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RYEDALE DISTRICT COUNCIL

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POLICY AND RESOURCES COMMITTEE

Thursday 23 November 2017 at 6.30 pm

Council Chamber, Ryedale House, Malton

Agenda

1 **Emergency Evacuation Procedure**

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

2 **Apologies for absence**

3 **Minutes** (Pages 3 - 12)

4 **To Consider the Recommendations from the Resources Working Party held on 9 November 2017** (Pages 13 - 16)

5 **To Consider the Recommendations from the Corporate Peer Challenge Improvement Plan Working Party held on 9 November 2017** (Pages 17 - 18)

6 **To Consider the Recommendations from the Grants Working Party held on 13 November 2017** (Pages 19 - 24)

7 **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.

8 **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

9 **Homelessness Strategy Action Plan 2015/20 - Annual Progress** (Pages 25 - 72)

10 **Ryedale Housing Strategy Action Plan 2015/21 - Annual Progress** (Pages 73 - 100)

11 **Delivering the Council Plan** (Pages 101 - 114)

12 **Revenue Budget Monitoring** (Pages 115 - 118)

13 **Enabling IT** (Pages 119 - 122)

PART 'B' ITEMS - MATTERS REFERRED TO COUNCIL

14 **Timetable of Meetings 2018/19** (Pages 123 - 126)

15 **Localisation of Council Tax Support Scheme** (Pages 127 - 130)

16 **Veritau Merger** (Pages 131 - 144)

17 **Application to the Department of Communities and Local Government for a North Yorkshire and East Riding 100% Business Rates Retention Pilot in 2018/19** (Pages 145 - 156)

18 **Expression of Interest for a future edition of the Tour de Yorkshire** (Pages 157 - 164)

19 **Combined Authority Update** (Pages 165 - 168)

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

Policy and Resources Committee

Held at Council Chamber, Ryedale House, Malton
on Thursday 21 September 2017

Present

Councillors Steve Arnold (Vice-Chairman), Val Arnold, Bailey, Burr MBE (Substitute), Cowling, Goodrick (Substitute), Ives (Chairman), Potter, Raper and Wainwright

Substitutes: Councillor L M Burr MBE and Councillor C Goodrick

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

In Attendance

Julian Rudd, Yvette Turnbull, Beckie Bennett, Clare Slater, Peter Johnson, Will Baines
Councillors Clark, Hope, Keal

Minutes

14 **Apologies for absence**

Apologies for absence were received from Councillors Paul Andrews (Councillor Burr as substitute) and Oxley (Councillor Goodrick as substitute).

15 **Minutes of the Meetings on 15 June 2017 and 24 August 2017**

The minutes of the meetings held on 15 June 2017 and 24 August 2017 were presented.

Resolved

That the minutes of the meetings held on 15 June 2017 and 24 August 2017 be approved and signed by the Chairman as a correct record.

16 **To Receive the Minutes from the Resources Working Party on 7 September 2017 and the Grants Working Party on 11 September 2017**

The minutes of the Resources Working Party on 7 September 2017 and the Grants Working Party on 11 September 2017 were presented.

Resolved

That the minutes of the Resources Working Party on 7 September 2017 and the Grants Working Party on 11 September 2017 be received.

17 **To Consider the Recommendations from the Resources Working Party held on 7 September 2017**

Considered – Recommendations from the Resources Working Party held on 7 September 2017

Decision

That the recommendations from the Resources Working Party held on 7 September 2017 be approved.

Voting Record
10 For
0 Against
0 Abstentions

18 **To Consider the Recommendations from the Grants Working Party held on 11 September 2017**

Considered – Recommendations from the Grants Working Party held on 11 September 2017.

Decision

That the recommendations from the Grants Working Party held on 11 September 2017 relating to community grants (minute 24/ Annex 1) be approved.

Voting Record
10 For
0 Against
0 Abstentions

Decision

That the recommendations from the Grants Working Party held on 11 September 2017 relating to flood grants (minute 25/ Annex 2) be approved.

Voting Record
10 For
0 Against
0 Abstentions

Decision

That the recommendations from the Grants Working Party held on 11 September 2017 relating to Section 106 grants (minute 26/ Annex 3) be approved.

Voting Record
9 For
0 Against
1 Abstentions

19 **Urgent Business**

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

20 **Declarations of Interest**

The following interests were declared:

Councillor Steve Arnold declared a personal, non-pecuniary but not prejudicial interest in Item 10 as he is a Trustee of Helmsley Arts Centre

Councillor Luke Ives declared a personal, non-pecuniary but not prejudicial interest in Item 13 as he had been lobbied by the Chairman of Ryedale Cameras in Action.

Councillors Val Arnold, Goodrick and Burr declared an interest as North Yorkshire County Councillors.

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

21 **Statement of Accounts 2016-17**

Councillor Ives moved and Councillor S Arnold seconded the following amendments:

The wording at note 4 to the Narrative Statement (page 30 of the agenda), directly under the table, be amended to add the amount of the surplus which has been allocated to the New Homes Bonus Reserve and the General Reserve as follows:

In overall terms, the Council achieved a surplus of £1.258m for the financial year when comparing budgeted (planned) expenditure with actual expenditure. The surplus for the year has been allocated to the Council's New Homes Bonus *(£327k)* and General Reserve *(£931k)*

The wording at note 32 to the accounts, Officers Remuneration (page 82 of the agenda), be amended at note A as follows:

The Corporate Director left the authority on 30th September 2016, *the remuneration highlighted in the table above excludes any termination benefits which are highlighted in note 39 on page 62.*

Upon being put to the vote the amendment was carried.

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

Decision
That Members approve the 2016/17 Statement of Accounts (Appendix A) as amended and authorise the Resources & Enabling Services Lead (s151) and the Chairman of the Policy & Resources Committee to sign the letter of representation (Appendix B).

Voting Record
10 For
0 Against
0 Abstentions

22 **Creative Economy Commissioning 2017/18**

Considered – Report of the External Partnerships Lead.

Decision
That the Creative Economy Commissions for 2017/18, as detailed in Annex A and summarised in paragraph 6.4, be approved.

Voting Record
8 For
2 Against
0 Abstentions

Councillor Ives asked that his vote against the recommendation be recorded.

23 **Exempt Information**

The Chairman moved that the report be exempt but the debate be held in public.

Councillor Raper moved an amendment that the report and debate both be held in exempt.

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

Resolved

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 the following item as it contains information relating to the financial or business affairs of any particular person (including the authority holding that information).

24 **Enabling Assets Programme Progress Report**

Considered – Report of the Chief Executive (Interim)

Councillor Ives moved and Councillor S Arnold seconded the following amendment:

That a clear direction be provided to officers to enable the work to be undertaken for decisions to be made by Council in February 2018 for the future of the Council's Asset portfolio, as follows:

a) The officers work with partners to participate in the OPE programme bid for North Yorkshire, to be submitted in November 2017
b) Ryedale House is no longer fit for purpose and the maintenance costs are prohibitively expensive. Officers are to prepare a business case to support a move to new premises which aims to deliver the following:
    - The preferred option of office accommodation on the site of the current Community House
    - To develop proposals for a hub for public sector and voluntary and community sector partners, linked to the OPE programme.
    - When Ryedale House is no longer available, future meetings of Council to take place in the Milton Rooms and similar venues in Ryedale.

    The Brief for the public sector hub to include the following:

    - Members to have access to a dedicated small office to accommodate 6 people, potential to provide a Leader's office if required and space for committee meetings for 10 members, officers and public seating.

c) In the event the single public hub does not come to fruition, the option of locating to Harrison House is also to be considered.
d) Housing to be built on the Ryedale House site, a proportion of which to be affordable, ensuring best value. The possibility of a joint development including neighbouring sites to be explored.
e) The upper deck of Wentworth Street Car Park to be considered for housing as part of the OPE programme
f) The Council consider relocating Streetscene services to the proposed Waste Transfer Station at Kirby Misperton.
g) A review to take place of all Council assets to deliver the Council's Asset Management Policy.

Upon being put to the vote the amendment was carried.

Voting Record
8 For
2 Abstentions

Decision

That a clear direction be provided to officers to enable the work to be undertaken for decisions to be made by Council in February 2018 for the future of the Council's Asset portfolio, as follows:

a) The officers work with partners to participate in the OPE programme bid for North Yorkshire, to be submitted in November 2017

b) Ryedale House is no longer fit for purpose and the maintenance costs are prohibitively expensive. Officers are to prepare a business case to support a move to new premises which aims to deliver the following:

- The preferred option of office accommodation on the site of the current Community House
- To develop proposals for a hub for public sector and voluntary and community sector partners, linked to the OPE programme.
- When Ryedale House is no longer available, future meetings of Council to take place in the Milton Rooms and similar venues in Ryedale.

The Brief for the public sector hub to include the following:

- Members to have access to a dedicated small office to accommodate 6 people, potential to provide a Leader's office if required and space for committee meetings for 10 members, officers and public seating.

c) In the event the single public hub does not come to fruition, the option of locating to Harrison House is also to be considered.

d) Housing to be built on the Ryedale House site, a proportion of which to be affordable, ensuring best value. The possibility of a joint development including neighbouring sites to be explored.

e) The upper deck of Wentworth Street Car Park to be considered for housing as part of the OPE programme

f) The Council consider relocating Streetscene services to the proposed Waste Transfer Station at Kirby Misperton.

g) A review to take place of all Council assets to deliver the Council's Asset Management Policy.

Voting Record
8 For
2 Abstentions

PART 'B' ITEMS - MATTERS REFERRED TO COUNCIL

25 **Town Centre CCTV System Upgrade and Extension: Request for Financial Support from the New Homes Bonus**

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

Councillor Ives moved and Councillor S Arnold seconded the following amendment:

To change the recommendation 2.1(i) and (ii) to read as follows:

2.1 Council is recommended to approve:

(i) A £22,000 grant for Ryedale Cameras in Action for the town centre CCTV system upgrade, £19,100 to be funded from the New Homes Bonus Reserve and £2,900 from the s106 relating to the provision and / or improvement to youth and / or adult sports facilities within the vicinity of the land within Norton and Malton

(ii) That RDC will not be involved in the purchase of the town centre CCTV system upgrade and will not be involved in the administration of the system or payment of invoices following the upgrade.

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

Recommendation to Council

Council is recommended to approve:

(i) A £22,000 grant for Ryedale Cameras In Action for the town centre CCTV system upgrade, £19,100 to be funded from the New Homes Bonus Reserve and £2,900 from the s106 relating to the provision and / or improvement to youth and / or adult sports facilities within the vicinity of the land within Norton and Malton.

(ii) That RDC will not be involved in the purchase or administration of the town centre CCTV system upgrade and will not be involved in the administration of the system or payment of invoices following the upgrade.

Voting record
9 For
1 Against
0 Abstentions

26 **Milton Rooms Redevelopment Project**

Considered – Report of the Delivery and Frontline Services Lead.

Councillor Ives moved and Councillor S Arnold seconded the following amendment:

To add the words “subject to match funding being in place” so that the recommendations reads:

That the Council is recommended to approve the funds from the New Homes Bonus Reserve towards the Milton Rooms Redevelopment Project totalling £321,160, subject to match funding being in place, split as follows:

(i) A funding commitment of £171,110 towards Part 1 of the Redevelopment Project in support of the submitted Heritage Lottery Funding (HLF) Bid and,
(ii) A funding commitment of £150,050 towards Part 2 of the Redevelopment

Upon being put to the vote the amendment was carried.

