

OVERVIEW AND SCRUTINY COMMITTEE

Thursday 16 February 2017 at 6.30 pm

Council Chamber, Ryedale House, Malton

Agenda

1 Emergency Evacuation Procedure.

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

2 Apologies for absence

3 Minutes of the meeting held on 1 December 2016

(Pages 3 - 4)

4 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.

5 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.

6 Customer Complaints Q3 2016-17

(Pages 5 - 6)

7 Delivering the Council Plan

(Pages 7 - 14)

8 Scrutiny Reviews Progress Report

(Pages 15 - 24)

- 9 **CLG Inquiry into Overview and Scrutiny in Local Government** (Pages 25 - 28)
- 10 **Decisions from other Committees** (Pages 29 - 32)
 Policy and Resources Committee held on 2 February 2017
- 11 **Any other business that the Chairman decides is urgent.**

Overview and Scrutiny Committee

Held at Council Chamber, Ryedale House, Malton
on Thursday 1 December 2016

Present

Councillors Acomb (Vice-Chairman), Cussons, Duncan, Gardiner, Jainu-Deen, Jowitt, Keal (Chairman) and Wainwright

In Attendance

Steve Richmond, Martin Miles, Kevan Murray, Rachael Barnes, Beckie Bennett, Clare Slater, Will Baines

Minutes

61 **Apologies for absence**

Apologies were received by Cllr Potter and Cllr Sanderson.

62 **Minutes of the meeting on the 29 September 2016**

| Decision |
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| That the minutes of the meeting of the Overview and Scrutiny Committee held on 29 September 2016 be approved and signed by the Chairman as a correct record. |
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63 **Urgent Business**

There were no items for urgent business.

64 **Declarations of Interest**

There were no declarations of interest.

65 **Report of Everyone Active on the second year of the Leisure Contract for Ryedale District Council**

Considered – Report by Martin Miles, Kevan Murray and Rachael Barnes from Everyone Active.

| Decision |
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| That the report and presentation be noted. |
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66 **Delivering the Council Plan**

Considered – Report of the Deputy Chief Executive.

Decision

That the report be noted and members to feedback on future performance information requirements

67 **Customer Complaints Q2 2016-17**

Considered – Report of the Business Support Manager.

Decision

That the report be noted.

68 **Scrutiny Reviews - Progress report and planning future review topics**

Considered – Report of the Deputy Chief Executive.

Decision

That the report be noted.

69 **Decisions from other Committees**

The minutes of the Policy and Resources Committee meeting on 24 November were presented.

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

There being no other business, the meeting closed at 7:35pm.

Complaints Q3 2016-17

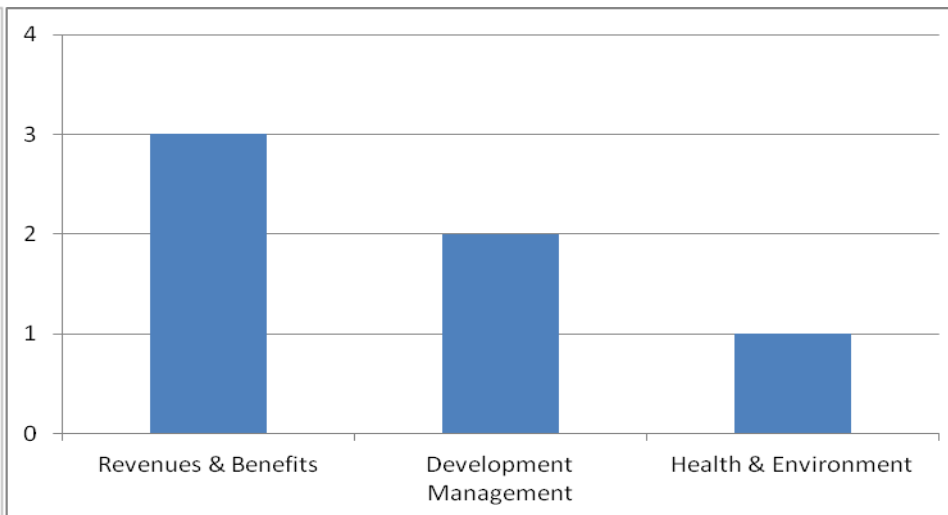
Generated on: 23 January 2017



Complaint Type Description



- Page 5
- Complaints regarding conduct, attitude and actions of employees = 1
 - Delays in responding or complaints about the administrative process = 2
 - Dissatisfaction with the way Council policies are carried out = 1
 - Failure to achieve standards of service = 2



| Development Management (DM) | | | | | | | | |
|--|---|-------------------|-------------------|-------------|----------------------------------|-------------|-------------|-------|
| Summary of Complaint | Complaint Type | Complaint Remedy | Additional Action | Ward | Stage of Complaint | Opened Date | Closed Date | Total |
| Failure to respond to customer satisfaction survey re planning application | Delays in responding or complaints about the administrative process | Explanation Given | | Norton West | Formal complaint | 18-Nov-2016 | 02-Dec-2016 | 2 |
| Planning process planning | Failure to achieve standards of service | Explanation Given | | Hovingham | Complaint escalated to Ombudsman | 12-Dec-2016 | | |

Health & Environment (HE)

| Summary of Complaint | Complaint Type | Complaint Remedy | Additional Action | Ward | Stage of Complaint | Opened Date | Closed Date | Total |
|---------------------------------|---|-------------------|-------------------|----------------|--------------------|-------------|-------------|-------|
| Ryedale Swimming Pool Pickering | Failure to achieve standards of service | Explanation Given | | Pickering East | Initial complaint | 08-Nov-2016 | 10-Nov-2016 | 1 |









































