



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, 9 October 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 3 - 18)

To approve as a correct record the minutes of the Ordinary Meeting of Council held on 4 September 2014.

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

Could the Chair of Policy and Resources please inform Council how well the 'Picture Pickering' consultation is proceeding?

From Cllr Clark to the Leader of Council

Does the Leader of Council agree with proposed cuts suggested by the Fire Authority to Ryedale District Council?

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

10 To consider for Approval the Recommendations in respect of the following Part 'B' Committee Items: (Pages 19 - 36)

Policy and Resources Committee –25 September 2014

Minute 25 – Constitutional Changes: Electronic submission of Notices on Motion and revision of deadlines for questions on notice (page 19)

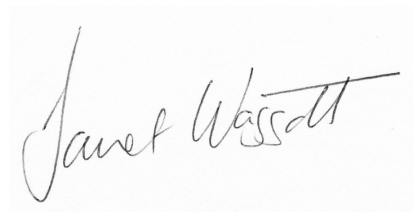
[Under Council Procedure Rule 23.2 the above item will, when proposed and seconded, stand adjourned without discussion to the next Ordinary Meeting of Council on 18 December 2014.]

Minute 26 – Budget Strategy (page 25)

11 Representation on Outside Organisations

To appoint a representative and substitute to the board of the Ryedale Folk Museum.

12 Any other business that the Chairman decides is urgent.



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 4 September 2014**

Present

Councillors Acomb
 J Andrews
 P J Andrews
 Arnold (Vice-Chairman)
 Mrs Burr MBE
 Clark
 Mrs Cowling
 Cussons
 Mrs Goodrick
 Hicks
 Hope
 Mrs Hopkinson
 Ives (Chairman)
 Mrs Keal
 Maud
 Raper
 Richardson
 Mrs Sanderson
 Mrs Shields
 Wainwright
 Walker
 Ward
 Windress
 Woodward

In Attendance

Jill Baldwin
Simon Copley
Peter Johnson
Phil Long
Janet Waggott
Anthony Winship

Minutes

42 **Apologies for absence**

Apologies for absence were received from Councillors Bailey, Collinson, Mrs Frank, Fraser, Hawkins and Legard.

43 **Public Question Time**

There were no public questions.

44 **Minutes**

The minutes of the Ordinary Meeting of Council held on 3 July 2014 were presented.

Resolved

That the minutes of the Ordinary Meeting of Council held on 3 July 2014 be approved and signed by the Chairman as a correct record.

45 **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).

46 **Declarations of Interest**

There were no declarations of interest.

47 **Announcements**

The Chairman made the following announcements:

- That Barry Dodd, Chairman of the LEP, had been appointed as Lord Lieutenant of North Yorkshire;
- That the Lights Out event commemorating the start of World War One had been well supported;
- That an open day at Malton Stables had been well attended.

The Leader made the following announcements:

- That Natasha Pitts, an apprentice with Dale Electrics, had won a regional award for her apprenticeship and would now go forwards to the national finals;
- That Dale Electrics had also won a regional award for medium sized businesses and would also go forwards to national finals.

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

No questions on notice had been received.

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

Councillor Mrs Cowling, the Leader of the Council, presented the following statement:

“On the 9th July I visited the site above Pickering to see the progress being made with the flood defences, and I am pleased to report that progress is good. The valve which will control the flow of water is a much bigger structure than I imagined, but little of it will be seen once all the soil is replaced. It was good to see the results of what for a small district council was a massive investment for the benefit of our community.

On the 18th July I was elected Chairman of the Local Government for North Yorkshire & York; a job which I am sure will be easy compared to chairing meetings in this council!

I also represented the council at the opening of the new extension to Rosti McKechnie at Pickering. The factory is amazing - like a tardis – much bigger from the inside than it looks. We are lucky to have companies who are investing so heavily in our district.

Although not in an official capacity, I went to the Ryedale Show. What a wonderful event and a real credit to the district and many thanks to the people who put so much effort into organising the show, and indeed to the organisers of the many other shows in Ryedale.

The Malton Stables Open Day which the Chairman of Council and I attended last Sunday was a real eye opener. The sheer size of the yards and the number of people employed is amazing, yet they are such an independent sector of our economy that makes a massive contribution to the success of our district.

You will also all be aware by now that SLM have been appointed to manage our leisure services, and that the savings made through this contract are quite extensive. At the same time we are going to have some substantial enhancements to the services we offer to the public. You are all invited to attend a presentation by SLM prior to the P&R meeting on the 25th of September.

Planning permission has been given for the development which will provide a site for the relocated livestock market, which has got to be good news for the farming community of Ryedale. The decision has to be referred to the Secretary of State, because of the size of the proposed development. It was unfortunate that the bid for money to the Local Growth Fund for the improvements to the road network at this location was unsuccessful, but the award of planning permission will help when this scheme is resubmitted. It is hoped that there will be another round of funding before Christmas. Of course the good news was that the Food and Environment Research Agency application at Sand Hutton was successful.”