Recommendation to Council

That Council is recommended to approve funds from the New Homes Bonus Reserve towards the Milton Rooms Redevelopment Project totalling £321,160, subject to match funding being in place, split as follows:

(i) A funding commitment of £171,110 towards Part 1 of the Redevelopment Project in support of the submitted Heritage Lottery Funding (HLF) Bid and,

(ii) A funding commitment of £150,050 towards Part 2 of the Redevelopment Project.

Voting Record
10 For
0 Against
0 Abstentions

27 **Malton to Pickering Cycle Route**

Considered – Report of the External Partnerships Lead.

Recommendation to Council

That Council is recommended to approve:

(i) The Council acting as applicant for Rural Development Programme for England (RDPE) funding and lead organisation for subsequent implementation;

(ii) The procurement of consultants to undertake project development up to a maximum of £75k;

(iii) Funding of up to £75k from the general reserve towards costs of

project development.

Voting Record
5 For
0 Against
5 Abstentions

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

28 **Final Report - Scrutiny Review of Meeting Start Times and Management of Meetings**

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

Decision

That the Final Report of the Scrutiny Review of Meeting Start Times and Management of Meetings be referred to the Constitution Working Party for consideration.

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

There being no other business, the meeting closed at 9:10pm.

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Resources Working Party

Held at Meeting Room 1, Ryedale House, Malton
on Thursday 9 November 2017

Present

Councillors Paul Andrews, Steve Arnold, Val Arnold, Cowling, Ives (Chairman), Oxley, Shields & Wainwright

In Attendance

Councillor Clark

Peter Johnson and Clare Slater

Minutes

13 **Apologies for absence**

Apologies for absence were received from Councillor Potter.

14 **Minutes of the meeting held on 7 September 2017**

The minutes of the meeting held on 7 September 2017 were presented.

Resolved

That the minutes of the meeting held on 7 September 2017 be approved and signed by the Chairman as a correct record.

15 **Urgent Business**

There were 2 items of urgent business which the Chairman considered should be dealt with as a matter of urgency by virtue of Section 100B(4)(b) of the Local Government Act 1972 (as amended). These were dealt with at the end of the meeting.

16 **Declarations of Interest**

No interests were declared.

17 **Capital Monitoring**

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

Recommendation
That the report be noted.

18 **100% Business Rates Pilot**

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

Recommendation
That the report be noted with a recommendation to Policy & Resources Committee that the Officers action be confirmed.

Voting Record
8 For
0 Against
0 Abstentions

19 **Financial Management Information - to September 2017**

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

Recommendation
That the report be noted.

20 **New Homes Bonus Reserve**

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

Recommendation
That the report be noted.

21 **Revenue Budget 2018-19 Update**

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

Recommendation
That the report be noted.

22 **Any other business that the Chairman decides is urgent**

Malton Livestock Market

Considered – Verbal report of the Chief Executive (Interim)

Recommendation

That the report be noted.

Welcome to Yorkshire – Tour de Yorkshire

Considered – Verbal report of the Chief Executive (Interim)

Recommendation

That a report be prepared for Policy & Resources Committee.

There being no other business, the meeting closed at 8.15pm.

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Corporate Peer Challenge Improvement Plan Working Party

Held at Meeting Room 1, Ryedale House, Malton
on Thursday 9 November 2017

Present

Councillors Paul Andrews, Steve Arnold, Val Arnold, Cowling, Ives (Chairman), Oxley, Elizabeth Shields and Wainwright

In Attendance

Councillor Clark

Peter Johnson and Clare Slater

Minutes

1 **Apologies for Absence**

Apologies for absence were received from Councillor Potter.

2 **Draft CPC Action Plan**

Considered – Report of the Chief Executive (Interim).

Decision
That the draft improvement plan be updated and presented to the next meeting of the CPC Improvement Plan Working Party

Voting Record
8 For
0 Against
0 Abstentions

3 **Any other business that the Chairman decides is urgent**

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

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Grants Working Party

Held at Meeting Room 1, Ryedale House, Malton
on Monday 13 November 2017

Present

Councillors Steve Arnold (Chairman), Val Arnold, Clark and Frank

In Attendance

Jos Holmes, Matthew Lishman and Sally Roger

Minutes

26 **Apologies for Absence**

There were no apologies for absence.

27 **Declarations of Interest**

There were no declarations of interest.

28 **Exempt Information**

Decision

Members agreed a resolution to exclude the press and public from the meeting during consideration of applications under the following item:

> Applications for Flood and S106 Grants as provided by paragraph 3 of Schedule 12A of Section 100A of the Local Government Act 1972.

The public interest test has been considered and, in all circumstances of the case, the public interest in maintaining the exemption is considered to outweigh the public interest in disclosing the information.

29 **Flood Grants Applications**

Flood Grant Recommendations

30 **Section 106 Grants Applications**

Section 106 Recommendations

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Officer	Grant Reference	Applicant	Project	Total Project Cost	Grant Requested	Grant requested % intervention	Recommendation
ML	FG-003	Norton Town Council	Norton Flood Pump	25,722.00	20,722.00	81%	Recommend approval. Conditions as outlined in Officer report.

Minute Annex

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Officer	Grant Reference	Applicant	Project	Total Project Cost	Grant Requested	Grant requested % intervention	Recommendation
FS	S106-020	Ampleforth Playing Field	Phase 2 Improvements	18,272.00	17,000.00	93%	Defer until commencement of phase 1 (approved 21.9.17)
ML	S106-009	Malton Community Sports Centre	New fitness suite	664,947.50	220,000.00	33%	Defer pending further discussions on financial matters
ML	S106-018	Norton Town Council	Norton Skate Park - new equipment	11,000.00	9,000.00	82%	Recommend approval with conditions as per appraisal.
JH	S106-019	Lady Lumleys School	New Artificial Pitch	187,856.00	78,000.00	42%	Recommend approval with conditions as per appraisal.
BS	S106-022	Sherburn Playing Fields Association	Grounds Maintenance Equipment	35,214.00	10,000.00	28%	Recommend approval with conditions as per appraisal.
BS	S106-016	Slingsby Sports Field Association	Resurfacing of tennis courts	23,844.00	23,844.00	100%	Recommend £20,000 or 84% of total project costs. With conditions as per appraisal.

Minute Annex

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RYEDALE DISTRICT COUNCIL

PART A:	**MATTERS DEALT WITH UNDER DELEGATED POWERS**
REPORT TO:	**POLICY AND RESOURCES**
DATE:	**23rd NOVEMBER 2017**
REPORT OF THE:	**PRINCIPLE SPECIALIST (PEOPLE)** **KIM ROBERTSHAW**
TITLE OF REPORT:	**HOMELESSNESS STRATEGY ACTION PLAN 2015/20** **ANNUAL REVIEW FOR 2016/17**
WARDS AFFECTED:	**ALL**

EXECUTIVE SUMMARY

1.0 PURPOSE OF REPORT

1.1 To present Members with the Homelessness Strategy Action Plan Annual Review for 2016/17.

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 proposals contained within the Action Plan support the Council's priority Sustainable Growth

- Minimising homelessness, improving the standard and availability of rented accommodation and supporting people to live independently

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 Council 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. A 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.

6.6 The Homelessness Reduction Act 2017 which will be implemented in April 2018 has introduced the duty for local authorities to undertake prevention activity for all applicants where they are threatened with homelessness and eligible for assistance. This extends the statutory duty that currently begins 28 days before homelessness occurs, to preventing homelessness within 56 days, for anyone at risk of homelessness. This includes those who are not in priority need and those with no local connection. The Act also has an additional 56 day duty to relieve homelessness (assist in finding alternative accommodation) for anyone who is actually homeless.

6.7 Ryedale District Council currently complete substantial prevention work, however there was not a legal duty to do this. This measure will provide a clear legal framework and accountability for local authority prevention work, which includes significantly more contact with customers, support plans being created and many more decision stages. Currently there are two stages that a homelessness decision can be appealed on, but under the new act there are 12.

6.8 At this time we are completing a mapping exercise outlining the reasons customers are approaching the authority and at what stage of homelessness. This will enable us to monitor the implications of the changes and the impact it will have on the service. It will also ascertain extra resources needed to implement the new duty.

6.9 Extra Burdens funding will be made available to assist local authorities with the IT improvement required (amount to be confirmed) and the large increase in workload. It has been confirmed that the Council will receive £7k annually for the next 2 years.

6.10 Universal Credit was introduced into Ryedale as a 'full service' in June 2016. This seems to be a substantial area of difficulty for customers, with some falling into arrears and being unable to retain their current accommodation and others unable to access the private rental sector as universal credit is not yet in place.

6.11 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

6.12 **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

6.13 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 similar number of clients approaching the housing options service directly on an annual basis with 645 during 2015/16 and 640 in 2016/17. 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.

6.14 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.

6.15 Homeless Statistics for 2015/16 and 2016/17:

	15/16	16/17
Number of applications received	37	23
Decisions made	36	20
Accepted	11	9
Preventions	203	207
Housed temporarily	10	17
Permanently rehoused	14	11
Average stay - B&B	8 wks	5 wks
Average stay - other temp ie ORC	25 wks	21 wks
Advice enquiry reason (percentage)	North Yorkshire Home Choice 23.4% Current accom unsuitable- 16.4% Relation break - partner - 13.8% Loss of Private rental - 12.4%	Current accom unsuitable - 17.7% Arrears, Social Housing - 14.7% North Yorkshire Home Choice - 14.2% Loss of Private rental - 11.7%
Prevention outcome	Assistance into social housing Assistance into supported. Accom Assistance into Private Rented Rent issues resolved	Assistance into social housing Assistance into supported. Accom Enable to remain in Private rented RS or SRS Rent issues resolved

6.16 There has been a substantial reduction in North Yorkshire Home Choice enquiry, this is through being dealt with at first contact through Customer advisors as well as encouraging clients to self-help and accessing the services through the website. There has been an increase in those requiring help for rent arrears in the social sector, this could be linked to the introduction of Universal credit in June 2016.

6.17 The highest outcome again has been assistance with social housing and supported accommodation. There has been a reduction in the assistance in accessing private rented accommodation and this will be reviewed in preparation of the Homeless Reduction Act.

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. However the new legislation has the potential to have a significant impact on the resource requirements needed to deliver the service and Officers are exploring funding options to cover any additional costs in the short term. This position will continue to be reviewed to enable a full assessment of the long term financial implications.

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.

c) Equality and Diversity

A full equalities impact assessment has been undertaken in respect of Ryedale Homelessness Strategy Review and Action Plan 2015-2020 which this Action Plan seeks to implement.

8.0 NEXT STEPS

8.1 Delivering the Homelessness 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. Specialist (People) and Customer Services (People) 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.

8.2 The new Homelessness Reduction Act 2017 (going live in April 2018) will prove one of the biggest challenges for the Council as mentioned and a member briefing will be given once the guidance has been released.