Revenues & Benefits (RB)

| Summary of Complaint | Complaint Type | Complaint Remedy | Additional Action | Ward | Stage of Complaint | Opened Date | Closed Date | Total |
|--------------------------------|---|-------------------|-------------------|-------------|--------------------|-------------|-------------|-------|
| Housing Benefit Claim | Dissatisfaction with the way Council policies are carried out | Explanation Given | | Norton West | Initial complaint | 03-Oct-2016 | 04-Oct-2016 | 3 |
| Benefits Appeal | Complaints regarding conduct, attitude and actions of employees | Explanation Given | | Norton East | Initial complaint | 07-Nov-2016 | 16-Nov-2016 | |
| Overpayment of Housing Benefit | Delays in responding or complaints about the administrative process | Process Review | | | Formal complaint | 22-Dec-2016 | 12-Jan-2017 | |

TOTAL**6**

Council Plan






















Generated on: 20 January 2017

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|--|---|---|---|---|--|---|---|---|---|---|---|---|
| 1. Employment Opportunity & Economic Success |  |  |  |  |  |  |  |  | | | | |
| | EC 10 | EC 12a | EC 12b | EC 12c | EC 12d | EC 13a | EC 13b | EC 40 | | | | |
| 2. Housing Need |  |  |  |  |  |  |  |  |  |  |  |  |
| | BS RB 3 | FP 7 | FP 8 | HS 1 | HS 5 | HS 8 | HS 11b | HS 2 | HS 14 | HS 10b | BS RB 2 | HS 17 |
| 3. High Quality Environment |  |  |  |  |  |  |  |  |  |  |  | |
| | DM 157a | DM 157c | HE 13 | SS 15 | SS 16 | SS 17 | DM 157b | SS 192 | DM 2 | SS 35 | SS 36 | |
| 4. Active Safe Communities |  |  | | | | | | | | | | |
| | HE 10 | EC 77 | | | | | | | | | | |
| 5. Transforming the Council |  |  |  |  |  |  |  | | | | | |
| | BS AS 3 | HR A 01 R | BS AS 1 RDC | BS BI 02 | BS RB 11 | BS RB 12 | BS MD 1 | | | | | |

Status Icon Key

| | | | | |
|--|---|---|---|---|
|  On track |  Warning |  Alert |  Data only indicator |  Long term trend arrow |
|--|---|---|---|---|

1. Employment Opportunity & Economic Success

| | | | | | | |
|---|---|---------------|--|---------|--------------|---|
|  |  | EC 10 | Total Job Seeker Allowance and Universal Credit Out of Work Claimants Aged 16 - 64 | | |  |
| Current Value | 1.1% | November 2016 | Previous Result | 1.0% | October 2016 | |
| Yorkshire and The Humber 2.1%, Great Britain 1.8% | | | | | | |
|  |  | EC 12a | % Ryedale population aged 16-64 qualified - NVQ1 or equivalent | | |  |
| Current Value | 83.5% | 2015/16 | Previous Result | 83.1% | 2014/15 | |
| Ryedale had 25,100 residents between January-December 2015 aged 16-64 studying at NVQ1 level and above. Young people achieve level 1 and 2 NVQ's in order to improve their career prospects. The council has targeted resources through various apprenticeships. This level is a stepping stone to future learning opportunities. | | | | | | |
|  |  | EC 12b | % Ryedale population aged 16-64 qualified - NVQ2 or equivalent | | |  |
| Current Value | 70.5% | 2015/16 | Previous Result | 67.5% | 2014/15 | |
| Ryedale had 21,200 residents between January-December 2015 aged 16-64 studying at NVQ2 level and above. Young people achieve level 1 and 2 NVQ's in order to improve their career prospects. The council has targeted resources through various apprenticeships. This level is a stepping stone to future learning opportunities. | | | | | | |
|  |  | EC 12c | % Ryedale population aged 16-64 qualified - NVQ3 or equivalent | | |  |
| Current Value | 45.1% | 2015/16 | Previous Result | 54.4% | 2014/15 | |
| The percentage of Ryedale residents aged 16-64 reaching NVQ3 and above dropped from 15,900 attaining the qualification to 13,600 from January-December 2015. | | | | | | |
|  |  | EC 12d | % Ryedale population aged 16-64 qualified - NVQ4 or equivalent | | |  |
| Current Value | 29% | 2015/16 | Previous Result | 41.0% | 2014/15 | |
| The number of the Ryedale residents qualified to NVQ4 or equivalent has dropped from 12,000 to 8,700 | | | | | | |
|  |  | EC 13a | Gross weekly earnings by workplace | | |  |
| Current Value | £460.10 | 2016/17 | Previous Result | £410.40 | 2015/16 | |
| Ryedale has the lowest median gross weekly wage in the LEP area. Although unemployment is low, low wages cause many people to have more than one job and also cause housing affordability issues. Priorities to increase wage levels for local people are in the Ryedale Economic Action Plan. | | | | | | |
|  |  | EC 13b | Gross weekly earnings by residency | | |  |
| Current Value | £443.10 | 2016/17 | Previous Result | £411.80 | 2015/16 | |

Earnings by Workplace 2015 annual data (pounds) Ryedale £411.80, Craven £450.20, Scarborough £467.90, Hambleton £479.50, York £496.00, Harrogate £518.00, Richmond £518.50, Selby £526.50. Yorkshire and Humber region average £480.50, Great Britain £529.60




Ryedale has the lowest median gross weekly wage in the LEP area. Although unemployment is low, low wages cause many people to have more than one job and also cause housing affordability issues. Priorities to increase wage levels for local people are in the Ryedale Economic Action Plan.

| | | | | | | |
|---|---|---------|------------------------------|-------|---------|---|
|  |  | EC 40 | Employment Rate - aged 16-64 | | |  |
| Current Value | 81.5% | 2015/16 | Previous Result | 84.5% | 2014/15 | |

2015/16: Yorkshire and Humber 72.2% Great Britain 73.7%

Although generally buoyant, the high technology manufacturing sector specialising in sub sea technologies has been declining due to global oil price depressing oil exploration activity. RDC is continuing to support the high technology manufacturing sector through training and infrastructure support. Seasonality is also an issue addressed in the Visitor Economy activity delivered by RDC.



