



COMMUNITY SERVICES COMMITTEE

Thursday 25 March 2010 at 6.30 pm
Council Chamber, Ryedale House, Malton

A presentation will be given at 5.45 pm by Ian Shepherd in connection with the We Love Malton Campaign and in particular the Food Festival May 2010. A report on which will be considered at item 5 on the agenda.

Agenda

1 Apologies for absence

2 Minutes

(Pages 1 - 6)

To approve as a correct record the minutes of a meeting of the Community Services Committee held on 28 January 2010.

3 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.

4 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.

PART 'A' - Matters dealt with under delegated powers or matters determined by Committee

- 5 **Malton Food Festival** (Pages 7 - 16)
- 6 **Housing Needs** (Pages 17 - 20)
- 7 **Performance Report** (Pages 21 - 114)
- 8 **Commissioning Report** (Pages 115 - 130)
- 9 **Boiler Replacement** (Pages 131 - 140)
- 10 **North Yorkshire Housing Strategy** (Pages 141 - 154)
- 11 **River Derwent Draft Catchment Flood Management Plan** (Pages 155 - 186)
- 12 **Private Water Supplies** (Pages 187 - 194)

PART 'B' - Items Referred to Full Council

- 13 **Choice Based Lettings** (Pages 195 - 240)
- 14 **Relocation of Malton Museum** (Pages 241 - 246)
- 15 **Any other business that the Chairman decides is urgent.**

Community Services Committee

Held at Council Chamber, Ryedale House, Malton
on Thursday 28 January 2010

Present

Councillors Mrs V Arnold (Vice-Chair), Cowan, Mrs L Cowling (Chairman),
Mrs De Wend Fenton, Hawkins, Hemesley, Hope, Keal and Ms Warriner

In Attendance

Lynda Carter, Phil Long, Louise Lunn and Julian Rudd

Minutes

47 Apologies for absence

Apologies for absence were received from Councillors Mrs Frank and Mrs Keal.

48 Minutes

The minutes of the meeting of the Community Services Committee held on 26 November 2009 were submitted.

Resolved

That the minutes of the meeting of the Community Services Committee held on 26 November 2009 be approved and signed by the Chairman as a correct record.

49 Urgent Business

There was one item of urgent business, which the Chairman considered 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.

The item related to the extension of the existing climbing wall at the Northern Ryedale Leisure, Pickering, and was to be dealt with under Part 'A' of the agenda.

50 Declarations of Interest

In accordance with the Members' Code of Conduct Councillor Hemesley declared an interest in the urgent item as the Council's representative on the Community Leisure Board of Management. Councillor Mrs Cowan declared a

personal interest in item 8 Waste Collection Commitment, as a member of the Caulklands Landfill Site Committee.

51 **Items Referred from Council: To Receive a Petition Submitted by Members of the Public Under Rule 22 of the Council's Constitution**

At a meeting of Council held on 14 January 2010 the Chairman of Council reported receipt of a petition from residents as follows: "We the undersigned request Ryedale District Council either to restore weekly green bin refuse collections or, if it is not possible to restore this service all year round, to use the £24,000 from the reduction of brown bin winter collections for restoring weekly summer green bin collections during the school summer holidays".

In accordance with the Council's Procedure Rules, the petition had been referred to the Community Services Committee for consideration.

The Head of Environment circulated for information a briefing note on the potential issues arising from the implementation of the measures outlined in the petition.

Councillor Andrews, as initiator of the petition, attended the meeting by invitation of the Chairman, to speak on the item. Councillor Andrews requested that a full report be prepared for submission to the next meeting of the Committee.

Members then considered the potential implications of re-instating weekly green bin refuse collections and were of the opinion that the matter should not be pursued.

Resolved

That the petition be received and that no action be taken.

PART 'A' ITEMS - Matters to be dealt with under delegated powers or matters determined by Committee

52 **Housing Performance Report**

The Head of Economy & Housing submitted for information a report, which informed Members of progress made against the Council's agreed Housing Strategy objectives.

The Head of Economy & Housing drew Members' attention to salient points within the report and in addition reported that a Member Briefing was to take

place on Tuesday 23 February 2010 at 6.30 pm in connection with the revised North Yorkshire Housing Strategy.

Resolved

That the report be endorsed.

53 **Improving Skills in Ryedale**

The Head of Economy & Housing submitted a report the purpose of which was to inform Members of progress in improving skills levels in Ryedale through the work of the Ryedale Work and Skills Partnership (RWSP), and to seek endorsement of proposed actions including an Employer Engagement Event in spring 2010.

Ryedale had a relatively low wage economy with significant numbers of less skilled jobs. This contributed to a major gap between the price of housing and what many local people could afford. The nature of the local economy was reflected in the local skills challenges that were outlined in the report and co-ordinated action was required to address these and issues raised by local employers in the Ryedale Business Skills Survey. The Ryedale Work and Skills Partnership had identified a number of short-term actions to better align training provision with local needs and to improve awareness of local employment opportunities for learners and others in Ryedale. Other actions were to be developed during 2010 as strategic changes to skills and training took place.

The RWSP were to meet quarterly to review progress of the key task and finish groups and to progress the Employer Engagement Event. As further information became available during 2010 through the North Yorkshire Economic Assessment and the revised Regional Skills Strategy the RWSP would develop its priority actions and future approaches. These would address newly identified issues together with the local challenges as identified in the report, such as basic skills issues and the need to link with economic initiatives to diversify the Ryedale economy and improve local job opportunities. Further developments were to be reported to Members at that stage.

Resolved

That the short-term actions proposed by the Ryedale Work and Skills Partnership to improve local skill levels, including the holding of a Ryedale Employer Engagement Event to link local learners with local employment opportunities be endorsed.

54 **Waste Collection Commitment**

The Head of Environment submitted a report, which set out details of the Waste and Resources Action Programme (WRAP) "Waste Collection Commitment and sought approval to sign up to this initiative on behalf of the District Council. A copy of the guidance document for local authorities was appended to the report.

In August 2009 the Waste and Resources Action Programme, in partnership with the Local Government Association, set out the details of a new national initiative - the Waste Collection Commitment. All local authorities had been invited to make a commitment to adopt the first set of principles for a good waste and recycling service based on the views of the public.

The commitment aimed to help local authorities improve residents' satisfaction with how their rubbish and recycling was collected and boost recycling levels. The commitment, which was based on research on residents' views about the likes and dislikes of existing services and on consultation with local authorities, sets out in simple terms the principles which should underline domestic waste and recycling collection services. These principles were:

- Explain clearly what service the public can expect to receive
- Provide regular collections
- Provide a reliable collection service
- Consider any special requests that any individual households have
- Design our services and carry out collection in a way that does not produce litter
- Collect as many materials as we can for recycling and explain to the public what happens to them
- Explain clearly what our service rules are and the reason for them
- Tell the public in good time if we make changes to services even temporarily
- Respond to complaints received about our service
- Tell all our residents about this commitment to collecting waste

Resolved

That the report be received and that the Council signs up to WRAPS Waste Collection Commitment.

NB Councillor Mrs Cowan declared an interest in the above item as a member of the Caulkland Landfill Site Committee.

55

Urgent Business

By virtue of Section 100B(4)(b) of the Local Government Act 1972 the following item was considered as a matter of urgency.

Extension of Climbing Wall - Lady Lumley's School, Pickering

The Head of Environment reported that at the last meeting of the Strategic Facilities Management Committee, representatives from Lady Lumley's School reported that they would like to extend the climbing wall. Due to the community use of the existing facility they would wish Ryedale District Council to contribute to the cost. The extension, which would provide an artificial rock face, would enable the school to apply to become a National Indoor Climbing Achievement Scheme Awarding Centre. This was a UK award scheme designed to promote climbing development and accredit individual achievement on indoor climbing walls. The estimated cost of the extension was £14,990. The Council have been asked by Lady Lumley's School to make a contribution of £7500 towards the extension. The School is in a position to commit £7500 to the scheme in addition to the £25,000 plus they have already invested in the existing wall. Community Leisure support the application and due to efficiency savings through a re-structure of the Northern Ryedale Leisure Centre operation were no longer asking the Council to pay them up to £10,000 per annum for the over extra cost of managing the Astroturf pitch. Due to this saving offered by Community Leisure Limited the funding was available within the existing budget.

Resolved

That the use of existing budgets to contribute £7500 towards the cost of extending the climbing wall at Lady Lumley's School, Pickering, for school and community use be endorsed.

NB In accordance with the Members' Code of Conduct, Councillor Keal declared a personal interest in the above item, as his daughters are pupils at Lady Lumley's School.

Councillor Hemesley declared a personal interest in the item as a representative on the Community Leisure Management Board, Councillor Hemesley abstained from voting on the item.

PART 'B' ITEMS - Matters referred to Council

Safer Ryedale and the Ryedale Strategic Partnership - Future Working Arrangements

The Head of Economy & Housing submitted a report, which sought the Committee's recommendation to full Council to approve:

- the amalgamation of the Ryedale Strategic Partnership Board (RSPB) with the Safer Ryedale Partnership Board (SRPB)
- the integration of the existing Safer Ryedale Delivery Team (SRDT) into the Ryedale Strategic Partnership structure

Both the RSPB and the SRPB had approved the proposals in principle. Furthermore, the recommendation complied with the requirements of the Home Office for the partnership to be locally driven, and proposed staffing levels could sustain the partnership under the proposed structure.

An extensive informal consultation process had been carried out with interested parties and all of the delivery partners. The amalgamation and restructuring proposals as detailed in the report had been approved in principle by:

- the Chair and partners of the Ryedale Strategic Partnership
- the Safer Ryedale Partnership Board
- the Safer Ryedale Delivery Team

The proposed Ryedale Strategic Partnership Structure was circulated with the report.

Resolved

That Council be recommended to approve:

- (a) The amalgamation of the Ryedale Strategic Partnership Board with the Safer Ryedale Partnership Board
- (b) The integration of the existing Safer Ryedale Delivery Team into the Ryedale Strategic Partnership structure.

The meeting closed at 8.30 pm.



PART A:	MATTERS DEALT WITH UNDER DELEGATED POWERS
REPORT TO:	COMMUNITY SERVICES
DATE:	25 MARCH 2010
REPORT OF THE:	HEAD OF ECONOMY AND HOUSING JULIAN RUDD
TITLE OF REPORT:	2010 FOOD FESTIVAL MALTON
WARDS AFFECTED:	MALTON

EXECUTIVE SUMMARY

1.0 PURPOSE OF REPORT

- 1.1 To consider a financial contribution to support the Food Festival in Malton.

2.0 RECOMMENDATION

- 2.1 To approve a financial contribution of £2,000 from existing budgets to support the on-going work under the 'We Love Malton' brand for the Malton Food Festival 2010.

3.0 REASON FOR RECOMMENDATION

- 3.1 Significant work is on going through the Council's Delivery Team, part-funded by Yorkshire Forward, to boost Malton and Norton and Ryedale's other market towns. The Council is seeking to progress and assist a range of initiatives to improve the economy and appeal of Malton including improvement of the Milton Rooms and the town centre public spaces and relocation of the Museum to a new Heritage Centre.
- 3.2 The efforts of the District Council and partners is being complimented by the activities undertaken by the Fitzwilliam Estate through their 'We Love Malton' campaign (detailed in the report by Ian Shepherd in Appendix B). The Estate has requested that District Councillors are briefed on planned activity in Malton and that a request for a financial contribution to the Food Festival in May 2010 be considered. A presentation will be made regarding the 'We Love Malton' initiative at 5-45pm on 25 March ahead of the Community Services Committee and all Members are invited.

4.0 SIGNIFICANT RISKS

- 4.1 There are no significant risks identified with this report. (The risk matrix is attached at Annex A)

REPORT

5.0 BACKGROUND AND INTRODUCTION

- 5.1 Ian Shepherd Associates were appointed by the Fitzwilliam Estate as an independent marketing company and are engaged primarily to promote Malton (as detailed in their report at Appendix B) and develop a full programme of events and activities.
- 5.2 The Fitzwilliam Estate has successfully held two Food Festivals in the town centre promoting local produce and encouraging retailers in the town to be part of the event by developing special promotions and offers for visitors.
- 5.3 The first Food Festival held in May 2009 was targeted to attract 2,500 visitors but attracted between 4,000 and 5,000 people. Local traders also reported to have recorded excellent sales levels. The Food Festival held in October 2009 was targeted to attract 5,000 visitors and despite adverse weather conditions it was estimated that there were 3,500 to 4,000 visitors.
- 5.4 In considering a contribution to the 2010 Food Festival it should be noted that RDC tourism funding has also been utilised by the Malton and Norton Partnership to promote use of Malton and Norton shops by rail and coach visitors.

6.0 POLICY CONTEXT

- 6.1 The Council's Priority Aim 2 is 'To create the conditions for economic success in Ryedale', with a priority activity of 'Improving the vitality of Malton as a retail centre'. This Aim is also being taken forward through emerging LDF policy and economic and property initiatives.

7.0 CONSULTATION

- 7.1 Consultation has been undertaken by the Fitzwilliam Estate who hold event-planning evenings to discuss ideas and planned activities. This is on going with local businesses, including inviting representation from RDC.

8.0 REPORT DETAILS

- 8.1 The Fitzwilliam Estate own and manage a substantial amount of commercial property in Malton and are seeking to promote Malton to visitors, local people and investors. The Estate has an on-going programme of work and has recognised the popularity of food festivals and the importance of local food producers having the opportunity to show case their produce. The Food Festival in Malton includes stalls selling local produce, a demonstration cooking area with guest chefs such as Andrew Pern, local restaurant pavement food areas and a range of other family orientated activities to support the day, such as children's cookery tutorials. The Estate has worked to engage with the business community to ensure partners work together to make the Festival successful and allow it to become an annual event.
- 8.2 The Estate has invested significantly in the last two Festivals with the 2010 event expected to cost around £20,000 (see Annex B). A contribution of up to £10,000 is sought from Ryedale District Council towards the cookery demonstration area in terms of equipment hire, chef appearance fees and audiovisual facilities. The Estate aims to continually improve the event to keep it fresh and interesting. This year the

Estate plans to increase the number of stallholders to 50 by targeting additional local producers, with a promotional flyer already leading to new booking enquiries.

- 8.3 Although the value of the Malton Food Festival / We Love Malton is recognised and the initiative is consistent with the efforts of the District Council and partners, the requested contribution of £10,000 is not available within approved budgets. However, within the Economy and Community 2009/10 budget there is scope to support the Food Festival through a one off contribution of £2000. This leaves a minimal sum remaining for unforeseen expenditure of this nature.

9.0 IMPLICATIONS

9.1 The following implications have been identified:

- a) The proposed funding contribution is available within existing budgets.
- b) RDC Officers will continue to work closely with the Estate to support the Food Festival and the on-going regeneration programme in Malton.

Julian Rudd
Head of Economy and Housing

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Background Papers:
None

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2010 FOOD FESTIVAL MALTON RISK MATRIX – ANNEX A

Issue/Risk	Consequences if allowed to happen	Likelihood	Impact	Mitigation	Mitigated Likelihood	Mitigated Impact
Reputational for RDC if the food festival is not a success.	Bad publicity and / or lack of continued support by local producers and businesses in Malton	2	Medium	RDC are not the organising body however previous festivals have been successfully organised by the Estate and the planned approach will mitigate against an unsuccessful event.	1	Low

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

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A REPORT BY IAN SHEPHERD ASSOCIATES ON BEHALF OF THE 2010 MALTON FOOD LOVER'S FESTIVAL

Background

1. Ian Shepherd Associates, an independent marketing company, was appointed by Fitzwilliam (Malton) Estates in December 2008 to formulate and launch a proactive marketing campaign to promote the town of Malton, increase both resident and visitor footfall and spend, and attract inward investment.
2. The company subsequently developed and introduced the “We Love Malton – the heart of Ryedale” campaign with effect from March 2009. Specifically, the 2009 campaign included the following initiatives:
 - a. Two Food Lovers Festivals, in May and October;
 - b. Two “Business Fitness” workshops for retail and hospitality businesses, focusing on best practice associated with trading through a recession, merchandising, customer service and menu planning;
 - c. Mothers’ Day advertising, PR and in-store promotion campaign;
 - d. Easter advertising, PR and in-store promotion campaign;
 - e. Advertising and PR support for Business In Action’s Yorkshire Day, Motor Show and Xmas Victorian Weekend events;
 - f. A business-to-business e-marketing campaign to attract new businesses; and
 - g. Ongoing PR support and media coverage of Malton.
3. The monthly records kept by the Malton Tourist Information Centre confirm a 17% year-on-year increase in visitor numbers for the April – October period last year and, certainly, the two Food Lovers Festivals were demonstrably successful in increasing visitor footfall and spend on each event day.
4. The target was to attract 2,500 visitors to the first festival in May. In the event, there were between 4000 and 5000 visitors on the day. The evidence for this includes:
 - a. The footfall camera in the Market Place (Hoppers) recorded a count of nearly 6000 – 50% more than the week before; and the ongoing footfall counter analysis confirms this impact;
 - b. The Wentworth St car park was full from around 10am to 2pm. In addition, at the peak of the event (11am -12pm) a further 300 cars plus a coach were parked in the adjacent field;
 - c. The outdoor BBQ sold 800 covers. As outdoor caterers they work on a rule of thumb of capturing 20% of visitors; and

- d. Many Farmer's Market stalls sold out early (even though they had made provision for more customers) and the vast majority of Malton's traders located on the market place recorded excellent sales levels.
5. In October, the target was to attract again 5,000 visitors and, despite the adverse weather conditions on the day (50 knot wind gusts), it is estimated that there were 3,500 to 4,000 attendees.
6. Importantly, both events were clearly successful in "showcasing":
 - a. Malton's growing reputation as a food destination attraction; and
 - b. Everything that the town has to offer in terms of 200 independent shops offering great choice and personal service; 20 restaurants, cafe bars, tearooms and pubs serving a wide variety of food and drink, with a growing emphasis on local produce; and a full range of community services.
7. The Food Lovers Festival, and the full "We Love Malton" marketing campaign, aims to support and strengthen the town's ongoing economic regeneration programme which, in turn, is supported by both Yorkshire Forward and Ryedale District Council. Certainly, future food festivals and the wider "We Love Malton" campaign will aim to make a significant contribution to maintaining the vibrancy of the town and developing its role as a sustainable community hub by:
 - a. Creating local distinctiveness for the town on an ongoing basis;
 - b. Increasing both resident and visitor footfall and spend; and
 - c. Creating a positive environment to stimulate business development
8. The 2009 Food Lovers Festivals were well received by both the business and resident communities and created a positive "feel good" atmosphere, both on the event days themselves and subsequently. They also acted as a catalyst for a more proactive ongoing events programme run by Business In Action and the direct, enthusiastic involvement of RDC's Louise Lunn, Becky Bennett and Street Scene.

2010 Food Lovers Festival

Building on the success and lessons of the 2009 Malton Food Lovers Festivals, the 2010 Food Lovers Festival will take place on May 22nd and will include:

1. A dedicated local producers' market area on the west side of the market place.

Last year's events attracted approximately 40 stall holders featuring meat, game and poultry; bakery; fruit and vegetables; delicatessen products; dairy and cheeses; fish; speciality oils; confectionery; drinks; kitchenware; and local hospitality businesses.

This year, the intention is to increase the number of stalls to 50, but with the main emphasis still on attracting additional, well known local food producers. A flyer has been prepared for targeted businesses and booking enquiries are being received.

2. Mini kitchen / demonstration units in the food market area, headlined by two local Michelin-starred chefs (Andrew Pern and James Mackenzie), but also giving local hospitality chefs the opportunity to showcase their businesses. Betty's Cookery School have also agreed to feature in the cookery demonstration programme.
3. Local restaurant pavement foods, again giving local businesses the opportunity to participate in the event and promote their offering.
4. Regular Saturday Market stall holders on the east side of the market place.
5. Dedicated family entertainment area on the east side of the market place, to include a children's cookery tutorial, traditional funfair rides, face painting, storytelling, portrait sketching, strolling musicians and, importantly, a "town trail" promotion incentivising event attendees to visit and sample the choice of retail and hospitality businesses.
6. Suddaby's Beer Festival (incl. tasting tutorials) in the Milton Rooms.
7. Evening music entertainment (with local food stalls) in the Milton Rooms, arranged in conjunction with "Ryedale Live".

Funding Request

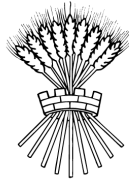
Aware of the current cost saving pressures faced by Local Authorities, Fitzwilliam (Malton) Estates remain keen to part fund the Food Lovers Festival as a key component of the ongoing "We Love Malton" marketing campaign. The Food Lovers Festival will remain a cornerstone of the overall campaign to promote Malton and attract inward investment. However, the Estate's total investment in the overall campaign to date is approximately £100,000 and, clearly, this level of solus support is not sustainable long term.

Consequently, the Estate is requesting a Ryedale District Council contribution of up to £10,000 towards the total 2010 Food Lovers Festival cost of approximately £20,000. The contribution granted by the Council would be allocated specifically to:

1. The cookery demonstration programme in terms of kitchen and equipment hire, chef appearance fees, commentator fee, audio visual facilities, point of sale (£5,000).
2. The provision of the family entertainment area, including the children's cookery tutorial, the hire cost of funfair rides, face painters, story teller, strolling musicians and the "town trail" promotion. (£3,000).
3. The set up and presentation of the local food market in terms of the hire costs associated with improved stall canopies and skirts to ensure a more consistent and professional identity. (£2,000).

The Fitzwilliam (Malton) Estate would continue to fund the pre- and post-event advertising and PR campaign, all the logistical costs associated with the event (road closure applications and signage, first aid provision, stewarding, free bus service, trader briefings) and the costs associated with the Milton Rooms presentation of the Beer Festival and evening music entertainment.

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PART A: MATTERS DEALT WITH UNDER DELEGATED POWERS

REPORT TO: COMMUNITY SERVICES COMMITTEE

DATE: 25 MARCH 2010

**REPORT OF THE: HEAD OF ECONOMY & HOUSING
JULIAN RUDD**

TITLE OF REPORT: HOUSING PERFORMANCE REPORT

WARDS AFFECTED: ALL

EXECUTIVE SUMMARY

1.0 PURPOSE OF REPORT

1.1 To inform Members of progress made against the Council's agreed Housing Strategy objectives and to invite comments from the Committee.

2.0 RECOMMENDATION

2.1 It is recommended that Members endorse the performance report and agree any amendments to policy or further action required to improve performance.

REPORT

Generated from Covalent on 8 March 2010

Enable Affordable & Specialist Housing	Exception Sites Land Purchase	<p>Nawton - start on site for 10 affordable homes. Pickering, Swainsea Lane site (adjacent to Askham Bryan) started.</p> <p>Thornton-le-Dale – need identified and site examination in progress.</p> <p>Rosedale, Hartoft – Local needs survey completed and site examination in progress.</p> <p>Aislaby, Middleton, Wrelton – reporting results of local needs survey to Parish Council in March.</p> <p>Slingsby, Sherburn, Rillington, Barton-le-Street, Ebberston, Kirby Misperton and Welburn (Malton) – discussions with Parish Councils in progress.</p>
	Planning Gain	<p>Kirkbymoorside (Russells site) - Feb 2010 Outline planning permission granted for 46 homes of which 18 are affordable.</p> <p>Scagglethorpe – Planning application Approved Feb 2010 for 10 including 4 affordable homes.</p> <p>Norton – Scarborough Road - 3 discount for sale homes</p>

	Planning Gain	(Home HA), 15 Homebuy Direct homes (Redrow) for completion by March 2010. 16 further affordable homes expected after April 2010. Norton – Westfield Nursery – planning application submitted for 195 homes.		
	Registered Social Landlord/ Other Funded	Pickering/Malton/Norton – proceeding with 10 homes (8 rented, 2 DFS) on various small sites. Rillington (Collinson’s Lane) - 9 homes completed, all properties now let. Kirkbymoorside – Moorside nurseries – 19 rented homes due for completion March 2010. Norton (The Hawthorns site) – planning application for 22 homes approved subject to conditions Feb 2010		
	Review the Housing Strategy annually as part of the North Yorkshire Housing Strategy.	Ryedale Housing Strategy Action Plan being monitored and progress checked by Community Services Committee, with performance reports to each meeting that outline progress made against all the agreed headings. North Yorkshire Housing Strategy being produced sub regionally in line with agreed timetable		
	Ensure provision in the Capital Programme to promote specific initiatives - Affordable Housing	Between the 1 April 2009 and 4 March 2010 a total of 8 Home Repair Grants were approved to a value of £23,597 and a total of 12 grants were completed to a value of £32,758. In addition a further 11 Decent Home Loans, 3 Empty Property Grants and 14 Home Repair Loans have been approved in the same period to a value of £153,069 and an Empty Property Grant completed to a value of £15,000. The Council continues to seek to combat fuel poverty through the award of Energy Efficiency Grants. A total of 120 were awarded in 2008/9 to a value of £111,550 and a further 70 grants to a value of £70,124 have been awarded between 1 April and 4 March 2010. A significant number of households have been supported in making adaptations through the provision of a Disabled Facilities Grant that allows them to remain in their own homes. Between 1 April 2009 and 4 March 2010 there have been 19 new grants approved to a value of £166,910 and a further 27 grants completed to a value of £257,123.		
	Support for ADP funding to Housing Corporation by Housing Associations	Good progress achieved after confirmation of funding for Pickering and Great Habton exception schemes. Funding for additional development on market town sites also secured for delivery by 2011.		
NI 155 LAA	Number of affordable homes delivered (gross)	Q3 2009/10	62	
Prevent Homelessness	Homelessness applications & acceptances	504 initial housing enquiries from 1 April 2009 to 4 March 2010. 41 homeless applications in the same period, of which 17 were accepted. 194 homeless preventions from 1 April 2009 to 4 March 2010		

	Provision of a Mortgage rescue scheme in partnership	6 cases currently being processed, 14 referrals received directly from lenders as at 4 March 2010		
	Temporary Accommodation & Bridge House	15 in temporary accommodation as at 4 March 2010 compared to 12 at the same time last year. Average length of stay in B&B as at 4 March 2010 was 2 weeks compared to 4 weeks in the same period last year. Average length of stay in other types of temporary accommodation as at 4 March 2010 was 19 weeks compared to 25 weeks in the same period last year.		
	Homelessness - Projects & Initiatives	54 referrals made to the scheme since its inception. 11 clients are currently on the Ryedale Lettings Scheme, with an additional two families receiving housing support only through the scheme. 35 additional households have been assisted to access the private rented sector. A total of 26 Bond Guarantee Schemes/Bond Payments and Rent in Advance delivered in order to prevent homelessness. Between 1 April and 4 March 2010 arranged and delivered 91 positive activities through Bridge House, including sport / recreation and decorating rooms. Completed 2 housing options drop-in sessions at the Children's Centre in Norton. Draft Sub-Regional Housing Strategy out for consultation - ends 19 March 2010. Instigated alcohol problem solving group, first meeting arranged for 22 March. We have provided 2 presentations to Homestart staff and volunteers regarding Housing Options. We have secured funding for Safe Moves project (prevention service for young people) for an additional 3 months. Since 1 April 2009 to 4 March 2010, 29 clients have been accommodated at Bridge House; 7 of them were aged 16/17. We have achieved 13 positive move-ons in the same period.		
	Homelessness Strategy Action Plan	Working towards all targets in Action Plan.		
HS 1	Homeless applications on which RDC makes decision and issues notification to the applicant within 33 working days .	Q3 2009/10	90.0%	All 16/17 year olds receive joint assessment with CYPS. This can delay the decision.
HS 2	Length of stay in temporary accommodation (B&B, weeks) (Was LPI 74 & BV 183a) Snapshot	Q3 2009/10	0 weeks	

HS 3	Number of Bond Guarantee/Rent in Advance schemes undertaken	Q3 2009/10	21	
HS 4	Number of Households through the Ryedale Lettings Scheme	Q3 2009/10	9	
HS 5	Number of Homeless Applications	Q3 2009/10	29	

Improve Private Housing Stock	Home Repair Grants	Approved a total of 8 Home Repair Grants to a value of £23,597 and completed 12 grants totalling £32,758 from 1 April to 4 March 2010. Approved a total of 14 Home Repair Loans to a value of £55,289, and completed 2 Home Repair Loans to the value of £8,533.
	Decent Home Loans	Approved a total of 11 Decent Home Loans to a value of £55,668, and completed 3 Decent Home Loans to a value of £17,295.
	HMO Grants	Approved and completed 1 House in Multiple Occupation Grant to a value of £10,923 in the period 1 April to 4 March 2010.
	Empty Property Grants	Approved a total of 3 Empty Property Grants to a value of £42,112 and completed 1 Empty Property Grants totalling £15,000 from 1 April to 4 March 2010
	Empty Homes Strategy	Local empty homes strategy for Ryedale being implemented whilst NY wide strategy developed.
	Develop a private sector renewals strategy	In line with the adopted Private Sector Housing Strategy the improvement of private sector stock is encouraged through disabled facility grants, home repair grants, empty property grants, decent home loans and home repair loans.

Enable Independent Living	Disabled Facilities Grants	Approved a total of 19 DFGs to a value of £166,910 and completed 27 grants totalling £257,123 from 1 April 2009 to 4 March 2010.
	Lifeline Service	Secured a total of 140 new connections to the Ryecare Lifeline Service for the period 1 April to 4 March 2010.

Provide Sustainable Communities	Private Sector Energy Efficiency Grants	Approved 112 Energy Efficiency Grants to a value of £83,164 and completed 70 grants totalling £70,124 in the period 1 April to 4 March 2010
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Julian Rudd
Head of Economy & Housing

Author: Richard Etherington, Housing Services Manager
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PART A:	MATTERS DEALT WITH UNDER DELEGATED POWERS
REPORT TO:	COMMUNITY SERVICES
DATE:	25 MARCH 2010
REPORT OF THE:	SENIOR MANAGEMENT TEAM
TITLE OF REPORT:	AIMS 1 - 4 PERFORMANCE AND FINANCE
WARDS AFFECTED:	ALL WARDS

EXECUTIVE SUMMARY

1.0 PURPOSE OF REPORT

- 1.1 To present for comment the performance and finance reports for Council Aims 1-4.
- 1.2 To inform Members of progress made against the Council's agreed aims and strategic objectives, as agreed by members in the Council Plan 2009/13.
- 1.3 To present the refreshed Council Plan for 2010 –13 to Members.

2.0 RECOMMENDATIONS

- 2.1 It is recommended that:
 - (i) Members endorse the performance and finance report and agree any amendments to policy or further action required to improve performance; and
 - (ii) That Members note the revisions to the Council Plan for 2010 –13.

3.0 SIGNIFICANT RISKS

- 3.1 The significant risks associated with the delivery of the Council Plan are identified in and managed through the Corporate Risk Register. A summary of the current status of the Corporate Risk Register is attached to the report at Annex A.
- 3.2 Any risk has been identified and any mitigation planned for in the Council's Corporate Risk Management Plan and the Service Risk Plans. These plans will be scrutinised by the Overview and Scrutiny Committee and are incorporated in the forward plan for the committee.

REPORT

4.0 DETAILS

- 4.1 The Council adopted the Council Plan for 2009-13 in March 2009. The Financial

Strategy was agreed in February 2009. The document attached at Annex B provides a progress report on the delivery of the Council Plan to the end of February 2010 in terms of actions delivered and performance levels achieved and a review of the financial implications to date.

4.2 This report includes the first 4 aims which all fall within the terms of reference of this committee:

Aim 1 To meet housing need in the Ryedale District Council area;

Aim 2 To create the conditions for economic success;

Aim 3 To have a high quality, clean and sustainable environment; and

Aim 4 To help residents to achieve a healthy weight by encouraging an active lifestyle, in communities where everyone feels welcome and safe.

4.3 Performance against the fifth aim: To Transform the Council, will be reported to the Policy and Resources Committee in April 2010.

4.4 Attached at Annex C is the refreshed Council Plan for 2010 –13. The significant amendments to the Council Plan adopted in 2009 are as follows:

Service Priorities:

Removed

-
- Empty properties brought back into use – low impact in terms of numbers therefore remains service priority for Housing but not for Council Plan.
- Pitt review service priority – successfully delivered

Additional

- Improving the condition of the housing stock in the district
- Enable independent living for vulnerable people
- Help to create better places with better homes, more choice and fair access
- Supporting the development of sites added to identifying sufficient sites
- Strengthening the role of market towns as retail and service centres, aligning with the LDF policy
- Supporting diversity in the local economy
- Help to create better places with better jobs, more choice and fair access
- Securing continuous improvement against the Council's Corporate Governance Framework
- Achieving Value for Money in all the Council's activities

Performance Management Framework:

The major amendment to the PMF for 2010/11 is the inclusion of figures for performance in 2008/9 and targets for 2009/10 and 2010/11

Indicators Removed

- NI 180 The number of changes of circumstances which affect customers' HB/CTB entitlement within the year (per 1000 caseload) has been deleted from the National Indicator set due to issues over integrity of data at a national level.

Additional Indicators

Local indicators have been developed for a number of the Council priorities to compliment the National Indicators. These include:

- Net additional homes - permissions granted
- Number of affordable units delivered on rural exception sites
- Number of homes approved to Lifetime Standards
- Elementary Occupations
- Growth in knowledge industries sectors
- Gross Value Added

- Additional land (Ha) permissions granted – employment
- Additional land (Sq m gross) permissions granted – retail space
- Levels of Skills for Life – Literacy and Numeracy

Financial Implications

These have been revised and are included for the next four years.

5.0 NEXT STEPS

5.1 The table below details the schedule of the performance reports to be presented to members throughout the year and links to the corporate planning framework.

Schedule of Performance Reports 2010/11			
Date	Committee	Report	Links to Corporate Planning Framework
June 10	Community Services	Council Plan Aims 1,2,3 & 4 Performance and Finance Report	Setting the scene and progress to end of May 2010
June 10	Policy & Resources	Council Plan Aim 5 Performance and Finance Report	
July 10	Overview & Scrutiny	Annual Report	Review of delivery and achievements to March 2010
July 10	Community Services	Annual Report	
July 10	Policy & Resources	Annual Report	
Sept 10	Community Services	Council Plan Aims 1,2,3 & 4 Performance and Finance	Progress to end of August 2010, informing budget process and service delivery plan revision
Oct 10	Policy & Resources	Council Plan Aim 5 Performance and Finance Report	
Nov 10	Community Services	Council Plan Aim 1,2,3,4 Performance and Finance	Progress to end of October 2010
Dec 10	Policy & Resources	Council Plan Aim 5 Performance and Finance Report	
25 Mar 10	Community Services	Council Plan Aim 1,2,3,4 Performance and Finance	Council Plan - revised delivery detail for 2010/11
01 Apr 10	Policy & Resources	Council Plan Aim 5 Performance and Finance Report	

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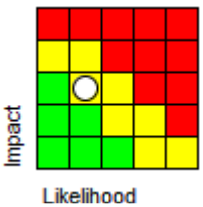
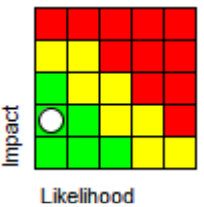
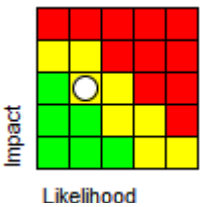
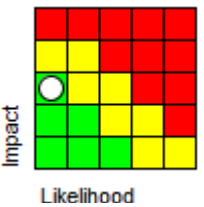
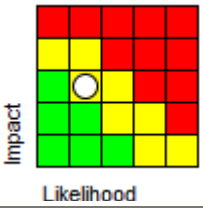
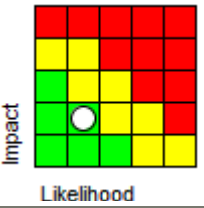
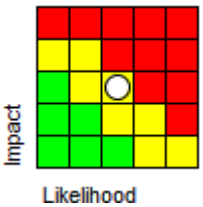
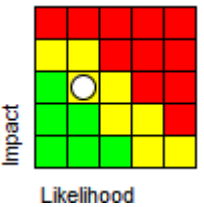
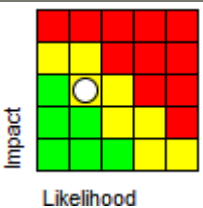
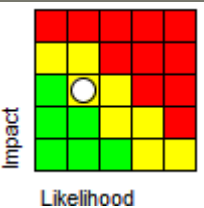
Background Papers:

Financial Strategy 2009 –13
Previous Performance and Finance Reports
Previous Housing Performance Reports
Service delivery plans and service risk registers available on Covalent
Corporate Risk Register available on Covalent

Background Papers are available for inspection at:

www.ryedale.gov.uk
[Covalent](#)

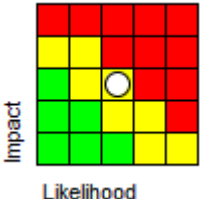
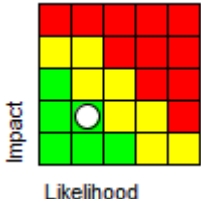
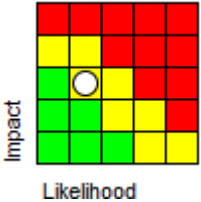
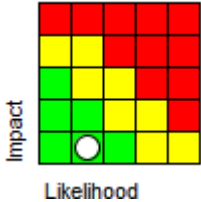
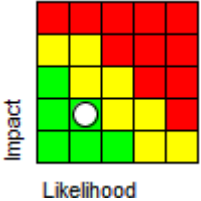
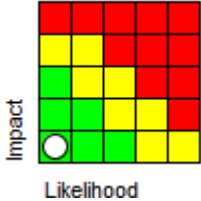
CORPORATE RISK MATRIX – ANNEX A





Code	Issue/Risk	Consequences if allowed to happen	Likelihood & Impact	Mitigation	Likelihood & Impact
CRR 01	Significant Partnerships	Financial cost to the Council through partnership failure, breach of legislation by partnership with consequences for Council and its reputation, levels of service satisfaction and quality fall below acceptable levels.	 <p>Likelihood</p>	Partnership Protocol	 <p>Likelihood</p>
CRR 02	Capital Programme	Failure to deliver the Council priorities	 <p>Likelihood</p>	Monitor schemes in the capital programme against staff resources. Deliver capital schemes contained in Capital Programme	 <p>Likelihood</p>
CRR 03	Staff Management	Decline in employee performance and delivery	 <p>Likelihood</p>	Multi skilled workforce Develop a workforce plan	 <p>Likelihood</p>
CRR 04	External Funding	Failure to deliver Council priorities requiring major financial investment. Increased costs to RDC. Failure to regenerate the local economy. Uncompetitive service delivery. Withdrawal or failure of a service. Inability to deliver new services	 <p>Likelihood</p>		 <p>Likelihood</p>
CRR 05	Affordable Housing	Homelessness increases with resultant service costs. Unbalanced housing market. Negative impact on the local economy. Lack of key workers to support the needs of the community	 <p>Likelihood</p>	Review of LA Landholdings Strategic Housing Land Availability Assessment	 <p>Likelihood</p>

CORPORATE RISK MATRIX – ANNEX A

Code	Issue/Risk	Consequences if allowed to happen	Likelihood & Impact	Mitigation	Likelihood & Impact
CRR 06	Procurement	Failure to make efficiency savings. Priority projects not delivered to budget. Government penalties. Breach of legislation eg. equalities or health and safety. Damage to RDC reputation.	<p>Likelihood</p>	Officer Training - Procurement	<p>Likelihood</p>
				Detailed guidance on procurement to be established	
CRR 07	Health and Safety	Failure to meet legislative requirements, prosecution and financial penalties incurred as a result of incident.	<p>Likelihood</p>	Health and safety officer	<p>Likelihood</p>
CRR 08	Business Continuity Planning	Failure in continuity of service delivery. Negative impact on the most vulnerable on our communities. Damage to RDC reputation. Financial penalties and litigation	<p>Likelihood</p>	Production of Business Continuity Plan	<p>Likelihood</p>
				Plan testing	
				Service Business Continuity Planning	
CRR 09	Governance Arrangements		<p>Likelihood</p>	Risk Management Member Training	<p>Likelihood</p>
				AGS Improvement Plan	
				Reviewing Local Code of Corporate Governance	
				Analyse compliance with Local Code of Corporate Governance	
CRR 10	Major Incident	Impact on local communities and service continuity.	<p>Likelihood</p>	Prioritize flood risk areas and implement local catchment's of sandbags for immediate self help	<p>Likelihood</p>

CORPORATE RISK MATRIX – ANNEX A

Code	Issue/Risk	Consequences if allowed to happen	Likelihood & Impact	Mitigation	Likelihood & Impact
CRR 11	Council Assets			Establish term maintenance contracts with suppliers/contractors for the planned maintenance items Carry out maintenance and condition surveys for all of the Council's buildings	
CRR 11	Customer Expectations	Include CR02		Expand Contact Centre through remainder of RDC departments Implement & publicise customer service standards Undertake impact assessment on accessibility of services to customers Review NI14 data & sampling for 08/09 & provide feed back Implement Customer Satisfaction surveys Undertake mystery shopping Identify & Implement new satisfaction system Review Complaints procedures & where appropriate implement improvements Publicise changes to complaints procedure	
CRR 13	Fraud and Corruption	Financial loss to the Council, damage to our reputation and credibility		Review & develop effective fraud partnership with Scarborough	

Code	Issue/Risk	Consequences if allowed to happen	Current Risk Matrix	Mitigation	Target Risk Matrix
CRR 14	Data Quality		 <p>Impact</p> <p>Likelihood</p>	<p>Review NI14 data & sampling for 08/09 & provide feed back</p> <p>Identify & implement improved data collection system and reporting</p> <p>NI Data Quality Assurance</p>	 <p>Impact</p> <p>Likelihood</p>
CRR 15	Delivering Efficiencies	Cuts to frontline services, reputational damage to the Council, possible poor outcome of external inspection.	 <p>Impact</p> <p>Likelihood</p>	<p>Deliver the Corporate efficiency programme</p> <p>Implementing Value for Money Strategy</p>	 <p>Impact</p> <p>Likelihood</p>

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Council Plan Performance and Finance Report

Generated on: 10th March 2010



Aim 1: Housing Need
To meet housing need in the Ryedale District Council area

Strategic Objective 1
To meet the housing needs of at least 75 households per year through the provision of additional affordable and specialist homes and adaptation of existing homes

Key Performance Questions

1. How well are we meeting Housing Need?
2. What is our Housing Stock profile?

Priority Service Objectives

- 1.1.1 To provide additional affordable and specialist homes
- 1.1.2 To bring empty homes back into use in line with the County wide empty homes strategy
- 1.1.3 To identify through the LDF sufficient housing sites for the next 5 and 15 year periods (SHLAA)

Strategic Objective 2

To support those in need to access a suitable home or remain in an existing home through the provision of support services.

Key Performance Questions

3. How well are we preventing homelessness through advice and proactive intervention?
4. How well are we supporting people?

Priority Service Objectives

- 1.2.1 To enable families and individuals to remain in their homes through the provision of a range of housing advice and support.
- 1.2.2 To prevent homelessness through the services offered by the integrated housing options team
- 1.2.3 To assist householders facing mortgage difficulties
- 1.2.4 To reduce the number of vulnerable households experiencing fuel poverty.

Aim 1: Housing Need

Strategic Objective 1

To meet the housing needs of at least 75 households per year through the provision of additional affordable and specialist homes and adaptation of existing homes

Performance Narrative:

The Council works closely with RSLs and other partners to maintain delivery of new affordable homes and 64 units have been delivered during April 09 – early March 10, following the recent completion of 9 units at Rillington. A further 19 new affordable homes will be completed in Kirkbymoorside by the end of March 2010. This will give a total of 83 affordable units for 2009/10 – a notable improvement in performance (57 units were delivered in 09/09) given the difficult market conditions for house builders and RSLs. Other market town schemes are programmed to come forward during 2010/11 and an encouraging number of new units have been granted planning permission. The work of the Council's Rural Housing Enabler on Rural Exception sites also continues to enable the provision of sites in conjunction with Parish Councils; detailed local housing needs surveys are carried out to establish the level of need in specific villages and the possible exception sites to meet this need are identified and brought forward. Work has started on site at Nawton / Beadlam (10 units) and in Pickering that will deliver a further 15 affordable units. Funding for the scheme has been secured via the Homes & Communities Agency. Discussions are also taking place to bring forward schemes in a number of other villages and further detail is provided in the tables below. The additional care unit at Beverley Road, Norton was completed in summer 2009 and occupation of the 52 new extra care units began in September 2009.

The Council is currently reviewing its Planning Policy through the Local Development Framework and has consulted on a new Core Strategy Document and a Facilitating Development Plan Document. The Council's Forward Planning team is currently analyzing over 600 detailed responses from third parties following a major public consultation exercise carried out in June/July 2009. Work is well advanced on the background technical evidence required for the LDF Core Strategy. The Strategic Housing Land Availability Assessment (SHLAA) is now finalised. A further consultation on the key issues associated with the Core Strategy is expected to take place during May 2010 prior to the publication of the Core strategy. It is anticipated that the Councils criteria for negotiating affordable housing will be reviewed as part of the LDF process.

Between the 1 April 2009 and 4 March 2010 a total of 8 Home Repair Grants were approved to a value of £23,597 and a total of 12 grants were completed to a value of £32,758. In addition a further 11 Decent Home Loans, 3 Empty Property Grants and 14 Home Repair Loans have been approved in the same period to a value of £153,069 and an Empty Property Grant completed to a value of £15,000. Presentations have been made to the Community Services Committee by the Rural Housing Enabler and on the results of the Housing Conditions survey, which has provided the committee with useful and important information about both the condition of the existing housing stock and fuel poverty. A presentation from the Homes & Communities Agency to the November 2009 Committee examined means of further strengthening work with the HCA.