The Leader added the following update on garden waste:

“Just to give you an update on the garden waste. We are £73,000 over what was budgeted for, that's an 11% increase over the amount of money we expected to take. On the back of that, many of you will be aware that we arranged the sale of composters at a much reduced price for the public and I'm pleased to announce that every last one of the composters has sold.”

The following questions were received on the Leader's Statement:

1. From Councillor Paul Andrews

“I notice that SLM have been appointed to manage the leisure services, you're saying that savings are quite extensive. I wonder if we could all have a written note of those savings, so that we can see if those savings are maintained over the years and we're not simply being induced to take the contract on the basis of a loss leader?”

The Leader replied:

“Scrutiny Committee will be dealing with that and I'm sure you will be seeing the figures.”

2. From Councillor Mrs Burr

“Regarding the compost bins, it's good to know that people have taken that up. Could you tell me how many bins we actually offered for sale please?”

The Leader replied:

“350 bins.”

3. From Councillor Clark

“The first question relates to SLM. It says here - and this is a wonderful arrangement, it's a great success and it announces in the press release and the Leaders Statement announces its success but it's a little bit difficult to see because as far as I know could we please have some information on SLM not before 6.30 on the 25 September, not through Overview and Scrutiny, which I didn't realise Cllr Wainwright was being mandated to do. For those of us who are not on Scrutiny, for those of us.....”

The Leader replied:

“If you would like to go on the website and Google SLM, you will find lots of information about them.”

Councillor Clark then asked the following supplementary question:

"I'm not interested in what SLM have to say for themselves, I am asking the Leader of Policy and Resources, the Leader of the Council, if she will tell us what, in her opinion, has produced all these wonderful press reports and statements to make her think this is a good deal. How it's going to work, how it's going to run? SLM is one side of it, this Council is another. We're not hearing anything from the Council. It is being hidden - smoke and mirrors job - is it not Chair?"

The Leader then replied:

"No it is not being hidden and its not smoke and mirrors. If you'd listened to my Leaders Statement, you would hear that SLM are coming to give a presentation to this Council prior to the P&R meeting. You will be able to ask them any questions you like on that date. It has not been my job, nor have I been part of that function to evaluate everything that SLM are going to do for us. I am aware of some of the advantages that will accrue from their bid and as far as I'm concerned it sounds pretty good to me."

4. From Councillor Walker

"Will this Council have representation on the governing body of SLM?"

The Leader replied:

"I have no idea. I will get you a reply to that."

5. From Councillor Clark

"I suspect Cllr Cowling hasn't the answer but we'll try anyway. On what basis was the number of bins decided for the recent sale? Why is that different from the sale that is to be organised in the west of Scarborough? Why is the size of the bins different? Why is the method of payment different? etc. Because one was heralded as a superb idea, the other was heralded as a superb idea and they both come from - it has been decided by the North Yorkshire and York Waste Partnership. I don't believe that there are any Councillors on that but if there are - who is our representative?"

The Leader replied:

"You are deliberately asking questions to which you know I do not know that answer. How would I know about Scarborough?... I don't know how that figure was arrived at."

6. From Councillor Richardson

“Relating back to the flood defences - can I just ask what you mean by good progress? Were you talking in terms of budget or in terms of timescale of the delivery of the flood defences?”

The Leader replied:

“No I was talking about the delivery of the flood defences. The weather has been very kind overall this summer and it has allowed them to keep on time with the schedule of works.”

7. From Councillor Clark

“My final question is simply why does Cllr Cowling introduce a subject to this Council about which she knows nothing at all?”

The Leader replied:

“That’s a bit of a rhetorical question I think.”

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

Planning Committee – 30 July 2014

Minute 44 – Ryedale Community Infrastructure Levy - Discretionary Relief and Payment Instalment Policies

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

That Council be recommended to agree in principle to the:

- (i) Circumstances under which the Council, as charging authority will offer Discretionary Relief from CIL as outlined in paragraphs 6.12-6.16 of the report previously circulated to Members; and
- (ii) Use of a CIL Instalment Policy as outlined and referred to in the report previously circulated to Members.

Upon being put to the vote the motion was carried.

Voting Record

23 votes for

0 votes against

1 abstentions

Resolved

That Council agree in principle to the:

- (i) Circumstances under which the Council, as charging authority will offer Discretionary Relief from CIL as outlined in paragraphs 6.12-6.16 of the report previously circulated to Members; and
- (ii) Use of a CIL Instalment Policy as outlined and referred to in the report previously circulated to Members.

Overview and Scrutiny Committee – 31 July 2014

Minute 19 – Treasury Management Annual Report 2013/14

It was moved by Councillor Wainwright and seconded by Councillor Mrs Shields that the following recommendations of the Overview and Scrutiny Committee be approved and adopted.

That Council be recommended to:

- a. Note the Annual Treasury Management Report for 2013/14; and
- b. Approve the actual prudential and treasury indicators in the report.

Upon being put to the vote the motion was carried.

Voting Record

24 votes for

0 votes against

0 abstentions

Resolved

That Council:

- a. Note the Annual Treasury Management Report for 2013/14; and
- b. Approve the actual prudential and treasury indicators in the report.

