



POLICY AND RESOURCES COMMITTEE

Thursday 24 November 2016 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**

(Pages 3 - 6)

4 **Recommendations from the Resources Working Party held on 10 November 2016**

(Pages 7 - 10)

5 **Urgent Business**

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

6 **Declarations of Interest**

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

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

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

7 **Revenue Budget Monitoring** (Pages 11 - 14)

8 **Update on the Homelessness Strategy 2015-2020** (Pages 15 - 64)

9 **Delivering the Council Plan** (Pages 65 - 86)

PART 'B' ITEMS - MATTERS REFERRED TO COUNCIL

10 **Localisation of Council Tax Support Scheme** (Pages 87 - 98)

11 **Scrutiny Review - The role of the Council in Flood Management** (Pages 99 - 122)

12 **Timetable of meetings** (Pages 123 - 126)

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

Policy and Resources Committee

Held at Council Chamber, Ryedale House, Malton
on Thursday 22 September 2016

Present

Councillors Joy Andrews, Paul Andrews, Steve Arnold (Vice-Chairman), Bailey, Clark, Cowling (Chairman), Ives, Oxley and Raper

Overview & Scrutiny Committee Observers: Councillors Acomb, Jainu-Deen and Jowitt

In Attendance

Beckie Bennett, Peter Johnson, Nicki Lishman, Kim Robertshaw, Julian Rudd, Clare Slater and Janet Waggott

Minutes

15 Apologies for absence

Apologies for absence were received from Councillor Val Arnold.

16 Minutes

Decision

That the minutes of the meeting of the Policy and Resources Committee held on 16 June 2016 be approved and signed by the Chairman as a correct record.

Voting record

For 8
Abstentions 1

17 Recommendations from the Resources Working Party held on 8 September 2016

Decision

That the recommendations from the meeting of the Resources Working Party held on 8 September 2016 be noted.

Voting record

For 6
Abstentions 3

18 Urgent Business

There were no items of urgent business.

19 Declarations of Interest

Councillor Clark declared a personal non pecuniary but not prejudicial interest in Item 8 as a member of North Yorkshire County Council.

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

20 2015/2016 Statement of Accounts

Considered - Report of the Finance Manager (s151)

An amendment was moved by Councillor Clark and seconded by Councillor J Andrews;

"Subject to the following change to the AGS Action Plan (page 92 bullet point 3), add; The iEse contract to be monitored and controlled in the same way."

Voting record

For 3

Against 6

Decision

That the 2015/2016 Statement of Accounts (Appendix A) be approved and the Finance Manager (s151) be authorised to sign the letter of representation (Appendix B)

Voting record

For 7

Against 2

Councillors Clark and J Andrews requested that it be recorded that their vote against the recommendation was as a result of the loss of the proposed amendment.

21 Rail Service Enhancement and Options for Car Parking and Reduced Congestion - Update

Considered - Report of the Head of Economy and Infrastructure

Decision

This Council is deeply concerned that without alleviation measures, the planned increase in railway crossing closures from 2018 in Malton and Norton will cause signification traffic congestion and impede economic growth. To this end, this Council resolves to:

- Work with partners to support the commissioning of a feasibility study to investigate ways to reduce traffic congestion at the Malton and Norton level crossing and deliver enhanced facilities to support increased use of rail services. In consultation with the Chairman of the Policy and Resources Committee, officers may use the New Homes Bonus Reserve to fund the Council's contribution to such a study.

- Lobby the Member of Parliament for Thirsk and Malton, Ministers, North Yorkshire County Council, Network Rail, rail operators and other relevant agencies to work urgently to reduce traffic congestion and enhance parking and other passenger facilities before the commencement of new rail services.

Voting record

For 8

Abstentions 1

22 Ryedale Housing Strategy Action Plan 2015-2021

Considered - Report of the Head of Planning and Housing

Decision

That the final version of the Action Plan, including Members comments and appropriate revisions, be endorsed.

That the progress update be noted.

Voting record

For 8

Abstentions 1

23 Delivering the Council Plan

Considered - Report of the Head of Corporate Services

Decision

That the report be noted.

Voting record

For 7

Abstentions 2

24 Response to the Business Rates Consultation and Fair Funding Review

Considered - Report of the Finance Manager (s151)

Decision

That the response to the consultations, attached at Annex C of the report, be agreed.

Voting record

Unanimous

PART 'B' ITEMS - MATTERS REFERRED TO COUNCIL

25 Exempt Information

Decision

That under Paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972 (as amended), the public be excluded from the meeting for discussion of the annex to the following item as there would be a likely disclosure of exempt information relating to the financial or business affairs of any particular person (including the authority holding that information).

Voting record

For 8

Abstentions 1

26 Scrutiny Review - Council Property Assets

Considered - Report of the Chairman of Overview and Scrutiny Committee

Recommendation to Council

That Members agree the policy for the future management of the Council's property portfolio as recommended in the report of the Scrutiny review of Council assets.

Policy and Resources Committee recommends that Council consider a change to the final bullet point of Principles (page 2 of the Report) to say;

"That the proceeds of the sale of any of the assets be used to support the delivery of the Council's priorities."

Voting record

For 6

Against 3

Recorded vote

For - Councillors S Arnold, Bailey, Cowling, Ives, Oxley and Raper

Against - Councillors J Andrews, P Andrews and Clark

27 Any other business that the Chairman decides is urgent.

Resources Working Party

Held at Meeting Room 1, Ryedale House, Malton
on Thursday 10 November 2016

Present

Councillors Cowling (Chairman), Clark, Steve Arnold, Frank, Val Arnold, Burr MBE,
Raper and Shields

In Attendance

Councillor Wainwright, Jos Holmes, Gail Cook, Will Baines, Peter Johnson

Minutes

59 **Apologies for absence**

Apologies were received from Cllr Ives.

60 **Minutes of the meeting held on 8 September 2016**

Decision

That the minutes of the meeting of the Resources Working Party held on 8 September 2016 be approved and signed by the Chairman as a correct record.

61 **Urgent Business**

There were no items of urgent business.

62 **Declarations of Interest**

The following interests were declared:

Cllr Shields declared personal non-pecuniary but not prejudicial interest in agenda item 4 (Community Grants Scheme) as she was a part of the Norton Community Library and Hub working group.

63 **Community Grant Scheme**

Considered – Community Grants Scheme report.

Recommendation

That the grants (outlined in Minute Annex) be recommended to the Policy and Resources Committee for approval.

Community Grants Scheme RWP 10.11

64 **Capital Reserve List**

Considered – Report of the Finance Manager (s151).

Decision

That the list be noted.

65 **Section 106 Analysis**

Considered – Report of the Finance Manager (s151).

Decision

That the report be noted.

66 **New Homes Bonus Reserve**

Considered – Report of the Finance Manager (s151).

Decision

That the report be noted.

67 **Financial Management Information**

Considered – Report of the Finance Manager (s151).

Decision

That the report be noted.

68 **Capital Programme Monitoring**

Considered – Report of the Finance Manager (s151).

Decision

That the report be noted.

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

There being no other business, the meeting ended at 7:50pm.

COMMUNITY GRANTS SCHEME

| Reference | Name | Project | Amount Requested £ | | Total Cost of Project | % | Grant allocated | Intervention rate |
|-----------|--|--|--------------------|-------------------|-----------------------|-------|-----------------|-------------------|
| | | | Capital | Revenue | | | | |
| EC110 | Welburn Village Hall | Acoustic Panelling – Committee Room | 1,000.00 | | 1,200.00 | 83.33 | £500.00 | 42% |
| EC111 | Sight Support Ryedale | Aerobics Group for Sight Impaired People | | 1,000.00 | 3,074.00 | 32.5 | £1,000.00 | 33% |
| EC112 | Thixendale Village Hall | Hanging Grimston Community Arts Project | | 1,000.00 | 3,700.00 | 27 | £1,000.00 | 27% |
| EC113 | Helmsley Recreation Charity | Electric Heaters | 1,000.00 | | 3,250.00 | 30 | £300.00 | 9% |
| EC114 | Harome Community Parish Hall Committee | Harome Community Parish Hall | 1,000.00 | | 1,278.77 | 78 | £1,000.00 | 78% |
| EC115 | Levisham Village Hall | Levisham Village Hall Heating | 1,000.00 | | 1,623.58 | 61.6 | £800.00 | 49% |
| EC116 | Huttons Ambo Village Hall | Huttons Ambo Fit for the Future | 4,733.37 | | 18,933.50 | 25 | £3,000.00 | 16% |
| EC117 | Amotherby Churchyard Conservation Group | Going Wild in Amotherby | | 700.00 | 800.00 | 80 | £400.00 | 50% |
| EC118 | Kirkbymoorside Memorial Hall | Kitchen Refurbishment | 3,322.50 | | 15,948.00 | 20 | £2,500.00 | 16% |
| EC119 | Appleton Le Moors Village Hall | Defibrillator Housing | 905.00 | | 905.00 | 100 | £905.00 | 100% |
| EC120 | Next Steps Mental Health Resource Centre | Next Steps Pickering Out of Hours Club | | 2,000.00 | 8,040.00 | 25 | £2,000.00 | 25% |
| EC121 | Slingsby Village Hall | Removal of Chimney Stacks | | 1,000.00 | 1,140.00 | 87.7 | £500.00 | 44% |
| EC122 | The Friends of Kirk Theatre | Cinema Screen for Kirk Theatre Pickering | 1,000.00 | | 2,300.00 | 43 | £1,000.00 | 43% |
| EC123 | Kirkbymoorside Tennis Club | KMS Tennis Club New Facilities | 1,000.00 | | 1,640.00 | 61 | £1,000.00 | 61% |
| EC124 | Musical Memories CIC | Happy Hour' Social Singing Sessions | | 5,000.00 | 27,023.00 | 18.5 | £5,000.00 | 19% |
| EC125 | Norton Community Library & Hub | Community Hub Development | 5,000.00 | | 42,622.80 | 11.7 | £5,000.00 | 12% |
| | | | £18,960.87 | £10,700.00 | £133,478.65 | | £26,905.00 | |

Available to spend in the next round: £18,095

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| PART A: | MATTERS DEALT WITH UNDER DELEGATED POWERS |
| REPORT TO: | POLICY AND RESOURCES COMMITTEE |
| DATE: | 24 NOVEMBER 2016 |
| REPORT OF THE: | FINANCE MANAGER (s151) PETER JOHNSON |
| TITLE OF REPORT: | REVENUE BUDGET MONITORING |
| WARDS AFFECTED: | ALL |

EXECUTIVE SUMMARY

1.0 PURPOSE OF REPORT

1.1 To present to members a revenue budget monitoring report for 2016/17.

2.0 RECOMMENDATION

2.1 It is recommended that members note the content of the report.

3.0 REASON FOR RECOMMENDATION

3.1 To ensure members are kept informed of the Council's financial position (in year).

4.0 SIGNIFICANT RISKS

4.1 There are no significant risks in receiving this report.

5.0 POLICY CONTEXT AND CONSULTATION

5.1 This report is in line with existing policies. No further consultation has taken place on the content of this report.

REPORT

6.0 REPORT DETAILS

6.1 Members regularly receive in year monitoring of the Council's financial position. This is important as part of the budget monitoring process and also allows members to be aware of potential issues in setting subsequent budgets. This report provides an in year position as at the 30 September 2016.

6.2 Attached at Annex A is a summary of the significant variances within the Council's

revenue accounts in the current year, 2016/17. This report is predominately derived from the information contained within the Financial Management Information (FMI) reports plus additional significant budgets within the Authority. FMI reports are considered at each Resources Working Party meeting and are also available to view through Covalent.

6.3 At the July meeting of Council Members approved a number of transfers between reserves to facilitate the initial costs associated with the T2020 efficiency programme. The transfers are highlighted below:

- The transfer of £778k from the New Homes Bonus Reserve to the Restructure Reserve to contribute towards redundancy and pension strain costs.
- The transfer of £330k to the Improvement, Contingency and Emergency Fund, made up of a transfer of £150k from the General Reserve and £180k from the New Homes Bonus Reserve. The funding to be used towards the cost of transformation.

6.4 Members will see that there is a projected deficit for the Revenue Budget of £90k for the full year. The adverse variance is due to a number of key factors which are shown in detail in Annex A and referred to in para.6.5. The overall impact on the closing balances of the Council's Reserves is shown in Annex A lines 21 to 25.

6.5 The following are additional comments on the Annex:

- (i) Expenditure on salaries is forecast to outturn at budgeted levels;
- (ii) The cost of the current round of redundancies is estimated to be £1.2m, this will be funded from the Restructure Reserve. A more accurate estimate should be available in the new year;
- (iii) Members agreed the use of £400k to fund the initial cost of transformation to be funded through the Improvement, Contingency and Emergency Fund;
- (iv) Planning consultancy and associated legal costs are forecast to significantly exceed budget largely as a result of the cost of appeals;
- (v) Overall, actual income levels are performing well against target, however income from Planning fees and trade waste are currently below budgeted levels.

7.0 IMPLICATIONS

7.1 The following implications have been identified:

- a) Financial
Financial implications are highlighted in the report.
- b) Legal
There are no new legal issues arising out of this report.
- c) Other (Equalities, Staffing, Planning, Health & Safety, Environmental, Crime & Disorder)
There are no significant issues arising out of this report.

Peter Johnson

Finance Manager (s151)

Author: Peter Johnson, Finance Manager (s151)

Telephone No: 01653 600666 ext: 385

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Background Papers: None.

SUMMARY OF REVENUE BUDGET MOVEMENTS 2016-17
Period 1 April - 30 September 2016

| Key Subjective Headings (1) | Profiled Budget £'000 (2) | Actual to Date £'000 (3) | Variance Analysis | | Line Ref (6) |
|---|-------------------------------------|------------------------------------|----------------------------|--|---------------------|
| | | | Actual £'000 (4) | Forecast for full year £'000 (5) | |
| Expenditure | | | | | |
| Employee Expenses: | | | | | |
| Salaries | 3,136.2 | 3,040.1 | (96.1) | 0.0 | 1 |
| Other Employee Related Expenses | 39.2 | 14.2 | (25.0) | 0.0 | 2 |
| Cost of Voluntary Redundancy | 0.0 | 464.7 | 464.7 | 1,200.0 | 3 |
| Cost of Transformation | 0.0 | 106.0 | 106.0 | 400.0 | |
| Other Service Expenses: | | | | | |
| Premises Repairs and Maintenance | 105.1 | 64.5 | (40.6) | 0.0 | 4 |
| Cost of Long Term and Short Term Borrowing | 40.0 | 28.9 | (11.1) | (20.0) | 5 |
| Planning Consultancy | 8.3 | 29.3 | 21.0 | 40.0 | 6 |
| Legal Fees | 6.4 | 49.7 | 43.3 | 70.0 | 7 |
| Total Expenditure Variance | | | 462.2 | 1,690.0 | 8 |
| Income | | | | | |
| Fees, Charges & Other Service Income: | | | | | |
| Development Management Fees | (212.7) | (187.6) | 25.1 | 0.0 | 9 |
| Car Park Charges | (476.8) | (502.4) | (25.6) | 0.0 | 10 |
| Ryecare | (99.4) | (104.6) | (5.2) | 0.0 | 11 |
| Dry Recycling Income | (63.7) | (67.8) | (4.1) | 0.0 | 12 |
| Trade Waste | (447.6) | (429.2) | 18.4 | 0.0 | 13 |
| Land Charges | (43.8) | (57.8) | (14.0) | 0.0 | 14 |
| Interest and Investment Income: | | | | | |
| Return on Investments | (33.5) | (47.7) | (14.2) | (20.0) | 15 |
| Investment Property | (44.7) | (57.6) | (12.9) | 0.0 | 16 |
| Total Income Variance | | | (32.5) | (20.0) | 17 |
| Total Movement on Cost of Services (surplus)/deficit | | | 429.7 | 1,670.0 | 18 |
| General Government Grants: | | | 0.0 | 0.0 | 19 |
| Total Movement on Revenue Budget (surplus)/deficit | | | 429.7 | 1,670.0 | 20 |
| Movement on Funds and Reserves: | | | | | |
| Contribution to/(from) General Reserve | 0.0 | | 126.8 | (90.0) | 21 |
| Contribution to/(from) Restructure Reserve | 0.0 | 0.0 | (464.7) | (1,200.0) | 22 |
| Contribution from ICE Fund | | | (106.0) | (400.0) | 23 |
| Contribution to Capital Fund | 33.5 | 47.7 | 14.2 | 20.0 | 24 |
| Total Increase on Funds and Reserves | | | (429.7) | (1,670.0) | 25 |

Note: A negative variance (shown in brackets) represents an increase in income or a decrease in expenditure

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| PART A: | MATTERS DEALT WITH UNDER DELEGATED POWERS |
| REPORT TO: | POLICY AND RESOURCES |
| DATE: | 24th NOVEMBER 2016 |
| REPORT OF THE: | HEAD OF PLANNING AND HOUSING GARY HOUSDEN |
| TITLE OF REPORT: | HOMELESSNESS STRATEGY ACTION PLAN 2015/20 ANNUAL REVIEW FOR 2015/16 |
| WARDS AFFECTED: | ALL |

EXECUTIVE SUMMARY

1.0 PURPOSE OF REPORT

1.1 To present Members with the Homelessness Strategy Action Plan Annual Review for 2015/16.

2.0 RECOMMENDATION(S)

2.1 It is recommended that members note the update on the 2015/2020 Homelessness Strategy Action Plan.

3.0 REASON FOR RECOMMENDATION(S)

3.1 It is a requirement for the Homelessness Strategy Action Plan to be reviewed on an annual basis and for progress to be noted.

4.0 SIGNIFICANT RISKS

4.1 There are no significant risks associated with this report

5.0 POLICY CONTEXT AND CONSULTATION

5.1 The Council Plan as agreed by members includes the priority to meet housing need in the Ryedale District Council area.

5.2 The Homelessness Act 2002 requires all housing authorities to produce a Homelessness Strategy based on a review of homelessness within their district. This must be reviewed every five years. The current strategy was developed in 2015. It is a requirement that the Action Plan is reviewed on an annual basis.

- 5.3 Ryedale's homelessness strategy is linked to the Council's Housing Strategy Action Plan 2015/2021. This strategy includes an objective on the prevention of homelessness. Ryedale's Homelessness Strategy Action Plan will ensure that proposals under that objective have been highlighted and will be developed and monitored at a local level. The Council will continue to work closely with the other local authorities across the LEP area on homelessness issues and share good practice in the implementation of it's homelessness strategy.
- 5.3 The Ryedale Housing Forum, a group of local agencies and services with a large membership, helped to develop the strategy through a consultation process. Officers also consulted local organisations and stakeholders about their concerns and their ideas for the review of the Action Plan.
- 5.4 The Housing Services Department continues to undertake regular customer consultation in order to inform future service provision. This is done by face to face consultation, questionnaires after advice interviews and exit forms from all temporary accommodation.

REPORT

6.0 REPORT DETAILS

- 6.1 Ryedale's five year Homelessness strategy sets out the Council's aim to tackle homelessness across the district and details how the Council will provide housing options services for the residents of Ryedale.
- 6.2 The strategy recognises the important role that other partners and stakeholders have to play in employing skills and delivering sensitive and tailored solutions to some of the issues affecting our community.
- 6.3 In recognition of the fact that homelessness can be devastating, and is seldom a problem in isolation; the provision of accommodation without considering all contributory factors and then aiming to provide specialist support and assistance to address those problems, is not a solution. An holistic approach ensures that health, employment, income, social isolation, relationships and other issues which may affect individuals' ability to maintain their home are considered.
- 6.4 It is a fact that the prevention of homelessness is more cost-effective for authorities than dealing with its consequences, resources deployed on prevention of homelessness ultimately save on costs long-term and helps to alleviate the crisis for the client. To achieve this in the ongoing economic downturn, the emphasis must continue to be on partnership working, sharing resources and employing creative and innovative solutions
- 6.5 Local authorities and their partners have for some years worked under ongoing financial constraints. Therefore, working collaboratively - including early and positive intervention - is key to success, prevention considered to be better than the cure. The Homelessness Reduction Bill (2016/2017) is currently under consideration in Parliament and likely to become adopted legislation in 2017. This follows the model passed by the Welsh Assembly in 2014 and will place on authorities an extended duty to actively prevent homelessness.

- 6.6 This Action Plan fits into the overall aims and visions of Ryedale District Council's Housing Strategy Action Plan. This details the services and initiatives in place to achieve these goals and will highlight any gaps in service and future development needs.

Working with our partners across Ryedale, the Council aims to achieve the following:

- encourage people to seek assistance before they reach a homelessness crisis
- enable people to stay in their own homes whenever possible through appropriate advice, support, information and assistance
- work together to ensure an holistic approach to clients' difficulties
- identify suitable housing options for those who cannot remain in their current situation
- increase the availability of new affordable homes
- ensure that the Private Rental Sector plays a larger role in homelessness prevention

- 6.7 **This will be achieved by meeting 5 key objectives:**

1. Reduce homelessness through prevention
2. Reduce the use and improve the quality of temporary accommodation
3. Reduce the incidence of youth homelessness
4. Improve access to support services and advice to prevent homelessness and increase sustainability
5. Increase the supply of affordable housing

- 6.8 The Council has seen an increase in the number of those applying as homeless, and cases are becoming more complex with clients displaying multiple needs. There has been a reduced number of clients approaching the housing options service directly on an annual basis from 708 in 2014/15 to 645 during 2015/16. Clients are accessing services through the website as a result of improvements made to the content. Training has also been provided to external partnerships to support this channel.

- 6.9 The key performance indicators for all services are reported to members quarterly in the 'Delivering the Council Plan' performance report, including those for housing services and homeless preventions.

7.0 IMPLICATIONS

- 7.1 The following implications have been identified:

a) Financial

There are no additional financial implications beyond the existing budget provision arising from this report.

b) Legal

The Homelessness Act 2002 requires that all local authorities must have

adopted a Homelessness Strategy Action Plan which is reviewed on an annual basis.

8.0 NEXT STEPS

8.1 Delivering the Homeless Strategy

Whilst the provision of a housing options service is the Council's statutory duty, the actual delivery of the service relies on the support of many formal and informal partners. Housing Options will continue to work closely with these partners in order that the Council realises the ambitions of the Plan. Partnership working has become increasingly critical in the light of government funding cuts and the continuing need to demonstrate value for money whilst delivering a high quality service to improve the lives of those faced with homelessness.

- 8.3 The new Homelessness Reduction Bill which is currently progressing through Parliament will place a "duty to prevent" on authorities when it is enacted in 2017/18. When the bill is enacted we will know the likely implications which may result in the need for a Member briefing at that point.