2. Housing Need

| | | | | | | |
|---|---|---------------|---|-----------|--|---|
|  |  | BS RB 3 | Speed of processing - changes of circumstances for HB/LCTS claims | | |  |
| Current Value | 6.0 days | December 2016 | Current Target | 12.0 days | | |




The performance for changes of circumstance for both housing benefit and local council tax support has been strong over recent months. However the implementation of the full service for Universal Credit in June 2016 for Ryedale working age claimants may cause a significant increase in the volume of changes to be processed for LCTS claimants, which may in turn affect performance.

| | | | | | | |
|---|---|---------|-------------------------------|-----|--|---|
|  |  | FP 7 | Net additional homes provided | | |  |
| Current Value | 245 | 2015/16 | Current Target | 200 | | |

The target of 200 is the LDF plan requirement. 261 net additional homes were provided in 2014/15




| | | | | | | |
|---|---|---------|-------------------------------------|--------|--|---|
|  |  | FP 8 | Supply of deliverable housing sites | | |  |
| Current Value | 116.0% | 2015/16 | Current Target | 100.0% | See Annual Monitoring Statement and Strategic Housing Land Availability Assessments. Target five year housing supply= 100% | |

The new five year deliverable supply figure at 31/3/16 is 1158 plots which equates to 5.8 years of deliverable supply (based on the Plan requirement of 200) or 116%

| | | | | | | |
|---|---|------------|--|--------|--|---|
|  |  | HS 1 | Homeless applications on which RDC makes decision and issues notification to the applicant within 33 working days (was LPI 70) | | |  |
| Current Value | 100.0% | Q3 2016/17 | Current Target | 100.0% | Target is to decide on all applications within 33 days | |
















4 decisions made within period and notified within 33 days of application

| | | | | | | |
|--|---|------------|---|----------------|------------|---|
| ✓ | ↑ | HS 2 | Length of stay in temporary accommodation (B&B, weeks) Snapshot | | |  |
| Current Value | | 0.43 weeks | Q3 2016/17 | Current Target | 4.00 weeks | Target: National maximum allowable is 6 weeks. Local target of 4 weeks |
| 2 occasions only where a total of 3 days were spent in B & B (1 day + 2 days) | | | | | | |
| ✓ | ↑ | HS 5 | Number of Homeless Applications | | |  |
| Current Value | | 5 | Q3 2016/17 | Current Target | 13 | |
| 5 Applications were received in the is period (01/10/16 - 31/12/2016) | | | | | | |
| ✓ | ↑ | HS 8 | Prevention of Homelessness through Advice and Proactive Intervention (values and targets are per quarter, not accumulative) | | |  |
| Current Value | | 44 | Q3 2016/17 | Current Target | 39 | Target is to achieve 10% improvement in numbers of preventions year on year |
| Between 01/10/16 and 31/12/2016 there were 44 Homelessness Preventions through Advice and Proactive Intervention through the Local Authority | | | | | | |
| ✓ | ↑ | HS 11b | Properties empty for six months or more | | |  |
| Current Value | | 233 | 2015/16 | Current Target | 249 | |
| This figure is included on the government return CTB1 which informs the New Homes Bonus Allocation. The figure is calculated in October and is the total of empty properties which have been empty for six months or more | | | | | | |
| ⚠ | ↓ | HS 14 | Affordability Ratio | | |  |
| Current Value | | 8.5 | 2015/16 | Current Target | 8.39 | Target is to improve on previous years performance |
| Affordability ratios in 2015 were calculated using earnings data from April 2015 and house price data for the period September 2014-September 2015. | | | | | | |
| ⛔ | ↓ | BS RB 2 | Speed of processing - new HB/LCTS claims | | |  |
| Current Value | | 43.5 days | December 2016 | Current Target | 25.0 days | |
| The delay in processing new claims for Housing Benefit and Local Council Tax support is due to one full time member of staff leaving and holidays and in addition for Local Council Tax Support there are delays with Universal Credit up to six weeks for new claims which is administered by the Department for Work and Pensions but we use as income in the assessment of Local Council Tax Support. | | | | | | |
| ⛔ | ↓ | HS 10b | % Households in Ryedale in Fuel Poverty (Low Income High Cost) | | |  |
| Current Value | | 15.9% | 2014/15 | Current Target | 10.6% | Target is to improve on previous years performance |
| 3636 out of 22827 households in Ryedale were in fuel poverty in 2014 | | | | | | |




| | | | | | | |
|---|---|-------|--|----------------|----|---|
|  |  | HS 17 | Number of affordable homes delivered (gross) | | |  |
| Current Value | | 30 | 2015/16 | Current Target | 75 | 35% of market housing target would result in 70 affordable homes arising from 200 net additional homes. |
| 93 Affordable homes under construction with 35 completed. | | | | | | |

3. High Quality Environment

Page 1




| | | | | | | |
|--|---|---------|--|----------------|--------|--|
|  |  | DM 157a | Processing of planning applications: Major applications (13 weeks) | | |  |
| Current Value | | 86.40% | December 2016 | Current Target | 70.00% | Targets originally set under Planning Delivery Grant regime |
| At the end of December 2016 performance stood at 86.4% being dealt with within agreed target times, exceeding the target of 70% . Again this figure can be volatile arising from the relatively low numbers of major category applications received. | | | | | | |
|  |  | DM 157c | Processing of planning applications: Other applications (8 weeks) | | |  |
| Current Value | | 90.20% | December 2016 | Current Target | 90.00% | Targets originally set under Planning Delivery Grant regime |
| Performance at 90.2% exceeds the 90% target and has been consistent for several months. | | | | | | |
|  |  | HE 13 | % of Food establishments in the area broadly compliant with food hygiene law | | |  |
| Current Value | | 86% | 2015/16 | Current Target | 72% | Target is to improve on previous year. Assessments of premises undertaken using risk based scoring and national guidance. 17% of premises are low risk and not accessed and by default not compliant under the national definition for this indicator. |
| The “broadly compliant” performance Indicator is defined as the percentage of food establishments within the local authority area that are broadly compliant with food law. The assessment is based on a scoring system that is defined in the national Code of Practice. When officers inspect a food business they rate the business with respect to several aspects. Three of those aspects namely the standard of hygiene, the structural standard and the confidence in management are awarded numerical values and if any one of them falls below a prescribed level then the establishment is judged to be non broadly compliant. | | | | | | |
|  |  | SS 15 | % of Household Waste Recycled | | |  |
| Current Value | | 21.73% | 2015/16 | Current Target | 20.00% | Target set following analysis of previous performance levels |
| Performance continues to improve. The priority is to maintain this level of performance. | | | | | | |
|  |  | SS 16 | % of Household Waste Composted | | |  |
| Current Value | | 24.07% | 2015/16 | Current Target | 23.00% | Target set following analysis of previous performance levels |
| The target has been reduced from 30% to 23%. This is to reflect the reduction in tonnages post garden waste subscription, which is circa 35-40% per annum. Although overall tonnage PA has reduced, it is clear to see from sales and tonnage data that participation per household has increased by 36%. Taking the average kg's per household from 297 kg's up to 462 kg's. So whilst | | | | | | |