Aim 1: Housing Need

Strategic Objective 2

To support those in need to access a suitable home or remain in an existing home through the provision of support services.

Performance Narrative:

The committee has agreed a range of housing initiatives over the year, including Disabled Facilities Grants, to allow people's housing needs to be met, such as by improving or adapting their current home; the Private Sector Renewal Strategy included a review of the whole range of housing grants. External grant of approximately £1m over 3 years has been secured towards these various initiatives. The year also saw the approval of a sub-regional homelessness strategy, with Ryedale taking a leading role in the development of shared countywide homelessness targets and action plans.

There have been 504 initial housing enquiries from 1 April 2009 to 4 March 2010 with 41 homeless applications in the same period, of which 17 were accepted. There have been 194 homeless preventions from 1 April 2009 to 4 March 2010. 15 in temporary accommodation as at 4 March 2010 compared to 12 at the same time last year. The average length of stay in B&B as at 4 March 2010 was 2 weeks compared to 4 weeks in the same period last year. Average length of stay in other types of temporary accommodation as at 4 March 2010 was 19 weeks compared to 25 weeks in the same period last year. This is excellent given the economic and housing pressures facing many people.

Six Mortgage Rescue cases are currently being processed and 14 referrals have been received directly from lenders as at 4 March 2010.

The Council continues to seek to combat fuel poverty through the awarding of energy efficiency grants. We have approved 112 Energy Efficiency Grants to a value of £83,164 and completed 70 grants totalling £70,124 in the period 1 April to 4 March 2010

A significant number of households have been supported in making adaptations (through the DFG) that allow them to remain in their own homes. We have approved a total of 19 DFGs to a value of £166,910 and completed 27 grants totalling £257,123 from 1 April 2009 to 4 March 2010.

A Sub-regional assessment of the accommodation needs of Gypsies and Travellers has been completed. The total number of new pitches required in Ryedale to address this need is 9. Discussions are on going to ensure that provision is made in order that this need may be met as part of the LDF process with appropriate policies contained in the Core Strategy relating to the provision of new sites in the district.

Aim 1 Housing Need Strategic Objective 1. To change and add to housing stock to meet the local housing needs

Key Performance Question 01. How well are we meeting local housing need?

Covalent Ref	Indicator	Last Update	Current Value	Current Target	2008/09		Latest Note	Current Position	Short Term Trend Arrow	Long Term Trend Arrow	Status	SMT Lead
					Value	Value						
NI 154	Net additional homes provided	2008/09	96			96		Results available nationally January 2010.	?	?	?	Gary Housden
NI 155 LAA	Number of affordable homes delivered (gross)	Q3 2009/10	64	75		57		Target of 75 has been set through the Regional Spatial Strategy - HMA Affordable shortfall of 292 units per year	?	?	?	Julian Rudd
NI 159 LAA	Supply of ready to develop housing sites	2008/09	83.2%			83.2%		Supply = 4.16 years (832 dwellings) taking into account undeveloped allocations. The figure does not include applications for renewal.	?	?	?	Gary Housden
HS LAA 12	Additional extra care units occupied	Q3 2009/10	48			No data for this range		Cumulative outturn to Q3 240 units for North Yorkshire - 52 Units in Ryedale opened in September 2009 replacing the Hawthorns in Norton.	?	?	?	Julian Rudd

Key Performance Question 02. What is our housing stock profile?

Covalent Ref	Indicator	Last Update	Current Value	Current Target	2008/09		Latest Note	Current Position	Short Term Trend Arrow	Long Term Trend Arrow	Status	SMT Lead
					Value	Value						
NI 139	The extent to which older people receive the support they need to live independently at home.	2008/09	41.2%			41.2%		Best quartile for this indicator out of all England authorities. Ranked 4th best out of 354 authorities.	?	?	?	Julian Rudd
HS LAA 12	Additional extra care units occupied	Q3 2009/10	48			No data for this range		Cumulative outturn to Q3 240 units for North Yorkshire - 52 Units in Ryedale opened in September 2009 replacing the Hawthorns in Norton.	?	?	?	Julian Rudd


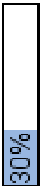


Aim 1 Housing Need Strategic Objective 1. To change and add to housing stock to meet the local housing needs

Service Objective 1.1.1. To provide additional affordable and specialist homes					
Covalent Reference	Priority Action	Progress	Latest Note	Latest Note Date	SMT Lead
SDP HS 0913 01a	Exception Sites Land Purchase	30%	Nawton - start on site for 10 affordable homes. Pickering, Swainsea Lane site (adjacent to Askham Bryan) started. Thornton-le-Dale - need identified and site examination in progress. Rosedale, Hartoft - Local needs survey completed and site examination in progress. Aislaby, Middleton, Wreilton - reporting results of Local needs survey to Parish Council in March. Slingsby, Sherburn, Rillington, Barton-le-Street - discussions with Parish Councils in progress. Also now with Eberston, Kirby Misperton and Welburn (Malton)	04 Mar 2010	Julian Rudd
SDP HS 0913 01b	Planning Gain	5%	Kirkbymoorside (Russells site) - Feb 2010 Outline planning permission granted for 46 homes of which 18 are affordable. Scagglethorpe - Planning application Approved Feb 2010 for 10 including 4 affordable homes. Norton - Scarborough Road - 3 discount for sale homes (Home HA), 15 Homebuy Direct homes (Redrow) for completion by March 2010. 16 further affordable homes expected after April 2010. Norton - Westfield Nursery - planning application submitted for 195 homes.	04 Mar 2010	Julian Rudd
SDP HS 0913 01c	Registered Social Landlord/Other Funded	75%	Pickering/Malton/Norton - proceeding with 10 homes (8 rented, 2 DFS) on various small sites. Rillington (Collinson's Lane) - 9 homes completed, all properties now let. Kirkbymoorside - Moorside nurseries - 19 rented homes due for completion March 2010. Norton (The Hawthorns site) - planning application for 22 homes Approved subject to conditions Feb 2010	04 Mar 2010	Julian Rudd

Service Objective 1.1.2. To bring empty homes back into use in line with the County wide empty homes strategy

Service Objective 1.1.2. To bring empty homes back into use in line with the County wide empty homes strategy					
Covalent Reference	Priority Action	Progress	Latest Note	Latest Note Date	SMT Lead
SDP HS 0910 03e	Empty Homes Strategy	0%	Local empty homes strategy for Ryedale being implemented whilst NY wide strategy developed.	10 Nov 2009	Julian Rudd

Service Objective 1.1.3. To identify through the LDF sufficient housing sites for the next 5 and 15 year periods (SHLAA)

Covalent Reference	Priority Action	Progress	Latest Note	Latest Note Date	SMT Lead
SDP FE 0913 05	Review of LA Landholdings		Review undertaken - Partner RSL identified an area land that they would wish to purchase to facilitate an affordable housing development in Malton. (Info from Richard Etherington).	12 Aug 2009	Phil Long
SDP HS 0913 01a	Exception Sites Land Purchase		Nawton - start on site for 10 affordable homes. Pickering, Swainsea Lane site (adjacent to Askham Bryan) started. Thornton-le-Dale - need identified and site examination in progress. Rosedale, Hartoft - Local needs survey completed and site examination in progress. Aislaby, Middleton, Wreiton - reporting results of Local needs survey to Parish Council in March. Slingsby, Sherburn, Rillington, Barton-le-Street, Eberston, Kirby Misperton and Welburn (Malton) - discussions with Parish Councils in progress.	04 Mar 2010	Julian Rudd
SDP P 0913 01a	LDF - Core strategy- consultation/submission/adoption		Consultation complete. Council have agreed key strategic decisions aim to publish draft core strategy in July 10 This is a reprogramme of December 09 publication date	05 Feb 2010	Gary Housden
SDP P 0913 04	Strategic Housing Land Availability Assessment		Up to date assessment in place.	16 Nov 2009	Gary Housden

Aim 1 Housing Need Objective 2. To support people to access a suitable home or remain in an existing home.

Key Performance Question 03. How well are we preventing homelessness through advice and proactive intervention?

Covalent Ref	Indicator	Last Update	Current Value	Current Target	2008/09		Latest Note	Current Position	Short Term Trend Arrow	Long Term Trend Arrow	Status	SMT Lead
					Value	Value						
HS 1	Homeless applications on which RDC makes decision and issues notification to the applicant within 33 working days (was LPI 70)	Q3 2009/10	90.0%	100.0%	100.0%	100.0%	All 16/17 year olds receive joint assessment with CYPS. This can delay the decision.	All applications dealt with within 33 day target	↓	→		Julian Rudd
NI 141 LAA	NYCC. Percentage of vulnerable people achieving independent living RDC LAA Lead. Figure is Ryedale only.	Q3 2009/10	100.00%	76.00%	80.00%				▬	→		Julian Rudd
NI 181	Time taken to process Housing Benefit/Council Tax Benefit new claims and change events - Accumulative	Q3 2009/10	9.6 days	10.0 days	9.9 days		Benchmarking - Ryedale ranked 3rd out of 12 authorities across N Yorks, York, Hull, East Riding & N Lincs as at December 2009		↑	→		Paul Cresswell
NI 187(i)	Tackling fuel poverty - % of people receiving income based benefits living in homes with a low energy efficiency rating: (i) Low energy efficiency	2008/09	17%		17%			Survey carried out by the Energy Partnership on our behalf. Results entered onto the national data hub April 09. Combined results with Hambleton & Selby.	?	?		Julian Rudd
NI 187(ii)	Tackling fuel poverty - % of people receiving income based benefits living in homes with a low energy efficiency rating: (ii) High energy efficiency	2008/09	29%		29%			Survey carried out by the Energy Partnership on our behalf. Results entered onto national data hub April 09. Combined results with Hambleton & Selby.	?	?		Julian Rudd

Key Performance Question 04. How well are we supporting people?

Covalent Ref	Indicator	Last Update	Current Value	Current Target	2008/09		Latest Note	Current Position	Short Term Trend Arrow	Long Term Trend Arrow	Status	SMT Lead
					Value	Value						
NI 156	Number of households living in temporary accommodation (snapshot)	Q3 2009/10	13		10			Only Q4 return will be entered on the national data hub and performance will be judged on this quarter alone.	▬	➡	?	Julian Rudd
NI 32 LAA	Police. Repeat incidents of domestic violence (NB Intro delayed but ok as LAA PI with target)	2008/09	12.5%		12.5%		Value is for Ryedale area only. 40 MARACs in Ryedale 5 of which were repeat incidents. Target to reduce this by 7% 2009-10	County target is to reduce by 40%. Scarborough/Ryedale target is to reduce by 7% 2009-10	?	?	?	Julian Rudd
HS LAA 8	Prevention of Homelessness through Advice and Proactive Intervention (values and targets are per quarter, not accumulative)	Q3 2009/10	75	153	237				➡	➡	🔴	Julian Rudd

Aim 1 Housing Need Objective 2. To support people to access a suitable home or remain in an existing home.

Service Objective 1.2.1.To enable families and individuals to remain in their homes through the provision of a range of housing advice and support

Covalent Reference	Priority Action	Progress	Latest Note	Latest Note Date	SMT Lead
SDP HS 0913 02e	Homelessness Strategy Action Plan	50%	Working towards all targets in Action Plan.	12 Jan 2010	Julian Rudd

Service Objective 1.2.2. To prevent homelessness through the services offered by the integrated housing options team








Covalent Reference	Priority Action	Progress	Latest Note	Latest Note Date	SMT Lead
SDP HS 0913 02e	Homelessness Strategy Action Plan	50%	Working towards all targets in Action Plan.	12 Jan 2010	Julian Rudd

Service Objective 1.2.3.To assist householders facing mortgage difficulties through the provision of a Mortgage Rescue scheme in partnership.

Covalent Reference	Priority Action	Progress	Latest Note	Latest Note Date	SMT Lead
SDP HS 0913 02b	Provision of a Mortgage rescue scheme in partnership	20%	6 cases currently being processed, 14 referrals received directly from lenders as at 4 March 2010	05 Mar 2010	Julian Rudd

Service Objective 1.2.4. To reduce the number of vulnerable households experiencing fuel poverty.

Covalent Reference	Priority Action	Progress	Latest Note	Latest Note Date	SMT Lead
SDP HS 0910 05a	Private Sector Energy Efficiency Grants	65%	Approved 112 Energy Efficiency Grants to a value of £83,164 and completed 70 grants totalling £70,124 in the period 1 April to 4 March 2010	04 Mar 2010	Julian Rudd

KEY		Long Term Trends	Short Term Trends
	The value of this PI has improved in the long term.		The value of this PI has improved in the short term.
	The value of this PI has worsened in the long term.		The value of this PI has worsened in the short term.
	The value of this PI has not changed in the long term.		The value of this PI has not changed in the short term.
	Long-term arrows compare the current value with an average for the previous two years.		Short term arrows compare the current value with the previous value
	Trend arrows cannot be calculated because this is the first result for this performance indicator		

Council Plan Performance and Finance Report

Generated on: 10th March 2010



Aim 2: Economic Success To create the conditions for economic success

Strategic Objective 3

Place of opportunity – to have the sites and premises, physical infrastructure and business support in place that would encourage an economic structure and activity to ensure that the opportunities available within Ryedale are equal to those of the most economically successful rural areas of the sub-region.

Key Performance Questions

- 5. How is the sectoral mix of the Ryedale economy changing?
- 6. What infrastructure is in place to support economic success?

Priority Service Objectives

- 2.3.1 To identify sufficient sites for industrial, business and retail through the LDF core strategy
- 2.3.2 To improve the vitality of Malton as a retail centre
- 2.3.3 To improve the infrastructure and strengthen the role of the market towns
- 2.3.3 To improve the infrastructure and strengthen the role of the market towns

Strategic Objective 4

Opportunity for people – increasing wage and skills levels

Key Performance Questions

- 7. How well are household incomes increasing?
- 8. To what extent are local skills meeting the local employment need?

Priority Service Objectives

- 2.4.1 .To serve the needs of businesses in changing economic climates
- 2.4.2 To help people to acquire the skill they need to access employment opportunities
- 2.4.3 To provide the opportunities to increase income levels
- 2.4.4 To improve levels of skills for life in Ryedale
- 2.4.5 Paying the right benefit to the right people at the right time

Aim 2: Economic Success

Strategic Objective 3

Place of opportunity – to have the sites and premises, physical infrastructure and business support in place that would encourage an economic structure and activity to ensure that the opportunities available within Ryedale are equal to those of the most economically successful rural areas of the sub-region.

Performance Narrative:

Ryedale has many small businesses and good entrepreneurial activity. Up until the recent economic downturn the local economy had grown notably and begun restructuring from the primary/secondary to the tertiary sector, e.g. banking & finance (9.5% growth), research & development (57%) and the knowledge industry (47%). There is also a strong presence of advanced engineering firms (aircraft and submarine products, oil and gas technologies, microwave components and computer systems) and an active training organisation, Derwent Training, which specialises in engineering. This provides much opportunity to develop links with Science City York. However, economic growth over recent years has been lower than County and Region and significant areas of local economic activity involve nationally declining sectors such as manufacturing (20%) and agriculture. Growth in R&D, banking & finance and the knowledge sectors is from low start points and their local representation is way behind national and regional levels.

The Council and partners aim to bring forward (through the LDF and via RDC and Yorkshire Forward-led projects) modern quality business accommodation and employment land; in particular a technology park is required at Malton to build synergies with the York economy and diversify local economy. The Council is working with Yorkshire Forward to bring forward managed workspace facilities at Malton and / or Pickering that will nurture new and developing businesses, particularly within higher value sectors. Landowners have now been approached to begin preliminary negotiations over options on suitable sites, however YF has not approved funding for the Rural Capitals Business Space project at this stage due to uncertainties over the implications over the forthcoming election and due to current financial constraints. The Council is also working with partners to tackle significant infrastructure challenges that restrict economic growth, and has recently agreed to inject £1.95m to significantly improve the highway network at Malton and Norton to allow capacity for development and economic success. A project group is now taking this work forward to construction stage and a public consultation will be held in May 2010. The Council will also contribute £500k to a scheme to remove congestion at Pickering. In particular through the significant enhancement of town centres, beginning with Malton and Norton, the Council is working with partners to increase economic activity and the quality of retail offer, and to encourage local people to shop close to home. A business proposal has been submitted to Yorkshire Forward to increase business activity in town centres, particularly for the creative sector, and seeks to provide facilities for arts and cultural opportunities. Close working with NYCC highways aims to improve conditions for pedestrians and cyclists in Malton town centre and to greatly improve facilities for public transport users. Although YF approved the outline Business Plan for 'Heart of Malton', which included these town centre projects, a Full Business Plan has been prepared but not yet considered to allow further feedback from YF and ERDF to be considered.

Ryedale also has a lack of modern business tourism facilities (accommodation & conference/meeting space). This places a heavy reliance on leisure tourism, for which there is significant competition. The Council is working closely with partners to bring forward two major new cultural and tourist attractions at Ryedale Folk Museum and Derwentio Fort, Malton, with funding contributions approved for the former and to be considered imminently for Derwentio Fort .

Aim 2: Economic Success

Strategic Objective 4

Opportunity for people – increasing wage and skills levels

Performance Narrative:

Reflecting the sectoral make-up of the Ryedale economy, which has a significant element of low skilled work, the area has the second lowest average wages in North Yorkshire. These are notable in the region and on average are 20/25% less than Harrogate and Hambleton. There is also commuting out to better paid jobs beyond Ryedale, with some residents travelling great distances. This underlines the importance of the above efforts to support businesses and diversify the economy into higher added value sectors with links to the York economy.

Although the area enjoys excellent school results many younger people then leave for higher education outside Ryedale and do not return until much later in life, if at all. The remaining workforce has notable basic skills issues (in particular literacy and numeracy) and there can be a mismatch between the needs of local employers and the skills of local workers. This is a key focus for the Ryedale Work and Skills Partnership, led by Ryedale DC, which combines the efforts of partners to tackle skills issues and match local training provision to address economic priorities of the area. An event to link Ryedale pupils with local employers is planned for Autumn 2010. Through the allocation of land in the LDF and work with the HCA and registered social landlords the Council is also working to provide housing for younger people and others in need.

By leading the initiatives outlined under Objective 3 the Council is supporting the modernisation and diversification of the local economy to increase wage levels. The Council also aims to reduce commuting by residents by providing access to better jobs close to home, thereby reducing emissions and building stronger communities. The Council works with Business Link to provide advice for new businesses via surgeries held at Ryedale libraries.




Aim 2 Economic Success Strategic Objective 3. Place of opportunity - economic structure and supporting infrastructure

Key Performance Question 05. How is the sectoral mix of the Ryedale economy changing?

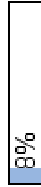


Covalent Ref	Indicator	Last Update	Current Value	Current Target	2008/09		Latest Note	Current Position	Short Term Trend Arrow	Long Term Trend Arrow	Status	SMT Lead
					Value	Value						
EC 4	Share of total regional employment. (was LPI 54)	2008/09	1.04%			1.04%	Source - Annual Population Survey Jan 2008 - Dec 2008	Data Source: Local Knowledge Annual Business Inquiry	↓	→	?	Julian Rudd
NI 172	RpDL. % of small businesses in an area showing employment growth	2009/10	15.6%		No data for this range		Next figures due Jan 2010 Latest update 2008/09 from BIS Enterprise Directorate figures produced by the Office for National Statistics	Awaiting publication of results by Department for Business, Enterprise & Regulatory Reform in Nov/Dec 2009.	?	?	?	Julian Rudd
NI 171 LAA	RpDL. New business registration rate per 10,000 pop'n 16yrs+	2008/09	55.3		55.3		next figures due Jan 2010 Latest update 2008/09 from BIS Enterprise Directorate figures produced by the Office for National Statistics	Awaiting publication of results by Department for Business, Enterprise & Regulatory Reform in Nov/Dec 2009.	↓	→	?	Julian Rudd
EC LAA 36	Grow the Creative Industries sector	2006/07	177		No data for this range		No newer data is available beyond the baseline of 1,900 businesses (2006) in the Creative Industries Sector. Changes in methodology to provide a more complete representation of the sector are being considered. Website and on-line database: Creative NY research into additional e-services completed. Specialist Training: 2	LAA indicator. The Partnership Unit currently investigating different ways of measuring - results hopefully available by December 2009.	?	?	?	Julian Rudd

Aim 2 Economic Success Strategic Objective 3. Place of opportunity - economic structure and supporting infrastructure


Service Objective 2.3.1. To identify sufficient sites for industrial, business and retail through the LDF core strategy


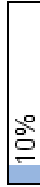
Covalent Reference	Priority Action	Progress	Latest Note	Latest Note Date	SMT Lead
SDP P 0913 01a	LDF - Core strategy-consultation/submission/adoption		Consultation complete. Council have agreed key strategic decisions aim to publish draft core strategy in July. This is a reprogramme of December 09 publication date	05 Feb 2010	Gary Housden
SDP P 0913 01b	LDF - Facilitating Development DPD		Initial consultation on all sites is complete. Sites received up to Feb 2009 have been assessed in SHLAA. The delivery of the document will need to be reprogrammed in a revised LDS.	05 Feb 2010	Gary Housden; Gary Housden
SDP P 0913 01c	LDF - Helmsley DPD Consult/submit/adopt		Initial Regulation 25 consultation on all the sites submitted to date undertaken as part of summer consultation.	08 Sep 2009	Gary Housden; Gary Housden

Service Objective 2.3.2. To improve the vitality of Malton as a retail centre

Covalent Reference	Priority Action	Progress	Latest Note	Latest Note Date	SMT Lead
SDP EC 0913 01a	Milton Rooms Redevelopment		Outline Business Plan approved by YF (Jan 10). Full Business Plan submitted February 2010. YF officers want to discuss options to progress the initiative given ERDF and funding issues. Officers working with MR Management Committee to ensure viable business is sustained.	09 Mar 2010	Julian Rudd
SDP EC 0913 01b	Malton Town Centre Public Realm Improvements Revitalise Malton! Phase 1		Church floodlighting project nearing completion - just snagging details to be completed. Outcome of Property Grant Scheme feasibility and Broad Band study awaited.	09 Mar 2010	Julian Rudd
SDP EC 0913 01c	Malton Town Centre Public Realm Improvements - Revitalise Malton! Phase 2 and 3		Outline Business Plan approve by YF (Jan 10). Full Business Plan submitted Feb 10. YF officers want to discuss options to progress the initiative given ERDF and funding issues. FBP included a review by YF 'Design Panel'. Their recommendation was to improve the urban design element of the project which they felt to be too limited in scope. Moving onto public consultation in conjunction with NYCC Highways projects in May 2010.	09 Mar 2010	Julian Rudd

Service Objective 2.3.3. To improve the infrastructure and strengthen the role of the market towns




Covalent Reference	Priority Action	Progress	Latest Note	Latest Note Date	SMT Lead
SDP EC 0913 01d	Regeneration schemes in Pickering and Kirkbymoorside		Town Teams in Kirkbymoorside, Pickering decided against application to delegated fund this financial year, preferring to consider larger scale projects for 2011. Pickering Town Team also involved in Mountain Biking World Cup project to promote town to wide audience. Officers now working with TTs to progress. Helmsley submitted a project in conjunction with the Helmsley Arts Centre.	09 Mar 2010	Julian Rudd

SDP P 0913 01b	LDF - Facilitating Development DPD		Initial consultation on all sites is complete. Sites received up to Feb 2009 have been assessed in SHLAA. The delivery of the document will need to be reprogrammed in a revised LDS.	05 Feb 2010	Gary Housden; Gary Housden
SDP P 0913 01c	LDF - Helmsley DPD Consult/submit/adopt		Initial Regulation 25 consultation on all the sites submitted to date undertaken as part of summer consultation.	08 Sep 2009	Gary Housden; Gary Housden

Aim 2 Economic Success Strategic Objective 4. Opportunity for people - increasing wage and skill levels

Key Performance Question 07. How well are household incomes increasing?

Covalent Ref	Indicator	Last Update	Current Value	Current Target	2008/09		Latest Note	Current Position	Short Term Trend Arrow	Long Term Trend Arrow	Status	SMT Lead
					Value	Value						
NI 181	Time taken to process Housing Benefit/Council Tax Benefit new claims and change events - Accumulative	Q3 2009/10	9.6 days	10.0 days	9.9 days		Benchmarking - Ryedale ranked 3rd out of 12 authorities across N Yorks, York, Hull, East Riding & N Lincs as at December 2009		↑	↑	✓	Paul Cresswell
NI 151	RpDL Overall Employment rate (working-age) (8 month lag in figures release)	Q4 2009/10	78.2%		80.9%		78.2% figure from Nomis via work and pensions website for Ryedale (July 2008 - June 2009 data available)	Awaiting release of results by Department for Work & Pensions expected August 2009.	?	?	?	Julian Rudd
NI 152	RpDL Working age people on out of work benefits				6.2%			Working age key benefit claimants: 2,480 (8%, which compares to 14.8% regionally and 14.2% nationally). April 2009	?	?	?	Julian Rudd
NI 166	Median earnings of full time employees in the area (April snapshot Annual Survey Hours & Earnings - ONS)	2008/09	£395.80		£395.80		6.7% annual increase		?	?	?	Julian Rudd
NI 180	The number of changes of circumstances which affect customers' HB/CTB entitlement within the year.(per 1000 caseload)	December 2009	N/A		1958.0		Unable to obtain data for this indicator due to DWP HOBOD site closing down due to issues over integrity of data - national issue.		?	?	?	Paul Cresswell

Key Performance Question 08. To what extent are local skills meeting the local employment need?												
Covalent Ref	Indicator	Last Update	Current Value	Current Target	2008/09		Latest Note	Current Position	Short Term Trend Arrow	Long Term Trend Arrow	Status	SMT Lead
					Value	Value						
NI 164 LAA	Survey County level. Proportion of population aged 19-64 for males and 19-59 for females qualified to at least Level 3 or higher	2008/09	58.1%			58.1%	Data from Annual Population Survey 2004-2008 from Dept for Business, Innovation and Skills	Awaiting publication of results by Department for Innovations, Universities & Skills expected late July 2009.				Julian Rudd

Aim 2 Economic Success Strategic Objective 4. Opportunity for people - increasing wage and skill levels








Service Objective 2.4.1. To serve the needs of businesses in changing economic climates					
Covalent Reference	Priority Action	Progress	Latest Note	Latest Note Date	SMT Lead
SDP EC 0913 02 a	Tourism	30%	11/6/09 Community Services Committee considered (report attached under documents) the performance of the M&CTP against previous RDC performance and noted the improvements in service.	02 Nov 2009	Julian Rudd
SDP EC 0913 02 b	Engage with and understand the business community	0%	Work via the RWSP to build linkages with local businesses, through other business groups (BIA) in the district and the Ambassador pilot scheme in Malton.	26 Jan 2010	Julian Rudd
SDP EC 0913 02 c	Advise and support local businesses	0%	Business support accessed through Business Link Yorkshire, promoted via workshops/clinics, all enquiries received forwarded and also via the work under the Ryedale Business Grant scheme.	26 Jan 2010	Julian Rudd
SDP EC 0913 02d	Small Business Grant Scheme	80%	£89,000 allocated, 55 grants paid out to date	15 Dec 2009	Julian Rudd

Service Objective 2.4.2. To help people to acquire the skill they need to access employment opportunities					
Covalent Reference	Priority Action	Progress	Latest Note	Latest Note Date	SMT Lead
SDP EC 0913 03 a	Work and Skills Partnership	40%	Ryedale Work and Skills Partnership now refreshed. 4 priorities; <ul style="list-style-type: none"> · Clarify and communicate how and what the employer offer is. · Links with HE sector (to include enterprise and knowledge vs. skills) · Employer Event that serves 14-19; mixed ages and employers. (A task and finish group will meet to develop the scope and plan the event). · An employer strategy meeting will be arranged to take forward the findings of the skills research. RDC leading on employer engagement and planning event in 2010 to develop information links with businesses.	28 Oct 2009	Julian Rudd

Service Objective 2.4.3. To provide the opportunities to increase income levels					
Covalent Reference	Priority Action	Progress	Latest Note	Latest Note Date	SMT Lead
SDP EC 0913 01 h	Provision in Capital Programme for an Economic Development Scheme	0%	This funding is not allocated to a specific project as of Dec 09	18 Dec 2009	Julian Rudd

Service Objective 2.4.4. To improve levels of skills for life in Ryedale					
Covalent Reference	Priority Action	Progress	Latest Note	Latest Note Date	SMT Lead
SDP EC 0913 03 b	Improve Skills for Life	0%			Julian Rudd

Service Objective 2.4.5. Paying the right benefit to the right people at the right time					
Covalent Reference	Priority Action	Progress	Latest Note	Latest Note Date	SMT Lead
SDP CB 0913 07	Review benefits system & where feasible implement new system	50%	Looking at a joint system and working to achieve cost savings.	22 May 2009	Paul Cresswell
SDP CB 0913 09	Review & develop effective fraud partnership with Scarborough	100%	12 mth Contract commenced 5th October 2009 with Veritau	16 Nov 2009	Paul Cresswell
SDP CB 0913 11	Adopt KLOE self assessment improvement plan	0%	KLOE self assessment completed, action plan to be published in conjunction with NY benefits group.	22 May 2009	Paul Cresswell

KEY		Short Term Trends	
	The value of this PI has improved in the long term.		The value of this PI has improved in the short term.
	The value of this PI has worsened in the long term.		The value of this PI has worsened in the short term.
	The value of this PI has not changed in the long term.		The value of this PI has not changed in the short term.
	Long-term arrows compare the current value with an average for the previous two years.		Short term arrows compare the current value with the previous value
	Trend arrows cannot be calculated because this is the first result for this performance indicator		

Council Plan Performance and Finance Report

Generated on:



Aim 3: High Quality Environment

To have a high quality, clean and sustainable environment.

Strategic Objective 5

Reducing CO2 emissions

Key Performance Questions

9. To what extent are we reducing the waste sent to landfill?
10. To what extent are CO2 levels reducing?

Priority Service Objectives

- 3.5.1 To increase the recycling rate
- 3.5.2 Reduction in kilos of residual waste collected per household
- 3.5.3 Reduce the trade waste sent to NYCC landfill sites
- 3.5.4 To Reduce CO2 emissions from our own operations through the implementation of the Councils CO2 reduction plan
- 3.5.5 Designing for the environment

Strategic Objective 6

Planning to adapt to climate change

Key Performance Questions

11. How well are we planning to adapt to climate change?
12. What development is coming forward and is it in the right areas?

Priority Service Objectives

- 3.6.1 Through the LDF to ensure that developments are coming forward in the right locations
- 3.6.2 To avoid inappropriate development in flood risk areas
- 3.6.3 Flood and PITT review risk management

Strategic Objective 7

To improve the quality of our local environment

Key Performance Questions

13. How well is the quality of the environment in Ryedale being maintained?
14. To what extent is civic pride increasing?

Priority Service Objectives

- 3.7.1 To implement the results of a detailed air quality assessment for nitrogen dioxide
- 3.7.2 Improved street and environmental cleanliness
- 3.7.3 To improve levels of local biodiversity To work with the community to encourage the management of their own environments

Aim 3: High Quality Environment

Strategic Objective 5 : Reducing CO2 emissions

Performance Narrative:

Waste Management: The service remains the top performer in the Yorkshire and Humber region for both NI197 and NI 192. In addition RDC regarding PWC detail comes out as 2nd in its family group regarding Economy and the Environment and also top of the Yorkshire and Humber Authorities.

Performance over the year to date remains strong and on target to exceed 50% (the Government's 2020 target) for the 4th year running. There has been a slight decrease compared to last year weight recycled, all factors pointing to the recession reducing the quantity of dry recyclable produced. This has been mirrored in other Districts. Tonnages of garden waste are also down over December January and February hopefully only reflective of the extreme weather period and not the change to monthly brown bin collection.

Emphasis this year has been placed on reducing the cost of the service. Comparisons with SPARSE authorities indicates that RDC has reduced its cost of waste management by 7% and is now 2% less expensive than average costs reducing from £23.21 to £22.58 per capita. Factoring in the geographical area and high levels of recycling these are high levels of performance.

As reported previously, the PLACE survey indicates that satisfaction with Refuse and Recycling has not improved. Further analysis has been undertaken and evidence suggests that this typifies the lower levels of dissatisfaction associated with AWC schemes. Analysis clearly indicates that in the main highlights that in the main dissatisfaction 44% is due to the lack of cardboard and plastics recycling and not reflective of a poor service. This situation will need to be considered during 2010/11 to determine future strategy when the vehicle fleet starts to fall out during 2011/12.

Energy Efficiency: The programme of energy efficient initiatives remains on track. The initiatives will substantially help RDC meet their 2009-2011 carbon targets:

- Two new energy efficient boilers have been installed at Ryedale House and at Derwent Pool. Though not without initial teething problems both are now functioning well.
- Initial work has started on the implementation of a carbon budget for all units. Initially this will target reduction of mileage traveled but plans are to investigate extending the scheme into energy efficiency used in the office making individual units accountable and setting performance targets.
- Monthly Garden Waste collections over the winter period went well and seemed positively received.
- Fleet initiatives are being developed to further reduce operational mileage. An initial Route Smart exercise for optimum scheduling of waste collection

rounds has taken place. It is clear that though the rounds are currently very tightly scheduled – initially consultants could not find any savings ,(a first) some savings can be made. Officers will be looking to reschedule rounds to optimize performance and will be coming back to committee with a future report detailing potential changes.

- In accordance with the vehicle renewal programme RDC continues to replace its fleet with Euro 5 carbon efficient vehicles. On average there is a 4.5% saving in carbon emissions by comparisons with the older vehicles.

Aim 3: High Quality Environment

Strategic Objective 6 : Planning to adapt to climate change

Performance Narrative:

Progress continues to be made in this difficult area.

- The energy savings trust has supported RDC application for the one to one support programme. This unique opportunity will help the authority tackle climate change and reduce community carbon emissions. One to one is a two-year programme. Questionnaires have been received and completed by Heads of Service next steps involves data collection across departments. From these officers intend to build on the recommendations to refresh the Councils Climate change strategy, which is due for renewal during 2010.
 - A major piece of work has been completed regarding the Multi Agency Flood Response Co-ordination Plan for Ryedale. The Ryedale plan is the first in the region to have been completed and signed off by DEFRA The document identifies communities / areas at risk and outlines each agency's response. The aim of this plan is to enable local agencies to respond in a coordinated, timely and flexible manner, to try and minimise the effects that flooding incidents have in the Ryedale District. Members will be only to aware that this was 'again' tested recently with excellent quick response from STREETSCENE operatives and deployment of local sandbag catches which have made response times quicker and enhanced community resilience. Regarding performance in this area RDC is upper quartile regarding NI 189 Flood Risk and NI 37 Awareness of Civil Protection.
- The plan has a number of specific objectives:
- To provide clear definition of the roles, responsibilities and actions of key agencies throughout the response.
 - To implement a risk based approach to responding to flooding within Ryedale district.
 - To set out a clear activation procedure so that all agencies are informed appropriately regarding timings and information shared.
 - To outline procedures for implementing a pre-flood meeting/group when flooding is expected to ensure all agencies are alerted early and can respond accordingly.
 - To set out the flood plan's co-ordination and control arrangements specific to the flooding area.
- Districts have been successful in obtaining RIEP funding for a LCLIP (Local Climate Impacts Profile) to be undertaken within each Authorities. This analyses climate change impacts aimed at determining current and future risk associated with climate change. The work is due to be completed shortly will improve performance of the partnership regarding NI188
- The RIEP funded joint North Yorkshire Climate Change Leadership Programme has been held. The aims being to build capacity and achieving greater collaboration in order to improve the response to the current and future implications of Climate Change. Councilors, senior officers and stakeholders from North Yorkshire Councils have taken part over four sessions between October 2009 and January 2010 to discuss the priorities and practicalities that councils, councillors and key partners face in tackling climate change.

Planning policies contained in the 'saved' policies of the Ryedale Local Plan seek to facilitate sustainable development in line with national and regional planning policy, directing development to market towns and within development limits of villages.

Policies in the emerging LDF will seek to provide a focus for all new development in sustainable/accessible locations in order to reduce the need to travel, avoid areas of flood risk and to protect the designated landscapes in the district. Emerging policy will continue to promote the use of brownfield land where possible and seek to ensure that new developments improve the levels of energy efficiency and a greater use of decentralised and renewable or low carbon energy.

In the emerging LDF the Core Strategy and Facilitating Development DPD require up-to-date background evidence to support the delivery of development in the right locations. The existing Strategic Flood Risk Assessment has been updated to ensure compliance with PPS 25 and the final version has been agreed.. The SFRA will guide inappropriate development away from flood risk areas and ensure that flood sensitive uses are directed away from areas of greatest risk

The Council has consulted the EA on all significant developments in flood risk areas and where the EA has objected on the grounds of flood risk the Local Planning Authority has refused permission.

Strategic Objective 7 :

To improve the quality of our local environment

Performance Narrative:

Performance remains strong regarding improvement to the quality of the local environment

- The Council remains upper quartile regarding satisfaction for keeping public land clear of litter and refuse ranking 39 out of 201 Districts.
- The unit has prioritised litter picking in the first two quarters significantly improving performance in this area by comparison to last year. Over the last quarter the focus has moved to cleansing of detritus utilising a second sweeper as funded from recycling credits from the pilot -recycling and re-use of organic street cleansing waste scheme-, developed in conjunction with a local farmer. However cleansing has been hampered by the poor weather over the last couple of months. The scheme ensures that less Bio degradable waste goes to landfill and helps NYCC meet their LATS targets.
- The latest SPARSE figures released for Street Cleansing indicate that the Council is considerably more cost effective than others being 34% cheaper per capita compared with others in the family group a great achievement given the sparsity of the area.
- The council has been in liaison with Town councils over the purchase of a pavement Sweeper. Trials have been held regarding the type of sweeper and a decision is imminent. The five Towns would fund the purchase of the sweeper with RDC meeting the running costs.
- The council has entered into a partnership with NYCC regarding the gritting of footpaths and filling of grit boxes. Over the winter period the new system has received overwhelming praise the close co-ordination helping to conserve salt supplies when these became scarce. Reduced winter collection of garden waste considerably benefited the clearance of footpaths due to the availability of staff over the period

The Council has sought to improve the quality of its environment through the implementation of policies contained in the Biodiversity Action Plan. All planning applications are monitored on receipt against a checklist of sensitivity to ensure that adequate investigations and mitigation are undertaken to ensure that sensitive habitats, flora and fauna are properly appraised and protected.

Future targets setting for the positive management of sites is to be agreed with NYCC as the responding authority for the Local Area Agreement (N.I.197). The Council's part-funded Countryside Management Officer post is currently vacant and is the subject of ongoing discussions with NYCC to secure the restoration of this service in the coming year.

Aim 3 High Quality Environment Strategic Objective 5. Reducing waste and CO2 emissions

Key Performance Question 09. To what extent are we reducing the waste sent to landfill?

Covalent Reference	Indicator	Last Update	Current Value	Current Target	2008/09		Latest Note	Current Position	Short Term Trend Arrow	Long Term Trend Arrow	Status	SMT Lead
					Value	Value						
NI 191	Residual household waste - kg per household (was LPI 60)	2008/09	473kg/hh	466kg/hh	473kg/hh	473kg/hh	Unexpected increase in garden waste, household waste arisings. Possibly due to moisture content.		→	→	⚠	Phil Long
NI 193 LAA	Percentage of municipal waste land filled (Quarters est. confirmed next quarter)	2008/09	54.47%	58.00%	54.47%	54.47%		1st Qtr 09/10 is currently been input onto Waste dataflow (07/09/09) results will be available shortly	?	?	✅	Phil Long
NI 192 LAA	% of household waste sent for reuse, recycling and composting (Quarters est. confirmed next quarter)	Q3 2009/10	55.24%	49.70%	53.10%	53.10%			→	→	✅	Phil Long

Key Performance Question 10. To what extent are CO2 levels reducing?

Covalent Reference	Indicator	Last Update	Current Value	Current Target	2008/09		Latest Note	Current Position	Short Term Trend Arrow	Long Term Trend Arrow	Status	SMT Lead
					Value	Value						
NI 185 LAA	CO2 reduction from LA operations. Aim to maximise improvement	2008/09	N/A		N/A	N/A	Data sent to County Council. 2008-09 is baseline year - indicator is % change year on year. First result will be available in June 2010. Ryedale 2008-09 result number of tonnes 2008-09 - 1956.5 tonnes.		?	?	?	Phil Long
NI 186 LAA	RpDL. Per capita reduction in CO2 emissions in the LA area	2008/09					Baseline for Ryedale 2006/7 11.8 kt CO2 per head	Statistics produced annually by DEFRA. Data for 2007 will be available in September 2009.	?	?	?	Phil Long

Aim 3 High Quality Environment Strategic Objective 5. Reducing waste and CO2 emissions

Service Objective 3.5.1 Increase the recycling rate from 51% to 55%




Covalent Reference	Priority Action	Progress	Latest Note	Latest Note Date	SMT Lead
SDP SS 0913 01	Increased capture of additional recycleate when vehicle fleet falls out 2010/2011	0%	Vehicle fleet due to fall out 2010/2011. New schemes or extensions to existing will be considered then. However it should be noted that RDC already exceeds Government 2020 targets.	15 May 2009	Phil Long
SDP SS 0913 02	Enhanced monitoring of crews regarding side waste	54%	Monitoring of crews taking place on periodic basis targeted from data produced per kgs waste generated from each household	15 May 2009	Phil Long
SDP SS 0913 03	Increased recycling of road cleansings/leafall for composting during off season Oct-March	0%	Streetscene has negotiated agreement with NYCC regarding recycling of road cleansing. A Composting trial has taken place during 2008, material composted obtained soil 100 status and as such the scheme will be rolled out during the Autumn/winter season	15 May 2009	Phil Long

Service Objective 3.5.2 Reduction in Kgs of residual waste to landfill to 420kgs per household

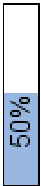



Covalent Reference	Priority Action	Progress	Latest Note	Latest Note Date	SMT Lead
SDP SS 0913 01	Increased capture of additional recycleate when vehicle fleet falls out 2010/2011	0%	Vehicle fleet due to fall out 2010/2011. New schemes or extensions to existing will be considered then. However it should be noted that RDC already exceeds Government 2020 targets.	15 May 2009	Phil Long
SDP SS 0913 02	Enhanced monitoring of crews regarding side waste	54%	Monitoring of crews taking place on periodic basis targeted from data produced per kgs waste generated from each household	15 May 2009	Phil Long
SDP SS 0913 03	Increased recycling of road cleansings/leafall for composting during off season Oct-March	0%	Streetscene has negotiated agreement with NYCC regarding recycling of road cleansing. A Composting trial has taken place during 2008, material composted obtained soil 100 status and as such the scheme will be rolled out during the Autumn/winter season	15 May 2009	Phil Long

Service Objective 3.5.3 Reduction in the amount of trade waste sent to NYCC landfill sites


Covalent Reference	Priority Action	Progress	Latest Note	Latest Note Date	SMT Lead
SDP SS 0913 04	Review of the waste collection service with the partnership	35%	-Initial sore thumb completed results being reviewed	20 Oct 2009	Phil Long
SDP SS 0913 05	Consideration of selling off the service with trade recycling to be provided by private company	35%	--White young green completed stage 2. Report due December for consideration January	20 Oct 2009	Phil Long

Covalent Reference	Priority Action	Progress	Latest Note	Latest Note Date	SMT Lead
SDP SS 0913 06	Consideration of commercial viability/cheaper service provision for customers	 35%	--stage 2 complete report Dec	20 Oct 2009	Phil Long
SDP SS 0913 07	Consideration of enhanced recycling service	 35%	-- stage 2 complete	20 Oct 2009	Phil Long
SDP SS 0913 08	Consider moving service to alternate weekly where applicable and move back to co mingled collection	 20%	Awaiting initial outcome of WYG investigation	15 May 2009	Phil Long

Service Objective 3.5.4 To reduce CO2 emissions from our own operations through the implementation of the councils CO2 reduction plan

Covalent Reference	Priority Action	Progress	Latest Note	Latest Note Date	SMT Lead
SDP SS 0913 14	Greening fleet with consideration of expanding bio diesel trial	 50%	--work on going- reduced carbon through reduced garden waste collections in winter	20 Oct 2009	Phil Long
SDP SS 0913 15	Introduction of energy efficient boilers in RDH and also Ryedale pool	 49%	--Looking at two boilers Derwent and RDH tenders in and just sorting out times for implementation. Ryedale Pool looking at Solar	20 Oct 2009	Phil Long
SDP SS 0913 16	Develop Travel plan for RDC	 10%	To be considered as part of One to One EST two year support programme. Initial training - 2 courses- provided for RDC officers and members regarding fuel efficient driving	15 May 2009	Phil Long
SDP SS 0913 17	Round review re waste management to ensure optimum efficiency	 36%	Route Smart software purchased and project underway to minimize miles travelled on rounds to further reduce emission levels.	15 May 2009	Phil Long

Service Objective 3.5.5 Designing for the environment

Covalent Reference	Priority Action	Progress	Latest Note	Latest Note Date	SMT Lead
SDP FE 0913 04	Deliver capital schemes contained in Capital Programme	 44%	Majority of projects underway as per 29.7.09. Boilers to be schedules in at pools, Public con refurb planned for Malton MK Place- details re bio mass being considered re inc solar	16 Oct 2009	Phil Long

Aim 3 High Quality Environment Strategic Objective 6. Planning to Adapt to Climate change

Key Performance Question 1.1. How well are we planning to adapt to change?