Beckie Bennett
Delivery and Frontline Service Lead

Author: **Kim Robertshaw, Housing Services Manager**
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Background Papers:
Ryedale Homelessness Strategy Review and Action Plan 2015-2020 Progress Update 2017

Background Papers are available for inspection at:
Housing Section, Ryedale House

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Ryedale Homelessness Strategy Review and Action Plan 2015-2020

RYEDALE DISTRICT COUNCIL

NPSS National Practitioner Support Service
Local Authorities achieving the 10 Local Challenges
Peer-led Practitioner Prevention Partnership
GOLD STANDARD

Progress October 2016/17

Ryedale District Council - Homelessness Strategy - Progress Update October 2017

Key

ASB: Anti Social Behaviour
ASC: Adult Social Care
CAB: Citizens Advice Bureau
CBL: Choice Based Lettings
CLG: Communities and Local Government
CMHT: Community Mental Health Team
CSC: Children's' Social Care
CYPS: Children and Young People Service - Children and Family Services?
EHO: Environmental Health Officer
IDAS: Independent 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
HO: Housing Options
HP Grant: Homeless Prevention Grant
HSSG: Housing Strategy Steering Group
LDG(H)T: Learning Disabilities (Housing) Task Group
MAPPA: Multi Agency Public Protection Arrangement
MARAC: Multi Agency Risk Assessment Conference
MAST: Multi-agency screening team
MSSG: Making Safe Steering Group
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 resources: Registered Provider's own resources
PS P: Principal Specialist (People)
PRS: Private Rented Sector
RACS: Resettlement and Community Safety Scheme
RCSP: Ryedale Community Safety Partnership
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
Sp P: Specialist (People)
S Sp P: Senior Specialist (People)
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

Ryedale Homelessness Action Plan 2015-21 - Update October 2017

Objective 1	REDUCE HOMELESSNESS THROUGH PREVENTION					
	How	**Performance indicator**	**Target Date**	**Partners**	**Resources**	**Update 2017**
Continue to ensure that preventions stay consistently high and homeless applications low	Develop and instigate all agreed homeless prevention tools	Homeless strategy annual review	Ongoing	Housing Forum Internal Groups	Housing Options budget H'Less Prev. Grant DHP fund	Welfare Reform (Universal Credit/Spare Room Subsidy/Benefits CAP) is already impacting significantly on staff time. Funding needed to secure innovative prevention strategies Changes imposed under the Homelessness Reduction Act will come in during April 2018 This will add to workload as duty obligations expand to cover all people at risk of homelessness Explore the use of formal Prevention input from partners not already engaged in HOT performance monitoring. 16 refugees have now been successfully

Objective 1	REDUCE HOMELESSNESS THROUGH PREVENTION					
	How	**Performance indicator**	**Target Date**	**Partners**	**Resources**	**Update 2017**
						relocated to Ryedale using empty properties. They will be assisted to find long term permanent accommodation
Ensure that clients have access to North Yorkshire Home Choice as a preventative tool	Maintain membership of the NYHC Board, Operational Groups	Board continues to be operational	Annual review	NYHC Project board	Staff Time	Membership maintained, but changes likely due to partner concerns
	Offer advice and assistance to register for NYHC during Housing Options discussions.	Numbers provided with advice	Annual monitoring	In House Horton		Discuss as part of Housing Options interview but also to refer to Horton for assistance with application and bidding.
	Provide ongoing advice and actively assess applications, increasing priority if imminently homeless	Review of waiting list and banding	Annual Monitoring Ongoing		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	Adverts where HOT have had an input	Ongoing Weekly basis	Choice Based Lettings (CBL) Project Board Registered Providers	Staff time Staff time	Ongoing

Objective 1	REDUCE HOMELESSNESS THROUGH PREVENTION					
	How	**Performance indicator**	**Target Date**	**Partners**	**Resources**	**Update 2017**
Page 36	Ensure that "New Build" properties are advertised accurately	Monitor accuracy	Annual monitoring	Registered Providers 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	Weekly display of information	Ongoing	In house	Folder In reception	Ongoing. Also distributed to partners.
	Submit "bids" for properties for those with no Internet access	Number of assisted bids	Ongoing	Horton	Staff time Horton staff	Very limited - if unable to access only. Horton staff can assist
	Maintain the availability of an "access point" in Reception, to enable clients access to the NYHC website if they wish to assist themselves	Internet access present for public use			Computer in reception	Ongoing
	Review suitability of the scheme going forward – in line with the Homelessness Reduction Act	Business plan completed	Ongoing	North Yorkshire CBL Project Board	Staff time	Scheme future has continued as previously with all partners remaining at this time.
	Put adverts for available properties each week in the Property shop window to advertise them	Weekly display	Ongoing	In house	Staff time	
Continue to explore the options	Continue to provide effective management of Wells Lane, Houses in	Continuation agreements	Ongoing	Broadacres Bulmers	Customer Services	Temporary contract for Lettings Officer ended

Objective 1	REDUCE HOMELESSNESS THROUGH PREVENTION					
	How	**Performance indicator**	**Target Date**	**Partners**	**Resources**	**Update 2017**
in the private sector for Single Households	Multiple Occupation	with landlords			(People) Community Team / facilities	31.3.17. Now carried out by different staff
	Take over the lease of an existing HMO's to facilitate access to affordable suitable accommodation	Lease agreement signed	ended			Agreement ended
	Investigate the option of managing current HMO's to ensure they remain part of the available stock for our clients	Additional agreements agreed	April 2016		Customer Services (People) Community Team	5-year lease signed to secure accommodation managed by RDC
	Use of the Housing Solutions initiative and the PRS Landlord Offer Continuation of the Sharing Solutions scheme in Ryedale					Different staff now carrying out this work and the funding for the
	An additional 3 bed HMO has been developed alongside Broadacres for those 18-25 in education, training or employment. To ensure this is utilised and tenancy issues are managed	Agreement signed and property tenanted	Ongoing	Broadacres	RDC staff	Ready to let as of May 2017 and now fully tenanted
	Develop a protocol for dealing with clients with complex needs	Protocol agreed	January 2017/8		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

Objective 1	REDUCE HOMELESSNESS THROUGH PREVENTION					
	How	**Performance indicator**	**Target Date**	**Partners**	**Resources**	**Update 2017**
						Still to be carried out.
Ensure the safeguarding and well-being of children and vulnerable adults brought to our attention by a housing issue	Appropriate training for all new staff Develop a comprehensive Training Plan Update staff regularly with the RDC Safeguarding Policy Appropriate referrals to NYCC for safeguarding and services, such as the prevention service Information sharing and liaison with CSC/ASC	Training programme agreed and all RDC staff trained Number of referrals Updates at meetings	Ongoing Ongoing Ongoing Ongoing	NYCC CSC NYCC ASC S'Guarding Locality Group RDC Lead RDC S'guarding Group NY Police YPAP	Staff Time	Compulsory Safeguarding training and annual refresher for all staff completed. Ensure that safeguarding is on the agenda for all meetings Continuing. Continuing.
Publicise all services using a newly developed Communication Strategy	Promotion of Housing Options by development of a Communication Strategy Ensure materials are available in schools	Strategy completed Dissemination to local schools	April 2016 July 2018	In-house arrangements NYCC	Staff Time Staff time	Produced in September 2016. The pathway Co-ordinator for NY from the YP partnership has met with the Ryedale schools conglomerate who have agreed for a learning

Objective 1	REDUCE HOMELESSNESS THROUGH PREVENTION					
	How	**Performance indicator**	**Target Date**	**Partners**	**Resources**	**Update 2017**
						programme to be delivered in secondary school and sixth forms by the homelessness prevention workers.
	Programme of publicity and service profile raising	Numbers of events	Ongoing	Housing Forum partners	Advertising budget Staff time	Updated regularly. Corporate plans to re-develop the website
	Improve information available on the Website	Annual review of content	Ongoing	In house	Staff time	Continue to provide more application forms and self help through the internet
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	3 currently on scheme as of March 16. Less achieved due to buoyant local rental market and lack of available properties.
	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 2016/17 Achieved This may increase following the homelessness reduction Act implementation
Improve access to	Promote the landlords offer to those with	Number of	HO Team	Housing	Crisis Funding	Funding Ended

Objective 1	REDUCE HOMELESSNESS THROUGH PREVENTION					
	How	**Performance indicator**	**Target Date**	**Partners**	**Resources**	**Update 2017**
the PRS for single people, often with complex needs	suitable accommodation	places secured	Mtgs P1E	Solutions Private landlords	 Revenue Funding	31/12/2016. Lettings Officer no longer funded. We are no longer promoting this service
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 Foundation	Homeless Prevention grant	6 homelessness preventions independently completed by the CAB in 16/17 Legal Advice at court now available from Foundation.
Increase the use of the Arrears Case referral scheme with all RPs operating in the District.	Arrears Case Referral Scheme Use of Discretionary Housing Payments to cover arrears Promote the funds with all Registered Providers Referral to Homelessness Prevention	Number of referrals Number of cases Additional agreements with RPs Numbers	Ongoing Annual Review December 2017 Ongoing	Partner Registered Providers in Ryedale DHP Payment Panel All RPs Horton	Officer Time Housing Options Toolkit Officer Time plus DHP Fund Officer Time	All schemes and interventions to continue. Priority for arrears where homelessness threatened. But only available for those in receipt of housing costs from Housing Benefit or Universal Credit. At Housing Forum Meetings.

Objective 1	REDUCE HOMELESSNESS THROUGH PREVENTION					
	How	**Performance indicator**	**Target Date**	**Partners**	**Resources**	**Update 2017**
	Service for support	referred		Ryedale Stay	Officer Time	Referrals as required
Ensure the continued flexible use of Discretionary Housing Payments for clients at risk due to Welfare Reform	DHP Panel to include Sp P	Joint meetings completed	Ongoing	Revenues & Benefits dept. Horton	£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	Annual report on usage	Ongoing			Ongoing
	Advise and assist clients for longer term solutions	Number of referrals to Horton	Ongoing			Ongoing - to Ryedale Stay if required
Maintain efforts to prevent homelessness within the "owned" sector by continuing to offer all mortgage repossession options	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 2016/17 and a reduction in letters received
	Continue to consider all home owners at risk of repossession for assistance via Mortgage Repossession Loans	Number of Mortgage Repossession	Ongoing	CAB		As above.

Objective 1	REDUCE HOMELESSNESS THROUGH PREVENTION					
	How	**Performance indicator**	**Target Date**	**Partners**	**Resources**	**Update 2017**
		Loans				As above
	Refer all suitable clients to the Breathing Space Loan Project Group	Number of referrals	Annual Review of scheme	Wakefield Council	Breathing Space Loans	Appropriate referrals made by officers as required
	Refer to NHAS for specialist advice	Number of Referrals	Ongoing	NHAS	National Housing Advisory Service	Referrals made as required
Provide training and dissemination of information for all agencies re. early and flexible homelessness prevention interventions	Multi agency training and information sharing, 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 Training provided to all relevant internal staff in relation to housing, homelessness and prevention. Similar training to be given to partner support agencies
Develop a forum/library of knowledge, good	Develop a library/directory of legislative changes and shared good practice	Directory operational	April 2016 then Ongoing	All Sub-Regional authorities and	Staff Time	Internal shared training library for all staff to access if required. All

Objective 1	REDUCE HOMELESSNESS THROUGH PREVENTION					
	How	**Performance indicator**	**Target Date**	**Partners**	**Resources**	**Update 2017**
practice and excellence				Registered providers Partners		Forums and meetings to be used to share good practice
	Share knowledge through partner forums	Information exchange at the Housing Forum and Community Forum	Ongoing		Staff Time	Needs assessed through workpal IT appraisal system.
	All Officers to have access to all training resources	Annual training programme	Ongoing			
Join other North Yorkshire authorities in working towards Housing Gold Standard accreditation	Work to the standards set out by the NHAS, available on their Gold Standard website. Continue to share good practice and review procedures	Council committed to Gold Standard	April 2017	NY Housing Authorities	Officer Time	Gold Standard achieved July 2017
	Work towards the goals of the accreditation and submit to a Peer Review of the service.	Peer Review taking place April 2015				Undertaken
	Achieve Bronze Standard	Assessment	Achieved May 2015	NHAS	Officer Time	Bronze awarded November 2015
	Achieve Silver Standard	Assessment	October 2016		Officer Time	Silver awarded September 2016