Gary Housden
Head of Planning and Housing

Author: **Kim Robertshaw, Housing Services Manager**
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Background Papers:
Ryedale Homelessness Strategy Review and Action Plan 2015-2020 Progress Update

**Ryedale Homelessness
Strategy Review and Action Plan
2015-2020
Progress October 2015/16**



Ryedale Homelessness Action Plan 2015-21 - Update October 2016

| Objective 1 REDUCE HOMELESSNESS THROUGH PREVENTION | How | Performance indicator | Target Date | Partners | Resources | Update 2016 |
|---|---|--|----------------|---|--|---|
| <p>Continue to ensure that preventions stay consistently high and homeless applications low</p> | <p>Develop and instigate all agreed homeless prevention tools</p> | <p>Homeless strategy annual review</p> | <p>Ongoing</p> | <p>Housing Forum Internal Groups</p> | <p>Housing Options budget H'Less Grant Prev.</p> | <p>Welfare Reform (Universal Credit/Spare Room Subsidy/Benefits CAP) is already impacting significantly on staff time.</p> <p>Funding needed to secure innovative prevention strategies</p> <p>Likely legislative changes will add to this as duty obligations expand to cover all people at risk of homelessness (the Welsh model).</p> <p>Explore the use of formal Prevention input from partners not already engaged in HOT performance monitoring.</p> |

| Objective 1 REDUCE HOMELESSNESS THROUGH PREVENTION | How | Performance indicator | Target Date | Partners | Resources | Update 2016 |
|---|--|--|---|---|-------------------|---|
| <p style="writing-mode: vertical-rl; transform: rotate(180deg);">Page 1</p> | | | | | | <p>Ryedale commitment to accept 16 Syrian Refugees in 2017/18. Agreement in principal for Yorkshire Housing to provide the homes. Alternative accommodation sources being investigated. Full support package needed. Assistance from Migration Yorkshire.</p> |
| | <p>Maintain membership of the NYHC Board, Operational and Equalities Groups</p> <p>Offer advice and assistance to register for NYHC during Housing Options discussions.</p> <p>Provide 2 additional staff members (via the RDC Hub) specifically to register applications where client is unable</p> | <p>Board continues to be operational</p> <p>Numbers provided with advice</p> | <p>Annual review</p> <p>Annual monitoring</p> | <p>NYHC Project board</p> <p>In House</p> | <p>Staff Time</p> | <p>Membership maintained, but changes likely due to partner concerns</p> <p>Continue, but decrease dependency on HOT by promoting other means of access.</p> <p>No longer available.</p> |

| Objective 1 REDUCE HOMELESSNESS THROUGH PREVENTION | How | Performance indicator | Target Date | Partners | Resources | Update 2016 |
|--|--|--|---------------------------|--|--|--|
| Page 22 | Provide ongoing advice and actively assess applications, increasing priority if imminently homeless | Review of waiting list and banding Adverts where HOT have had an input | Annual Monitoring Ongoing | Choice Based Lettings (CBL) Project Board Registered Providers | NY and York CBL Coordinator Staff time | Continue to use timely case management as a prevention tool. |
| | Offer practical, operational, assistance to social landlords with properties to let | Monitor accuracy Weekly display of information | Ongoing Weekly basis | Registered Providers In house | Staff time Staff time | Ongoing |
| | Ensure that "New Build" properties are advertised accurately | Number of assisted bids | Annual monitoring | In house | Staff time | Work with NYHC Project Board to improve adverts. |
| | Allow access to current property information by having property lists available in Reception | Internet access present for public use | Ongoing | Access Services to | Laptop | Ongoing. Also distributed to partners. |
| | Submit "bids" for properties for those with no Internet access | Business plan completed | Ongoing | North Yorkshire CBL Project Board | Staff time | Very limited - if unable to access only. |
| | Maintain the availability of an "access point" in Reception, to enable clients access to the NYHC website if they wish | | | | | Ongoing |

| Objective 1 REDUCE HOMELESSNESS THROUGH PREVENTION | How | Performance indicator | Target Date | Partners | Resources | Update 2016 |
|---|---|---|--|---|--|--|
| | to assist themselves Review suitability of the scheme going forward | | | | | Scheme future & proposals for future partnerships under discussion from Oct. 2016. |
| <p>Continue to explore the options in the private sector for Single households</p> | <p>Continue to provide effective management of Wells Lane, Houses in Multiple Occupation</p> <p>Take over the lease of an existing House in Multiple Occupation to facilitate access to affordable suitable accommodation</p> <p>Investigate the option of managing current Houses in Multiple to ensure they remain part of the available stock for our clients Use of the Housing Solutions initiative and the PRS Landlord Offer Continuation of the Sharing Solutions scheme in Ryedale</p> | <p>Continuation agreements with landlords</p> <p>Lease agreement signed</p> <p>Additional agreements agreed</p> | <p>Ongoing</p> <p>September 2015</p> <p>April 2016</p> | <p>Yorkshire Housing</p> <p>Private Landlord</p> <p>Private landlords</p> | <p>Lettings Officer</p> <p>Lettings Officer</p> <p>Housing Solutions</p> | <p>Continuing, with additional support for clients.</p> <p>5-year lease signed. Secure accommodation managed by Housing Solutions</p> <p>Exploration of options continuing following loss of Crisis funding.</p> |

| Objective 1 REDUCE HOMELESSNESS THROUGH PREVENTION | How | Performance indicator | Target Date | Partners | Resources | Update 2016 |
|--|---|--|---|---|------------|---|
| | Develop a protocol for dealing with clients with complex needs | Protocol agreed | January 2017 | Members of the Ryedale Housing Forum | Staff time | Explore the availability of funding for the "Housing First" model of accommodation for those with complex needs. A roof first then comprehensive, specialised support. |
| Ensure the Safeguarding and Well-being of Children and vulnerable adults brought to our attention by a housing issue | <p>Appropriate training for all new staff</p> <p>Develop a comprehensive Training Plan</p> <p>Update staff annually with the RDC Safeguarding Policy</p> <p>Appropriate referrals to NYCC</p> <p>Information sharing and liaison with CSC/ASC</p> <p>Referral to Developing Stronger Families Team where families meet the criteria</p> | <p>Training programme agreed and all RDC staff trained</p> <p>Number of referrals</p> <p>Updates at meetings</p> <p>Attendance at meetings</p> | <p>September 2015</p> <p>Ongoing</p> <p>Ongoing</p> <p>Ongoing</p> <p>Ongoing</p> | <p>NYCC CSC NYCC ASC NYCC DSF S'Guarding Locality Group RDC Lead RDC S'guarding Group NY Police YPAP</p> <p>DSF Group</p> | Staff Time | <p>Compulsory Safeguarding training and annual refresher for all staff completed.</p> <p>Continuing.</p> <p>Continuing.</p> <p>DSF has ceased. Replaced by Family Intervention Service.</p> |

| Objective 1 REDUCE HOMELESSNESS THROUGH PREVENTION | How | Performance indicator | Target Date | Partners | Resources | Update 2016 |
|---|---|--|-------------------------|--|---------------------------------------|--|
| Publicise all services using a newly developed Communication Strategy | Promotion of Housing Options by development of a Communication Strategy | Strategy completed | April 2016 | In-house arrangements | Staff Time | Produced in September 2016. |
| | Ensure materials are available in schools | Dissemination to local schools | April 2017 | NYCC | Staff time | Achieved via the Young People's Partnership |
| | Programme of publicity and service profile raising | Numbers of events | Ongoing | Housing Forum partners | Advertising budget Staff time | Programme on hold pending outcome of RDC restructure. |
| | Improve information available on the Website | Annual review of content | Ongoing | In house | Staff time | Updated regularly. |
| Increase use of the Ryedale Lettings Scheme to improve access to the PRS, giving clients more choice and to discharge the Homelessness Duty | In partnership with a local Letting Agent, provide a full management service throughout the tenancy | Increase numbers on scheme | SLA | Private Sector Letting Agent | Housing Options Toolkit | Scheme capacity needs to increase in the light of coming changes. 15 properties by April 2017. |
| | Use the PRS to discharge RDC's Homeless duty. | Numbers discharged into the private sector | Annual review | Private Landlords | Homelessness Grant | Where appropriate - One household in 2015/16. |
| Improve access to the PRS for single people, often with complex needs | Promote the landlords offer to those with suitable accommodation | Number of places secured | HO Team Mtgs P1E | Housing Solutions Private landlords | Crisis Funding Revenue Funding | Funding until 31/12/2016. Lettings Officer to widen remit. |

| Objective 1 REDUCE HOMELESSNESS THROUGH PREVENTION | How | Performance indicator | Target Date | Partners | Resources | Update 2016 |
|--|---|---|--|--|--|---|
| Sustain the level of preventions by improving access to a defence advocate via referral to CAB | Partnership and referral arrangements with CAB | Number of clients supported | Ongoing | CAB Key House | Homeless Prevention grant | Legal Advice at court now available from Foundation. |
| Increase the use of the Arrears Case Referral scheme with all RPs operating in the District. | <p>Arrears Case Referral Scheme</p> <p>Use of Discretionary Housing Payments to cover arrears</p> <p>Promote the funds with all Registered Providers</p> <p>Referral to Stonham for support</p> | <p>Number of referrals</p> <p>Number of cases</p> <p>Additional agreements with RPs</p> <p>Numbers referred</p> | <p>Ongoing</p> <p>Annual Review</p> <p>October 2016</p> <p>Ongoing</p> | <p>Partner Registered Providers in Ryedale</p> <p>DHP Payment Panel</p> <p>All RPs</p> <p>Stonham Homestay</p> | <p>Officer Time</p> <p>Housing Options Toolkit</p> <p>Officer Time plus DHP Fund</p> <p>Officer Time</p> <p>Officer Time</p> | <p>All schemes and interventions to continue.</p> <p>Priority for arrears where homelessness threatened.</p> <p>At Housing Forum Meetings.</p> <p>Now Ryedale Stay (Horton Housing) as of 01/10/2016.</p> |

| Objective 1 REDUCE HOMELESSNESS THROUGH PREVENTION | How | Performance indicator | Target Date | Partners | Resources | Update 2016 |
|--|---|--|--------------------|-----------------------------------|--|--|
| <p>Ensure the continued flexible use of Discretionary Housing Payments for clients at risk due to Welfare Reform</p> <p>Page 27</p> | DHP Panel to include HOO | Joint meetings completed | Ongoing | Revenues & Benefits dept. Stonham | £175,000 government funding | Joint allocation with HOT Continues. |
| | At-risk clients prioritised and also offered a Housing Options interview | Numbers receiving an interview | Ongoing | | | Ongoing. Priority for those threatened with homelessness |
| | Publicise the availability of DHPs | Publicity materials developed | Ongoing | | | Forms & information on Website, plus publicity via Housing & Landlord Forums |
| | Ensure flexible use of DHP funds Advise and assist clients for longer term solutions | Annual report on usage Number of referrals to Stonham | Ongoing Ongoing | | | Ongoing Ongoing - to Ryedale Stay |
| <p>Maintain efforts to prevent homelessness within the “owned” sector by continuing to offer all mortgage repossession options</p> | Timely response to lenders’ Mortgage Repossession notifications | Number of responses | Ongoing | Breathing Space | H'lessness Prevention Fund RDC Mortgage Repossession Fund | All letters acted upon. No take-up in 2015/16. |
| | Continue to consider all home owners at risk of repossession for assistance via Mortgage Repossession Loans | Number of Mortgage Repossession Loans | Ongoing | CAB | | As above. |

| Objective 1 REDUCE HOMELESSNESS THROUGH PREVENTION | How | Performance indicator | Target Date | Partners | Resources | Update 2016 |
|--|---|-------------------------------------|-------------------------|--|-----------------------------------|---|
| | Refer all suitable clients to the Breathing Space Loan Project Group | Number of referrals | Annual Review scheme | Wakefield Council | Breathing Space Loans | As above |
| | Refer to NHAS for specialist advice | Number of Referrals | Ongoing | NHAS | National Housing Advisory Service | As above Remarketing to be undertaken by April 2017 |
| Provide training and dissemination of information for all agencies re. early and flexible homelessness prevention interventions | Multi agency training, to include CAB, RPs, support providers, CSC, ASC | Joint training delivered | Annual review | Stakeholders Housing Forum | Staff Time | Ongoing training and advice via Housing Forum. |
| | Encourage active agency engagement with Housing Services | Homeless Strategy | Annual review | HSSG | | Specialist training commissioned via North Yorkshire Training Group offered to partners |
| Develop a forum/library of knowledge, good practice and excellence | Develop a library/directory of legislative changes and shared good practice | Directory operational | April 2016 then Ongoing | All Sub-Regional authorities and Registered providers Partners | Staff Time | Resources now available |
| | Share knowledge through partner forums | Information exchange at the Housing | Ongoing | | Staff Time | All Forums and meetings to be used to share good practice |

| Objective 1 REDUCE HOMELESSNESS THROUGH PREVENTION | How | Performance indicator | Target Date | Partners | Resources | Update 2016 |
|---|---|---|---|---|---|---|
| | All Officers to have access to all training resources | Forum Annual training programme | Ongoing | | | Needs assessed at 1-1 meetings & appraisals. Continuing Personal Development offered. |
| Join other North Yorkshire authorities in working towards Housing Gold Standard Accreditation Page 29 | <p>Work to the standards set out by the NHAS, available on their Gold Standard website.</p> <p>Work towards the goals of the accreditation and submit to a Peer Review of the service.</p> <p>Achieve Bronze Standard</p> <p>Achieve Silver Standard</p> <p>Achieve Gold Standard</p> | <p>Council committed to Gold Standard</p> <p>Peer Review taking place April 2015</p> <p>Submission for assessment</p> <p>Submission</p> | <p>April 2017</p> <p>Achieved May 2015</p> <p>October 2015</p> <p>Sept 2016</p> <p>Apr 2017</p> | <p>NY Housing Authorities</p> <p>NHAS</p> | <p>Officer Time</p> <p>Officer Time</p> <p>Officer Time</p> <p>Officer Time</p> | <p>Housing Options continues to work towards Gold Standard, but delays with assessment have delayed expected award dates.</p> <p>Ongoing</p> <p>Bronze awarded November 2015</p> <p>Silver awarded September 2016</p> <p>Submission in January 2017</p> |

| Objective 1 REDUCE HOMELESSNESS THROUGH PREVENTION | How | Performance indicator | Target Date | Partners | Resources | Update 2016 |
|--|---|---|----------------------|--|--|---|
| <p>Provide relevant, ongoing training to housing staff to ensure efficiency, maintain professionalism and contribute to staff development</p> | <p>Ensure full use of the Housing Services training budget</p> <p>Continue to be an active member of the North Yorkshire Housing Training Group to ensure staff needs are met.</p> <p>Identify needs & gaps in knowledge at staff appraisals and through monthly 1-1 meetings</p> <p>Encourage shadowing opportunities inside and outside RDC</p> | <p>Staff Appraisals</p> <p>Meetings attended</p> <p>Training plans</p> <p>Time spent at other LAs</p> | <p>Ongoing</p> | <p>NYHTG</p> <p>Shelter Welfare Benefits Units/ DWP</p> <p>NYCC S'Guarding Board</p> | <p>HS Training Budget</p> <p>Homeless Prevention Grant</p> | <p>All suitable training accessed & budget fully utilised</p> <p>Continued active membership to ensure that staff training needs are met</p> <p>Ongoing needs assessment.</p> <p>Initial approach to be made to a similar rural authority in NY</p> |
| <p>Provide emergency winter accommodation to rough sleepers</p> | <p>If NSNO is not an option, or very short-term accommodation is required, refer to Winterwatch for B&B</p> | <p>Number of referrals for the scheme</p> | <p>Annual review</p> | <p>Stonham</p> <p>NY Police</p> | <p>Staff Time</p> | <p>Local agreement to use Scarborough BC funded Winterwatch scheme. Referral via Ryedale Stay</p> <p>Maintain annual Rough Sleeper Count and take community referrals made via Streetlink</p> |

| Objective 1 REDUCE HOMELESSNESS THROUGH PREVENTION | How | Performance indicator | Target Date | Partners | Resources | Update 2016 |
|--|--|--|-------------------------------------|--|---|--|
| Offer emergency housing and Resettlement to Rough Sleepers wishing to relocate or settle Page 31 | <p>No Second Night Out policy – temporary accommodation, relocation and resettlement choices to rough sleepers seeking a lifestyle change</p> | <p>Number of accommodation offers given</p> | <p>Annual review</p> | <p>Foundation</p> | <p>Single Homeless Agreement Funding Staff time</p> | <p>Ryedale NSNO Policy reviewed and updated September 2016</p> |
| | <p>Promote the service in the community using available options in the Housing Options Communication Policy.</p> | <p>Completion of policy</p> | <p>March 2017</p> | <p>Town & Parish Councils Salvation Army Faith Groups</p> | | <p>Streetlink direct reporting mechanism to be re-publicised for Winter 2016/17. Approach to Faith Groups needed for help with promotion etc. As Above</p> |
| | <p>Encourage the Ryedale community to alert via StreetLink or directly.</p> <p>Consider all options for rough sleepers wanting short-term intervention only using the Rural Spot Purchase Scheme</p> | <p>Presentation at Parish Liaison</p> <p>Number of referrals</p> | <p>Ongoing</p> <p>Annual Review</p> | | | <p>Funding remains available. Zero spend 2015/16.</p> <p>Ongoing</p> |

| Objective 1 REDUCE HOMELESSNESS THROUGH PREVENTION | How | Performance indicator | Target Date | Partners | Resources | Update 2016 |
|--|---|---|--|---|---|--|
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| <p>Reduce the incidence of homelessness due to disrepair or unfitness of property by prompt referral to Private Sector Housing for advice and assistance</p> | <p>Refer clients stating disrepair issues in their property</p> <p>Maintain contact with client and refer to Stonham for support</p> <p>Communicate with landlord if retaliatory Notice is given explaining legal changes</p> | <p>Number of cases of disrepair</p> <p>Referral for support</p> <p>Review of Housing Advice cases</p> | <p>Annual review</p> <p>Ongoing</p> <p>Ongoing</p> | <p>Environmental health (EH)</p> <p>Stonham Homestay</p> <p>Housing Options</p> | <p>Staff time</p> <p>Staff Time</p> <p>Staff Time</p> | <p>Referrals and complaints minimal due to overall good stock quality in Ryedale.</p> <p>Now Ryedale Stay</p> <p>If required due to Deregulation Act 2015.</p> |

| Objective 1 REDUCE HOMELESSNESS THROUGH PREVENTION | How | Performance indicator | Target Date | Partners | Resources | Update 2016 |
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| OBJECTIVE 2 REDUCE THE USE & MAINTAIN THE STANDARD OF TEMPORARY ACCOMMODATION | How | Performance Indicator | Target Date | Partners | Resources | Update 2016 |
| <p>Maintain the low numbers of households living in temporary accommodation</p> | <p>Early intervention and improved alternative housing solutions</p> <p>Innovative and flexible use of the Homeless Prevention Fund and DHPs</p> <p>Effective use of Housing Options Toolkit measures</p> <p>Use of the Ryedale Lettings Scheme</p> | <p>Referrals to Housing Solutions</p> <p>Annual review of spend</p> <p>Annual review of initiatives</p> <p>Numbers on the scheme</p> | <p>Annual review</p> | <p>Registered Providers Debt Advice Services CAB Private Rented Sector Stonham</p> | <p>Housing Options Toolkit</p> <p>Homeless Prevention Grant</p> | <p>The Homelessness Reduction Bill (Act expected 2017) is likely to increase demand for suitable temporary accommodation solutions.</p> <p>All existing prevention measures will continue to be employed, but innovation is required to meet the anticipated demand.</p> <p>Ongoing</p> <p>Expansion of the scheme will assist more families</p> |

| Objective 1 REDUCE HOMELESSNESS THROUGH PREVENTION | How | Performance indicator | Target Date | Partners | Resources | Update 2016 |
|--|--|---|---|-------------------|---|---|
| | | | | | | Housing Solutions will continue to manage 3 HMOs plus offer lodging solutions to single people, but this scheme may need to expand. |
| OBJECTIVE 2 REDUCE THE USE & MAINTAIN THE STANDARD OF TEMPORARY ACCOMMODATION | How | Performance Indicator | Target Date | Partners | Resources | Update 2016 |
| Maintain the high standard of accommodation at Old Railway Court | <p>Prompt reporting of maintenance issues</p> <p>Regular review of Yorkshire Housing's Improvement Programme</p> <p>Regular Flat inspection</p> <p>Customer satisfaction surveys</p> | Response & Planned maintenance programmes | <p>Monthly Property check</p> <p>Two weekly check</p> | Yorkshire Housing | Funding via service charge paid by client | <p>Ryedale District Council will take over management of this building from 01/04/2017. This was necessary in order to safeguard its continued use.</p> <p>Maintenance and refurbishment will be the sole responsibility of RDC, as will any loss of income due to void times or missed payments.</p> |

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| Manage Old Railway Court to meet clients' needs | <p>A dedicated Officer providing advice and assistance, report repairs, carry out fire safety checks, monitor CCTV</p> <p>Housing Options Officers to maintain contact with clients</p> | <p>100% of residents seen fortnightly</p> | <p>Maintain 100% contact fortnightly</p> | <p>YH Stonham</p> | <p>Staff time</p> | <p>To continue, with increased presence from HOT and Ryedale Stay, to ensure that responsibilities are fully met.</p> <p>Ongoing, to ensure move-on</p> |
| OBJECTIVE 2 REDUCE THE USE & MAINTAIN THE STANDARD OF TEMPORARY ACCOMMODATION | <p>How</p> | <p>Performance Indicator</p> | <p>Target Date</p> | <p>Partners</p> | <p>Resources</p> | <p>Update 2016</p> |
| Provide safe emergency housing for those suffering Domestic abuse & unable to remain safely at home | <p>Seek alternatives to temporary accommodation for these vulnerable households</p> <p>Use the Ryedale Lettings Service</p> <p>Liaise with women's refuges</p> | <p>Numbers assisted</p> <p>Numbers on the scheme</p> <p>Ongoing arrangements</p> | <p>Annual review</p> | <p>Making Safe NY Police Safer Ryedale Stonham Domestic Abuse Services</p> | <p>SP Funding Revenue Funding</p> <p>H'less Prevention Fund</p> <p>Staff Time</p> | <p>Use priority with NYHC to expedite the allocation of permanent accommodation</p> <p>Continue, if the risk assessment allows</p> <p>Via referral to Independent Domestic Abuse Services</p> |