Covalent Reference	Indicator	Last Update	Current Value	Current Target	2008/09 Value	Latest Note	Current Position	Short Term Trend Arrow	Long Term Trend Arrow	Status	SMT Lead
NI 188	Planning to Adapt to Climate Change (Level 0=low, 4=high)	2008/09	Level 0		Level 0		Performance reported for County . Advised by Government Office that average performance data to be submitted at Level 0 this year, though some Districts potentially nearer level 1	?	?	?	Gary Housden; Phil Long
NI 189 LAA	Flood and coastal erosion risk management	2008/09	100%	100%	100%	Multi agency flood - plan agreed awaiting sign off	LAA indicator led by NYCC Series of meetings set up with NYCC regarding development of this area in conjunction with EA. EA to review early warning systems and develop multi agency flood plans with partners	?	?	✔	Phil Long
NI 37	Awareness of civil protection arrangements in the local area (Biennial)	2008/09	20.8%		20.8%	-sandbag catchment has been rolled out further into Thornton Dale etc. Multi Agency Flood plan agreed and waiting to be signed off	Work has been undertaken regarding catchment of sandbags in areas of flash flood risk by RDC. Further work being progressed by the EA and NYCC multi agency flood plans and a review of EA early warning mechanisms	?	?	?	Phil Long

Key Performance Question 12. What development is coming forward and is it in the right areas




Covalent Reference	Indicator	Last Update	Current Value	Current Target	2008/09		Latest Note	Current Position	Short Term Trend Arrow	Long Term Trend Arrow	Status	SMT Lead
					Value	Value						
FP 1	New homes built on previously developed land (was BV 106)	2008/09	80.00%	40.00%	80.00%		100 (gross) housing completions and 80 (gross) homes on PDL.		↑	↑	✓	Gary Housden
FP 5	% of all development that takes place in market towns and service villages: Housing (was LPI 65a)				No data for this range				?	?	?	Gary Housden

Aim 3 High Quality Environment Strategic Objective 6. Planning to Adapt to Climate change

Service Objective 3.6.1 Through the LDF to ensure that developments are coming forward in the right locations

Covalent Reference	Priority Action	Progress	Latest Note	Latest Note Date	SMT Lead
SDP P 0913 01	To deliver an LDF for Ryedale		Local Development Scheme agreed showing progress planned for Core Strategy, Facilitating Development DPD and Helmsley DPD (see current gantt chart)	16 Nov 2009	Gary Housden
SDP P 0913 01a	LDF - Core strategy- consultation/submission/adoption		Consultation complete. Council have agreed key strategic decisions aim to publish draft core strategy in July. This is a reprogramme of December 09 publication date	05 Feb 2010	Gary Housden
SDP P 0913 01b	LDF - Facilitating Development DPD		Initial consultation on all sites is complete. Sites received up to Feb 2009 have been assessed in SHLAA. The delivery of the document will need to be reprogrammed in a revised LDS.	05 Feb 2010	Gary Housden; Gary Housden
SDP P 0913 01c	LDF - Helmsley DPD Consult/submit/adopt		Initial Regulation 25 consultation on all the sites submitted to date undertaken as part of summer consultation.	08 Sep 2009	Gary Housden; Gary Housden

Service Objective 3.6.2 Reduce and minimise flood risk

Covalent Reference	Priority Action	Progress	Latest Note	Latest Note Date	SMT Lead
SDP FE 0913 04k	Pickering Flood Scheme		-consideration of slowing the flow works above Pickering. Project being worked on by EA	22 Dec 2009	Phil Long
SDP FE 0913 04l	Vale of Pickering Channel Management Pilot		--partnership project - 3 years starting in 2010	22 Dec 2009	Phil Long
SDP P 0913 12	Strategic Flood Risk Assessment		Draft of updated SFRA expected mid February.	05 Feb 2010	Gary Housden

Aim 3 High Quality Environment Strategic Objective 7. To maintain the quality of our local environment

Key Performance Question 13. How well is the quality of the environment in Ryedale being maintained?

Covalent Reference	Indicator	Last Update	Current Value	Current Target	2008/09		Latest Note	Current Position	Short Term Trend Arrow	Long Term Trend Arrow	Status	SMT Lead
					Value	Value						
NI 196	Improved street and environmental cleanliness-Fly tipping (was BV 199d)	2008/09	4	2	4		due to limited resource as this has not been a historic problem initial discussions are planned with neighbouring partners to establish if a shared service is possible.		→	→		Phil Long
NI 194a	Air quality – % reduction in NOx & primary PM10 emissions through LA's estate & operations					No data for this range		Base line data available only for this year	?	?		Phil Long
NI 197 LAA	Improved Local Biodiversity – % of Local Sites where positive conservation management has been implemented. NYCC Level.	2008/09	22.8%			22.8%	123 SINCS - 28 with positive management at 01.04.09 Breakdown by AONB: SINCS in Howardian Hills AONB 54 - 23 with positive management (42.6%) SINCS outside AONB 69 - 5 with positive management (7.2%)		←	→		Gary Housden
NI 195a	Improved street and environmental cleanliness-Litter (survey every 4 months)	November 2009	0%	5%	5%	5%		Tranche 2	←	→		Phil Long
NI 195b	Improved street and environmental cleanliness (levels of litter, detritus, graffiti and fly posting): Detritus	2009/10	10%	5%	5%	5%		Tranche 2	→	→		Phil Long
NI 195c	Improved street and environmental cleanliness-Graffiti	November 2009	0%	5%	0%	0%		Tranches 2	←	←		Phil Long

Covalent Reference	Indicator	Last Update	Current Value	Current Target	2008/09	Latest Note	Current Position	Short Term Trend Arrow	Long Term Trend Arrow	Status	SMT Lead
NI 195d	Improved street and environmental cleanliness-Fly-posting (survey every 4 months)	November 2009	0%	5%	0%		Tranches 2				Phil Long

Key Performance Question 14. To what extent is civic pride increasing?

Covalent Reference	Indicator	Last Update	Current Value	Current Target	2008/09	Latest Note	Current Position	Short Term Trend Arrow	Long Term Trend Arrow	Status	SMT Lead
					Value						
NI 5	Overall/general satisfaction with local area	2008/09	87%		87%	Best Quartile for this indicator compared to All England authorities. Ranked 75th out of 354 authorities.					Clare Slater
NI 138	Satisfaction of people over 65 with both home and neighbourhood	2008/09	91.6%		91.6%	Best Quartile for this indicator out of all England authorities. Ranked 15th best out of 354 authorities.					Julian Rudd

Aim 3 High Quality Environment Strategic Objective 7. To maintain the quality of our local environment

Service Objective 3.7.1 To implement the results of a detailed air quality assessment for nitrogen dioxide








Covalent Reference	Priority Action	Progress	Latest Note	Latest Note Date	SMT Lead
SDP HE 0913 02	Implement the results of the Detailed Air Quality Assessment for nitrogen dioxide e	100%	5 October- Consultation to 220+ residents, statutory consultees, Town Council and businesses as to the extent of the AQMA. Proposed to take report to Community Services on 26 November 2009 to declare AQMA.	13 Oct 2009	Phil Long

Service Objective 3.7.2 Improved street and environmental cleanliness

Covalent Reference	Priority Action	Progress	Latest Note	Latest Note Date	SMT Lead
SDP SS 0913 09	Increased monitoring of performance - street & environmental cleanliness	50%	On-going- areas targeted by reference to EFQM survey and National Indicator 195a/b	15 May 2009	Phil Long
SDP SS 0913 10	Increased cleansing utilizing a second sweeper	31%	Negotiations with NYCC undertaken regarding composting of cleansing when leaffall and also payment re recycling credits. Officers are also currently negotiating credits from NYCC re diversion from landfill for all street cleansing waste to be recycled/reused. This scheme (a RDC initiative) if successful should help to fund the 2nd sweeper. NYCC is considering rolling out throughout North Yorkshire. A pilot carried out during 2008 produced high quality compost	15 May 2009	Phil Long
SDP SS 0913 11	Enhance stakeholder participation re volunteer groups	50%	-- good results Tidd Britain and BIB Heimsley Gold and Pickering and KMS silver	20 Oct 2009	Phil Long

Service Objective 3.7.4 To work with the community to encourage the management of their own environments

Covalent Reference	Priority Action	Progress	Latest Note	Latest Note Date	SMT Lead
SDP SS 0913 18	Work with local groups through Britain in Bloom, Parish Councils, Tidy Britain	50%	Ongoing work with local groups re BIB and Big Tidy up	15 May 2009	Phil Long
SDP SS 0913 19	Prioritize flood risk areas and implement local catchment's of sandbags for immediate self help	100%	Areas prioritised and sandbags caught in priority locations subject to flash flood risk.	15 May 2009	Phil Long

KEY		Long Term Trends	Short Term Trends
	The value of this PI has improved in the long term.		The value of this PI has improved in the short term.
	The value of this PI has worsened in the long term.		The value of this PI has worsened in the short term.
	The value of this PI has not changed in the long term.		The value of this PI has not changed in the short term.
	Long-term arrows compare the current value with an average for the previous two years.		Short term arrows compare the current value with the previous value
	Trend arrows cannot be calculated because this is the first result for this performance indicator		

Council Plan Performance and Finance Report

Generated on: 10 March 2010



Aim 4: Active Communities

To help all residents to achieve a healthy weight by encouraging an active lifestyle, in communities where everyone feels welcome and safe

Strategic Objective 8

To have safe and healthy villages and towns

Key Performance Questions

15. How well are we encouraging active lifestyles?
16. How welcome and safe do people feel in our communities?

Priority Service Objectives

- 4.8.1 To minimise the effects of crime and anti-social behaviour on communities within Ryedale and improve perceptions of local crime levels.
- 4.8.2 To review the Councils Sports Strategy with a vision towards the legacy of the 2012 Olympics
- 4.8.3 To Develop effective multi agency and partnership working to increase participation in and satisfaction with the sport, active recreation and cultural offer in Ryedale

Aim 4: Active Safe Communities

Strategic Objective 8 To have healthy and safe villages and towns

Performance Narrative:

A comprehensive review has taken place regarding CLL and leisure provision generally.

- Officers have initiated an initial partnership event aimed at developing a brief for the development of a comprehensive strategy for sport and active recreation encompassing key stakeholders. A meeting has taken place in December and results are to be distributed to Stakeholder shortly in order to progress the area.
- Significant work has been undertaken regarding the process of reviewing and amending the existing grant conditions. This is a difficult area to ensure the arrangement meets legal constraints re procurement regulation and VAT regulations regarding the subtleties of a grant arrangement or Supply of service. A draft document has been compiled which while maintaining the current grant status enhances partnership working and performance monitoring. A further meeting has been arranged to discuss the VAT issues at Lady Lumleys and with regard to the potential of changing the status of the current arrangement to further enhance control and performance monitoring.
- New maintenance leases are to be agreed shortly aimed at enhancing the maintenance and cleanliness standards of the pools.
- The refurbishment of the reception area is taking place shortly at Derwent Pool enhancing the look and flexibility of the facility. These invest to save scheme coupled with the buy out of the Competition Line agreement has facilitated additional value for money out of the current arrangement. SPARSE comparisons with other Authorities indicates that costs of Leisure have gone from 4% higher than average to 14.5% lower. A significant 18.5% improvement.
- There has been substantial time and investment by officers regarding developmental Play Infrastructure. Funding streams attracted include the-Big Lottery £200,000 and also Play Builder £66K. The money being spent on new and upgraded play facilities includes:
 - Becket Rec ground Nawton- 19K
 - Lockton and Levisham Playing Field- 17K
 - Manor Drive Pickering-14K
 - KMS fixed play and Env play-24K = 9K
 - Thornton dale- 40K
 - Riverside View Norton – environmental play14K new no data as yet
 - Hovingham- 12K- new no data as yet
 - Play builder- Gilling East- 25K year 1 no data
 - Play Builder Wreilton and Burythorpe 25k +16K year 2 to be completed
 - *Of the first five which data has been compiled outcomes include frequent regular usage by 566 children ie 3.5 times higher usage than*

estimated (253% more successful)

- There has been substantial activity regarding the Sports and Active programme these include:
 - World Mountain Bike Championships at Dalby. The legacy to this is being discussed re the potential of satellite sites in the area to promote adventure and mountain bike skills re land at back of castle
 - Pro Sprint Eliminator Pickering -£6500 investment to promote. This has had tremendous support from the Town team, Town mayor and business.
 - Free Swimming
 - Youth Games- funded
 - Play rangers – 4 days at Easter and 40 days over summer under and over 8- 1079 kids
 - Summer Festival Fun aged 5-11 years
 - Ryedale in touch- visually impaired walk project - 5K
 - Appointment of Sport and Play Volunteer- undertaking work re baseline date of sports and leisure activity to be used to upgrade web based Active Ryedale
 - Application for 2- 6 month posts for sports and play development
 - Sport unlimited programme 5-16 and 18-20 year olds. Appointment of specialist to ensure more focus and take up for 2010/11
 - Fit for fun 12-16 years- nutrition based physical activity aimed at obesity 6K
 - Extension to climbing wall at Lady Lumleys school part funded by RDC
- Obesity rates in Ryedale fell by comparison with other areas, which showed increases. While it is to make much of the data and to early to drawn any direct comparisons with the work undertaken above, the results are a great improvement:
 - Reception obesity fell from 14.9% to 11.6%
 - Year 6 fell from 18.5% to 16.6%

Aim 4 Active Safe Communities Strategic Objective 8. Safe and healthy towns and villages

Key Performance Question 15. How well are we encouraging active lifestyles?

Covalent Ref	Indicator	Last Update	Current Value	Current Target	2008/09		Latest Note	Current Position	Short Term Trend Arrow	Long Term Trend Arrow	Status	SMT Lead
					Value	Value						
HE 1	Residents satisfied with sports/leisure facilities % (was BV 119a)	2008/09	40%	65%	40%		-Report to committee and new sports strategy to be undertaken	Data from Place Survey, Q8, though not at NI	→	→		Phil Long
SS 19	Improvement in the PPG17 style audit of Public Open Space quality (was LPI 62)	2007/08	0%		No data for this range		Use of open space to be considered as part of the active Ryedale Strategy		→	→		Phil Long
NI 8 LAA	Adult participation in sport and active recreation. Sport England Active People Survey-Annual	2008/09	17.9%	25.7%	17.9%		Baseline for Ryedale 2006/7 23.2%, 2007/8 20.0%	To be considered as part of development of Sports and Active Ryedale Strategy	→	→		Phil Long
NI 56(vi)	NYCC. Obesity in primary school age children in Year 6: Line 6				No data for this range			NYCC target- To be addressed in part by development of Sport and Active recreation strategy	?	?		Phil Long
NI 2	% of people who feel that they belong to their neighbourhood	2008/09	70.8%		70.8%		Best Quartile compared to all England authorities. Ranked 12th best out of 354 authorities.		?	?		Clare Slater
NI 199	Survey (TellUs). Children and young people's satisfaction with parks and play areas (Biennial)	2008/09	54.4%		54.4%		Result for NYCC area.		?	?		Phil Long
NI 1 LAA	% of people who believe people from different backgrounds get on well together in their local area	2008/09	81.1%		81.1%		NYCC Overall result 2008-09 - 80.7% - RDC Best Quartile compared to All England authorities		?	?		Clare Slater







Covalent Ref	Indicator	Last Update	Current Value	Current Target	2008/09	Latest Note	Current Position	Short Term Trend Arrow	Long Term Trend Arrow	Status	SMT Lead
NI 23	Perceptions that people in the area treat one another with respect and consideration	2008/09	20.8%		20.8%	Best Quartile for this indicator compared to all England authorities		?	?	?	Julian Rudd
HE LAA 64	Children & Young People's Participation in high quality sport	2008/09	92%		92%		Reported quarterly by NYCC. Progress towards overall goal (annual target) assessed through annual PESSCL survey, published each October. (Source NYSP) Indicator will be disaggregated to a district level.	?	?	?	Phil Long

Key Performance Question 16. How welcome and safe do people feel in our communities?

Covalent Ref	Indicator	Last Update	Current Value	Current Target	2008/09 Value	Latest Note	Current Position	Short Term Trend Arrow	Long Term Trend Arrow	Status	SMT Lead
NI 17 LAA67	Perceptions of anti-social behaviour	2008/09	10.8%		10.8%	NYCC Overall 2008-09 Result - 11.3% Ryedale Best Quartile for this indicator compared to all England authorities. Ranked 49th out of 354 authorities.	NY LAA Q3 report - 2008-09 provisional baseline NYCC is 11.2%	?	?	?	Julian Rudd
NI 41 LAA	Perceptions of drunk or rowdy behaviour as a problem	2008/09	21.9%		21.9%	Best Quartile for this indicator compared to all England authorities		?	?	?	Julian Rudd
NI 119	Self-reported measure of people's overall health and wellbeing	2008/09	75.3%		75.3%	Third Quartile for this indicator compared to all England authorities		?	?	?	Clare Slater
NI 47 LAA	People killed or seriously injured in road traffic accidents	Q3 2009/10	58.0		No data for this range		Q3 Target 483, Q3 Outturn 408. Ryedale Figure for Q3 2008, 48 - Q2 2009, 39	?	?	?	Julian Rudd

Aim 4 Active Safe Communities Strategic Objective 8. Safe and healthy towns and villages

Service Objective 4.8.1. To minimise the effects of crime and anti-social behaviour on communities within Ryedale and improve perceptions of local crime levels.

Covalent Reference	Priority Action	Progress	Latest Note	Latest Note Date	SMT Lead
SR0910 02	Continue to provide Multi Agency intervention to incidents of domestic abuse through the provision of Making Safe		Making Safe - Referrals for victims/survivors support with consent to contact = 18 and 5 took up full support 7 victims and 11 children were able to remain in their own home as a direct result of the scheme Referrals to the scheme for offender support with consent to contact = NA at time of completing Referrals to NSPCC and safety planning given = 3 Referrals to DOMESTIC VIOLENCE INTERVENTIONS PROGRAMME = 4 completions University of Wales is currently evaluating the scheme	13 Jan 2010	Julian Rudd
SR0910 08	Identify main groups for targeted education initiatives ie Drive Alive, Drive Wise. Learner Drivers, Youth Groups, Elderly, Migrant workers, local business		2 x Drive Alive events - 1 at Lady Lumley's in Pickering and 1 at Norton College. Migrant worker initiative at Propac in conjunction with BME worker from Ryedale Voluntary Action. Two winter driving initiatives - 1 in November at Wentworth Street car park, Malton involving NYFRS, NYP, NYCC RSO's and Safer Ryedale, another in December in Morrisons car park, Malton involving NYFRS, NYP and NYCC RSO's.	13 Jan 2010	Julian Rudd
SR0910 10	Deliver 8 Operation Siren events at venues informed by intelligence gained from ATC deployments/community feedback		3 successful Operation Siren's at Gate Helmsley, Kirkbymoorside and Marton. The trailer has been used to deploy cars to both winter driving initiatives. Handheld lasers have been deployed on 16 occasions by NYP throughout the towns and villages of Ryedale. 1,500 hi-viz jackets have been delivered to schools in Ryedale.	13 Jan 2010	Julian Rudd
SR0910 29	Address the issue of dog fouling already identified by street surveys, through a system of education and rigorous enforcement. Monitor success by public reaction		The 'Take the Lead Take the Bag' campaign was approved at Delivery Team, the poster advertising the dog fouling campaign has now been ordered, this will be displayed on a refuse vehicle. Letters have been sent to all Town/Parish Councils regarding dog waste bins.	03 Nov 2009	Julian Rudd
SR0910 33	Maintain proven diversionary activities for young people in Ryedale ie Dry Bars, YCV, LIFE, Skate Park		Letters received from parents expressing how much they valued the LIFE course and commented that the course contained the correct amount of discipline and hard work.	14 Jan 2010	Julian Rudd
SR0910 36	Produce a continuation strategy for the Alcohol Respect Campaign to maintain its momentum		Continuation strategy currently delayed due to proposed funding stream being unavailable to Safer Ryedale as a group. Sandi will continue to explore the possibility of applying for the Drinkaware money via another medium, possibly the Cambridge Centre or Compass	14 Jan 2010	Julian Rudd

Service Objective 4.8.2. To review the Councils Sports Strategy with a vision towards the legacy of the 2012 Olympics

Covalent Reference	Priority Action	Progress	Latest Note	Latest Note Date	SMT Lead
SDP HE 0913 16	Review the Sports Strategy with a vision towards 2012 Olympics	<div style="width: 48%;"><div style="background-color: #4F81BD; height: 10px; width: 100%;"></div></div> 48%	Draft report recieved from Sheffield Hallam - awaiting some minor amendments before circulation.	27 Jan 2010	Phil Long

Service Objective 4.8.3. To Develop effective multi agency and partnership working to increase participation in and satisfaction with the sport, active recreation and cultural offer in Ryedale

Covalent Reference	Priority Action	Progress	Latest Note	Latest Note Date	SMT Lead
SDP HE 0913 24	Grant to Malton School for dry sports centre	<div style="width: 70%;"><div style="background-color: #4F81BD; height: 10px; width: 100%;"></div></div> 70%	Grant agreement drafted by Council Solicitor -	08 Mar 2010	Phil Long
SDP HE 0913 25	Grant for the redevelopment of existing sports facilities in Helmsley	<div style="width: 75%;"><div style="background-color: #4F81BD; height: 10px; width: 100%;"></div></div> 75%	5/1/10 Corporate Director written to Helmsley Community and Sports Club with Grant offer to assist their application with Sports England bid	06 Jan 2010	Phil Long

KEY

Long Term Trends



The value of this PI has improved in the long term.



The value of this PI has worsened in the long term.



The value of this PI has not changed in the long term.

Long-term arrows compare the current value with an average for the previous two years.



Trend arrows cannot be calculated because this is the first result for this performance indicator

Short Term Trends



The value of this PI has improved in the short term.



The value of this PI has worsened in the short term.



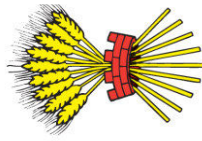
The value of this PI has not changed in the short term.

Short term arrows compare the current value with the previous value

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**Council Plan
2009 - 2013**



**RYEDALE
DISTRICT
COUNCIL**



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Introduction

Welcome to Ryedale District Council's Corporate Plan – The Council Plan 2009-13. This Plan is intended to explain to members of the public, to councillors, to partner organisations and to our staff what the priorities of the Council are for the next four years. We want our customers to have a clear understanding of the issues that this Council believes are most important for the next four years. The Council has linked the planning for its resources to the priorities in this document and has involved a wide range of people in its development. We want to focus our effort on those things that will make the difference to the lives of people in Ryedale's communities, targeting resources for those in greatest need.

This plan contains the vision of the Council and is complimented by detailed delivery plans. It frames the Councils contribution towards the achievement of the shared targets of the North Yorkshire Local Area Agreement and of the vision for sustainable communities in Ryedale in 2013 – Imagine Ryedale...

We will continue to engage our diverse communities in the achievement of the ambitions contained in this plan making sure we are working together with all of our partners to achieve a better quality of life for all. The Council Plan includes 5 Priorities that will guide the Council as it plans and delivers services for the people of Ryedale district over the next four years. Detailed Service Delivery Plans have been developed in line with the Council priorities and include actions and specific performance improvement targets.

We will publish an Annual Report each July which will set out how well we are delivering against the commitments made in the Council Plan, and to allow us to respond to any new challenges or stakeholder feedback. Delivering the priorities will be the responsibility of the Council's Senior Management Team, who will monitor progress and publish regular reports.

Why have we chosen these priorities?

Housing Need

In Ryedale there is an imbalance between market house prices and the amount that many local people can afford to pay for a home. The housing affordability 'gap' in Ryedale is one the worst in the country. This is a result of low wage levels and high house prices . Ryedale has an increasingly ageing population and as people get older their housing needs often change, with an increased level of support from services and access to specialised housing provision. People want to live in Ryedale and believe it is a good place to live where they can enjoy a high quality of life.

Affordable housing includes social rented and intermediate housing provided to specified eligible households whose needs are not met in the market.

Economic Success

The Ryedale economy is currently over reliant on traditional industries that are associated with low pay. There is a need to strengthen and diversify Ryedale's economy. The conditions need to be created in Ryedale to support the development of opportunities within sectors that are generally better paid than the current low average income levels. This would then provide opportunities for those with higher and specialist skill levels and additionally the potential to employ younger people who often choose to leave the area to access better opportunities. Ryedale continues to experience one of the largest affordability gaps between average income and house price in the Country.

Environment

A striking characteristic of Ryedale is the outstanding quality of its countryside, villages and market towns. This is reflected in the designation of the North York Moors National Park and the Howardian Hills Area of Outstanding Natural Beauty. The finest examples of historic buildings and features in Ryedale are legally protected; there are 46 conservation areas, more than 2,000 listed buildings, 440 scheduled ancient monuments and eight registered historic parks and gardens. Ryedale District is very sparsely populated relative to the rest of England, being ranked 7th, with over half of the population living in villages, hamlets and isolated dwellings. Ryedale possesses a very high quality environment and we intend to maintain this in future years.

Active Safe Communities

Ryedale has a network of community facilities for recreation and leisure activities which are all owned and managed by local communities for their own use, and that of other residents and visitors. The council supports existing and new facilities through a programme of grant aid.

The health of people in Ryedale is generally better than the average in England. The health of children and young people is generally in line with the average for England, apart from the percentage of children classified as obese, which is higher than average for schoolchildren in reception year. Ryedale has a lower rate of people claiming incapacity benefits for mental illness and a lower rate of hospital stays related to alcohol compared with the England averages. However, it remains the area with the highest rate for road injuries and deaths in England.

Ryedale has one of the lowest crime rates in the country and much work is undertaken to maintain this level and to try and gain improvements. The priorities for Safer Ryedale – the Community Safety Partnership are safer roads, reducing levels of domestic violence and targeting all behaviour that is detrimental to the community and reduces the quality of life for people. Examples of such problems include burglary, criminal damage, and youth related behaviour, anti social behaviour alcohol and substance misuse.

Transformation

We need to ensure that we understand our communities and deliver improvement in the areas which will make the greatest difference in the quality of life of people in our communities. We need also to target our resources on those who are in the greatest need, whilst ensuring that we deliver high quality services which represent good value for money for the taxpayer. Because of the rural nature of Ryedale inequality and disadvantage can occur in small pockets within any community. We need therefore to be innovative in the way we engage our communities. Ryedale is fully parished and levels of turn out at elections is consistently high, we will continue to support local democracy and encourage participation in civic life.

What did our communities say?

The Place Survey 2008

In response to the place survey, a questionnaire completed by over 1300 residents, it became clear that of those things for which the Council has direct responsibility or influence, affordable decent housing, shopping facilities and job prospects, clean streets, wage levels and the cost of living were identified as the things most needing improving.

Raising our Game

When we asked a range of people, including adults with learning disabilities, people with caring responsibilities, older people and younger people, they told us that affordable housing and choice of housing was a priority for the area. People acknowledged that in order to be able to access housing they needed decent employment. People also wanted to shop locally but the market towns, particularly Malton need to be rejuvenated and the range of shops improved. Older people prioritised being part of a community and accessibility of local facilities and services most highly. Adults with learning disabilities would like more choice and access to independent living with some support services particularly advocacy support. Younger people were concerned about future housing options and job prospects and whilst acknowledging their concerns for the environment felt that this was a national issue upon which we could make some impact locally through individual action. They would like more opportunities for social activities and help to access these. All groups wanted us to improve our communications, to make information clear and to the point. This would help everyone in our communities to access our services and ensure they are receiving all those services for which they are the intended beneficiary and benefits to which they are entitled. This would also help to improve the accessibility of a wider range of services. Ryedale Parish Councils prioritised Housing and Economy and also requested more clarity in council communications. The full report on our community engagement can be found on the Council website and is entitled 'Raising Our Game'.

A Plan for Every Parish

The issues raised most frequently in Parish Plans are traffic and road safety, improvements and maintenance of the local Environment, community facilities and communication

'If you live in the outlying villages life gets more difficult than in the towns as you get older'.

Ryedale Carers

'Employment opens the door'

'Housing and jobs are linked and then community comes from these'

Adults with Learning Disabilities

'This group feels well housed already but need community'

Older People

'Economy and Housing need more resource as they are currently under threat'

Special Families

We have undertaken a wide ranging and inclusive programme of community engagement in identifying our priorities for the next 4 years, as well as revisiting our earlier engagement activity. We will review our plan every year and will check with our communities that we are delivering our commitments and that they are making a difference.

Imagine Ryedale...

The vision of local people for Ryedale in 2013 is of a place

Vibrant Communities

with vibrant communities where everyone is respected; where all generations have opportunities to express themselves; where diversity is welcomed and encouraged.

Strong Safe Communities

that is home to welcoming and familiar neighbourhoods, where people and friendships are valued. Community spirit is strong, underpinned by security and safety. There is mutual trust between local people and the organisations that exist to help, support and serve them.

Access and Communication

where it is easy to access any part of Ryedale, and all other places, for work and play. Communication is dealt with in flexible and innovative ways.

Health and wellbeing

where people enjoy life, work and leisure at their own pace. Freed from stress, they can take care of themselves and others.

Landscape and Environment

which is a cherished mixture of towns, villages and landscapes. It is a peaceful sanctuary, not crowded or polluted.

Developing Opportunities

Where everyone is involved in and can influence planning for the community; the places where they live and work; increasing opportunities to meet, learn and have fun.

The Council shares this vision with the communities of Ryedale and is working with partners from the public private and voluntary and community sectors to make this vision a reality.

The Councils vision for Ryedale is of a place

where all residents can enjoy a good quality of life, with strong, prosperous and welcoming communities

The Mission of the Council is

working with you to make a difference

Council Priorities 2009-13

Aim 1: To meet housing needs in the Ryedale District Council area

Strategic Objective 1:

To change and add to housing stock to meet the local housing needs

Strategic Objective 2:

To support people to access a suitable home or remain in an existing home

We will achieve this through the provision of additional affordable and specialist homes and the adaptation of existing homes and by supporting people to access a suitable home or remain in an existing home with support services provided.

And our priority activities will include:

- Identifying sufficient housing sites to meet anticipated future needs
- Enabling the development of additional affordable and specialist homes
- Providing a range of housing advice and support to address local housing needs and prevent homelessness
- Assisting households facing mortgage difficulties
- Reducing fuel poverty particularly for vulnerable households
- Improving the condition of the housing stock in the district
- Enable independent living for vulnerable people
- Help to create better places with better homes, more choice and fair access

Council Priorities 2009-13

Aim 2: To create the conditions for economic success in Ryedale

Strategic Objective 3:

Place of opportunity – to have the economic structure and supporting infrastructure in place

Strategic Objective 4:

Opportunity for people – increasing wage and skills levels

We will do this through the development of sites and premises, physical infrastructure and business support and increasing levels of wages and skills in the workforce.

Our priority activities will include:

- Identify and support the development of sufficient sites for industrial, business and retail use, in sustainable locations
- Strengthen the role of the market towns as a retail and service centres
- Improving the vitality of Malton and Norton and establishing it as Ryedale's Rural Capital
- Improve the physical infrastructure to enhance economic and environmental wellbeing
- Supporting the needs of local businesses in a changing economic climate
- Helping people to acquire skills and knowledge to access employment opportunities
- Support diversity of the local economy into higher value added sectors and improve links to science city, York
- Help to create better places with better jobs, more choice and fair access

Council Priorities 2009-13

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

Strategic Objective 5:
Reducing waste and CO2 emissions

Strategic Objective 6:
Planning to adapt to climate change

Strategic Objective 7:
To maintain the quality of our local environment

We will achieve this through the reduction of CO2 emissions and planning to adapt to climate change and improving the quality of our local environment

Our priority activities will include:

- Reducing levels of CO2 emissions from our own operations
- Increasing the rate of recycling and reducing the amount of waste collected
- Reducing the amount of trade waste sent to landfill sites
- Designing for the environment
- Ensuring that future developments are in the right locations
- Avoid inappropriate development in flood risk areas and managing the risk of future flooding
- Improving street and environmental cleanliness
- Improving levels of local biodiversity
- Encouraging communities to manage their local environment

Council Priorities 2009-13

Aim 4: To help all residents to achieve a healthy weight by encouraging an active lifestyle, in communities where everyone feels welcome and safe

Strategic Objective 8:

Safe and Healthy Villages and Towns

We want to encourage active lifestyles in communities where everyone feels welcome and safe and will achieve this through our support for safe and healthy villages and towns

Our priority activities will include:

- Minimising the effects of crime and anti-social behaviour on communities within Ryedale
- Improving perceptions of local crime levels.
- Developing a vision towards the legacy of the 2012 Olympics
- Working to increase participation in and satisfaction with the sport, active recreation
- Improving the cultural offer in Ryedale

Council Priorities 2009-13

Aim 5: To transform Ryedale District Council

Strategic Objective 9:

To know our communities and meet their needs

Strategic Objective 10:

To develop the leadership, capacity and capability to deliver future improvements

We want to transform Ryedale District Council to ensuring we understand our communities and that their needs are met.

We will achieve this by delivering outcomes that are important to local people and developing the leadership, capacity and capability of the Council to deliver improvements in priority areas.

Our priority activities will include:

- Monitoring of service users and levels of customer satisfaction
- Supporting service improvement to meet the needs of all – excellence and diversity
- Achieving the vision of ‘A Plan for Every Parish’
- Being recognised as an employer of choice
- Promoting and supporting democracy, encouraging participation in civic life
- Delivering the Councils’ Efficiency Programme.
- Building our capacity to deliver through collaboration and working in partnership
- Secure continuous improvement against the Councils Corporate Governance Framework
- Achievement of value for money in all the councils activities

Council Aim		Aim 1: Housing Need	
To meet housing need in the Ryedale District Council area		To meet housing need in the Ryedale District Council area	
Strategic Objectives	1. To change and add to housing stock to meet the local housing needs	2. To support people to access a suitable home or remain in an existing home	
Key Performance Questions	How well are we meeting local housing need?	How well are we preventing homelessness?	How well are we supporting people?
Council Aim		Aim 2: Economic Success	
To create the conditions for economic success		To create the conditions for economic success	
Strategic Objectives	3. Place of opportunity – economic structure and supporting infrastructure	4. Opportunity for people – increasing wage and skills levels	
Key Performance Questions	How is the sectoral mix of the Ryedale economy changing?	How well are household incomes increasing?	To what extent are local skills meeting the employment need?
Council Aim		Aim 3: High Quality Environment	
To have a high quality, clean and sustainable environment.		To have a high quality, clean and sustainable environment.	
Strategic Objectives	5. Reducing waste and CO2 emissions	6. Planning to adapt to climate change	7. To maintain the quality of our local environment
Key Performance Questions	To what extent are we reducing the waste sent to landfill?	To what extent are CO2 levels reducing?	How well is the Ryedale environment being maintained?
Council Aim		Aim 4: Active Safe Communities	
To help all residents to achieve a healthy weight by encouraging an active lifestyle, in communities where everyone feels welcome and safe		To help all residents to achieve a healthy weight by encouraging an active lifestyle, in communities where everyone feels welcome and safe	
Strategic Objectives	8. Safe and Healthy Villages and Towns	8. Safe and Healthy Villages and Towns	
Key Performance Questions	How well are we encouraging active lifestyles?	How welcome and safe do people feel in our communities?	
Council Aim		Aim 5: To Transform the Council	
To develop the leadership, capacity and capability to deliver future improvements		To develop the leadership, capacity and capability to deliver future improvements	
Strategic Objectives	9. To understand our communities and meet their needs	10. To develop the leadership, capacity and capability to deliver future improvements	
Key Performance Questions	What services are important to local people?	How well do we demonstrate leadership?	What is our capacity and capability to deliver future improvements?

Performance Management Framework

Council Aim 1: Housing Need

To meet housing need in the Ryedale District Council area

Strategic Objective 1:

To change and add to housing stock to meet the local housing needs

Key Performance Question 1 : How well are we meeting local housing need?

KPI Ref	Description	Value	Target	Target	Target	Delivery Plan Link
		2008/9	2009/10	2010/11		
NI 154	Net additional homes provided	96	200	200		Ryedale Local Development Scheme
LPI P	Net additional homes – permissions granted					Ryedale Local Development Scheme
NI 155	Number of affordable homes to be delivered (gross)	57	75	75		Ryedale Local Development Scheme
NI 159	Supply of ready to develop housing sites	83.2%	100%	100%		Ryedale Local Development Scheme
NY LAA L 12	Number of extra care units delivered (LAA L12)	-	Contribute to NI155 ('48 to Q3)	Contribute to NI155		Ryedale Housing Strategy
NI139	Older people receive the support they need to live independently at home	41.2%	-	40+%		Ryedale Housing Strategy
LPI P	% of affordable homes on sites	40	40	40		Ryedale Local Development Scheme
LPI H	Number of affordable units delivered on rural exception sites	-	10+	10+		Ryedale Housing Strategy

Key Performance Question 2 : What is our housing stock profile?

KPI Ref	Description	Value	Target	Target	Target	Delivery Plan Link
		2008/9	2009/10	2010/11		

NI 154	Net additional homes provided	96	200	200	Ryedale Local Development Scheme
NI 155	Number of affordable homes to be delivered (gross)	57	75 (62 to Q3)	75	Ryedale Local Development Scheme
NY LAA L 12	Number of extra care units delivered (LAA L12)	-	48 to Q3)		Ryedale Housing Strategy
LPI H	Number of Homeless Preventions achieved per year				Ryedale Housing Strategy
NI156	Number of homeless in temporary accommodation	16	13 in Q3)		Ryedale Housing Strategy
LPI H	% of households meeting the decent homes standard				Ryedale Housing Strategy
LPI H	Grant requests for adaptations and social services referrals				Ryedale Housing Strategy
LPI P	Number of homes approved to lifetime standards				Ryedale Local Development Scheme

Council Aim 1: Housing Need

To meet housing need in the Ryedale District Council area

Strategic Objective 2:

To support people to access a suitable home or remain in an existing home

Key Performance Question 3 : How well are we preventing homelessness through advice and proactive intervention?

KPI Ref	Description	Value	Target	Target	Delivery Plan Link
		2008/9	2009/10	2010/11	
LPI HS1	% of decisions on homeless applications made within 33 days	100%	100%	100%	Ryedale Housing Strategy
LPI HS3	Number of Bond Guarantee/Rent in Advance schemes undertaken per year		(21 to Q3)		Ryedale Housing Strategy
LPI HS4	Number of Households through the Ryedale Lettings Scheme		(20 to Q3)		Ryedale Housing Strategy
LPI HS5	Number of Homeless Applications		(41 to Q3)		Ryedale Housing Strategy
NI 181	Time taken to process Housing Benefit and Council Tax new claims and change events	9.9 days	(10.2 to Q3)		Customer Services & Benefits SDP
LPI H	Number of Homeless Preventions achieved per year				Ryedale Housing Strategy

Key Performance Question 4 : How well are we supporting people?

KPI Ref	Description	Value	Target	Target	Delivery Plan Link
		2008/9	2009/10	2010/11	
NI 32 LAA	Repeat incidents of domestic violence	12.5%	5.5%		Safer Ryedale Delivery Plan
NI 141 LAA	Percentage of vulnerable people achieving independent living	83.3%	76% (83.3% to Q3)		Ryedale Housing Strategy

NI 156	Number of households living in temporary accommodation					NY Homelessness Strategy
HS LAA 8	Number of Proactive Interventions made per '000	237	153 (108 to Q2)			NY Homelessness Strategy
LPI HS2	Length of stay in temporary accommodation (B&B, in weeks)	2.86	4 (to Q3)	4		Ryedale Housing Strategy
NI 187a	Fuel poverty - low energy efficiency	17%	Data April			Ryedale Housing Strategy
NI 187b	Fuel poverty - high energy efficiency	29%	Data April			Ryedale Housing Strategy
LPI H	Number of homelessness presentations from under 25's					NY Homelessness Strategy

Aim 2: Economic Success

To create the conditions for economic success

Strategic Objective 3: Place of opportunity – to have the sites and premises, physical infrastructure and business support in place that would encourage an economic structure and activity to ensure that the opportunities available within Ryedale are equal to those of the most economically successful rural areas of the sub-region.

Key Performance Question 5 : How is the sectoral mix of the Ryedale economy changing?

KPI Ref	Description	Value	Target	Target	Delivery Plan Link
		2008/9	2009/10	2010/11	
NI 171 LAA	New business registration rate per 000 16+	55.3			Economy and Housing SDP
NI 172	% of SME's showing growth	15.6%			Economy and Housing SDP
LAA36	Growth in creative industries,	177			NY LAA 2
LAA 37	Growth in tourism				NY LAA 2
LPI EC4	Share of regional economy	1.04%			Economy and Housing SDP
LPI EC	Elementary Occupations				Economy and Housing SDP
LPI EC	Growth in knowledge industries sectors				Economy and Housing SDP

Key Performance Question 6 : What infrastructure is in place to support economic success?

KPI Ref	Description	Value	Target	Target	Delivery Plan Link
		2008/9	2009/10	2010/11	
NI 175	Access to services and facilities by public transport, walking and cycling	25427	(8659 to Q3)		NY LAA 2
NI 182	Satisfaction of businesses with regulatory services	82%	(87% to Q2)		Environment SDP

LPI FP6	% of development in market towns and service villages						Ryedale Local Development Scheme
LPI P	Addition land (Ha) permissions granted - employment						Ryedale Local Development Scheme
LPI P	Addition land (Sq m gross) permissions granted – retail space						Ryedale Local Development Scheme

Aim 2: Economic Success
To create the conditions for economic success

Strategic Objective 4: Opportunity for people – increasing wage and skills levels

Key Performance Question 7 : How well are household incomes increasing?

KPI Ref	Description	Value	Target	Target	Delivery Plan Link
		2008/9	2009/10	2010/11	
NI151	Overall employment rate	78.2%			Economy and Housing SDP
NI152	Number of working age people on out of work benefits				Economy and Housing SDP
NI 166	Average earnings	£395.80			Economy and Housing SDP
LPI EC	Gross Value Added				Economy and Housing SDP
NI 180	Right Benefit Indicator	1958.0	(597.2 to Q3)		Customer Services & Benefits SDP
NI 181	Time taken to process Housing Benefit and Council Tax new claims and change events	9.9 days	(10.2 days to Q3)		Customer Services & Benefits SDP

Key Performance Question 8 : To what extent are local skills meeting the local employment need?

KPI Ref	Description	Value 2008/9	Target 2009/10	Target 2010/11	Delivery Plan Link
NI 163	% of employees qualified to level 2 or above				Economy and Housing SDP
NI164	% of employees qualified to level 3 or above	58.1%			Economy and Housing SDP
NI 165	% of employees qualified to level 4 or above				Economy and Housing SDP
LPI	Levels of skills for life – Literacy				
LPI	Levels of skills for life – Numeracy				Economy and Housing SDP

Aim 3: High Quality Environment

To have a high quality, clean and sustainable environment.

Strategic Objective 5:

Reducing waste and CO2 emissions

Key Performance Question 9 : To what extent are we reducing the waste sent to landfill?

KPI Ref	Description	Value	Target	Target	Delivery Plan Link
		2008/9	2009/10	2010/11	
NI 191	Household waste – residual kg per household	173kg/hh	466kg/hh		Environment SDP
NI 192	Household waste recycled, composted	53.10%	49.70% (57.97% to Q3)		Environment SDP
NI 193	Municipal waste to landfill	54.47	58%		Environment SDP

Key Performance Question 10 : To what extent are CO2 levels reducing?

KPI Ref	Description	Value	Target	Target	Delivery Plan Link
		2008/9	2009/10	2010/11	
NI 185	Co2, our operations	Baseline 1956.5 tonnes	-2%	-3%	Environment SDP
NI 186	Co2, others	Baseline 2006/7 11.8 kt CO2 per head			Environment SDP

Aim 3: High Quality Environment

To have a high quality, clean and sustainable environment.

Strategic Objective 6:

Planning to adapt to climate change

Key Performance Question 11 : How well are we planning to adapt to climate change?

KPI Ref	Description	Value	Target	Target	Delivery Plan Link
		2008/9	2009/10	2010/11	
NI 37	Awareness of civil protection arrangements in the area	20.8%			Safer Ryedale Delivery Plan
NI188	Planning to adapt to climate change	Level 0	Level 1	Level 2	Planning SDP
NI189	Flood risk management	100%	100%	100%	Environment SDP

Key Performance Question 12: What development is coming forward and is it in the right areas?

KPI Ref	Description	Value	Target	Target	Delivery Plan Link
		2008/9	2009/10	2010/11	
LPI FP1	New homes built on previously developed	80%	40%		
LPI FP5	% of all development that takes place in market towns and service villages: Housing (was LPI 65a)				Planning SDP

Aim 3: High Quality Environment

To have a high quality, clean and sustainable environment.

Strategic Objective 7:

To maintain the quality of our local environment

Key Performance Question 13 : How well is the quality of the environment in Ryedale being maintained?

KPI Ref	Description	Value	Target	Target	Delivery Plan Link
		2008/9	2009/10	2010/11	
NI 5	Overall/general satisfaction with local area	87%			
NI 138	Satisfaction of people over 65 with both home and neighbourhood	91.6%	-	90%+	
NI 194a	Air quality – % reduction in NOx & primary PM10 emissions through LA's estate & operations				Environment SDP
NI 195a	Improved street and environmental cleanliness - Litter	5%	5%		Environment SDP
NI 195b	Improved street and environmental cleanliness - detritus	5%	5%		
NI 195c	Improved street and environmental cleanliness - Graffiti	0%	5%		
NI 195d	Improved street and environmental cleanliness - Flyposting	0%	5%		
NI 196	Improved street and environmental cleanliness – fly tipping	4	2		Environment SDP
NI 197 LAA	Improved levels of local biodiversity	22.8%			Planning SDP

Key Performance Question 14 : To what extent is civic pride increasing?