Objective 1	REDUCE HOMELESSNESS THROUGH PREVENTION					
	How	**Performance indicator**	**Target Date**	**Partners**	**Resources**	**Update 2017**
	Achieve Gold Standard	Assessment	Apr 2017		Officer Time	Final goal submitted March 2016 Gold awarded July 2017
Provide relevant, ongoing training to housing staff to ensure efficiency, maintain professionalism and contribute to staff development	Ensure full use of the Housing Services training budget	Staff Appraisals	Ongoing	NYHTG	HS Training Budget	All suitable training accessed & budget fully utilised. Attendance at NPSS annual conference
	Continue to be an active member of the North Yorkshire Housing Training Group to ensure staff needs are met.	Meetings attended	Ongoing	Shelter Welfare Benefits Units/ DWP	Homeless Prevention Grant	Continued active membership to ensure that staff training needs are met
	Identify needs & gaps in knowledge at staff appraisals	Workpal	Ongoing			Ongoing needs assessment.
	Encourage shadowing opportunities inside and outside RDC	Time spent at other LAs	Ongoing	Internal and other NY local authorities		Assessment of other authorities through Gold Standard, identify good practice.
	Ensure Specialist staff train and share knowledge with the customer services team				Officer time	Ongoing training given to customer services staff when new staff are in post or legislative changes.
Provide emergency winter	If NSNO is not an option, or very short-term accommodation is required, refer to	Number of referrals for	Annual review	Horton	Staff Time	Local agreement to use Scarborough BC funded

Objective 1	REDUCE HOMELESSNESS THROUGH PREVENTION					
	How	**Performance indicator**	**Target Date**	**Partners**	**Resources**	**Update 2017**
accommodation to rough sleepers	Winterwatch for B&B	the scheme		NY Police		Winterwatch scheme. Referral via Ryedale Stay Maintain annual Rough Sleeper Count and take community referrals made via Streetlink
Offer emergency housing and Resettlement to Rough Sleepers wishing to relocate or settle	No Second Night Out policy – temporary accommodation, relocation and resettlement choices to rough sleepers seeking a lifestyle change Promote the service in the community using available options in the Housing Options Communication Policy. Encourage the Ryedale community to alert via StreetLink or directly. Consider all options for rough sleepers wanting short-term intervention only using the Rural Spot Purchase Scheme	Number of accommodation offers given Completion of policy Presentation at Parish Liaison Number of referrals	Annual review March 2017 Ongoing Annual Review	Foundation Town & Parish Councils Salvation Army Faith Groups	Single Homeless Agreement Funding Staff time	Ryedale NSNO Policy reviewed and updated September 2016 Raised at Housing Forum – June 16 Streetlink direct reporting mechanism re-publicised November 2016 and throughout Winter 16/17 Funding remains available through Homelessness prevention monies
Reduce the	Refer clients stating disrepair issues in	Number of	Annual	Environmental	Staff time	Referrals and complaints

Objective 1	REDUCE HOMELESSNESS THROUGH PREVENTION					
	How	**Performance indicator**	**Target Date**	**Partners**	**Resources**	**Update 2017**
incidence of homelessness due to disrepair or unfitness of property by prompt referral to Private Sector Housing for advice and assistance	their property	cases of disrepair	review	health (EH) S SP P		minimal due to overall good stock quality in Ryedale.
	Maintain contact with client and refer to Homelessness Prevention Scheme for support	Referral for support	Ongoing	Horton	Staff Time	Now Ryedale Stay Horton
	Communicate with landlord if retaliatory Notice is given explaining legal changes	Review of Housing Advice cases	Ongoing	SP	Staff Time	If required due to Deregulation Act 2015.
Reduce the negative impact of welfare reform on residents which may lead to homelessness	Ensure that 18-21 year olds are aware of the restrictions to receiving housing related benefits	Referrals made to the yp prevention officers	Ongoing	Ryedale Job Centre YPHPO	Staff time	Regular communication between YPHPO and job centre staff if there are case enquiries
	RDC to provide the additional support to claim universal credit	Number of referrals received	Ongoing	DWP	Staff time Computer in reception	RDC continues to offer support to claimants to apply and provides budgeting advice if required
	Ensure that Stay Well is promoted within the community and through the job centre to assist people in difficulty	Number of referrals received	Ongoing	Horton	Staff time Promotional media	Horton continue to be active members of the housing forum and work with other agencies
Implement the Homelessness Reduction Act 2017	Review paperwork and procedures to ensure that RDC meet the legal requirements of the new act		April 2018			Meet with other LA partners in NY to develop common

Objective 1	REDUCE HOMELESSNESS THROUGH PREVENTION					
	How	**Performance indicator**	**Target Date**	**Partners**	**Resources**	**Update 2017**
						paperwork and processes
	Update the computer and reporting systems to ensure it is compatible with the new ways of working		April 2018		Free trials of new systems	Trial Housing jigsaw and new Peter Lally system
	Update procedures to ensure we have policies in place for all vulnerable groups at risk of homelessness		April 2018			Many already in place but will need reviewing
	Additional staff training and awareness raising for agencies and partners		April 2018		Staff times	

OBJECTIVE 2	REDUCE THE USE & MAINTAIN THE STANDARD OF TEMPORARY ACCOMMODATION					
	How	**Performance Indicator**	**Target Date**	**Partners**	**Resources**	**Update 2017**
Maintain the high standard of accommodation at Old Railway Court	Prompt reporting of maintenance issues and regular flat inspections	Response & Planned maintenance programmes	Monthly Property check	Yorkshire Housing	Funding via service charge paid by client	Ryedale District Council have taken over management of this building from 01/04/2017. This was necessary in order to safeguard its continued use. Maintenance and refurbishment is the sole responsibility of RDC, as well as the loss of income due to void times and missed rent payments. Yorkshire Housing will retain the responsibility of repairs to the building and fittings. The heating system in each of the flats was upgraded in 2017 and the communal areas and kitchens were refurbished in 2016 by Yorkshire Housing.
Maintain the low numbers of households living in temporary accommodation	Early intervention and improved alternative housing solutions Innovative and flexible use of the	Numbers housed in the shared housing Annual review	Annual review	Registered Providers Debt Advice Services CAB Private Rented	Housing Options Toolkit Homeless	The Homelessness Reduction Act will likely to increase demand for suitable temporary accommodation solutions. All existing prevention

Page 49	Homeless Prevention Fund and DHPs Effective use of Housing Options Toolkit measures Use of the Ryedale Lettings Scheme	of spend Annual review of initiatives Numbers on the scheme	March 2018 March 2018	Sector Horton Bulmers	Prevention Grant Homelessness Prevention Grant	measures will continue to be employed, but innovation is required to meet the anticipated demand. Ongoing but will need to look into new initiatives, especially around landlord initiatives Expansion of the scheme will assist more families but difficult in current private rental market There is currently no capacity to develop more private rented solutions -seek to explore future funding options.
Provide safe emergency housing for those suffering Domestic abuse & unable to remain safely at home	Seek alternatives to temporary accommodation for these vulnerable households Use the Ryedale Lettings Service Liaise with women's refuges	Numbers assisted Numbers on the scheme Ongoing arrangements	Annual review	Making Safe NY Police Safer Ryedale Horton Domestic Abuse Services	Revenue Funding H'less Prevention Fund Staff Time	Use priority with NYHC to expedite the allocation of permanent accommodation Continue, if the risk assessment allows Via referral to Independent Domestic Abuse Services

	Ensure referral for specialist support to Foundation – Independent Domestic Abuse Services	Numbers receiving support	Ongoing		Staff time	Customers always referred to IDAS when required for support and safety planning
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 IDAS	Safety measures offered	Continue offer to 100% of eligible clients	Making Safe NY Police IDAS Foundation WRHIA Ryecare	Revenue Funding	Continue to use Target Hardening budget for safety measures and Lifelines Liaise with Foundation Referrals to IDAS to continue
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 Use PRS to discharge Duty and reduce the average length of stay	Lettings scheme use Bonds and Advance Rent given Length of stay	All Officers to use as Preventi on tool Ongoing Ongoing	Private rented sector Horton Landlords	Housing Options Toolkit Homeless Grant Funding Officer Time	Scheme currently limited to 12 properties - high demand in PRS and welfare benefit changes have made this difficult to achieve in current financial climate Explore possibility of using and new funding to work towards this goal through employment of new prs post and improved landlord offer Ongoing work via Landlords' Forum and via Housing Options contacts. Wider Publicity needed Via Ryedale Stay Where property meets the

						legal requirement. Use to be expanded from one household in 2016/17
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 Richmond Fellowship	SP Funding NYCC	All of these measures are continuing, for all age groups Richmond Fellowship attend Derwent Lodge 1 afternoon per week to provide assistance to training and employment opportunities for those under 26. Very positive partner working with the job centre to ensure that clients are able to access all available opportunities
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 and residents are equipped to successfully manage independent living	Positive move-ons from supported and temporary acc.	Annual review	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 with clients in all	6 monthly interviews/surveys with all residents in Derwent Lodge and ORC.	Yearly review of surveys and	Annual review	Derwent Lodge	Supporting people	Ongoing

supported & temporary accomm. to ensure continued good service	Exit interviews when leaving Derwent Lodge Follow-up after leaving ORC and B&B Looking into the option of obtaining more temporary accommodation should this be needed following the introduction of the Homelessness Reduction Act	exit questionnaires Temp accom figures	Annual review	Foundation YMCA Horton YH, other social landlords, private landlords, B&B owners	Funding Staff time Staff time	Ongoing Ongoing Information given informs service provision This can be looked at following any mapping of the clients who come in and potential accommodation needs

OBJECTIVE 3	REDUCE THE INCIDENCE OF YOUTH HOMELESSNESS					
	How	**Performance indicator**	**Target**	**Partners**	**Resources**	**Update 2017**
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	Reviewed at Sub regional meetings	Ongoing	NYCC Foundation	NYCC Funding	SP no longer-NYCC Funding. Re-commissioned services as of 01/10/2016, but contract re-awarded to Foundation so continuation of service
	Comply with the aims & objectives of the Young Persons Partnership	Annual report produced		NYCC	Staff time	Ongoing Co-ordination via S SP P.
	Provide a first point of contact for young people at risk	Contact figures		NYCC SASH		Currently have 2 x 0.5 FTE prevention worker posts
	Liaise with family and signpost to other agencies where possible, to prevent homelessness	Prevention figures				Ongoing
	Liaise fully with, and share information with, partner agencies					
	Liaise with pathway 2 accommodation providers to prevent evictions	Homelessness prevention figures		Foundation YMCA Derwent Lodge NYCC		Meet with providers and receive referrals to prevent any evictions from the partnership. Figures remain low as STEP's process must be followed
	Refer to specialist services to help	Referral figures		MST Time2 NYCC		

OBJECTIVE 3	REDUCE THE INCIDENCE OF YOUTH HOMELESSNESS					
	How	**Performance indicator**	**Target**	**Partners**	**Resources**	**Update 2017**
	prevent homelessness - eg multisystemic therapy (MST), time2, no wrong door Joint working with prevention services to ensure reconnection and mediation at home remains successful			NYCC		Regular referrals made as required Regular referrals to NYCC prevention service for joint working, or if homelessness is prevented but ongoing support is needed within the family
Provide Young People with access to safe & secure accommodation whilst a return home is negotiated	Use SASH services to offer a "breathing space" Negotiate possible return home with parents or carers	Homeless preventions	Annual review	NYCC SASH	NYCC revenue	This short-term service remains available under the same contract, They have recruited more within Ryedale, to prevent young people having to travel out of District.
Ensure that a full C&FS assessment is carried out for all 16/17yr olds at risk of homelessness	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 families service	NYCC CYPS staffing contribution	Ongoing 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 – SASH placed 1 in summer 2017
Provide safe	Offer accommodation via Service	Utilisation of	Quarterly	YMCA	Supporting	As above - continuation of