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| | Ensure referral for specialist support to Foundation – Domestic Abuse Services | Numbers receiving support | | | | Now IDAS (as above) |
| Reduce numbers of clients having to leave their home because of domestic abuse | Home Safety measures and support to be offered Ensure all perpetrators referred to the Making Safe scheme Ensure all victims referred to Domestic Abuse Services | Safety measures offered | Continue offer to 100% of eligible clients | Making Safe NY Police DAS Foundation WRHIA Ryecare | Revenue Funding | Continue to use Target Hardening budget for safety measures and Lifelines Liaise with Safer Ryedale if joint funding available Referrals to IDAS to continue |
| OBJECTIVE 2 REDUCE THE USE & MAINTAIN THE STANDARD OF TEMPORARY ACCOMMODATION | How | Performance Indicator | Target Date | Partners | Resources | Update 2016 |
| Increase the number of applicants offered Private Sector homes to avoid use of or reduce length of time in temp. Accom. | Use of the Ryedale Lettings Scheme Increase the “pool” of approved private landlords and agents Offer tenancy support for initial set-up | Lettings scheme use Bonds and Advance Rent given | All Officers to use as Prevention tool | Private rented sector Stonham | Housing Options Toolkit Homeless Grant Funding Officer Time | Scheme to increase from 12 to 15 properties Ongoing work via Landlords' Forum and via Housing Options contacts. Wider Publicity needed Via Ryedale Stay |

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| | Use PRS to discharge Duty Reduce the average length of stay | Length of stay | | | | Where property meets the legal requirement. Use to be expanded from one household in 2015/16 |
| Ensure that Derwent Lodge residents have access to education, training and employment to enable positive move-on | Ensure safe, secure accommodation Offer weekly Support meetings. Plan "life-skills" learning activities Engage with staff and other residents Develop partner working with training providers and Benefits Agency | Annual review of services offered | Ongoing | Young persons Partnership Foundation Adult Education Ryedale Jobcentre | SP Funding NYCC | All of these measures are continuing, for all age groups Very positive partner working to ensure that clients are able to access all available opportunities |
| OBJECTIVE 2 REDUCE THE USE & MAINTAIN THE STANDARD OF TEMPORARY ACCOMMODATION | How | Performance Indicator | Target Date | Partners | Resources | Update 2016 |
| Use the North Yorkshire Home Choice Resettlement provisions to ensure positive move-on to independent living | Enhance eligibility and skills by progression through the scheme, proving "positive change" Ensure that all support needs are met Ensure that residents are equipped to successfully manage independent living | Positive move-ons from supported and temporary acc. | Annual review March 2015 | North Yorkshire Home Choice | Staff time Housing Options Toolkit Supporting people | As above. Residents assisted, where possible, to access permanent accommodation in the socially rented sector by the positive use of Resettlement and NYHC |
| Regularly consult | 6 monthly interviews/surveys with all | Yearly review | Annual | Derwent | Supporting | Ongoing |

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| with clients in all supported & temporary accomm. to ensure continued good service | residents. Exit interviews when leaving Derwent Lodge Follow-up after leaving ORC | of surveys and exit questionnaires | review | Lodge Foundation YMCA Stonham | people Funding Staff time | Ongoing Ongoing Information given informs service provision |
| | How | Performance indicator | Target | Partners | Resources | Update 2016 |
| OBJECTIVE 3 REDUCE THE INCIDENCE OF YOUTH HOMELESSNESS | | | | | | |
| Continue to provide a specialised mediation and advice service to all 16-25 year olds at risk of exclusion from the family home or elsewhere | Regular review of Young Peoples Partnership effectiveness Comply with the aims & objectives of the Young Persons Partnership Provide a first point of contact for young | Reviewed at Sub regional meetings Annual report produced | Ongoing | Children and Young People's service Targeted Youth Support Supporting People | Supporting people Funding Staff time | SP no longer-NYCC Funding. Re-commissioned services as of 01/10/2016, but contract re-awarded to Foundation so continuation of service Ongoing Co-ordination via HOT. 0.5 FTE NYCC funded |

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| | <p>people at risk</p> <p>Liaise with family and signpost to other agencies where possible</p> <p>Liaise fully with, and share information with, partner agencies</p> | | | SASH | | <p>prevention worker still based in HOT</p> <p>Ongoing</p> |
| <p>Provide Young People with access to safe & secure accommodation whilst a return home is negotiated</p> | <p>Use SASH services to offer a "breathing space"</p> <p>Negotiate possible return home with parents or carers</p> | Homeless preventions | Annual review | <p>CYPS</p> <p>SASH</p> | <p>NYCC revenue</p> <p>Supporting People</p> | This short-term service remains available under the same contract, but young people often accommodated out of District due to lack of suitable hosts |
| <p>39 39 39</p> <p>OBJECTIVE 3 REDUCE THE INCIDENCE OF YOUTH HOMELESSNESS</p> | How | Performance indicator | Target | Partners | Resources | Update 2016 |
| <p>Ensure that a full CYPS assessment is carried out for all 16/17yr olds at risk of homelessness</p> | 100% of all 16/17 year old clients to receive an Initial Assessment when accommodation is needed. | Number of referrals against assessments | Ongoing with annual review | Children and Young peoples service | Supporting People Funding CYPS staffing contribution | <p>Ongoing</p> <p>NYCC has committed to accepting 96 unaccompanied refugee children over 5 years. Those 16/17 year olds coming to Ryedale will be accommodated, with a full CYPS support package. No agreement in place</p> |
| <p>Provide safe accommodation for</p> | Offer accommodation via Service Package 2 through the YPAP: Derwent | Utilisation of units available | Quarterly monitorin | YMCA Foundation | Supporting People | As above - continuation of Young People's Partnership, |

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| <p>young people unable to remain at home, with access to full support</p> | <p>Lodge, YMCA, SASH or Foundation</p> <p>Ensure clients are provided with a support worker and Support Plan</p> <p>Work with Hubs across North Yorkshire to assist young people in need</p> <p>Ensure that “crisis” support is available</p> | | g | SASH | Funding | <p>but now 15 bed spaces, reduced from 23</p> <p>Funding cut for YMCA so Now 6 rooms available (was 14) so impact likely to be significant.</p> <p>Assisting with the restructure</p> <p>Cross boundary accommodation offered where appropriate, or requested</p> <p>All other support still in place</p> |
| <p>OBJECTIVE 3 REDUCE THE INCIDENCE OF YOUTH HOMELESSNESS</p> | <p>How</p> | <p>Performance indicator</p> | <p>Target</p> | <p>Partners</p> | <p>Resources</p> | <p>Update 2016</p> |
| <p>Ensure that all young people leaving Care are offered suitable accommodation, to avoid homelessness</p> | <p>Ensure that Care leavers are assisted before becoming homeless If not possible, assist by means other than the Homeless route Work with Leaving Care Services</p> <p>Refer to Springboard Project for additional support</p> | <p>Review of effectiveness of partnership</p> | <p>Annual review</p> | <p>Leaving Care services Springboard Project</p> | <p>NYCC Lottery funded</p> | <p>Ensure that referrals for accommodation are timely to avoid a crisis move. Early referral and full disclosure needed from the Leaving Care Team.</p> <p>Springboard and No Wrong Door (therapeutic intervention) projects to be utilised to provide additional, targeted support to young</p> |

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| | | | | | | people and accommodation providers |
| Maintain close partner arrangements with Youth Support Services offering education, training and employment opportunities for those young people within the pathway | Referrals to Children's Services & Youth Support Services Multi agency meetings: Pathway, Practitioners' and Implementation Groups all attended to ensure | Number of referrals | Ongoing | NYCC | Staff time | Changes to YP services places more obligation on the authority to provide interventions and solutions. Expected reconfiguration of meetings structure under the new contract |
| Identify young people at risk of disengaging from society and in need of Homelessness Services | MAPs meetings with Police and Education Services Liaison with Community Safety and YP specialist agencies Attendance at ASB Tasking Group | Homeless preventions | ongoing | NYCC Safer Ryedale Community Safety P'ship | Staff Time | Continuation of all prevention and engagement measures where homelessness threatened Ensure multi-agency work continues to provide a holistic service |
| OBJECTIVE 3 REDUCE THE INCIDENCE OF YOUTH HOMELESSNESS | How | Performance indicator | Targets | Partners | Resources | Update 2016 |
| Ensure that appropriate CAF and TAC referrals are made for young people, ensuring that support needs are met via this multi-agency approach | Ensure that all staff are fully aware of the RDC Safeguarding Policy Ensure Housing Options Officers and Partnership staff are trained and competent to undertake a CAF or TAC assessment and referral | Policy part of New Staff Induction Training Plan | Re-train by April 2015 | NYCC S'Guarding Children's Board | Staff time Revenue funding | All staff fully Safeguarding trained All working with young people are conversant with referral pathways when concerned about a young person |

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| | Continue to advise and work with related agencies | | Refresh training bi-annually | | | Child Sexual Exploitation training undertaken and clients referred to CYPs. Ongoing attendance at meetings to co-ordinate efforts to assist those at risk of VEMT (Vulnerable, Exploited, Missing or Trafficked) |
| Ensure that young people can voice their opinions on housing and support services which affect them | Develop and maintain appropriate feedback mechanisms and consultation. Consultation with clients at Derwent Lodge | Completion of Exit Interviews Residents meetings | Ongoing | Derwent Lodge | Staff time | Consultation undertaken 6 monthly, and upon exit from the service. Weekly discussions with support worker |

| OBJECTIVE 4 IMPROVE ACCESS TO SUPPORT AND ADVICES SERVICES TO PREVENT HOMELESSNESS | How | Performance Indicator | Target | Partners | Resources | Update 2016 |
|---|--|------------------------------------|----------------------|--|--|--|
| <p>Early referral to support services aimed at Homelessness Prevention</p> <p>Page 43</p> | <p>Ensure clients are referred promptly to the most appropriate service for their needs</p> <p>Encourage close working and information sharing protocols with all support agencies</p> | <p>Referrals made</p> | <p>Annual review</p> | <p>Stonham</p> <p>Foundation (YP support)</p> <p>Horton Housing</p> | <p>SP Funding</p> <p>Staff Time</p> | <p>Continue co-location arrangements with newly-commissioned Ryedale Stay to ensure a proactive, efficient approach</p> <p>Continue via Housing Forum and multi-agency meetings</p> <p>Ryedale Stay Well and Gypsy, Traveller, Showpeople and Roma support also to be co-located. All services part of Horton Housing.</p> |
| <p>Increase the number of clients remaining safely at home through the 'Making Safe' scheme</p> | <p>Making Safe to recommend home safety measures where appropriate</p> <p>WRHIA Handyman Service to carry out minor safety and security works</p> | <p>Number of clients supported</p> | <p>Annual review</p> | <p>Multi agency Making Safe Scheme</p> <p>NY Police</p> <p>Ryedale Community Safety P'ship</p> | <p>SP Funding</p> <p>Revenue Funding</p> | <p>Flexibility in Target Hardening to fit needs of the client</p> <p>Continue to use for minor works Assistance via NYHC or temporary accommodation</p> |

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| | Support and/or accommodation provided, if required | | | | | Install Lifeline or use TECSOS (GPS) phone where appropriate |
| Refer all perpetrators of domestic abuse for support from Making Safe | Refer clients identified at Housing Options interviews or referred by any other means Assist with accommodation for the client where this keeps a victim/.family safe | Number of clients supported through Making safe | Annual review | Making Safe Foundation DAS NY Police RCSP | SP Funding Staff Time | Ongoing Ongoing progress meetings with HOT |
| Provide access to support & accommodation for high risk ex-offenders | Referral to Foundation's RACS scheme of eligible offenders, in line with the North Yorkshire Offender Protocol Offer Housing Solutions assistance to suitable clients, with Foundation support Ensure full disclosure from Probation Services | Number supported through RACS Number of clients accepted | Annual review | Foundation (RACS) Probation Service | Supporting people Funding | Referral via Probation Service so minimal HOT involvement required. Assist with move-on from RACS accommodation (5 units) Ensure full risk assessment undertaken and compliance with Licence conditions met |

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| Refer clients for specialised drug and alcohol support to help to maintain accommodation | <p>Referral where problem raised at Housing Options interview and consent given</p> <p>Ensure consent-driven information sharing to identify problems which may have housing implications</p> | <p>Number of referrals</p> | <p>Annual review</p> | <p>New Horizons</p> <p>ASB Tasking Group</p> | <p>Staff time</p> | <p>Ongoing, plus Housing First model of accommodation to be considered if funding available. For those with complex issues and no desire to reduce drug/alcohol use. Property is provided first, followed by support services.</p> |
| Provide specialist debt advice aimed at prevention via CAB's money advice service | <p>Ensure thorough client interviews and information gathering to ensure suitable referrals are made</p> | <p>Numbers directly referred</p> | <p>P1E</p> | <p>CAB</p> | <p>RDC Core Funding</p> | <p>Ongoing</p> |
| Maintain low number of applications from those suffering domestic abuse by offering home safety options | <p>Work with Making Safe, White Rose Home Improvement Agency and Police</p> <p>Refer clients at risk to MARAC where appropriate and provide Officer at meetings</p> | <p>Review Numbers annually</p> <p>Referrals made and MARACs attended</p> | <p>MSSG MARACs</p> <p>Ongoing</p> | <p>MSSG DAS Foundation WRHIA Ryecare</p> | <p>£1500 Target Hardening Budget (CLG)</p> <p>Staff Time</p> | <p>Ongoing</p> <p>Referrals made where required MARACs attended by SHOO, to advise on housing issues or provide accommodation</p> |

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| | Offer minor safety solutions at property Install Lifelines for additional security. | Installations Number installed | Ongoing | | Ryecare Budget | Via WRHIA Housing Options Hardening Budget Target |
| Provide victims of Domestic Abuse with specialised support | Referrals to Making Safe | Referrals | MSSG MARACs | Making Safe DAS Foundation | £44,000 SP funding | NYCC Funding Via IDAS, newly commissioned in 2016 |
| Ensure comprehensive age-appropriate support and accommodation for 16-17 year old parents | Work with referral agencies to identify need and accommodation requirements Ensure that full Support plans are in place | Meetings with support Officers | Ongoing | Foundation Stonham Young peoples Partnership | Staff time | Support and/or accommodation offered via YP Partnership New specialist service attached to Health Visitors available October 2016. Referral via midwife |
| Provide support & housing for perpetrators of domestic abuse | Referrals to the Making Safe scheme | Numbers being supported | MSSG MARAC | MSSG Foundation registered providers NY Police | SP funding | NYCC Funding Housing by HOT dependent on risk assessment |

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| Provide support & housing to offenders through the RACS scheme | Ensure timely referrals from National Probation Service, where appropriate Direct referrals from housing | Number of referrals on an annual basis Agreement put in place | RACS NPS | Foundation | HP Grant HB Funding | Referral from NPS so minimal HOT involvement, except when move-on needed or homelessness threatened |
| Ensure access to services for all minority groups in the Ryedale Community | Maintain membership of Ryedale Together Equalities Group Work to Gypsy Traveller Roma & Showmen Strategy Outcomes Attend the Gypsy & Traveller drop-in and liaise with the specialist support service Use of Language Line translation service Report incidents of Hate Crime to Ryedale Equalities Group | Attendance at meetings Reviewed with Gypsy and Traveller group Attendance at Drop ins Numbers Number of reports | Ongoing Ongoing | Ryedale Together NYCC Horton Housing | SP Funding Staff Time | Ongoing Co-location offered to Horton's support worker to integrate services. Work with Horton to provide efficient management of the Ryedale travellers' site Corporate contract To continue. Nil reports 2015/16 to HOT. RDC remains a Hate Crime Reporting Centre |

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| | <p>Adhere to the aims and requirements of the national Prevent strategy</p> <p>Provide a specialist “signer” for those with impaired hearing, with advance notice</p> <p>Information may be provided in Braille or other formats for blind or partially sighted people</p> | <p>Number referred</p> <p>As above</p> | | | | <p>All housing staff complete online & classroom training</p> <p>BSL signers available</p> <p>If requested</p> |
| Offer over 25s in supported housing access to the Persons’ “Moving Forward” tenancy training scheme | All Over 25s in supported housing to have access to Moving Forward | Number of clients trained | Annual review | Housing Solutions Derwent Lodge | Staff time | <p>Ongoing for residents of Derwent Lodge</p> <p>Roll-out to residents in HOT managed HMOs planned for 2017/18</p> |
| Improve access to advice and assistance to older people, allowing them to remain safely at home or explore alternatives | <p>Promote Ryecare, Disabled Facilities Grants, HIA Grants, Winterwarmth etc.</p> <p>Raise awareness of issues and options within the Ryedale community</p> | Annual reviews | Ongoing | White Rose Home Improvement Agency | <p>SP funding</p> <p>Service User Funding</p> | <p>Promotional events held annually. Press release each Autumn and Winter</p> <p>Community forums attended. Promotional materials distributed</p> |

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| | <p>Provide a home visiting service for those unable to access Ryedale House</p> <p>Explore funding sources for the provision of a specialist Older People's Housing Options Officer, to ensure access to services for those who may be more difficult to reach</p> <p>Continue to work in partnership with the White Rose Home Improvement Agency Promote the wellbeing service and the Handypersons service across Ryedale</p> | | | | | <p>Ongoing. Referrals also to Revenues & Benefits Service Visiting Officer</p> <p>Specialist visiting officer to be sought if funding becomes available</p> <p>Ongoing attendance at Housing and Landlords' Forums</p> |
| <p>Improve access to support for learning disabled adults and young people</p> | <p>Referral for specialist support where requested or identified at Housing Options interviews</p> <p>Maintain Attendance at the Learning Disabilities Housing Task Group</p> | <p>Monitored through Housing task group</p> | <p>Ongoing</p> | <p>NYCC Adult Social care</p> <p>S'Borough, Whitby, Ryedale LDTG</p> | <p>Staff time</p> | <p>Continuing, in partnership with the LDTG</p> <p>Attendance where appropriate</p> |

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| <p>Work with Community Mental Health Services to support mutual clients</p> <p>Page 50</p> | <p>Provide positive outcomes for service users referred by specialist agencies</p> <p>Ensure timely referral to the emergency Crisis Intervention Team</p> <p>Develop an information sharing protocol with the Ryedale CMHT</p> | <p>Joint Hospital D'charge Protocol in place</p> | <p>Jan 2016</p> | <p>Community Mental health Team</p> | <p>Staff Time</p> | <p>Partnership working when homelessness threatened or upon hospital discharge</p> <p>Ongoing</p> <p>Ryedale Stay Well (Horton MH Support) now co-located at RDC. Referral pathways & joint working protocols to be agreed 2016/17</p> |
| <p>Ensure that carers/applicants with caring responsibilities can access housing support</p> | <p>Review referral arrangements with Ryedale Carers' Resource</p> <p>Review referral arrangements for Ryedale Special Families</p> | <p>Review of referral arrangement</p> | <p>April 2016</p> | <p>Ryedale Carers' Resource</p> <p>Ryedale Young Carers</p> <p>Ryedale. Special Families</p> | <p>Staff Time</p> | <p>Formal referral pathway to be agreed</p> <p>To be agreed 2016/17</p> |

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| <p>Widen access to specialist support for parents of young children, to alleviate some of the pressure of housing difficulties</p> | <p>Make appropriate referrals to the Developing Stronger Families Team</p> <p>Develop referral arrangements with Children's Centres</p> <p>Develop referral arrangements with Ryedale Home Start</p> <p>Attend all appropriate CAF & TAC Mtgs</p> | <p>Informal referral systems in place</p> | <p>March 2016</p> | <p>NYCC Developing Stronger families York & North Yorkshire NHS</p> <p>NYCC</p> <p>Home Start Ryedale</p> | <p>Staff Time</p> | <p>No longer operating. Referrals to Social Care if appropriate for Family Intervention Team.</p> <p>Formalise 2017/18</p> <p>Home Start has ceased to operate</p> <p>Ongoing</p> |
| <p>Continue to be an active member of the NYSP Commissioning Body to ensure support services are procured effectively for Ryedale</p> | <p>Attendance at Commissioning Board meetings</p> | <p>Attendance at meetings and retention of services</p> | <p>Ongoing</p> | <p>North Yorkshire Housing Authorities</p> <p>Probation</p> <p>NYCC</p> | <p>Staff time</p> <p>Supporting people Funding</p> | <p>Active membership of NYCC Commissioning Board continuing</p> <p>Now National Probation Service</p> |

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| <p>Continue to remain a partner in North Yorkshire Home Choice assessing its effectiveness in the allocation of properties across Ryedale</p> | <p>Attendance at North Yorkshire home Choice project Board</p> <p>Attendance at the North Yorkshire Home Choice Equalities Meeting</p> | <p>Continuation of attendance</p> | <p>Ongoing</p> | <p>North Yorkshire Housing Authorities and Registered providers</p> | <p>Staff time</p> | <p>NYHC currently under review. Partnership arrangements for applications etc. will change by 2018, requiring a restructure of the allocations system. RDC to review its involvement</p> |
| <p>Continue to provide support to Stonham Homestay to ensure support is allocated where most needed across the district</p> | <p>Timely referrals made for housing related support</p> | <p>Monthly meetings with Stonham</p> | <p>Annual review</p> | <p>Stonham Homestay</p> <p>Supporting people</p> | <p>Staff time</p> <p>Supporting people funding</p> | <p>Now Ryedale Stay, under new contract with NYCC.</p> <p>Continuation of co-location with positive joint working arrangements.</p> <p>Referral pathways in place. Staffing & capacity the same as previous provider</p> <p>Attend Operational Implementation meetings</p> |
| <p>Continue to support the North Yorkshire</p> | <p>Review the strategy in partnership with Sub region</p> | <p>Review completed</p> | <p>March 2016</p> | <p>North Yorkshire Partners</p> | <p>Staff time</p> | <p>Ongoing</p> |

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| Tenancy Strategy | | | | | | |
| Ensure that Ryedale's Travellers site is managed effectively and access to the accommodation is facilitated through the Council | Regular weekly inspections Regular meetings with Site managers Waiting list maintained by Housing Services | Annual report on progress | Ongoing | Facilities | Staff time | Management of the site came back to RDC in October 2016. Seeking future management arrangements. Additional inspections to ensure the security of the site All allocations will remain with RDC |
| Continue to support the expansion of the Ryedale FoodBank and its accessibility for Housing clients | Regular meetings to ensure successful referrals to the scheme. Grant funding agreed for 2015/16 | Number of referrals | Ongoing April 2015 | Ryedale FoodBank | Staff time £5,000 Homeless prevention grant | Continue to be a trusted Food Voucher issuer Respond positively to any funding assistance requests to ensure the continuation of this vital resource for many HOT clients |