tonnage has reduced and impacts on overall recycling performance, residents using the service are 'super users' justifying the kerbside collection. In addition to this rates of contamination have reduced to almost zero.




| | | | | | | |
|---|---|--------|---|----------------|-------|---|
|  |  | SS 17 | Household Waste Collection - % change in kilograms per head | | |  |
| Current Value | | -3.45% | 2015/16 | Current Target | 0.25% | Target is to improve on previous years change |

Year on year the amount of household waste collected has significantly reduced, giving a net change of -3.45% in 15/16.

2015-16 408.78 kg/per head, 2014-15 423.41 kg per head.

| | | | | | | |
|---|---|---------|---|----------------|--------|---|
|  |  | DM 157b | Processing of planning applications: Minor applications (8 weeks) | | |  |
| Current Value | | 75.00% | December 2016 | Current Target | 80.00% | Targets originally set under Planning Delivery Grant regime |

Performance has continued to improve over 2015/16 end of year performance - assisted in part by the reduced numbers of planning permissions which require S106 legal agreements to be completed (relating to small sites).

| | | | | | | |
|---|---|--------|---|----------------|--------|---|
|  |  | SS 192 | % of household waste sent for reuse, recycling and composting | | |  |
| Current Value | | 45.80% | 2015/16 | Current Target | 49.70% | National target to achieve 50% by 2020 |

2016/17 was the first full year of data that reflects the full impact of charging for garden waste. Results are positive, achieving 46% subscription rate against a target of 35%. The overall recycling rate has reduced by 8% against a forecast reduction of 15%.

15/16 45.8% (first full year charging for garden waste)

14/15 48% (Part year charging for garden waste collection)

13/14 53% (no charge for garden waste collection)

A new target will be issued upon a review of current performance.

| | | | | | | |
|---|---|-------|--------------------------|----------------|-------|---|
|  |  | DM 2 | Planning appeals allowed | | |  |
| Current Value | | 40.0% | Q3 2016/17 | Current Target | 33.0% | Target based on national averages and benchmarking |

At the end of Quarter Two 10 decisions had been received which included three allowed. It is of note that two of these were on adjacent sites relating to appeals by Gladmans at Langton Rd Norton. Whilst the 33% allowed appeals target is being met it is also of note that this target can be extremely volatile because of the low numbers of appeals lodged.




| | | | | | | |
|---|---|-------|-------------------------------------|----------------|--------|--|
|  |  | SS 35 | % CO2 reduction from LA operations. | | |  |
| Current Value | | 18.5% | 2015/16 | Current Target | -12.5% | Target set for three years, based on national guidance. To be reviewed following analysis of performance to date |




A recent audit has identified issues in the calculation of performance data and targets. This matter is being investigated and a revised target will be set. The issue identified is in the analysis of data and NOT performance. However both need assessing to determine a fair and reasonable level of performance.

| | | | | | | |
|---|---|-------|----------------------------------|----------------|-------|--|
|  |  | SS 36 | Tonnes of CO2 from LA operations | | |  |
| Current Value | | 1,680 | 2015/16 | Current Target | 1,418 | Target set for three years, based on national guidance. To be reviewed following analysis of performance to date |




The large increase in CO2 emissions in 2015-16 is due to the energy consumption of the pools not being included for part of 2014-15. The pools are still owned by the Council and therefore should be included in the calculation of this performance indicator. As such future targets will be revised based on 16/17 performance.













4. Active Safe Communities

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|---|---|-----------------|------------------------|------|---------|---|
|  |  | EC 77 | Total Crime in Ryedale | | |  |
| Current Value | 1,015 | 2016/17 to date | Current Target | 1659 | 2015/16 | |
| The level of crime recorded in 2014/15 was unsustainably low at 1487 and the performance for subsequent years will be higher than this. In 2013/14 2273 crimes were recorded. | | | | | | |

| | | | | | | |
|---|---|-------|---|----------------|-------|---|
|  |  | HE 10 | Adult participation in sport and active recreation. Sport England Active People Survey-Annual | | |  |
| Current Value | | 35.5% | 2015/16 | Current Target | 32.7% | Target is to improve on previous years performance |
| The percentage of Ryedale residents exercising with moderate intensity for 30 minutes at least once a week has increased for 2015/16 to 35.5%. This is above the Yorkshire (35.0%) but below the percentage for England (36.1%) | | | | | | |

5. Transforming the Council

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|---|--|---|----------------|-----------|--|
| BS AS 1 RDC | Service enquiries resolved at first point of contact (telephone) |  | | | |
| Current Value | 68% | December 2016 | Current Target | 50% | Target is for year on year improvement |
| Following changes of staffing within the team at front of house, performance has improved, and call volumes managed at peak times, such as council tax billing and garden waste licence renewals, with support of other hub teams. | | | | | |
| BS AS 3 | Payments made using electronic channels |  | | | |
| Current Value | 97% | December 2016 | Current Target | 85% | Target is set to maintain performance |
| Electronic channels include web, telephone and Direct Debit. | | | | | |
| HR A 01 R | Average number of Working Days Lost Due to Sickness Absence per FTE, RYEDALE |  | | | |
| Current Value | 0.46 days | December 2016 | Current Target | 0.63 days | Average absence calculated by the CIPD in their annual survey of absence management last year for the public sector was 8.7 days and in the private sector 6.9. The annual 2016/17 target has therefore been revised to 7.2 days for RDC to reflect our ambition to be more commercial in how we deliver our business. |
| Performance continues to improve. The total number of days lost to sickness absence in 2015/16 was 2450 days. The number of days lost in April 2015 was 236 compared with 140 days in April 2016, for both long term and short term absence. The % of working days lost to sickness absence in 2015/16 was 4%, an improvement of 2% on 2014/15. | | | | | |