KPI Ref	Description	Value 2008/9	Target 2009/10	Target 2010/11	Delivery Plan Link
NI 5	Overall satisfaction	87%	-	92%	Council Plan
NI138	Satisfaction of people over 65 with both home and neighbourhood	91.6%	-	90+%	Council Plan

Aim 4: Active Communities

To help all residents to achieve a healthy weight by encouraging an active lifestyle, in communities where everyone feels welcome and safe

Strategic Objective 8:

Safe and Healthy Villages and Towns

Key Performance Question 15 : How well are we encouraging active lifestyles?

KPI Ref	Description	Value	Target	Target	Delivery Plan Link
		2008/9	2009/10	2010/11	
NI 1	% of people who believe people from different backgrounds get on well together	81.1%	-	80%+	Equalities Plan
NI 2	% of people who feel they belong to their neighbourhood	70.8%	-	70%+	Safer Ryedale Delivery Plan
NI 8	Adult participation in sport and active recreation	17.9%	25.7%		Ryedale LAA2
NI 23	Perceptions that people in the area treat each other with respect and consideration	20.8%	-		Safer Ryedale Delivery Plan
NI 56	Levels of childhood obesity in primary school year 6				Ryedale LAA2
NI 199	C&YP satisfaction with parks and play areas	54.4%			Environment SDP
HE LAA L64	% of 5-16 year olds accessing high quality physical education	92%			NY LAA2
LPI SS19	% Improvements to POS quality	0%			Environment SDP
LPI HE1	Satisfaction rates with leisure facilities , %	40%	-	60%	Environment SDP

Key Performance Question 16 : How welcome and safe do people feel in our communities?

Value	Target	Target

KPI Ref	Description	Value	Target	Target	Delivery Plan Link
NI 17	Perception of ASB	10.8%	-		Safer Ryedale Delivery Plan
NI 41	Perception of drunk and rowdy behaviour as a problem	21.9%	-		Safer Ryedale Delivery Plan
NI 47	Road casualty rate killed and seriously injured per 000 population	-			Safer Ryedale Delivery Plan
NI 119	Self reported measure of general Health and Wellbeing	75.3%			Environment SDP

Aim 5: To Transform the Council

Strategic Objective 9:

To know our communities and meet their needs

Key Performance Question 17 : What services are important to local people?

KPI Ref	Description	Value 2008/9	Target 2009/10	Target 2010/11	Delivery Plan Link
LPI TT4	Top priorities for local people	Place Survey 2008-09 1. Affordable decent housing 2. Public Transport 3. Shopping facilities 4. Job prospects 5. Road/pavement repairs 6. Activities for teenagers 7. Traffic congestion 8. Wage levels/cost of living	-	Place Survey	Council Plan 2009-13
TT1	Overall satisfaction with the authority	49%	-	55%	Council Plan 2009-13
NI 5	Overall satisfaction	87%	-	92%	Council Plan
NI138	Satisfaction of people over 65 with both home and neighbourhood	91.6%	-	90+%	Council Plan

Key Performance Question 18 : How accessible are our services and how well are they improving?

KPI Ref	Description	Value	Target	Target	Delivery Plan Link
		2008/9	2009/10	2010/11	
CAA	Organisational Assessment	Adequate	Good	Good	Council Plan
TT1	Overall satisfaction with the authority	49%	-	55%	
NI 14	Avoidable contact	10.7%			Transformation SDP
CB LAA L41	% of population within 5 miles of a Joint Access Centre.	68.3	(77.1 to Q2)		NY LAA2
LPI TT5	Level achieved - Equality Standard for Local Government	Emerging	Achieving		Organisational Development SDP

Aim 5: To Transform the Council

Strategic Objective 10: To develop the leadership, capacity and capability to deliver future improvements

Key Performance Question 19 : How well do we demonstrate leadership?

KPI Ref	Description	Value	Target	Target	Delivery Plan Link
		2008/9	2009/10	2010/11	
NI 3	Civic participation by group	18.1%			Organisational Development SDP
NI 4	% that feel they can influence local decisions by group	30.9%			Transformation SDP

Key Performance Question 20 : What is our capacity and capability to deliver future improvements?

KPI Ref	Description	Value	Target	Target	Delivery Plan Link
		2008/9	2009/10	2010/11	
NI179	Value For Money	£164,791	£364,000		Finance & Revenues SDP
NI 14	Avoidable contact – Getting it right first time every time	10.7%			Transformation SDP

Financial Implications of this Council Plan

In order to meet the delivery of the identified priorities in the Council Plan the Council has agreed to invest or reallocate additional money (capital and revenue) which supports new activities, projects and work programmes above the on-going services delivered within the Council's annual budgets.

Priorities	2010-2011		2011-2012		2012-2013		2013-14	
	Additional Investment Capital £		Additional Investment Capital £		Additional Investment Capital £		Additional Investment Capital £	
Aim One To meet housing need	360,000		351,000		360,000		360,000	
Aim Two To create the conditions for economic success.	1,050,000		1,950,000		0		0	
Aim Three To have a high quality, clean and sustainable environment.	308,000		33,000		5,000		0	
Aim Four To have active safe communities	2,338,000		0		0		0	
Aim Five To transform Ryedale District Council	1,110,000		640,000		155,000		125,000	
Total Additional Expenditure	5,166,000		2,974,000		520,000		485,000	

One Council - for Everyone

Equality Objectives:

To strengthen the council's approach to meeting the needs of its diverse communities

To improve communications and demonstrate our commitment to equality

To strengthen the council's arrangements for partnership working and procurement

To maintain equality monitoring systems for information about service take-up and satisfaction, developing an evidence base to support effective EIA's

To strengthen the performance management of equalities across the council and promote a culture of equality

Annual Programme of Corporate Equality Impact Assessments

	2009/10	2010/11	2011/12	2012/13
Council Plan	•	•	•	•
Financial Strategy	•	•	•	•
Corporate Efficiency Programme	•	•	•	•
Service Delivery Plans				
Transformation				
Corporate Director (151)				
Corporate Director (151)				
Customer Services and Benefits				
Economy and Housing				
Environment				
Finance and Revenues	•	•	•	•
Legal				
Organisational Development				
Planning				
Transformation				
Imagine Ryedale...	•			•
Housing and Economy				
LDF Core Strategy		•		
Planning				
Housing Strategy	•			
Housing and Economy				
Council Information	•	•	•	•
Transformation				
Customer Contacts	•			
Transformation				

One Council – Our Corporate Values, Behaviours and Competencies

Our Values and Behaviours	Competencies
<p>Honesty & Openness We are open and honest in our relationships and in our communications</p> <p>Behaviours Include:</p> <ul style="list-style-type: none"> ♥ Sharing information with those who need it ♥ Fairness and equity of decision making and treatment of each other ♥ Honouring our commitments to each other ♥ Fostering open communications <p>Brave & Decisive We are willing to make brave decisions, to take on big challenges and see them through</p> <p>Behaviours Include:</p> <ul style="list-style-type: none"> ♥ Challenging assumptions ♥ Pursuing facts and robust evidence ♥ Willingness to change ♥ Securing strong political support <p>Positive We will nurture the positive and celebrate our successes</p> <p>Behaviours Include:</p> <ul style="list-style-type: none"> ♥ Highlighting good news ♥ Rewarding success ♥ Building on what works well <p>Respect We value every individual, respecting people for who they are and for their unique knowledge, skills and experience recognising they are part of our strength as a team.</p> <p>Behaviours Include:</p> <ul style="list-style-type: none"> ♥ Sharing ideas to inspire and learn from one another ♥ Encouraging participation from all ♥ Building strong partnerships <p>Passionate We are passionate about our communities and the services we deliver.</p> <p>Behaviours Include:</p> <ul style="list-style-type: none"> ♥ Listening carefully responding to the needs and expectations of our customers and our community ♥ Encouraging creativity and innovation as we constantly seek to improve our services to enhance the quality of life in our community. 	<p>Core Skills</p> <ul style="list-style-type: none"> ★ Leadership ★ Manage and develop people ★ Change orientation and management ★ Work collaboratively ★ Customer focus ★ Personal effectiveness and development ★ Communication ★ Strategic thinking ★ Planning and organising ★ Analytical thinking and decision making ★ Innovation and creativity ★ Political effectiveness <p>Knowledge</p> <ul style="list-style-type: none"> ★ Awareness of regional, national and international context ★ Knowledge of the community and its changing needs ★ Preparedness for anticipated changes in legislation and technology <p>Above all, we are proud, we act with integrity, striving to uphold the highest professional standards, providing sound advice and maintaining our impartiality.</p>

Annual Decisions Forward Plan						
Date	Service Area	Policy or Subject	To be submitted to:			
			CS&L	P&R	O&S	Council
April May	Corporate	Annual Audit & Inspection Report		●	●	●
	Customer Services and Benefits	Customer Complaints Quarter 4			●	
June July	Finance and Revenues	Annual Statement of Accounts and Annual Governance Statement		●	●	●
	Transformation	Annual Report - achievement against priorities	●	●	●	
August September	External Auditors	Annual Audit and Inspection Plan			●	
	Customer Services and Benefits	Customer Complaints Received - Quarter 1			●	
October November	Legal	Results of Local Government Ombudsman Investigations			●	
	Finance and Revenues	Treasury Management Annual Review and Monitoring Report		●	●	●
	Transformation	Council Plan – Achievements and annual review of priorities	●	●	●	
	External Audit	Annual Governance Report		●	●	
	Finance and Revenues	Budget Strategy		●		
December January	External Auditors	External Audit Reviews and Recommendations			●	●
	Internal Audit	Half Year Risk Management Actions Monitoring Report			●	
	Customer Services and Benefits	Customer Complaints Received - Quarter 2			●	
	Finance and Revenues	Fees & Charges	●	●	●	●
	Corporate	Risk Management Strategic Review			●	
February March	Finance and Revenues	Financial Strategy		●		●
	Finance and Revenues	Setting of Council Tax				●
	Legal	Local Code of Conduct		●		●
Every Cycle	Transformation	Council Plan - Revised for adoption				●
	Customer Services and Benefits	Customer Complaints Quarter 3			●	
	Aim 1: Meeting Housing Needs	Performance and Finance Report	●			
	Aim 2: Economic success	Performance and Finance Report	●			
	Aim 3: Environment	Performance and Finance Report	●			
	Aim 4: Active and safe	Performance and Finance Report	●			
	Aim 5: Transformation	Performance and Finance Report		●		
This is not an exhaustive list of the items to be considered by each committee but highlights the key policies and decisions of the Council						

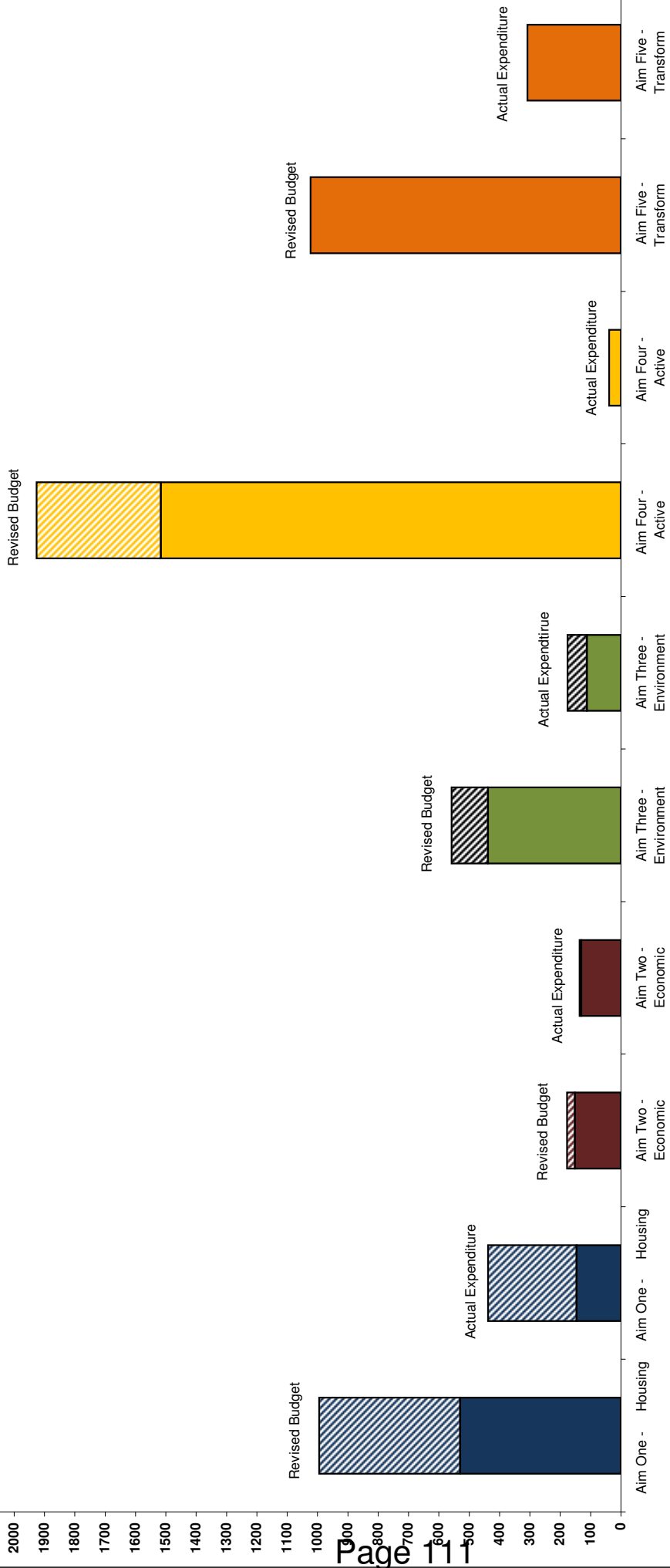
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COUNCIL PLAN PRIORITIES FINANCE REPORT

CAPITAL EXPENDITURE INVESTED IN COUNCIL PRIORITIES 2009/10

TOTAL REVISED BUDGET FOR YEAR = £4,680,000 ; TOTAL ACTUAL TO 28 FEBRUARY 2010 = £1,097,000

Externally Funded
 Ryedale Funded



COUNCIL PRIORITIES:

- Aim One** - To meet housing needs in the Ryedale Area.
- Aim Two** - To create the conditions for economic success.
- Aim Three** - To have a high quality, clean and sustainable environment.
- Aim Four** - To have active communities where everyone feels welcome and safe.
- Aim Five** - To transform Ryedale District Council.

COUNCIL PRIORITIES CAPITAL SCHEMES:

Housing Needs - Affordable Housing Initiatives, Disabled Facilities Grant and Mortgage Rescue Scheme.
Economic Success - Malton Town Centre Physical Improvement Works, Market Improvements and A64 Improvements.
Quality Environment - Energy Efficiency Improvements to Council Property, Conservation Area Partnership Scheme and Environmental Improvements, Norton.
Active Safe Communities - Dry Sports Centre Malton School, Ryedale Pool Air Handling Unit, Derwent Pool Remodel Reception, Ryedale Folk Museum, Milton Rooms, Wall Repairs to Land at Castlegate, Malton, Recreational Open Spaces, Castle Gardens and Former Town Hall - Roof Repairs & Stonework.
Transformation - ICT Strategy, Car Parks Major Repairs, Public Conveniences Refurbishment, Major Repair & Replacement Programme, Property Condition Survey and Ryedale House Public Areas.

PERIOD 1 APRIL TO 28 FEBRUARY 2010

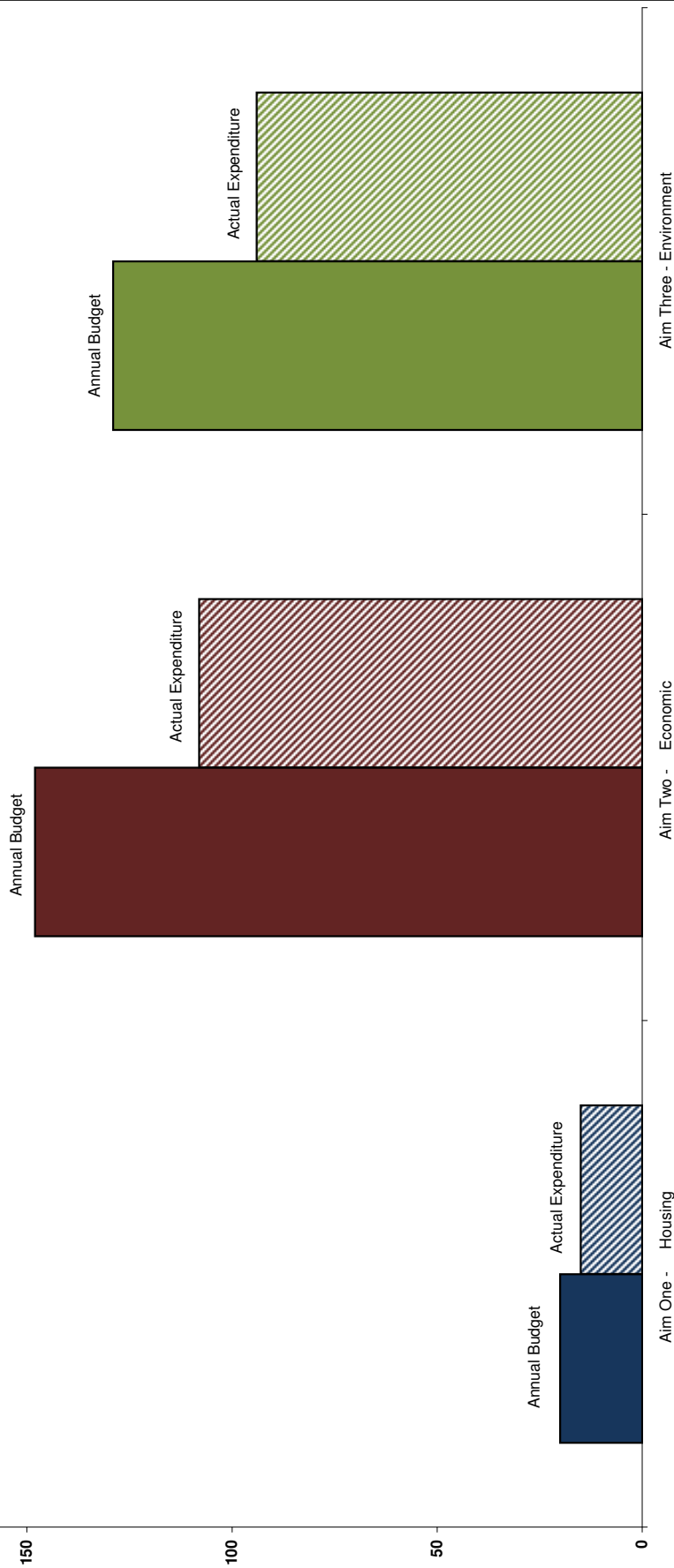
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COUNCIL PLAN PRIORITIES FINANCE REPORT

ADDITIONAL REVENUE EXPENDITURE ON COUNCIL PRIORITIES 2009/10

TOTAL BUDGET FOR YEAR = £297,000 ; TOTAL ACTUAL TO 28 FEBRUARY 2010 = £217,000

£000's
200



COUNCIL PRIORITIES:

- Aim One** - To meet housing needs in the Ryedale Area.
- Aim Two** - To create the conditions for economic success.
- Aim Three** - To have a high quality, clean and sustainable environment.

ADDITIONAL REVENUE EXPENDITURE ON COUNCIL PRIORITIES:

- Housing Needs** - Additional funding towards a Rural Housing Enabler.
- Economic Success** - New Business Grant Scheme and Business Liaison.
- Quality Environment** - Extra funding to deliver the Local Development Framework early.

PERIOD 1 APRIL TO 28 FEBRUARY 2010

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PART A:	MATTERS DEALT WITH UNDER DELEGATED POWERS
REPORT TO:	COMMUNITY SERVICES COMMITTEE
DATE:	25 MARCH 2010
REPORT OF THE:	CORPORATE DIRECTOR MARIE-ANN JACKSON
TITLE OF REPORT:	COMMISSIONING STRATEGY - FRAMEWORK
WARDS AFFECTED:	ALL

EXECUTIVE SUMMARY

1.0 PURPOSE OF REPORT

- 1.1 To seek approval for the draft corporate Commissioning Strategy the proposed commissioning framework and a process for prioritisation.

2.0 RECOMMENDATION(S)

- 2.1 It is recommended that Members approve:
- (i) The draft Commissioning Strategy as outlined at Annex A;
 - (ii) The Commissioning Framework at Annex B; and
 - (iii) The approach to prioritising commissioning opportunities at Annex C.

3.0 REASON FOR RECOMMENDATION(S)

- 3.1 At the meeting held on 26 November 2009 this Committee agreed to establish a Commissioning Board and a set of policy principles and terms of reference. This policy was ratified by Council in January 2010. The Board will be appointed in May and will meet for the first time on 3 June 2010. In order to ensure that the Board can start looking at its priorities for commissioning as early as practicable in the year the approval of a draft strategy and framework in advance of the meeting in June will allow Officers to prepare options for early consideration.

4.0 SIGNIFICANT RISKS

- 4.1 As the status of this strategy is as a draft for wider consultation there are no significant risks identified with the approval of this report at this stage.

REPORT

5.0 BACKGROUND AND INTRODUCTION

- 5.1 All local authorities have been under a general duty of best value to “make arrangements to secure continuous improvement in the way in which its functions are exercised, having regard to a combination of economy, efficiency and effectiveness” since the 1999 Local Government Actⁱ. The government has removed some of the requirements under that duty – to publish Best Value Performance Plans and conduct best value reviews; however the duty to deliver best value remains.
- 5.2 2006 saw the publication of a new white paper affecting local government: Strong and Prosperous Communitiesⁱⁱ. This extensive paper sought, amongst a range of other things, to update the guidance for local authorities in regard to the duty of best value. This white paper resulted in the Local Government and Public Involvement in Health Act 2007ⁱⁱⁱ and the subsequent issue of new statutory guidance in 2008: Creating Strong, Safe and Prosperous Communities: Statutory Guidance.^{iv}
- 5.3 Chapter six of the statutory guidance clearly outlines for local authorities how they are expected to fulfil the duty of best value and in particular the requirement for Council’s to seek to achieve a balance between responding to the needs of all sections of its communities; seeking to address the whole-life costs of decisions; exploiting economies of scale and achieving locally responsive services. The guidance states that “Local Authorities will generally be better able to meet their best value duty by adopting a commissioning role. A commissioning role is one in which the authority seeks to secure the best outcomes for their local communities by making use of all available resources – without regard for whether services are provided in-house, externally or through various forms of partnership (para 6.7 of guidance).
- 5.4 The guidance goes on to describe the commissioning cycle; how to involve local people and service users in the design and delivery of services (as co-producers); the need to locate commissioning decisions closer to the communities themselves for example through parish and town councils; achieving a mixed economy of service delivery which focuses on outcomes not on the service delivery vehicle; fair and open competition requirements and sustainable funding arrangements.
- 5.5 In response to this national framework, Members agreed at the January meeting of Council to establish a Commissioning Board with a view to developing a strategic approach to commissioning for this Council in order to fulfil its duty of best value.
- 5.6 The general policy principles and scope for the Commissioning Board were agreed as the basis for both the Terms of Reference and for the development of a Commissioning Strategy.
- 5.7 Based on those agreed policy principles, in developing its Commissioning Strategy, Ryedale District Council:
- a) Defines the entire commissioning cycle as assessing needs, designing services to meet those needs, securing services and evaluating outcomes;
 - b) Recognises the need to balance delivering cost savings and efficiencies with the need to deliver good quality responsive services;
 - c) Will put people and place at the heart of its commissioning activities, involving users and communities throughout the cycle;

- d) Recognises and embraces diversity in the way services are provided and will focus on outcomes not on the service delivery vehicle;
- e) Supports sustainable commissioning and will consider the broader social, environmental and economic impacts of its procurement and commissioning decisions;
- f) Recognises it has a key role to play in developing local markets;
- g) Will make decisions in an open and transparent way in line with local, national and European financial regulations;
- h) Will actively seek opportunities for joint commissioning across statutory partners;
- i) Will manage its commissioning activities through the establishment of a Commissioning Board.

6.0 POLICY CONTEXT

- 6.1 The recommendations in this report are consistent with Aim 5 of the Council Plan – Transforming the Council and in particular objective 9 – to understand our communities and meet their needs; and objective 10 – to develop the leadership capacity and capability to deliver future improvements.

7.0 CONSULTATION

- 7.1 Once agreed, the draft strategy and framework will form the basis for consultation with stakeholders, partners and the voluntary and community sector.
- 7.2 In developing this Council's approach, and in line with general principle (h) above, the proposed framework in this report draws on the work already carried out by North Yorkshire County Council Adult & Community Services¹ which in itself has been subject to extensive external consultation.

8.0 REPORT DETAILS

- 8.1 Council has agreed that one of the functions of the Commissioning Board, when established, is to facilitate the development and adoption of a Commissioning Strategy and Model. Appointments to the Commissioning Board will be made at the Annual Council meeting in May and the first meeting of the Board is scheduled for June 2010. In order to present options to the first meeting of the Board, Member guidance is sought in advance on the development of the strategic priorities and objectives, the commissioning framework and in particular the approach to be used to enable the Council to identify its commissioning priorities.
- 8.2 This report outlines three issues for Members consideration and views: a proposed draft strategy; a suggested Model or Framework for carrying out commissioning activities; and options on how to begin to identify its priorities for commissioning.
- 8.3 Attached at Annex A to this report is a proposed draft strategy which outlines the overall purpose and vision for commissioning and its alignment to the wider Council and community plans.
- 8.4 The strategy is supported by a Commissioning Framework, or Model, which will describe the processes through which all commissioning activity should be identified and conducted. A suggested Model is attached as Annex B. This is based on national guidance and the work of the Beacon Council pilots (Devon, Hackney, Westminster

¹ Strategic Commissioning for independence, well-being and choice.

and Wakefield).

- 8.5 It is recognised that the commissioning framework will not be appropriate for all Council services and activities. There are some services or activities where there is little discretion in relation to how they are delivered, the outcomes sought and the delivery agents are nationally prescribed e.g. elections and some enforcement activities. Equally there will be other services that contribute to wider community outcomes which may be suited to a joint commissioning approach. One of the key principles for the strategy will be to set out how the Council will seek to identify its commissioning priorities. There are a range of criteria which could be considered. Annex C illustrates a suggested approach to prioritisation and details some possible criteria for Members consideration and comment.

9.0 IMPLICATIONS

- 9.1 The following implications have been identified:

a) Financial

Considerations in relation to cost and benefit of expenditure will be included in the criteria for prioritising the Commissioning opportunities and in review the performance and delivery of the Commissioning Strategy.

The financial implications of a particular commissioning proposal will be considered within the detailed Service Commissioning Plans for each priority proposal.

b) Legal

The Local Government Act 1999 and 2007 best value guidance enable the Council to commission services and take account of its well-being powers. The legislative framework and statutory requirements for procurement, including contract procedure rules, will be considered as part of all commissioning activity.

10.0 NEXT STEPS

- 10.1 The diagram attached at Annex C illustrates the next steps in the process which are in summary:

- Gather Insights
- Identify Initiatives
- Prioritise Projects
- Develop proposals

- 10.2 Finalise Commissioning Strategy – June 2010
Agree priorities – June 2010
Publish Action Plan/Prospectus – September 2010

Marie-Ann Jackson
Corporate Director

Authors: Marie-Ann Jackson, Corporate Director &
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Background Papers:

ⁱ Local Government Act 1999 – www.opsi.gov.uk

ⁱⁱ Strong & Prosperous Communities - www.communities.gov.uk

ⁱⁱⁱ Local Government and Public Involvement in Health Act 2007 – www.opsi.gov.uk

^{iv} Creating Strong, Safe & Prosperous Communities: Statutory Guidance – www.communities.gov.uk

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Working together to make a difference: Commissioning Strategy 2010 -2013

Foreword/Introduction

To be completed.

A Definition of Commissioning

“Strategic commissioning is the process of specifying, securing and monitoring services to meet people’s needs at a strategic level. This applies to all services whether they are provided by the local authority, NHS, other public agencies or by the private and voluntary sectors.” (Audit Commission)

It is the entire cycle of assessing local needs (Analyse), designing services to meet the needs (Plan), securing the services (Do) and monitoring the effectiveness of the services (Review). Although linked it differs from simple procurement.

Procurement forms part of the commissioning cycle. It is concerned with those activities that focus on the process of buying goods or services.

About this Strategy

This strategy sets out what the Council intends to achieve by developing an approach to commissioning. It outlines the background to commissioning in both a national and regional context; the key policy objectives and principles that guide the Council’s commissioning activities and our strategic vision and aims for commissioning in Ryedale.

The strategy is supported by our Commissioning Framework, which outlines how we will undertake our commissioning activities; our Procurement Strategy and the Contract Procedure Rules.

This corporate commissioning strategy will not specify individual service outcomes or detail our targets and priorities for improvement through commissioning. These will be published in individual annual service commissioning plans.

These plans will detail what will be delivered through commissioning and how that activity will help to deliver the vision for our people and our place as agreed in the Council’s Sustainable Community Strategy (Imagine Ryedale) and the Council Plan.

Our Visions and Values

The vision of local people for Ryedale in 2013 is of a place:

Vibrant Communities	with vibrant communities where everyone is respected; where all generations have opportunities to express themselves; where diversity is welcomed and encouraged.
Strong Safe Communities	that is home to welcoming and familiar neighbourhoods, where people and friendships are valued. Community spirit is strong, underpinned by security and safety. There is mutual trust between local people and the organisations that exist to help, support and serve them.
Access and Communications	where it is easy to access any part of Ryedale, and all other places, for work and play. Communication is dealt with in flexible and innovative ways.
Health and Well-being	where people enjoy life, work and leisure at their own pace. Freed from stress, they can take care of themselves and others.
Landscape and environment	which is a cherished mixture of towns, villages and landscapes. It is a peaceful sanctuary, not crowded or polluted.
Developing Opportunities	where everyone is involved in and can influence planning for the community; the places where they live and work; increasing opportunities to meet, learn and have fun.

The Council's vision for Ryedale is of a place...

...where all residents can enjoy a good quality of life, with strong, prosperous and welcoming communities.

To deliver this vision the Council has agreed the following priority aims:

To meet our housing need through...	1. Changing and adding to our housing stock. 2. Supporting people to access a suitable home or remain in their existing home.
To create the conditions for economic success through...	3. Development of the economic and supporting infrastructure. 4. Increasing wage and skills levels.
To have a high quality, clean and sustainable environment through...	5. Reducing waste and CO2 levels. 6. Planning to adapt to climate change. 7. Maintaining the quality of our local environment.
To help all residents achieve a healthy weight by encouraging an active lifestyle, in communities where everyone feels welcome and safe through...	8. Supporting the development of safe and healthy villages and towns.
To transform the Council through...	9. Knowing our communities and meeting their needs. 10. Developing the leadership, capacity and capability to deliver future improvements.

Our Values

The core values of Ryedale District Council are fundamental to the planning and delivery of all our services whether delivered directly by us or in partnership with others. These values guide both our relationships within the organisation and with partners and the communities we serve.

Honesty and Openness

We are open and honest in our relationships and in our communications.

Brave and Decisive

We are willing to make brave decisions, to take on big challenges and see them through.

Positive

We will nurture the positive and celebrate our successes.

Respect

We value every individual, respecting people for who they are and for their unique knowledge, skills and experiences recognising they are part of our strength as a team.

Passionate

We are passionate about our communities and the service we deliver.

Above all, we are proud, we act with integrity, striving to uphold the highest professional standards, providing sound advice and maintaining our impartiality.

Overall Purpose of the Commissioning Strategy

The Council has a general duty of best value as set out in the Local Government Act 1999: “to make arrangements to secure continuous improvement in the way in which its functions are exercised, having regard to a combination of economy, efficiency and effectiveness”.

The overall purpose of this strategy is to ensure that the Council is best placed to meet this general duty and in particular it outlines our approach to ensuring that we are able to achieve a balance between responding to the needs of all sections of its communities; seeking to address the whole-life costs of decisions; exploiting economies of scale and achieving locally responsive services.

Drivers and Context

To be completed with profile information.

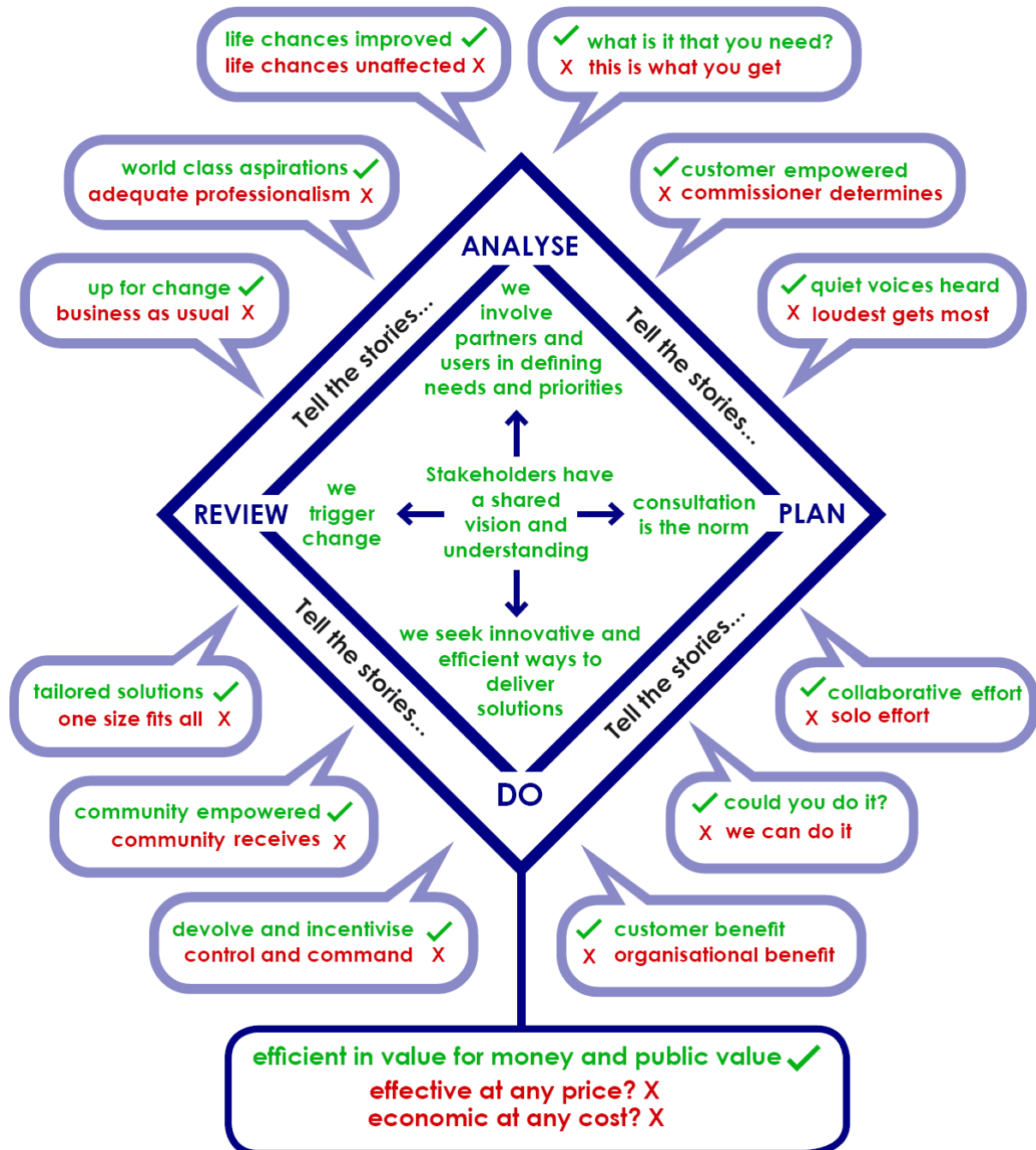
Commissioning Vision and Principles

Our overall vision for commissioning is to ensure that Ryedale's public services deliver value for money and public value.

RYEDALE
DISTRICT
COUNCIL



Our Vision for Commissioning in Ryedale



Based on the diagram developed by the Strategic Commissioning Beacons Devon, Hackney, Wakefield and Westminster. What Beacons have achieved (and how) "messages not mysteries"

Our vision for commissioning supports the Council's identified priorities for Aim 5 of the Council Plan: Transforming the Council:

- Knowing our communities and meeting their needs and
- Developing the leadership, capacity and capability to deliver future improvements.

Our strategy has been developed on the basis of the following policy principles:

Ryedale District Council...

- defines the entire commissioning cycle as assessing needs, designing services to meet those needs, securing services and evaluating outcomes;
- recognises the need to balance delivering cost savings and efficiencies with the need to deliver good quality responsive services;
- will put people and place at the heart of its commissioning activities, involving users and communities throughout the cycle;
- recognises and embraces diversity in the way services are provided and will focus on outcomes not on the service delivery vehicle;
- supports sustainable commissioning and will consider the broader social, environmental and economic impacts of its procurement and commissioning decisions;
- recognises it has a key role to play in developing local markets;
- will make decisions in an open and transparent way in line with local, national and European financial regulations;
- will actively seek opportunities for joint commissioning across statutory partners;
- will manage its commissioning activities through the establishment of a Commissioning Board.

Strategic Objectives for Commissioning

Our vision for commissioning is supported by the following strategic objectives:

Objective 1

To adopt a *Total Place* approach and identify opportunities to jointly commission services with our partners.

Objective 2

To optimise the impact of public sector investment in Ryedale, including the use of budgets, buildings, staff and technology.

Objective 3

To encourage innovation in the design of services, both by and for customers and users.

Objective 4

To develop a mixed economy of sustainable local markets and delivery options.

Objective 5

To empower communities to have a greater say over the decisions that affect them by supporting local choice and working collaboratively.

Objective 6

To align our processes with other strategic commissioners in order to develop a set of shared rules for engagement with the third sector.

In delivering this strategy the Council will priorities those opportunities that will maximise opportunities to improve value for money; performance and community outcomes.

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The proposed Commissioning Framework and Cycle

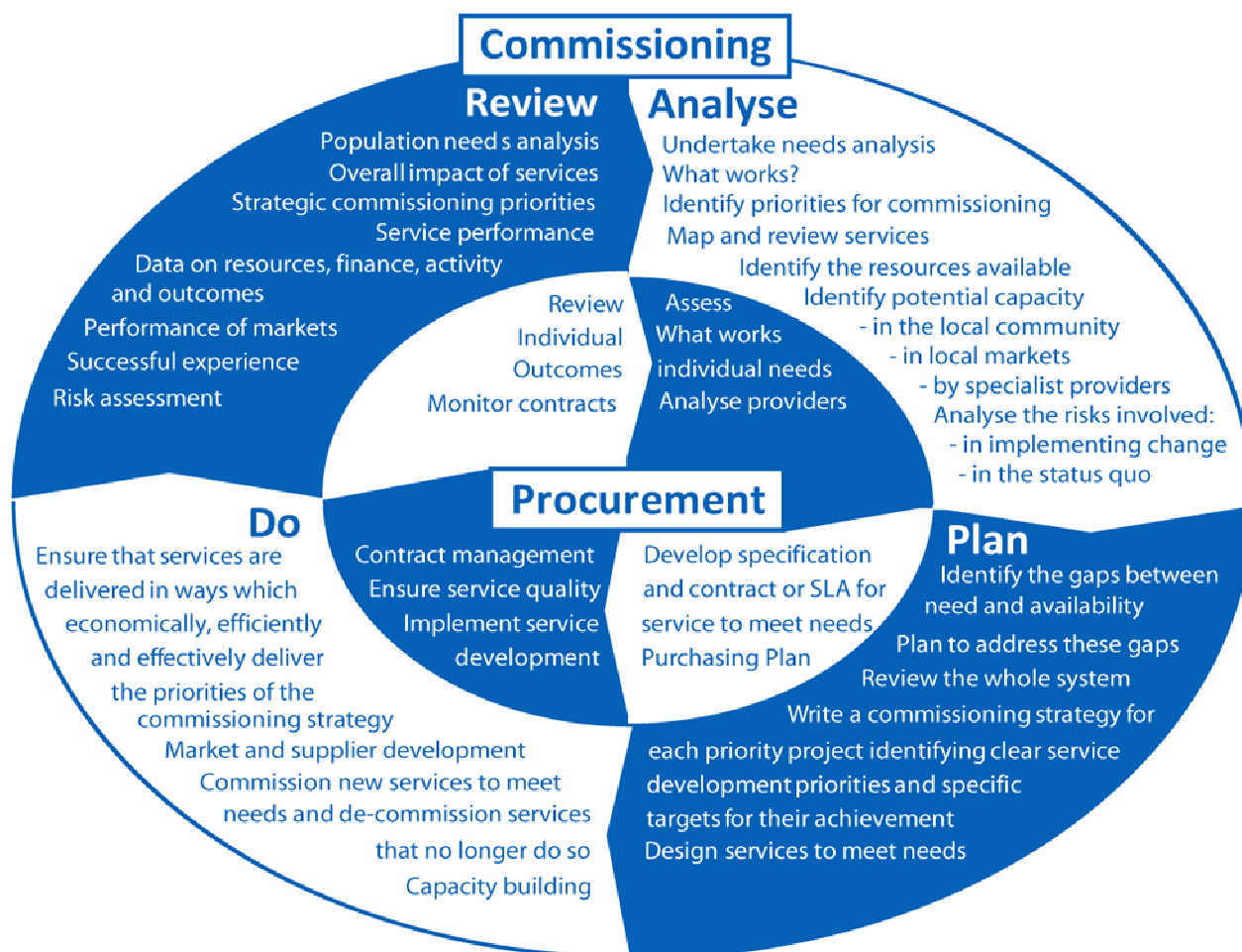
“Commissioning is the means to secure best value and deliver the positive outcomes that meet the needs of citizens, communities and service users.” – Institute of Public Care

The proposed commissioning framework, to be used when carrying out the Council’s commissioning activities is illustrated in the model below. It has been developed to show a version of the commissioning cycle which links to the procurement cycle so that, although they are clearly separate processes, the relationships between them can be easily identified and understood.

Core components in all commissioning frameworks are:

- Understanding needs - Analyse
- Specifying services to meet needs - Plan
- Procuring services - Do
- Monitoring and evaluating outcomes - Review

This cycle is set within a Plan, Do, Study, Act improvement framework. As long ago as the 1930's Dr Walter Shewhart developed an overall model for process improvement. It has been used ever since. It is important to analyse, evaluate, and consider whether to alter the actions at all stages of the cycle.



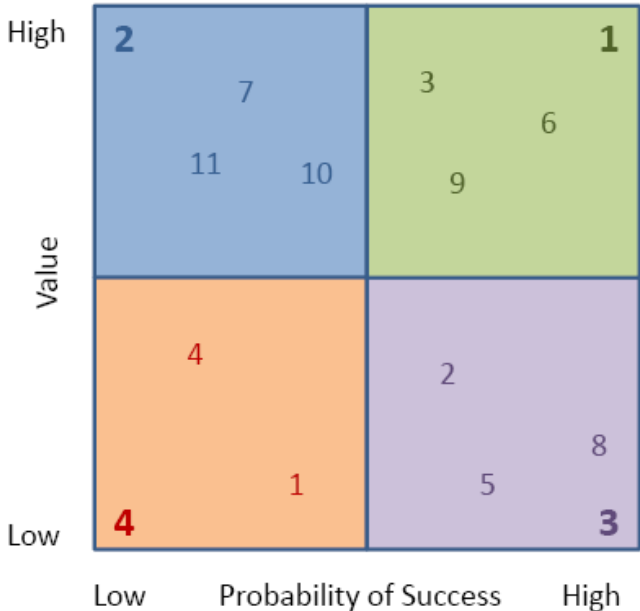
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Prioritisation Model for Commissioning Opportunities



Example Assessment Criteria

- Value**
- Public Value
- Political Value
- Impact
- Value for Money
- Local Priority – Council Plan
- National Priority - LAA
- Probability of success**
- Stakeholders
- Assets
- Workforce
- Service Delivery
- Investment required
- Risk



Priority 1	Priority 2	Priority 3	Priority 4
Proposal 3 Proposal 6 Proposal 9	Proposal 7 Proposal 10 Proposal 11	Proposal 2 Proposal 5 Proposal 8	Proposal 1 Proposal 4

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agreed budget for the original biomass proposal and additional capital and revenue expenditure would be required:

- Potentially there would be increased capital costs of £70K upwards
- Based on current prices, it is unlikely that the savings on fuel (as originally envisaged) would be realised
- Potentially there would be increased costs regarding maintenance and annual servicing

3.3 Early proposals had not fully taken into consideration how the site operated from a staffing and management perspective. This would give a number of problems with respect to the attendance required for de-ashing, cleaning, stoking and accepting fuel deliveries etc and maintenance.

3.4 The findings are timely in that they allow the Authority to consider opportunities, previously unavailable. Initial research regarding the potential availability of grant assistance for this type of work, has highlighted other considerations which may offer a better financial outcome for the Authority, but which would need to form part of the formal agreement with CLL.

3.5 The recent publication of the consultation document on the Renewable Heat Incentive scheme changes the financial case for a range of renewable technologies, which may be suitable for this application. This also affects their viability and appropriateness in consideration of whether to apply for grant assistance.

4.0 SIGNIFICANT RISKS

4.1 There is a time limit on the submission of applications for grant assistance and also a limit on the overall amount of funding under each source, which is allocated on a “first come, first served” basis. However, applications must have a specific nature and therefore be based on a specific proposal.