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| <p>Continue to provide financial support to Ryedale CAB to facilitate access to Money Advice for housing clients</p> | <p>Review with the Citizens advice Bureau the continuation of funding through the development of a business plan</p> <p>Provide funding support for the Money Advice Service</p> | <p>Review ongoing</p> <p>Number of referrals</p> | <p>May 2015</p> <p>April 2015</p> | <p>Ryedale Citizens advice bureau</p> | <p>Revenue funding</p> <p>£12K Homeless prevention grant</p> | <p>RDC funding agreement in place</p> <p>Grant to ensure priority access to the specialist Debt Advisor for HOT clients</p> |
|---|--|--|-----------------------------------|---------------------------------------|--|---|

| OBJECTIVE 5 INCREASE THE SUPPLY OF AFFORDABLE HOUSING | How | Performance Indicator | Targets | Partners | Resources | Update 2016 |
|---|---|---|-----------------------|--|---|---|
| <p>Deliver 75 new affordable homes annually to address identified need in Ryedale</p> <p>Page 55</p> | <p>Completion of affordable Housing schemes</p> <p>Work with partners to take advantage of the HCA Affordable Housing Programme 2015/20</p> <p>Ensure support and advice is given to developers to maximise affordable housing on Section 106 sites</p> | <p>Ongoing review</p> | <p>75 annually</p> | <p>Corporate Housing Group</p> <p>Registered providers</p> <p>Homes and Communities Agency (HCA)</p> <p>Private Developers</p> | <p>HCA Grant</p> <p>RP Reserve</p> <p>Private Developers</p> | <p>Ongoing. 30 delivered 2015/16. 45-50 expected 2016/17.</p> <p>Ongoing. Meet regularly with RP's. Currently looking at delivery of 2 schemes with RP's and HCA grant.</p> <p>Ongoing with RHE & HDO through consultation with developers and planners</p> |
| | <p>Secure opportunities for developing future affordable housing</p> | <p>Work with Parish Councils and communities to Identify opportunities for new development, refurbishment and reinstatement</p> <p>Encourage owners of land to consider selling for development by Registered Providers</p> <p>Housing Development Officer and Rural Housing Enabler to work collaboratively to generate new schemes.</p> | <p>Ongoing review</p> | <p>75 annually</p> | <p>Parish Councils & Communities</p> <p>Private Developers</p> <p>Land owners</p> <p>Registered providers</p> | <p>HCA Grant</p> <p>PRP Reserve</p> <p>Private Developers</p> |

| Objective 5 Increase the supply of Affordable Housing | How | Performance Indicator | Targets | Partners | Resources | Update 2016 |
|---|---|---|---------------------------------------|---|--|--|
| Increase access to a range of intermediate tenure housing options | <p>Develop intermediate housing e.g. discount for sale, shared ownership, intermediate rent to widen access to more households in Ryedale</p> <p>Develop Ryedale's Supplementary Planning Guidance in partnership with Forward Planning</p> | <p>Development of Supplementary planning guidance</p> | <p>April 2017</p> | <p>Parish Councils & Communities</p> <p>Private Developers</p> <p>Land owners</p> <p>Registered providers</p> | <p>HCA Grant</p> <p>PRP Reserve</p> <p>Private Developer funding</p> | <p>Ongoing. Investigating options for direct provision</p> <p>Draft SPD produced and now with Forward Planning</p> |
| Regularly update Ryedale Housing needs data to inform development of future affordable housing policy and strategy | <p>Continue to undertake rural Housing Needs surveys</p> <p>Commission new Strategic Housing Market Assessment</p> | <p>Completion of surveys</p> <p>Up to date housing needs info</p> | <p>Ongoing</p> <p>April 2016</p> | <p>Consultant services</p> | <p>Staff time</p> <p>£40K funding allocation</p> | <p>Ongoing</p> <p>Completed and published in April 2016</p> |
| Ensure the continuation of the Rural Housing Enabler post | <p>Continue to be a member of the Rural Housing Network</p> | <p>Continuity of RHE post</p> | <p>Agreement for next three years</p> | <p>N Yorkshire Districts And Rural network partners</p> | <p>£6,500 revenue support/com muted sums</p> | <p>Ongoing</p> |

| OBJECTIVE 5 INCREASE THE SUPPLY OF AFFORDABLE HOUSING | How | Performance Indicator | Targets | Partners | Resources | Update 2016 |
|--|---|----------------------------------|----------------|-------------------------|------------------|---|
| Complete a standard Section 106 check list in relation to affordable housing to provide timely information for developers | Completion of checklist for inclusion into future section 106s | Checklist completed | April 2015 | Corporate Housing Group | Staff time | Completed |
| Review S106 and "Nomination" arrangements with Registered Providers, using these to prevent homelessness | Review numbers & outcome of referrals made through nominations | Review nomination agreements | April 2016 | Registered providers | Staff time | Ongoing. Nomination Agreements to be incorporated within S106's where appropriate |
| Review RDCs Empty Property Strategy & ensure best use of nomination rights to grant- aided properties | <p>Review the Empty property strategy</p> <p>Work closely with Private Sector Housing to identify properties</p> <p>Prevent homelessness by nomination of clients</p> | New strategy in place | April 2017 | In House arrangement | Staff Time | <p>Ongoing</p> <p>Ongoing</p> <p>Ongoing.</p> |

| OBJECTIVE 5 INCREASE THE SUPPLY OF AFFORDABLE HOUSING | How | Performance Indicator | Targets | Partners | Resources | Update 2016 |
|--|---|----------------------------------|----------------|----------------------|------------------|--|
| Continue to work with Wakefield on breathing space | Remain a active partner of the breathing space partnership group | Continuation of the scheme | ongoing | Wakefield Council | Staff time | Ongoing. Continued working with Wakefield Council on the Breathing Space Partnership Group and Home Safe Initiative. |
| Develop a strategy to address changes to availability of existing affordable housing due to Government policy | Complete a "Mapping Exercise" to estimate potential availability issues | Strategy Developed | April 2016 | Registered Providers | Staff time | Ongoing exercise along with policy changes |

Delivering the Homeless Strategy

Whilst the provision of a housing options service is a statutory duty of the Council the actual delivery of the service relies on the support of many formal and informal partners. Moving forward we will need to work closely with these partners if we are to realise the ambitions of the strategy. Partnership working will become increasingly critical in the light of government funding cuts and as we increasingly need to demonstrate value for money

Monitoring

This action plan will be a tool for monitoring progress against milestones and targets. It will be monitored and reviewed by the Council annually.

The Homelessness Strategy Steering Group will continue to monitor the Strategy and Action Plan. The group will consider the progress made during the year and will be actively contributing to setting new priorities and targets for the future.

The responsibility for reporting progress will rest with the Senior Housing Options Officer (SHOO). There will be formal monitoring of all elements of the Housing Strategy Action plan including the Homelessness Strategy. Responsibility for this will rest with the Housing Services Manager (HSM)

Annual review

An annual review of the Homelessness Strategy and Delivery Plan will continue to take into consideration the following:-

- What actions have been completed and what actions are still to do?
- Are the actions still current, relevant and Achievable?
- Resource implications and ownership of the tasks
- Registered Provider monitoring and any impact on homelessness
- Monitoring of the effects of Welfare Reform and the subsequent impact on homelessness and advice services
- Forthcoming legislation and potential impact on the Homelessness Strategy 2015-21

In these times of reducing public funding and welfare reforms, it is more important than ever to ensure that the homelessness service provided by the Council, is effective and provides a high quality service in order to improve the lives of those people faced with homelessness.

For further information on any aspects relating to the Ryedale's Homelessness Action Plan 2012-2017 contact:

Kim Robertshaw Housing Services Manager 01653 600666 Ext 383 kim.robertshaw@ryedale.gov.uk

Lorraine Gould Senior Housing Options Officer 01653 600666 Ext 265 lorraine.gould@ryedale.gov.uk

A large print version of this strategy as well as Braille and audio versions can be made available on request. If English is not your first language we will arrange for a translated version of the Strategy to be made available to you. We can also arrange for a translator to explain the contents of the strategy.

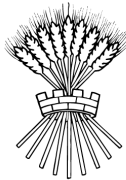
Ryedale District Council - Homelessness Strategy - Progress Update October 2016

Key

ASB: Anti Social Behaviour
ASC: Adult Social Care
CAB: Citizens Advice Bureau
CAF : Common Assessment Framework
CBL: Choice Based Lettings
CCG: Community Care Grants
CLG: Communities and Local Government
CMHT: Community Mental Health Team
CSC: Children's' Social Care
CYPS: Children and Young People Service
EHO: Environmental Health Officer
IDAS: Domestic Abuse Services
DFG: Disabled Facilities Grant
DHP: Discretionary Housing Payment
DL: Derwent Lodge
DWP: Department for Work and Pensions
HB: Housing Benefit
HCA: Homes and Communities Agency
HMO: House of Multiple Occupation
HMO Officer: Housing of Multiple Occupation Officer
HO: Housing Options
HOO: Housing Options Officer
HOT: Housing Options Team
HP Grant: Homeless Prevention
HSM: Housing Services Manager
HSO: Housing Services Officer
HSSG: Housing Strategy Steering Group
LO: Lettings Officer

LDG(H)T: Learning Disabilities (Housing) Task Group
MAPPA: Multi Agency Public Protection Arrangement
MARAC: Multi Agency Risk Assessment Conference
NSNO: No Second Night Out
NY and Y: North Yorkshire and York
NYHC: North Yorkshire Home Choice
NYLAF: North Yorkshire Local Assistance Fund
ORC: Old Railway Court
RP Reserve: Registered Provider
PRS: Private Rented Sector
RACS: Resettlement and Community Safety Scheme
RDC: Ryedale District Council
RSL: Registered Social Landlord
S and PO: Safeguarding and Projects Officer
SASH: Safe and Sound Homes
SHOO: Senior Housing Options Officer
SSAFA: Soldiers, Sailors, Airmen and Families Association
SP: Supporting People
TAC meetings: Team around the Child
WRHIA: White Rose Home Improvement Agency
YPAP: Young Person's Accommodation Partnership
YPHPO: Young Person's Homelessness Prevention Officer
YPHO: Young Person's Hub Officer

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| PART A: | MATTERS DEALT WITH UNDER DELEGATED POWERS |
| REPORT TO: | POLICY AND RESOURCES COMMITTEE |
| DATE: | 24 NOVEMBER 2016 |
| REPORT OF THE: | DEPUTY CHIEF EXECUTIVE CLARE SLATER |
| TITLE OF REPORT: | DELIVERING THE COUNCIL PLAN |
| WARDS AFFECTED: | ALL |

EXECUTIVE SUMMARY

1.0 PURPOSE OF REPORT

- 1.1 To present to members with progress in delivering the Council Plan and to ask member to begin to consider the performance information they would like to receive through the committee cycle in future. This is linked to the review of the Council Plan which will be completed for the new municipal year.

2.0 RECOMMENDATION

- 2.1 It is recommended that members note the progress made in delivering the Council Plan and
- 2.2 That members consider the performance information they would like to receive in future.

3.0 REASON FOR RECOMMENDATION

- 3.1 Members of the Council have requested a review of the Council Plan and the performance information they receive to manage the delivery of this.

4.0 SIGNIFICANT RISKS

- 4.1 There are no additional risks associated with this report. A review of the Risk Management Strategy will be undertaken as part of the review of the Council Plan.

5.0 POLICY CONTEXT AND CONSULTATION

- 5.1 The Council Plan is the business plan for the Council and is reviewed annually by Council in July. The performance framework associated with the plan is reported to all committees at each committee cycle.

- 5.2 Further consultation with members and residents, businesses and stakeholders will be undertaken as part of the review of the Council Plan.
- 5.3 The review of the Council Plan is linked to the delivery of the Towards 2020 programme.

REPORT

6.0 REPORT DETAILS

- 6.1 Members of Council have requested a review be undertaken of the Council Plan and the performance reporting arrangements for this. This report includes the set of indicators currently managed through the Council performance management system, Covalent. This is attached at Annex A.
- 6.2 The report attached at annex B is the Position Statement prepared as part of the submission to the Peer Review Team in preparation for the Corporate Peer Challenge. This report was well received by the review team and by members and stakeholders.
- 6.3 The approach to communicating the delivery of the Council Plan priorities in the Position Statement document uses a more narrative approach, telling the story of the work the Council undertakes and the impact of this on customers and communities. It also uses a variety of 'infographics' to present the performance information.
- 6.4 The current performance report attached at annex A is generated directly from Covalent. This majority of this information will continue to be available on covalent and members will receive training on how to use iPads to view covalent in the new browser version of the system.
- 6.5 Members are asked to consider their requirements and preferences for performance reporting information and provide feedback to officers to inform the development of the Council Plan and the associated performance management framework.

7.0 NEXT STEPS

- 7.1 The new Leadership Team will be in place in December 2016. A priority is to review the Council Plan. The Council Plan will be developed in parallel with the Budget preparation process for 2017/18.
- 7.2 A programme of engagement will be developed to involve members, customers, communities and stakeholders in the development of the new plan. The new Council Plan will be presented to Council for consideration at Annual Council in May 2017.

8.0 IMPLICATIONS

- 8.1 The following implications have been identified:
- a) Financial
There are no financial implications arising out of this report.
 - b) Legal
There are no new legal issues arising out of this report.
 - c) Other (Equalities, Staffing, Planning, Health & Safety, Environmental, Crime & Disorder)

There are no significant issues arising out of this report.

Clare Slater
Deputy Chief Executive

Author: Clare Slater, Deputy Chief executive

Telephone No: 01653 600666 ext: 347









































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Background Papers: None.

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Council Plan






















Generated on: 31 October 2016

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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 11b | HS 2 | HS 14 | HS 10b | BS RB 2 | HS 8 | HS 17 |
| 3. High Quality Environment |  |  |  |  |  |  |  |  |  |  |  | |
| | DM 2 | DM 157a | DM 157c | HE 13 | SS 15 | SS 16 | SS 17 | DM 157b | SS 192 | SS 35 | SS 36 | |
| 4. Active Safe Communities |  |  | | | | | | | | | | |
| | HE 10 | EC 77 | | | | | | | | | | |
| Transforming the Council |  |  |  |  |  |  |  | | | | | |
| | BS AS 3 | BS BI 02 | HR A 01 R | BS RB 11 | BS AS 1 RDC | BS RB 12 | BS MD 1 | | | | | |

Status Icon Key

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|  On track |  Warning |  Alert |  Data only indicator |  Long term trend arrow |
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1. Employment Opportunity & Economic Success

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|--|---|----------------|--|---------|-------------|---|
|  |  | EC 10 | Total Job Seeker Allowance and Universal Credit Out of Work Claimants Aged 16 - 64 | | |  |
| Current Value | 0.5% | September 2016 | Previous Value | 0.6% | August 2016 | |
| Yorkshire and Humber 2.2%, Great Britain 1.8%, Ryedale total 160 people. | | | | | | |
|  |  | EC 12a | % Ryedale population aged 16-64 qualified - NVQ1 or equivalent | | |  |
| Current Value | 83.5% | 2015/16 | Previous Value | 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 Value | 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 Value | 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 Value | 41% | 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 | £410.20 | 2015/16 | Previous Value | £420.20 | 2014/15 | |
| 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 | £411.80 | 2015/16 | Previous Value | £426.00 | 2014/15 | |
| 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 | Current Target | 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 | 7.3 days | September 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. Short trend down on previous year's figure of 261.

| | | | | | | |
|---|---|---------|-------------------------------------|--------|--|---|
|  |  | 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% Short trend down on previous year's figure of 118.0%. | |












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% | Q2 2016/17 | Current Target | 100.0% | Target is to decide on all applications within 33 days | |

5 decisions made in the period and notified within 33 days.

| | | | | | | |
|---|---|------------|---------------------------------|----|---|---|
|  |  | HS 5 | Number of Homeless Applications | | |  |
| Current Value | 7 | Q2 2016/17 | Current Target | 13 | Total number of applications for 2014/15 = 30 | |




7 Applications were received in this period.

| | | | | | | |
|--|---|------------|---|----------------|------------|---|
|  |  | HS 2 | Length of stay in temporary accommodation (B&B, weeks) Snapshot | | |  |
| Current Value | | 1.14 weeks | Q2 2016/17 | Current Target | 4.00 weeks | Target: National maximum allowable is 6 weeks. Local target of 4 weeks |
| 3 people stayed a total of 8 nights in temporary B & B accommodation for the period. | | | | | | |
|  |  | HS 14 | Affordability Ratio | | |  |
| Current Value | | 8.5 | 2015/16 | Current Target | 8.39 | 2014/15 |
| 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 | | 34.3 days | October 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 8 | Prevention of Homelessness through Advice and Proactive Intervention (values and targets are per quarter, not accumulative) | | |  |
| Current Value | | 32 | Q2 2016/17 | Current Target | 39 | Target is to achieve 10% improvement in numbers of preventions year on year |
| Homelessness prevented by LA | | | | | | |
|  |  | 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. |
| 67 affordable new homes under construction with 29 completed | | | | | | |
|  |  | HS 10b | % Households in Ryedale in Fuel Poverty (Low Income High Cost) | | |  |
| Current Value | | 15.9% | 2014/15 | Current Target | 10.6% | 2013/14 |
| 3636 out of 22827 households in Ryedale were in fuel poverty in 2014 | | | | | | |
| 3. High Quality Environment | | | | | | |
|  |  | DM 2 | Planning appeals allowed | | |  |
| Current Value | | 30.0% | Q2 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. | | | | | | |

| | | | | | | |
|--|--|----------------|--|--------|--|--|
| | | DM 157a | Processing of planning applications: Major applications (13 weeks) | | | |
| Current Value | 83.30% | September 2016 | Current Target | 70.00% | Targets originally set under Planning Delivery Grant regime | |
| At the end of October 2016 performance stood at 85% 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 | 92.00% | September 2016 | Current Target | 90.00% | Targets originally set under Planning Delivery Grant regime | |
| Performance at 90.7% 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. | |
| Page 13 | 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 | |
| There has been a 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 | 77.70% | September 2016 | Current Target | 80.00% | Targets originally set under Planning Delivery Grant regime | |
|----------------------|--------|----------------|-----------------------|--------|---|--|

Performance has been improving for some months and this Trend is continuing. Customer satisfaction has increased on previous years. Minor applications requiring developer contributions are affecting performance in this category arising from the need for S106 agreements to accompany the planning permission. This resulted in numerous applications being determined beyond their 8 week determination period. Last years performance in this category reflects this, however as a result of the recent Court of appeal decision relating to contributions from small site this figure is expected to rise in 2016/17 as applications will not be delayed by the need for a legal agreement

| | | | | | | |
|---|---|--------|---|--|--|---|
|  |  | 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 | |
|----------------------|--------|---------|-----------------------|--------|--|--|

15/16 is 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%.

2016 45.8% (first full year charging for garden waste)
 2015 48% (Part year charging for garden waste collection)
 2014 53% (no charge for garden waste collection)

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

| | | | | | | |
|---|---|-------|-------------------------------------|--|--|---|
|  |  | 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 | |
|----------------------|-------|---------|-----------------------|--------|--|--|

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 revised based on 16/17 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 revised based on 16/17 performance.

4. Active Safe Communities

| | | | | | | |
|---|---|-------|------------------------|--|--|---|
|  |  | EC 77 | Total Crime in Ryedale | | |  |
|---|---|-------|------------------------|--|--|---|

| | | | | | | |
|----------------------|-----|---------|--|--|--|--|
| Current Value | 800 | 2016/17 | | | | |
|----------------------|-----|---------|--|--|--|--|

The level of crime recorded in 2014/15 was unsustainably low 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

| | | | | | | |
|---------------|-----|----------------|---|-----|---------------------------------------|--|
| | | BS AS 3 | Payments made using electronic channels | | | |
| Current Value | 96% | September 2016 | Current Target | 85% | Target is set to maintain performance | |

Electronic channels include web, telephone and Direct Debit.

| | | | | | | |
|---------------|------|----------------|--|-----|--|--|
| | | BS BI 02 | % FOI Requests responded to within 20 working days | | | |
| Current Value | 100% | September 2016 | Current Target | 95% | | |

Page 7 of 43 FOI requests were responded to within 20 days.

| | | | | | | |
|---------------|-----------|------------|--|-----------|---|--|
| | | HR A 01 R | Average number of Working Days Lost Due to Sickness Absence per FTE, RYEDALE | | | |
| Current Value | 0.25 days | Q2 2016/17 | Current Target | 1.88 days | Target was North Yorkshire average for 2009. This has been revised to more accurately reflect the absence levels in the public and private sectors as presented by the CIPD in their annual survey of absence management. Average absence last year for the public sector was 8.7 days and in the private sector 6.9. the 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. | |




Levels of absence have reduced significantly with performance on or better than the target since January 2016

| | | | | | | |
|---------------|--------|----------------|----------------------------|--------|---------------------------------------|--|
| | | BS RB 11 | % of Council Tax collected | | | |
| Current Value | 57.90% | September 2016 | Current Target | 58.43% | Target is set to maintain performance | |

Part of drop attributable to change to month in which we collect half yearly & quarterly instalment. in 2015 was collected in September, now collected in October.

| | | | | | | |
|---------------|-----|----------------|--|-----|--|--|
| | | BS AS 1 RDC | Service enquiries resolved at first point of contact (telephone) | | | |
| Current Value | 44% | September 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 MD 1 | Standard searches completed in 5 working days | | |  |
| Current Value | | 53.7 % | October 2016 | Current Target | 90.0% | |

All working well after upgrade and searches being dispatched on a regular basis . The trend is improving, as is performance by NYCC.

| | | | | | | |
|---|---|----------|-----------------------------------|----------------|--------|---|
|  |  | BS RB 12 | % of Non-domestic Rates Collected | | |  |
| Current Value | | 57.95% | September 2016 | Current Target | 61.01% | Target is set to maintain performance |

Large drop due to change of responsible party at Central Science Laboratory, Sand Hutton which has RV of £3.3m. Had to refund to DEFRA and re-bill Capita.

RYEDALE
DISTRICT
COUNCIL



LGA CORPORATE PEER CHALLENGE

Position Statement
OCTOBER 2016

Welcome...

Thank you for agreeing to take part in the Ryedale District Council Corporate Peer Challenge. We look forward to welcoming you on 19 October.

A very warm welcome to the **District of Ryedale**. You join us at a very exciting time, a time when we are moving our Vision further forward and turning that Vision into a reality. We have an ambitious programme for economic growth and also to ensure that our Council is even more business like and focused on the future needs of our customers. This activity is captured in our **T2020** programme which we have been working on with **iESE** for the last 10 months.

We are at the part of the process where the staff team of **Ryedale District Council** are going through a process of selection for their preferred positions within the Council. I am sure that the Peer Team have had similar experiences of managing change and they will recognise the levels of energy, engagement and excitement across the organisation for the new opportunities this will offer albeit an amount of nervousness that any selection process brings. In addition our Elected Members are also keen to position themselves for the future, again to be more customer focused and to be able to anticipate and manage change in the wider political context of Devolution, Combined Authorities and of course Brexit.



Councillor Linda Cowling
Leader of the Council



Janet Waggott
Chief Executive

Some of the areas where we have received recognition.