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|---|---|----------|--|----------------|--------|---|
|  |  | BS BI 02 | % FOI Requests responded to within 20 working days | | |  |
| Current Value | | 94% | November 2016 | Current Target | 95% | |
| 51 out of 54 FOI requests were responded to within 20 days. | | | | | | |
|  |  | BS RB 11 | % of Council Tax collected | | |  |
| Current Value | | 85.82% | December 2016 | Current Target | 86.26% | Target is set to maintain performance |
| In-Year collection drop attributable to the uptake of 12 monthly payers increasing. The effect of this is that collection is lower between April & January compared to the previous year, but we expect it to catch back up in February & March 2017. | | | | | | |
|  |  | BS RB 12 | % of Non-domestic Rates Collected | | |  |
| Current Value | | 85.60% | December 2016 | Current Target | 85.94% | Target is set to maintain performance |
| Decrease in collection compared to previous year attributable to various factors. Primarily increase in uptake of 12 monthly instalment plans and Rateable Value changes. | | | | | | |
|  |  | BS MD 1 | Standard searches completed in 5 working days | | |  |
| Current Value | | 54.2% | December 2016 | Current Target | 90.0% | Target is set to maintain performance |
| CCC late responses are leaving it too late for us to deal with and dispatch search notices within the 5 working day target. | | | | | | |



| | |
|-------------------------|---|
| REPORT TO: | OVERVIEW AND SCRUTINY COMMITTEE (SCRUTINY) |
| DATE: | 16 FEBRUARY 2017 |
| REPORT OF THE: | FRONT LINE SERVICE DELIVERY LEAD BECKIE BENNETT |
| TITLE OF REPORT: | SCRUTINY REVIEWS - PROGRESS REPORT AND IDENTIFICATION OF TOPIC FOR FUTURE REVIEW |
| WARDS AFFECTED: | ALL |

EXECUTIVE SUMMARY

1.0 PURPOSE OF REPORT

- 1.1 To provide an update on progress with implementing the recommendations agreed resulting from previous scrutiny reviews and to agree the terms of reference for the next review.

2.0 RECOMMENDATIONS

- 2.1 It is recommended that Members:
- (i) note the progress report for previous scrutiny review recommendations and
 - (ii) agree the terms of reference for the next scrutiny review

3.0 REASON FOR RECOMMENDATIONS

- 3.1 To keep the Members of the Scrutiny Committee appraised of the progress with implementing recommendations made following previous reviews (Summary table attached at Annex A) and to plan the future work of the Scrutiny Committee.
- 3.2 To action the referral from Council on 8 December 2016 to review the times of meetings and agree the terms of reference (draft attached at Annex B).

4.0 SIGNIFICANT RISKS

- 4.1 No significant risks have been identified

5.0 POLICY CONTEXT AND CONSULTATION

- 5.1 Scrutiny reviews link into corporate aim 5 (to transform the Council), strategic objective 8 (to know our communities and meet their needs) and 9 (to develop the leadership, capacity and capability to deliver future improvements).

REPORT

6.0 REPORT DETAILS

- 6.1 The table attached at Annex A details the recommendations agreed following previous scrutiny reviews.
- 6.2 Following the meeting of Council on 8 December 2016 , the Scrutiny Committee has had the matter of the time of meetings referred to it for review. This will therefore be the topic of the next review and a draft Terms of Reference is attached at Annex B for consideration and agreement. Other suggestions for future review areas will be brought back to a later meeting when this review is completed.

7.0 IMPLICATIONS

- 7.1 The following implications have been identified:
- a) Financial
None
 - b) Legal
None
 - c) Other (Equalities, Staffing, Planning, Health & Safety, Environmental, Crime & Disorder)
None

8.0 NEXT STEPS

- 8.1 The Scrutiny Committee need to set a meeting time for a task group to undertake the review as defined in the Terms of Reference, as to be agreed by the Committee.

Beckie Bennett Frontline Service Delivery Lead

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Background Papers:

Links to final reports have been included in the table attached at Annex A

| Scrutiny Review of the Councils Role in Flood Management considered by Council on 8 December 2016 - link to final report | |
|---|--|
| Recommendations as agreed by Council | |
| 1. That RDC commits £12,000 funding (up to a maximum of 20%) to resource a project manager to progress delivery of the Malton, Norton and Old Malton Flood Study project and drive partnership working, and seeks match funding from the partners of the Malton and Norton Project Group | The Malton, Norton and Old Malton Project Team meets as part of the ongoing commitment to deliver outcomes to the community as responsible flood risk management authorities. NYCC have commissioned consultants to make progress with the MN and OM flood study which may identify the need for additional PM support. |
| 2. RDC commits £2.5k (20%) funding towards a CCTV monitoring survey to understand the drainage system in Old Malton. | See above as this survey will be included in the work being commissioned by NYCC and RDC will make the agreed contribution to this. |
| 3. That Natural Flood Management (NFM) considerations should be integral to all local flood management solutions and that RDC continues to facilitate links across the various partners and interested stakeholders endorsing a whole catchment approach | The Yorkshire Derwent Partnership Board are currently developing a whole catchment area set of plans with specific delivery task groups in place to achieve outcomes eg Ryevitalise and a RDC rep attends, with a key objective of these projects being to develop natural flood management solutions. |
| 4. That RDC allocates a sum of £50,000 to a grant fund to support local flood solutions which will be allocated through Resources Working Party (similar to the arrangements for the allocation of Community Grants) where the criteria for allocation will also be agreed. Town and Parish Councils would be eligible to apply (including Malton and Brawby), as should any fully constituted community group, with any grant conditional on the preparation of a Community Resilience Plan to ensure sustainability and linkage to NYCC and other flood risk management partner organisations. Any contribution RDC makes towards a local solution involving equipment is on the basis that: a) The community group or parish council engage with NYCC to set up a community resilience group (CRG) with a Community Resilience Plan (CRP) | <p>All Parish and Town Councils have been informed of the availability of grant funding to support local flood solutions. Work is continuing, with several meetings already planned, to support the development of projects which may be eligible and to ensure links to NYCC and community resilience plans.</p> <p>Communities are being invited to submit an expression of interest in grant funding to enable the development of solutions with support from the relevant authorities.</p> <p>The formal application process is currently being developed.</p> |

