S L Collinson

Local Government Association General Assembly

No substitutes permitted

Chairman of Policy & Resources Committee

Malton & Norton Area Partnership Board

No substitutes permitted

Councillor J D Fraser

Substitute: **Vacancy**

Malton Sports Centre

Councillor J D Fraser

Committee	Substitute: Vacancy
Milton Rooms Management Committee	Councillor G Acomb Substitute: Vacancy
North York Moors Historical Railway Trust Council	Councillor J R Raper Substitute: Vacancy
North York Moors National Park Authority	Councillors J R Bailey and Mrs J Frank (In accordance with the Environment Act these appointments stand for the full term of the Council)
North Yorkshire Building Control Partnership	Councillors J R Raper Substitute: C R Wainwright
North Yorkshire County Council – Scrutiny of Health Committee	Councillor J R Raper Substitute: Councillor Mrs Shields
North Yorkshire County Council - Ryedale Area Committee	Councillors Mrs L Cowling, R Wainwright, and E Hope. Substitutes: Councillor G Acomb and Mrs C Goodrick
North Yorkshire Procurement Partnership – Joint Procurement Committee	Chairman of Policy & Resources Committee Substitute: Vice Chairman of Policy & Resources Committee
North Yorkshire Strategic Housing Board	Councillor Mrs C Goodrick Substitute: Vacancy
Old Meeting House Trust	Councillor S Arnold Substitute: Vacancy
Parking and Traffic Regulations outside London (PATROL)	Chairman of Policy & Resources Committee
Police and Crime Panel	Councillor E Hope No substitutes permitted
Reserve Forces & Cadet Association for Yorkshire & the Humber	Councillor E T Legard Substitute: Vacancy
Ryedale Cameras in Action Management Committee	Councillor E Hope Substitute: Vacancy
Ryedale Citizens' Advice Bureau	Councillor Mrs C Goodrick Substitute: Vacancy

Ryedale Housing Forum	Councillors J C Clark, B Maud, Mrs L Cowling and Mrs C Goodrick Substitute: Vacancy
Ryedale Strategic Partnership Board	Leader of the Council
Ryedale Tourism Advisory Group	Councillor Mrs J Frank Substitute: Vacancy
Ryedale Voluntary Action	Northern - Councillor G Acomb Central - Councillor Mrs AD Hopkinson
Ryedale Community Transport – Ryecat Project	No substitutes permitted Councillor G Acomb Substitute: Vacancy
Ryedale YMCA Board of Management	Councillor S Arnold and Housing Services Manager Substitute: Vacancy
Safer Ryedale Delivery Team	Councillors B Maud and E Hope Substitute: Vacancy
Vale of Pickering Internal Drainage Board	3 Vacancies Substitute: Vacancy
Welcome to Yorkshire Annual General Meeting	Councillor J Windress Substitute: Vacancy
North Yorkshire and York Spatial Planning and Transport Board	Councillor Mrs L Cowling Substitute: Vacancy
Yorkshire & Humber Employers' Committee (now called Local Gov)	Councillor G Acomb Substitute: Vacancy
Yorkshire & Humberside Pollution Advisory Council	Chairman and Vice Chairman of Policy & Resources Committee
Yorkshire Energy Partnership Ltd	Councillor G Acomb Substitute: Vacancy

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ORGANISATION

NOMINATIONS MADE AT ANNUAL COUNCIL 15 MAY 2014

Community Leisure Board of
Management

Community & Police

Consultation Groups:

Malton – Norton East (Rural)

Malton – Norton West (Rural)

Malton - Norton (Town)

Pickering

Helmsley and Kirkbymoorside

Harrison Collection Trust

Howardian Hills Area of
Outstanding Natural Beauty -
Joint Advisory Committee

Joint Helmsley Development
Plan Member Working Group

Lady Lumley's Facilities
Management Committee

Councillor JD Fraser

Councillor J Raper

Councillor E Hope

Councillor E Hope

Councillor J Raper

Councillor Mrs E Shields

Councillor Mrs A Hopkinson

Councillor J Andrews

-

Councillor S Arnold

Councillor S Ward

Councillor Mrs J Frank

Councillor Arnold

Councillors J Hicks & C R Wainwright

Councillor Mrs J Frank

Councillors S Arnold, Mrs J Frank &
G E Hawkins

Councillor L Richardson

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RYEDALE DISTRICT COUNCIL

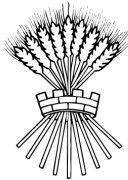
ANNUAL MEETING OF COUNCIL – 15 MAY 2014

Appointment of Member Champions

The following list details the current appointees.