Local Land & Property Gazetteer - Gold Standard Achieved



The Ryedale Grand Prix - has been the final leg of the British Cycling Elite Road Series for the last four years



Gold Standard for Housing - DCLG Silver achieved, placing Ryedale in top 3% of Councils nationally achieving this award



The Great British High Street - Helmsley Market Town Category Winner 2015



Le Tour - Ryedale has featured in the Grand Départ and every Tour de Yorkshire



Safer Ryedale - Key Partner in North Yorkshire Neighbourhood Watch recognised nationally as a model for best practice



Civic Voice Design Awards 2015 Public Realm Category Slowing the Flow in Pickering Judges Special Prize Picking and District Civic Society

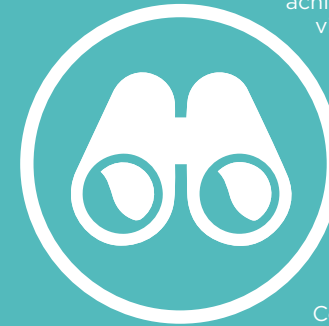
Slowing the Flow - Pioneering Natural Flood Management

Food Enterprise Zone - Malton FEZ is the first to be awarded in Yorkshire



We would like you to look at the progress we are making in these key areas.

How well is the Council achieving its stated vision of 'a place where all residents can enjoy a good quality of life with strong, prosperous and welcoming communities' and the steps which the Council, alongside partners, is taking to meet these aims.



Also to focus on the steps which the Council, alongside partners, is taking to meet the interrelated aims of creating the conditions for economic success and meeting housing need.



Finally we would like you to explore the capacity to transform the Council and the role of members in leading the organisation, efficacy of arrangements for decision making and accountability.



Introducing Ryedale

Ryedale is the largest and most sparsely populated district in North Yorkshire covering 585 square miles, with 35 people per km². With a total population of 53,100, 25% of whom are aged under 25 (compared to 30% nationally) with any increase in population coming from other areas in the UK and a majority of these are retirees.

The health of people in Ryedale is generally better than the England average. Life expectancy for men is higher than the England average. Life expectancy is 5.0 years lower for women in the most deprived areas of Ryedale than in the least deprived areas. The rate of those killed and seriously injured on the roads of Ryedale is the worst in England but has improved in the last 12 months.

Deprivation is lower than average, however about 10% (800) of children live in poverty. In Year 6, 15.6% (63) of children are classified as obese. Levels of smoking at time of delivery are worse for pregnant women in Ryedale than the England average. Levels of unemployment are very low and a quarter of those working are self employed (as compared to 10% nationally), with high levels of economic activity across the District.

Micro and small businesses dominate the local economy, which has a particular focus on manufacturing (food and advanced engineering), agriculture and forestry, accommodation / food and arts and entertainment.

The geographical barriers to services is significant for more remote communities with poor mobile phone coverage with areas of Ryedale being in the most deprived 20% for access to services. Communities are awaiting phase 2 of the fibre based broadband roll out.

Ryedale lies between York and the Heritage Coastline of North Yorkshire.

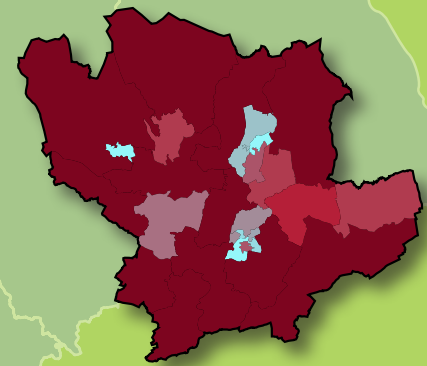
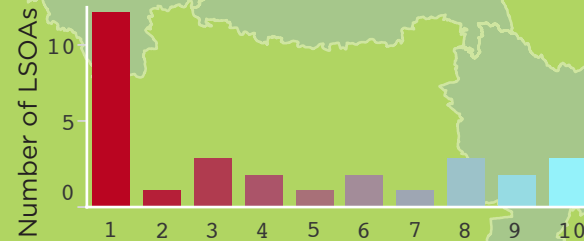
Ryedale is a diverse and beautiful area of spectacular scenery, bustling market towns, dale and hill farms, and picturesque villages.

GEOGRAPHICAL BARRIERS TO SERVICES

This domain of the index of multiple deprivation (IMD) relates to the physical proximity of local services.

LOWER SUPER OUTPUT AREA (LSOA) in decile 1 are amongst the most deprived 10% of areas in England, shaded red.

LSOAs in decile 10 are amongst the least deprived 10% of areas in England and are shaded blue.



Page 79

District

England's Second Most Sparse District

53,100 Population

585² Miles

Transpennine Express
A64 Trunk Road

Economy

24.1% of the Ryedale Workforce are self-employed

10.2% is the national average

89.5% of businesses in the District are micro businesses, employing fewer than 10 people

Manufacturing is the dominant employment sector (17.5%), Accommodation and Food Services (11.6%) and Agriculture (11.3%)

Strong advanced manufacturing structure around Pickering and Kirkbymoorside

Health

The health of people in Ryedale is better than the England average. Life expectancy for men is higher than the England average and slightly lower for women. The rate of those killed or seriously injured is the highest in England per 100k of population.

53.1k population | 31k work age

81.5% working | 73.7% GB
15.1% inactive | 22.2% GB
3.4% unemployed | 5.1% GB

Knowing our Place

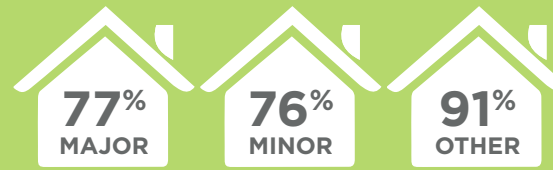
Ryedale possesses a very high quality environment and our aim is to maintain this in future years.

When we engage with residents about priorities for the future, a consistent message is that good jobs and a thriving economy are vital to the quality of life for residents of Ryedale, but this must be balanced against maintaining the quality of the local environment which is highly valued. This message is particularly strong from young people.

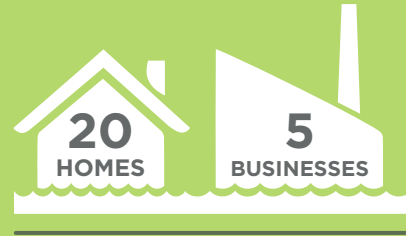
Ryedale is the second safest local authority area in England. Safer Ryedale, the community safety partnership have developed effective multi-agency working and support a network of neighbourhood watch schemes. These groups are the eyes and ears of the Council across the district.

Flood Management and Support has become an integral element of the Council's role as a category 1 responder as various areas across the district have been affected by flooding over a period of many years. Working with partners, RDC invested in the Slowing the Flow Project in Pickering and has worked effectively with communities to develop resilience plans which continues to be a key objective to minimise risk from flooding as far as possible.

The Council fully recognises the value of the Development Plan in helping to deliver growth and has prioritised the production of the Ryedale Plan and the Ryedale Community Infrastructure Charging Schedule to deliver the infrastructure required to support planned growth. The Local Plan Strategy was adopted in 2013. It was one of the first to be adopted following the introduction of the National Planning Policy Framework and to be found to be fully compliant with national policy. The Ryedale CIL is in operation and the site specific element of the Ryedale Plan is nearing completion.



Timely Processing of Planning Applications
August 2016



Impact of Floods on Ryedale
Boxing Day 2015



444
Scheduled Ancient Monuments
2000+
Listed Buildings



8
Registered historic parks and gardens
46
Conservation areas

25,446 NUMBER OF HOUSEHOLDS IN RYEDALE



21.73%
Household Waste Recycled



45.8%
Household Waste sent for Re-Use, Recycling & Composting

46%
Garden Waste Subscription Rate



1st Approval
NYCC Approved Test Drilling for Shale Gas - Kirby Misperton



1,275 Total Number of Watch Schemes in Ryedale:
437 Rural Watch
377 Neighbourhood Watch
160 Shop Watch, 102 Pub Watch
85 Horse Watch



1,659
Total Number of Crimes in 2015 - 2016

Knowing our Communities

We continue to understand and know our local communities and hold regular Parish Liaison meetings as an information exchange and networking opportunity. This approach has resulted in a ward pilot and a new Town Team approach for Helmsley.

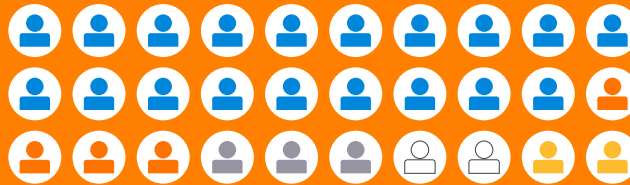
We also work very closely with the Local Enterprise Partnership, Federation of Small Businesses and local business groups to understand and know our business communities. We have a large proportion of small and micro businesses. RDC together with Rural Action Yorkshire (RAY) along with Parish Councils have produced parish plans. To further our knowledge of our communities each Councillor has an Officer 'ward buddy' who it is intended is a walking encyclopaedia for the local area and the District as a whole. The Parish Liaison meetings also include ward members and which bring together NYCC, RDC parishes and partners including other agencies.

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. There is also a thriving third sector for health and social care sectors supporting local people with a range of disabilities and issues.

The council supports existing and new facilities and events through a community grants programme and core funding for local infrastructure organisations. The Council owned leisure facilities in Pickering and Norton are now managed under contract with Everyone Active.

LOCAL DEMOCRACY IN RYEDALE

30 ELECTED MEMBERS



113 PARISHES



5
TOWN COUNCILS

66*
PARISH COUNCILS

29
PARISH MEETINGS

*Representing 79 Parishes

20 WARDS REPRESENTED



COMMUNITY INFRASTRUCTURE



COMMUNITY GRANTS

37 awarded to help village halls, sports facilities and community services and projects 2015-16.

69%
GENERAL ELECTION
TURNOUT



27%
Average grant of project costs awarded.



Our Priorities - Growth

Ryedale has low unemployment, much entrepreneurial activity and the highest levels of economically active residents in the LEP area - but very low average wage levels. Nearby York and Scarborough provide major employment, training and shopping opportunities but two thirds of residents work in Ryedale, which has attractive and historic market towns with many independent retailers. Local businesses experience skills and recruitment difficulties as young people often relocate after school and an ageing population structure will result in a shrinking workforce unless addressed. Young people entering the workforce can need support and the Council is very active with the LEP, schools and partners to improve the match between local skills and the needs of employers.

There has been excellent progress in bringing forward employment land and infrastructure at Malton and Norton but shortfalls and viability challenges affect land supply in northern Ryedale and Ryedale lacks prestigious business premises. Transport access to Ryedale - and in and around Malton and Norton - limit growth and we have limited broadband and mobile coverage despite recent improvements. Community Infrastructure Levy (CIL) and local authority resources are insufficient to meet infrastructure needed for growth and partnerships with the LEP and others are key.

The Council aims to create conditions in Ryedale that support economic opportunities and growth - particularly within sectors that can lift our wage levels - and our approach and priority projects are determined through the Ryedale Economic Action Plan. Successful bids to the Local Growth Fund are helping to deliver the Food Enterprise Zone and Agri Business Park at Malton and the National Agri Food Innovation Campus at Sand Hutton, recently acquired by Capita. Further Ryedale bids have been included in the LEP's recent submission for Growth Deal 3, including a new Business Park at Pickering in partnership with a major Ryedale employer and flood mitigation measures in Malton.

ECONOMY

81.5%
of population
are in employment

73.7%
is in the national
employment rate



TOP YORKSHIRE
ATTRACTION

1.5M
Visitors
to Flamingo Land



Thriving visitor
economy with
Flamingo Land
& Castle Howard
in the Yorkshire
and Humber
Top Ten

TRAVEL TO WORK

- 1% To County Durham
2% From County Durham
- 4% To Harrogate
3% From Harrogate
- 10% To Hambleton
7% From Hambleton
- 9% To Selby & Leeds
7% From Selby & Leeds
- 41% To City of York
21% From City of York

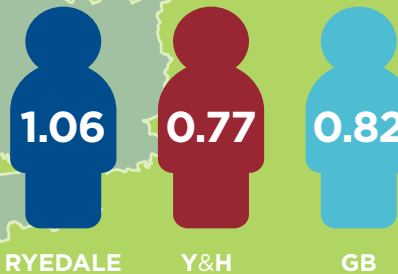
PERCENTAGES SHOWN ARE OF
ALL 'INWARD' COMMUTERS AND
'OUTWARD' COMMUTERS

65%
LIVE &
WORK IN
RYEDALE

- 25% To Scarborough
33% From Scarborough
- 10% To East Riding & Hull
21% From East Riding & Hull

HIGH JOB DENSITY

Ratio of total jobs to
population aged 16 to 64



LOW WAGE LEVELS

Lowest weekly wage
levels in Yorkshire
and the Humber.



QUALIFICATIONS (2015)

APPRENTICESHIPS

Growth of 10% Year on Year to 430 in 2015-16. Engineering apprenticeships have doubled in the last 5 years, despite the downturn in the oil exploration sector.



Our Priorities - Growth

We work to deliver the housing priorities as part of the LEP, aiming to deliver more good quality market and affordable homes, make better use of existing housing stock and facilitate better, more accessible, housing services and choice for residents. With private developers, registered providers and the rural housing enabler, we facilitate delivery of affordable housing through the Homes and Communities Agency (HCA) funding and S106 delivery. In addition identifying and facilitating the delivery of sites for Starter Homes.

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.

The Young People's Accommodation Partnership is a nationally commended collaborative approach to assisting homeless young people aged 16-25. This ensures those at risk of exclusion from home receive mediation aiming to prevent homelessness and young people being placed 'in care'. Working closely with Ryedale YMCA, Safe and Sound Homes and NYCC we provide tailored packages of support, plus accommodation. 'Platform for Life' government funding has been secured to create accommodation for young people to achieve independence. Ryedale was the only authority in North Yorkshire to secure this funding.

Ryecare provide a 24/7 call monitoring and emergency call handling service throughout the district and beyond. The call centre has recently been upgraded and an emergency response service is now available to all customers through a local care company, ensuring the best service for our customers.

HOUSING



NET ADDITIONAL HOMES PROVIDED
245 against a target of 200.



SUPPLY OF DELIVERABLE HOUSING SITES.



523 RYECARE LIFELINE CONNECTIONS IN RYEDALE

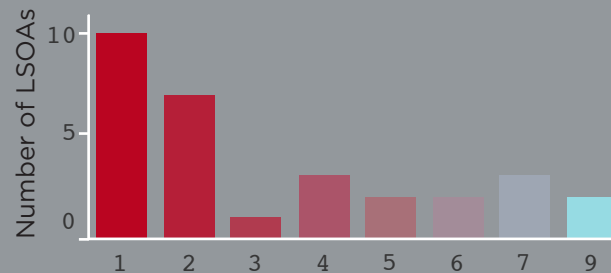
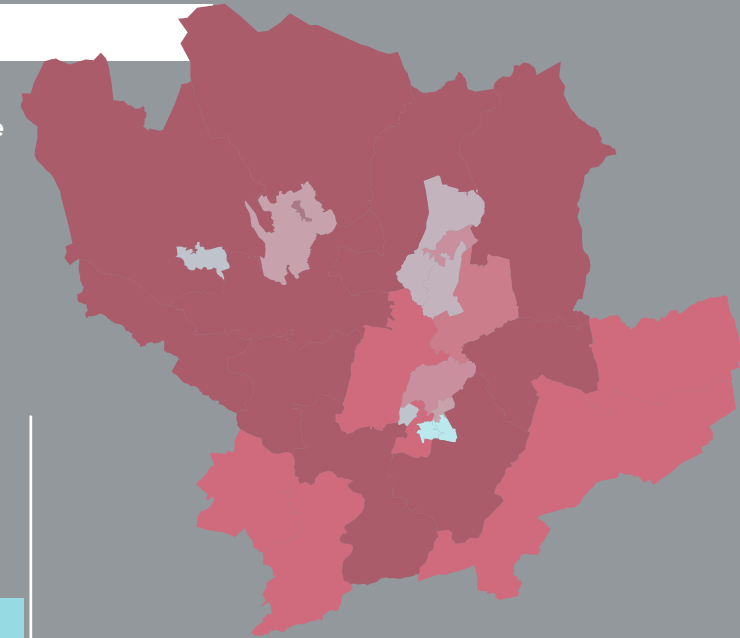
QUALITY OF LIVING ENVIRONMENT

This domain of the index of multiple deprivation (IMD) relates to the condition of housing and the availability of central heating.

LOWER SUPER OUTPUT AREA

LSOAs in decile 1 are amongst the most deprived 10% of areas in England, shaded red.

LSOAs in decile 10 are amongst the least deprived 10% of areas in England and are shaded blue.



700
APPROACHES TO HOUSING OPTIONS TEAM - 2015-16



15.9%
HOUSEHOLDS LIVING IN FUEL POVERTY
Highest in North Yorkshire



67
AFFORDABLE HOMES
Under construction 2015-16



9.4
AFFORDABILITY RATIO
Third most unaffordable area in Yorkshire & Humber



37
HOMELESS APPLICATIONS RECEIVED 2015-16



Our Priorities - Strong Financial Management

The Council has put in place a fully integrated Financial Strategy to ensure long-term financial stability, the achievement of Value for Money and funding for priorities. The future challenges presented by the funding settlement are considerable and the certainty provided by a four year settlement has to be balanced against a shift in the funding base for local authorities to property-based funding. This presents significant financial risk to the Council, predominantly from business rate appeals, the impact of which can be considerable for a district council.

The detail of the retention of 100% of business rates in the public sector is also not yet clear, but it is clear the basis of retention will be risk and reward. Ryedale currently has a Council tax base of 20,943 Band D equivalent properties, an increase of 406 on the 2015/16 Council tax base and 2883 businesses registered for business rates, with 1329 claiming small business rate relief at either the full or tapered level. It is clear that the sustainability of a local authority into the future will be dependent on their ability to attract business growth and increase the Council Tax base.

The Ryedale Approach to Efficiency

Over the last six years Ryedale District Council has delivered efficiency savings of £3.8m which represents 60% of its current net revenue budget of £6.4m. Ryedale has been innovative in delivering its frontline and back office services. Partnerships have constantly been sought with the private sector and other public sector organisations to maximise both the efficiency and effectiveness of service provision.

Being a rural authority there is a high cost of providing many services which is not fully reflected in national finance settlements. The approach, therefore, to service procurement and delivery has to be innovative in order to deliver a balanced budget.



Collection Rates 2015-16

Council Tax Base 2016-17

Top 10 Business Rate payers
(0.35% of Ryedale businesses)
generate 33% of Business Rates.



10 BUSINESSES = £5.5m 2873 BUSINESSES = £10.5m

BUDGET POSITION 2016 - 2017

£6.41m
NET REVENUE BUDGET

£5.00
INCREASE IN RDC ELEMENT
OF COUNCIL TAX

£5.54m
CAPITAL PROGRAMME
2016 to 2020

£1.161m
REMAINING NEW HOMES
BONUS

TARGET SAVINGS 2016 - 2020

£100k
ASSETS

£400k
MANAGEMENT STRUCTURE

£500k
BUSINESS PROCESS
REDESIGN

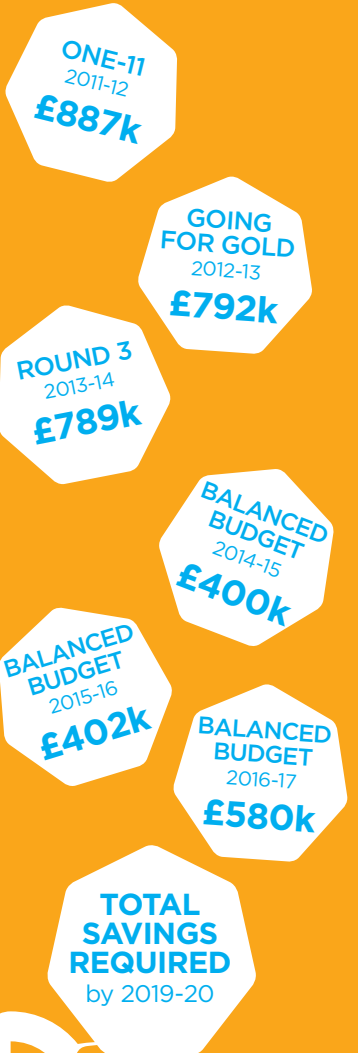
£100k
OTHER EFFICIENCIES

£1.1m TOTAL

EFFICIENCY PROGRAMMES

£3.8M OF SAVINGS
achieved over the last 6 years,
this represents 60% of the
current net revenue budget

£1.1m
by 2020



Our Priorities - Towards 2020

The Council's corporate efficiency strategy is entitled 'The Towards 2020 programme' and is based around making the most out of the following four areas of the organisation:

- Management of Systems and Services;
- Enabling Technology;
- Enabling Assets and Acquisitions; and
- Enabling Competencies, Skills and Behaviours

Given the scale of the savings required the Council needed to adopt whole organisation change and re-invent the way services are delivered, with a rapid requirement to move to a lower cost, higher value operating model - the need is to do very different things in a very different way. Transformation will be all about customers and with the aim to significantly improve customer experience and outcomes at reduced cost through the removal of duplication and waste, and focussing on prevention to reduce unnecessary demand for services.

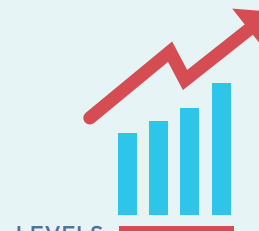
The Towards 2020 planning is reflected forward to meet the needs of tomorrow as well as today.

The full Mandate for Change has been communicated to Officers and Members of the Council. The Council has also developed a blueprint for change based on design principles for how the council will operate into the future which are categorised into the key themes of:

- Customer interaction
- Levels of Performance
- Service Delivery
- Ways of Working



CUSTOMER INTERACTION



LEVELS OF PERFORMANCE



46 Complaints received 2015-16
6 Complaints referred to Ombudsman
0 Complaints upheld by Ombudsman



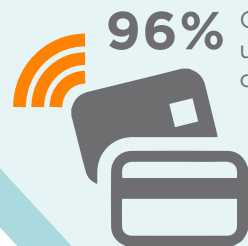
OUR VALUES UNDERPIN ALL THAT WE DO



WAYS OF WORKING



SERVICE DELIVERY



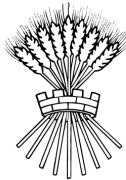
96% Of payments made using electronic channels

and finally...

as we deliver our 2020 vision we are preparing for our next customer journey and are very excited that there will be new partners to accompany us towards excellent services for residents, businesses and visitors for Ryedale. We have a clear a vision, focussing on doing what matters for Ryedale and strong leadership to steer us through this challenging period of change.

We are proud of our values and behaviours and these will guide us to meet the challenges ahead ensuring we can deliver our ambitious savings plans. We look forward to meeting the peer challenge team and working together to make the most of this opportunity to learn and share and to celebrate our strengths.