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| <p>b) The CRG undertake training and take responsibility for deploying and insuring the pump with sign off from NYCC</p> <p>c) That the Resources Working Party make recommendations to the Policy & Resources Committee on the grant applications for this fund, and that the criteria be similar to that used for the Community Grant applications ie;</p> <p>i. Grant must not exceed £5000.00 or 25% of the total cost - whichever is the lowest</p> <p>ii. Grants up to £1000 may be 100% of the total cost.</p> <p>iii. In certain circumstances the above criteria may be waived if it is felt that an application will be of exceptional benefit to a community.</p> <p>5. That the above spending be funded from the New Homes Bonus Reserve</p> | |
| <p>6. That Council may consider that funding be allocated from the New Homes Bonus towards the funding gap of £1.8m of the approved GiA scheme for the alleviation of flooding in Malton, Norton and Old Malton. That any contribution should be to a maximum of 20% of the funding gap.</p> | <p>The further work commissioned by NYCC to progress the M, N and OM Study will provide more detailed costings to inform future stakeholder engagement to bridge the funding gap.</p> |
| <p>Scrutiny Review of Assets - link to final report considered by Council 8.10.16</p> | |
| <p>Recommendations - As agreed by Council</p> | |
| <p>The Council policy on the management of property assets is as follows:</p> <p>Vision:</p> <p>To optimise the use of the Councils property assets in supporting the delivery of the Councils priorities and delivering best value and value for money for the residents of Ryedale</p> | <p>A new asset management strategy is being developed by officers to enable the delivery of this policy.</p> <p>The Chief Executive reassured Members that officers would not dispose of any major assets without coming back to Council if the policy was adopted.</p> <p>Member Briefing 11 January 2017 linking the budget and assets.</p> |

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| <p>Policy:</p> <p>To achieve best value from each property asset by:</p> <ul style="list-style-type: none"> • Occupying an asset for the efficient delivery of Council services or • Renting to another to generate revenue income for the Council or • Disposing of any asset which achieves neither of the above and which could generate a receipt for the Council <p>Principles:</p> <ul style="list-style-type: none"> • To optimise the use of operational assets • That fewer operational buildings is lowest cost and lowest risk to service delivery • To manage the councils estate to achieve the best social, economic and environmental benefit for the communities of Ryedale • To dispose of underutilised assets • To acquire assets that would support the finances of the Council and delivery of the Council priorities • That the proceeds of the sale of any of the assets be used to support the delivery of the Council's priorities. • For disposal of any Council owned asset used for car parking, decisions should be made in the context of a car parking policy. | |
| <p>Scrutiny Review of Fuel Poverty in Ryedale - Link to final report</p> | |
| <p>Recommendations – To Council</p> | |
| <p>1. That the Council should in future refer to fuel poverty as affordable warmth. Fuel poverty is the problem to be addressed and affordable warmth is the outcome to be achieved.</p> | <p>These recommendation have been discussed at Resources Working Party and a business case was requested for the stock condition survey. A report was considered by P and R on the 31 March 2016</p> |

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| <ol style="list-style-type: none"> 2. That the Council should continue to report on both of the fuel poverty indicators for Ryedale when reporting on the delivery of the Councils Business Plan 3. That the Council should continue to prioritise increasing wage levels in Ryedale by creating the conditions for economic success 4. To continue to challenge the assumptions made about those most likely to be affected by fuel poverty and continue to lobby for support for solutions which work in rural communities, and for all vulnerable households including young families, and anyone who is socially isolated. 5. To agree the funding for a stock condition survey for all property in Ryedale to provide the data to support the development and targeting of future initiatives to improve affordable warmth throughout the district. | <p>with recommendations may then made to Council. It was resolved that Recommendations 1-5 were agreed and also that, in relation to the recommendation 5, the cost of commissioning a stock control survey be kept to a minimum whilst upholding statutory obligations.</p> <p>The White Rose Home Improvement Agency has led to the development of the Well Being Service, Handyman Service, the delivery of Disabled Facilities Grants (DFGs) and the amalgamation of the Choices for Energy Service. Funding from Public Health has supported improvements to homes to reduce fuel poverty. Through Warm & Well in North Yorkshire we have developed the Cold Snaps Warm Homes project involving the thermal imaging of 3 villages in Ryedale. An updated stock condition survey will be completed in 2016/17.</p> |
| <p>To Planning Committee:</p> <ol style="list-style-type: none"> 1. That the Council should be seeking new development to be built to the highest current codes for design and construction, lowering energy demand, encouraging occupants to reduce their energy use and supporting the use of renewable and/or low carbon sources. 2. To train members of the planning committee in the application of the energy hierarchy to new development and existing buildings. | <p>Energy efficiency is an ongoing consideration by members of the committee for decisions they make and in any decisions delegated to officers.</p> <p>This is incorporated into the mandatory training for members of the planning committee and also as part of member briefings on the Ldf policy framework.</p> |
| <p>To Management Team:</p> | |
| <ol style="list-style-type: none"> 1. That officers should pursue the routes for accessing the Energy Performance Certificate data, and analysis of the policy implications of the insight provided. 2. To develop a concise set of questions, along the line of 'every contact counts', to help front line staff to identify those who | <p>Management team have discussed the recommendations and recommendation one will be resolved following the decision on the stock condition survey, as analysis the EPC data will form part of the work undertaken.</p> |