4.2 Not all the information currently under consideration is finalised and could therefore be changed, such that the levels of financial incentives for renewable schemes may not be realised (either fully or in part) although it seems likely that some form of incentive will be available.

4.3 Renewable technologies are still currently relatively young and there may be unforeseen problems with the technology leading to interruption of service to customers or costly repair / remedial work required.

4.4 Proceeding with the biomass scheme could mean that the Authority misses the opportunity to install a more appropriate, suitable and financially beneficial solution using an alternative renewable technology(ies).

4.5 Installing the biomass scheme might result in financial penalty with regard to the agreement with CLL due to increased fuel costs, required attendance and training of staff, and increased maintenance costs of this installation.

REPORT

5.0 BACKGROUND AND INTRODUCTION

5.1 As part of the *Boiler Replacement Programme & Energy Efficiency Improvements* proposals referred to at Item 214 in the minutes of the Community Services Committee meeting of 25 September 2008, it is recorded that preferred options for replacement of boilers at Ryedale House, Ryedale Pool and Derwent Pool were to be taken forward in line with recommendations in the circulated Property Services Manager's report of that date and the agreed financial provisions for the scheme under *Energy Efficiency Improvements to Council Property*.

5.2 To date, boilers have been successfully replaced at Ryedale House and Derwent Pool, with new energy efficient gas condensing boilers. This will have resulted in savings of 20 to 30%, meaning a financial saving in the order of £3 - £4K and a corresponding reduction in CO₂ of 20 – 30 tonnes for Ryedale House and slightly more at Derwent Pool which typically has a higher gas usage. However, an alternative scheme was proposed for Ryedale Pool, which involved the potential for installing a biomass boiler with a gas boiler as back-up. This proposal has now been investigated further and the purpose of this report is to set out the current findings.

6.0 POLICY CONTEXT

6.1 The Council's Climate Change Strategy and Action Plan was adopted in 2006 and forms part of the Council's overall environmental policies, corporate objectives and values, and financial management policies.

6.2 Community Plan – Landscape and Environment Action Plan - Safeguarding environmental air quality including air, land and water.

6.3 The performance framework for local government includes several indicators relating to climate change and CO₂ emissions, one of which, National Indicator (NI) 185 specifically relates to the percentage of CO₂ reduction from local authority operations. Renewable technologies will assist in meeting our targets for CO₂ reduction.

6.4 Council Plan 2009-13 – Corporate Aims – To have a high quality, clean and sustainable environment and to Transform the Council. These aims are underpinned by 3 strategic objectives, Objective 5 - Reducing Waste and CO₂ emissions Objective 6 - Planning to adapt to Climate change and Objective 7 - To Improve the quality of our local environment.

7.0 CONSULTATION

7.1 The biomass proposal followed an Energy Review undertaken by Halcrow Yolles in April 2008, referred to within the Property Services Manager's report to the Community Services Committee meeting of 25 September 2008. The Halcrow Yolles report in 2008 recommended gas CHP (Combined Heat & Power) installation, and biomass boiler(s) to provide heat energy to the pool complex. No other renewable technologies were considered within the Halcrow Yolles report.

7.2 Following this initial "concept stage" report by Halcrow Yolles, the Council commissioned a more detailed feasibility study by an independent Mechanical and

Electrical Consulting Engineer (2-Can) and has undertaken additional research in-house.

- 7.3 The outcome of the feasibility study is that the existing proposal is technically possible in meeting most of the outlined requirements. However, it is suggested that the capital cost of the installation is likely to be in excess of the available funds of approximately £130,000.

8.0 REPORT DETAILS

- 8.1 To date, boilers have been replaced at Ryedale House and Derwent Pool, with new energy efficient gas condensing boilers. However, an alternative scheme was proposed for Ryedale Pool, which involved the potential for installing a biomass boiler with a gas boiler as back-up.

- 8.2 **The Halcrow Yolles report:** The initial Halcrow Yolles report refers to the Council's express concerns regarding CHP and preference for a biomass only solution to reduce carbon emissions. It was proposed that the biomass boiler would be fuelled with wood chip and this was reported in the Property Services Manager's report of September 2008 as potentially offering a saving on fuel costs in the order of £6,000 – 8,000 per year and significant CO₂ reduction in operation. The provisional budget for the capital cost of the installation was outlined as £120,000 - £150,000.

- 8.3 The report suggests that a biomass installation would be feasible, but that this would require the relocation of some electrical equipment and the steel staircase to provide the required space for the fuel store. It also suggests that the store could potentially hold enough fuel for 10 days supply and that it would be expected that deliveries would be weekly. The report also suggests the following points briefly outlined below;
- Without CHP the biomass boilers would need to be larger and therefore increased demand for fuel (resulting in the requirement for bigger storage / more deliveries);
 - Major modifications to plant hall required for the construction of a new delivery hopper and roof canopy to provide shelter to hopper;
 - Biomass boiler likely to produce IRO 1 Tonne of ash per year, possibly done by hand in bags;
 - New personnel access / egress to be formed in external wall;
 - Operative to be trained and available to accept deliveries (open doors, guide vehicle, operate filling screw, sweep up overspill etc);
 - Ladder access to fuel store for occasional cleaning and unblocking of auger screw;
 - Training in reactive maintenance for the feed mechanism and boiler equipment to be provided as part of commissioning procedure.

- 8.4 **The 2-Can detailed feasibility report:** Prior to implementing the Bio Mass Installation the Council commissioned a more detailed feasibility study by an independent Mechanical and Electrical Consulting Engineer (2-Can), in addition to research in-house.

- 8.5 The feasibility study suggests that likely installation costs for the biomass would be significantly in excess of £200K and more probably £300K, although these costs are indicated only for budget purposes. However, quotes have been obtained for the supply of the appropriate boiler equipment, and this represents a capital spend of approximately £120K without full installation costs or the cost of undertaking any of the alterations outlined above.

- 8.6 This would seem to support that likely costs of carrying out the full installation of the system including creating fuel storage, relocation of electrical control equipment and other associated installations will exceed £200K. The current budget available for the proposal is approximately £130K. It is also unlikely, as based on current prices, that the previously proposed savings on fuel, outlined in 8.2, can be realised.
- 8.7 To aid comparison, the Council has recently installed new energy efficient gas condensing boilers at Derwent Pool, which represented an installed cost of approximately £20K and a similar installation at Ryedale Pool (taking into account the slightly larger pool and internal floor area) is likely to be achievable for approximately £25 – 30K.
- 8.8 There would also be issues from a staffing and management perspective with respect to the attendance required for de-ashing, cleaning, stoking and accepting fuel deliveries etc.
- 8.9 The latest biomass boilers have been designed with minimising general attendance / maintenance, with many automatic functions built in. However, there will still be a need for a suitably trained person to deal with de-ashing, accepting fuel deliveries and to be available in case of mechanical stoppages connected with fuel blockages etc. Therefore there will be an additional cost in administering this type of installation. If CLL provide this, assuming they were amenable to the proposal, there would certainly be some cost implication.
- 8.10 In addition to the significantly increased capital costs of the biomass installation, the costs of regular maintenance and annual servicing are considerably more expensive than for natural gas, where a large and experienced resource of engineers is available. (Current annual service is in the order of £400 for the 2 existing gas boilers, while potential annual servicing costs for a biomass boiler of this size is advised as approximately £4,500).
- 8.11 Due to the recognised cost differential for these types of technology, there are currently grants available to assist in the capital costs of this type of installation and currently 2 sources of grant funding have been investigated. Details of these, and of the Renewable Heat Incentive scheme, which also affects the financial viability of any proposals are contained in Annex B of this report.

9.0 IMPLICATIONS

- 9.1 The following implications have been identified:
- a) Financial
- Availability of grant assistance will soon be withdrawn.
 - The existing capital budget will be used to fund recommendation (ii) re the detailed feasibility study into alternative technologies suitable for the site i.e. solar thermal and ground source heat pumps.
 - The capital expenditure involved in installing renewable energy technologies is high, and the “payback” for using these technologies (in terms of reduced reliance on fossil fuels and the fluctuating prices, which are likely to increase in the future), would largely be to the benefit of CLL under current arrangements.
 - Support and incentive for the installation of renewable energy technologies (apart from potential grant assistance) is by way of the proposed RHI scheme, which is only currently at consultation stage, although initial figures

have been published. The various types and sizes of renewable energy installation supported under this scheme could have a significant impact on payback and could potentially enable the Authority to install a technology different from the proposed biomass to better financial and practical effect.

b) Legal

- The formal agreement (grant / lease etc) with CLL must be engineered to provide for the Council to realise some or all of the expected financial benefits in terms of energy savings to offset the significant capital expenditure.

c) Other (Equalities, Staffing, Planning, Health & Safety, Environmental, Crime & Disorder)

- The scale and type of renewable energy installation selected will have an influence on the environmental benefits / impacts as a result of the installation. There will be varying degrees of CO₂ emission savings, air-quality issues, potentially ground water extraction and geothermal implications depending on the selected solution.
- The criteria defining the proposal will have an impact on the final solution and needs clarification in terms of the importance and priority of CO₂ emissions against the financial implications of any such proposal.

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Background Papers:

Report to Community Services and licensing Committee by David Summers, Property Services Manager, dated 25 September 2008.

Background Papers are available for inspection at:

www.ryedale.gov.uk

BOILER REPLACEMENT PROGRAMME AND ENERGY EFFICIENCY IMPROVEMENTS RISK MATRIX – ANNEX A

Issue/Risk	Consequences if allowed to happen	Likelihood	Impact	Mitigation	Mitigated Likelihood	Mitigated Impact
Full description of risk (not just one or two words like 'income down' or 'planning')	Detail the implications	See below (score before mitigation)	See below (score before mitigation)	What you are going to put in place to mitigate the risk if anything	See below (score after mitigation)	See below (score after mitigation)
Availability of grant assistance may be withdrawn if no application made	Potential loss of some funding to assist the installation of renewable options	5	A or C	Proceed with investigations into other renewable energy technologies quickly. Seek further confirmation and clarification on whether LCBP grant would be repayable if RHI claimed.	3	A
Government may withdraw or modify RHI scheme	Financial assessment of viability may be proved inaccurate	2	C	Monitor announcements and publication of further details	2	C
Use of new technology may not prove reliable or perform as expected	Viability of scheme affected and potential disruption of service. Difficulties with agreement with CLL	2 or 3	D	Full and comprehensive research into technology and installation. Seek appropriate reference projects etc	1	B
Installing the wrong / inappropriate solution could mean that the opportunity to install a more viable and appropriate solution is missed.	Councils objectives not met and significant expense expended while not achieving aims of scheme	3	D	Undertake proper investigation of other solutions for renewable energy technologies.	1	A

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

The scoring should be against the objectives of the project, for example implementing a new IT system for a service could have an impact of E - Disaster, if that risk if occurring would prevent it achieving its key objectives, i.e. disaster does not mean loss of life, fire etc.

SOURCES OF FUNDING AND PROPOSED RENEWABLE HEAT INCENTIVE SCHEME (RHI)

The Bio-Energy Capital Grants Scheme –

- Provides for up to 40% of the difference between the installation of a biomass boiler and its fossil fuel equivalent;
- Certain items of the cost of installation are excluded which are defined in the guidance notes on application. This is the last round (Round 6) for this grant stream and there is a cut-off date of 31 March 2010;
- Grants are awarded on a rolling “first come first served” basis and therefore the grant money may be awarded prior to the cut off date, but the application window may be extended if the available grant fund has not been successfully allocated;
- All monies must be spent prior to April 2011. (See also Renewable Heat Incentive, RHI);
- If the Council were to be awarded grant funding under this scheme, and it became apparent that it would be better off under the Renewable Heat Incentive, then it would be possible to pay back the grant (potentially from the savings made under the RHI;)
- It is not permitted to accept grant funding under this scheme AND to take advantage of the RHI.

The second potential source for grant assistance is under the **Low Carbon Buildings Programme;**

- This is available for the installation of a range of renewable energy / low carbon technologies and is limited to a maximum of 200,000 Euros for a qualifying organisation over a 3 year fiscal period;
- There is no cut-off date for applications, but similarly, any grant awarded must be spent before April 2011, when the Renewable Heat Incentive is due to be introduced;
- It has not been ascertained whether grant funding obtained under this scheme would have to be paid back if the Council subsequently took advantage of the RHI. (The scheme administrators are awaiting a decision from the Government).

Renewable Heat Incentive –

- The consultation document for this scheme was announced in early February 2010, which will reward the use of renewable energy technologies, reducing the cost of renewable energy technologies compared with their fossil fuel alternatives.
- The figures currently proposed for a range of renewable technologies have been outlined and could have a significant impact on the payback period on the capital expenditure of any potential installation of renewable heat energy. Figures of between 2p/kWh and 18p/kWh have been published depending on the type and size of the installation, which are payable for between 10 and 23 years (again, depending on the size and type of installation). Whilst there are numerous variables to consider, based on the technology selected and the output of the installation, this might represent a saving, which could easily be in excess of £10K/year for this site.
- It must also be borne in mind that as CLL currently pay for the energy used on site, that any potential savings in the cost of energy would largely be to the benefit of CLL. The capital cost of the installation however, would be largely irrelevant to the operators under the current arrangements and this would need to be taken into consideration should the management agreement be renewed. In order for the

Authority to receive any benefit under this scheme, it would need to be ensured ensure that a mechanism was in place to allow the Authority to recoup some or all of the benefits of reduced energy bills to offset the capital expenditure and therefore provide a “Payback period” for the selected solution.

- There are other available renewable energy technologies, which can provide heat energy with low CO₂ emissions that do not require the level of attendance needed by biomass installations, and as yet these have not been fully explored. These include in particular solar thermal and ground-source heat pumps.



PART A:	MATTERS DEALT WITH UNDER DELEGATED POWERS
REPORT TO:	COMMUNITY SERVICES COMMITTEE
DATE:	25 MARCH 2010
REPORT OF THE:	HEAD OF ECONOMY AND HOUSING JULIAN RUDD
TITLE OF REPORT:	DRAFT NORTH YORKSHIRE HOUSING STRATEGY
WARDS AFFECTED:	ALL

EXECUTIVE SUMMARY

1.0 PURPOSE OF REPORT

- 1.1 Following earlier consultations the final draft of the proposed North Yorkshire Housing Strategy has now been produced. The sub-regional Strategy replaces housing strategies produced at District Council level although District-based action plans will be produced to assist implementation of the North Yorkshire Housing Strategy. The consultation period officially ends on the 19 March 2010 however the planned timeframe for finalisation of the Strategy has been extended in reflection of some of the comments received. To assist Members a presentation about the Draft Strategy was given at a Briefing on 23 February 2010. This report outlines comments about the Draft Strategy, including issues raised at the 23 February briefing and proposes that these be submitted as the formal response of the Council.

2.0 RECOMMENDATION

That the comments outlined in Section 8 of this Report be submitted as the formal response of Ryedale District Council to the Draft North Yorkshire Housing Strategy.

3.0 REASON FOR RECOMMENDATION

- 3.1 This is the last significant opportunity to submit comments on the Draft Strategy and to ensure that it makes the necessary strategic links across the sub-region and reflects key Ryedale concerns.

4.0 SIGNIFICANT RISKS

- 4.1 The need to increase joint working and the pooling of resources has been a key strategic aim following the Audit Commissions report into the provision of affordable housing in North Yorkshire in 2008. The development of a sub-regional Housing Strategy will be used to obtain and direct future housing investment across North

Yorkshire and will provide a common framework for the participating authorities to develop their housing policies and initiatives. Unless the Strategy clearly identifies the key issues and challenges facing the sub-region and makes the linkages with planning, economic and transport strategies for the area then this may compromise its ability to attract the necessary financial investment which is essential in meeting the housing challenges facing the sub-region.

- 4.2 Given the importance of the Strategy in identifying future housing initiatives and projects to meet local housing needs in Ryedale and elsewhere in North Yorkshire, and in particular in seeking investment from the Homes and Communities Agency (HCA), it is vital that the risk of failure in these respects is minimised. The comments set out within Section 8 of this Report seek to minimise the risk that the final version of the Strategy fails to meet HCA requirements and to link with other key strategies - and so potentially disadvantages the sub-region - and / or that it fails to identify key issues and housing needs to be addressed within Ryedale.

REPORT

5.0 BACKGROUND AND INTRODUCTION

- 5.1 This report introduces the final draft of the first North Yorkshire Housing Strategy and seeks affirmation of the proposed response. This response takes account of comments from Members at the Briefing on the 23 February 2010.
- 5.2 The Audit Commission undertook an inspection of affordable housing in North Yorkshire in 2006 and in their report identified their proposals for enhanced joint working and the development of a single Housing Strategy. In order that their findings could be implemented it was necessary to implement new political governance arrangements in relation to strategic housing issues within the sub-region. A report was submitted to a meeting of this Committee on the 25 January 2007 at which the new governance arrangements, namely the creation of the North Yorkshire Strategic Housing Board, now renamed the Local Government North Yorkshire and York Housing Board, were agreed. It was further agreed that a Member be nominated as the Council's appointed representative on the Board together with arrangements to vote on issues which fell within the remit of the Board. The decision was then taken to proceed with the development of a single housing strategy to cover the North Yorkshire sub-region together with other joint working initiatives.
- 5.3 Since that time the Board and housing officers across North Yorkshire have been collaborating on the development of a strategy. The Board considered the first draft on 3 December 2009 and agreed that it would be subject to further public and partner consultation from 25 January 2010 to 5 March 2010. This date was subsequently extended to 19 March 2010, however it has been agreed that the Ryedale response can be submitted following the 25 March meeting of this Committee.

6.0 POLICY CONTEXT

- 6.1 The Strategy will impact upon the Council aims of meeting housing need in the District and creating the conditions to create economic success. It offers an opportunity for strategic alignment with the Council's own housing priorities to enable our objectives to be met. This alignment requires amendment of the Draft Strategy to take account of the comments within this report.

7.0 CONSULTATION

- 7.1 The consultation period on the strategy has operated at two levels, namely the local level and the strategic/sub-regional level. This has included local forums, specialist sub-regional groups such as the NY Private Sector Group, the Rural Housing Enabler Network, the County Homelessness Group, key stakeholders including the Homes and Communities Agency (HCA), Government Office for Yorkshire and the Humber, the National Park Authorities and the County Council. Wider stakeholders have been consulted through a dedicated web site, which included an on-line questionnaire, and forums such as the North Yorkshire Gypsy and Traveller Forum.

8.0 REPORT DETAILS

The Purpose of the Strategy

- 8.1 The draft strategy aims to set out how York and North Yorkshire will contribute towards delivery of the Regional Housing Strategy and the Sustainable Community Strategies for North Yorkshire and the City of York Council. To provide more detail at a local level, the final strategy will be underpinned by local action plans produced by each of the participating authorities. These will be tailored to balance each authority's own local circumstances and priorities against the challenges and opportunities to deliver against wider strategic targets.
- 8.2 This is essentially a six year strategy, covering priorities identified in the current 2008/2011 investment period and the following investment period, which it is anticipated will run from 2011 to 2014. It will be subject to regular review by partners responsible for its development. The Draft Strategy can be viewed online at www.northyorkshirehousingstrategy.co.uk and a copy of the Executive Summary is at Annex B.

North Yorkshire Strategic Priorities

- 8.3 Four key strategic priorities have been identified for York and North Yorkshire. These are:
- Enabling the provision of more affordable homes.
 - Reducing homelessness.
 - Improving access to housing services.
 - Making best use of the existing housing stock.

Member Consultation

- 8.4 A Briefing on the Draft Strategy was held for Members on 23 February 2010 and a presentation was given regarding the importance of the strategy, the strategic priorities for the sub-region and the identified actions in relation to the delivery of those strategic priorities. Members' views were sought as to the identified priorities and actions and whether further priorities and actions should be identified. Officers provided an indication of the concerns of the Homes and Community Agency (HCA) in relation to the draft strategy and the potential implications of this for Ryedale and the remainder of North Yorkshire. The HCA has indicated that it has a number of broad concerns about the Draft Strategy, including that it does not take the step from a housing strategy to a place-making / regeneration approach. There are concerns that the Draft does not provide a clear vision for the area or identify the investment priorities to form the basis of the 'single conversation' with the North Yorkshire authorities. The views of the HCA are particularly important as they are the national housing and regeneration agency and the main source of funding for the delivery of

schemes. The evaluation of future funding bids will be made in the context of their delivery of strategic objectives.

Proposed Response of Ryedale District Council

- 8.5 Whilst there is much of merit in the Draft Strategy the District Council recognises and shares a number of the concerns of the HCA, including the lack of linkages and synergies with planning, economic and transport strategies. In particular the following broad areas require improvement:
- The draft does not support a North Yorkshire 'single conversation' and puts off actions to future bids and local action plans. It is not sufficiently clear about future investment priorities.
 - Regeneration issues are missing in terms of taking the strategy from being purely housing focused to taking a place making / regeneration approach. This is particularly important in terms of strengthening the role of Malton / Norton as Ryedale's rural capital, economic development projects, and the need for investment in infrastructure to facilitate future developments of strategic importance e.g. Woolgrowers.
 - It does not highlight key strategic issues to be addressed/funded e.g. Bridge House at Malton, and extra care and facilities for the elderly across the sub region.
 - It does not reflect local housing markets and their effects on housing activities, or the RSS sub-area policies.
 - Specific Ryedale case studies and challenges are missing from the strategy.
 - Despite highlighting several valuable initiatives and projects there are no proposals to roll these out across the sub region.
 - Despite common housing challenges across North Yorkshire there are limited proposals to extend the joint working that has taken place to address these.
 - The extent of the above issues, together with those raised by the HCA, mean that additional time must be built into the process of finalising the Strategy.
- 8.6 It is vital that the final version of the Strategy addresses the above concerns and the following future priorities (which include both Ryedale issues of strategic importance and North Yorkshire-wide challenges):
- Funding to overcome infrastructure challenges that hamper major brownfield / long-term strategic sites eg. Derwent Park / Woolgrowers, Norton East;
 - Secure funding for Bridge House to facilitate it's acquisition and enhanced service provision;
 - Intervention and legal assistance to bring forward exception sites;
 - Subsidy needed to secure affordable units and address viability issues for short-term greenfield land releases in some market towns until the market recovers;
 - Support for partnership working to pilot innovative approaches to delivery of affordable rural housing;
 - Further 'Kickstart' assistance for stalled housing sites;
 - Address fuel poverty by targeting the vulnerable and elderly so as to maximise available resources;
 - Continue to secure improvements to the private sector housing stock to achieve Decent Homes standard;
 - Develop priority funding bids with partner RSL's;
 - Further progress the partnership with NYCC to further develop Telecare services;
 - Secure funding post 2011 for homeless prevention and youth homeless prevention services;
 - Secure funding to continue domestic abuse initiatives eg. Making Safe; and
 - Develop partnership working for the procurement of DFG works.

9.0 IMPLICATIONS

9.1 a) Financial

Efficiencies delivered by joint procurement of research, the joint commissioning of strategic housing resources and the value added benefits of joint working have been important drivers of the strategy's preparation. The strategy in itself does not commit any individual authority to any additional expenditure at this stage, although related funding issues will be considered as part of future budget setting decisions.

b) Legal

The Draft Strategy has regard to the legal duties and responsibilities placed on local authorities by legislation such as the Housing Acts 1985, 1996 and 2004. There are no other legal implications.

c) Equality and Diversity Issues

The Draft Strategy will be accompanied by an Equalities Impact Assessment which seeks to quantify the main equality issues addressed by the strategy and the impact of its proposals. The Draft Strategy is informed by sub regional research into the housing and housing related support needs of the BME community in North Yorkshire, and A8/EU nationals/migrant workers.

10.0 NEXT STEPS

10.1 The comments on the Draft Strategy contained within this report (and any others which Members may wish to resolve be submitted) will be considered as part of the consultation process and the Final Strategy will be subject to final approval by the Local Government North Yorkshire and York Housing Board.

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Background Papers:

Draft North Yorkshire Housing Strategy

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DRAFT NORTH YORKSHIRE HOUSING STRATEGY - RISK MATRIX – ANNEX A

Issue/Risk	Consequences if allowed to happen	Likelihood	Impact	Mitigation	Mitigated Likelihood	Mitigated Impact
The final version of the Strategy fails to meet HCA requirements and to link with other spatial and economic strategies for the sub-region.	The sub-region is disadvantaged in terms of HCA support and investment to address housing needs. The Housing Strategy does not link with other key strategies and so does not lead to unified approaches to meeting housing and other needs.	4	D	Seek to amend the Draft Strategy so that the final version addresses fully the issues raised within comments in this Report.	2	C
The final version of the Strategy fails to identify key issues and housing needs to be addressed within Ryedale.	Ryedale is disadvantaged in terms of HCA support and investment to address housing needs.	4	D	Seek to amend the Draft Strategy so that the final version addresses fully the issues raised within comments in this Report.	2	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

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Draft North Yorkshire Housing Strategy



Executive Summary

Introduction

The Local Government York and North Yorkshire Housing Board (formerly the North Yorkshire Strategic Housing Board), has agreed to develop the first Single Housing Strategy for North Yorkshire.

Housing plays a fundamental role in everyone's life and influences people's access to opportunities. The authorities joining together in partnership to produce this Strategy are committed to responding to the diverse needs of the communities of York and North Yorkshire.

The Vision for the Strategy is:

“To make York and North Yorkshire an inclusive place where everyone can have access to decent affordable homes and effective support when they need it.”

Context

North Yorkshire is one of four sub-regions within the Yorkshire and Humber region. The North Yorkshire Sub-Region comprises the seven Borough/District housing authorities of North Yorkshire and the City of York Council. North Yorkshire County Council, the North York Moors National Park and the Yorkshire Dales National Park are also partners on the sub-regional housing partnership.

The North Yorkshire sub-region is one of the country's most beautiful and varied places with stunning countryside and coast and a rich heritage. It includes:

- the historic yet forward thinking City of York
- two of England's nine national parks - the Yorkshire Dales and the North York Moors
- the Heritage Coast, three Areas of Outstanding Natural Beauty, over 12,000 listed buildings and many thousand more monuments and archaeological sites, including a World Heritage Site at Fountains Abbey

North Yorkshire is an area of high demand for housing and buying a home on the open market is not an affordable option for many local people.

Historically, the need to increase joint working and the pooling of resources has been a key strategic aim and sub-regional partnership working will be a fundamental mechanism in terms of ensuring delivery of this strategy.

The strategy will be used to obtain and direct future housing investment across North Yorkshire and will provide a common framework for the participating authorities to develop their housing policies and initiatives. It will therefore affect the lives of residents across York and North Yorkshire.

North Yorkshire is very different to other parts of the Yorkshire and Humber Region. Whilst recognising the need to align with regional objectives, stakeholders were keen to develop a strategy that reflects North Yorkshire's unique identity to ensure it retains a voice and continued funding for its priorities.

Whilst there are some clear regeneration challenges in some parts of the sub-region, North Yorkshire does not have the scale of growth, renewal and regeneration issues associated with some of the larger conurbations in the Yorkshire and Humber Region. Nevertheless, sustained but comparatively modest investment can, will and does make a huge impact in North Yorkshire in respect of delivering locally significant outcomes which substantially improve our residents' quality of life.

Purpose of this Strategy

This draft strategy sets out how York and North Yorkshire will contribute towards delivery of the Regional Housing Strategy and the Sustainable Community Strategies for North Yorkshire and the City of York Council. It will also help to achieve delivery of actions contained in the Leeds City region Housing and Regeneration Strategy for those local authorities that are within the Leeds City Region.

The draft strategy sets out overarching priorities and does not detail specific projects within the North Yorkshire Sub-Region. Nor does it set out plans for the numbers or distribution of housing generally - this is covered within the current Regional Spatial Strategy and will be covered in the forthcoming Integrated Regional Strategy.

To provide more detail at a local level, the final strategy will be underpinned by local action plans produced by each of the participating authorities. These will be tailored to balance each authority's own local circumstances and priorities against the challenges and opportunities to deliver against wider strategic targets.

This is essentially a six year strategy, covering priorities identified in the current 2008-2011 investment period and the following investment period, which it is anticipated will run from 2011 - 2014. It will be subject to regular review by the partners responsible for its development.

Ambitions

In order to deliver the vision, the draft strategy signals a number of ambitions that stakeholders share in respect of delivering housing and housing services across the sub-region notably to:

- Develop a better understanding of the housing needs of the communities across York and North Yorkshire including vulnerable groups and those with particular needs such as Gypsies and Travellers and Migrant Workers
- Support the development of a wider range of housing choices and facilitate customer access to these choices through the provision of universal, clear and transparent advice about existing housing and housing support services
- Directly invest in and encourage private investment in existing housing stock of all tenures within North Yorkshire, to ensure its sustainability and availability to meet the sub-region's current housing needs
- Strengthen linkages to strategic economic development and regeneration priorities and maximise opportunities for additional affordable housing delivery through joint working with planning colleagues
- Ensure that the homes and services we deliver are of an excellent quality, are efficient, represent good value for money and reflect a culture of continuous service improvement

North Yorkshire's Strategic Priorities

Four key strategic priorities have been identified for York and North Yorkshire. These are:

- Enabling the provision of more affordable homes
- Reducing homelessness
- Improving access to housing services
- Making best use of the existing housing stock

Strategic Priority 1: Enabling the provision of more affordable homes

North Yorkshire needs more affordable homes for local people. The latest forecasts suggest the sub-region will fall well short of its targets. The sub-region recognises that it cannot rely on new build housing provision alone and we must explore more innovative ways of increasing affordable housing delivery.

In order to achieve this, the sub-region proposes to:

- Gain a better understanding of the housing market in North Yorkshire and the opportunities it affords to deliver more affordable housing
- Target owners of public land to potentially increase availability of land for affordable housing
- Maximise opportunities for delivery through the Planning system

- Offer specific support for rural affordable housing delivery via the North Yorkshire Rural Housing Enabling Partnership
- Develop new affordable housing products and innovative delivery mechanisms

Strategic Priority 2: Reducing homelessness

Homelessness continues to be a problem in York and North Yorkshire. The emphasis on this part of the strategy is on homelessness prevention.

The sub-region proposes to:

- Work more collaboratively to offer a greater range of homeless prevention services across all parts of the sub-region.
- Specifically improve services aimed at reducing youth homelessness

Strategic Priority 3: Improving access to housing services

The sub-region wants to put the customer at the heart of decision making and to increase choice. The sub-region proposes to:

- Develop a sub-regional Choice Based Lettings scheme in participating authorities
- Offer improved housing services and assistance for specific vulnerable groups including women who have experienced domestic abuse; young people, ex-offenders; people with mental health problems, people with learning disabilities and single people moving from temporary accommodation to sustainable housing.
- Increase housing choices for its ageing population, for example by planning appropriate housing and advice
- Better understand and address the housing and support needs of Gypsies and Travellers, Black and Minority Ethnic groups and migrant workers
- Begin to address issues of financial inclusion and worklessness

Strategic Priority 4: Making best use of the existing housing stock

Our existing homes are our most valuable resource, so it is important that we look after them and make best use of them. The strategy proposes to place greater emphasis on the maintenance and improvement of existing stock and its sustainability

The sub-region proposes to:

- Improve housing conditions and services for private rented homes
- Ensure financial assistance packages are available to enable people to improve their own homes
- Support targeted regeneration in areas which require it such as Scarborough and parts of York
- Offer support and help to match people with homes that are the right size and type to meet their needs
- Offer services and grants to make sure that people with disabilities can live comfortably within their existing homes
- Improve the energy efficiency of existing and new homes to help people run them more cheaply and efficiently and to reduce the risk of climate change

Resources

The North Yorkshire sub-region initially secured £63 million resources from central Government for housing investment to deliver its ambitions from 2008-2011. However, due to the national economic climate, the funding for the period 2010-11 has been reduced by approximately 20%.

As national economic recovery is unlikely to take place in the short term, the sub-region is aware that future Government housing funding may continue to be limited. We therefore need to make sure that the investment that is available is targeted in areas where we can deliver and make the most difference, as well as exploring other funding options to tackle the sub-region's housing priorities.

Timetable and process for adopting the final strategy

The strategy is now in its final stages of development with a target timetable to agree sign off by the Local Government York and North Yorkshire Housing Board by 31st March 2010.

This final stage of consultation will be done in three ways: an interactive web site, a series of targeted focus groups on specific themes and locally based events in different local authority areas.

If you want to know more about the consultation process please visit the North Yorkshire Housing Strategy Website on www.northyorkshirehousingstrategy.co.uk

or contact:

Sue Walters Thompson,
North Yorkshire Housing Strategy Manager

Telephone 01609 767144

Email: Sue.Walters-Thompson@hambleton.gov.uk

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PART A:	MATTERS DEALT WITH UNDER DELEGATED POWERS
REPORT TO:	COMMUNITY SERVICES
DATE:	25 MARCH 2010
REPORT OF THE:	HEAD OF ENVIRONMENT PHIL LONG
TITLE OF REPORT:	DRAFT DERWENT CATCHMENT FLOOD MANAGEMENT PLAN
WARDS AFFECTED:	ALL

EXECUTIVE SUMMARY

1.0 PURPOSE OF REPORT

1.1 The Environment Agency on the 29 January 2010 launched a 12-week consultation period on the Draft Derwent Catchment Flood Management Plan (DCFMP). The purpose of the report is to request member's views in order respond by the 23 April 2010 deadline.

2.0 RECOMMENDATION

2.1 It is recommended that the Head of Environment prepare a response on the Draft Derwent Catchment Flood Management Plan, the content to be confirmed with the Chair of Community Services prior to submission to the Environment Agency, taking into account the views of this Committee, other member responses and the response from the members of the Land Drainage Liaison Group.

3.0 REASON FOR RECOMMENDATION

3.1 The consultation draft sets out the Environment Agencies preferred plan for sustainable flood risk management over the next 50-100 years As an area of significant risk from flooding it is essential that the Council robustly responds to the draft Plan, taking appropriate account of stakeholder partner's views.

4.0 SIGNIFICANT RISKS

4.1 Members will be all too aware that the risk of flooding is significant within the Derwent region. Although many of the effects are the same, there are three different types of flooding that concern the Ryedale District, the main risk coming from river and surface water flows (Annex A).

- River (fluvial) flooding: Occurs as a result of water overflowing from river channels

- Surface water (pluvial) flooding: Occurs when natural and man made drainage systems have insufficient capacity to deal with the volume of rainfall and
- Groundwater flooding: When the level of water under ground rises above its natural surface.

REPORT

5.0 BACKGROUND AND INTRODUCTION

- 5.1 The DCFMP is a strategic management document used by the EA to understand the causes, size and location of flood risk in the Derwent Catchment. The plan will determine the EA's approach to flood risk management in different parts of the catchment effectively forming a framework, to guide future flood management activities.
- 5.2 Previous consultation took place in June 2009 and plans have been reviewed and updated to form the revised document in Annex B.

6.0 POLICY CONTEXT

- 6.1 Community Plan - Landscape and Environment Action Plan - Safeguarding environmental quality including air, land and water
- 6.2 Council Plan 2009-13 - Corporate Aims – To have a high quality, clean and sustainable environment. These aims are underpinned by 3 strategic objectives, Objective 6 - Planning to adapt to Climate change and Objective 7 - To Improve the quality of our local environment and Objective 9 – To know our communities and meet their needs.
- 6.3 Local Development Framework - The need to reduce the need to travel, avoidance of flood risk and protection of the landscape are all key considerations that will influence the future planning strategy for the District

7.0 CONSULTATION

- 7.1 As part of the consultation all Ryedale members have been asked to submit their views on the DCFMP summary (Annex C). Due to the committee timescale it is envisaged that a number of responses will be submitted late and will have to be reported to members at the meeting.
- 7.2 In addition views have been requested from members of the Land Drainage Liaison Group comprising representation from District Council, NYCC, Internal Drainage Boards, Ryedale Flood Research Group and NFU. Responses that have been received are contained in Annex C.

8.0 REPORT DETAILS

- 8.1 The full document is over 700 pages long and can be reviewed on the EA's website www.environment-agency.gov.uk. Below are detailed some of the issues members may want to consider to include in the response to the EA.
- 8.2 The consultant hydrologist for the drainage boards who drew up the scoping document for the Channel Management study is preparing a detailed technical

response, which should be available for consideration at the meeting.

- 8.3 A key area of concern is the maintenance of rivers and watercourses and the impact that this has on flood risk and occurrences. It is considered likely that there remains a need for substantial dredging and proactive vegetation management in key areas.
- 8.4 The Council with the EA and Land Drainage Board and Scarborough Borough Council have funded a 3-year channel management study. The objectives of the pilot projects are to:
- Assess the effects of vegetation and sedimentation on water levels in the main rivers within the Vale of Pickering.
 - Assess the effects of maintenance of vegetation and sedimentation of the main rivers within the Vale of Pickering on ecological biodiversity.
- It is essential that the outcomes of this work are factored into the long-term system asset management plans to form part of a wider catchment management approach to flood risk management.
- 8.5 The DCFMP should balance the need to support a strong and efficient agricultural industry and the need for food production with the biodiversity and water control benefits that measures such as increased wetlands, flood storage areas etc could bring. Actions should be taken only where positive outcomes can be demonstrated in terms of protecting people, property and infrastructure.
- 8.6 The DCFMP makes no mention of defences for Pickering or Sinnington. Though the Council supports the Slowing the Flow project above Pickering there remains a compelling need to provide adequate engineered flood defences for these settlements. Within the plan it is unclear as to which sub area Pickering and Sinnington fall under, this needs to be qualified.
- 8.7 Additional comments members may want to consider:
- **Summary Document - Catchment Overview:** "Ryedale's" name is missing, it should be alongside Selby, Scarborough and York re the flow of the river Derwent
 - **Current and Future Flood Risk:** Given the level flooding events over the past 10 years; ie one every two years; the use of the term "a one percent annual probability flood" is at best misleading.
 - **The impact of climate change:** The sensitivity analysis carried out regarding climate change is particularly welcomed. The 20% projected increase in properties at risk highlights the urgency regarding the promotion of awareness, resilience and resistance measures for properties in the floodplain. This measure is strongly supported and Ryedale District Council would be keen to work with the EA to take this forward. Sandbagging of properties is reactive, costly and ineffective by comparison to more robust flood resilience and resistance measures.
 - **Malton, Old Malton and Norton flood defences:** The Council welcomes the fact that defences will be maintained, however the Council would need to be reassured that a 'strategic catchment wide approach' to flood risk management will counter the effects of climate change and would request that the defences be kept under review and improved if required.
 - **Flash flooding:** There have been a number of flash floods in small steep catchments, for example Helmsley 2005 and the summer floods of 2007, which have demonstrated the risks to people that may arise during such events. It is important that the risks faced in Rapid Response Catchments are understood and mitigated. The Council would support a sustainable balanced approach to

reduce surface water run off.

9.0 IMPLICATIONS

9.1 The following implications have been identified:

a) Financial

- The impact and cost of flooding is significant to both property and the economic wellbeing of community.
- The cost of sandbagging and emergency response can be significant
- The impact of climate change has the potential to increase cost in future years

b) Legal

- None

c) Other (Equalities, Staffing, Planning, Health & Safety, Environmental, Crime & Disorder)

- Danger to staff during flooding situations
- Disruption of service.
- Disruption to transport infrastructure.
- Environmental risk of increasing severity.

**PHIL LONG
HEAD OF ENVIRONMENT**

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Background Papers:
Draft Derwent Catchment Flood Management Plan

Background Papers are available for inspection at:
CD of full plan available on request

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**STANDING ENVIRONMENT ITEM
DRAFT DERWENT CATCHMENT FLOOD MANAGEMENT PLAN**

RISK MATRIX – ANNEX A

Issue/Risk	Consequences if allowed to happen	Likelihood	Impact	Mitigation	Mitigated Likelihood	Mitigated Impact
<p>The risk lies in not commenting on the DCMP is the risk that high level EA policy will have been set regarding food management which might not take into account fully the issue the community faces..</p> <p>Policy could be set dependant on costs of mitigation as opposed to taking into account the devastation to the community and individuals</p> <p>EG:</p> <p>There have been a number of flash floods in small steep catchments, i.e., Helmsley 2005 and the summer floods of 2007, which have demonstrated the risks to people that may arise during such events.</p> <p>It is important that the risks faced</p>	<p>Inadequate attention to flood defences and prevention leading to flooding to properties, damage to infrastructure and potential danger to life.</p> <p>However there is a limit as to the influence of the Council on EA strategy.</p>	3	C	<p>Ensure that RDC responds to the Plan taking account of local issues</p>	2	B

**STANDING ENVIRONMENT ITEM
DRAFT DERWENT CATCHMENT FLOOD MANAGEMENT PLAN**

RISK MATRIX – ANNEX A

Issue/Risk	Consequences if allowed to happen	Likelihood	Impact	Mitigation	Mitigated Likelihood	Mitigated Impact
<p>in Rapid Response Catchments are understood by all who will be called upon to provide that response.</p> <p>The Ryedale area has 6 Rapid Response Catchment Action Plans namely, Helmsley, Hawnby, Rievaulx, Levisham Station, Fangdale Beck and Pickering.</p>						
<p>The Council with regard to consultation should ensure that the EA takes into account high risk areas. The risk in not doing so could reduce the potential of EA funding into these areas to mitigate against flood risk</p> <p>EG: The Community Risk Register looks at hazards within North Yorkshire and uses a scale system based on the likelihood of the incident happening and the impact of the incident if it did happen. The scores are then</p>	<p>Inadequate attention to flood defences and prevention leading to flooding to properties, damage to infrastructure and potential danger to life.</p> <p>However there is a limit as to the influence of the Council on EA strategy.</p>	3	C	<p>Ensure that RDC responds to the Plan taking account of local issues</p> <p>Eg: There is no mention in the plan of flood defence for Pickering.</p> <p>Over time climate change will reduce the effectiveness of flood defences in Malton and Norton and Old Malton</p>	2	B

**STANDING ENVIRONMENT ITEM
DRAFT DERWENT CATCHMENT FLOOD MANAGEMENT PLAN**

RISK MATRIX – ANNEX A

Issue/Risk	Consequences if allowed to happen	Likelihood	Impact	Mitigation	Mitigated Likelihood	Mitigated Impact
<p>added together to produce a rating of low, medium, high and very high. For Ryedale the flooding risks are either high or very high. To view the Community Risk Register go to: http://www.nysp.org.uk/downloads/</p> <p>A very similar system to the Risk Register was used for the Ryedale Flood Risk Matrix. The risks that scored highest on the Flood Risk Matrix are detailed below. Likelihood and impact ratings have been assigned following the guidelines in the Civil Contingencies Act 2004 guidance <i>Emergency Preparedness (Annex 4D and 4F)</i>.</p> <p>Very High risk <i>Pickering Area</i> – this area is presently undefended, making the likelihood of flooding over the</p>						

**STANDING ENVIRONMENT ITEM
DRAFT DERWENT CATCHMENT FLOOD MANAGEMENT PLAN**

RISK MATRIX – ANNEX A

Issue/Risk	Consequences if allowed to happen	Likelihood	Impact	Mitigation	Mitigated Likelihood	Mitigated Impact
<p>next highly likely with a major impact with approximately 200 properties at risk.</p> <p><i>Malton & Norton</i> – although this community is now defended, there is a possibility of these defences being overtopped leading to significant impact with approximately 250 properties at risk in Malton and Norton.</p> <p>High risk <i>Malton & Norton defence failures.</i> Although the likelihood of this occurring is considered as rare, the impact would be significant with a large area and a high number of properties becoming inundated if left unchecked.</p> <p><i>Old Malton</i> – there would be moderate impact caused by the defences overtopping (possible) or breached (unlikely) over the next 5 years.</p>						

**STANDING ENVIRONMENT ITEM
DRAFT DERWENT CATCHMENT FLOOD MANAGEMENT PLAN**

RISK MATRIX – ANNEX A

Issue/Risk	Consequences if allowed to happen	Likelihood	Impact	Mitigation	Mitigated Likelihood	Mitigated Impact
<p><i>Sinnington</i> is undefended and the likelihood of flooding during the next 5 years is highly possible with the impact considered moderate with 97 properties at risk as a worse case scenario</p>						

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



Draft Derwent Catchment Flood Management Plan

Summary Report January 2010



managing
flood risk

We are the Environment Agency. It's our job to look after your environment and make it a better place – for you, and for future generations.

Your environment is the air you breathe, the water you drink and the ground you walk on. Working with business, Government and society as a whole, we are making your environment cleaner and healthier.

That's why we're the Environment Agency. Out there, making your environment a better place.

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January 2010

Introduction



I am pleased to introduce our summary of the draft Derwent Catchment Flood Management Plan (CFMP). This CFMP gives an overview of the flood risk in the Derwent catchment and sets out our preferred plan for sustainable flood risk management over the next 50 to 100 years.

The draft Derwent CFMP is one of 77 CFMPs for England and Wales. Through the CFMPs, we have assessed inland flood risk across all of England and Wales for the first time. The CFMP considers all types of inland flooding, from rivers, ground water, surface water and tidal flooding, but not flooding directly from the sea (coastal flooding), which is covered by Shoreline Management Plans (SMPs). Our coverage of surface and ground water is however limited due to a lack of available information.

The role of CFMPs is to establish flood risk management policies which will deliver sustainable flood risk management for the long term. This is essential if we are to make the right investment decisions for the future and to help prepare ourselves effectively for the impact of climate change. We will use CFMPs to help us target our limited resources where the risks are greatest.

This CFMP identifies flood risk management policies to assist all key decision makers in the catchment. It was produced through a wide consultation and appraisal process; however it is only the first step towards an integrated approach to Flood Risk Management. As we all work together to achieve our objectives, we must monitor and listen to each others progress, discuss what has been achieved and consider where we may need to review parts of the CFMP.