<u>Subject/Service</u>	<u>Member</u>
Children & Young People	Councillor Mrs Sanderson
IT	Councillor Ives
Older People/Adult Safeguarding	Councillor Collinson
Equalities	Councillor Walker
Staff Issues	Councillor Walker
Waste Management	Councillor Richardson
Parish/Town Councils	Councillor Acomb
Sport & Physical Recreation	Councillor Fraser
Health & Safety Enforcement	Councillor Hope

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REPORT TO: ANNUAL COUNCIL

DATE: 15 MAY 2014

REPORT OF THE: COUNCIL SOLICITOR
ANTHONY WINSHIP

TITLE OF REPORT: TO CONSIDER A REVIEW OF MEMBERS' AND
OTHER ALLOWANCES BY THE COUNCIL'S
INDEPENDENT REMUNERATION PANEL

WARDS AFFECTED: ALL

EXECUTIVE SUMMARY

1.0 PURPOSE OF REPORT

- 1.1 To consider any amendments to the Members' Allowances Scheme to recommend to the Council, having regard to the review of those allowances carried out by the Council's Independent Remuneration Panel.

2.0 RECOMMENDATION

- 2.1 To recommend to Council the following changes to the Scheme of Members' Allowances as recommended by the Independent Remuneration Panel:

1. The basic allowance of £3,551.64 be increased annually for the next four years effective 15 May 2014 and then each 1 April by reference to the annual percentage award to officers under the National Joint Council for Local Government Services for spinal column 34;
2. That the current system where Councillors can receive more than one special responsibility allowance be retained;
3. That the Chairman's allowances for all Committees within the Scheme be equalised to all be the same at £3,587;
4. That all allowances should include an annual increase in line with the indexation provisions of the scheme of Members Allowances for 2014/15;
5. That the allowance for LGA and LGNY&Y representatives be deleted;
6. That the current Vice Chairman's allowance of £1,260 be split with £500 being paid to the Vice Chairman and £760 to the Chairman;
7. That the current Chairman's budget be retained, in recognition of the importance of the civic role in Ryedale;
8. That some type of system be introduced to ensure that special responsibility allowances are reviewed when changes in committee structure/responsibility occurred;

9. That Group Leaders Allowances be retained and be payable to leaders of properly constituted political groups of two or more Members;
10. That the allowance paid to the Vice Chairman of Policy & Resources Committee be deleted;
11. That references to allowances for members of the Standards Committee be deleted;
12. That if Councillor meetings include members from more than one political group, they should become eligible for the payment of travel expenses.

3.0 REASON FOR RECOMMENDATION

- 3.1 This report fulfils members' request that the scheme and allowances be reviewed.

4.0 SIGNIFICANT RISKS

- 4.1 No significant risks have been identified.

5.0 POLICY CONTEXT AND CONSULTATION

- 5.1 When making changes to the Scheme of Allowances, Council should take the views of the Independent Remuneration Panel into consideration. Notice that the Council has received a report from the Independent Panel, and the outcomes, will be advertised in accordance with the regulations.
- 5.2 The attached Report of the Independent Remuneration Panel sets out at paragraph 5 the research and consultation that it has carried out as preparatory work in guiding it to its recommendations.

REPORT

6.0 BACKGROUND AND INTRODUCTION

- 6.1 In accordance with The Local Authorities (Members' Allowances) (England) Regulations 2003/1021 (as amended), the Independent Remuneration Panel was reconstituted after the appointment of members of the Panel at Council on 7 March 2013 for a term of five years.
- 6.2 The Council adopted a Scheme of Members' Allowances in 2008. A revised scheme was adopted at the Council meeting on 13 March 2008 when annual indexation for a four year period was introduced. The Scheme of Members' Allowances needed to be reviewed and accordingly the Independent Remuneration Panel was requested to produce a report. The report of the Independent Remuneration Panel has been made and a copy of the report is attached as Appendix 1.
- 6.3 Copies of the Independent Remuneration Panel's report have been made available for public inspection and as required the Council will publish a notice stating that it has received recommendations from an Independent Review Panel describing the main features of the recommendations and the recommended amount of each allowance payable.
- 6.4 An authority may not amend its Members' Allowances Scheme without having first considered a report from its Independent Remuneration Panel. An authority is not however obliged to follow its Panel's recommendations; it is simply required to have regard to them before reaching a decision.