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| | |
|-------------------------|---|
| PART B: | RECOMMENDATIONS TO COUNCIL |
| REPORT TO: | POLICY AND RESOURCES COMMITTEE |
| DATE: | 24 NOVEMBER 2016 |
| REPORT OF THE: | FINANCE MANAGER (s151) PETER JOHNSON |
| TITLE OF REPORT: | LOCALISATION OF COUNCIL TAX SUPPORT 2017/2018 SCHEME |
| WARDS AFFECTED: | ALL |

EXECUTIVE SUMMARY

1.0 PURPOSE OF REPORT

1.1 This report seeks approval of the scheme for 2017/18. There are 5 changes proposed to the scheme which has operated in 2016/17.

2.0 RECOMMENDATIONS

2.1 That members recommend to Council

- (i) a Local Council Tax Support Scheme for 2017/18 to include a minimum payment of 8.5%, and with the changes proposed to align the new Council Tax Support scheme with changes to Housing Benefit and Universal Credit regulations as follows:
 - (a) Reducing the length of time someone can be temporarily absent from Great Britain and still receive Council Tax Support from 13 to 4 weeks (some exceptions will apply)
 - (b) Changes to the treatment of Employment and Support Allowance (ESA) cases affecting new claims made after 1 April 2017
 - (c) Limit the number of dependent children within the calculation for Council Tax Support to a maximum of two where the third child is born after 1 April 2017 (some exceptions will apply)
 - (d) To remove entitlement to the Severe Disability Premium where another person is paid Universal Credit (Carers Element) to look after them
 - (e) To use a set income for self employed earners after one years self employment
- (ii) to authorise the Finance Manager in consultation with the Chairman of Policy and Resources Committee to undertake the necessary consultation work to design a scheme for 2018/19, in light of the experience in previous years, to be presented to Policy and Resources Committee in December 2017

3.0 REASON FOR RECOMMENDATIONS

3.1 The Council must approve a scheme of its choice for 2017/18.

4.0 SIGNIFICANT RISKS

4.1 There are no significant risks in approving the scheme as recommended.

5.0 POLICY CONTEXT AND CONSULTATION

5.1 The Council will need to approve a Local Scheme for Council Tax Support (CTS). Consultation is undertaken annually through the Councils website.

6.0 REPORT DETAILS

6.1 Council Tax Support (CTS) is a discretionary means-tested reduction to help residents on low incomes to pay their Council Tax bill.

The current scheme provides that all working age customers have a maximum award of 91.5% of their Council Tax liability, which means that every working age household is required to pay at least 8.5% of their Council Tax bill.

6.2 The scheme affects all precepting authorities (District Councils, County Councils, Fire Authorities, Police Authorities and Parish Councils) through the Council Tax Base (CTB) which is reduced by the cost of the scheme.

6.4 The following table sets out the estimated claimant breakdown for 2016/17:

| Claimant Type | Number | Annual Cost | % total spend |
|---------------------------------------|--------|-------------|---------------|
| 1. Over Pension Age | 1761 | £1715k | 60% |
| 2. Working Age – Household Vulnerable | 263 | £214k | 7% |
| 3. Working Age: Vulnerable | 528 | £562k | 20% |
| 4. Working Age: Employed | 223 | £141k | 5% |
| 5. Working Age: - Other | 337 | £243k | 8% |
| | 3112 | £2875k | |

1. Pensionable age – where claimant or partner meet the criteria.
2. Working Age Household Vulnerable – there is a child under 5 in the household.
3. Working age Vulnerable – where disability premiums are included in the assessments.
4. Working age Employed – Working 16 hours or over.
5. Working Age Other – All other working age claimants.

6.5 The Council must now consider a scheme for 2017/18. In order to inform this process consultation has again taken place on the preferred maximum liability for Council Tax and options for aligning the scheme with the changes to Housing Benefit. Public consultation took place between 29 August 2016 and 14 October 2016 via the Council's web site, the citizens panel and promotion through local media. The results of the Consultation are attached at Annex A.

43 responses were received with a mixed age range and demographic. The

consensus was in agreement with the realignment of the LCTSS with the change to Housing Benefit and Universal Credit. The comments received illustrated the consideration given to the consultation by the respondents.

The scheme for Pension Age applicants is set by Government.

- 6.6 The proposed changes to the scheme only apply to working age customers. The scheme for pension age customers is set by Government and is not affected by any of the changes.

The changes being proposed are to align the new Council Tax Support scheme with changes to Housing Benefit and Universal Credit regulations in order to make administration of the scheme easier as follows:

1. Reducing the length of time someone can be temporarily absent from Great Britain and still receive Council Tax Support from 13 to 4 weeks (some exceptions will apply)
2. Changes to the treatment of Employment and Support Allowance (ESA) cases affecting new claims made after 1 April 2017
3. Limit the number of dependent children within the calculation for Council Tax Support to a maximum of two where the third child is born after 1 April 2017 (some exceptions will apply)
4. To remove entitlement to the Severe Disability Premium where another person is paid Universal Credit (Carers Element) to look after them
5. To use a set income for self employed earners after one years self employment

The recommendation is to make similar amendments to the Local Council Tax Support Scheme for 2017/18.

- 6.7 For 2017/18, year 5, there is again a mixed picture of approaches from Local Authorities. Proposed 2017-18 schemes within the North Yorkshire Districts are as follows:

| | 2017/18 | 2016/17 | Working Age Recipient Collection Rate 2015/16 |
|---------------|---------|---------|---|
| Craven | N/A | 10% | N/A |
| Hambleton | 20% | 20% | 79% (20% scheme) |
| Harrogate | 0% | 0% | N/A |
| Richmondshire | 15% | 15% | 87.50% (8.5% Scheme) |
| Ryedale | 8.5% | 8.5% | 86.10% (8.5% scheme) |
| Scarborough | 12.5% | 12.5% | N/A |
| Selby | 10% | 10% | 79% (10% scheme) |
| York | N/A | 18% | N/A |

- 6.8 Those with the greater cuts have generally seen the greatest impact on collection rates and increased administrative costs, as well as the impact on claimants. The billing authority (RDC) alone bears these increased administrative costs.

- 6.8 Should RDC lower the rate of discount from 91.5% to 80% to claimants it would mean the additional amount which would be billed to working age claimants would be

c.£150k for a rate of 20%. RDC's share of this additional income after considering collection rates would be c.£11k. There would potentially be additional costs facing the Council from such a decision. Claimant payments would increase such that the majority would be £150 - £300 per annum.

7.0 IMPLICATIONS

7.1 The following implications have been identified:

a) Financial

There are no significant new financial implication of the recommendation. There may however be an impact on staff resources and the time taken to process applications. The Council is currently operating two schemes, one for Housing Benefit and one for Local Council Tax Support, but with the same principles. There would be a significant impact on the time taken to process applications if required to operate two schemes with significant differences. The recommended approach would maintain the alignment of operating principles.

b) Legal

The scheme is a detailed legal document of the Council which will only require minor amendment as a result of changes to legislation. The amendments over which the Council has discretion are included in the report.

c) Other

All other impact is covered in the report

**Peter Johnson,
Finance Manager (s151)**

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Telephone No: 01653 600666 ext:
E-Mail Address: peter.johnson@ryedale.gov.uk

Background Papers:

[Ryedale District Council Council Tax Reduction Scheme - S13A and Schedule 1a of the Local Government Finance Act 1992](http://www.ryedale.gov.uk/attachments/article/795/Ryedale_S13a_Scheme_Complete_v1.93.pdf)

http://www.ryedale.gov.uk/attachments/article/795/Ryedale_S13a_Scheme_Complete_v1.93.pdf

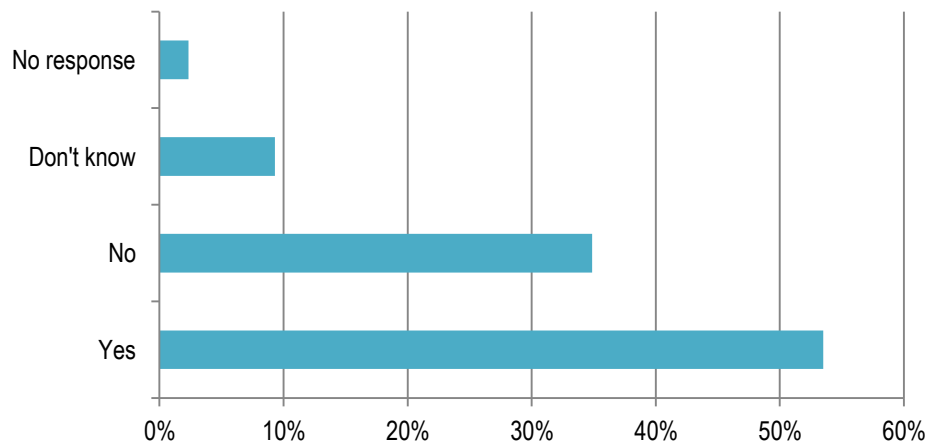


Council Tax Support Scheme 2017/18 Consultation

Total Responses: 43

Q1 Should the Council keep the current Council Tax Support scheme?

(Should it continue to reduce Council Tax for applicants in the way that it does at the moment?)



| | | |
|-------------|----|--------|
| Yes | 23 | 53.49% |
| No | 15 | 34.88% |
| Don't know | 4 | 9.30% |
| No response | 1 | 2.33% |
| | 43 | |

Question 1 Comments

Residents need to allocate funds to living costs and not smoking, drugs, alcohol, satellite tv etc.

Those applicants who are in need of support due to extenuating circumstances should receive support.

If support is withdrawn, recipients would only have to be funded by other support means.

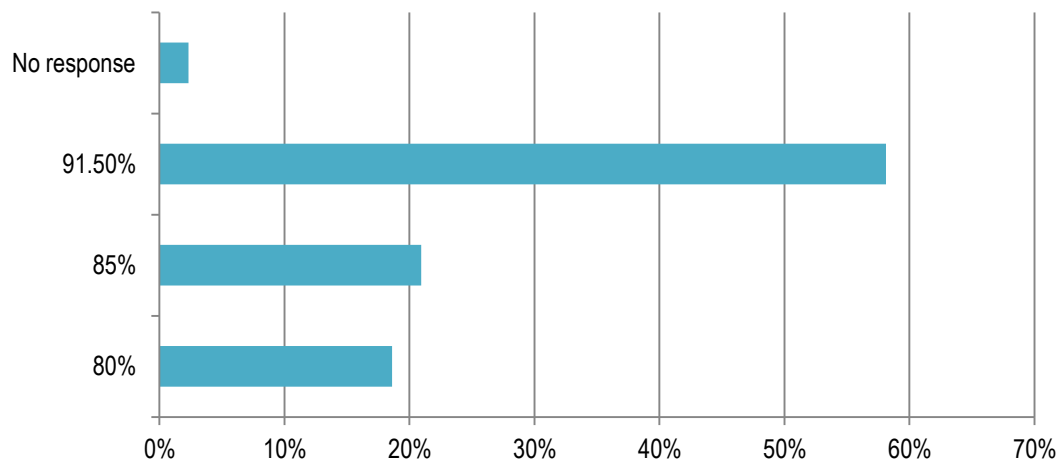
No support for those away more than 4 weeks a year though that could be difficult to prove.

I pay full council tax on a small works pension and my state pension - Anything that maintains what it is now with no increase is fine by me.

As I am retired feel that I am not qualified to comment on the necessity for the scheme. I am fortunate in that I have never, to my knowledge, had to claim any benefits. Apart I suppose from the bus pass system.

I think the way in which applicants are assessed needs to change and perhaps a stricter criteria should be implemented.

Q2 Having read the information, what do you consider should be the maximum level of Council Tax Support for working age applicants?

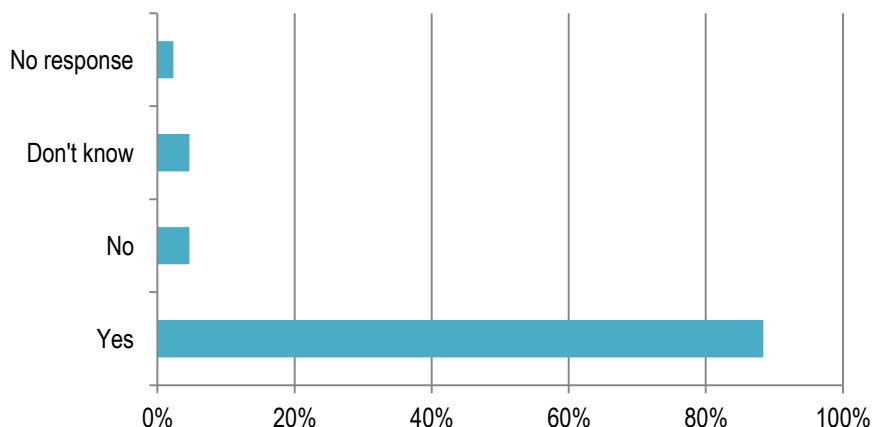


| | | |
|-------------|----|--------|
| 80% | 8 | 18.60% |
| 85% | 9 | 20.93% |
| 91.5% | 25 | 58.14% |
| No response | 1 | 2.33% |
| 43 | | |

Question 2 Comments

| |
|---|
| The criteria for support could be investigated and possible changes made to offset any additional costs incurred in the changes. |
| Drawbacks of reducing the level are self evident and shown above. |
| An 85% rate would cost almost £10 per week in additional funds which could mean losing out on valuable food for vulnerable residents. |
| 85% support is not really a lot of extra cost when spread over the year. |
| Councils must protect struggling residents. |
| Important to support vulnerable claimants. |
| We have lost enough services ie waste disposal (only certain hours) libraries, litter picking or the state of roads. I don't want to lose any more. |
| During each financial year is any review carried out to check any change in income for each applicant? A change either up or down might need an amendment. Is there provision for this? |
| The sympathetic view would be:- can those concerned make savings at all. If really 'strapped for cash' to the point of children going hungry stay at 91.5%. Can the working age households pay the increase? I am not working age. Can I therefore comment? What are the basis for support now? Based on the 'income' of the household? Who decides whether that is high to too low? |
| If the amount is not reduced, than myself as a tax payer, who is not entitled to any form of financial support will have to pay more in tax. This means less money for my family and another decrease in my income which makes my family more vulnerable. Unfortunately I have not seen an increase in my wage which would correlate with the introduction of the national living wage. Unfortunately I'm not entitled to any financial support with childcare. Childcare costs me £900 per month so that I can work to pay my rent. I can't afford to suffer another loss to fund the maintenance of the council tax support scheme. |

Q3 Do you agree with the change to the temporary absence rule?

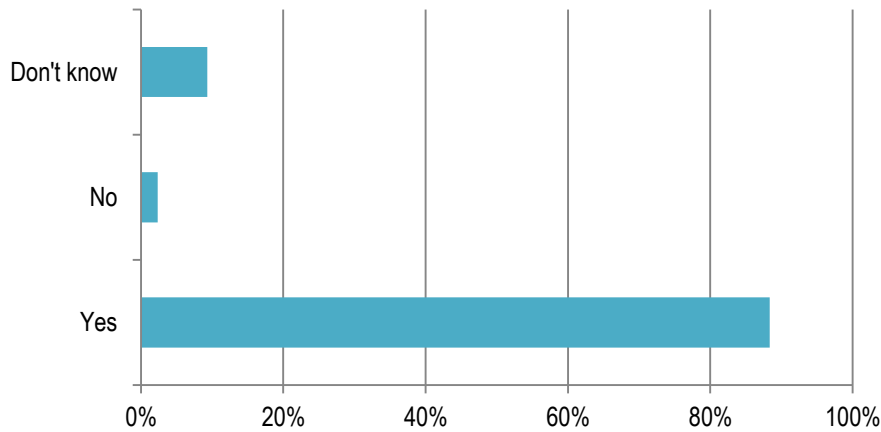


| | | |
|-------------|----|--------|
| Yes | 38 | 88.37% |
| No | 2 | 4.65% |
| Don't know | 2 | 4.65% |
| No response | 1 | 2.33% |
| 43 | | |

Question 3 Comments

| |
|--|
| I was unaware that reductions applied to those who may choose to live abroad for part of the year. |
| I agree with bringing this in line with housing benefit, it's common sense to align them. Why should people receive benefits when they are not here? |
| Providing any rules on reapplication are followed sensibly. |
| I am strongly in favour of this. Such applicants will not be 'hard up' if they can be absent from Great Britain for more than 4 weeks. |
| Absence usually means holidays or somewhere else to live. Consider giving advance exception for family reasons, illness etc. |
| In my opinion asking for Council Tax Support and then having the funds to go abroad is just milking the system. Armed Forces and Mariners being the exception. |

Q4 Do you agree with the change to the scheme for new ESA applicants?

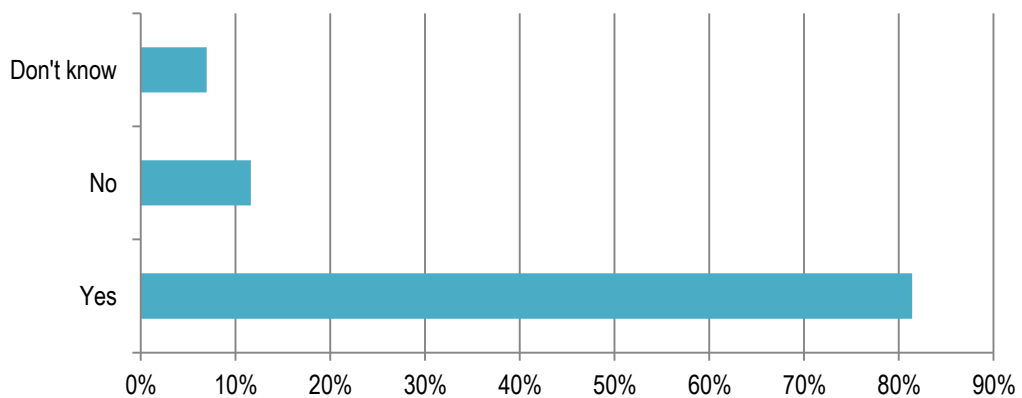


| | | |
|------------|----|--------|
| Yes | 38 | 88.37% |
| No | 1 | 2.33% |
| Don't know | 4 | 9.30% |
| 43 | | |

Question 4 Comments

| |
|--|
| It must be good if it simplifies administration for the council. |
| It simplifies the system |

Q5 Do you agree with the proposal to limit the number of dependent children within the calculation for Council Tax Support to a maximum of two?

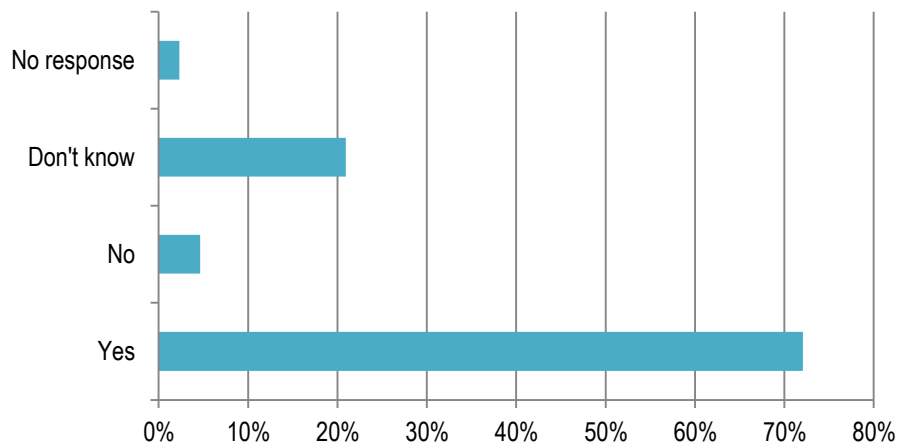


| | | |
|------------|----|--------|
| Yes | 35 | 81.40% |
| No | 5 | 11.63% |
| Don't know | 3 | 6.98% |
| 43 | | |

Question 5 Comments

| |
|--|
| Strongly agree providing the exceptions above are implemented. Simplifies overall benefits system. |
| (Both Yes and No were ticked) More time should be given before introduction - April 2017 is only 8 months away. |
| A very reasonable proposal. |
| Limit to 3 children. |
| This seems a hard choice, but in the current financial situation, it could encourage a sense of responsibility in applicants, provided that the above exemptions are applicable. |
| As long as the changes are widely understood. |
| The same rules should apply to all families regardless of whether children were born before or after any given date. |

Q6 Do you agree with the proposal to remove entitlement to the Severe Disability Premium where another person is paid Universal Credit (Carers Element) to look after them?

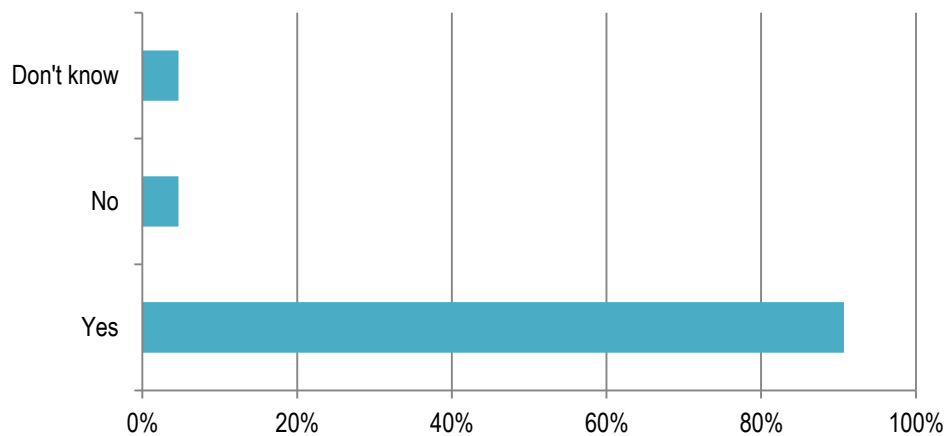


| | | |
|-------------|----|--------|
| Yes | 31 | 72.09% |
| No | 2 | 4.65% |
| Don't know | 9 | 20.93% |
| No response | 1 | 2.33% |
| 43 | | |

Question 6 Comments

| |
|---|
| Benefit should only be paid once - brings in line with housing benefit. |
| It will not be liked but should go ahead. |

Q7 Do you agree with the proposal to use a set income for self-employed earners after one year's self-employment?



| | | |
|------------|----|--------|
| Yes | 39 | 90.70% |
| No | 2 | 4.65% |
| Don't know | 2 | 4.65% |
| | | 43 |

Question 7 Comments

| |
|---|
| Brings in line with universal credit. |
| As you know probably, self-employed people, even on a low wage, are allowed to take off certain costs involved in their work, making their total income subject to as little tax as possible. |
| There is no drawback to this proposal? To everyone? |

Further comments on the Council Tax Support scheme in Ryedale and changes proposed

| |
|---|
| The local councils are requiring to increase their income to cover service costs so it is a really good idea to realign all these council tax support services so they can collect a more realistic in one from all households. |
| The new proposals will make life EVEN more difficult for the lowest paid. |
| Without supporting evidence it is difficult to believe when the council says there are no drawbacks to a proposal. |

About You

Household in receipt of Council Tax Support

| | | |
|-------------|----|--------|
| Yes | 1 | 2.33% |
| No | 38 | 88.37% |
| Don't know | 2 | 4.65% |
| No response | 2 | 4.65% |
| | 43 | |

Gender

| | | |
|-------------------|----|--------|
| Male | 23 | 53.49% |
| Female | 16 | 37.21% |
| Prefer not to say | 4 | 9.30% |
| | 43 | |

Age Group

| | | |
|-------------------|----|--------|
| Under 18 | 0 | 0.00% |
| 18-24 | 0 | 0.00% |
| 25-34 | 0 | 0.00% |
| 35-44 | 6 | 13.95% |
| 45-54 | 5 | 11.63% |
| 55-64 | 12 | 27.91% |
| 65-74 | 10 | 23.26% |
| 75-84 | 7 | 16.28% |
| 85+ | 1 | 2.33% |
| Prefer not to say | 2 | 4.65% |
| | 43 | |

Disability

| | | |
|-------------------|----|--------|
| No | 37 | 86.05% |
| Yes | 2 | 4.65% |
| Prefer not to say | 4 | 9.30% |
| | 43 | |

Which of the following towns do you live in or closest to?

| | | |
|----------------|----|--------|
| Helmsley | 3 | 6.98% |
| Kirkbymoorside | 3 | 6.98% |
| Malton | 13 | 30.23% |
| Norton | 9 | 20.93% |
| Pickering | 12 | 27.91% |
| No response | 3 | 6.98% |
| | 43 | |



| | |
|-------------------------|--|
| PART B: | RECOMMENDATIONS TO COUNCIL |
| REPORT TO: | POLICY & RESOURCES COMMITTEE |
| DATE: | 24 NOVEMBER 2016 |
| REPORT OF THE: | CHAIRMAN OF OVERVIEW AND SCRUTINY COMMITTEE CLLR DI KEAL |
| TITLE OF REPORT: | SCRUTINY REVIEW THE ROLE OF THE COUNCIL IN FLOOD MANAGEMENT |
| WARDS AFFECTED: | ALL |

EXECUTIVE SUMMARY

1.0 PURPOSE OF REPORT

1.1 This report includes recommendations to Council arising from the review of the Councils flood management and response in Ryedale.