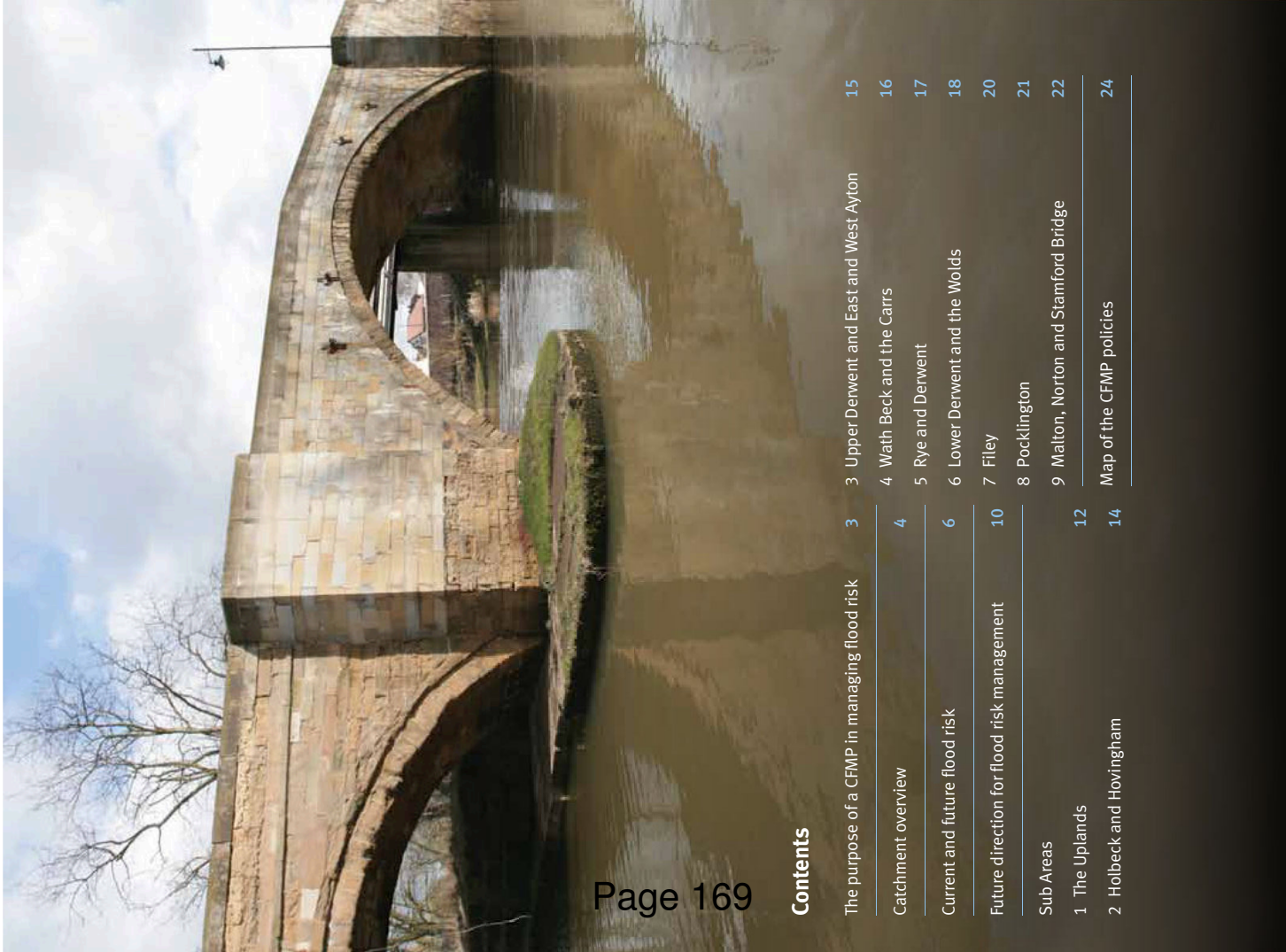
The risk of flooding is significant within the Derwent CFMP area. The main risk of flooding comes from river and surface water flows. Analysis shows that during

a one per cent annual probability flood from river sources, 3140 properties are at risk of flooding. This figure does not take into consideration the defences which currently reduce risk in the catchment. The risks from surface water have not been fully explored within this CFMP although flooding from surface water has been recorded in the catchment.

We cannot reduce flood risk on our own, we will therefore work closely with all our partners to improve the co-ordination of flood risk activities and agree the most effective way to manage flood risk in the future. We have worked with others including Local Authorities, Yorkshire Water and Natural England to develop this Catchment Flood Management Plan.

This is a summary of the draft main CFMP document, if you need to see the full document an electronic version can be obtained by emailing necfmps@environment-agency.gov.uk or alternatively paper copies can be viewed at our Yorkshire offices.

David Dangerfield
Yorkshire and North East Regional Director



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The purpose of a CFMP in managing flood risk

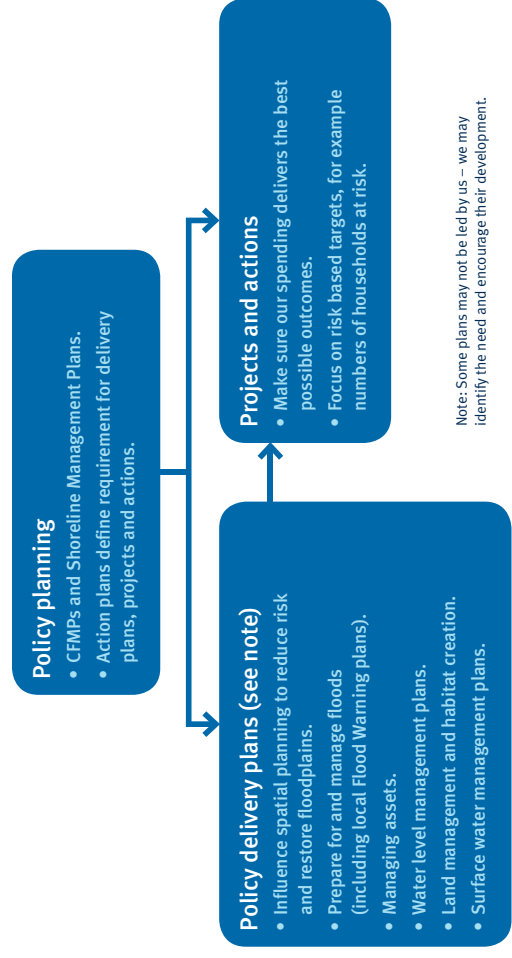
- CFMPs help us to understand the scale and extent of flooding now and in the future, and set policies for managing flood risk within the catchment. CFMPs should be used to inform planning and decision making by key stakeholders such as:
- the Environment Agency, who will use the plan to guide decisions on investment in further plans, projects or actions;
 - Regional planning bodies and local authorities who can use the plan to inform spatial planning activities and emergency planning;

- IDBs, water companies and other utilities to help plan their activities in the wider context of the catchment;
- Transportation planners;
- Land owners, farmers and land managers that manage and operate land for agriculture, conservation and amenity purposes;
- the public and businesses to enhance their understanding of flood risk and how it will be managed.

CFMPs aim to promote more sustainable approaches to managing flood risk. The policies identified in the CFMP will be delivered through a combination of different approaches. Together with our partners, we will implement these approaches through a range of delivery plans, projects and actions.

The relationship between the CFMP, delivery plans, strategies, projects and actions is shown in figure 1.

Figure 1 The relationship between CFMPs, delivery plans, projects and actions



Catchment overview

The Derwent catchment covers approximately 1,993 square kilometres and includes 7 sub-catchments; the Upper Derwent, Middle Derwent, Lower Derwent, Rye, Seph and Rye, Seven and Pickering Beck and Hodge and Dove. The River Derwent flows for 115.5 kilometres from its source near the coast on Fylingdales Moor southwards as far as its confluence with the river Hertford westwards through the Vale of Pickering, south through Ham Gorge and the Vale of York and joins the River Ouse at Barmby on the Marsh. Downstream of Stilton on Derwent the River Derwent used to be tidal but the installation of Barmby Barrage has largely eliminated salt water. The headwaters of the CFMP area are characterised by swift-flowing upland streams, which drain the North Yorkshire Moors National Park. In the lower part of the catchment, the river gradient becomes much gentler and the river meanders through the Vale of Pickering and lower Derwent Valley.

Within this low-lying section of the River Derwent the importance of agricultural land is highlighted, as the 'grade' which rises to moderate quality productive land.

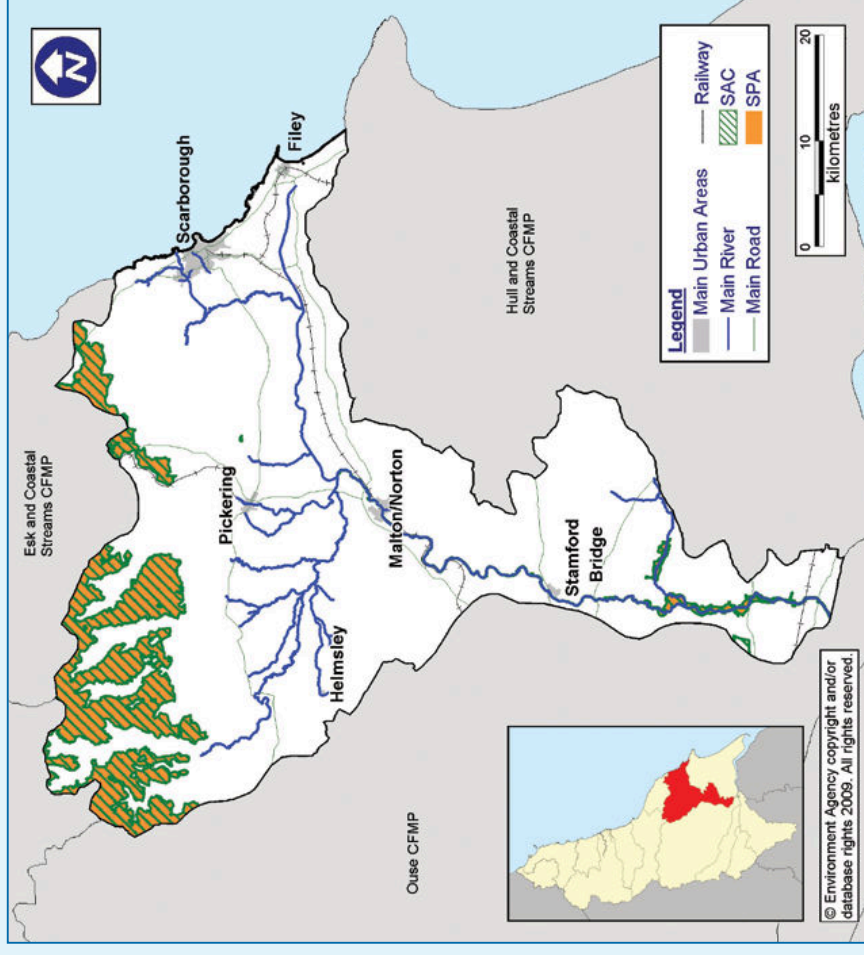
The CFMP area covers the six districts of Selby, Ryedale Scarborough, Hambleton, York and East Riding of Yorkshire. Urban land use occupies 0.5 per cent of the CFMP area and includes the settlements of Scarborough, Malton, Norton, Pickering, Pocklington and Stamford Bridge.

The CFMP area has a wealth of environmental and culturally recognised sites. These include the North Yorkshire Moors National Park, 82 Sites of Special Scientific Interest, (SSSI) six Special Areas of Conservation (SAC) and two Special Protection Areas, (SPAs). Culturally there are 1,145 Scheduled Ancient Monuments (SAM) and 11 Registered Parks and Gardens.

The Derwent CFMP is bordered by the Esk and Coastal Streams CFMPs. The CFMP is also bordered by the River Tyne to Flamborough Head Shoreline Management Plan.

“The River Derwent flows for over 100 kilometres and covers local authority areas including Selby, Scarborough and York”

Map 1. The location and extent of the Derwent CFMP area



Current and future flood risk

Overview of the current flood risk

Flood risk has two components: the chance (probability) of a particular flood and the impact (or consequence) that the flood would have if it happened. The probability of a flood relates to the likelihood of a flood of that size occurring within a one year period, it is expressed as a percentage. For example, a one per cent flood has a one per cent chance or 0.01 probability of occurring in any one year.

As part of the CFMP process, we have developed a catchment wide flood risk model to determine the risk of flooding from both main and non-main rivers, if defences were not in place. It is vital that we understand this level of risk in the event that defences are overtopped or fail. The flood risks quoted in this report are for the one per cent probability flood.

There is a long history of flooding within the catchment. In June 2007 around 1000 properties flooded in Pocklington and Pickering, in 2005 almost 170 properties flooded in Malton and Norton. In 2005 around 140 properties flooded from surface water drainage in Scarborough and Filey.

What is at risk?

Within the Derwent catchment there are 3140 properties at risk from a one per cent annual probability flood caused by river water, without taking into account flood defences. There are over 236 separate flood defence structures that reduce the probability of flooding in some communities.

The analysis of flooding to environmental sites shows there are over 15.5 square kilometres SSSI (30 sites), 13 square kilometres of SAC (four sites) and 11 square kilometres of SPA (2 sites) are at risk during a one per cent probability flood. Of these only 3.8 square kilometres of one SAC is impacted negatively by flooding, six SSSI are positively affected by flooding.

Where is the risk?

Flood risk is spread throughout the Derwent CFMP area. Table 1 below outlines some of the key communities with over 100 properties at risk of flooding, not taking into consideration defences. The areas with highest risk include Helmsley, Malton and Norton.

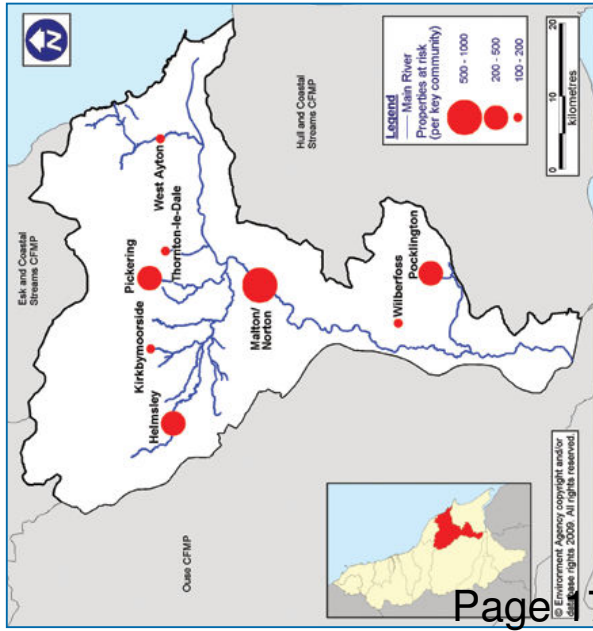
Table 1. Locations of towns and villages with 100 or more properties at risk in a 1 per cent annual probability river flood

Number of properties at risk	Locations
500 to 1000	Malton/Norton
200 to 500	Helmsley, Pocklington, Pickering
100 to 200	Thornton-le-Dale, Kirbymoorside, West Ayton Wilberfoss

Table 2. Critical infrastructure at risk:

15 gas and electricity assets
9 educational facilities
14 health facilities
7 wastewater treatment works
1 emergency services buildings

Map 2. Properties at risk of flooding in the Derwent catchment



The impact of climate change and future flood risk

The effect that flooding will have in the future is influenced by a range of issues such as climate change, changes in land use (e.g. development), and changes in how land is managed.

Within the Derwent catchment we carried out a catchment sensitivity analysis to a number of future flood risk drivers. These included:

- Slowing runoff by large scale changes to agricultural practices;
- Increased urbanisation;
- Impact of climate change.

Of these scenarios the changes in agricultural land management had the potential to decrease flows by up to 10 per cent indicating that the catchment was sensitive to land management change. However, to gain this scale of benefit, changes across the whole catchment would be required. This is unfeasible.

The catchment was not sensitive to increased urban development as the total area of urban development is small compared to the total catchment area. And the implementation of PPS25 reduces development within flood risk areas and controls the drainage from new development.

with increases in the number of properties at risk as the increased rainfall in the catchment will not be attenuated by the steep upland catchments and results in large increases in flow in the middle and lower catchments. The frequency of flooding is also identified as increasing with over 3200 properties being at risk during the five per cent flood in the future, more than currently at risk during the one per cent flood. Figure 2 below shows the increase in flood risk from rivers across the catchment for the one per cent flood probability.

The increased intensity of rainfall will increase the occurrence of surface water and sewer flooding as existing drainage networks will be stretched to cope with the additional volumes of water.

The Derwent catchment is most sensitive to the impacts of climate change. The key predictions for the impact of climate change are:

- More frequent and intense storms causing more widespread and regular flooding from drainage systems and some rivers;
- Increased winter rainfall increasing the likelihood of large-scale flood events.

When the predicted 20 per cent rainfall increases were input into the broadscale modelling of the catchment. The properties at risk of flooding from rivers rises from 3140 to 3758 in the future during the one per cent probability flood, which is around a 20 per cent increase in properties at risk. This indicates that the catchment is sensitive to climate change

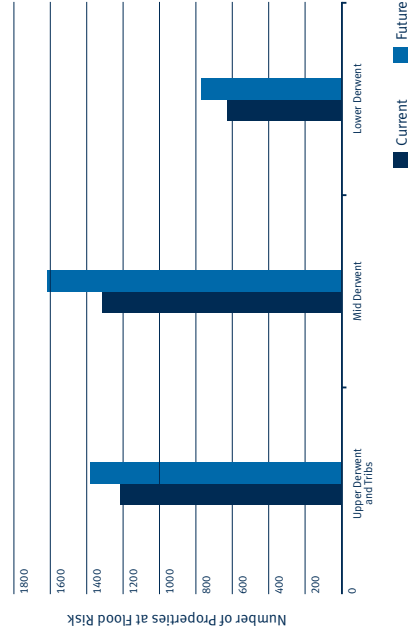
How we currently manage flood risk in the catchment

The catchment has a long history of flooding which has resulted in a number of engineering schemes being implemented to reduce the risk of flooding. Within the Derwent catchment there are currently 236 defences and 71 other structures such as screens, culverts and sluices. These defences offer various standards of protection within the Derwent catchment but the majority offer a standard of protection of a one in a 50 year probability flood. Defences are located in the main urban areas including Malton, Norton, Stamford Bridge and Pickering.

In addition activities are carried out to reduce the probability of flooding.

- Maintaining the above defences, including regular inspection to ensure condition is maintained;
 - Maintaining over 268 kilometres of river channels including removal of blockages likely to increase flood risk;
 - Working with local authorities to influence the location and layout of development, ensuring that inappropriate development is not allowed in the floodplain through the application of PPS25.
- Further activities are carried out which reduce the consequences of flooding in the catchment including:
- Understanding where flooding is likely to occur by flood risk mapping including detailed modelling of the rivers and recording major flooding in the catchment;
 - Providing a flood forecasting and warning service via 35 separate flood warnings to over 3000 properties across the CFMP area. This warning service also alerts our professional partners and emergency responders to activate flood response;
 - Promoting awareness of flooding to organisations and members of the public so they are prepared in case they need to take action at times of flooding;
 - Promote resilience and resistance measures for those properties already in the floodplain.

Figure 2. Current and future (2100) flood risk to property from a one per cent annual probability river flood, not taking into account current flood defences.



Future direction for flood risk management

Approaches in each sub-area

Flood risk is not the same in all of the catchment. We have divided the Derwent catchment into nine sub areas which have similar physical characteristics, sources of flooding and level of risk. We have identified the most appropriate approach to managing flood risk for each of the sub-areas and allocated one of six generic flood risk management policies, shown in Table 3.

To select the most appropriate policy, the plan has considered how social, economic and environmental activities are affected by flood risk management activities under each policy option.

In the following sections we outline the approach in each sub area by highlighting

- key issues and messages for each sub area
- our policy and vision for future management
- key actions to deliver the policy

Map 3. Catchment sub areas

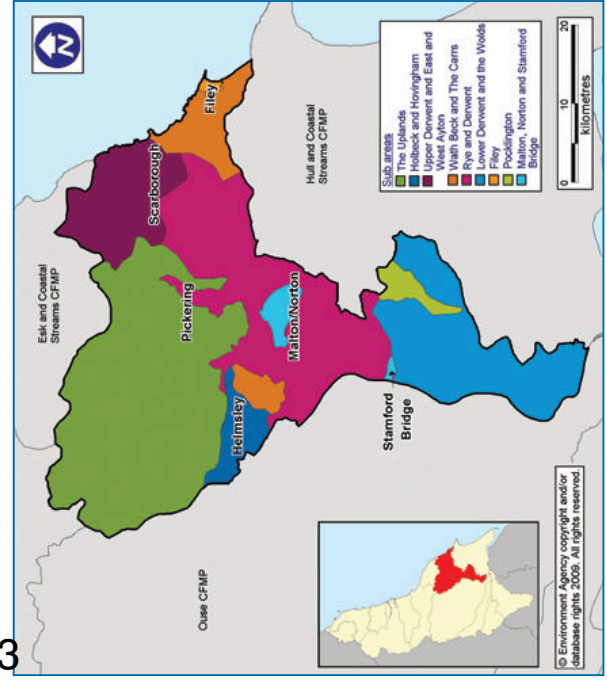


Table 3 Policy options

→ Policy 1

Areas of little or no flood risk where we will continue to monitor and advise

This policy will tend to be applied in those areas where there are very few properties at risk of flooding. It reflects a commitment to work with the natural flood processes as far as possible.

→ Policy 2

Areas of low to moderate flood risk where we can generally reduce existing flood risk management actions

This policy will tend to be applied where the overall level of risk to people and property is low to moderate. It may no longer be value for money to focus on continuing current levels of maintenance of existing defences if we can use resources to reduce risk where there are more people at higher risk. We would therefore review the flood risk management actions being taken so that they are proportionate to the level of risk.

→ Policy 3

Areas of low to moderate flood risk where we are generally managing existing flood risk effectively

This policy will tend to be applied where the risks are currently appropriately managed and where the risk of flooding is not expected to increase significantly in the future. However, we keep our approach under review, looking for improvements and responding to new challenges or information as they emerge. We may review our approach to managing flood defences and other flood risk management actions, to ensure that we are managing efficiently and taking the best approach to managing flood risk in the longer term.

→ Policy 4

Areas of low, moderate or high flood risk where we are already managing the flood risk effectively but where we may need to take further actions to keep pace with climate change

This policy will tend to be applied where the risks are currently deemed to be appropriately-managed, but where the risk of flooding is expected to significantly rise in the future. In this case we would need to do more in the future to contain what would otherwise be increasing risk. Taking further action to reduce risk will require further appraisal to assess whether there are socially and environmentally sustainable, technically viable and economically justified options.

→ Policy 5

Areas of moderate to high flood risk where we can generally take further action to reduce flood risk

This policy will tend to be applied to those areas where the case for further action to reduce flood risk is most compelling, for example where there are many people at high risk, or where changes in the environment have already increased risk. Taking further action to reduce risk will require additional appraisal to assess whether there are socially and environmentally sustainable, technically viable and economically justified options.

→ Policy 6

Areas of low to moderate flood risk where we will take action with others to store water or manage run-off in locations that provide overall flood risk reduction or environmental benefits

This policy will tend to be applied where there may be opportunities in some locations to reduce flood risk locally or more widely in a catchment by storing water or managing run-off. The policy has been applied to an area (where the potential to apply the policy exists), but would only be implemented in specific locations within the area, after more detailed appraisal and consultation.

The Uplands

Our key partners are:

Vale of Pickering Internal

Drainage Board

North York Moors National Park

Natural England

Royal Society for the Protection
of Birds

Ryedale District Council

Landowners

National Farmers' Union

Country Land and Business
Association

The issues in this sub-area

The landscape of the catchment results in fast responding rivers draining the North York Moors. Flood waters rapidly reach towns and villages at the base of the moors where flooding can affect properties on a frequent basis. Downstream of the towns the landscape is flat with drained agricultural land restricting the available floodplain area. The majority of the flow of the River Derwent in the lower parts of the catchment originates from this sub-area.

Currently within the sub area there are 1314 properties identified as at risk of flooding during a one per cent probability flood, assuming no defences. This may rise to 1413 properties in the future.

The vision and draft policy

Utilising **Policy Option 6**, we will seek opportunities to reduce run off and store water within the sub area. Upland habitats can be improved to help reduce runoff and manage flood risks as part of a catchment wide approach to flood risk management that exploits natural processes wherever possible

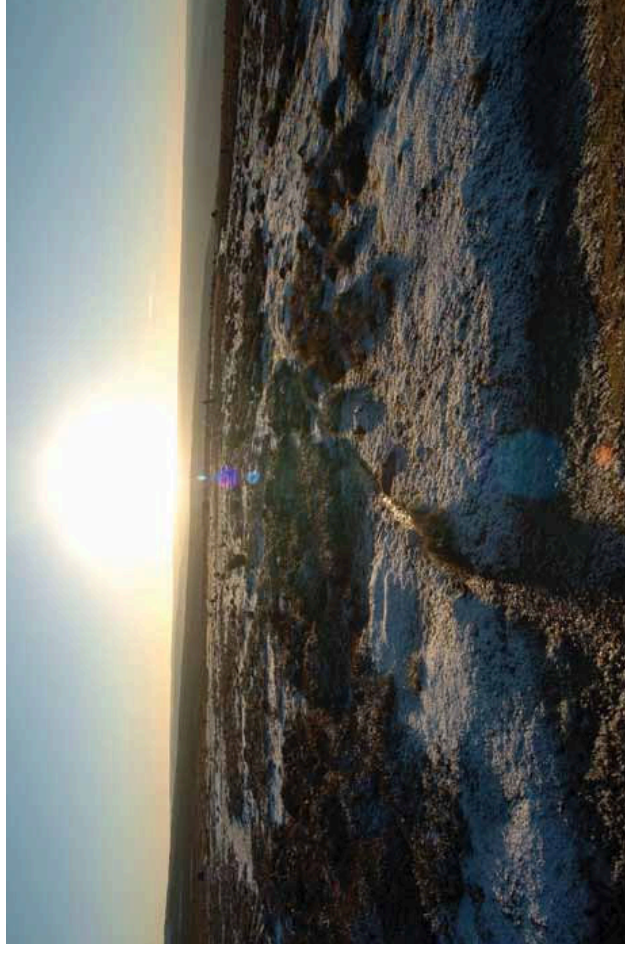
We will seek opportunities to restore the natural flood storage by allowing the river to reconnect with the floodplain to slow the passage of water out of the area. Consequently, we will contribute to wider environmental benefits, reduce the effects of flooding on populated areas at risk in other parts of the catchment, and restore the natural storage to reduce the effects of flooding. Alternative land uses need to be explored for currently drained areas as these will become wetter as a result of climate change regardless of any planned action to manage change.

The key messages

- Where possible we will look to use the naturally occurring processes, enhancing and restoring these to reduce runoff from the moors.
- The lower parts of the sub area are naturally wet areas that can be used to reduce the effects of flooding on populated areas downstream.
- Land use changes can reduce flow from the Moors.
- Our long term intention is to restore the natural storage within the sub area.
- For dispersed properties localised resilience measures could be appropriate to reduce the effects of flooding to property.

Proposed actions to implement the draft policy

- Produce a system asset management plan to determine the requirements for maintaining current infrastructure and channel structure whilst reducing surface runoff and increasing flood storage.
- Carry out a flood warning feasibility study to extend our flood warning service coverage.
- Work in partnership to provide information and advice to property owners on improving flood resilience and flood proofing of properties.
- Form a strategic partnership that looks for opportunities to change land use to reduce runoff from the North York Moors whilst providing environmental and landscape enhancements in the national park and environmental designated sites.
- Put in place policies in local development plans to ensure there is no future development in the floodplain.
- Form a multi agency approach to reconnect the floodplain with the river through the sub area and restoring wetland areas.



↑ The North York Moors

Holbeck and Hovingham

Our key partners are:

Local Authorities

Property Owners

The issues in this sub-area

This sub area falls almost entirely within the Howardian Hills Area of Natural Beauty (AoNB). The area runs from the western edge of the Derwent catchment area along the Derwent watershed of Yearsley Moor. The catchment is largely rural but dotted with small villages. There are a number of rural floodbanks within the sub area. Flood risk is limited, with 52 properties potentially at risk during the undefended one per cent probability flood, there is only a small increase to 56 properties in the future. Recent flood defence works in Hovingham provide a one per cent standard of protection to 17 properties.

The vision and draft policy

Policy Option 3 has been selected for this sub area. The flood banks at the lower end of the sub area are part of a complex network of embankments along the length of the River Rye and Middle Derwent. Until we understand how this

Proposed actions to implement the draft policy

- Produce a system asset management plan to determine the most sustainable approach to managing assets to ensure that the current standard of protection is maintained at the current level. We will continue to provide channel maintenance in the sub area.

- Following the improved understanding of defences within the sub area, we will reassess the most sustainable approach to managing flood risk.

network of banks exerts a control over the level of flood flow in the river, we will continue to maintain and monitor the condition of the banks and undertake reactive debris clearance. Where possible we will allow natural processes to take place unhindered by activities. We will continue to monitor and advise those people at risk. We will continue our limited activities within the sub area and will review our approach following a more detailed study of the sub area and the role of defences in the sub area.

The key messages

- The risk of flooding from the Holbeck is low. The greater risk comes from the River Rye and the Rye flowing into the lower Holbeck catchment when the Rye is in flood.
- The effects of overtopping of flood banks in the lower reaches of the River Rye are uncertain.
- The selected policy will be reviewed following investigation of the complex network of embankments.

Upper Derwent and East and West Ayton

Our key partners are:

Scarborough Borough Council

Yorkshire Water

IDBs

Yorkshire Electricity Distribution PLC

actions. Recent actions to improve the condition of the Sea Cut and its long term maintenance mean that a high standard of protection is maintained. In continuing to use the Sea Cut to divert flows, less intensive flood risk management actions will be required further down the catchment. Once there is a greater understanding of the risk from surface runoff, we will support other organisations in developing plans to manage these risks. Local defences will be maintained and will continue to be sufficient at managing risk to properties. We do not believe that climate change will result in a significant increase in the risk of flooding in this sub area.

The issues in this sub-area

The sub area sits in the north east of the catchment and has a coastal boundary. The main river in the sub area is the River Derwent. The Sea Cut which is an old route of the Derwent allows flood flows from the Derwent to be diverted direct to the coast reducing flood risk downstream in East and West Ayton.

Within the sub area the main risk areas are around Burniston and East and West Ayton, the current risk from the undefended one per cent flood is 285 properties which could increase to 336 in the future.

The vision and draft policy

Following Policy Option 3, our vision for the sub area is to continue with current actions to manage the risk of flooding to ensure the properties continue to have a long term benefit from our

- We will continue with our current activities in this sub area and continue to maintain the Sea Cut channel.

Proposed actions to implement the draft policy

- Produce a system asset management plan to determine the most sustainable approach to managing assets to ensure that the current standard of protection is maintained at the current level. We will continue to provide channel maintenance in the sub area.

- Following the improved understanding of defences within the sub area, reassess the long term strategic CFMP policy to ensure that the most sustainable approach to managing flood risk has been adopted. This analysis should include defence removal and if required a long term appropriate standard of protection.

The key messages

- The defences present will continue to be sufficient at managing risk to properties.
- We will continue to manage flood risk to ensure the properties continue to have a long term benefit from our flood risk management activities.
- The Sea Cut channel provides an important flood protection system to downstream areas in the catchment. We will continue to maintain the Sea Cut channel to provide a long term benefit to the downstream risk areas.

Wath Beck and Carrs

Our key partners are:

Internal Drainage Boards and landowners

The issues in this sub-area

This sub area includes 2 separate geographical areas which both have a low risk of flooding from the river systems. In total there are currently 109 properties at risk during the 100 years per cent probability flood. This may increase to 12 in the future due to increased flows in the rivers. There are no reports of flooding from other sources within the sub area. Allowing natural processes to establish could reduce flows and benefit downstream sub areas.

The vision and draft policy

We have chosen **Policy Option 1** for this sub-area. Our vision for the sub area is to allow natural processes to take place unhindered by activities, however we will continue to monitor and advise those people at risk. We will reduce our current activities to allow natural processes to establish. We will continue to monitor flood risk in the sub area. We will review the policy once the review of all flood banks in the catchment has been completed.

The key messages

- Management of the River Hertford watercourse is not necessary for managing flood risk in the catchment.
- Our current activity aids land drainage and is not thought to provide a flood risk management purpose.
- The long term future of the flood banks in the lower part of the area will be decided following a detailed study of the River Rye and River Derwent system.

Proposed actions to implement the draft policy

- Prior to reducing maintenance of flood risk management assets, a system asset management plan will be produced.
- Take steps to de-main the River Hertford watercourse. Through discussion with partner organisations we will be able to establish the long term sustainable approach to ensure that flood risk management expenditure is risk based.

Rye and Derwent

Our key partners are:

Vale of Pickering Internal Drainage Board

The issues in this sub-area

This sub area stretches from downstream of West Ayton in the north east and Rye Dale in the west to Stamford Bridge in the south. This sub area does not include Malton and Norton as they are a separate sub area.

The Rye and Derwent have flood embankments along almost the entire length of river upstream of Old Malton, here there is an extensive floodplain along the Vale of Pickering. Below the Malton/Norton urban area the river slowly meanders through a much more constrained valley which limits the area of natural floodplain.

Flood risk is generally located within small urban areas including Allerston, Eberston and Snainton. Assuming a standard of protection of a one in 20 year probability flood, there are 162 properties at risk. Under climate change scenarios there are likely to be 231 properties at risk in the future.

The vision and draft policy

We have chosen **Policy Option 3** for this sub area. We will continue our current management actions such as maintaining the flood banks. We need to consider a more sustainable strategic approach to long term management. We will undertake a detailed study of the River Rye and River Derwent expanding on the current knowledge. Through a review of the flood banks within the sub area and by working with other organisations within the Vale of Pickering, benefits can be realised to both properties and the local environment. This study will build upon recent work to provide us with a clear picture of the benefits that can be gained from lowering, maintaining and strengthening banks in different areas. We will look to see how natural processes can be used to maximum benefit in managing local and catchment-wide flood risk ahead of maintaining defences.

The key messages

- The sub area is a large complex system and is not fully understood at present.
- It is our intention to review how we can gain local and catchment wide benefits from changes to flood banks in the area.

- We are confident that the current practices will change in the future. We do not yet know the detail of how. This will be clear once a detailed study of the area is undertaken.
- There are environmental benefits that could be gained from reconnecting the river with the floodplain.

Proposed actions to implement the draft policy

- Produce a system asset management plan for the sub area to determine the most sustainable approach to managing assets to ensure that the current standard of protection is maintained.
- Undertake a detailed strategic study of all watercourses within the Vale of Pickering to determine the long term sustainable approach to managing flood banks and assets throughout the area. Ensure that this study feeds into the long-term management of the sub area.

Lower Derwent and the Wolds

Our key partners are:

York City Council

East Riding of Yorkshire Council

Natural England

Royal Society for the Protection of Birds

Yorkshire Wildlife Trust

The issues in this sub-area

The large sub area covers the area from just upstream of Kexby down to the confluence of the Derwent with the Ouse and includes the Barmby Barrage which prevents the lower section of the river being tidally influenced. When the River Derwent is in flood, high volumes of water pass through this low lying mainly rural area. There are villages at risk that are found along the length of the river but lengths of flood bank provide protection to properties and agricultural land. Currently there are 685 properties at risk during the one per cent flood, assuming no defences which may rise to 769 in the future. However the extensive defences in the area reduces this risk significantly with only 80 properties being at risk during the 1.3 per cent flood as a result of the current defences.

The vision and draft policy

We have chosen **Policy Option 3** for this sub area. The vision for the sub area is that flood risk will remain limited through effective management. We will continue with our current activities in the area. Our approach will ensure that flood risk remains low in the area. Due to the location of villages and the natural extent of the floodplain, we do not expect that climate change will increase flood risk.

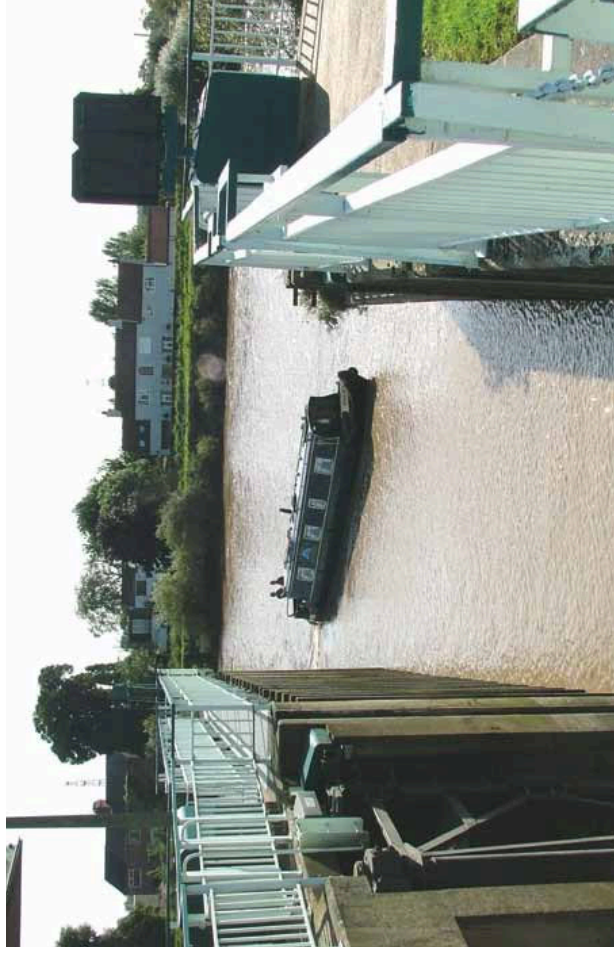
In the long term we will need to address the condition of the flood banks. Whilst they control flood waters they are built of poor engineering material which prevents us from carrying our maintenance works with machinery. This is not an issue for stability of the floodbanks in the short to medium term but will need to be considered in more detail in the future.

The key messages

- The level of flood risk in this part of the catchment is determined by flood flows generated upstream in the area above Malton.
- Flood flows in the lower area overtop into the Lower Derwent Valley SPA.
- Actions to manage flooding must comply with the requirements of the Habitats Directive.
- Our flood risk management actions are necessary here to prevent widespread flooding in the area.
- We will continue to manage the flood defences in the area.

Proposed actions to implement the draft policy

- Produce a system asset management plan to determine the most sustainable approach to managing assets to ensure that the current standard of protection is maintained.
- Work in partnership to provide information and advice to property owners and businesses on improving flood resilience and flood proofing of properties.
- Continue to maintain Barmby Barrage to ensure that flood risk does not increase.
- Continue our work to expand the River Ouse ISIS model to Malton. As part of this work evaluate the benefit of defences within the sub area as well as the role of Barmby Barrage in reducing flood risk from the tidal influence of the Humber Estuary.
- Following the improved understanding of defences within the sub area, reassess the long term strategic CFMP policy to ensure that the most sustainable approach to managing flood risk has been adopted. This analysis should include the potential for managed realignment, wetland creation, defence removal and if required a long term appropriate standard of protection.



↑ Barmby Barrage

Filey

Our key partners are:

Scarborough Borough Council

The issues in this sub-area

Filey is not at risk from flooding caused by rivers. There is a flood risk from surface water which has affected the town frequently in recent years. Very localised intense rainfall caused widespread flooding in the town in 2007, the first time since 1980. This was the result of drainage systems being overwhelmed by the extreme rainfall amounts. The topography of the policy unit channels water down steep gradient hillsides into the town using roads and paths as preferential flow routes towards the coast.

Over 100 residential properties were affected in July 2007 as well as businesses and public buildings. Flood depths of 3 feet or more occurred in low spots of the town where flood waters ponded. As we have not carried out surface water modelling as part of the CFMP we are unable to outline future flood risk although it is expected to increase.

The vision and draft policy

Policy Option 5 has been chosen for the sub area. Due to the widespread surface water flooding which has occurred in the sub area, a Surface Water Management Plan (SWMP) should be undertaken to develop knowledge of the surface water flood risk. Surface water maps have recently been developed, which form a basis from which this management plan can be started. Once there is a greater understanding of the risk from surface runoff, we will support other organisations in developing plans to manage these risks. Further analysis through the development of surface water management plan will highlight the potential risk of flooding from surface water to the community of Filey.

The key messages

- Filey is at risk of tidal flooding and from surface water flooding, due to the steep gradient hillsides into the town centre.
- Through working in partnership, over time we will both increase our knowledge of surface water flooding.

Proposed actions to implement the draft policy

- Work in partnership to develop an assessment into the risk of flooding from surface water through undertaking a Surface Water Management Plan. Where locations of surface water flood risk are identified, work with others to implement the required improvements as outlined in the findings of the surface water management plan.
- Significantly improve public awareness of the risk of flooding from all sources.

Pocklington

Our key partners are:

Yorkshire Water

Highways Agency

East Riding of Yorkshire Council

Natural England

Department for Environment Food

Rural Affairs and land owners

The issues in this sub-area

Pocklington Beck is a small tributary river that joins with the Bielby Beck in the surrounding sub area. Pocklington can be affected by flooding from the watercourse and surface water. Currently there are 366 properties at risk during a one per cent probability flood, this could rise to 440 in the future.

The floodplain in the upper parts of the area is limited due to the upland nature of the land. Further downstream the floodplain extent increases as topography flattens out. There are no defences limiting the floodplain extent.

The vision and draft policy

Using **Policy Option 5** our vision for the Pocklington area is to make the town of Pocklington a safer place

to live. The current and expected future levels of flood risk in the area mean that we will take further action in this area. We will ensure that there is a reduction in the level of flood risk through the town by working with others to ensure that the risk of flooding from both Pocklington Beck and surface water is reduced. We will ensure that we work with our partners to establish the best approach so that all sources of flooding are reduced. There are no flood defences in the area and our current activity is limited. Increasing our activity may not necessarily lead to flood defences but will ensure a reduction in the level of risk.

Proposed actions to implement the draft policy

- Produce a system asset management plan for the sub area to determine the most sustainable approach to managing assets to reduce the risk of flooding.
- Develop a feasibility study for Pocklington. This study should aim to reduce the risk of flooding at Pocklington and Bielby.
- Continue to manage gravel traps and remove sedimentation where it poses a problem to flood risk.
- Determine in detail the risk of flooding to the transport and the consequences of road closures during flooding. Where possible ensure that key routes remain operational during flood events. Following the identification of flood risk to these facilities, ensure alternative routes and emergency plans are developed and reviewed periodically.
- Work with local businesses to raise flood awareness.

The key messages

- The risk of flooding is expected to increase in the area in the future from both river and surface water flooding.
- The risk of flooding is from more than one source which will require organisations to work together to coordinate plans to manage the risk.
- The long term sustainability of the local economy will be safeguarded through our work to reduce the risk of flooding.

Malton, Norton and Stamford Bridge

Our key partners are:

Network Rail

Ryedale District Council

Our **Policy Option 3** approach to managing the risk of flooding in this area will ensure that there is a long term benefit from defences. We will continue with the long term maintenance of the flood defences through the area in order to continue to provide high standard of protection to people at risk. Although the standard of protection offered by the flood defences will reduce over time we will not undertake additional activities in this area. However, upstream improvements to the way that the system of flood banks and washlands work will counter the effects of climate change here, as will actions to reduce runoff in the upstream sub areas.

The issues in this sub-area

The sub area contains the urban areas of Malton, Norton and Stamford Bridge. The towns are situated downstream of the confluence of the Rivers Derwent and Rye and are the larger urban concentrations they are also one of the major flood risk areas in the catchment. Large numbers of properties have been flooded in the recent past in both 1999 and 2000. Since then flood defences were constructed through the sub area to reduce the risk of flooding.

Without defences there would be 681 properties at risk during the one per cent flood which would rise to 745 in the future. However the new defences provide a high standard of protection through the area, but this will reduce over time as a result of climate change.

The key messages

- A strategic catchment wide approach to flood risk management, such as reducing runoff and increasing flood storage upstream, will mean that additional actions to counter the effects of climate will not require additional localised actions in this area.
- For flood risk to remain low any future development should take place outside of the floodplain.
- The flood defences constructed in Malton and Norton following the autumn 2000 floods has reduced the risk of flooding in the area. Although flood defences can never remove the risk of flooding completely.