OBJECTIVE 3	REDUCE THE INCIDENCE OF YOUTH HOMELESSNESS					
	How	**Performance indicator**	**Target**	**Partners**	**Resources**	**Update 2017**
accommodation for young people unable to remain at home, with access to full support	Package 2 through the YPAP: Derwent Lodge, YMCA or SASH Ensure clients are provided with a support worker and Support Plan Work with Hubs across North Yorkshire to assist young people in need Ensure that "crisis" support is available	units available	monitoring	Foundation SASH	People Funding	Young People's Partnership, with 15 bed spaces, Cross boundary accommodation offered where appropriate, or requested All other support still in place
OBJECTIVE 3 REDUCE THE INCIDENCE OF YOUTH HOMELESSNESS	**How**	**Performance indicator**	**Target**	**Partners**	**Resources**	**Update 2017**
Ensure that all young people leaving Care are offered suitable accommodation, to avoid homelessness	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 Refer to Springboard Project for additional support	Review of effectiveness of partnership	Annual review	Leaving Care services Springboard Project	NYCC Lottery funded	Ensure that referrals for accommodation are timely to avoid a crisis move. Early referral and full disclosure needed from the Leaving Care Team. Springboard and No Wrong Door (therapeutic intervention) projects to be utilised to provide additional, targeted support to young people and accommodation providers

OBJECTIVE 3	REDUCE THE INCIDENCE OF YOUTH HOMELESSNESS					
	How	**Performance indicator**	**Target**	**Partners**	**Resources**	**Update 2017**
Maintain close partner arrangements with Services offering education, training and employment opportunities for those young people within the pathway	Ensure all residents in Derwent Lodge and Ryedale YMCA are referred to Richmond Fellowship if not engaged in Employment, education or training Multi agency meetings: Pathway meeting hosted and Operational Group attended to ensure that the services are operating as required	Number of referrals	Ongoing	NYCC Richmond Fellowship	Staff time	Changes to YP services places more obligation on the authority to provide interventions and solutions. Richmond Fellowship attend Derwent Lodge weekly to meet with young people.
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
Ensure that appropriate MAST 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 Specialist Officers and Partnership staff are trained and competent to undertake re Continue to advise and work with related agencies	Policy part of New Staff Induction Training Plan	Ongoing Refresh training bi-annually	NYCC S'Guarding Children's Board	Staff time Revenue funding Time 2	All staff fully Safeguarding trained All working with young people are conversant with referral pathways when concerned about a young person Key Staff to undertake comprehensive child protection pathway training Child Sexual Exploitation training undertaken and

OBJECTIVE 3	REDUCE THE INCIDENCE OF YOUTH HOMELESSNESS					
	How	**Performance indicator**	**Target**	**Partners**	**Resources**	**Update 2017**
						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 HUB consultation / feedback	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 2017**
Early referral to support services aimed at Homelessness Prevention	Ensure clients are referred promptly to the most appropriate service for their needs	Referrals made	Annual review	Horton	SP Funding	Continue co-location arrangements with Ryedale Stay to ensure a proactive, efficient approach
	Encourage close working and information sharing protocols with all support agencies			Foundation (YP support) Horton Housing	Staff Time	Continue via Housing Forum and multi-agency meetings Ryedale Stay Well and Gypsy, Traveller, Showpeople and Roma are now co-located at Ryedale House. All services part of Horton Housing. Services under threat due to loss of funding from September 18
Increase the number of clients remaining safely at home through the 'Making Safe' scheme	Making Safe to recommend home safety measures where appropriate	Number of clients supported	Annual review	Multi agency Making Safe Scheme	SP Funding	Flexibility in Target Hardening to fit needs of the client
	WRHIA Handyman Service to carry out minor safety and security works			NY Police	Revenue Funding	Continue to use for minor works
	Support and/or accommodation provided, if required			Ryedale Community Safety P'ship		Install Lifeline or use TECSOS (GPS) phone where appropriate. Assistance via NYHC or temporary accommodation

OBJECTIVE 4	IMPROVE ACCESS TO SUPPORT AND ADVICES SERVICES TO PREVENT HOMELESSNESS					
	How	**Performance Indicator**	**Target**	**Partners**	**Resources**	**Update 2017**
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 IDAS NY Police RCSP	SP Funding Staff Time	Ongoing Ongoing progress meetings with Specialists
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 Specialist involvement required. Assist with move-on from RACS accommodation (5 units) Ensure full risk assessment undertaken and compliance with Licence conditions met
Refer clients for specialised drug and alcohol support to help to maintain accommodation	Referral where problem raised at Housing Options interview and consent given Ensure consent-driven information sharing to identify problems which may have housing implications	Number of referrals	Annual review	Horizons ASB Tasking Group	Staff time	Ongoing referrals to Horizons as required, 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.

OBJECTIVE 4	IMPROVE ACCESS TO SUPPORT AND ADVICES SERVICES TO PREVENT HOMELESSNESS					
	How	**Performance Indicator**	**Target**	**Partners**	**Resources**	**Update 2017**
Provide specialist debt advice aimed at prevention via CAB's money advice service	Ensure thorough client interviews and information gathering to ensure suitable referrals are made	Numbers directly referred	P1E	CAB	RDC Core Funding	Ongoing
Maintain low number of applications from those suffering domestic abuse by offering home safety options	Work with Making Safe, White Rose Home Improvement Agency and Police Refer clients at risk to MARAC where appropriate and provide Officer at meetings Offer minor safety solutions at property Install Lifelines for additional security.	Review Numbers annually Referrals made and MARACs attended Installations Number installed	MSSG MARACs Ongoing Ongoing	MSSG DAS Foundation WRHIA Ryecare	£1500 Target Hardening Budget (CLG) Staff Time Ryecare Budget	There has been an increase in 16/17 but small numbers and half had already left the property before approaching. Referrals made where required MARACs attended, to advise on housing issues or provide accommodation Via WRHIA Housing Options Target Hardening Budget
Provide victims of Domestic Abuse with specialised support	Referrals to IDAS	Referrals	IDAS referals MARACs	IDAS	£44,000 SP funding	NYCC Funding IDAS continue to support victims in the community
Ensure comprehensive age-appropriate	Work with referral agencies to identify need and accommodation requirements	Meetings with support Officers	Ongoing	Foundation	Staff time	Support and/or accommodation offered via YP Partnership

OBJECTIVE 4	IMPROVE ACCESS TO SUPPORT AND ADVICES SERVICES TO PREVENT HOMELESSNESS					
	How	**Performance Indicator**	**Target**	**Partners**	**Resources**	**Update 2017**
support and accommodation for 16-17 year old parents	Ensure that full Support plans are in place			Young peoples 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 Specialists dependent on risk assessment
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 probation so minimal HOT involvement, except when move-on needed or homelessness threatened. Can provide floating support for those in other accommodation
Ensure access to services for all minority groups in the Ryedale Community	Facilitate Ryedale Prevent and Equalities Forum Work to Gypsy Traveller Roma & Showmen Strategy Outcomes Attend the Gypsy & Traveller drop-in if	Provision of meetings Reviewed with Gypsy and Traveller group cases referred	Ongoing	Forum Members NYCC Horton Housing Horton	Staff Time Horton	Ongoing. Horton's support worker co-located at Ryedale House and at Tara Park to integrate services. Work with Horton to provide

OBJECTIVE 4	IMPROVE ACCESS TO SUPPORT AND ADVICES SERVICES TO PREVENT HOMELESSNESS					
	How	**Performance Indicator**	**Target**	**Partners**	**Resources**	**Update 2017**
	required and liaise with the specialist support service	by staff				efficient management of the Ryedale travellers' site and they are aware of housing options services if required
	Use of Language Line translation service	Numbers	Ongoing			Corporate contract
	Report incidents of Hate Crime to Ryedale Prevent and Equalities Forum	Number of reports				To continue. 0 reports 2016/17 to HOT. RDC remains a Hate Crime Reporting Centre
	Adhere to the aims and requirements of the national Prevent strategy	Number referred				All housing staff complete online & classroom training
	Provide a specialist “signer” for those with impaired hearing, with advance notice	As above				BSL signers available
	Information may be provided in Braille or other formats for blind or partially sighted people					If requested
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	Ongoing for residents of Derwent Lodge Roll-out to residents in HOT managed HMOs planned for 2017/18 not completed due to lack of resources
Improve access to advice and	Promote Ryecare, Disabled Facilities Grants, HIA Grants, Winterwarmth etc.	Annual reviews	Ongoing	White Rose Home	SP funding	Promotional events held annually. Press release each

OBJECTIVE 4	IMPROVE ACCESS TO SUPPORT AND ADVICES SERVICES TO PREVENT HOMELESSNESS					
	How	**Performance Indicator**	**Target**	**Partners**	**Resources**	**Update 2017**
assistance to older people, allowing them to remain safely at home or explore alternatives				Improvement Agency	Service User Funding	Autumn and Winter
	Raise awareness of issues and options within the Ryedale community					Community forums attended. Promotional materials distributed
	Provide a home visiting service for those unable to access Ryedale House					Ongoing. Referrals also to Revenues & Benefits Service Visiting Officer
	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					Specialist visiting officer to be sought if funding becomes available
	Continue to work in partnership with the White Rose Home Improvement Agency Promote the wellbeing service and the Handypersons service across Ryedale					Ongoing attendance at Housing and Landlords' Forums
	Ensure referrals are made to specialist support services (ie Age UK and Living Well)					Several referrals made for customers to support services
Improve access to support for learning disabled adults and young people	Referral for specialist support where requested or identified at Housing Options interviews Maintain Attendance at the Learning Disabilities Housing Task Group	Monitored through Housing task group	Ongoing	NYCC Adult Social care S'Borough, Whitby,	Staff time	Continuing, in partnership with the LDTG Attendance where appropriate and in receipt of

OBJECTIVE 4	IMPROVE ACCESS TO SUPPORT AND ADVICES SERVICES TO PREVENT HOMELESSNESS					
	How	**Performance Indicator**	**Target**	**Partners**	**Resources**	**Update 2017**
				Ryedale LDTG		agenda and minutes
Work with Community Mental Health Services to support mutual clients	Provide positive outcomes for service users referred by specialist agencies	Joint Hospital D'charge Protocol in place	Jan 2018	Community Mental health Team	Staff Time	To be reviewed CMHT now attend fortnightly tasking meetings at RDC and liaise regarding clients with complex needs
	Ensure timely referral to the emergency Crisis Intervention Team					Ongoing
	Develop an information sharing protocol with the Ryedale CMHT					
	Maintain good links with Ryedale Stay Well	6 weekly meetings with scheme manager		Horton		Ryedale Stay Well (Horton) now co-located at RDC. Regular referrals for customers at risk of homelessness
	Form stronger links with Next Steps mental health resource centre who support customers with mental health and well-being issues	Meet staff to promote and discuss services	January 2018			Many customers engage positively with this service
Ensure that carers/applicants with caring responsibilities	Review referral arrangements with Ryedale Carers' Resource	Review of referral arrangement	April 2018	Ryedale Carers' Resource	Staff Time	Formal referral pathway to be agreed