2.0 RECOMMENDATION

2.1 It is recommended that Members agree the final report.

3.0 REASON FOR RECOMMENDATION

3.1 To enable the Council to both deliver and support a range of local solutions that matter to a number of communities across the District.

3.2 The recommendations seek to ensure a range of improvements to flood response across all flood risk management partners whilst supporting and enabling communities prone to flooding impacts to develop and strengthen their own resilience and response.

4.0 SIGNIFICANT RISKS

4.1 There are no significant risks in considering the recommendations although without support some communities are at risk of recurring flooding impacts. Investing in prevention and community resilience will save money for the Council and partners in the long term.

5.0 POLICY CONTEXT AND CONSULTATION

5.1 The recommendations endorse the Councils commitment to supporting all communities across the district affected by flooding in accordance with the Local Flood Risk Strategy.

REPORT

6.0 REPORT DETAILS

6.1 Attached to this report is the final report of the review undertaken by the Scrutiny Committee into the flooding affecting the district which was prioritised following the Boxing Day 2015 flood event and following a motion to Council on 14 January 2016:

"In the light of recent floods, we call upon the Council to commit reserves to install permanent pumps at Brawby, Old Malton, and Castlegate, Malton/Church Street, Norton."

6.2 The review has examined the following:

- The different types of flooding affecting the district
- The roles and responsibilities of Ryedale District Council regarding flooding affecting our communities
- The roles and responsibilities of other risk management authorities regarding flooding
- The context, extent and location of flooded properties in the whole of the Ryedale area
- The Arup Flood Study commissioned by NYCC for Malton, Norton and Old Malton and an appraisal of the potential flood alleviation options and the associated funding implications
- The effectiveness of Community Resilience Planning
- The specific impacts of flooding and a range of potential solutions for communities who have experienced flooding
- Potential financial support to be allocated by Ryedale District Council to a range of solutions which will give long term benefits to all communities affected by flooding and enable an improved overall response to flooding

7.0 IMPLICATIONS

7.1 The following implications have been identified:

- a) Financial
The recommendations have a one-off impact on the revenue budget of £15,000 and a commitment of up to £400,000 in the capital programme for Flood Schemes Support.
- b) Legal
There are no significant legal issues in considering this report.
- c) Other
There are no significant other issues in considering this report.

Beckie Bennett
Head of Environment, Streetscene and Facilities

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Background Papers:
See the review report attached



Scrutiny Review

The Role of the Council in Flood Management

Scrutiny Committee
3 November 2016

Executive Summary

This Report sets out the results of a review of the flooding affecting the district which has been carried out by Ryedale District Council's Scrutiny Committee.

The scope of the review is summarised below:

- The role and responsibility regarding flooding for Ryedale DC.
- The role and responsibility of other agencies regarding flooding
- The context, extent and location of flooded properties in the whole of the Ryedale area
- Review of the North Yorkshire Malton, Norton and Old Malton recently commissioned Flood study.
- Appraisal of flood alleviation options regarding the North Yorkshire commissioned flood study and potential indicative costs of this (from NYCC) and any solutions put forward for Brawby regarding the sewage treatment works (from YWA)
- Should/how RDC propose to fund/commission technical support regarding examination of flood alleviation schemes for Malton, Norton and Brawby and/or other areas in Ryedale where flooding is of concern be considered along with community resilience.
- Understanding of Ryedale's current and future financial position regarding financial constraints on potential funding for flood alleviation measures
- To look at options to deliver community resilience in Ryedale.

The review involved:

- An assessment of all the different types of flooding affecting the district
- The production of a map to identify locations and indicate the extent of the flooding impacts across the areas
- Understanding the resource levels the Council deploys to support communities when it floods
- Understanding the roles of the various risk management authorities responsible for both flood response and flood alleviation solutions
- Several meetings with all key partners to be clear on specific objectives and responsibilities
- A presentation by NYCC Emergency Planning on the support available to communities to develop their own specific community resilience plans
- Bringing together all current flood related issues to facilitate further consideration on the level of financial support that the Council may decide to commit towards short, medium and long term solutions to improve flood management and flood response across the district

Key findings included:

- That a number of communities across the district are affected by various types of flooding with different types impact which require a range of solutions to improve future flood response and to reduce the number of properties actually flooded
- A multi-agency approach to flood response and management is key to ensuring the efficient and effective achievement of objectives and responsibilities shared by all risk management authorities and there is continued commitment to continue to work together on the Malton, Norton and Old Malton Flood Project Group
- There are established examples of best practice already working really well in some communities who have developed their own community resilience plans
- Support is available from NYCC to assist communities in working together to develop their own specific community resilience plans
- Natural flood management solutions are a key consideration in improving flooding impacts

- There is national recognition together with increased funding opportunities to support flood management improvements and the Yorkshire Derwent Catchment Partnership will focus primarily on developing natural flood management solutions including a Catchment Action Plan and agreed Priority Areas to access government funding
- The Malton, Norton and Old Malton £3m Project is included on the DEFRA Grant In Aid 6 year programme with a funding allocation of £1.2m - bids have been submitted to the LEP and Letwin Fund to secure funding towards the £1.8m gap
- NYCC as Lead Flood Authority is committed to engaging with stakeholders to secure additional funding towards this project and to commissioning consultants to progress with the next phase of the study to work up detailed option appraisals and further modelling to progress with further submissions which will be required as part of the funding allocation to secure delivery
- There are a number of short, medium and long term solutions to improve flood response and flood management across the district which have revenue and capital implications and this Committee makes the following recommendations to Council:

Recommendations To 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
2. RDC commits £2.5k (20%) funding towards a CCTV monitoring survey to understand the drainage system in Old Malton.
3. That Natural Flood Management (NFM) should be a consideration in all local flood management solutions and that RDC continues to facilitate links across the various partners and interested stakeholders endorsing a whole catchment approach
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)
 - b) The CRG undertake training and take responsibility for deploying and insuring the pump with sign off from NYCC
5. 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 Norton. That any contribution should be to a maximum of 20% of the funding gap.

The Task Group wishes to thank all those who gave their time in contributing to this review.

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2. Scope of the review

The terms of reference for the Review were agreed at the Overview and Scrutiny Committee on the 18 February 2016. (See Appendix A). The review followed recent flooding events in December 2015 and January 2016, and notice on motion to Council in January 2016 as follows:

"In the light of recent floods, we call upon the Council to commit reserves to install permanent pumps at Brawby, Old Malton, and Castlegate, Malton/Church Street, Norton."

The review will make recommendations to Council on the level of financial support too be committed to a range of solutions to improve flood response and flood management affecting our communities.

3. Membership of the Committee

Councillor G Acomb (Vice-Chairman)
Councillor D Cussons
Councillor K C Duncan
Councillor B Gardiner
Councillor T Jainu-Deen
Councillor E Jowitt
Councillor D E Keal (Chairman)
Councillor M Potter
Councillor J E Sanderson
Councillor CR Wainwright

Scrutiny Review Task Group supporting officers:

Clare Slater, Head of Corporate Services
Beckie Bennett, Head of Environment, Streetscene and Facilities
William Baines, Transformation Officer

4. Methodology

The Task Group approached the review initially by considering the how flooding affects the district and the responsibilities of the various agencies involved.

In considering the above the task group looked at:

- The different types of flooding affecting the district
- The roles and responsibilities of Ryedale District Council regarding flooding affecting our communities
- The roles and responsibilities of other risk management authorities regarding flooding
- The context, extent and location of flooded properties in the whole of the Ryedale area
- The Arup Flood Study commissioned by NYCC for Malton, Norton and Old Malton and an appraisal of the potential flood alleviation options and the associated funding implications
- The effectiveness of Community Resilience Planning
- The specific impacts of flooding and a range of potential solutions for communities who have experienced flooding
- Potential financial support to be allocated by Ryedale District Council to a range of solutions which will give long term benefits to all communities affected by flooding and enable an improved overall response to flooding

The task group met a number of times on the following dates:

7 April 2016 12 May 2016
21 July 2016 29 September 2016

and invited partner organisations including representatives from :

- North Yorkshire County Council
- Environment Agency
- Yorkshire Water
- Vale of Pickering Internal Drainage Board

5 Findings

5.1 The Types of Flooding Affecting Ryedale

For many years Ryedale has been affected by flooding and several large flood alleviation schemes have been delivered, supported by the Council including permanent pumps and flood defences in Malton and the Slowing the Flow project in Pickering.

On Boxing Day 2015, once again flooding affected the district and this review has considered the extent of this, what the solutions might be and how the Council may support further improvements and proposals to minimise the impacts of future flooding in the area.

Types of flooding affecting Ryedale are:

- Fluvial - Main River
- Pluvial - surface water and drains
- Ground Water - springs
- Sewer flooding - the impact of fluvial, pluvial and ground water flooding on sewerage systems

A summary of some of the flooding experienced in 2015/16 includes the following.

Pumping stations are overwhelmed by surface water flooding at:

- Chandlers Wharf/Castlegate, Malton
- Church Street/Lidl Site, Norton
- Lascelles Lane, Old Malton
- Brawby

Spring water:

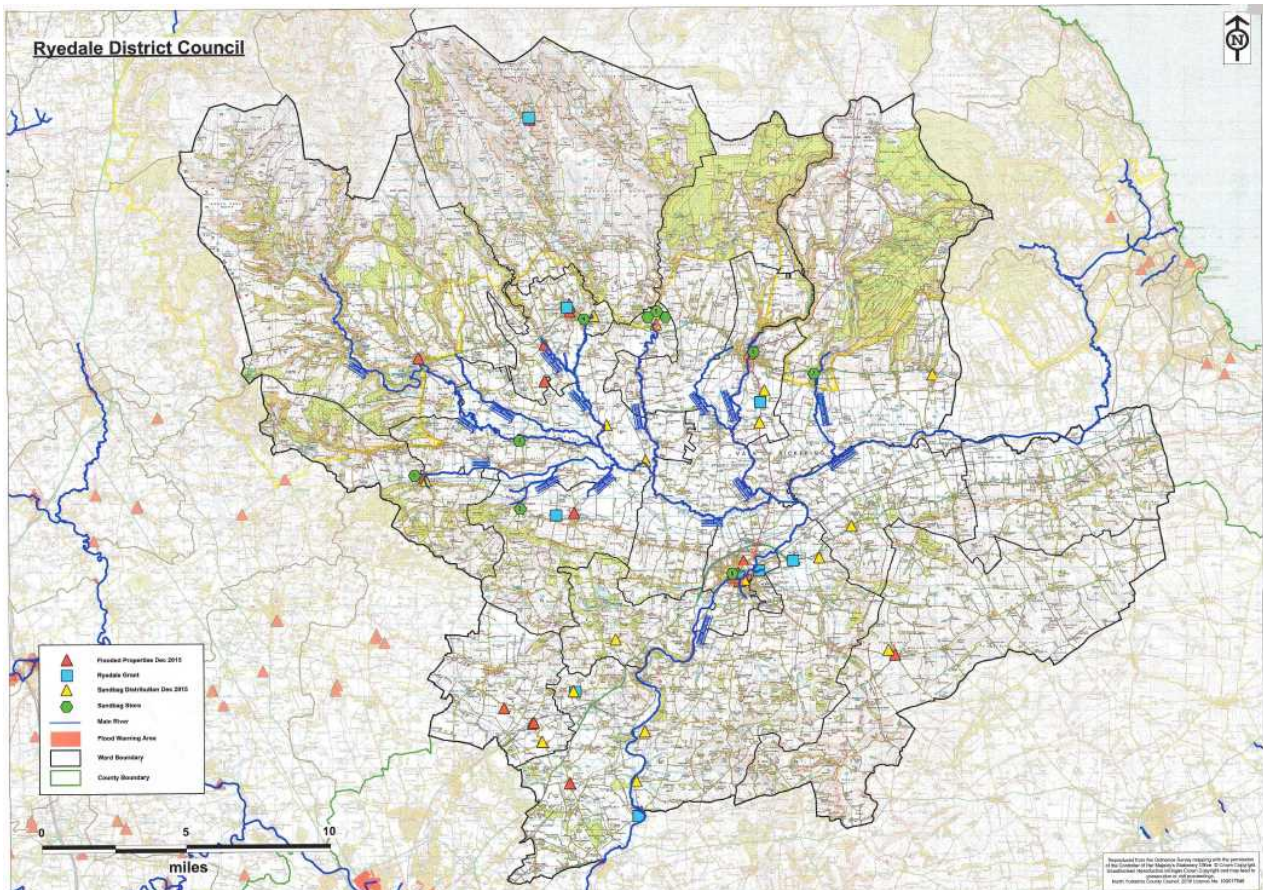
- Castlegate
- Sheepfoot Hill

Surface water from higher fields:

- Manor Vale, Kirkbymoorside
- Park Lane, Castlegate areas

Mapping was undertaken for the whole of the Ryedale District to illustrate:

- the location of affected properties in 2015, 20 residential and 4 business properties.
- areas affected by any sort of flooding and type of flooding,
- properties in receipt of funding support
- location of sandbag stores
- the Malton and Norton pump plan



A larger format PDF of this map is attached at Appendix C

5.2 Who is Responsible for Managing Flood Risk?

In response to the 2008 report by Sir Michael Pitt, 'lessons learnt from the 2007 floods', the government introduced the Flood and Water Management Act (2010) (FWMA). The act gave county councils and unitary authorities a new leadership role (and the new title, 'lead local flood authority') in local flood risk management, designed to work closely with a new national leadership role for the Environment Agency (EA).

The Flood and Water Management Act 2010 (FWMA) defines certain organisations as 'Risk Management Authorities' with responsibility for management of flood risk.

In addition to the specific responsibilities and functions that each RMA is required to deliver, they also share:

- A duty to act consistently with the Local Flood Risk Strategy when carrying out flood risk management functions
- A duty to work in partnership to manage flood risk in the area and to co-ordinate flood risk management activities
- A duty to share information and data relating to their flood risk management activities
- A duty to be subject to the scrutiny of the LLFA's democratic processes in respect of their flood risk management activities

In the Yorkshire region, four sub-regional partnerships have been developed to assist with the coordination of these flood risk management activities. The North Yorkshire Flood Risk Partnership comprises representatives from North Yorkshire County Council, City of York Council, the Environment Agency, Yorkshire Water, and representation from the Internal Drainage boards, the districts and the coastal authority in the sub-region.

The relevant authorities in the North Yorkshire Authority area are identified in the table below

| Risk Management Authority | Organisation responsible within North Yorkshire |
|-----------------------------|--|
| Lead Local Flood Authority | North Yorkshire County Council |
| Environment Agency | Environment Agency (Yorkshire - North East) |
| District / Borough Councils | District Councils: Craven, Hambleton, Ryedale, Richmondshire and Selby Borough Councils: Harrogate and Scarborough (Scarborough are also the coastal authority for their administrative area) |
| Water companies | Majority of County: Yorkshire Water Small areas near the northern border: Northumbria Water and United Utilities |
| Highways Authority | Trunk roads: Highways Agency Non trunk roads: North Yorkshire County Council |
| Internal Drainage Boards | There are six Internal Drainage Boards (within consortiums) that operate across the County |

The North Yorkshire County Council Local Flood Risk Strategy is available by following this link: <http://www.northyorks.gov.uk/article/29725/North-Yorkshire-local-flood-risk-strategy>

5.3 Ryedale District Council Flood Response

The following is an example of the level of response from RDC Streetscene Services, in partnership with the other responsible agencies, during a flood event in Ryedale:

- 3 vehicles - with 3 teams of 2 people (1 x 4x4 pickup, 1x7.5t lorry and 1 x 3.5t pickup)
- Resources may be diverted to flood support including 5 vans and additional operatives
- Sand bag stores need to be maintained (District wide stock level = 2,640) as well as co-ordinated and managed, over 2,500 were distributed during a recent flooding event
- RDC has three pumps (3", 6" and 8") which need maintenance and deployment, including operatives and fuel.
- The cost of each event to the Council can vary and the costs are not recoverable.
- A further impact on the resources of the Council (operational, tactical and strategic) is the level they are diverted away from service delivery during a flood event.

5.4 Community Resilience

Officers from NYCC attended a task group meeting and a number of ward meetings in Thornton le Dale and Amotherby Wards. There are examples in Ryedale of effective Community Resilience Plans in Hovingham, Sinnington and Thornton le Dale. As a result of these plans being in place, with clear roles and responsibilities, communities such as Hovingham are able to respond to local flood events without recourse to RDC for help or resources during a flooding event. This is therefore a more sustainable and responsive solution to the management of a local flood event than a requirement for RDC to provide ongoing resources.

The Council is currently developing an approach to working more closely with Ward members and Parishes through the Ward Planning and Town Team pilots. There is an appetite within the pilot areas for developing community resilience planning further.

It is clear from the discussions with NYCC officers and community representatives that there is potential within the communities affected by some types of flooding, for them to take local action to minimise the impact of the flooding in their communities. Should the Council agree to fund local solutions then a community resilience plan should be a condition of any funding support. This

would ensure linkage to the lead flood authority - NYCC, clear accountability for maintaining any local solution is in place and also the longer term responsibility for resourcing this.

For some communities a local community led solution, developed with support from the responsible authorities, could resolve their flood management issues, with the leadership of the parish or town council.

- It is therefore recommended 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)
- b) The CRG undertake training and take responsibility for deploying and insuring the pump with sign off from NYCC

5.5 Malton, Norton and Old Malton Flood Study (Attached at Appendix B)

The major issue arising from discussions about the development and delivery of the Malton Norton and Old Malton Flood Study is the need to develop the Multi Agency working and maintain the momentum towards delivery, resolving who should lead the project and identifying resources to develop the programme of projects. Funding bids have been submitted to support delivery of the project with an estimated budget of £3m. Defra Grant in Aid funding is identified for £1.2m and a bid has been submitted to the Local Growth Fund for the gap in funding. It may be that the flood risk partners will need to provide funding towards the project. Stakeholder engagement will be a vital next step in the development of the project. The timing of the delivery of the projects recommended through the study will be clarified as the programme for delivery is developed.

The monitoring of the flows of water through the drainage system below Old Malton is required to provide baseline data to ensure that any alleviation measures designed around Old Malton are adequate.

It is recommended that:

- 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
- RDC commits £2.5k (20%) funding towards a CCTV monitoring survey to understand the drainage system in Old Malton
- 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 Norton. That any contribution should be to a maximum of 20% of the funding gap.

5.6 Multi Agency working and Linkages

Officers and members of RDC are engaged in the following partnerships and working groups and it is vital that these links are maintained to ensure a collaborative approach to flood management solutions affecting the district:

- Norton and Malton Flood Project Group and flood risk management partners
- Yorkshire Derwent Catchment Partnership Board (strategic)
- Delivery Group Derwent Catchment Partnership (operational) delivering individual projects in the four sub-catchments: Rye, Upper Derwent, Middle Derwent and Lower Derwent.
- Vale of Pickering Internal Drainage Board
- Land Drainage Liaison Group
- Local Authority Resilience Forum (all NY Districts and NYCC)
- North Yorkshire Local Resilience Forum (all flood risk authorities)

Officers and Members will continue to contribute to the multi-agency and partnership working through these existing arrangements. However the level of involvement must be proportionate the level of responsibility the Council has for managing flood risk

- A recommendation is that Natural Flood Management (NFM) should be a consideration in all local flood management solutions and that RDC continues to facilitate links across the various partners and interested stakeholders endorsing a whole catchment approach

6 Conclusion

There is an established and effective multi-agency framework already in place for flood risk management and a recognition that a catchment based approach together with natural flood management solutions is the way forward. There is an ongoing issue with who should drive or lead the delivery of solutions. Members are of the view that some funding may be required from the Council to move solutions forward. This is reflected in the recommendations, as is the suggested contribution level of 20%.

A wide range of solutions is available to communities across Ryedale. The recommendations reflect that range, from supporting multi-agency delivery of major projects for Malton, Norton and Old Malton, to a grant scheme to enable local communities to develop sustainable locally managed solutions.

The Council is not in a position to support flood management work indefinitely and so it is vital that sustainable solutions are supported in the community, to reduce the pressure on RDC services. It is also vital that all communities have the opportunity to access the resources to support the development of a local solution.

7 Recommendations

To 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
2. RDC commits £2.5k (20%) funding towards a CCTV monitoring survey to understand the drainage system in Old Malton.
3. That Natural Flood Management (NFM) should be a consideration in all local flood management solutions and that RDC continues to facilitate links across the various partners and interested stakeholders endorsing a whole catchment approach
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)
 - b) The CRG undertake training and take responsibility for deploying and insuring the pump with sign off from NYCC`
5. 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 Norton. That any contribution should be to a maximum of 20% of the funding gap.