51 Notices on Motion Submitted Pursuant to Council Procedure Rule 11

1. It was moved by Councillor Clark and seconded by Councillor Woodward

In view of the tensions caused by strikes and the need for good Council/employee relations this Council resolves:

- (i) To call upon the government to facilitate pay negotiations with the appropriate unions.
- (ii) To call upon the LGA to re-open wage negotiations with the appropriate unions.

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

Recorded Vote

For

Councillors Acomb, J Andrews, P Andrews, Mrs Burr, Clark, Cussons, Mrs Keal, Richardson, Mrs Sanderson, Mrs Shields, Wainwright, Walker, Ward and Woodward.

Against

Councillors Arnold, Mrs Cowling, Hicks, Hope, Maud, Raper and Windress.

Abstentions

Councillors Mrs Goodrick and Mrs Hopkinson.

52 **Appointment of Representatives on Outside Organisations**

Members considered a list of outside organisations and the appointment or nomination of representatives to serve on the various bodies.

Resolved

That the appointment or nomination of representatives to serve on outside organisations be as indicated in Annex A to these minutes.

Recorded Vote on appointment of representative on Ryedale Toursim Advisory Group

Councillor Mrs Frank

Councillors Acomb, Arnold, Mrs Cowling, Cussons, Hicks, Hope, Maud, Raper and Windress

Councillor Ward

Councillors J Andrews, P Andrews, Mrs Burr, Clark, Mrs Goodrick, Mrs Hopkinson, Mrs Keal, Richardson, Mrs Sanderson, Mrs Shields, Wainwright, Walker, Ward and Woodward.

Abstentions

Councillor Ives.

53 **Appointment of Member Champions**

A list of the current appointments was submitted for consideration.

Resolved

That Member Champions be appointed as follows:

Subject/Service

Member

Children & Young People

Councillor Mrs Sanderson

IT

Councillor Ives

Older People/Adult Safeguarding

Councillor Mrs Burr

Equalities

Councillor Walker

Staff Issues

Councillor Walker

Waste Management
Parish/Town Councils
Sport & Physical Recreation
Health & Safety Enforcement

Councillor Richardson
Councillor Acomb
Councillor Fraser
Councillor Hope

54 **Any other business that the Chairman decides is urgent.**

There being no other business, the meeting closed at 8.30pm.

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<u>ORGANISATION</u>	<u>REPRESENTATIVES</u> <u>2014/2015</u>
Coast & Vale Community Action - CAVCA	Northern - Councillor G Acomb Central - Councillor Mrs AD Hopkinson
Community Leisure Board of Management	No substitutes permitted Councillor JD Fraser
<u>Community & Police Consultation Groups:</u>	
Malton – Norton East (Rural)	No substitutes permitted Councillor J Raper Substitute: Councillor E Hope
Malton – Norton West (Rural)	Councillor E Hope Substitute: Councillor J Raper
Malton - Norton (Town)	Councillor Mrs EL Shields Substitute: Councillor Mrs A Hopkinson
Pickering	Councillor J Andrews Substitute: Vacancy
Helmsley and Kirkbymoorside	Councillor S Arnold Substitute: Councillor S Ward
Harrison Collection Trust	Councillor Mrs J Frank Substitute: Councillor S Arnold
Howardian Hills Area of Outstanding Natural Beauty - Joint Advisory Committee	Councillors J Hicks & C R Wainwright Substitute: Councillor Mrs J Frank
Joint Helmsley Development Plan Member Working Group	Councillors S Arnold, Mrs J Frank & G E Hawkins
Lady Lumley's Facilities Management Committee	No substitutes permitted Councillor L Richardson Substitute: Vacancy
Local Government Yorkshire and the Humber	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	No substitutes permitted Councillor J D Fraser

ANNEX A

Partnership Board	Substitute: Councillor Mrs A D Hopkinson
Malton Sports Centre Committee	Councillor J D Fraser Substitute: Vacancy
Milton Rooms Management Committee	Councillor G Acomb Substitute: Councillor Mrs L Cowling
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 and York Spatial Planning and Transport Board	Councillor Mrs L Cowling Substitute: Councillor Mrs C Goodrick
North Yorkshire Building Control Partnership	Councillor J R Raper Substitute: Councillor 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, Mrs C Goodrick and E Hope. Substitutes: Councillors G Acomb and S Arnold
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: Councillor Mrs L Cowling
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 J R Raper Substitute: Councillor E T Legard