OBJECTIVE 4	IMPROVE ACCESS TO SUPPORT AND ADVICES SERVICES TO PREVENT HOMELESSNESS					
	How	**Performance Indicator**	**Target**	**Partners**	**Resources**	**Update 2017**
can access housing support	Review referral arrangements for Ryedale Special Families			Ryedale Young Carers Ryedale. Special Families		To be agreed 17/18
Widen access to specialist support for parents of young children, to alleviate some of the pressure of housing difficulties	Make appropriate referrals to the Family Intervention Team Develop referral arrangements with Children's Centres Attend all appropriate multiagency Mtgs Develop referral arrangements with Ryedale Home Start	Referrals to MAST team for a service Continuation of attendance	ongoing ongoing	NYCC Family Intervention Team York & North Yorkshire NHS NYCC NYCC Home Start Ryedale	Staff Time Staff time	FIT No longer operating. Referrals via MAST at NYCC if appropriate for prevention services As above, through the MAST team Ongoing Home Start has ceased to operate
Continue to be an active member of the NYSP Commissioning Body to ensure	Attendance at Commissioning Board meetings	Attendance at meetings and retention of services	Ongoing	North Yorkshire Housing Authorities	Staff time NYCC Funding	This has now disbanded

OBJECTIVE 4	IMPROVE ACCESS TO SUPPORT AND ADVICES SERVICES TO PREVENT HOMELESSNESS					
	How	**Performance Indicator**	**Target**	**Partners**	**Resources**	**Update 2017**
support services are procured effectively for Ryedale				Probation NYCC		Now National Probation Service
Continue to remain a partner in North Yorkshire Home Choice assessing its effectiveness in the allocation of properties across Ryedale	Attendance at North Yorkshire home Choice project Board and operational group	Continuation of attendance	Ongoing	North Yorkshire Housing Authorities and Registered providers	Staff time	NYHC currently under review. Partnership arrangements and policy to be reviewed will change by 2018.
Continue to provide support to RyedaleStay to ensure support is allocated where most needed across the district	Timely referrals made for housing related support	Monthly meetings with Horton	Annual review	Horton RyedaleStay Supporting people	Staff time Supporting people funding	Now Ryedale Stay, under new contract with NYCC. Continuation of co-location at Ryedale House, with positive joint working arrangements. Referral pathways in place. Staffing & capacity the same as previous provider Attend Operational Implementation meetings
Continue to support the North	Review the strategy in partnership with Sub region	Review completed	March 2016	North Yorkshire	Staff time	Ongoing

OBJECTIVE 4	IMPROVE ACCESS TO SUPPORT AND ADVICES SERVICES TO PREVENT HOMELESSNESS					
	How	**Performance Indicator**	**Target**	**Partners**	**Resources**	**Update 2017**
Yorkshire Tenancy Strategy				Partners		
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	Horton	Management Now carried out by Horton 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	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 clients.
Continue to provide financial support to Ryedale CAB to facilitate access to Money Advice for housing clients	Review with the Citizens advice Bureau the continuation of funding through the development of a business plan Provide funding support for the Money Advice Service	Review ongoing Number of referrals		Ryedale Citizens advice bureau	Revenue funding £12K Homeless prevention grant	Corporate funding in place Grant to ensure priority access to the specialist Debt Advisor for clients

Objective 5	Increase the supply of Affordable Housing					
	How	**Performance Indicator**	**Targets**	**Partners**	**Resources**	**Update 2016**
Deliver 75 new affordable homes annually to address identified need in Ryedale	Completion of affordable Housing schemes	Ongoing review	75 annually	Corporate Housing Group	HCA Grant	Ongoing. 52 completed 2016/17.
	Work with partners to take advantage of the HCA Affordable Housing Programme 2015/20			Registered providers Homes and Communities Agency (HCA)	RP resources	Ongoing. Meet regularly with RP's. Currently have 2 schemes on site in Sheriff Hutton and Norton
	Ensure support and advice is given to developers to maximise affordable housing on Section 106 sites			Private Developers	Private Developers	Ongoing with RHE & HDO through consultation with developers and planners
Secure opportunities for developing future affordable housing	Work with Parish Councils and communities to Identify opportunities for new development, refurbishment and reinstatement	Ongoing review	75 annually	Parish Councils & Communities	HCA Grant RP resources	Ongoing with RHE
	Encourage owners of land to consider selling for development by Registered Providers			Private Developers Land owners	Private Developers	Ongoing with RHE & HDO where possible.
	Housing Development Officer and Rural Housing Enabler to work collaboratively to generate new schemes.			Registered providers		Ongoing. Review HDO position in February 2017.
Regularly update	Continue to undertake rural Housing Needs	Completion of	Ongoing	Consultant	Staff time	Ongoing

Objective 5	Increase the supply of Affordable Housing					
	How	**Performance Indicator**	**Targets**	**Partners**	**Resources**	**Update 2016**
Ryedale Housing needs data to inform development of future affordable housing policy and strategy	surveys Commission new Strategic Housing Market Assessment	surveys Up to date housing needs info	 April 2016	services	 £40K funding allocation	 Completed and published in April 2016
Ensure the continuation of the Rural Housing Enabler post	Continue to be a member of the Rural Housing Network	Continuity of RHE post	Agreement for next three years	N Yorkshire Districts And Rural network partners	£6,500 revenue support/commuted sums	Ongoing
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	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

Objective 5	Increase the supply of Affordable Housing					
	How	Performance Indicator	Targets	Partners	Resources	Update 2016
homelessness						
Review RDCs Empty Property Strategy & ensure best use of nomination rights to grant- aided properties	Review the Empty property strategy Work closely with Private Sector Housing to identify properties Prevent homelessness by nomination of clients	New strategy in place	April 2017	In House arrangement	Staff Time	Ongoing Ongoing Ongoing.
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 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 Specialists (People). 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 Principle Specialist (People)

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 challenging welfare reforms, it is more important than ever to ensure that homeless prevention remains at the top of the agenda and that through close partnership working, 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:

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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.

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RYEDALE DISTRICT COUNCIL

PART A:	**MATTERS DEALT WITH UNDER DELEGATED POWERS**
REPORT TO:	**POLICY AND RESOURCES COMMITTEE**
DATE:	**23 NOVEMBER 2017**
REPORT OF THE:	**PRINCIPAL SPECIALIST (PEOPLE) KIM ROBERTSHAW**
TITLE OF REPORT:	**RYEDALE HOUSING STRATEGY ACTION PLAN 2015-2021, ANNUAL REVIEW**
WARDS AFFECTED:	**ALL**

EXECUTIVE SUMMARY

1.0 PURPOSE OF REPORT

1.1 To inform members of progress made against the Council's agreed Housing Strategy Action Plan and key achievements over the past 12 months and to consider the expected housing challenges over the next 12 months.

2.0 RECOMMENDATION

2.1 It is recommended that the progress update is noted.

3.0 REASON FOR RECOMMENDATION(S)

3.1 The Action Plan, with its timetable for implementation, addresses the priority housing issues within Ryedale. It enables the Council to respond to the priorities within the agreed York, North Yorkshire and East Riding Housing Strategy. It provides an effective programme of specific proposals to be undertaken and allows for the monitoring of the effectiveness of the Strategy in meeting housing needs. An annual update provides members with information on the progress made against the agreed action plan.

4.0 SIGNIFICANT RISKS

4.1 The Action Plan identifies appropriate steps to address housing needs within Ryedale. There are no significant risks associated with the recommendations of this report.

5.0 POLICY CONTEXT AND CONSULTATION

5.1 The proposals contained within the Action Plan support the Council's priority Sustainable Growth.

- Enabling the provision of housing that meets existing and anticipates future need, Minimising homelessness, improving the standard and availability of rented accommodation and supporting people to live independently.

REPORT

6.0 REPORT DETAILS

6.1 This 2015/21 Housing Strategy Action plan has been reviewed and updated for 2017, taking account of progress during 2016/17 and how Ryedale aims to continue to improve the services offered in the housing services to the community.

6.2 Ryedale has seen significant achievements, many through the extensive partnerships that have been formed.

Achievements over the past 12 months

- 52 affordable homes have been completed, consisting of social rent and intermediate tenures.
- Housing delivery of 321 properties in 2016/17
- There are a further 170 affordable homes with planning permission
- Received approximately £490,000 affordable housing commuted sums
- Successful affordable warmth bids to improve energy efficiency and reduce fuel poverty across the District
- Successfully housed 4 Syrian refugee families in partnership with North Yorkshire County Council
- Received £420K for Community Led Housing projects
- Developed Affordable Housing Proforma for inclusion in the Planning application validation process
- Completed Strategic Housing Market Assessment to assess housing needs in Ryedale
- Completed Private Sector Stock Conditions Survey
- Developed partnership with Yorkshire Energy Solutions
- Increased security measures at Tara Park through the provision of CCTV and extra perimeter security, 7 residents now on site.
- Signed agreement with Horton Housing for the management of Tara Park
- Completion of 51 Disabled Facilities Grants (DFG's) totalling £308,182 with a further commitment of £120,729
- Completion of 4 Property Improvements Loans for owner occupiers/ Landlords Loans for empty properties and Houses in Multiple Occupation (HMO's) totalling £23K
- Developed a shared housing scheme for young people in partnership with Broadacres Housing Association delivery 3 rooms.
- Achieved Gold Standard for the Housing Options Services, putting Ryedale in the top 3% of Local Authorities in England.
- Hosted 2 Successful landlords fairs
- Reviewed Safeguarding Policy for Ryedale DC and successfully completed annual audits for children and adults at risk.
- Worked in partnership with Supporting people to ensure the continuation of support services across Ryedale
- Number of homelessness preventions - Prevented 207 households from being homeless
- Continued financial support to Ryedale Citizens Advice bureau and monitored recent merger.
- Successfully increased income (£21,790) from the local Ryecare service, increasing private customers by 85 new connections

- A 44% reduction in Homeless applications from the same period in 2015/16
- Continued to offer supported accommodation for 14 households in Derwent Lodge with 19 positive moves to settled accommodation through resettlement during the year
- Undertook a Gypsy, Roma,Traveller & Show persons Accommodation Assessment showing no requirement for additional pitches in the District
- Successful bids were received in respect of the following projects a) Support to ex armed forces, involving advice on independent living, staying warm and safe in their homes and reducing social isolation. The project will run for 3 years. b) To continue the work of Choices 4 Energy through the White Rose Home Improvement Agency
- Funding from the Warm & Well project in conjunction with funding from RDC and Northern Gas Networks lead to the development of the Cold Homes Warm Snaps project in 3 villages in Ryedale, British Gas labelled the project innovative.
- The average savings for the Collective switching scheme was £116 with 30 residents accessing this service and 103 000l of oil was ordered through the oil-co-operative scheme.
- The Ryedale Energy Scheme was launched in Jan 2017 in conjunction with YES, to provide advice and source funding in respect of energy efficiency and fuel poverty.
- Working in partnership with YES the 2017 Home Energy Conservation Act report was provided to the Department of Energy and Industrial Strategy which recognises the key role that Local Authorities play in improving energy efficiency within their communities
- In partnership with Sheffield City Council the Energy Repayment Loan was launch to provide an interest free repayment loan to improve energy efficiency measures.
- 452K was received from the Better Care Fund which was to be used for DFGs
- 138 Well Being visits have been achieved with 570 handyperson referrals which included 85 small repairs and 485 minor adaptations.
- 28 residents were helped by the Warm and Well in North Yorkshire Crisis Fund to a value of £3.8K and a further 20 helped from the Public Health Crisis Fund.
- Through Choices4Energy there were136 1:1 advice and home visits regarding comparisons were completed which resulted in savings of over £4K to Ryedale residents.
- A new procurement framework for DFG's has been developed with Scarborough and launched in 2017
- Ryedale took an active part in the development of the North Yorkshire Winter Health Strategy which was launched in May 2016.