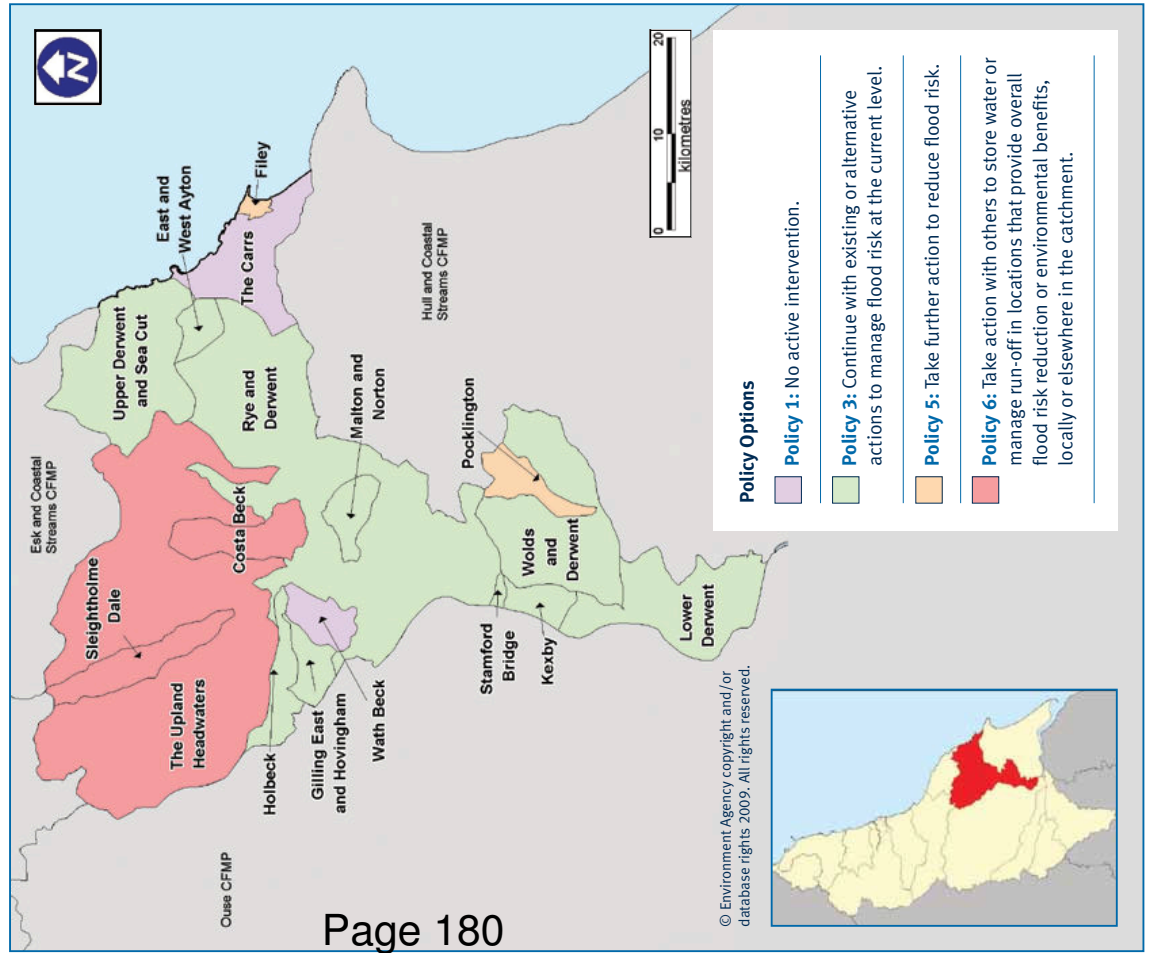
Proposed actions to implement the draft policy

- Produce and implement a system asset management plan to determine the most sustainable approach to managing assets to ensure that the current standard of protection is maintained.
- Carry out flood risk mapping to establish the benefit of our defences. This study should identify the benefit of defences to:
 - Property (both residential and commercial);
 - Gas and electricity assets;
 - Roads;
 - Community facilities, as identified within the Derwent CFMP.
- Determine in detail the risk of flooding to transport and the consequences of rail closures during flooding. Where possible ensure that key routes remain operational during flood events. Following the identification of flood risk to these facilities, ensure alternative routes and emergency plans are developed and reviewed periodically.



↑ Defences built since previous floods

Map of CFMP policies



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LOWER VALE OF PICKERING PARISHES LIAISON GROUP

MEETING 8TH FEBRUARY 2009

Minutes

Present: Stephen Edwards (acting Chairman), Chris Bowles, Paul Andrews, David Denton, Keith Richardson, Tom Peace, Jane Wilford, Ian Brown, Chris Tetley, John Lindley, Nigel Ballard, and David Jackson.

Apologies: Richard Scott, Peter Easterby, Peter Milner.

The minutes of the last meeting were approved and signed.

There were no matters arising.

Chris Bowles presented an update on the current situation.

We had now received the third “draft River Derwent Catchment Flood Management Plan”. This ran into over 700 pages, but only the summary had been sent out - the drainage boards had received the full document in a CD, which Chris was still examining.

This document was better than the earlier ones. The consultation period was reasonable – the return date being in April – and there had been substantial collaboration between the Environment Agency and the Drainage Boards and Chris, whereas before there had been none.

the Agency accepts that they don't know exactly how the hydrology of the river and drainage systems in the Vale of Pickering work, and that further work is required to ascertain this.

It was a high level policy document. Chris had concerns in regard to the longer term, but pointed out that more studies and elaboration of the detail of the document was required. This would be done through further analysis in “System Management Plans”.

The essence of the document was still on making flood management “more sustainable”. The document still recommended reconnecting the rivers to their respective flood plains, and on taking and using agricultural land for flood storage. However, the Agency now seemed to accept that existing flood defences should be maintained over about half of the Vale of Pickering. The area where the Agency still propose to discontinue maintenance of flood defences is shown coloured green on a map in the document and described as “Uplands”, although this “upland” area seemed to include the lowland areas North of Hemsley and West of Pickering.

Richard Scott's comments were read out, namely:

He was pleased to note there was more emphasis in the document on property compared with earlier versions. There were one or two references to river and flood bank maintenance, but not enough. He thought the EA had shifted their ground slightly, but were not really wholehearted in providing flood defence.

Peter Easterby had commented: “Just clean the rivers out”.

Andrew Raines had mentioned there had been a willow tree in the middle of the river near Reyton Bridge for over a year, and despite a report to the EA, no action had been taken.

Further comments were made as follows:

There is a need to rally behind the Drainage Boards, to save our villages and farm lands.

Whilst everybody is concerned about protecting the environment, this should not be at the detriment of people living and working in the Vale of Pickering.

Food production is becoming increasingly important, and there was a need to protect farm land.

As in the case of the two previous reports, the emphasis is heavily in favour of protecting the more densely populated areas and allowing the “river to connect to its natural flood plain” in the sparsely populated areas. There are some references to the quality of the agricultural land, but this hardly figures in the document.

Nevertheless, it is reassuring to see a commitment (in the short term and pending further work) to manage the Agency’s assets (ie flood banks) “to ensure that the current standard of protection is maintained”. However this commitment only extends to the flood banks in about half of the district.

The other half of the district is given the name: “The Uplands”. This is a misnomer, because it would seem to include lowland areas, particularly all the villages and land Westwards of Kirby Moorside, including land to the North of a line which roughly passes between Helmsley and Filey. This area is shown on maps at Page 10 and 25, but it is in very small scale, and it is not clear, for example, if it includes parishes or villages such as Habton, Marton, Butterwick, Brawby, Amotherby or Normanby or indeed the town of Kirby Moorside. This needs to be clarified.

It is this so-called “upland” area that the EA still intend to “restore the natural flood storage by allowing the river to connect with the floodplain to slow the passage of water out of the area”.

This is completely unacceptable in any event, and is premature as, if this policy is implemented, it will be at a time when the EA acknowledge their lack of understanding of the local drainage and river hydrology, and will therefore pre-empt any work they intend to do on this.

Further the EA should be aware of the impact of such proposals on the cost of insurance for properties which might be shown as within a “flood plain” area, and the consequent reduction on property values. No such proposals or policies should be finalised unless the property owners concerned are fully compensated.

The meeting noted that the EA continue to argue that the effectiveness of the new flood defences in Malton/Norton “will reduce over time as a result of climate change”. This is completely misleading. The only reason for any reduction of effectiveness over time is the Agency’s failure to dredge the river: as more silt is deposited, so the level of the river bed rises, and it is that which will eventually result in an over topping of the flood defences. The suggestion that the way to deal with this is to store flood water on people’s property upstream is outrageous and should not be accepted.

Pickering

It was understood that the Agency are now saying that the figures produced by the University team are wrong and that the storage capacity of bunds above Newton Dale would not provide adequate protection for the town.

The meeting thought that the Agency's statement should not be accepted at its face value. The university group should be provided with all the necessary calculations and be invited to comment on them. Our own expert, Chris Bowles, should also be asked for a view.

There should be more wood clearing on the Pickering Beck.

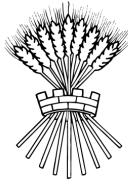
Generally

Scarborough, Ryedale and the Drainage Boards had agreed to jointly fund with the Environment Agency a thorough Channel Management Study, and are investing a lot of public money in this. It was understood that the EA would let and manage the contract for this work. It was therefore extremely important that there is seen to be some effective degree of local control over the public money which will be entrusted to the EA. The bodies which had the most expertise and knowledge of the situation are the drainage boards and their consultant hydrologist who drew the scoping report for the study. Chris should be allowed to vet the contract specification to ensure that this covers all the matters listed in his scoping report, and should also be allowed to monitor the progress of the contract.

It was noted that there was a meeting of the Council's liaison group on Thursday 11th February and it was agreed that the views of the meeting should be made known at this meeting.

It was agreed to hold the next meeting on 22nd March at Cundalls' offices at 7.30 pm. This would enable a draft set of comments to be prepared for agreement by the meeting and submission to the EA before the end of the Consultation period.

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PART A:	MATTERS DEALT WITH UNDER DELEGATED POWERS
REPORT TO:	COMMUNITY SERVICES COMMITTEE
DATE:	25 MARCH 2010
REPORT OF THE:	HEAD OF ENVIRONMENT PHIL LONG
TITLE OF REPORT:	PRIVATE WATER SUPPLY REGULATIONS 2009
WARDS AFFECTED:	ALL

EXECUTIVE SUMMARY

1.0 PURPOSE OF REPORT

1.1 To advise Members of the new duties imposed on the Council by the Private Water Supplies Regulations 2009 and to set charges and delegations under the new regulations.

2.0 RECOMMENDATIONS

2.1 It is recommended that:

- (i) The functions under the Private Water Supplies Regulations 2009 are delegated to the Head of Environment;
- (ii) The fees and charges as outlined in Sec 9.1 (a) are approved and kept under review during 2010; and
- (iii) Fees are to be apportioned to avoid disadvantaging domestic dwelling owners when the presence of commercial properties places the supply in a higher category.

3.0 REASON FOR RECOMMENDATIONS

3.1 The Council are required to set charges and delegate functions for the efficient administration of the new duties imposed under the regulations

4.0 SIGNIFICANT RISKS

4.1 Failure to undertake the new duties imposed by the regulations could expose the Council to risks of legal action against it by consumers of water that is unwholesome or potentially dangerous to health

REPORT

5.0 BACKGROUND AND INTRODUCTION

- 5.1 In general terms a private water supply is any water supply that is not provided by a water company. It is not a “mains supply”. Most private supplies are situated in the more remote, rural parts of the country. The source of the supply may be a well, borehole, spring, stream, river, lake or pond. The supply may serve just one or several properties through a network of pipes.
- 5.2 The source of private supplies can vary in quality, particularly following periods of heavy rain. The greatest risk to human health is caused by contamination of a private supply with pathogenic micro-organisms, including *Campylobacter*, *Cryptosporidium*, and *Eschericia coli* (E.coli) 0157. Other non- microbiological (chemical) contamination can also occur due to the nature and structure of the ground e.g. iron, nitrate or due to the storage and distribution system causing leaching of chemicals e.g. lead from lead piping.
- 5.3 There are 265 private water supplies in Ryedale. These supplies can vary from a single property served by its own supply to whole villages served by a private water supply. Many private supplies also serve commercial premises such as food production premises, bed and breakfast, entertainment sites, campsites etc.
- 5.4 Since 1991 the responsibility for monitoring and sampling of private water supplies has rested with the Council under the provision of the Private Water Supplies Regulations 1991. The regulations required classification of the supplies, stated the frequency of sampling required, the chemical and bacteriological parameters to be sampled and the ability to make a charge for sampling. Where such a supply was found to be unwholesome the authority had the discretion to serve a notice requiring improvement of the supply on the relevant persons responsible for the supply. These powers however did not work well in practice as appeals against the notice made to the Secretary of State, tended to delay the process for long periods of time therefore authorities usually tried to improve supplies by giving advice and through negotiation.
- 5.5 The European Council Directive 98/83/EC on the quality of water intended for human consumption set new and revised standards for drinking water quality and specified new monitoring (sampling and analysis) requirements. It also described actions that are required when there is a failure to meet a standard, including investigations, improvements and temporary departures (derogations) from the standards for chemical parameters. The Private Water Supplies Regulations 2009 implement the Council Directive and came into force on 1st January 2010.

6.0 POLICY CONTEXT

- 6.1 The following Policies have informed this report:
Aim 3 - High Quality Environment -To have high quality, clean and sustainable environment.
Aim 4 - Active Safe Communities
Environment Service Plan 2009/10 – Implement the new Private Water Supply Regulations

7.0 CONSULTATION

- 7.1 N/A

8.0 REPORT DETAILS

8.1 Water supplies to which the regulations apply

The regulations classify private water supplies into 3 categories, dependent upon the number and type of premises served. The regulations have also introduced a new requirement to monitor private distribution systems served by mains water.

Large Domestic/Commercial supplies – applies to large domestic private supplies of 10m³ per day or more (or serving 50 or more persons). This also applies to private water supplies of any size that are supplies as part of a commercial or public activity. Sampling requirements for commercial supplies <10m³ /day – 1 check and 1 audit/annum (50 supplies in Ryedale), 10-100 m³ /day – 2 check and 2 audit/annum (14 supplies in Ryedale), 100 -1000 m³ /day (2 supplies) 4 check and 2 audit/annum. Ryedale has a total of 66 supplies of this category .

Small Domestic supplies – applies to small domestic supplies that provide an average daily volume of less than 10m³ per day. Sampling requirements – a minimum of 5 parameters plus any parameter identified in the risk assessment, at least every 5 years and more frequently if the risk assessment shows this to be necessary. Ryedale has a total of 48 supplies in this category.

Single private dwellings – authorities may monitor supplies to single private dwellings at their discretion and must sample a supply if requested to do so by the owner or occupier. Ryedale has a total of 153 in this category.

Private Distribution Network (PDN) – Private Distribution Network (PDN) – this is where mains water (i.e. supplied by Yorkshire Water) is supplied to the boundary of a premises and is then distributed around the site through a PDN to different buildings/properties occupied by third parties. For example a caravan site where a PDN serves a number of different rented caravans.

In such cases, the site owner is responsible for the supply to the different buildings/properties and the water at the consumers taps. Such sites are not monitored by Yorkshire Water as part of their compliance monitoring programme.

Local authorities now have a duty to carry out a risk assessment of all PDNs now falling under the new Regulations, within 5 years of the Regulations coming into force, and every 5 years thereafter. Local Authorities also have a duty to monitor PDNs in accordance with the risk assessment.

Further guidance on what constitutes such supplies is awaited from the Drinking Water Inspectorate (DWI). The number of such supplies has yet to be assessed.

8.2 New duties placed on local authorities

- (i) **Risk assessment** – local authorities will be required to undertake a risk assessment of each private supply (including PDNs), with the exception of those serving a single domestic dwelling, within 5 years from 1 January 2010. These must be repeated subsequently every five years, or earlier if the local authority considers that the existing risk assessment is inadequate e.g. if there is a significant change to the supply. It must also carry out a risk assessment of a single domestic dwelling if requested to do so by the owner or occupier of that dwelling.
- (ii) **Monitoring** – the Regulations set out minimum annual frequencies for the monitoring of private supplies that each authority is required to undertake, together with other requirements relating to taking and analysing samples. See 8.1 above.

- (iii) **Investigations and remedial action:** - If a local authority considers a private water supply in its area is a potential danger to human health, it must advise consumers and must take formal action to minimise such potential danger. Local authorities will be required to investigate and to establish the cause of a failure to meet a standard for any parameter. If the supply is considered unwholesome, but not a potential danger to health, the local authority may seek to solve the problem informally, however if the local authority cannot solve the problem informally, it must initiate formal action. Formal action may include one of the following three options.
- (a) **Notices**–
- (i) If the supply constitutes a potential danger to human health the local authority must serve a notice prohibiting or restricting the use of that supply. The notice must also specify what other action is necessary to protect human health. Right of appeal is to a Magistrates' Court.
- (ii) If the supply is unwholesome but does not present a risk to health, a notice may be served under the provisions of the Water Industry Act 1991. Right of appeal is to the Secretary of State.
- (b) **Authorisations** – If the supply is unwholesome but does not present a risk to health, the local authority may, on application grant an authorisation of different standards for chemical parameters. This would require the responsible person to undertake the necessary remedial work and would be for a maximum of three years.
- (iv) **Maintenance of records and notification of information** – A local authority must keep records in respect of every private supply in its area and by 30 June 2010 and by 31 January of each following year report such records to the Secretary of State. Records must be maintained by the local authority for up to 30 years.
- (v) **Fees** – The local authority may charge for activities such as carrying out risk assessments, monitoring (sampling and analysis), investigations for example in connection with failure to meet standards and assessing the need for remedial action or granting an authorisation. It cannot charge for serving a notice or for sampling and analysis solely to confirm or clarify the results of the analysis of a previous sample.

The Regulations introduce a new table of fees, which the local authority may charge for the reasonable cost of providing the service subject to the following maximum amounts.

Service	Maximum Fee (£)
Risk assessment (each assessment)	500
Sampling (each visit)	100
Investigation (each investigation)	100
Granting an authorisation (each authorisation)	100
Analysing a sample – under regulation 10 (small domestic supply)	25
Analysing a sample – during check monitoring	100
Analysing a sample during audit monitoring	500

9.0 IMPLICATIONS

9.1 The following implications have been identified:

a) Financial

The DWI expects the financial impact of the new Regulations to be minimised because of the power to recover their costs from owners and users of the supplies, however charging is a discretionary power. The vast majority of users of private supplies have no other option available to them as regards a water supply. It is anticipated that should the maximum fees be charged there would be significant opposition from the owners and users of the supplies. The potential income available from the fees must be balanced against the likely increase in recovery of costs and the increased work for the Councils legal department.

Under the old Regulations achieving improvement to supplies relied to a large extent on the building of goodwill and co-operation between the Council and owners and users, with recourse to legal powers only in extreme cases. The new Regulations will require the authority to take formal action in many cases. In other cases it can try to resolve the situation informally. Potentially the charging regime may damage the goodwill that has been built up, resulting in improvements only being possible through expensive legal action. There is likely to be antagonism from owners of PDNs who will continue to pay water rates to Yorkshire Water and would also be liable for charges to the local authority.

A balance must be struck between the financial burden placed on the local economy and the benefits of a safer tourist industry and the right to a clean water supply. Unlike Scotland, no grants are being made available to persons responsible for improving private supplies.

Charges are payable by the relevant person/s responsible for the supply and the local authority may apportion those charges having regard to any documentation relating to the terms on which the water is supplied. In order to be fair and equitable, it is proposed that in such circumstances where a shared supply is placed into a different category due to the use by one or more of the parties, those parties are apportioned the increase in charges so as not to disadvantage the domestic dwelling owner. For example, if a supply serves three dwellings, where two of them are used only for domestic purposes and a third dwelling provides bed and breakfast, the supply would fall under the category of a large supply. The apportionment of the charges should not disadvantage the domestic premises that would have been categorised as a small domestic supply had it not been for the commercial use at the third dwelling and therefore subject to less monitoring and less expense.

Members are recommended to approve the following charges

Service	Maximum Fee (£)
Risk assessment (each assessment)	£50, plus hourly charge of £25 after 2 hours plus the cost of any analyst fees
Sampling (each visit)(*)	£55
Investigation (each investigation)	Nil
Granting an authorisation (each authorisation)	£50
Analysing a sample – under regulation 10 (small domestic supply)	100% of actual laboratory costs

Analysing a sample – during check monitoring	100% of actual laboratory costs
Analysing a sample during audit monitoring	100% of actual laboratory costs

(*) No fee is payable where a sample is taken and analysed solely to clarify the results of a previous sample

(¹) All fees shall not exceed the maximum permitted by the Regulations as detailed in section 8.2

b) Legal

The regulations impose new legal duties that the Council has no choice but to implement. Failure to discharge these duties may result in legal challenge from owners/occupiers/consumers of private water supplies. The Regulations will have implications for the Councils' legal department in respect of both the potential legal work involved in appeals against notices and recovery of costs through non payment of invoices if the charges are not set at a reasonable level.

c) Resources

A significant amount of staff time will be dedicated to complying with and enforcing the legislation. No requirement for additional staff resources has been identified at this time.

Phil Long
Head of Environment

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Background Papers:

The Private Water Supplies Regulations 2009
Drinking Water Inspectorate – Legislative background to the Private Water Supplies Regulations 2009 section 9(E) of the Private Water Supplies; Technical Manual 25 Jan 2010
<http://www.dwi.gov.uk/pws/PWSGuidance.pdf>

Background Papers are available for inspection at:
Ryedale House, Malton

PRIVATE WATER SUPPLY REGULATIONS 2009 - RISK MATRIX – ANNEX A

Issue/Risk	Consequences if allowed to happen	Likelihood	Impact	Mitigation	Mitigated Likelihood	Mitigated Impact
Political and reputation risk	Rural households will be affected by the increase in charges	5	D	Set charges below the maximum to balance the potential costs on the rural economy/householders to the benefits of a safe tourist industry and the right to clean water. Keep relevant persons and consumers advised as to the implications of the Regulations	2	B
Resources – inadequate resources for both implementation of the regulations and the increase in legal input where enforcement is necessary	Unable to implement the regulations, exposing the Council to risks of legal action against it by consumers or intervention by the DWI. Legal department overburdened with debt recovery or appeals against notices.	4	D	Keep resource implications under review during implementation. Provide training. Try to assist responsible persons by providing advice Minimise the non payment of charges by keeping fees at a reasonable level and keeping under review	2	B

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

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PART B:	RECOMMENDATIONS TO COUNCIL
REPORT TO:	COMMUNITY SERVICES COMMITTEE
DATE:	25 MARCH 2010
REPORT OF THE:	HEAD OF ECONOMY AND HOUSING JULIAN RUDD
TITLE OF REPORT:	CHOICE BASED LETTINGS
WARDS AFFECTED:	ALL

EXECUTIVE SUMMARY

1.0 PURPOSE OF REPORT

- 1.1 On the 26 March 2009 this Committee agreed to affirm its support for the development of a Choice Based Letting scheme in Ryedale and agreed a contribution of £15,000 towards the implementation costs of the scheme. Officers have been working to develop Choice Based Lettings (CBL) in partnership with other housing authorities and partners in North Yorkshire and have prepared a draft common allocations policy. Member support and agreement for the terms of the proposed allocations policy is now sought. A copy of the CBL policy is at Annex B.

2.0 RECOMMENDATION

- 2.1 **That Council is recommended to approve the terms of the proposed Choice Based Lettings allocation policy.**

3.0 REASON FOR RECOMMENDATION

- 3.1 CBL is an initiative to make the lettings of social housing more market and customer orientated. It has simplified letting criteria that allow customers to express an interest in an individual property that has been openly advertised. Offers are made to customers who have bid for a property and meet the criteria for that particular property. The Government believes that empowering people through extending choice in the letting of social housing will help to reduce the wider costs of social exclusion and promote community stability. Applicants choosing to live in an area are more likely to settle there and invest energy into their community.

4.0 SIGNIFICANT RISKS

- 4.1 This is a joint allocation policy between all North Yorkshire housing authorities (except Harrogate), City of York Council and the large-scale voluntary transfer

Housing Associations of the Councils who have not retained their housing stock. In order to progress all these organisations' decision making bodies must agree and adopt as their own corporate policy the common allocations framework. If some partners cannot agree, the benefits and efficiencies gained by a joint approach will be lost and the project will be compromised.

- 4.2 Failure to develop a sub regional CBL would be contrary to Government policy and the inspection regime which expects all letting schemes to be based on the principle of choice. It would result in the loss of the £15,000 contribution towards the development of the scheme and some £200,000 worth of central government funding which has been secured to develop CBL. However, adoption of the CBL as recommended would avoid such risks.
- 4.3 When this Committee has previously supported the CBL approach there have been some issues raised regarding the potential occupation of Ryedale properties by people from other parts of North Yorkshire. However, under the existing system social housing can be allocated to non-Ryedale applicants. The CBL scheme also affords the opportunity for Ryedale residents to secure accommodation in other North Yorkshire districts. In that this scheme is a sub-regional initiative and is designed to improve partnership working as per the Audit Commission recommendations there must be some flexibility of movement in terms of housing choice to meet applicants changing circumstances. Trials of CBL in other Districts have shown that those leaving for other local authority areas in the scheme generally balance the number of people moving into a District. Nevertheless, there is provision to review the CBL scheme if an individual LA has disproportionate level of 'out of area' allocations.

REPORT

5.0 BACKGROUND AND INTRODUCTION

- 5.1 The Government is committed to taking forward the CBL agenda. The statutory Code of Guidance on the allocation of accommodation states the Government's belief that "allocation policies for social housing should provide choice wherever possible whilst continuing to meet housing need. This is the best way to ensure sustainable tenancies and to build settled and stable communities". Targets were set in Spring 2003 that required 25% of local authorities to have a CBL system by the end of 2005 and 100% of local authorities to have a system by the end of 2010.
- 5.2 The North Yorkshire Strategic Housing Board considered the question of a sub-regional approach to CBL on a shared basis at their meeting on 26 October 2007 and agreed in principle to support a funding bid to the Department of Communities and Local Government (CLG) for a pilot between a number of authorities. The funding bid was successful and resulted in the City of York Council, Hambleton DC and Scarborough BC coming together to develop a CBL scheme under the auspices of a North Yorkshire sub-regional CBL Project Board. The opportunity arose to submit a further bid in 2008, which resulted in Selby DC and Ryedale DC securing funding to enable them to participate in the project.
- 5.3 A report was submitted to a meeting of this Committee on the 26 March 2009 that sought to affirm Member support for the development of CBL in Ryedale. The report detailed the benefits of such a scheme, the principles that underpinned it and how it would operate in practise. Although funding of £87,000 was secured from CLG towards the capital and revenue costs of extending the scheme to include Selby and

Ryedale there was still a shortfall in funding. Members therefore agreed to make a contribution of £15,000 to the scheme in order to contribute towards this shortfall (Minute number 438).

6.0 POLICY CONTEXT

- 6.1 The implementation of CBL will ensure best use of the available housing stock and promote sustainable communities by empowering people to choose the housing option best for them. The provision for homeless clients within the scheme will contribute towards ceasing the use of unsuitable bed and breakfast accommodation for the homeless and promoting the prevention of homelessness. These outcomes are consistent with the Council's Corporate Aims and Objectives and with the Ryedale Housing Strategy.

7.0 CONSULTATION

- 7.1 A large-scale community and stakeholder consultation was conducted between July and October 2009. This involved a joint consultation evening for Members and Yorkshire Housing Board Members, a presentation to the Housing Forum, a consultation evening for existing and prospective YH tenants and the opportunity to comment through an on line questionnaire. Drop-in style public consultation events were held across the County where they were invited to speak to staff and complete a questionnaire should they so wish.

8.0 REPORT DETAILS

- 8.1 The Government is committed to taking forward the CBL agenda. The five year housing plan entitled 'Sustainable Communities: homes for all' sets out the Government's agenda on improving choice for people who need help with their housing:

"Those who need help with their housing should have a choice about where they live. We want to support people looking for homes to choose the option that is best for them, giving information on opportunities for shared ownership, low cost home ownership and social rented housing. We want to end the situation in which social tenants have to accept the accommodation that is allocated to them on a take it or leave it basis. This benefits both the tenants and the landlords".

- 8.2 The shared aims and objectives of this policy are:
- to meet the legal requirements for the allocation of social housing as set out in the Housing Act 1996 and the Homelessness Act 2002 ensuring that those with the greatest housing need have those needs met more quickly.
 - to empower applicants to make their own choices in terms of where they want to live.
 - to encourage and support balanced and sustainable communities.
 - to make the process simple, transparent, fair and easy to use.
 - to provide information about the availability of homes to enable applicants to make realistic choices about their housing options.
 - to prevent homelessness and reduce placement in temporary accommodation.
 - to ensure accessibility for all those in housing need particularly the more vulnerable; and
 - to make effective use of the affordable housing stock, extending choice and mobility.

- 8.3 The partnership will monitor the scheme to ensure that: it is meeting its aims and objectives; it complies with the duty to give reasonable preference whilst also allowing other groups to access affordable housing; it provides equality of opportunity; and applicants are satisfied with the scheme. Partner organisations will routinely undertake specific monitoring of bid patterns with a view to providing the best possible housing options service. Applicants who are in the Emergency or Gold bands or who are inactive or consistently unsuccessful will receive targeted advice and support. Monitoring of bid patterns will also ensure that partner organisations are not subject to unacceptable levels of net inward migration.
- 8.4 The outcomes of the monitoring will be used to assess whether any changes need to be made and to continually develop and improve the scheme. Monitoring of the policy will be ongoing including formal annual review by the partnership.
- 8.5 The principal benefits of the policy are:
- A systematic approach to helping tenants who wish to downsize, so releasing valuable family housing.
 - Increased choice for applicants who will be able to access a large range of landlords and services from one information source.
 - A systematic approach to ensuring adapted properties are let to people with disabilities through targeted advertising.
 - More opportunity for applicants to achieve mobility across boundaries to help access support and employment.
 - Active monitoring of bid patterns to identify applicants who need support and advice.
 - Direct involvement in the lettings process for those supporting vulnerable applicants.
 - Increased transparency for applicants, who will be able to see the available stock as well as receive data on lettings outcomes and supply and demand that will help them make informed choices.

9.0 IMPLICATIONS

- 9.1 Financial
There are no new financial implications. The initial contribution of £15,000 together with the grant funding that was secured has covered the development and implementation costs of the scheme.
- 9.2 Legal
Specialist legal advice has been sought in relation to the policy to ensure that it complies with appropriate legislation and government guidance in relation to such policies. The Stock Transfer Agreement with Yorkshire Housing may require some amendment in relation to the duties and responsibilities within the said Agreement imposed on the Association regarding the management of the common waiting list.
- 9.3 Other
Front line staff will be trained in the bidding process to avoid any potential bidders being disadvantaged in terms of their ability to submit bids for properties in which they may be interested. There may also be a need for some investment in IT equipment (within approved budgets) to facilitate the process.

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Background Papers:

Report to Community Services and Licensing Committee 26 March 2009 entitled Choice Based Lettings. Available for inspection at:
http://democracy.ryedale.gov.uk/Data/Community%20Services%20Committee/20090326/Agenda/Choice_Based_Lettings_260309.pdf

North Yorkshire Common Allocations Policy – Choice Based Lettings – Please see Annex B.

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CHOICE BASED LETTINGS - RISK MATRIX – ANNEX A

Issue/Risk	Consequences if allowed to happen	Likelihood	Impact	Mitigation	Mitigated Likelihood	Mitigated Impact
The potential occupation of a disproportionate number of Ryedale properties by people from other parts of North Yorkshire as a result of CBL.	Potential disadvantage to Ryedale residents in housing need and community resentment (NB Under the existing system social housing can be allocated to non-Ryedale applicants.)	2	C	The proposed CBL scheme has been designed to allow Ryedale residents to secure housing in other N Yorks districts. Trials of CBL have shown that those leaving for other districts in the scheme generally balance the numbers moving into a District. There is provision to review the CBL scheme if a district has disproportionate 'out of area' allocations.	2	B
Failure to develop a sub regional CBL.	Contrary to Government policy and inspection regime that expects letting schemes to be based on principle of choice. Waste of £15K RDC contribution towards the development of the scheme and some £200K of central government funding to develop CBL.	3	D	Adoption of the CBL policy as recommended in the Report.	1	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

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North Yorkshire

Choice Based Lettings Partnership

North Yorkshire Common Allocation Policy

'To provide increased choice in housing to residents in North Yorkshire and help to create sustainable, mixed communities where people choose to live.'



Version 7 – (3rd March 2010)

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Adapted Properties

Adapted properties are homes, which have been designed or significantly adapted to meet the needs of people with physical or sensory disabilities e.g. major changes to bathing facilities and/or access into or within the property

Advocate

A responsible person who has been given approval to 'act' on behalf of an applicant e.g. support worker, family member

Applicant

A person who applies to register on the choice based lettings scheme, including tenants of a local authority or a housing association.

Assisted bidding

Where an appropriate person, with the consent of the applicant, submits bids on their behalf.

Automated bidding

Where the computer system automatically submits a bid for an applicant.

Bands

The system for setting out the different priorities of housing need.

Bidding

The way in which registered applicants express an interest in an advertised vacancy. In this context bidding has nothing to do with money .

CBL - Choice Based Lettings

A system for letting affordable housing, supported by the government and the Tenant Services Authority, which allows housing applicants more choice by advertising vacancies and inviting applicants to express interest in being the tenant.

Common Allocation Policy

A shared set of rules on how properties will be advertised and let providing consistency between all partner landlords.

Common Housing Register

The single shared list of applicants eligible to use the Choice Based Lettings scheme. In order to bid for a property, the applicant must be on the Common Housing Register.

Direct offer

Where a property is offered to an applicant, under exceptional circumstances, which will not require an applicant to bid.

Emergency Prohibition order

These are statutory notices under the Housing Act 2004, where a property represents an immediate hazard to the occupants.

Housing Related Debt

For the purposes of this policy , debt means monies owed to any of the partner landlords for current or former tenant arrears or re-chargeable repairs.

Local Connection

Connections to a particular area because of residency, employment, close family or a main source of support.

Local lettings initiative (LLI)

A time limited policy, which is introduced to take account of local circumstances. Examples of this may be where a new housing development becomes available or where there is severe anti-social behaviour concentrated in a particular area. This means that these properties will be let outside of the policy. Each scheme will establish the criteria that will be used. This criteria will vary dependant upon the circumstances that has led to the LLI. Each new LLI must be signed off by the CBL Board.

Low Cost Home Ownership

Options enabling home seekers that are unable to afford to buy a property on the open market to get on the property ladder. Schemes include part rent and part buy or buying a percentage of the equity at a discounted price.

LSVT – Large Scale Voluntary Transfer

Former Council Housing which has been transferred to a housing association or housing company following a ballot of the tenants.

MAPPA (Multi Agency Public Protection Arrangements)

This is a multi agency approach to re-housing offenders based on risk assessment. The MAPPA process identifies the level of risk the offender poses to the public. Access to the Housing Register/Waiting list for clients subject to MAPPA can only happen when a Senior Officer has given authorisation based on risk assessment.

Mutual Exchange

Where two or more tenants swap their homes. Each tenant agrees to move into the others home on an 'as seen' basis.

Partner Landlord

A landlord that has signed up to the North Yorkshire common allocation policy and will let their vacancies in the North Yorkshire sub region through the choice based lettings scheme.

Participating Landlords

A landlord who allocates some of their properties through this policy (i.e. formal nominations via a LA) but have their own allocations policy for their direct lets.

Priority Band Date

The date when the applicant was given additional priority, which is a later date than the date on which the application was originally made – this date may be used as a tie-breaker to decide who receives an offer of accommodation.

Reasonable Preference Category

The phrase used in the Housing Act 1996 to describe those types of housing need that should be given priority in a local authority's allocations policy.

Registration Date

The date a complete application is received by one of the partner landlords – this date may be used as a tie-breaker to decide who receives an offer of accommodation.

Re-Settlement/Supported Housing

Projects that provide accommodation and support to help individuals or families live independently, who would otherwise be at risk of failing to sustain a tenancy. Completion of a programme of re-settlement with the specific projects named in this policy, will attract additional priority for the applicants concerned.

(nb; these projects have yet to be identified)

RSL – Registered Social Landlord

A housing association or housing company registered with the Tenant Services Authority.

Sub-Regional Partnership

A group of local authority areas working together; in this case the North Yorkshire area.

Support Package

Some applicants must have a Support Package in place, if they are to be eligible for the Housing Register. A Support package enables a vulnerable tenant to live independently. The receiving landlord must be satisfied that the Support Package is sufficient to meet the applicants needs and includes with it a strategy for non- engagement by the applicant.

Tie-breaker

The method used to decide between two or more applicants who have the same level of housing need.

1.1 The North Yorkshire Sub-Regional Choice Based Lettings (CBL) Partnership

This document sets out the new housing allocation policy for the North Yorkshire Choice Based Lettings (CBL) Partnership. This policy will replace the existing Allocation Policies of the local authorities listed below. This represents a completely new approach to selecting new tenants for council and housing association properties. It also offers applicants other options for meeting their housing needs.

CBL is based on the public advertising of available properties, with applicants being able to express an interest (bid) for properties for which they qualify.

The policy, which will be shared by the partners, will transform the way housing is let, allowing applicants an active role in choosing their potential new home. The partners (hereafter partner landlords or 'the partnership') are :

- City of York Council
- Craven District Council
- Hambleton District Council
- Richmondshire District Council
- Ryedale District Council
- Scarborough Borough Council
- Selby District Council
- Broadacres Housing Association (Large Scale Voluntary Transfer Landlord for Hambleton)
- Yorkshire Coast Homes (Large Scale Voluntary Transfer Landlord for Scarborough)
- Yorkshire Housing (Large Scale Voluntary Transfer Landlord for Ryedale and Craven)

The contact details for all of these organisations are listed in Appendix 1.

Other Housing Associations (RSLs) operating in the partnership's area, will be encouraged to advertise their vacant properties through the new lettings scheme in line with their current agreements. Should any RSL advertise all of their vacancies in accordance with the scheme, they will be viewed as a partner landlord for the purposes of operating this policy.

The partnership will work with these RSLs to improve and develop the policy so as to maximise the number of properties that are advertised to applicants in the future.

1.2 Our vision for the service

'To provide increased choice in housing to residents in North Yorkshire and help to create sustainable, mixed communities where people choose to live.'

The partnership aims to ensure that new applicants, and existing tenants applying to transfer to a new home, are provided with a first class housing service, which gives them an active role in choosing a home which best suits their long-term housing needs and aspirations.

We will achieve this by working together to provide a comprehensive housing advice service, covering a whole range of housing options across North Yorkshire. Local authorities and housing providers will work in partnership to widen the housing choice that they are able to offer and to support all applicants, including those who are vulnerable, to choose where they want to live.

The partnership is committed to tackling homelessness across North Yorkshire. We believe this policy will have a positive impact in the creation of thriving, mixed, safe and sustainable communities across North Yorkshire, through a consistent, coordinated and joined-up approach to delivering a high quality lettings service.

1.3 Aims and objectives

This policy is a Choice Based Lettings Policy.

The shared aims and objectives of this policy are:

- To meet the legal requirements for the allocation of social housing as set out in the Housing Act (1996) and Homelessness Act (2002) ensuring that those with the greatest housing needs have those needs met more quickly;
- to empower applicants to make their own choices about where they want to live;
- to encourage and support, balanced and sustainable communities;
- to make the process simple, transparent, fair and easy to use;
- to provide information about the availability of homes to enable applicants to make realistic choices about their housing options;
- to prevent homelessness and reduce placement in temporary accommodation;
- to ensure accessibility for all those in housing need, particularly the more vulnerable; and
- To make effective use of the affordable housing stock, extending choice and mobility across local authority boundaries.

Section 2 sets out who is eligible to join the Common Housing Register.

1.5 Statement on Choice

The policy has been drawn up to offer a choice of housing options to the widest number of housing applicants, including those with specialist needs.

Applicants will be given the opportunity to express their choice of accommodation and in time this choice will be maximised to cover a wide range of housing options.

The policy meets the statutory requirements for the allocation of social housing by ensuring that reasonable preference is given to those with the most urgent housing needs.

The partnership will advertise the vast majority of their vacant stock through the policy and advice and assistance will be given to applicants to allow them to make informed choices about the type of accommodation which best meets their housing needs and aspirations.

Applicants will also be able to access information on bidding patterns and supply and demand, this will enable applicants to make informed decisions about which accommodation they want to be offered. The information on the website will also include links to other useful websites.

1.6 Meeting our obligations

This policy has been developed with regard to the codes of guidance issued to local housing authorities in England, in exercising the functions under 167(1A) and 167(2E) of the Housing Act 1996.

The partnership will ensure that the policy is compatible with obligations imposed by other existing legislation, in addition to Part 6 of the Housing Act 1996 as detailed below; this list is not exhaustive.

- The Race Relations (Amendment) Act 2000
- The Disability Discrimination Act 1995 (as amended 2006)
- The Human Rights Act 1998
- The Freedom of Information Act 2000
- Children Act 1989
- Data Protection Act 1998
- Crime & Disorder Act 1998
- Homelessness Act 2002
- The Equality Act 2006

This policy also takes into consideration the following guidance:

- Audit Commission - KLOE 7: Allocations and Lettings
- Commission for Racial Equality (Code of Practice on Racial Equality in Housing – September 2006)
- The Code of Guidance (Allocations – August 2008)
- The Code of Guidance (Choice Based Lettings - Dec 2009)
- Shelter's Good Practice Report (A Question of Choice - June 2005)

In addition, the partnership will ensure that the policy is compatible with local, sub-regional and regional housing strategies, together with the North Yorkshire homelessness strategy.

1.7 Information sharing, confidentiality and data protection

The partnership will publish an Information Sharing Agreement to support this policy and will ensure that such a policy complies with all legal requirements.

All information received relating to an applicant's housing application will be treated as confidential in accordance with the Data Protection Act 1998. Information will only be shared in accordance with each partner's Data Protection registration and the consent given by applicants as part of the application process. Information will not be given to third parties unless consent has been given by the applicant; however consent will not be required where there is a public safety interest or to prevent fraud.

1.8 Equality and fairness

The partnership will ensure its policies and practices are non-discriminatory and will aim to promote equal opportunity by preventing and eliminating discrimination on the grounds of gender, colour, race, religion, nationality, ethnic origin, disability, age, HIV status, sexual orientation or marital status. The scheme will be accessible, responsive and sensitive to the diverse needs of individuals and officers will be trained to a high standard in valuing and promoting equality and diversity in the delivery of the lettings service. The partnership will take measures to ensure that people with disabilities have equal access to housing opportunities with the population as a whole.

A Sub Group of the Project Board, the Equalities Monitoring Group (EMG) has been and will continue, to review the impact CBL will have on the above client groups and others. This group includes voluntary sector and NHS representation. The EMG will oversee and develop the Equality Impact Assessment for the scheme and will strive to ensure that all relevant Equality Legislation is considered by the scheme and the Board.

The Board and the EMG will consider how the needs of people in isolated rural locations can be best addressed.

Choice Based lettings as an approach, strives to maximise information and support to applicants. Section 5 and 4.18 outline the support and information applicants with different needs can expect to receive from the scheme.

2.1 The North Yorkshire Common Housing Register

The Common Housing Register (referred to as ‘the Register’ throughout this document) is a key part of the CBL scheme. The Register is a single list of all the applicants who have applied for and been accepted on to the CBL scheme. People who apply to join the Register will have the benefit of applying to all the partner organisations within the partnership. In order to bid, an applicant must be on the register.

2.2 Who can apply?

Anyone aged 16¹ or over, may apply to join the register, subject to the following restrictions:

- Applicants aged 16 and 17 years are only eligible to join the register if they meet the following conditions
 - They are not a ‘looked after’ child as defined by s.20 of the Children’s Act 1989
 - They must have an appropriate support package to enable them to sustain their residency
 - They must have an identified Trustee who can hold any tenancy on their behalf until the age of 18, trustees can be a person or an organisation, and will not have a financial liability.
- Applicants leaving care will need to have a support package to be eligible to join the register.
- Applicants subject to some aspects of Immigration Control , who do not have recourse to public funds or who can not prove they have recourse to public funds , may not join the register (see 4.15)

Applicants subject to MAPPA arrangements can only access the register with the consent of a Senior Officer² of the relevant local authority (see also 4.15).

2.3 Applications not accepted due to unacceptable behaviour

Section 160A(8) of the Housing Act 1996 provides that persons can be excluded from the register where the behaviour by the applicant or by a member of his/her household is such that if the applicant had been a secure tenant of the housing authority at the time it would have entitled the housing authority to possession order under s. 84 of the Housing Act 1985 in relation to any of the grounds in Part

¹ Applications from 16 & 17 years olds who are not known to the relevant social services authority, will result in a referral to said authority.

² The relevant senior officer to be determined by the individual LA and set out within their scheme of delegation.

1 of Schedule 2, other than Ground 8. Applicants will be excluded where these grounds apply.

The full policy for dealing with applicants who have a history of unacceptable behaviour is attached as Appendix 2.

2.4 Joint applications

Joint applications will be accepted, provided all applicants are eligible, aged 16 or over and intend to occupy the property together as their only or main home. The joint application will be assessed and placed in a priority band using the details of the household with the greatest housing need.

2.5 Multiple applications

Multiple applications are not allowed. If an application is already registered, the applicant must decide which application they want to keep. The other application will be cancelled. This will also apply to people who are registered as the main applicant on more than one application, including any joint applications.

2.6 Existing tenants and their households

Existing council or housing association tenants can apply to move and will have their priority assessed in the same way as other applicants. Tenants will, however, not normally be allowed to move if:

- they owe any rent or other debts to their landlord;
- they are currently in breach of other tenancy conditions and their landlord has started formal action in respect of these breaches;
- their property has been adapted to their needs; unless someone in the household no longer requires the adaptation or the property they are moving to also includes all the adaptations that they require;
- they are introductory or demoted tenants.

The partners want to give an incentive to existing longer standing tenants that would enable them to be able to move home if they want to. This is the 'Good Neighbour' scheme which is explained in Appendix 5.

Some lettings of secure tenancies are exempt from the requirements of part 6 of the Housing Act 1996 and this allocations policy will not apply to:

- Succession on the death of a tenant
- Assignment by way of exchange (a mutual exchange)
- Assignment to a person who would be qualified to succeed if the tenant had died immediately before the assignment
- Transfers of tenancy under the provisions of matrimonial and related domestic legislation.

The partner RSLs who issue assured tenancies may also have additional policies outside the provisions of this allocation policy, which allow people residing in the property to take over the tenancy.