ANNEX A

Ryedale Cameras in Action Management Committee	Councillor P J Andrews Substitute: Vacancy
Ryedale Citizens' Advice Bureau	Councillor Mrs C Goodrick Substitute: Councillor P J Andrews
Ryedale Housing Forum	Councillors J C Clark, Mrs L Cowling, Mrs C Goodrick, B Maud and Mrs E L Shields Substitute: Councillors S Arnold, Mrs D Keal, L Richardson and P Walker Leader of the Council
Ryedale Strategic Partnership Board	
Ryedale Tourism Advisory Group	Councillor S Ward Substitute: Councillor Mrs J Frank
Ryedale Community Transport – Ryecat Project	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: Councillors P J Andrews and J R Raper
Vale of Pickering Internal Drainage Board	Councillors Mrs L Cowling, D E Cussons and J R Raper Substitute: Councillors G Acomb and P J Andrews
Welcome to Yorkshire Annual General Meeting	Councillor J Windress Substitute: Councillor Mrs J Frank
Yorkshire & Humber Employers' Committee (now called Local Gov)	Councillor G Acomb Substitute: Councillor P Walker
Yorkshire & Humberside Pollution Advisory Council	Chairman and Vice Chairman of Policy & Resources Committee
Yorkshire Energy Partnership Ltd	Councillor L Richardson Substitute: Councillor G Acomb

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4 September 2014 – Responses to Supplementary Questions

Questions on the Leader's Statement

From Cllr Walker

“Will this Council have representation on the governing body of SLM?”

Written response:

“The new Leisure arrangement will be managed by contract specification, as agreed by members. The previous arrangement was not contractual but a grant agreement with limited enforceability regarding performance. The Services Specification sets out the Performance Standards that the Contractor shall meet in the delivery of the Services during the Contract Period. It details the requirements that the Contractor shall meet for the ongoing operation of the Facilities, associated buildings, grounds, pitches, courts and any other leisure amenities as specified within the Specification throughout the Contract Period.”

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REPORT TO: FULL COUNCIL

DATE: 9 OCTOBER 2014

SUBJECT: PART 'B' REFERRALS FROM POLICY AND RESOURCES COMMITTEE ON 25 SEPTEMBER 2014

25 Constitutional Changes: Electronic submission of Notices on Motion and revision of deadlines for questions on notice

Exempt Information

Resolved

That under Paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972 (as amended), that the public be excluded from the meeting for part of this item as there would be a likely disclosure of exempt information.

Decision

That a report be presented to Constitution Working Party on financial delegations to committees

Recommendations to Council

That Council is recommended to approve:

(i) The addition of the wording shown in italics below to Council Procedure Rule 11.1:

Except for motions which can be moved without notice under Rule 12, written notice of every motion, signed by at least two Members, must be delivered to the proper officer not later than *5pm*, eight *working* days before the date of the meeting. These will be entered in a file open to public inspection.

Written notice of motions may be given by email, from a ryedale.gov.uk email address. Signatures are not required in these instances but consent must be received from each Member who has put their name to the motion by e mail from a ryedale.gov.uk email address .

(ii) The addition of the wording shown in italics below to Council Procedure Rule 14.1:

A motion or amendment to rescind a decision made at a meeting of Council within the past six months cannot be moved unless the notice of motion is signed by at least one quarter of the whole number of Members of the Council.

Such notice of motions may be given by email, from a ryedale.gov.uk email address. Signatures are not required in these instances but consent must be received from each Member who has put their name to the motion by e mail from a ryedale.gov.uk email address.

(iii) The addition of the wording shown in italics below to Council Procedure Rule 10.4:

A Member may only ask a question under Rule 10.2 or 10.3 if either:

(a) he/she has given notice in writing of the question to the Proper Officer *not later than 5pm, eight working days before the date of the meeting;* or

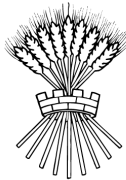
(b) the question relates to an urgent matter, he/she has have the consent of the chairman to whom the question is to be put and the content of the question is given to the Proper Officer by *12 noon* on the day of the meeting. *An urgent matter must be one which the Member could not have reasonably known about eight working days before the date of the meeting and which must be dealt with before the next ordinary meeting of Council.*

Voting record

7 votes for

1 vote against

1 vote abstain



PART B:	RECOMMENDATIONS TO COUNCIL
REPORT TO:	POLICY AND RESOURCES COMMITTEE
DATE:	25 SEPTEMBER 2014
REPORT OF THE:	COUNCIL SOLICITOR ANTHONY WINSHIP
TITLE OF REPORT:	CONSTITUTIONAL CHANGES: ELECTRONIC SUBMISSION OF MOTIONS ON NOTICE AND REVISION OF DEADLINES FOR QUESTIONS ON NOTICE
WARDS AFFECTED:	ALL

EXECUTIVE SUMMARY

1.0 PURPOSE OF REPORT

- 1.1 This report sets out the revisions to the Constitution which would be required:
- to allow motions on notice to be submitted electronically and to clarify the periods of notice required for submitting motions on notice;
 - to revise the deadlines for questions on notice to allow all questions to be included on the Council agenda and also amend requirements around urgent questions.
- 1.2 Council Procedure Rule 23.2 provides that any motion to amend the Council Procedure Rules will, when proposed and seconded, stand adjourned without discussion to the next Ordinary Meeting of Council.