- 6.5 If the District Council amends the scheme of Members Allowances then it must ensure that copies of the scheme are available for inspection by the public. In addition the Council must publish in one or more newspapers circulating in their area a notice that states that the Council has made/amended the Scheme of Members Allowances and specify the period of time for which the Scheme has effect. It must also describe, amongst other things, the main features of the Scheme, specify the amounts of each allowance, state that the Council has had regard to the recommendations of the Independent Remuneration Panel and describe the main features of the Panel's recommendations.
- 6.6 For Members information, a comparison of Members Allowances for Councils in North Yorkshire may be seen in the Members' Room.
- 6.7 Council is required by law to consider the final report of an Independent Panel and decide upon its scheme of allowances having taken into account the recommendations. Council should also have regard to its overall budgetary position in determining its scheme of allowances.

As such, Council will need to:-

- address the financial implications;
 - consider the affordability of the 'package' proposed by the Panel;
 - determine what level of increase to current basic and special responsibility allowances it wishes to make, if any, and from when these should be applied; and
 - consider whether it wishes to make any changes to other expenses reimbursed to Members.
- 6.8 The Independent Remuneration Panel has previously recommended that allowances should not be pensionable. The Council does not presently have the option of permitting Councillors to join the Local Government Pension Scheme.
- 6.9 The options available to Council in relation to Members Allowances are either:-
- (i) implement the recommendations of the Independent Remuneration Panel; or
 - (ii) Members can choose to support all, none or some of the Panel's recommendations in relation to revising the basic and special responsibility allowances, pension proposals or other expenses paid to Members.

7.0 IMPLICATIONS

- 7.1 The following implications have been identified:
- a) Financial
There are no significant financial implications of implementing the recommendations of the Independent Remuneration Panel.
 - b) Legal
There are no additional legal issues on the Council from the recommendations.
 - c) Other
There are no significant other implications in considering the recommendations.

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Background Papers:

New Council Constitutions – Guidance on Consolidated Regulations for Local Authority Allowances jointly issued by the Office of the Deputy Prime Minister and the Inland Revenue (July 2003)

Appendix 1

REPORT OF THE INDEPENDENT REMUNERATION PANEL

1. Introduction

The Council's constitution states that councillors are entitled to receive allowances as set out in the Members' Allowance Scheme. Amendments to the scheme can only be made following a report by the Independent Remuneration Panel and the scheme must be reviewed at least once every four years.

2 Legal Framework

In accordance with the Local Government and Housing Act 1989, the Local Government Act 2000, and associated regulations (namely The Local Authorities (Members Allowances) (England) Regulation 2003), local authorities across the country have a duty to consider the findings of an independent remuneration panel before determining any scheme for payment of allowances to councillors of the authority.

The regulations place a statutory obligation on the Council to establish and maintain an independent remuneration panel to look at councillors' allowances and report its findings to Council at least once every four years. Council has a statutory duty to have regard to panel's recommendations before making or amending any councillors' allowances scheme.

3. The Council's Independent Remuneration Panel

The panel first convened to undertake the current review on 25 June 2013 (a briefing meeting). The panel members were Gill Baker, Colin Langley and John Richardson. Mr. John Richardson was already an existing member of the original Independent Remuneration Panel. The panel met on 3 occasions in July and August to review members' allowances and considered a wide range of information before making their recommendations; this included comparative information from other local authorities many of which have similar population size/number of councillors. The panel also interviewed political group leaders and questionnaires were sent to elected members.

4. Background Information

The panel was aware of the current difficult financial circumstances facing local authorities. The panel was given an overview of the council's structure, committees and committee membership, together with background information on the current allowance scheme, which had been agreed over four years ago. The current allowance scheme was based on the recommendation in a report published by the panel in January 2008. At the Council budget setting meetings in February 2010, 2011 and 2012, members agreed that there would be no increase.

5. Methodology

At the briefing meeting the panel agreed to undertake the review using a variety of methods. This would include comparing information with other local authorities as well as providing questionnaires, arranging interviews and requesting information from relevant councillors and officers.

The panel considered carefully comparative evidence of allowances paid to members of other neighbouring North Yorkshire authorities and also looked at a number of councils with similar numbers of councilors/population in the CIPFA family group of Councils.

To enable the panel to have a clear understanding of the roles of councilors within the authority, the panel received information on the structure of the council and responsible officers, the structure of the committees and the committee membership and membership of outside bodies. The panel also requested information on councillor profiles i.e. retired, in paid employment, disabled, dependent children, carer etc. This would help with any decisions being made by the panel in relation to Child Care and Dependent Carers

In relation to Special Responsibility Allowances (SRAs), the panel asked for evidence on the number of times over the last four years that a vice chair has needed to take on their role in the absence of the chair. In addition to this, the panel requested that a questionnaire be sent to the Chairs and vice-chairs of the committees to identify the various roles, responsibilities and workloads of each of the positions.