6.5 The 2015/21 Action Plan aligns with the focus of the York, North Yorkshire and East Riding Housing Strategy, specifically around the stated aim to double house building and triple affordable housing delivery. It also helps to draw out the specific housing issues identified in the Strategic Economic Plan (SEP) and our planned response to these.

6.6 The Council's Action Plan therefore aligns with the overarching strategy and provides the local context.

6.7 Evidence supporting the proposals within the Action Plan is presented against five main themes:

- **Affordability and the supply of homes**
- **Working within our geography**

- **The housing needs of our community**
- **Understanding and improving the quality of our housing stock**
- **Addressing the needs of homeless households**
- **Vulnerable households and those with support needs**

6.8 There are 9 priorities within the Sub Regional Strategy and the Action plan puts local proposals forward to meet these priorities.

Issue	Priority
Affordability & Supply	1. Work with partners to increase the supply of good quality new housing across all tenures and locations (in line with Local Plans/site allocations).
Geography	2. Ensure that our housing stock reflects the needs of urban, rural and coastal communities
Demography	3. Ensure that our housing stock meets the diverse needs of our communities at all stages of their lives
Quality	4. Via policy guidance and negotiation, ensure new homes are of high design and environmental quality 5. Continue to ensure that we make best use of our existing stock and that it is of a decent quality and meets the needs of our communities 6. Ensure all homes have a positive impact on health and well being and are cheap to run
Homelessness, Vulnerable Households & Specific Needs Groups	7. Continue to reduce homelessness 8. Ensure Housing is allocated fairly and on the basis of need 9. Provide appropriate housing and support for those with specific housing needs

6.14 The Ryedale Plan: Local Plan Strategy establishes the level of new housing to be delivered in Ryedale to 2027. This is the delivery of at least 200 new dwellings to 2027, although the Plan provides some flexibility for this to be exceeded by up to 25%. Although the Local Plan Strategy does not identify a site specific sources of new housing, the adoption of the Plan has helped to support the release of housing land in the more sustainable locations within Ryedale in order to maintain a five year supply of deliverable housing land.

	Annual figure	Housing requirements	Broad pattern of distribution	Strategic Sites	Source	Position
Ryedale	200	3,000 (min) 2012-2027	50% Malton and Norton 24% Pickering 10%K,M,S		Local Plan Strategy 2013	Adopted Core Strategy and Helmsley Plan. Local Plan Sites publication November 2017

6.15 Completion of the Ryedale Plan through the production of the Sites Document is a key priority for the Council. The Sites Document will allocate new housing sites to ensure that a sufficient supply of housing land is available to deliver housing requirements.

The Sites Document will be published for consultation in November 2017, prior to submission for examination in early 2018.

6.16 **Challenges over the next 12 months**

- **Homeless Reduction Act 2017**

  The Homeless Reduction Act comes into force with effect from April 2018. This will have resource implications for the Council**.** In order to support local authorities in relation to the new duties additional Flexible Homelessness Grant of £40K has been provided. These funds are ring-fenced to support homeless prevention activity. There is no clarity as to whether these funds shall continue after 2018/19 or whether allocations shall be ring- fenced.

  In addition the Government has provided 'additional burdens' funding. The allocation for Ryedale is just over £7K each year, for the next 2 years

  The Homeless Reduction Act 2017 extends the statutory duty to **prevent homelessness** for **anyone at risk of homelessness within 56 days including those with no local connection**.

  The Act further extends the statutory duty to **relieve homelessness** (assist in finding alternative accommodation) for anyone who is homeless for a further 56 day**.**
  A further report will be brought to members early in 2018 to discuss implications and how the Council will meet the requirements.

- **Loss of Supporting People Funding**
  Gypsies, Roma, Travellers and Showpeople (GRTS), Resettlement and Community Scheme (RACS)

  The Supporting people Commission Body has been disbanded and the funding has been transferred to the relevant NYCC budgets. Due to budget cuts the schemes that provide Housing related support for Gypsies, Roma, Travellers and Showpeople (GRTS) as well as High risk offenders (RACS scheme) will cease in 2018.

  The GRTS Countywide Support Service and the RACS will not be extended and will end as of 30th September 2018. It is the intention that both schemes will be supported under the new homeless prevention contracts when the new contracts start in 2019. However, this does leave a 12 month gap in support for this very vulnerable and marginalised groups. There is a concern that even when the new services are in operation the reduction in funding is likely to mean providers do not have capacity to adequately support this group.

- **Provide viable and profitable options for RDC sites to increase affordable housing delivery**

  A new Asset Programme Board has been established to co-ordinate work to progress the Ryedale House and Wentworth Street residential development opportunities incorporating the One Public Estate and Homes and Communities Agency Accelerated Construction Programme bids. Outline discussions have been held with potential partner Housing Associations (who would management and maintain the properties on behalf of the Council) and further site and cost feasibility work is being undertaken.

- **Universal Credit**

  This continues to prove problematic for the vulnerable clients that the Council is dealing with. Rent arrears are becoming an issue and the Council needs to provide as much support as possible to this client group. Private landlords are becoming unwilling to let properties to those in receipt of this benefit due to the delay in receiving the housing costs. The Council needs to ensure that where possible we mitigate the effect on vulnerable clients and work closely with private landlords to support them where they accept vulnerable clients into their properties.

7.0 IMPLICATIONS

7.1 The following implications have been identified:

a) Financial

There is currently provision within the revenue budgets to implement these proposed actions which are solely based upon internal funding sources, any changes to the revenue budget may have an effect on this. Some of the actions are dependant on external funding sources, notably the Homeless Prevention Grant (CLG) and Supporting People, the loss of Supporting People funding may affect actions and updates will be provided to members. The extra funding from the government in relation to the prevention of housing will have to be utilised to ensure the Council meets its statutory requirements under the Homelessness Reduction act 2017.The provision of capital funding/borrowing for projects would need to return to Members for authorisation. In addition if there are any financial implications for implementing the Action Plan that are beyond currently agreed budgets these will be brought back to Members for authorisation.

b) Legal

There are no legal implications for the Council in that the proposals within the Action Plan will be consistent with the Council's Strategic responsibility for the provision of housing services.

c) Equality and Diversity

A full equalities impact assessment has been undertaken in respect of the York, North Yorkshire and East Riding Housing Strategy, which this Action Plan seeks to implement.

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Background Papers:
Housing Strategy Action Plan 2015/21, progress update, 2017

Background Papers are available for inspection at:
Housing Section, Ryedale House

RYEDALE DISTRICT COUNCIL

2015- 2021

Ryedale District Council Housing Strategy Action Plan - Progress October 2017

October 2017

Draft Housing Strategy Action Plan 2015-21

ISSUE - AFFORDABILITY AND THE SUPPLY OF HOMES

Priority 1 - Work with partners to increase the supply of good quality new housing across all tenures and locations (in line with Local Plans/site allocations)

PROPOSALS	CORE ACTIVITIES	LOCAL PROPOSALS	PROGRESS
Double our house building rate and triple affordable housing delivery (compared to 2012/13 and 13/14 rates)	*Develop and adopt Local Plans in each Local Authority area in line with National Planning Policy Framework*	- Maintain and review the Local Plan Policy in line with local government changes. - Ensure new members are trained in planning policy	Ongoing Training delivered as part of the corporate planning training provided for all new members. Member briefings are arranged as and when required in response to national policy changes
	Continue to work closely with Local Enterprise Partnerships to identify opportunities to enable new housing and via the Local Growth Fund	- Work with the Housing Board to ensure other Local Authorities meet housing targets - Council Officer currently seconded to the Local Enterprise Partnership for 3 days a week.	Delivered 5,076 new homes in 2016/17 across the YNYER partnership with a target of circa 4,914. RDC delivered 52 affordable homes in 2016/17. Ryedale is one of the best performing authorities in the LEP area in terms of achieving the housing targets set out in the Local Plan. It is the only district to achieve its housing completions target in each of the last four years (224, 261, 280, 321 units) Target 200.
	Explore new funding delivery models to increase housing supply as opportunities arise - Homes and Communities Agency/Communities and Local Government initiatives	- Meet regularly with the HCA to ascertain delivery models available. - Development Officer to work closely with RPs to ensure bids reflective of Council's housing needs.	Worked closely with RP's to deliver on 10 units at Wood St, Norton and 3 units Platform for Life allocation.
	Introduction of Housing and Planning Act 2016	- Assess impact of Starter Homes, RTB, rents for high income tenants, reducing regulation of RP's, security of tenure, planning	

	Council to consider direct housing provision where appropriate.	- Officers putting together a business plan looking at the option of purchase / repair and working in partnership with Registered Providers	Direct provision - Members decision Sept 2016 Look at S106 sites - possible reduction in affordable housing contribution and the Council purchasing the remaining allocation. Progressing with feasibility for affordable housing on 2 x RDC owned sites
	Set and monitor targets for market and affordable development in annual action plans	- Provide local data for monitoring to the York, North Yorkshire, East Riding Board as well as the Rural Housing Network	Completed quarterly
	Identify public sector land suitable for housing and work with partners and the HCA to bring forward development	- Small sites identified by Ryedale District Council for market sale, ensuring capital receipts toward affordable housing delivery	Completed
	Work closely with the HCA on delivery of funding commitments and to secure new funding for the area	- Monitor development programmes with HCA and partner RPs	Ongoing - One scheme with YH at Wood St, Norton due for completion Feb 18
	Maintain and strengthen relationships with delivery partners including house builders, developers, landowners, agents, Registered Providers and communities.	- Undertake an annual development road show; support a rural event on an annual basis	Attended Rural Practitioners Rural Conference at Hutton Rudby in 16/17.
	Work closely with RPs to support the development of new affordable housing funded via the Affordable Homes Programme 2015-18	- Registered Providers Forum - Regular one to one meeting with partners regarding specific sites	Regular attendance at Rural Housing Network in Northallerton and the Scarborough and Ryedale Rural Housing Enablers Forum.
Help to get Local Plans in place (in line with Y, NY & ER Growth Deal requirement)	*Site Allocations Development Plan Documents etc to be in place*	- The Council's Local Development Scheme schedules the formal publication of the Local Plans Sites Document and Policies Map in January 2016 with submission for examination in July 2016 and adoption in July 2017	Publication of document November 2017 Submission March 2018 Anticipated Adoption December 2018
	Work Closely with Planning Officers Groups /Development Plans Forum to identify barriers to getting plans in place.	- Corporate housing group to monitor progression on a bi-monthly basis	PS (People) and PS (Place) attend CHOG and Dev Plans forum quarterly to share progress and good practice. RDC have provided monitoring info on housing permissions and completions and Local Plan progress to inform performance reports to YNYER Housing Board.