2.0 RECOMMENDATION(S)

- 2.1 That Council is recommended to approve:
- (i) The addition of the wording shown in italics below to Council Procedure Rule 11.1:

Except for motions which can be moved without notice under Rule 12, written notice of every motion, signed by at least two Members, must be delivered to the proper officer not later than *5pm*, eight *working* days before the date of the meeting. These will be entered in a file open to public inspection.

Written notice of motions may be given by email, from a ryedale.gov.uk email address. Signatures are not required in these instances but consent must be received from each Member who has put their name to the motion by e mail from a ryedale.gov.uk email address .

- (ii) The addition of the wording shown in italics below to Council Procedure Rule 14.1:

A motion or amendment to rescind a decision made at a meeting of Council within the past six months cannot be moved unless the notice of motion is signed by at least one quarter of the whole number of Members of the Council.

Such notice of motions may be given by email, from a ryedale.gov.uk email address. Signatures are not required in these instances but consent must be received from each Member who has put their name to the motion by e mail from a ryedale.gov.uk email address.

- (iii) The addition of the wording shown in italics below to Council Procedure Rule 10.4:

A Member may only ask a question under Rule 10.2 or 10.3 if either:

- (a) he/she has given notice in writing of the question to the Proper Officer *not later than 5pm, eight working days before the date of the meeting;*
or
- (b) the question relates to an urgent matter, he/she has have the consent of the chairman to whom the question is to be put and the content of the question is given to the Proper Officer by *12 noon* on the day of the meeting. *An urgent matter must be one which the Member could not have reasonably known about eight working days before the date of the meeting and which must be dealt with before the next ordinary meeting of the Council.*

3.0 REASON FOR RECOMMENDATION(S)

3.1 To revise the constitution to fully reflect the move towards paperless working.

4.0 SIGNIFICANT RISKS

4.1 There are no significant risks associated with the recommendations.

5.0 POLICY CONTEXT AND CONSULTATION

5.1 This report links to corporate aim 5 – to transform the Council.

REPORT

6.0 REPORT DETAILS

6.1 Currently the constitution only allows Members to submit motions on notice for Council meetings hard copy, with wet ink signatures. Given the move over the past 18 months to largely paperless working, the revisions proposed to the constitution would allow motions on notice to be forward by email, from a ryedale.gov.uk email address, in line with PSN compliancy requirements. The revisions include a mechanism to ensure that all Members listed as supporting a motion have agreed to do so.

6.2 North Yorkshire County Council, City of York Council and the other six District or

Borough Councils in North Yorkshire all accept motions on notice by email.

- 6.3 An additional amendment makes it clear that eight working days notice are required for motions on notice. This allows sufficient time for the Proper Officer to consider the acceptability and implications of the motion before the despatch of the agenda.
- 6.4 Currently the constitution requires that questions on notice are submitted at least 3 working days before the meeting. This means that not all questions are included on the Council agenda, which must by law be published 5 clear working days ahead of the meeting. By revising the deadline for questions on notice to match the deadline for submission of motions on notice, it can be ensure that all questions are included on the agenda.
- 6.5 Additionally, it is proposed to revise the requirements for submitting urgent questions to allow these to be submitted up until 12 noon on the day of the meeting and also providing a clear definition as to what is considered to be urgent.

7.0 IMPLICATIONS

- 7.1 The following implications have been identified:
- a) Financial
None.
 - b) Legal
PSN compliancy is required and as such all communication should be through a ryedale.gov.uk email address.
 - c) Other (Equalities, Staffing, Planning, Health & Safety, Environmental, Crime & Disorder)
None.

Anthony Winship Council Solicitor

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Telephone No: 01653 600666 ext: 277
E-Mail Address: simon.copley@ryedale.gov.uk

Background Papers:
The Council's Constitution

Background Papers are available for inspection at:
www.ryedale.gov.uk

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REPORT TO: FULL COUNCIL
DATE: 9 OCTOBER 2014
SUBJECT: PART 'B' REFERRALS FROM POLICY AND RESOURCES COMMITTEE ON 25 SEPTEMBER 2014

26 Budget Strategy

Considered – Report of the Finance Manager (s151)

Recommendations to Council

That Council is recommended to approve the following strategy for the preparation of the 2015/2016 budget.

- (i) Proposals to be brought forward for a 1.99% increase in Council tax;
- (ii) Increases in fees and charges to be 3.5% - 4.5% on a cost centre heading basis excluding VAT and only those charges officers recommend above or below this figure to be considered by the relevant policy committee, with a report on fees and charges to include information on all increases over 1% over the last four years.
- (iii) Efficiencies to be maximised; and
- (iv) The use of New Homes Bonus in line with the medium term financial plan

Voting record

6 votes for
3 votes against

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PART B:	RECOMMENDATIONS TO COUNCIL
REPORT TO:	POLICY AND RESOURCES COMMITTEE
DATE:	25 SEPTEMBER 2014
REPORT OF THE:	FINANCE MANAGER (s151) PETER JOHNSON
TITLE OF REPORT:	BUDGET STRATEGY 2015/2016
WARDS AFFECTED:	ALL

EXECUTIVE SUMMARY

1.0 PURPOSE OF REPORT

- 1.1 This report forms the basis of preparation and planning for the 2015/2016 Council budget.