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| <p>are living in a cold home. Identify key staff and timing for a pilot and link to North Yorkshire Winter Health Strategy and ensure action is taken to help any household to achieve affordable warmth.</p> <ol style="list-style-type: none"> 3. To gather any self-reported data on the location and incidence of fuel poverty through contact made with front line staff. 4. That officers should explore the feasibility of warm healthy homes type project in partnership with public health and stronger communities, to reduce social isolation and help to connect people - 'Warm communities' and 'winter champions'. 5. Make sure we communicate the key facts about keeping warm affordably at the right time of year to our residents, annually. | <p>Management Team will develop a response to recommendations 2 and 3 as part of the service redesign being undertaken as part of the Towards 2020 programme as this has a focus on designing services to meet customer needs.</p> <p>The fourth recommendation will be addressed following the stock condition work , if this is agreed by Council, as it is being recommended that the health impact Assessment work is included in the survey of stock condition. This will then inform any future programmes to address the health impact of cold homes and social isolation.</p> <p>See response to 4 above.</p> |
| <p>Scrutiny Review of Members Involvement in Outside Bodies and as Member Champions - Link to final report</p> | |
| <p>Scrutiny Review of the Role the Council Should play in Supporting the Voluntary and Community Sector Link to final report</p> | |
| <p>Scrutiny Review of Post Offices 2010-11 Link to final report</p> | |

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Annex B

Terms of Reference - Scrutiny Review of Meeting Start Times

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| Aim of the Review | <p>To consider meeting start times as requested by Full Council on 8 December 2016, when it considered the timetable of meetings for 2017-18 and resolved:</p> <ul style="list-style-type: none"> (i) That Council approve the timetable of meetings for 2017-2018, attached as Annex A of the report. (ii) That we refer this matter [of meeting start times] to O&S for further discussion and production of a report to be considered by P&R and then Full Council. |
| Why has this review been selected? | <p>The issue of meeting start times was raised at Full Council, when the following amendment was moved:</p> <p><i>"That Full Council and Planning Committee should start at 6pm.</i></p> <p><i>That all other meetings start at 4pm.</i></p> <p><i>That these changes take effect from 18 May 2017."</i></p> <p>The amendment was lost when put to the vote, so the existing meeting start times were continued for 2017-18.</p> <p>However a further amendment proposed that O&S review the issue looking to the longer term.</p> <p>An informal review of start times was last carried out in December 2010 by the Corporate Director (s151). However there have been changes to the membership of the Council and the way in which it operates since then.</p> |
| Who will carry out the review? | <p>The review will be carried out by a task group including:</p> <ul style="list-style-type: none"> • A minimum of 2 members of the O and S committee (but open to all members of O and S) • Support will be provided by the Democratic Services Manager • With input from other officers as required, including the Monitoring Officer • With consultation with all Members • With information from other local authorities |
| How the review will be carried out? | <p>The task group will consider the implications of both the current meeting start times and possible changes to these. Potential questions that the committee could consider in scoping the review include:</p> <ul style="list-style-type: none"> • What are the equalities impacts on Members, Officers and members of the public of daytime and evening meetings, and can these be mitigated? [An equality impact assessment has already been carried out and can be made available to the task group.] • What were Members expectations around meeting start times when they decided to stand for election, and should any changes only be introduced at the beginning of a new term and with sufficient notice |

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| | <p>ahead of elections?</p> <ul style="list-style-type: none"> • What is the capacity of the organisation to support evening meetings and what is the impact on both Members and Officers in terms of quality of decision making and work the following day? |
| What are the expected outputs? | It is expected that the task group will produce a report, summarising the evidence they have gathered and containing specific recommendations for the Council. |
| Timescale | It is anticipated that the group will conclude the outcomes of the review by June 2017. Progress reports will be submitted to the committee if required during the review. |



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| REPORT TO: | OVERVIEW AND SCRUTINY COMMITTEE (SCRUTINY) |
| DATE: | 16 FEBRUARY 2017 |
| REPORT OF THE: | FRONTLINE SERVICE DELIVERY LEAD |
| TITLE OF REPORT: | CLG INQUIRY INTO OVERVIEW AND SCRUTINY IN LOCAL GOVERNMENT |
| WARDS AFFECTED: | ALL |

EXECUTIVE SUMMARY

1.0 PURPOSE OF REPORT

- 1.1 To inform Members of the review into overview and scrutiny arrangements for local government being undertaken by the Communities and Local Government (CLG) Committee and to agree the mechanism for preparing a written submission.

2.0 RECOMMENDATIONS

- 2.1 It is recommended that Members:
- (i) note the questions being asked by the review and submit any comments to the Frontline Service Delivery Lead by 24 February 2017
 - (ii) that a submission based on comments received be submitted by the Frontline Service Delivery Lead in consultation with the Chair of O & S by 10 March 2017

3.0 REASON FOR RECOMMENDATIONS

- 3.1 To feedback the views of Ryedale District Council (RDC) on overview and scrutiny arrangements for local government to the CLG Committee for inclusion in their inquiry.

4.0 SIGNIFICANT RISKS

- 4.1 No significant risks have been identified

5.0 POLICY CONTEXT AND CONSULTATION

- 5.1 The current overview and scrutiny arrangements were introduced in 2000 by the Local Government Act.
- 5.2 Views of all Overview and Scrutiny Members to be requested ahead of preparation of the RDC submission to CLG.