The panel also interviewed the leaders of the political parties to seek their views on the following:

- a. The level of allowances
- b. Whether the payment to Special Responsibility Allowances was appropriate,

The different methods of enquiry enabled the panel to gather information on a number of aspects, including the different roles and responsibilities of the committee chairs and vice chairs. The panel was also made aware of proposals to amalgamate the Policy & Resources Committee and the Commissioning Board.

6. Basic Allowance

The basic allowance in Ryedale is currently £3551.64. The panel studied and took into account basic allowances across all districts in North Yorkshire and the CIPFA family group. The comparison table for the basic allowances may be seen in the attached Annex 1. The allowance is payable to all councilors to recognize their time and commitment to the council. It covers all meeting of the authority, meetings with officers, meetings with electors/residents and political group meetings.

When comparing Ryedales basic allowance with other authorities, the panel considered the current allowance to be mid – range to low. However in terms of figures for the cost of the basic allowance per head of the population the allowance was not low compared to other local authorities.

RECOMMENDATION

1. The panel recommends that the basic allowance of £3551.64 be increased annually (effective 15 May 2014) and then for the next four years each 1 April by reference to the annual percentage award to officers under the National Joint Council for Local Government Services for spinal column 34;

7. Special Responsibility Allowance

Special responsibility allowances can be made to those councilors who have significant responsibility. This is paid in addition to the basic allowance. More than one special responsibility allowance can be claimed. The panel considered in detail which roles should receive a special responsibility allowance and their recommendations were based on the level of responsibility and comparisons with other authorities.

As previously noted the panel also met with the political group leaders to seek their views.

The panel compared all other special responsibility allowances with other authorities. The comparison table for special responsibility may be seen in the attached Annex 2. The conclusion was that there was no consistent pattern across district councils in how special responsibility allowances were distributed across the different roles.

It was clear that the Special responsibility allowances at Ryedale are low compared to most similar sized local authorities. For that reason it was considered appropriate to recommend that Ryedale District Council continues to allow Councillors to receive more than one Special responsibility allowance.

The panel was made aware of proposed changes to committee structures.

RECOMMENDATION

The panel recommends the following changes to the special responsibility allowances :

1. That the current system where Councillor's can receive more than one special responsibility allowance be retained;
2. That the Chairman's allowances for all Committees be equalised to all be the same at £3,587;
3. That all allowances should include an annual increase in line with the indexation provisions of the scheme of Members Allowances for 2014/15.
4. The Panel felt unable to make any recommendations on the Deputy Leader's Allowance as there wasn't a job description and it wasn't clear if the role was additional to the Leaders post or to take on some of the Leader's duties.
5. As generally all allowances and particularly special responsibilities in Ryedale were lower than similar authorities an increase on all allowances in accordance with the indexation provisions of the Scheme of Members Allowance be recommended.
6. That the allowance for LGA representatives be deleted
7. That the current Vice Chairman's allowance of £1260 be split with £500 being paid to the Vice Chairman and £760 to the Chairman.
8. That the current Chairman's budget be retained, in recognition of the importance of the civic role in Ryedale.
9. That some type of system be introduced to ensure that special responsibility allowances are reviewed when changes in committee structure/responsibility occurred.
10. That Group Leaders Allowances be retained and be payable to leaders of properly constituted political groups of two or more Members .
11. That the allowance paid to the Vice Chairman of Policy & Resources Committee be deleted.

8. Dependent Carer's Allowance

The childcare allowance and dependent carer's allowance are payable to councilors who incur expenditure for the care of their children or dependent relative whilst the councilor is

undertaking approved duties such as attending meetings. These payments are issued direct to the care provider.

The panel noted that over the last 5 years no councilors had claimed a childcare allowance and only one councilor had claimed a dependent carer allowance. However, the panel recognized that it is important to offer these allowances to councilors so they are not discouraged from carrying out council work by their personal responsibilities. The allowance would also assist with engaging a wider range of individuals to become councilors who may not otherwise commit owing to caring responsibilities.

RECOMMENDATION

The panel recommends no change apart from indexation..

9. Travel Expenses

Travel expenses are intended to reimburse councilors for expenditure incurred when undertaking the approved duties.

RECOMMENDATION

The panel recommends no changes to existing arrangements for travel expenses with the exception of the following:

That if Councillor meetings include members from more than one political group, they should become eligible for the payment of travel expenses.