2.0 RECOMMENDATIONS

- 2.1 That Council is recommended to approve the following strategy for the preparation of the 2015/2016 budget:

- (i) Proposals to be brought forward for a 1.99% increase in Council tax;
- (ii) Increases in fees and charges to be 3.5% - 4.5% on a cost centre heading basis excluding VAT and only those charges officers recommend above or below this figure to be considered by the relevant policy committee;
- (iii) Efficiencies to be maximised; and
- (iv) The use of New Homes Bonus in line with the medium term financial plan.

3.0 REASON FOR RECOMMENDATIONS

- 3.1 The proposals will ensure the Council sets a balanced budget for the forthcoming year with minimal impact on Council services.

4.0 SIGNIFICANT RISKS

- 4.1 The significant risk is that efficiencies cannot meet the shortfall and cuts to front line services will be required. This is mitigated through a whole Council approach to savings identification and investment proposals leading to savings through budget review, shared services and service reviews. (see risk matrix).

5.0 POLICY CONTEXT AND CONSULTATION

- 5.1 The budget strategy is a key process affecting all service delivery and linking to the Council Plan and all of the strategic plans as well as providing the means for attaining the Council's objectives and priorities.
- 5.2 Public consultation will take place to inform the budget process, however this will be limited to opinion on Council Tax increases and the use of NHB, as the Council is not looking for any new service cuts in order to balance the budget for 2015/16.

REPORT

6.0 REPORT DETAILS

- 6.1 The annual budget setting process for the Council will necessitate the identification of savings to deliver a balanced budget. The Medium Term Financial Plan (MTFP) as approved by members with the Council's Financial Strategy in February 2014 set out the projected financial position. At that time the Council set a 0% increase in its part of the Council Tax bill for 2014/2015. This was supported by additional Government grant equivalent to a 1.0% increase in Council tax.
- 6.2 Within the MTFP projection was the need to identify nearly £300k of efficiency and cuts for the 2015/2016 budget. This position was based on the following assumptions:
- Further Cuts to Government Revenue Support Grant (RSG) of 29.8% 2015/2016
 - No significant Changes to the Business Rate Retention base
 - Using £432k of New Homes Bonus to support revenue
 - A Council Tax increase of 1.99% in 2015/2016
 - Pay Inflation of 1%
 - Price inflation of 3%
- 6.3 There are a number of key influences on the finances of the Council for 2015/2016 which then impact on the budgetary position. These include:
- Government grant
 - The Business Rate Retention Scheme
 - Council Tax increase
 - Income from Fees and Charges
 - Issues arising from the current year
 - Pay and price inflation
 - Revenue effects of the Capital Programme
 - Efficiencies
 - Use of New Homes Bonus and Cuts to Services/Additional income
- Government Grant**
- 6.4 The Council has been provided with an indicative RSG for 2015/2016 but has not received any indication for 2016/17. More certain figures for 2015/2016 are unlikely to be available until December 2014.
- 6.5 The indicative RSG figure for 2015/16 represents a 29.8% reduction, the MTFP provides for a reduction of the same magnitude in 2016/17.

The Business Rate Retention Scheme

6.6 The basic operation of the Government Support for RDC in 2014/15 is as follows:

- The Council continues to collect Business Rates.
- 50% is paid over to the Government.
- Of the remaining 50%, 9% is paid to the County Council and 1% to the Fire and Rescue Service.
- The Council will be provided with a set amount of the remainder it must pay (the Tariff) over to the Government (whatever the business rate income is). RDC keeps the rest.
- Growth in business rates above the average could lead to an increase in RDC resources.
- There is a safety net of 7.5% below the target. In the event a Council is below the safety net additional government grant will be paid to keep the Authority at least at the safety net.
- In 2013/14 the Council incurred a deficit of £0.9m from the business Rates Retention Scheme. Under regulations this deficit impacts on the revenue account in 2014/15, however the council has made provision within reserves in 2013/14 to accommodate this shortfall.
- The Council joined the North Yorkshire Business Rates Pool in 2014/2015, which incorporates 5 Districts and the County Council. The benefit of forming the pool is that the levy rate on growth above target is reduced to zero. This benefit is shared between the pool members in accordance with the agreement.

6.7 For the 2014/2015 budget the following table sets out the relevant figures.

	Government Target £m	2014/15 Budget £m
Business Rates Income Ryedale	16.223	17.650
RDC Share (40%)	6.489	7.060
Tariff payable to Government	5.035	5.035
Sub total	1.454	2.025
Funding Target	1.454	1.454
Levy payment (50%)		0.286
Business Rate Income retained by RDC	1.454	1.739

6.8 For the 2015/16 budget there are a number of factors which will change the income from the Business Rates Retention Scheme:

- Changes to the Business Rate base
- Collection Rates for Business Rates
- The inflation factors to be applied to the Business Rate Multiplier and tariff
- The final position of the Business Rates Pool in 2014/15 and it's continuation into 2015/16.