Background Documents:

NYCC Local Flood Risk Strategy

Malton, Norton and Old Malton Flood Study Final Report October 2015

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Terms of Reference - Scrutiny Review on Flooding within Ryedale

| | |
|---|--|
| <p>Aim of the Review</p> | <p>The review will make recommendations to the policy committees of the Council and appraise the options available regarding funding for flood alleviation solutions</p> <p>Notice on Motion Proposed by Councillor Burr and seconded by Councillor P Andrews. "In the light of recent floods, we call upon the Council to commit reserves to install permanent pumps at Brawby, Old Malton, and Castlegate, Malton/Church Street, Norton."</p> <p>Aim of the review should be to examine the request, determine both the councils responsibility and ability to fund the motion</p> |
| <p>Why has this review been selected?</p> | <p>The review follows recent flooding events in Malton and Norton over December and January 2015. A notice on motion was referred from Council</p> <p>The scope of the review is set around considerable uncertainty regarding the effect of the 2015 budget and LG settlement regarding reforms in Local Government funding. These include reductions in RSG and new homes bonus, greater retention of business rates with the potential of costs of appeals etc. Potential estimates calculate that the total cost that remains to be saved from the revenue budget through the 2020 programme ranges from £1.3M to £1.7 from a £6.8 net revenue budget. The additional saving being required from 2017/18 onwards</p> |
| <p>Who will carry out the review?</p> | <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) • Corporate Director • Head of Environment, Streetscene and Facilities • Support will be provided by members of Streetscene <p>Members should note that as RDC has no statutory responsibility for flooding it employs no technical staff to determine, appraise or cost the appropriateness of flooding solutions</p> |
| <p>How the review will be carried out?</p> | <p>The task group will consider the implications of the councils budgetary position and also the councils role regarding flood alleviation. Potential questions that the committee could consider in scoping the review include:</p> <ul style="list-style-type: none"> • The role and responsibility regarding flooding for Ryedale DC. • The role and responsibility of other agencies regarding flooding • The context, extent and location of flooded properties in the whole of the Ryedale area, and should these be included in the scope of the review • Review of the North Yorkshire Malton, Norton and Old Malton recently commissioned Flood study. • Appraisal of flood alleviation options regarding the North Yorkshire commissioned flood study and potential indicative costs of this (from NYCC) and any solutions put forward for Brawby regarding the sewage treatment works (from YWA) • Should/how RDC propose to fund/commission technical support regarding examination of flood alleviation schemes for Malton, Norton and Brawby and/or other areas in Ryedale where flooding is of concern be considered along with community resilience. |



| | |
|---------------------------------------|--|
| | <ul style="list-style-type: none"> • Understanding of Ryedale's current and future financial position regarding financial constraints on potential funding for flood alleviation measures • To look at options to deliver community resilience in Ryedale. |
| 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 and other partner organisations regarding the motion proposed |
| Timescale | It is anticipated that the group will conclude the outcomes of the review by June 2016. Progress reports will be submitted to the committee throughout the review. |

Malton, Norton and Old Malton Flood Study

Final Report



October 2015

Report Summary

North Yorkshire County Council (NYCC), in our capacity as Lead Local Flood Authority (LLFA) has commissioned this study to identify an initial business case for measures to reduce local flood risk to the communities of Malton, Norton and Old Malton.

The report summarises that work, identifying a range of potential options and their relative economic and technical merits. It also includes an economic assessment of the benefit of continuation of the existing levels of support.

Options presented in this report do not represent a final decision to be implemented; rather the report identifies the likely front running options, as well as the work required to make them a reality.

Significant flooding occurred in Malton, Norton and Old Malton in November 2012. The areas most significantly affected were as follows:

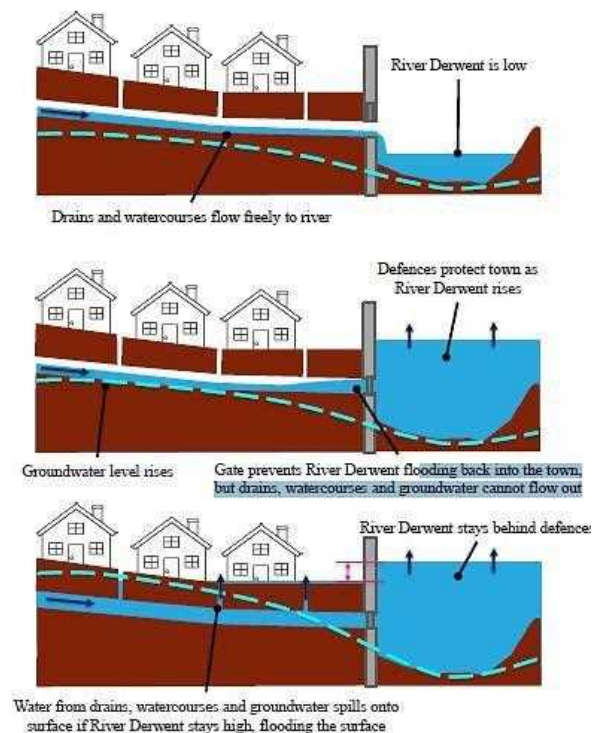
- Castlegate, Sheepfoot Hill and Railway Street, Malton;
- Welham Road, Church Street and St Nicholas Street, Norton;
- Old Malton Road and Town Street, Old Malton.

The combination of existing defences and operational response ensured that the level of property flooding that occurred was relatively low – only 20 properties suffered internal flooding. However, the distress and disruption within the community was still significant.

Flood risk from the Main River in Malton, Norton and Old Malton is currently managed through operation and maintenance of: the River Derwent flood defences. The broader flood risk management system includes mechanisms to stop the river pushing back into the drainage systems, flood gates and land drainage pumping stations, in addition to highway and land drains and the combined sewer network with associated sewerage pumping stations.

The remaining risk (which is primarily that associated with surface water flooding) is currently managed through river monitoring, flood warning, emergency preparedness, planning and response measures. Should all these activities cease, the Net Present Value (NPV) cost of the flood damages that would occur over the next 100 years is estimated to be just under £30m.

The primary cause of the flooding problems experienced in 2012 is 'flood-locking', whereby the drainage systems cannot flow into the river because of the high river levels, as illustrated in this schematic.



Surface water flooding generally happens when flows in the River Derwent exceed 80m³/s, (cubic metres per second). This corresponds broadly with the threshold at which the gravity drainage systems become impeded.

There have been seven occasions when a flow of greater than 80m³/s has occurred in the River Derwent, Malton since the Main River flood defences were constructed in 2003. In 2012 this flow was exceeded for ten days, requiring a major operation to over-pump the flood defences using temporary pumps.

Despite these efforts, property flooding could not be avoided and because of the source of the flooding brought with it additional problems summarised below:

- Whilst local surface water and ground water flooding may not affect as many properties as would flood from the River Derwent, infiltration and overloading of the combined public sewer network makes it particularly unpleasant for the residents and businesses affected;
- Flood warnings in Malton are based on the river levels, so warning and response surface water and groundwater flooding relies on anecdotal and eyewitness accounts;
- The emergency pumping plan developed by the Multi-Agency group while having proved effective in the 2012 flood has its limitations;
 - Although a number of agencies are involved, pumps are not absolutely guaranteed to be available when required;
 - There are no formal 'well' points connected into the drainage systems in which to deploy the pumps;

- Arrangements still result in disruption to local residents and the local transport network.
- The residual risk of surface and groundwater flooding in Malton, Norton and Old Malton is potentially too high for the emergency response procedures to fully make sense as a long-term solution, if an economically viable investment now could save costs in the longer term.

In assessing potential options to reduce flood risk to businesses and communities the study has been guided by two overriding objectives:

- To reduce flood risk in a way which represents best value for money in the short, medium and long term;
- To propose solutions that are socially and environmentally acceptable to local people and statutory authorities, which respect the heritage setting and avoid disruption to local residents and businesses where possible.

The consultant employed to carry out the study have gained an understanding of the catchment and flood mechanisms from a combination of local knowledge and experience, technical data and hydrologic models.

From this they developed a range of measures based on their engineering judgement and experience, which were then assessed in respect of their technical and economic viability, as well as their social/environmental impacts. A table of the Long List of options considered can be found in Section 4 of the main report and the Short List in Section 5.

The options appraised include, for each area of study, the 'Walk Away' scenario – where all spending on activities and infrastructure to reduce flood risk would cease. This theoretical scenario provides a baseline against which all schemes are compared, in line with national guidance.

An explanation of the process can be found in the full technical final report and the outputs detailed in the appendices to the report

[please click here for a link to the full report](#)

The shortlisted options across the 3 sites can be generally described as follows:

Option 1: Under this purely theoretical scenario, all spending on activities and infrastructure to reduce flood risk would cease.

Option 2: Maintain existing levels of support.

Option 3: Improve local flood warning procedures; construct permanent pumping chambers in which to deploy the temporary pumps. Reduce the residual risk with property level protection measures.

Option 4: As option 3 but with wider changes to the various drainage systems and pumping arrangements. In Malton, this option involves groundwater control measures in Castlegate.

Option 5: As above, but with installation of permanent pumps within the pump chambers, with associated telemetry and control systems.

The tables below summarise the initial estimates of the costs and benefits of the five options for each site, together with an indication of the local partnership funding required in order to secure central government money.

An explanation of the terms used in the tables is shown below;

Flood and Coastal Erosion Risk Management Grant in Aid - (FCERM GiA) – Central Government Funding for flood risk management schemes administered by the Environment Agency. Eligibility for this is based on the cost/benefit ratio and the availability of local partnership funding.

Partnership Funding – (PF) Locally secured funding from private or public sources.

Residual Damages - the flood damages that would still be expected to be incurred after the measures in this option are put in place. Used along with the damages avoided to calculate the **Benefits** of an option.

Costs - estimated by a Quantity Surveyor from a specification of the measures contained under each option.

Benefit Cost Ratio (BCR) – comparison of the costs of the scheme versus the benefits it would provide. This is used to calculate the portion of the costs eligible for FCERM GiA, and therefore the amount that would need to be met by local Partnership Funding (**PF**).

| Malton Options | | | | | |
|---|------------|-----------|-----------|-----------|-----------|
| | M1 | M2 | M3 | M4 | M5 |
| Residual Damages (£) | 10,189,000 | 4,527,000 | 1,901,000 | 1,868,000 | 1,556,000 |
| Benefits (£) | - | 5,662,000 | 8,288,000 | 8,321,000 | 8,633,000 |
| Costs (£) | - | 42,000 | 1,311,000 | 1,104,000 | 1,091,000 |
| BCR | | 134.7 | 6.32 | 7.54 | 7.92 |
| Costs eligible for FCERM GiA (£) | | | 724,000 | 726,000 | 744,000 |
| PF contribution required (£) | | | 587,000 | 377,000 | 347,000 |

| Norton Options | | | | | |
|---|------------|------------|------------|------------|------------|
| | N1 | N2 | N3 | N4 | N5 |
| Residual Damages (£) | 15,428,000 | 12,047,000 | 5,410,000 | 5,168,000 | 4,774,000 |
| Benefits (£) | - | 3,381,000 | 10,017,000 | 10,259,000 | 10,654,000 |
| Costs (£) | - | 42,000 | 2,278,000 | 2,176,000 | 2,545,000 |
| BCR | | 80.4 | 4.40 | 4.71 | 4.19 |
| Costs eligible for FCERM GiA (£) | | | 1,007,000 | 1,020,000 | 1,042,000 |
| PF contribution required (£) | | | 1,271,000 | 1,156,000 | 1,503,000 |

| Old Malton Options | | | | | |
|-----------------------------|-----------|-----------|-----------|-----------|-----------|
| | OM1 | OM2 | OM3 | OM4 | OM5 |
| Residual Damages (£) | 3,759,000 | 2,671,000 | 1,276,000 | 506,000 | 485,000 |
| Benefits (£) | | | 2,482,000 | 3,252,000 | 3,274,000 |

| | | | | | |
|---|---|-----------|-----------|---------|-----------|
| | - | 1,087,000 | | | |
| Costs (£) | - | 84,000 | 1,004,000 | 746,000 | 1,150,000 |
| BCR | | 12.9 | 2.47 | 4.36 | 2.85 |
| Costs eligible for FCERM GiA (£) | | | 388,000 | 431,000 | 432,000 |
| PF contribution required (£) | | | 616,000 | 315,000 | 718,000 |

The study concludes that 'cost beneficial' options exist for reducing flood risk in the communities, and that consequently there is a 'good economic case' for the proposals identified. However, it is important to note that none of the options would be wholly fundable from central government FCERM Grant in Aid (FDGiA). All proposals would therefore require significant partnership funding contributions, from local or private sources, to achieve the cost/benefit scores required for the options to proceed.

The study goes on to identify potential sources of funding and proposes next steps.

The most promising likely sources of funding identified are:

- Funds within the Multi-Agency Flood Group organisations, as well as other organisations, individuals and local businesses with vested interests in the reduction of flood risk;
- Key local businesses including landowners and property developers affected or those with a financial interest in the area;
- Local residents and community groups benefitting from the proposals.

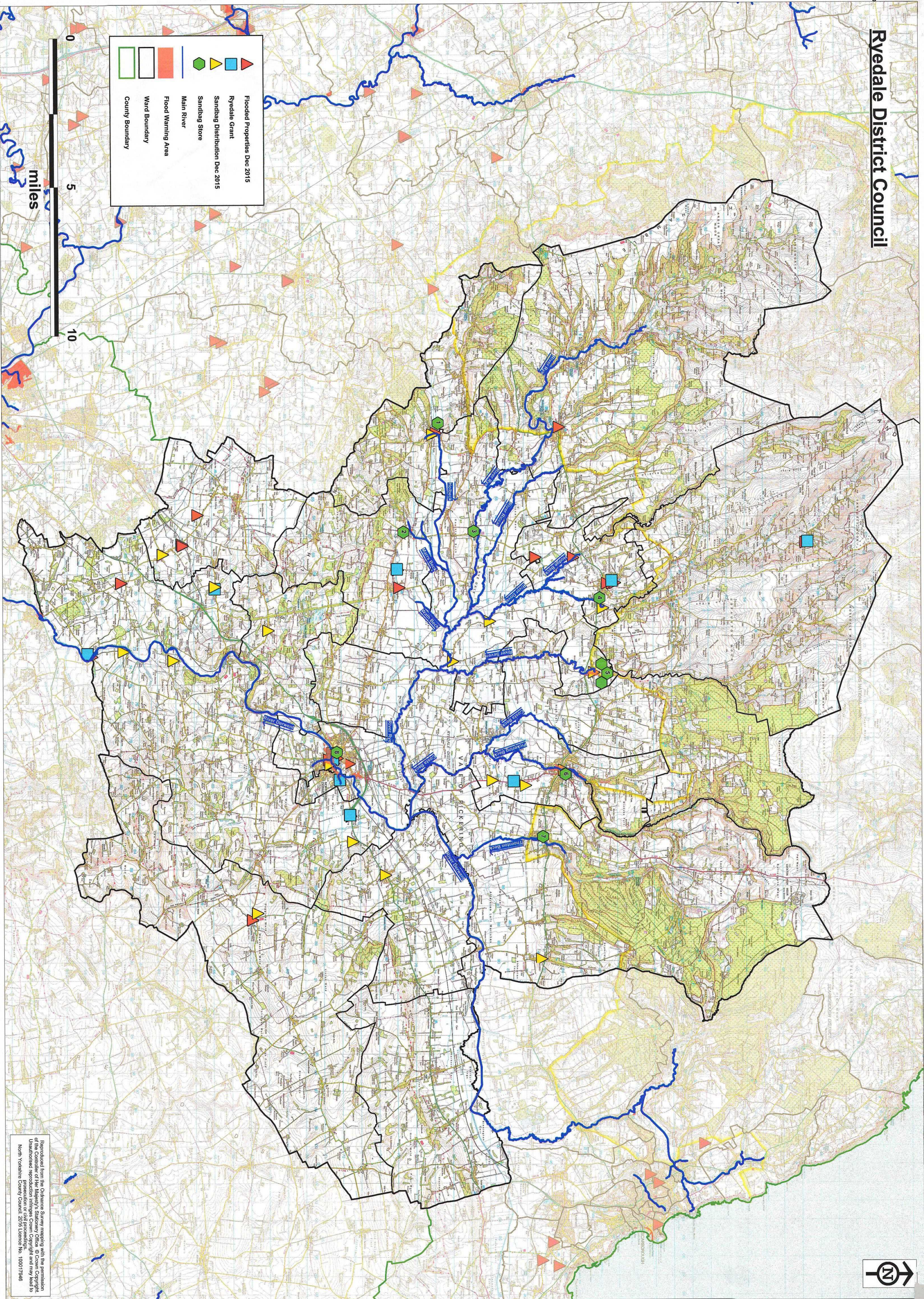
Other potential options include, for example, Local Enterprise Partnership - European Strategic and Investment Fund (ESIF), Regional Flood and Coastal Committee (RFCC) Local Levy funding, Community Infrastructure Levy and/or setting up a Business Improvement District.

The recommended next steps are as follows:

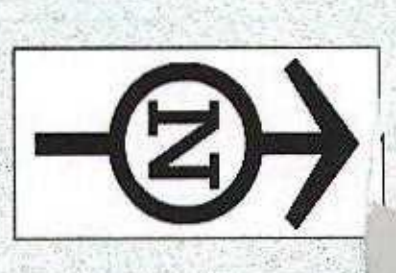
- Consultation with stakeholders, potential contributors and affected parties;
- Preparation of Partnership Funding calculations, factoring in the likely contributions;
- Discussions with the Environment Agency with a view to developing a full Project Appraisal Report (PAR) and application for FCERM GiA, making best use of this report, which contains all the essential elements of such an application.

Development of a full PAR will involve further refinement of scheme design and costs, as well as discussion with the communities, individuals and organisations affected by the proposals.

Ryedale District Council



Flooded Properties Dec 2015
 Ryedale Grant
 Sandbag Distribution Dec 2015
 Sandbag Store
 Main River
 Flood Warning Area
 Ward Boundary
 County Boundary



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| PART B: | RECOMMENDATIONS TO COUNCIL |
| REPORT TO: | POLICY AND RESOURCES COMMITTEE |
| DATE: | 24 NOVEMBER 2016 |
| REPORT OF THE: | COUNCIL SOLICITOR ANTHONY WINSHIP |
| TITLE OF REPORT: | TIMETABLE OF MEETINGS 2017-2018 |
| WARDS AFFECTED: | ALL |
| FOR INFORMATION TO: | OVERVIEW AND SCRUTINY COMMITTEE 3 NOVEMBER 2016 |
| | PLANNING COMMITTEE 22 NOVEMBER 2016 |

EXECUTIVE SUMMARY

1.0 PURPOSE OF REPORT

1.1 This report presents the draft timetable of meetings for 2017-2018 for approval.

2.0 RECOMMENDATION

2.1 That Council is recommended to approve the timetable of meetings for 2017-2018, attached as Annex A to this report.

3.0 REASON FOR RECOMMENDATION

3.1 To provide a timetable for all decision making, advisory and overview and scrutiny meetings for use by Members, officers, the public and other interested parties.

4.0 SIGNIFICANT RISKS

4.1 There are no significant risks relating to this recommendation.

5.0 POLICY CONTEXT AND CONSULTATION

5.1 A timetable of meetings is agreed and published for each municipal year. This is an essential part of making the Council's decision making process open and accessible to all interested parties.

REPORT

6.0 REPORT DETAILS

- 6.1 The draft timetable of meetings, attached as Annex A of the report, has been based on the meeting cycle used in 2016-17. The date of the Budget Council meeting has been adjusted to take account of the fact that the County Council budget meeting is scheduled to be held later than in previous years, and therefore the meeting will be held on a Thursday, rather than the usual Tuesday.
- 6.2 The schedule at Annex A takes account of particular reporting requirements relating to the Annual Governance Statement and Statement of Accounts. No meetings have been scheduled to coincide with Maundy Thursday (29 March 2018) and the Ryedale Show (25 July 2017). Mondays have also been kept free of meetings as this is when the majority of parish and town councils meet.
- 6.3 Members have the option to approve, amend or reject the draft timetable of meetings attached at Annex A. If the current draft timetable is not acceptable to Members, an alternative will need to be agreed.

7.0 IMPLICATIONS

- 7.1 The following implications have been identified:
- a) Financial
The costs of meetings within the Council are built into existing budgets.
 - b) Legal
None.
 - c) Other (Equalities, Staffing, Planning, Health & Safety, Environmental, Crime & Disorder)
None. An equality impact assessment was carried out six years ago when start times to meetings were reviewed.

8.0 NEXT STEPS

- 8.1 Once the timetable of meetings has been approved it will be published on the Council's website using the Modern.gov committee management system.

Anthony Winship
Council Solicitor

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Background Papers:
None.



TIMETABLE OF MEETINGS MAY 2017 TO MAY 2018

| COMMITTEE | MAY 2017 | JUN | JULY | AUG | SEPT | OCT | NOV | DEC | JAN 2018 | FEB | MAR | APR | MAY | Day |
|--|----------|-----|------|---------------|-----------|-----|-----|-----|----------|-----|-----|-----|-----|---------------|
| Council | 18* | | 6 | 31 | | 12 | | 14 | | 22 | 1** | 12 | 17* | Thurs |
| Policy & Resources | | 15 | | | 21 | | 23 | | | 8 | 15 | | | Thurs |
| Scrutiny | | 22 | | | | 5 | 30 | | | 15 | 22 | | | Thurs |
| Audit | | | 27 | | 20 Wed | | 2 | | 25 | | | 19 | | Thurs |
| Planning Committee and Licensing Committee | | 6 | 4 | 1 & 30 Wed | 26 | 24 | 21 | 19 | 16 | 13 | 13 | 10 | 8 | Tues (6pm) |
| Resources Working Party | | 1 | | | 7 | | 9 | | 18 | | 8 | | | Thurs |
| Parish Liaison Meeting | | 7 | | | | 18 | | | | | | | | Wed (7pm) |
| Member Development | | | | | 6 | 11 | 8 | 6 | 10*** | | 7 | 4 | | Wed |

All meetings start at 6.30pm unless otherwise indicated.

NOTES

- * Annual Council at 3 pm
- ** Reserve date for business not transacted on 22 February 2018
- *** Budget Briefing

Bank Holidays

| | |
|--------------------------|---|
| Spring Bank Holiday | - Monday 29 May 2017 |
| Late Summer Bank Holiday | - Monday 28 August 2017 |
| Christmas Bank Holiday | - Monday 25 & Tuesday 26 December 2017 |
| New Year's Day Holiday | - Monday 1 January 2018 |
| Council Offices closed | - Saturday 23 Dec 2017 to Monday 1 Jan 2018 inclusive |
| Easter | - Friday 30 March and Monday 2 April 2018 |
| May Day | Monday 7 May 2018 |

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