2.7 Applications from employees / members and their close relatives

Applications can be accepted from employees, elected members, board members (or those who have held such a role in the previous 12 months) and their close relatives, provided they are eligible to apply and subject to the rules in Schedule 1 of Housing Act 1996. Applicants must disclose any such relationship at the time of applying.

2.8 How to apply

Applicants can apply to join the Register by completing a form. This can be done on-line by accessing the website or by completing an application form available from any of the partner organisations' reception points. Advice and support in completing the form can be provided, on request, particularly for those who would have difficulty in completing the form because of a disability or a low level of literacy. (see Section 1.8).

The purpose of the application form is to correctly identify the priority band and establish whether the applicant has any needs that require additional support and help in applying for housing.

2.9 Verifying information

During the application process, applicants will be asked to provide supporting evidence to verify their identity and personal circumstances. This may be supplemented by the partner landlords:

- seeking references from former landlords or other persons;
- obtaining supporting information from other organisations; and
- carrying out a home visit.

A failure to respond to request for information as part of the verification process within 28 days will lead to cancellation of the application. The applicant will be notified in writing.

2.10 Confirming registration

Applicants will receive confirmation that their application has been registered together with:

- their Registration Date
- the Band they have been awarded
- a Priority Band Date if different from the registration date (for those in Bands Emergency, Gold and Silver)
- Confirmation of which type of properties they are eligible to bid for
- their Username and Password for the website

Applicants must check the accuracy of this information as it will be used to decide their priority for receiving an offer of housing.

2.11 Changes in circumstances

It is the responsibility of the applicant or their advocate to notify the partnership of any change in circumstances that could affect their application. The application will be re-assessed on the basis of their changed circumstances and placed in the band that reflects their current housing need.

If an application is moved up a priority band as a result of changed circumstance then the priority band date will be the date that the change was notified. This will be the relevant date for assessing any tie-break (see 4.11).

If an application is moved down a band the registration date will be the relevant date for assessing any tie-break.

An offer of a property may be withdrawn if it is evidenced that an applicant's circumstances have changed and would have resulted in a reduction of priority within the banding scheme. The applicant's new circumstances will be assessed and appropriate revised banding awarded. The applicant will be notified in writing.

2.12 Keeping the Register up to date

All applicants who have not bid for any properties within a 12 month period will be contacted and asked if they want to remain on the Register. A failure to respond within 28 days will mean cancellation of the application. Applicants in the Emergency and Gold Bands will be reviewed on a more regular basis to ensure they are not having difficulties with the scheme and to check that they are bidding for suitable properties as they come up. See section 4.17

2.13 Cancelling applications

If an applicant does not respond to the review letter in the given time period, they will be notified in writing that their application has been cancelled. The application will be re-instated provided the applicant makes contact with the relevant partner landlord within 28 days of being notified that their application is being cancelled.

2.14 Giving false information or deliberately withholding information

It is a criminal offence for anyone applying for housing from a housing authority to knowingly or recklessly give false information or knowingly withhold information which is relevant to their housing application (Section 171 of the Housing Act 1996).

Anyone found guilty of such an offence may be fined up to £5,000 and could lose the tenancy if they have been rehoused as a result of providing false information or deliberately withholding information.

Applicants, who are found to have made fraudulent claims in this way, will be removed from the Register and will have to re-apply.. This decision will be subject

to review and the applicant (or their named advocate) will be informed in writing of the decision and of their right to request a review of that decision in writing.

The partnership will consider taking action against a professional organisation that knowingly or recklessly provides false information or deliberately withholds information on behalf of an applicant they are representing.

2.15 Deliberate worsening of circumstances

Whilst the Policy is intended to make sure that those with urgent housing needs are rehoused more quickly, it does not want to reward applicants who deliberately worsen their housing circumstances in order to get into a higher band; each case will be assessed individually.

Any applicant who deliberately worsens their circumstances will have their application re-assessed on the basis of the circumstances that applied prior to the worsening of their circumstances. Applicants can seek review as per 2.14.

2.16 Notifications about decisions and the right to a statutory review of a decision

Applicants have the following rights concerning decisions about their housing application:

- The right to be notified in writing of any decision not to be registered on the register because of unacceptable behaviour serious enough to make them unsuitable to be a tenant.
- The right, on request, to be informed of a decision about any information which is being taken into account in considering whether to make an offer of accommodation.

Applicants will be notified of these rights in writing whenever a decision is made that affects their registration or status to receive offers of accommodation and they will be informed of their right to submit further information, which may assist the partner organisation in reviewing their case.

Any request for a review must be made within 21 days of the notification of the decision. The review will be carried out in the first instance by the partner organisation that received the original application. The person carrying out the review will be of senior rank to the person that made the original decision and will have had no previous involvement in the original decision.

Where an applicant exercises their further right of appeal after receiving the review decision, the appeal will be heard by an Application Reviews Panel, who will make recommendations to the appropriate body. Further rights of appeal will be outlined to the applicant in their decision letter. (See Appendix 2 for more details.)

Section 3 – Assessing Housing Need

3.1 Legal background

In framing this policy and to ensure that those in greatest housing need are given preference for an allocation of accommodation, the partnership has considered the categories of people that must be given reasonable preference by local authorities, as set out in s167(2) of the Housing Act 1996 and the Homelessness Act 2002. These are:

Reasonable Preference

- People who are homeless including people who are intentionally homeless and those who are not in priority need
- People occupying unsanitary or overcrowded housing or otherwise living in unsatisfactory housing conditions
- People who need to move on medical or welfare grounds, including grounds relating to disability
- People who need to move to a particular locality in the district of the housing authority, where failure to meet that need would cause hardship (to themselves or to others)
- This scheme is also framed by local priorities identified by consultation (within the framework of current guidance).

The partnership will ensure that monitoring arrangements are in place in order to monitor lettings outcomes and will review the policy in order to ensure that it meets our key aims and our legal duties.

3.2 Assessing housing need

Applicants will be assessed and given a priority band in accordance with the following categories of housing need:

Emergency Band

This band is intended to meet the needs of applicants in extreme circumstances only; it will only contain a tiny number of applicants at any one time and is subject to a time limit.

- Applicants unable to return to their home from hospital because their current home is permanently unsuitable³.
- Applicants unable to access key facilities in their home without **major** adaptation works⁴

³ Written confirmation from the relevant Social Services Authority Chief Officer will be required, setting out the reasons as to why the applicant can not return to their home.

⁴ Joint assessment between the Social Services Authority and the Housing Services Team will be required, signed off by the relevant chief officer.

Note:

- Only applicants with a local connection to the partnership area will be considered for the Emergency Band.
- Any applicant in the Emergency Band will have their case reviewed by the relevant partner organisation every four weeks, who will have discretion to re-band the applicant.

Gold Band

- Care leavers, with an agreed support package.
- Applicants who need to move on from an approved residential supported housing programme and the agency supporting them has provided evidence that their programme of support is complete and that they are able to live independently, either with or without support.
- Applicants presently under-occupying a home owned by a local authority or RSL that is situated within the partnership area. They are willing to move to a property with at least two fewer bedrooms.
- Applicants who are a statutory homeless household under part 7 of the 1996 Housing Act who is owed the 'full duty'. (Applicants can be subject to a direct offer, if after a minimum of four weeks of registration in this band; they have not secured an offer of accommodation – see Appendix 3.)
- Applicants who are overcrowded and require two more bedrooms to relieve the overcrowding. (See appendices 4 and 7)
- Applicants who are classified as a 'Good Neighbour' (see Appendix 5)
- Applicants who are at risk of homelessness and in priority need (see Appendix 9)
- Applicants with a serious and enduring illness whose health and/or well being is significantly compromised by their home or its environment. as assessed by the relevant trained Housing Officer . (bids made on this basis must secure a health gain).
- Applicants who need to move to a specific locality (from within or without) the partnership area, so that proven hardship can be prevented

Silver Band

- Applicants who have a health or well being issue, which will be removed or improved by a move as assessed by the relevant trained Housing Officer . (Bids made on this basis of priority must secure a health gain)
- Applicants who are homeless under part 7 of the 1996 Housing Act or are at risk of homelessness, but are not in priority need (see Appendix 3)
- Applicants who are overcrowded and require one more bedroom to relieve the overcrowding.

- Applicants who lack basic amenities.
- Applicants who share facilities with separate households of people who will not be moving with them
- Applicants who are presently under-occupying a home owned by a local authority or RSL that is situated within the partnership area. They are willing to move to a property with at least one less bedroom.
- Applicants who are intentionally homeless under Part 7 1996 Housing Act

Bronze Band

- All other applicants.

Section 4 – The Choice Based Lettings Scheme

4.1 Advertising properties on the choice based lettings scheme

Choice Based Lettings works by allowing applicants to express interest in available properties, which are advertised each week. From those applicants expressing an interest (bidding), the successful applicant will be decided in line with this policy.

The partnership will advertise the majority of their vacant properties as part of the scheme, including properties that have been designed or adapted to meet the needs of disabled or older people.

Each of the partner landlords will have responsibility for preparing the property description and advertising their vacancies on the scheme. Adverts will be clearly labelled to show the property features, local neighbourhood information and the types of household that can bid for it. A photograph will usually be included with the advert (this will illustrate the type of property being offered but may not be the actual property). If there is more than one property of the same type in the same location for example, a new development, only one property will be advertised. The property will show how many of the same properties are available.

Properties may be advertised during the previous tenants 4 week notice period, and may be withdrawn from the scheme if the tenant changes their mind about moving.

Applicants will be informed at registration what types of property they will be able to bid for. There will sometimes be other restrictions in the advert e.g. where a property is designated for people over a certain age or for people with a particular assessed need for that type of accommodation. Bids from applicants will only count if they can match the requirements in the advert.

4.2 Adapted properties for people with disabilities

Adapted properties are homes, which have been designed or significantly adapted to meet the needs of people with physical or sensory disabilities. Adapted homes will be advertised as part of the scheme to ensure that applicants assessed as needing this type of accommodation are given the widest possible choice. This is consistent with the duty to promote disability equality.

Adverts will make clear if the property is adapted and will encourage bids from people who need an adapted home. Applicants with disabilities who wish to bid for an un-adapted home are free to do so, the partnership reserves the right to overlook any successful bid if it is not practicable to adapt the property for the applicant.

4.3 Housing with support schemes, including Extra Care schemes

Properties that provide accommodation based support services under the Supporting People programme (other than Sheltered Housing) will not be advertised as part of the scheme. Vacant properties will be directly matched to qualifying applicants who meet the eligibility criteria following a detailed assessment into their housing needs by their service providers.

4.4 The bidding cycle

Available properties will be advertised weekly on the scheme's interactive website and at the partner landlords' housing offices. A weekly property sheet, which provides details of the advertised properties, will be made available for collection from the partner landlords' reception points or to download from the website. In some cases, applicants will personally receive a suitably edited 'hard copy' of the adverts, on grounds of vulnerability or isolation.

Applicants (or their advocates) wanting to bid can:

- use the website;
- use the automated telephone bidding line;
- send a text message;
- return a coupon by post; or
- contact a partner organisation in person.

Applicants can bid for up to 3 properties per week. Depending on the method of bidding, applicants can find out their position on the list at the time they bid, together with the total number of bids already placed against the property. This will enable applicants to test their chances of being successful when placing bids against properties they are interested in.

4.5 Bidding from Prison

Applications can be accepted from people in Prison, but would normally be placed in pending as the applicant is clearly unable to take up a tenancy. When the applicant is within four weeks of release, the application will be updated to take account of the anticipated housing circumstances, post release and the applicant placed in the appropriate band. The effective date for the application will be the date placed in band. On release, applicants will seek to have their housing need reviewed if they have not secured an offer of housing.

The expectation of the partner landlords is that Offender Managers will work with clients prior to and after their release to assist in addressing any barriers to registering. The presumption is that that the use of the statutory homeless route will be avoided and that the Prison Service or Contractor will have in place a re-settlement plan prior to release, which will be jointly developed with Housing Options staff. The details of prisoner release are covered by the 'York Offender Housing Protocol' and the 'North Yorkshire Offender Housing Protocol'.

Under certain circumstances, a tenant of one of the partner landlords, sentenced to more than 13 weeks imprisonment can receive a 'Direct offer' on release from prison, from the landlord who originally housed them. (see appendix 6)

4.8 Short-listing and selection – Tie Breaker - 1 Housing Need

At the end of the advertising period, a short-list of eligible applicants who have bid will be produced.

Bids will be placed in band order. Applicants in Emergency Band will be ranked first, followed by those in Gold, Silver and Bronze Bands.

Bids received will first of all be prioritised according to Priority Band. This is the measure of an applicant's housing need; this scheme is therefore driven primarily by housing need.

There are five 'tie breakers' in total used to help determine priority between bids. They are; **banding - local connection – occupation - debt-time** in that order.

The 'tie-breakers' are only used as necessary, for example if only two applicants bid for a property, one in Gold, the other in Silver, then the offer goes to the (higher) Gold applicant. If both applicants are in Gold then the process moves to the next 'tie-breaker' and so on.

4.9 Tie Breaker 2 - Local Connection

Applicants will be counted as having a local connection to the partnership area if they fit one or more of the following categories:

- currently resident in the partnership area (York, Selby, Ryedale, Hambleton, Scarborough, Richmondshire, Craven) and have been resident for at least a period of 6 months; or
- have lived in the partnership area for at least 3 years out of the last 5 years
- have an essential need to live close to another person who currently lives in the partnership area, who has been resident for the last six months, so that support can be given or received; or
- have been employed in the partnership area for the last 6 months.
- Close family member resides in the partnership area and has done so for at least six months (parent, son , daughter, brother , sister)
- One of the partner local authorities has accepted a duty to house the applicant from another council under the terms of Housing Act 1996 Part 7.
- Currently resident in the partnership area with previous Military service at one of the Garrisons in the Partnership area (at least three years during the last five years).

4.10 Tie Breaker 3 – Occupation

The principles of bidding (above) allow applicants to bid for properties that are one bedroom larger than the minimum entitlements set out in Appendix 7.

Where two or more applicants, equal in respect of band and local connection bid for the same property, then those needing all the bedrooms in the property for their household will be given priority over those who do not.

4.11 Tie Breaker 4 – Debt

Where bidders are 'equal' in terms of their need and local connection etc, previous financial conduct will be taken into account. The applicant with no housing related debt will be successful.

4.12 Tie Breaker 5 – Time

If there is still more than one applicant 'tying' after band-local connection-occupation – debt have been considered then the offer will be made to the applicant with the longest time in their band⁵.

4.13 Exceptions to the tie-breaker order

There may be restrictions on who can be allocated a property. When this is the case, applicants will be advised in the property advert of the specific conditions. These are the likely circumstances of the specific conditions:

Section 106.

When a property has been secured using the provisions of s106 of the 1990 Town and Country Planning Act there is usually a legal obligation that the successful applicant must have a clear connection to the specific neighbourhood in which the property is situated. This connection may be defined in different ways.

Planning or legal condition

There may be a planning or legal condition on the site which restricts who can live there.

Local Lettings Initiatives (LLIs)

Where a partner landlord has established a Local Lettings Initiative.

Charitable status

Some of the partner and participating landlords have charitable status which place restrictions on who can be housed.

Access for Lower Bands

The two lower bands (Silver and Bronze) will be monitored to identify what percentage of lets they are receiving. Project Board can consider setting a quota for these bands within its annual review process, should customers in these bands be achieving little success in securing housing.

4.14 Overlooking Bids

⁵ Where the application relates to an applicant who has completed an accommodation based support programme, their time on the waiting list will be backdated to the date they entered the support programme.

In certain, clearly defined circumstances the top bidder for a property may not receive an offer, and their bid will be overlooked. There are clear monitoring and reporting requirements for this – details are at Appendix 8

4.15 Direct offers

In exceptional circumstances a property will not be advertised but will be offered directly to an applicant⁶. Such circumstances include:

- Statutory Homelessness cases (full duty) in accordance with this policy (See Appendix 3)
- MAPPA cases
- The offender initiative described in Appendix 6.
- Cases of flood or fire to the partner organisations own properties, resulting in the tenant needing to be re-housed.
- Where, under the partner organisation's policy, a person can succeed to the tenancy but it is inappropriate for their needs.
- Any other case where the issue is sensitive, specialist or an emergency.
- Applicants subject to a demolition or refurbishment by one of the partner landlords
- RSLs can in some circumstances let a property to a person without recourse to public funds, where the person can meet their own costs. The partners RSLs have the discretion to do this.
- Applicants who have fully completed a programme of re-settlement , with a re-settlement project named, approved and identified partner landlord. Such applicants will be persons who would have been unlikely to sustain a tenancy unless they had been through a re-settlement process.

The guiding principle here is that the partner making the directed offer must house the applicant.

Direct Offers will be reported in lettings feedback (see 4.19).

4.16 Viewing properties and receiving offers

When an applicant has been short-listed, the relevant organisation will arrange an opportunity to view the property. In some circumstances, more than one applicant may be invited to view.

⁶ Each partner landlord will provide details on a quarterly basis on all properties / direct lets including the reasons for the direct let.

Further verification of circumstances will be undertaken to ensure the applicant is still eligible for the property prior to an offer being made.

Applicants will not be penalised if they refuse an offer of accommodation; however where more than 5 offers of accommodation have been refused, the applicant will be invited to an interview with the partner landlord that originally assessed their application.

If an applicant has refused a direct offer of accommodation, they will only be given a second offer in exceptional circumstances.

Note: Statutory homeless applicants who are owed the main homeless duty will be offered accommodation in accordance with sections 193(7) and 202 of the Housing Act 1996. The statutory duty owed will be discharged where a reasonable offer is refused in these circumstances.

4.17 Time allowed for accepting an offer

Applicants will be allowed 2 days after the viewing to make a decision about whether to accept. If there are extenuating circumstances longer may be allowed. Individual circumstances will be taken into account and applicants with specific needs will be given more time e.g. if an assessment for adaptation works is needed or someone with a disability needs more time to consider the move.

4.18 Monitoring

The partnership will monitor the scheme on an on going basis to ensure:

- the scheme is meeting its aims and objectives;
- the policy complies with the duty to give reasonable preference whilst also allowing other groups to access affordable housing;
- the scheme is providing equality of opportunity;
- applicants are satisfied with the scheme.

Further:

- That partner organisations routinely undertake specific monitoring of bid patterns, with a view to providing the best possible housing options service. Applicants in the Emergency and Gold bands, or who are inactive or consistently unsuccessful will receive targeted advice and support (see also Section 5)
- That partner organisations are not subject to disproportionate levels of net inward migration – See Appendix 10.

The outcomes of the monitoring will be used to assess whether any changes need to be made and to continually develop and improve the scheme. Monitoring of the policy will be on going including formal annual review by the partnership.

4.19 Publishing feedback on lettings

Applicants will only be contacted if they are invited to view a property.

Lettings results will be published on the website and in the property sheet and will include the following information:

- The property type and neighbourhood
- The total number of bids made for the property
- The successful applicant's registration date and/or priority band date
- Properties where a direct offer was made and the vacancy was not advertised.
- The successful applicant's priority band

4.20 Future development of the scheme

The partnership is committed to continually reviewing its practices and procedures associated with this policy and the scheme, to ensure a consistent and joined up approach in the delivery of a first class lettings service for North Yorkshire. In doing so, the partnership will take account of best practice and feedback from applicants.

The partnership will strive to integrate the lettings process with access to emerging education, training and employment opportunities.

The partnership will strive to collect and publish data on general patterns of supply and demand to help applicants make informed decisions.

The partnership is committed to offering other affordable housing solutions to those in housing need and to those who may have to wait a considerable time before being successful in receiving an offer of accommodation.

As social housing is in such short supply, the partnership will work with other housing providers to maximise the amount of vacancies advertised through the scheme.

In due course, applicants will have the ability to consider the following housing options in accessing the CBL scheme:

5.1 Private landlords

The scheme will provide for the advertisement of properties which are owned by responsible private landlords. The adverts will make clear that the partnership is not acting as an agent for private landlords; that the properties advertised will be offered as assured short hold tenancies; and the basis on which successful bids will be considered if it differs from the way tenants for social housing vacancies are selected.

5.2 Registered social landlords

RSLs (apart from the partner RSLs) will be encouraged to increase the number of vacant properties they advertise on the scheme, over and above 50% nomination agreements. RSL vacancies that are advertised for nomination will be clearly labelled to say which local authority is the nominating authority.

5.3 Low Cost Home Ownership

The CBL scheme will enable properties for low cost sale to be advertised. Applicants will need to meet certain criteria.

5.4 Mutual exchanges

The scheme will allow for mutual exchanges to be advertised throughout the sub-region in order to give opportunities for tenants to move outside of the CBL scheme. Applicants for mutual exchanges may only exchange with their landlord's permission.

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1. Introduction

- 1.1 The partnership recognises the Government's commitment to encouraging inclusion and social stability and will use this policy to encourage access for all applicants, including those that are socially disadvantaged. This will be achieved by ensuring that each application is treated on its individual merits and by making available mutually agreed programmes of support to vulnerable applicants in conjunction with other statutory and/or voluntary organisations.

2. Statutory and regulatory guidance

- 2.1 The Code of Guidance (allocation of accommodation) explains in detail how local housing authorities should apply the 'Unacceptable Behaviour Test.' In summary, the test states that to make someone ineligible for an allocation of accommodation, the local authority must be satisfied that the applicant, or a member of his/her household has been guilty of unacceptable behaviour that is serious enough to make him/her unsuitable to be a tenant at the time the application is being considered. The 'test' is whether the behaviour would have entitled the housing authority to a possession order if, whether actually or notionally, the applicant had been a secure tenant.
- 2.2 The partnership will also have regard to regulatory guidance published by the Tenant Services Authority and its successors, which requires that applicants are only excluded from consideration for housing, when their behaviour is serious enough to make them unsuitable to be a tenant, in circumstances that are not unlawfully discriminating. The partners will also have regard to the Housing Corporation circular (Tenancy Management: Eligibility and Evictions) issued in July 2004 which supports much of the Code of Guidance and makes it clear that RSLs should not operate blanket exclusion policies for housing applicants for rent arrears or previous convictions. This circular also makes it clear that previous tenancy action for anti-social behaviour should not be taken into account if it occurred two or more years prior to the date of application and the tenant's household has conducted a satisfactory tenancy in the mean time.
- 2.3 Officers dealing with the assessment of housing applications will observe the Code of Good Practice as recommended by SHELTER and will be fully trained in the application of the statutory Unacceptable Behaviour Test.

3. Assessing ineligibility

- 3.1 The partnership recognises that whilst it wishes to promote balanced and sustainable neighbourhoods, denying access to social housing might result in broader social exclusion for the households involved. Therefore, applicants will not automatically be made ineligible if their circumstances 'fit' a defined category; each case will be judged on its own merits and efforts will be made to resolve any issues, which prevent applicants from joining the Register.

For the purpose of this document, ineligibility means that an applicant has been denied access to the Common Housing Register and is unable to participate in the

choice based lettings scheme on the grounds of their (or a member of their household's) unacceptable behaviour.

- 3.2 The partnership will consider an application to join the Register where a history of unacceptable behaviour is proved, if the applicant is attempting to modify that behaviour with the help of a recognised support and that agency will continue the support if/when the applicant is housed.
- 3.3 The partnership will ensure that the process for assessing eligibility is both fair and effective in the management of the housing stock. In reaching a decision on whether or not to make an applicant ineligible on the grounds of unacceptable behaviour, all relevant information will be taken into account, including whether the behaviour could have been due to a physical or learning disability or mental health problems.
- 3.4 Where an applicant's behaviour is not serious enough to make them ineligible, it will still be considered in deciding the level of priority received within the Priority Band. For example, where there are low or moderate rent arrears the applicant would be overlooked for offers of accommodation where there are other competing applicants with the same level of need who do not owe any money.
- 3.5 This policy applies to existing tenants applying to transfer and to new applicants joining the Register.

4. Examples of serious unacceptable behaviour

- 4.1 For the purpose of this document, examples of the type of unacceptable behaviour that will be considered in deciding whether or not to allow an applicant access to the Register include domestic violence, racial harassment, drug dealing, serious noise nuisance, intimidation and any other acts of unacceptable behaviour or serious breaches in tenancy conditions e.g. serious rent arrears, which would make the applicant unsuitable to be a tenant.
- 4.2 Criminal convictions - Applicants who have relevant unspent convictions for serious criminal offences, which may threaten the stability of a community will have their housing needs assessed and all factors will be taken into account before a decision is made regarding their eligibility to join the Register. The partnership will work collaboratively with the police, probation and prison service in an effort to resolve an applicant's ineligibility and improve their chances of being integrated back into the community through a planned and managed approach.
- 4.3 Anti-social behaviour - Where an applicant (or a member of the household) has a history of anti-social behaviour or has breached their tenancy conditions, all relevant facts will be considered before a decision is made. Where anti-social behaviour has been committed by a person who was, but is no longer a member of the applicant's household, the behaviour will be disregarded provided the applicant is not guilty themselves of unacceptable behaviour. The partnership will collaborate with other agencies to try to resolve an applicant's ineligibility e.g. social services, health services etc.

5. Grounds for Lifting Ineligible Status

- 5.1 The basic principle for lifting the 'Ineligible' status will be evidenced material change in the applicant's circumstances.. For example:
- Where an applicant has been guilty of unacceptable behaviour, the applicant has demonstrated a material change in their behaviour.
 - The applicant has in place a recognised support package that addresses previous misconduct and will continue once housing has been offered under the scheme.
 - The relevant conviction has become spent.
- 5.2 A fresh application will need to be made by the applicant where they have been previously made ineligible and feel that their behaviour should no longer be held against them as a result of changed circumstances.

6. Notifying the applicant of the decision and the right to review

- 6.1 All applicants will be notified if they are deemed ineligible, the reasons for it, the period of ineligibility and their right to request a review of the decision. Applicants will also be notified of what actions they can take to remedy their ineligibility and a signposting/referral service to other support or independent advice agencies will be offered, if applicable.

All applicants have the right to have a review of any Ineligibility for the register. Any request for a review must be made within 21 days of the notification of the decision.

The review will be carried out in the first instance by the partner organisation that received the original application. The person carrying out the review will be of senior rank to the person that made the original decision and will have had no previous involvement in the original decision.

Where an applicant exercises their further right of appeal after receiving the review decision, the appeal will be heard by an Application Reviews Panel.

Each of the ten partners who established the scheme shall provide a representative to the panel, who will consider whether any applicant can have their Ineligibility for the register lifted. The panel could be facilitated by one nominated officer, acting for all the partners; a local authority could be represented by its RSL partner and vice versa.

The panel will have regard to the Allocations Code of Guidance 2002 and will consider each case as to its individual merits. If the matter is a statutory one, the Panel will advise the relevant local authority , who will have to make a final determination taking the panel's view into account.

Human Rights legislation means there is a requirement for review processes to be independent. This can be satisfied by the withdrawal of any representative from the area that applied the decision under review.

The Applications Review Panel can also consider non-statutory matters such as disputes on banding, worsening of circumstances, priority band etc , where these have not been resolved locally. Again, the panel will provide the relevant body with a recommendation.

Appendix 3: Homeless applicants

A key objective of the partnership is to assist the local authorities in preventing and reducing homelessness by providing a range of housing options through CBL.

Where an applicant presents as literally homeless or threatened with homelessness, robust advice and information will be provided and every effort will be made to resolve their housing situation.

If an applicant is assessed as being homeless **within 28 days** and they are eligible for assistance, in priority need and not intentionally homeless, they will be found to be statutorily homeless and will be entitled to one reasonable offer of accommodation, which will be made in accordance with sections 193(7) and 202 of the Housing Act 1996, meaning that the offer will be made in writing and will be subject to the right of appeal. Applicants who are statutorily homeless will be placed in Gold Band and will be expected to bid for all suitable properties that have been advertised.

Applicants who are statutorily homeless will be frequently reviewed to ensure they are bidding for suitable properties. If applicants have not been bidding, their officer will contact them at a suitable period of time to establish the reasons why and to address any need for further advice or assistance to enable them to participate effectively in the scheme. **The partnership reserves the right to make a direct offer to a statutorily homeless household after a minimum of 4 weeks if they have not been successful in securing a property through the scheme.** The homeless duty will be discharged if an offer is made as a result of a successful bid on a suitable property.

If an applicant is assessed as meeting all the relevant criteria for being statutorily homeless, but **within a 90 day period**, the partner organisation will explore a number of options to prevent homelessness from occurring. Applicants in these circumstances will be placed in Gold Band as a homeless prevention category and will be frequently reviewed to ensure they are bidding for suitable properties. If the applicant has not been bidding, the officer will contact them to establish the reasons why and to address any need for further advice or assistance to enable them to participate effectively in the scheme. The review will also highlight any changes in circumstances as a result of homeless prevention activity, which could alter their homelessness assessment and priority band. A homeless application could be completed at a later stage if the applicant's housing need is not resolved.

Applicants who have made themselves intentionally homeless or who have been assessed as non priority homeless will be entitled to reasonable preference; the

same will apply to those who are no longer owed the main homeless duty as a result of turning down a reasonable offer of accommodation that was made in writing and subject to the right of appeal; applicants in these categories will be placed in Silver Band .

Appendix 4: Defining Overcrowding and Housing at Height

.The following assumptions are made on overcrowding:

- That children aged 9 years and above will be seen as requiring a separate bedroom if they are sharing with the opposite sex.
- Couples, married couples and Civil Partners will be expected to share a bedroom
- A bedroom is suitable for two people if it is larger than 10 sq m. A bedroom will be suitable for a single person if it is less than 10 sq m.
- A room intended as a bedroom but used for another purpose will still be classified as a bedroom.
- Discretion can be exercised if a child requires their own room due to disability.
- Discretion can be exercised if an applicant needs a room for a carer or to facilitate specialist medical treatment.
- Single Adults aged over 21 will require their own room
- In cases of joint custody of a child or children, recent case law states that only in exceptional circumstances, such as where children have special needs, will it be reasonable for children who already have an existing home with one parent to be provided with another to live with the other parent.

If an applicant with children wishes to apply for a property above the ground floor, this is acceptable and is seen as a legitimate applicant choice.

Appendix 5: The Good Neighbour Scheme

This is an incentive scheme for Secure and Assured Tenants of the partner landlords who are accepted on to the Housing Register and who have not, in the past three years, breached their tenancy conditions (including having a clear rent account for that period). Such tenants can apply to be “Good Neighbour Standard” tenants.

Good Neighbour Standard applicants will be placed in Gold band.

To qualify for this standard the applicants' home must be in a good state of repair & decoration and suitable for re-letting without additional work (over and above the relevant safety checks). Tenants must agree to allow their landlord to show other applicants around the property prior to them moving out.

Appendix 6: The Offender Initiative

A tenant of one of the partner landlords, sent to prison for a duration longer than 13 weeks can receive a 'Direct Offer' on release from Prison, provided they meet the criteria below.

- That the tenancy was given up promptly on their imprisonment
- There were no rent arrears or damage to the property
- There was no anti-social behaviour related to the conduct of their tenancy
- That the individual satisfies the Acceptable Behaviour Test on their release.

The table shows the size of properties that applicants may bid for based on their household composition.

In all cases the property advert will show who is eligible to bid for the property.

Some flats and bungalows are classed as sheltered accommodation. This type of accommodation is generally intended for people who are aged 60 or over and/or need support to help them maintain their independence. Applicants will be assessed as to whether they need this type of accommodation.

	Bedsit / Studio	1 bedroom flat / maisonette / house	1 bedroom bungalow	2 bedroom flat / maisonette / house	2 bedroom bungalow	3 bedroom flat / maisonette / house	4 bedroom house	5+ bedroom house
One adult.								
Two adults.								
Three adults.								
One / Two adults with one child.								

One / Two adults with 2 children, both the same sex or both aged under 9.								
One / Two adults with 2 children of different sexes, one aged 9 years or over.								
One / Two adults with 3 children								
One / Two adults with 4 children								
One / Two adults with 5+ children								

Applicants can bid for properties one bedroom larger than the above requirements.

Appendix 8 Overlooking a Successful Bid

There will be circumstances where lettings staff will need to, or will have discretion to, overlook a successful bidder. Allocations staff will be provided with procedural guidance on this.

The mandatory grounds for overlooking a bid are in relation to housing related debt, MAPPA., Disability, and some forms of tenure.

1. Debt from previous tenancies

This is debt to partner and participating landlords (excluding Council Tax) usually for arrears of rent or rechargeable repairs. It is debt in respect of former, not current tenancies.

A successful bid must be overlooked if the applicant has housing related debt. An exception to this can only be made if:

- The applicant has a re-payment agreement in place and that agreement has been maintained successfully for thirteen weeks prior to the successful bid being made
- The re-payment agreement is current

The guiding principle therefore is that applicants with debt must have a current re-payment agreement, that has been sustained for at least 13 weeks, every time they bid.

2. Existing tenants of partner landlords

Existing tenants will be overlooked if they are in breach of their tenancy conditions or their property has been specifically adapted as outlined in Section 2.6

3.MAPPA

Such applicants are dealt with by Direct Offer as per 4.15. Should such an applicant have made a successful bid and the IT system has not filtered out such bids, then staff will overlook the offer.

4. Introductory, Demoted Tenants and Tenants Subject to PPO

Tenants of the partner landlords seeking transfer, who are Introductory, Demoted , Assured Shorthold Tenants (AST) or in breach of a PPO at the time they made their successful bid are not eligible to receive offers.

An exception to this can be made if an Introductory or AST tenant has a change of circumstances which creates a housing need, placing them in Silver band or higher.

5. Disability

Where a household with disabilities, are potentially being let a property which can not reasonably be adapted for them. It is not reasonable to adapt properties where a major structural alteration is required such as :

- An extension
- A through floor lift
- Door widening

The need for minor adaptation such as stair lifts, adjustments to baths or showers, grab rails etc should generally not exclude the successful applicant from receiving the offer, however officers will exercise their discretion if funding is not available for these adaptations.

6. Health and Safety, Illegality

A successful bid that creates a risk to life, serious health and safety risk, or creates a situation that is illegal will be overlooked.

Discretionary grounds for overlooking a successful bid will include:

- Where the successful bid does not comply with the terms of the advert
- Where the successful bidder has secured an adapted property without having any need for that adaptation. Staff can re-advertise for a one further cycle in this instance
- Where the bid conflicts with the applicant's basis for priority, other than disabled households securing a general needs property that can reasonably be adapted for them.

Partners must record any instance when a successful bidder has been overlooked, and report regularly to the Project Board.

Appendix 9: -Definition of At Risk of Homelessness

Risk of Homelessness

The following are examples of when a customer is at risk of homelessness; evidence and engagement with Housing Options/ Housing Advice services are required before a customer can be seen as 'at risk'.

- They live in tied accommodation linked to their employment and that employment is coming to an end.
- They have received a valid, legal, written 'notice to quit' from their private landlord giving appropriate notice and the customer has engaged with their local Housing Options/Housing Advice Service. The Officer must be satisfied that the landlord intends to implement the notice.
- One party to a joint Secure, Introductory, Assured or Short Assured tenancy has given notice, ending that tenancy for the other parties and the landlord is not willing to transfer the tenancy to remaining parties or provide suitable alternative accommodation.
- The tenant of a property has died, remaining parties in the property have no right of succession, and there is no offer of suitable alternative accommodation or transfer of tenancy.
- The valid service of a Compulsory Purchase Order or Emergency Prohibition Order.
- Customer subject to demolition of their home.
- Customer has lost their home due to their landlord having been made subject to a re-possession.
- Termination of an Agricultural Tenancy under the terms and administrative processes of the Agricultural Tenancies Act 1976.
- The applicant has been asked to leave by family. Or friends with whom they live.

Applicants connected to the partnership's area are permitted to bid for properties in all seven local authority areas; no other level of local connection is taken into account.

This permits social and economic mobility, improves choice and is integral to a Sub Regional Scheme.

Mobility is framed here with some checks and balances:

- The Project Board will monitor the impact of mobility, linked to baseline data on the level of letting cross boundary in other Sub Regional schemes and the current level of cross boundary letting in North Yorkshire.
- s106 agreements as above
- The discretion to transparently establish Local Lettings Initiatives
- The Project Board reserves the right to limit or restrict cross boundary mobility should a particular local authority area exceed a certain level of **net** inward migration. The Board will consider the impact of any net inward migration that exceeds the current net level (2009) by more than 5 percentage points, imposing a temporary restriction if it sees fit.

e.g.

A local authority makes 400 affordable lets in a year, with 40 lets to people from the other partner council areas, with thirty tenants being let affordable housing elsewhere in the partnership area, then baseline would be +10 or 2.5% of all lets.

Trigger point for review would then be net 7.5% of lets. (again assuming 400 lets, say 40 in and 10 out, net 30.)

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PART A:	MATTERS DEALT WITH UNDER DELEGATED POWERS
REPORT TO:	COMMUNITY SERVICES
DATE:	25 MARCH 2010
REPORT OF THE:	HEAD OF ECONOMY AND HOUSING JULIAN RUDD
TITLE OF REPORT:	RELOCATION OF MALTON MUSEUM
WARDS AFFECTED:	MALTON

EXECUTIVE SUMMARY

1.0 PURPOSE OF REPORT

- 1.1 To consider and support the relocation of the Malton Museum as part of the associated Derwentio Fort project. To demonstrate the Council's support it is recommended that the Council's Policy and Resources Committee consider financial support for the relocation at its meeting on the 1 April 2010.

2.0 RECOMMENDATIONS

- 2.1 That the Community Services Committee:
- i) endorses the relocation of Malton Museum as part of the Derwentio Fort project;
 - ii) requests that the 1 April 2010 meeting of the Policy and Resources Committee recommends to Full Council that the Malton Museum Relocation Project be included in the Council's capital programme, with an allocation of £50,000, subject to an appropriate investment contract with the York Archaeological Trust.

3.0 REASON FOR RECOMMENDATIONS

- 3.1 The project will ensure the long-term sustainability of Malton Museum, the retention of the local collection and provide a significant cultural venue and tourist attraction in Malton and for Ryedale as a whole. The project will also release the Council from the burden of current leases and lead to a long-term financial saving despite the proposed financial contribution towards the project.

4.0 SIGNIFICANT RISKS

- 4.1 The project is managed by York Archaeological Trust, in partnership with the Malton Museum Foundation, and is not led by the District Council. However, any consequent risk will be mitigated through an investment agreement / contract with the YAT / MMF

and two Council Members will sit on the Board of the Malton Museum Foundation.

REPORT

5.0 BACKGROUND AND INTRODUCTION

- 5.1 The York Archaeological Trust (YAT) proposes, in partnership with the Malton Museum Foundation (MMF), to develop the Fitzwilliam Estate Buildings adjacent to Orchard Fields at Malton into a new museum and visitor attraction involving the Roman fort of Derventio, which lies beneath the buildings. YAT has requested a financial contribution from Council towards this substantial project.
- 5.2 The YAT is an independent charity that is well known for its investigations of the archaeological deposits of historic York, some of which led to the creation of JORVIK, the world-renowned Viking centre. Over 14 million visitors have been welcomed to JORVIK and other major YAT projects DIG (formerly the Archaeological Resource Centre) and Barley Hall. Through them and other festivals, events and activities, the Trust significantly contributes to education and provides an attraction for both residents and visiting tourists.
- 5.3 A comprehensive feasibility study has been undertaken of the Malton project and the £2.2 million scheme involves:
- The relocation of Malton Museum from the Old Town Hall to the site with refreshed exhibitions and space for new finds on site and the Wharram Percy collection. The Malton Museum Foundation (MMF) collection would be leased by YAT, with MMF having an advisory role.
 - Ongoing site archaeology, both training and community digs. This will last for approximately 10 years, with a community events programme at the Museum and on Orchard Fields, which the YAT plan to lease (Estimated up to 40,000 visitors per annum).
 - Educational resource / teaching room. (All the above are Phase 1).
 - Café and shop (focusing on heritage and local products and food) (Phase 2).
 - Children's 'hands on' play area. (Phase 3).
 - A large walled garden, part of which will form the dig site and part to be designed and planted according to historical themes e.g. Roman, Elizabethan.
- 5.4 The Council currently leases the Old Town Hall site, which houses the Malton Museum and Malton TIC. Utilities are the responsibility of the Council and the lease runs until April 2012. Budget provision for this is £12,270 p.a. The Council currently also leases the Orchard Fields site from the Estate for £1,000 p.a. as public open space. This lease is due to terminate in April 2013.

6.0 POLICY CONTEXT

- 6.1 The project forms a part of the 'Heart of Malton' programme to improve the visitor economy and to free up commercial space in the town centre. The Council is working with Yorkshire Forward and other partners to progress this package of initiatives. In addition, through the Ryedale LDF and related economic and housing initiatives the District Council is seeking to strengthen the role of Malton and Norton as Ryedale's rural capital.
- 6.2 This project is consistent with the following Council aims and objectives:
- Aim 2: To create the conditions for economic success in Ryedale.
 - Strategic Objective 3: Place of opportunity – to have the economic structure

- and supporting infrastructure in place
- Service Objective 3: Strengthen the role of the market towns
- Strategic Objective 4: Increasing wage and skills levels
- Aim 4: To have active communities where everyone feels welcome and safe
- Service Objective 3: Improving the cultural offer in Ryedale.

7.0 CONSULTATION

7.1 YAT and MMF have led the consultation undertaken in the development of this project.

8.0 REPORT DETAILS

8.1 The significant benefits of this project, which justify RDC financial investment, are:

- Major contribution to visitor appeal and economy of Malton.
- Financial savings to RDC as we are currently responsible for the annual lease and utility costs on the Old Town Hall and Orchard Fields.
- Employment and volunteering opportunities. (YAT will utilise their specialist volunteer co-ordinator to promote this opportunity)
- Support for MMF from YAT with the wealth of experience this brings in fundraising, promotion, publicity and an entrepreneurial approach to visitor attraction management. MMF would benefit from this partnership to assist them through the accreditation processes.
- Links with local schools, including Malton Secondary School, and so providing opportunities for 'A level' archaeology. A teacher's focus day was held as part of the feasibility study for both primary and secondary levels and was well received.
- Raising awareness and use of the public open space in Malton at Orchard Fields, Lady Spring Woods and the community managed 'Castle Gardens'.

8.2 YAT applied to the Heritage Lottery Fund for a Phase 1 Project Delivery Grant of £50,000 in December 2009. The outcome will be known in March 2010 and, if successful, will lead to the full survey work, detailed scaled architectural plans and topographical survey required for a full application for £1 million from the HLF (to be submitted in September 2010). The anticipated start date for the project is January 2011. The £50,000 capital investment that YAT seeks from Ryedale District Council would assist YAT and MMF with the full application process by demonstrating our commitment to the scheme and contribute to the full £2.2 million project. The Ryedale District Council contribution would only proceed when a full funding package is in place for the project and will be subject to an investment agreement to mitigate potential risks identified in Annex A.

8.3 In addition to making a capital contribution the Council can also assist this project by:

- Ensuring the project is included in the Malton and Norton Area Partnership (MNAP) action plan as a key project for Malton.
- Encouraging the MNAP to support the development from their Yorkshire Forward allocation.
- Enabling use of the car park at Ryedale House for weekend special events.
- Providing ongoing support for the MMF through the Council's Arts and Heritage Officer to ensure that the collection is retained and utilised effectively.

8.4 The Malton TIC is currently housed within the Old Town Hall. It is anticipated that a service review will be undertaken in 2010 to identify the most efficient and effective future method of delivering the tourism service, including the provision of tourist

information services, following the move from the Old Town Hall.

9.0 IMPLICATIONS

9.1 The following implications have been identified:

a) Financial

The recommended capital investment would form part of the Capital Programme in 2011/12. Total revenue savings of £13,270 per annum are anticipated once Malton Museum has vacated the Old Town Hall and YAT have taken over the management of Orchard Fields in 2013. The Council's capital programme as approved by Full Council on the 22 February 2010 includes 'Capital Resources Available for New Schemes' at £3.042m. This scheme if approved by Full Council would be financed from this resource.

b) Legal

An 'investment contract' or similar legal contract would be drawn up between YAT and the Council in order to safeguard the capital investment. Similar agreements exist with other capital schemes previously funded.

c) Other

YAT have sought advice from English Heritage regarding the Scheduled Ancient Monument status of the site and EH are involved in the planning phase.

Julian Rudd
Head of Economy and Community

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Background Papers:
Concept Design drawings

Background Papers are available for inspection at:
Economy and Community Unit, Ryedale House.

RELOCATION OF MALTON MUSEUM - RISK MATRIX – ANNEX A

Issue/Risk	Consequences if allowed to happen	Likelihood	Impact	Mitigation	Mitigated Likelihood	Mitigated Impact
Project is not managed by RDC and is therefore outwith Ryedale's direct control	Project may not proceed as planned	3	C	Terms and conditions will be applied to the RDC capital investment in the project via an investment agreement. A robust project plan will also followed	2	B
The project is delayed due to external factors – it is reliant upon receiving Heritage Lottery Grant	The project would be delayed or not proceed	3	C	Our investment will be time limited. Our support for the project will be a positive factor in timely Heritage Lottery decision-making.	2	B
The YAT may not prioritise the MMF collection	The local collection would not be displayed and the local connection lost	2	C	The council's Arts & Heritage Officer will work closely with MMF to ensure that the local collection is maintained and interpreted correctly. The arrangement will form part of the conditions of an investment agreement with YAT.	1	B
Loss of public open space in Malton	As YAT take over the lease, Orchard Fields may not be used as Public Open Space	2	D	YAT have assured RDC that access to Orchard Fields will be retained. This will form part of the conditions of an investment agreement with YAT required to release the proposed RDC funding contribution.	1	B

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

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