REPORT

6.0 REPORT DETAILS

6.1 The Communities and Local Government (CLG) Committee launched an inquiry into overview and scrutiny in local government on 24 January 2017. The Committee will consider whether overview and scrutiny arrangements in England are working effectively and whether local communities are able to contribute to and monitor the work of their councils and a link to the full details is included below:

- [Inquiry: Overview and scrutiny in local government](#)
- [Communities and Local Government](#)

6.2 The Committee invites written evidence on:

- Whether scrutiny committees in local authorities in England are effective in holding decision-makers to account
- The extent to which scrutiny committees operate with political impartiality and independence from executives
- Whether scrutiny officers are independent of and separate from those being scrutinised
- How chairs and members are selected
- Whether powers to summon witnesses are adequate
- The potential for local authority scrutiny to act as a voice for local service users
- How topics for scrutiny are selected
- The support given to the scrutiny function by political leaders and senior officers, including the resources allocated (for example whether there is a designated officer team)
- What use is made of specialist external advisers
- The effectiveness and importance of local authority scrutiny of external organisations
- The role of scrutiny in devolution deals and the scrutiny models used in combined authorities
- Examples where scrutiny has worked well and not so well

7.0 IMPLICATIONS

7.1 The following implications have been identified:

- a) Financial
None
- b) Legal
None
- c) Other (Equalities, Staffing, Planning, Health & Safety, Environmental, Crime & Disorder)
None

8.0 NEXT STEPS

8.1 The Frontline Service Delivery Lead will collate responses received from Overview and Scrutiny Members which are required by 24 February to allow time to prepare a response in consultation with the Chair of O and S. The deadline for submissions of evidence is 10 March 2017.

Beckie Bennett
Frontline Service Delivery Lead

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Background Papers:

Links to further information on the CLG Inquiry are included in the report.

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Policy and Resources Committee

Held at Council Chamber, Ryedale House, Malton
on Thursday 2 February 2017

Present

Councillors Joy Andrews, Paul Andrews, Steve Arnold (Vice-Chairman), Val Arnold, Clark, Cowling (Chairman), Goodrick (Substitute), Ives, Oxley.

Overview & Scrutiny Committee Observers: Councillors Acomb, Cussons and Wainwright

In Attendance

Will Baines, Jos Holmes, Gary Housden, Peter Johnson, Clare Slater and Janet Waggott

Minutes

40 Apologies for absence

Apologies for absence were received from Cllr Bailey.

41 Minutes

Decision

That the minutes of the meeting of the Policy and Resources Committee held on 24 November 2016 be approved and signed by the Chairman as a correct record.

Voting Record

8 For
0 Against
0 Abstentions

42 Recommendations from the Resources Working Party held on 19 January 2017

Decision

That the recommendations of the meeting of the Resources Working Party held on 19 January 2017 be approved and signed by the Chairman as a correct record.

Voting Record

5 For
1 Against
2 Abstentions

43 Urgent Business

There were no items of urgent business.

44 Declarations of Interest

Councillor Ives declared a personal, non-pecuniary but not prejudicial interest in Item 10 (Policy for allocation of S106 monies) as he had been lobbied on the use of Section 106 funds.

Councillor Ives declared a personal, non-pecuniary but not prejudicial interest in Item 7 (Ryedale Development Fund) as he had been lobbied on a previous application to the fund that was rejected by Council and led to the surplus of funds under consideration.

Councillor Andrews declared a personal, non-pecuniary but not prejudicial interest in Item 10 (Policy for allocation of S106 monies) as a member of Malton Town Council.

PART 'A' ITEMS - MATTERS TO BE DEALT WITH UNDER DELEGATED POWERS OR MATTERS DETERMINED BY COMMITTEE

45 Ryedale Development Fund - Progress and Next Steps

Considered – Report of the External Partnerships Lead.

Decision

That:

(i) £35,334 from the 'Ryedale Employment Initiative' strand be re-allocated to delivery of the REAP objective 3 - Inspired People to support '3(a) School Based Activities and '3(b) Business Employability Charter'.

(ii) £25,000 from the 'Major Projects' strand be reallocated to REAP objective '4(b)i towards project development/feasibility work to enhance rail parking and measures to reduce congestion at the rail crossing, Norton.

(iii) Dalby Forest: Forest Artworks project be included as a major project in the Ryedale Economic Action Plan, under 'Successful and Distinctive Places'. Any financial contribution from the Council will be the subject of a future report to P&R including detail of the Forestry Commission Investment Plan, the impact of the project, with the level of funding required and the total project cost.

Voting Record

Unanimous

46 Delivering the Council Plan

Considered – Report of the Deputy Chief Executive.

Decision

That the report be noted.

PART 'B' ITEMS - MATTERS REFERRED TO COUNCIL

47 Financial Strategy 2017/18

Considered – Report of the Resources and Enabling Services Lead (s151).

Recommendation to Council

That Council is recommended:

- (i) To approve the Council's Financial Strategy (Annex A) which includes:
 - a. Savings/additional income totalling £1.081m (Financial Strategy Appendix A)
 - b. Growth Pressures totalling £328K (Financial Strategy Appendix A)
 - c. The Prudential Indicators (Financial Strategy Appendix B)
 - d. The revised capital programme (Financial Strategy Appendix D)
 - e. The Pay Policy 2017/18 (Financial Strategy Appendix E)
- (ii) a Revenue Budget for 2017/18 of £6,156,794 which represents a £4.34 increase in the Ryedale District Council Tax, increasing the total charge to £186.05 for a Band D property (note that total Council Tax, including the County Council, Fire and Police is covered within the separate Council Tax setting report to Full Council);
- (iii) to approve the special expenses amounting to £49,620, equivalent to £0.66 increase at band D;
- (iv) to note the financial projection for 2017/18 - 2021/22 (Annex B);
- (v) to approve the reserve movements as highlighted in paragraphs 6.38 to 6.40 of this report.

Voting record

6 For

3 Abstentions

48 Policy for allocation of S106 Monies

Considered – Report of the Head of Planning.

Recommendation to Council

That applications be invited from community groups for funding from s106 monies collected for enhancement of or improvements to existing POS or for Sports and Recreation which will be allocated through the Resources Working Party. Recommendations will be made by the Resources Working Party to the Policy and Resources Committee for approval. Local parish and town councils along with ward members to be included in the assessment process of the applications received.

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| Voting Record |
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| 8 For |
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| 1 Abstention |
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49 **Any other business that the Chairman decides is urgent.**

There being no other business, the meeting closed at 8:20pm.