Council Tax Increases

6.9 The Council's MTFP is predicated on a 2% increase in Council Tax for 2015/2016. The 2014/2015 charge was £176.72 per band D property. The Council has had 5 years of no increase in Council Tax.

6.10 The Government confirmed the referendum limit for increases in Council Tax in 2014/15 at 2%. The referendum principles were published on 5 February 2014,

substantially later than in previous years, this gave rise to complaints from local authorities regarding the impact on their budgeting process. Rumours were reported that the Secretary of State was seeking agreement for reducing the 2% figure to 1.5%. Councils wanting to increase above this level must undertake a referendum of residents. As the cost of this would be c£70k, the Council would need to be considering a 4%+ increase in Council tax to make it worthwhile. Referendum principles for 2015/16 have yet to be confirmed.

- 6.11 A rise of 2% would equate to £3.53 per year (under 7p per week) or less for the majority of Ryedale residents. Members should note that the full Band D charge is currently £1,527.19 taking into the account the charges from the County Council, Fire and Police services. RDC therefore makes up less than 12% of the final bill. A 1% increase in the Council's charge raises approximately £34k.
- 6.12 The Council accepted the Government's Council Tax freeze offer in 2014/15, as a result the Council received a grant equivalent to 1% of Council Tax in 2014/15 and will receive the same in 2015/16. The Government has also announced that those Authorities freezing their Council Tax in 2015/16 will receive a grant equivalent to 1% of Council Tax in 2015/16 only.
- 6.13 Whilst Council has accepted the various Council tax freeze offers from the Government so far, with the overall financial projections for the Council over the next 5 years, accepting the grant is a short term benefit but not a long term benefit, which may lead to greater service cuts. The Council took the Freeze grant in 2014-15. The following table sets out the overall effect on Ryedale finances from accepting or rejecting the offer next year (assumes no Council Tax Base Growth and 1.99% increase in all years where freeze not accepted):

	Reject Offer (£000)	Accept 15/16 Offer (£000)
2015/16	3,620	3,549
2016/17	3,692	3,620
2017/18	3,765	3,692
2018/19	3,840	3,765
2019/20	3,916	3,840
Freeze Grant		34
Total RDC Income	18,833	18,500
Difference		333
Ongoing		76

- 6.14 Therefore to Summarise:
- Over the next five years if the Council accepts the 2015/16 Freeze grant offer only it will have £333k less Council Tax income. This money will need to come from existing service delivery in cuts/additional income. Plus every year thereafter the Council is £76k worse off than rejecting the offer.
- 6.15 Against this projection and the profile of the Council's finances up to 2020 (Annex A), which is prepared on the basis of a 2% increase in Council Tax, use of New Homes Bonus to support revenue and service cuts of £543k being required over the next two years. The officer recommendation is that the Council does not accept the Council Tax Freeze grant offer.

- 6.16 There are other issues which will impact on the Council Tax income next year:
- Growth in the Council Tax Base through new properties. An estimate for growth has been included in Annex A based on previous history
 - The Local Council Tax Support Scheme (LCST). The Council Tax base is suppressed by the cost of LCST. Further work is ongoing in this area, the cost of which is affected by the decision of the four precepting Authorities on next years council tax rises.

Income

- 6.17 It is important that the Policy and Resources Committee recommend to Council an outline target for increases in income. Clearly where officers believe that increases in line with the strategy will be counterproductive to overall income, or where there is potential scope for increasing above the target these would be considered by the Policy and Resources Committee. The recommended target increase is 3.5 - 4.5% on a cost centre heading basis excluding VAT.

Current Year issues (2014/15)

- 6.18 Benefit Administration grant reduced in 2014/15 and is likely to reduce again in 2015/16.
- 6.19 2014/15 is the final year for the receipt of Local Council Tax Support grant amounting to £59k.
- 6.20 A new provider has been selected to operate the Leisure Contract from October 2014. Although significant savings are anticipated over the 10 year term of the contract, the profile of these savings is an issue for the budget in the short term.
- 6.21 The council has lost 2 significant contracts for the provision of its Ryecare service, officers are working to mitigate the financial impact of this reduction.

Pay and Price inflation

- 6.22 The 2014/2015 budget included provision for a 1% pay rise for all employees, an increase has yet to be agreed.

Revenue effects of the Capital Programme

- 6.23 The MTFP incorporate predictions around the revenue impact of Capital Decisions, in particular the borrowing to finance the Brambling Fields junction upgrade.

Efficiencies

- 6.24 The Council has successfully reviewed all services in the preceding four years. This has seen many services reorganised and restructured as well as jobs and roles changing through investment in IT. This process over the 4 years highlighted £2.6m of savings, the majority being efficiency savings.
- 6.25 The scope for further significant efficiencies in services is limited. The forecast at Annex A assumes £100k of efficiencies in the current year and officers are working to achieve this through budget reviews and changes to services. Officers will seek to maximise efficiencies, however given the level of efficiencies identified over the past four years, significant savings will not be achieved without reducing services or the standard to which they are delivered.