10. Conclusions and Recommendations

It was agreed that the current Members' Allowances Scheme be updated with the above recommendations from 15 May 2014.

The panel felt that their recommendations would hopefully have sustainability and be capable of dealing with any proposed committee changes.

RECOMMENDATION

That the Members' Allowances Scheme be updated with the amendments set out in this report.

11. Acknowledgements

The panel is grateful to all the members and officers who took the time to provide evidence and answer questions, including Chairman of meetings and Group Leaders.

Annex 1 -Comparison of basic allowances

Authority	Council Structure	Population (Census 2011)	Number of Elected Members	Basic	Basic Allowance per head of popn
Babergh *	Fourth Option	87,740	43	3,649.00	0.04
Cotswold	Executive	82,881	44	4,000.00	0.05
Eden	Executive	52,564	38	3,561.00	0.07
Forest of Dean	Executive	81,961	48	4,250.00	0.05
Hambleton	Executive	84,200	44	4,297.00	0.05
Harrogate *	Executive	157,869	54	4,151.00	0.03
Malvern Hills	Fourth Option	74,706	38	4,200.00	0.06
Melton *	Fourth Option	50,376	28	4,473.39	0.09
North Dorset	Executive	69,000	33	4,374.00	0.06
NYCC	Executive	602,600	72	8,994.00	0.01
Richmondshire	Fourth Option	51,000	34	2,950.00	0.06
Ryedale *	Fourth Option	51,751	30	3,551.64	0.07
Selby	Executive	83,449	41	4,115.00	0.05
South Norfolk *	Executive	124,012	46	4,463.00	0.04
York	Executive	198,000	47	7,192.50	0.04

* Members can claim more than one SRA

Annex 2 - Comparison of Special Responsibility Allowances

Authority		Popn (Census 2011)	Basic	Leader	Deputy Leader	Chairman Council	Vice Chairman Council	Chairman P & R	Vice Chair P& R
Babergh*	Fourth Option	87,740	3,649			7,296	1,824	7,296	1,824
Cotswold	Executive	82,881	4,000	12,000	8,000	4,000	2,000		
Eden	Executive	52,564	3,561	10,684	4,452	594			
Forest of Dean	Executive	81,961	4,250	9,840	6,560	4,100	2,050		
Hambleton	Executive	84,200	4,297	16,114	9,670	3,222			
Harrogate*	Executive	157,869	4,151	13,212	6,606				
Malvern Hills	Fourth Option	74,706	4,200	10,500		2,000			
Melton	Fourth Option	50,376	4,473	11,900	3,355.32	13,300	1,100	3,355	1,119
North Dorset	Executive	69,000	4,374	9,842	6,998	6,561			
NYCC	Executive	602,600	8,994	24,704	15,440	9,264	3,088		
Richmondshire	Fourth Option	51,000	2,950	5,310	2,655	2,360			
Ryedale	Fourth Option	51,751	3,552	3,552			1,260.00	3,552	888
Selby	Executive	83,449	4,115	10,288	4,115	5,910	960	3,087	
South Norfolk*	Executive	124,012	4,463	9,712		4,856	971		
York	Executive	198,000	7,193	23,520	16,905				

*Members can claim more than one SRA

Annex 2 - Comparison of Special Responsibility Allowances continued

Authority		Popn (Census 2011)	Chairman 2nd Policy	Chairman Planning	Chairman Licensing	Group Leaders
Babergh*	Fourth Option	87,740		3,649	3,649	730
Cotswold	Executive	82,881		4,000	4,000	2,000
Eden	Executive	52,564		1,781	1,781	297
Forest of Dean	Executive	81,961		4,100	1,025	4,100
Hambleton	Executive	84,200		4,297	1,075	1,075
Harrogate*	Executive	157,869		4,404	2,907	2,202
Malvern Hills	Fourth Option	74,706		2 x 2100	1,260	88
Melton	Fourth Option	50,376	2 x 3,355.32	3,355	3,355	3,477
North Dorset	Executive	69,000		5,468	4,374	1,458
NYCC	Executive	602,600		3,088		4,632
Richmondshire	Fourth Option	51,000		1,770	590	
Ryedale	Fourth Option	51,751	1,776	1,776		355
Selby	Executive	83,449		4,115	4,115	1 x 2,058 1 x 2,058
South Norfolk*	Executive	124,012		4,856	2,428	2,428
York	Executive	198,000			6,300	10,500

*Members can claim more than one SRA

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