New Homes Bonus and Cuts to Services/Additional Income

- 6.26 The issues highlighted in this report show that there will be a budget shortfall which cannot be met by efficiencies. This shortfall can be met by using one or a combination of the following:
- Using New Homes Bonus (NHB) to support revenue
 - Use of Reserves
 - Cuts to services/Additional Income
- 6.27 The Council has performed well in earning NHB to date. The projection is that the Council will receive around £1.4m in NHB in 2015/16, although it was announced in the autumn statement that NHB may be withheld where local authorities have objected to development and planning approvals are granted on appeal. Of the £2.525m earned in total in the previous 4 years, only £0.171m has been used to support the revenue budget, a position not shared by many Local Authorities, however drawdown of NHB in line with the Medium Term Financial Plan will be required in order to ensure no further cuts in 2015/16.
- 6.28 The Council's 2014/2015 budget did not plan to draw on the Council's General Reserve. The Council's reserves are adequate however the use of reserves to bridge revenue budgets only provides a short term solution to financing difficulties.
- 6.29 At the meeting of Full Council on 31st October 2013, Members agreed to halve Parish Grant in 2014/15 and to cease payment in 2015/2016 and beyond. At the same meeting Members also agreed to the introduction of charging for green waste and agreed to a fee of £36 for 2015/16. Forecast savings highlighted in the MTFP for 2015/16 of £193k from these incentives are likely to be achieved. The charge for garden waste was based on a participation level of 35%, current participation in 2014/15 is in excess of this forecast. Officers are currently assessing the operational and financial implications as a result of this increase in subscription. A separate report will be brought to the Resources Working Party on this matter. Members should note that further service cuts are likely to be required in future years.

7.0 IMPLICATIONS

- 7.1 The following implications have been identified:
- a) Financial
The financial impacts are detailed within the report.
 - b) Legal
There are no new legal issues around the budget strategy.
 - c) Other
All savings proposals will be evaluated to identify direct other implications where possible.

8.0 NEXT STEPS

- 8.1 The following table sets out the timetable for the budget process:

Resources Working Party unplanned or exceptional budget matters arising	20 th November
Member briefing on budget	14 January 2015
Policy and Resources Committee consider 2015/2016 Budget	5 February 2015
Full Council formally set budget and Council Tax	24 February 2015

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Background Papers:
None.

RISK MATRIX

Issue/Risk	Consequences if allowed to happen	Likelihood	Impact	Mitigation	Mitigated Likelihood	Mitigated Impact
Efficiency savings unable to meet the shortfall therefore service cuts will be required.	Cuts to front line services, reputational damage to Council, possible poor external inspection.	5	D	Co-ordinated approach to savings identification, looking at budget as a whole. IT investment to change working patterns and make efficiencies. Ongoing service reviews and budget review of revenue budgets. Any cuts will be fully worked up and considered by members at an early stage	5	C

Score	Likelihood	Score	Impact
1	Very Low	A	Low
2	Not Likely	B	Minor
3	Likely	C	Medium
4	Very Likely	D	Major
5	Almost Certain	E	Disaster

Medium Term Revenue Forecast 2015/16 - 2019/20

	2015/16 Projection £'000	2016/17 Projection £'000	2017/18 Projection £'000	2018/19 Projection £'000	2019/20 Projection £'000	
Base Budget and Inflation						
Base Budget	7,175	6,765	6,556	6,463	6,478	
Pay Increase & General Inflation	165	165	165	165	165	
	7,340	6,930	6,721	6,628	6,643	
Add Future Cost Increases						
Budget Pressures	150	250	340	150	150	
Capital Programme Borrowing	0	0	0	0	0	
Deduct Future Savings						
Efficiency Savings	-100	-100	-100	-100	-100	
Service Cuts	-193	-150	-150	-100	-100	
NHB Applied to Revenue	-432	-374	-348	-101	-39	
New Burdens Funding						
Net Revenue Budget	6,765	6,556	6,463	6,477	6,554	
Financing						
RSG	1,225	860	604	424	298	
Business Rates	1,774	1,809	1,846	1,883	1,920	
Collection Fund Surplus	75	50	25	25	25	
Council Taxpayers	3,620	3,765	3,914	4,068	4,229	
CT Base Growth	71	72	75	78	81	
Budget Requirement	6,765	6,556	6,463	6,478	6,553	
NHB Note						
2011/12 Earned	215	215				
2012/13 Earned	225	225	225			
2013/14 Earned	268	268	268	268		
2014/15 Earned	419	419	419	419	419	
2015/16 Estimate	300	300	300	300	300	
2016/17 Estimate		300	300	300	300	
2017/18 Estimate			300	300	300	
2018/19 Estimate				300	300	
2019/20 Estimate					300	
NHB Earned	1,427	1,727	1,812	1,887	1,919	
Applied to Revenue cumulative	607	981	1,329	1,430	1,469	
Applied to Capital	300	300	300	300	300	
To be allocated	520	446	183	157	150	1,456

Budget Pressure in 2017/18 includes additional provision for Pension Fund Revaluation and additional vehicle requirements.

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