	Provide peer to peer support and mentoring via the Board	- Attendance at the Housing Board, both officer and member	Ongoing. As above and Cllr Cowling/Cllr Arnold attends Housing Board Meetings for RDC with support from Senior Officers.
Ensure that new housing development provides jobs, skills and apprenticeships for local people	*Work with the LEPs in our area to increase jobs, training and skills in the construction industry and related sectors*	- Support LEP-wide initiatives to address construction skills in partnership with YNYER Housing Board, together with bespoke investment at colleges accessible to Ryedale	'New construction centre at York College has now opened. In addition, construction skills are now a priority sector in the LEP's Strategic Economic Plan refresh and a focus within new EU funded contracts for up-skilling the workforce. A Yorkshire Coast College initiative at the Middle Deepdale housing site in Scarborough has provided a skills village to provide on-site training.'
	Use our relationships with house builders and RPs and developers	- Investigate the tender process with RPs to encourage inclusion as part of their procurement	Joint working with the Construction Industry Training Board is underway to identify construction skills issues in YNYER and required measures to address these.
	to support and encourage the use of local labour, apprenticeships and businesses.	- Provide information sheets for inclusion on website regarding different products available	Ongoing
	Enable self and custom build opportunities where appropriate	- RHE to promote the CLT's to parish Councils through the Parish Council Liaison meetings	Completed and put on website
	Use opportunities for Community Land Trusts and similar models to ensure local training and job opportunities		Press release sent out on community led housing update. Attendance at parish liaison. Consultants working on behalf of Community First Yorkshire (CFY) sent out a questionnaire to all RDC Parish Councils in Sept 2016 to inform them about Community Led Housing (CLH) in order to establish interest in the initiative. £431,000 was allocated to RDC under the initiative for 16/17.YNYER Community Hub developed to assist with the delivery of projects. Working with CFY to progress potential sites in Ryedale.
Increase the number and diversity	*Establish a York, North Yorkshire and East Riding LEP wide house builder/agent/estate agent forum.*	- Provide representation at meetings from Ryedale	Meetings were held with SME builders and developers across YNYER to identify

of house builders and Registered Providers to deliver new homes	*Engage with existing local and sub regional forum including the Chamber of Commerce*	Support LEP-wide initiatives to boost activity from small and medium builders, in partnership with YNYER Housing Board and Housing Builders Federation. NB this formed parts of YNYER devolution asks	blockages to greater productivity and outturns. This has identified a range of issues. Work is underway with the YNYER Heads of Planning to address issues and seek to support greater activity amongst SME builders. Related proposals to increase activity in this sector will be included in proposals for a draft housing deal for YNYER that is being discussed with the HCA.
	Engage with the local representatives of the House Builders Federation, National Housing Federation and National House Building Council *Via the above, identify and engage with partners not active in the area to promote potential opportunities.*	- Investigate potential marketing opportunities	The National Housing Federation and House Builders Federation are both represented on the Housing Board for YNYER Cllr Cowling and Councillor Arnold together with Officers attend housing board meeting where feedback from the House Builders Federation and National Housing Federation is provided quarterly. Liaison with Chamber of Commerce is at YNYER level currently.
	Use opportunities for CLTs and similar models to add to the diversity of providers and identify and support bids to appropriate funding streams	- Promote through information sheets - Mail shot to Parish Council - Attendance at Parish Council liaison meetings - Provide updated information on the website	RDC working with CFY to progress sites in Ryedale.
Maximise delivery of Affordable Housing via planning gain and other means	*Develop and adopt Affordable Housing policies as part of the Local Plan in line with the requirements of the NPPF*	- Develop supplementary planning guidance on affordable housing	Draft completed. Waiting for Government to clarify National Policy and changes to NPPF
	Maximise opportunities to support Affordable Housing provision at local policy target levels and work with partners to ensure delivery and viability	- Develop housing and planning protocol - Standardise Section 106 agreements - Agree specifications, transfer prices - Develop Affordable Housing pro forma	Standard clauses agreed. Awaiting implementation. Affordable Housing pro forma developed and attached to the Validation Checklist

	Work closely with the HCA and other funders to identify opportunities to bolster affordable housing delivery via the AHP and other programmes	- Encourage RPs to engage with Continuous Market Engagement programme with HCA	Ongoing
	Continue to support the Rural Housing Enabler Network to enable Rural Exception and other sites	- Provide Local Authority contribution for continuation of programme to 2018	Ongoing
	Set and monitor targets for market and affordable development in annual action plans	- Report on an annual basis through performance management framework	Ongoing
	Establish a Y, NY & ER LEP wide RP forum.	- Provide representation from RDC once established	Two meetings have now been held and the LEP, Housing Board and RPS are developing a unified approach to support greater delivery
	Via the above, identify and engage with RPs not active in the area to promote potential opportunities	- Engage with the RPs part of the Rural Housing Network who are not actively working within Ryedale	Ongoing
	Strategic approach to the funding and tackling of long term Empty Homes	- Work with RPs on potential funding opportunities - Continue to employ P/T Empty Homes Officer	Community Officers and Customer Service Advisors implementing the Councils aims regarding empty properties following the new operating model
		- Participate in development of Sub-regional Empty Property action plan	Completed 2017
		- Development of regional Energy Efficiency loans	Completed 2017
		- Investigate financial incentives for owners of empty properties to encourage bringing them back into use	Ongoing
		- Investigate working with Estate Agents to facilitate the sale of long term empty properties	Ongoing
		- Develop local Empty Property Strategy	Completed 2017
Increase diversity and choice in size, type and tenure to meet the needs of our communities (within the confines	*Explore opportunities offered by new private rented homes and intermediate tenures*	- Agree intermediate tenures as part of SPD	Passed to Places
		- Investigate HCA opportunities and work with RP partners	Ongoing
		- Explore new forms of marketing	Ongoing
		- Agree with developers to sell direct to an eligible occupier	Implemented

of welfare reform)	*Understand and communicate changing size needs in relation to household formation and Welfare Reform*	- Developers/ Planning to negotiate on size - Ensure RPs are prepared to accept smaller units, look at adaptable properties interchangeable at half bed	Update from RP's. Development programme.
	Identify and support initiatives to provide suitable accommodation for older people	- Regular meetings with North Yorkshire County Council - Support 4 schemes across Ryedale	Looking at options for replacement of Malton and Pickering schemes Mickle Hill, Pickering - Methodist Homes Elmslac Close, Helmsley - Housing Care 21.
		- 5% bungalows on sites of 50 or more	Requested on schemes through planning consultation
		- Investigate the need to provide support in order to facilitate moving to alternative accommodation through older persons Housing Options Officer	Alternative ways of working through Council's new operating model and partnerships with Living Well Service and WRHIA
	Identify and support initiatives to provide suitable accommodation for young working age people	- Continue with the management of Wells Lane	Ongoing
		- Options to lease / manage Houses in Multiple Occupation accommodation	Vine St, Norton - Lease ongoing.
		- Promote sharing opportunities for young people	Ongoing
		- Continue partnership working with Foundation Housing in the employment of a Shared Solution Officer	Funding expired. Post ended
		- Submit a Platform for Life Bid	Scheme with Broadacres -successfully delivered 3 rooms at 92 Castlegate, Malton
		- Ensure continuation of part-time Letting Officer post	Now undertaken by Customer Service Officers
		- Participate and evaluate reviews in changes from partner agencies	Ongoing
	Link to 2012 North Yorkshire Tenancy Strategy and review as appropriate *http://www.northyorkshirestrategichousingpartnership.co.uk/images/documents/NY_Tenancy_Strategy_Oct_2012.pdf*		
Maintain an up to	*Maintain up to date Strategic Housing Market*	- Procure a new SHMA	Completed and available on RDC website

date understanding of our housing markets and housing need	*Assessments and Economic Viability Assessments by Local Authority – Working together and sharing best practice where this delivers efficiencies.*		www.ryedaleplan.org.uk/attachments/article/259/TH2_RDC_Strategic_housing_Market_assessment_2010_Arc4.pdf
	Engage with the local representatives of the Homes Builders Federation, National Housing Federation and National House Building Council	- Look at opportunities of reducing costs through partnership working - Launch a new SHMA - Ensure views are taken into account as part of SHMA through focus group	Published April 2016 Completed
ISSUE - WORKING WITHIN OUR GEOGRAPHY			
Priority 2 - Ensure that our housing stock reflects the needs of the Ryedale communities across all areas			
PROPOSALS	**CORE ACTIVITIES**	**LOCAL PROPOSALS**	**PROGRESS**
Continue to Support the Rural Housing Enabler Network and RHE Team	*Support the RHE to deliver new affordable homes per year across Ryedale* *Delegate responsibility for delivery to the North Yorkshire Rural Housing Enabler Network* *Identify communities where CLTs may be appropriate – Pilot via the RHE programme.* *Link with the development of Strategic Housing Market Assessments to ensure Rural Needs are understood*	- Attendance at the Rural Housing Network - Monitor rural schemes in Ryedale as part of each yearly RHE Rural Programme. Participate in any rural events in order to promote rural affordable housing in Ryedale and North Yorkshire - Promote the RHE Programme with local forums and in particular Parish Councils in Ryedale. - Investigate whether any interest in CLTs in Ryedale - Attendance at the RHE Steering Group for Scarborough/Ryedale - Work with rural delivery partners to increase the amount of affordable housing in Ryedale	Ongoing. RHE and PS (People) attend quarterly RHE Network meetings Sheriff Hutton: Work started on site in April 17 on 12 affordable homes on an exception site in the village. The tenure of the homes will be 6 rented and 6 shared ownership. York HA will manage the homes and the homes are due to complete in Feb 2018. A possible second phase is being discussed as interest has been very high in the homes. The RHE Programme also holds annual rural housing events in North Yorkshire to promote the work of the RHEs. Parish Councils and RDC Members are invited to these events. The RHE Steering Group meets on a quarterly basis in Scarborough/Ryedale and works with rural delivery partners on affordable housing schemes/opportunities.
Address falling populations in the National Parks and use housing	*RHEs and providers to work closely with National Park Authorities to deliver their Plans and the housing needs of their communities*	- The RHE to work closely with the Planning Team at the NYMNPA to identify sites and develop more rural affordable homes in the NP.	The RHE works closely with the NYMNPA on all aspects of rural affordable housing delivery. The most recent Ryedale schemes in the NP have been the S106 sites in Helmsley: Linkfoot

opportunities to sustain communities		- The RHE to contribute to NYMNPA policy on Affordable Housing - To attend any rural events in the NYMNPA associated with affordable housing	Lane (5 units) - complete, Swanland Road (24 units) and the Black Swan (4 units). Open Events are held for all these developments so that local people have an opportunity to express an interest in the homes. The RHE is contributing to the consultation process on policy for the NP Local Plan. In June 2016, the RHE spoke to NP Members about the recent changes to national affordable housing policy and the implications for delivery in the National Park. The new consultation document is “Current Thinking”
Respond to any changes to the affordable housing requirements on ‘small sites’	*Engage with Rural Housing Policy Review and consultation on ‘small sites’ threshold on a sub regional basis* *Respond to the outcome of the policy review and ensure alternative mechanisms to support rural affordable housing are utilised, particularly via Rural Exception Sites.*	- Monitor the national position and provide a response to any future Government consultation on contributions from small sites - Monitor contributions from small sites to provide evidence for any future consultation - Work to identify alternative ways of supporting the delivery of rural affordable housing if, in the event that contributions from small sites cannot be secured in the longer terms	Change in legislation. No contribution from sites less than 10 Working with HCA on products available. Planning Policy allows for market housing. Alternative ways of delivering rural affordable housing are being investigated
Address the needs of housing markets including tackling poor quality private housing	*Develop a market intervention project including Purchase & Repair of properties.* *Undertake private sector stock condition survey* *Link with SHMA and Stock Condition Surveys to ensure needs are understood*	- Work with the HCA to look at options available with partner organisation or deliver directly - Investigate opportunities to procure a new stock condition survey and associated costs - Direct work programmes to the outcomes from the surveys	Look at empty property options with regards HCA funding and purchase & repair products. Continue looking at options to bring empty properties back into use Completed 2017 Review stock condition survey to direct work

	Licensing of Houses in Multiple Occupation	- Continue with licensing regime of HMOs	Ongoing. 13 currently licensed. Awaiting further guidance from Government
	Licensing of caravan sites (non-residential)	- Continue to work with planning and licensing of caravans	Ongoing
	Dealing with housing complaints	- Ensure Ryedale enforcement policy meets new legislative changes	Awaiting legislative changes. Completion due April 2018
		- Review private sector renewal strategy	Draft completed 2017
ISSUE - THE HOUSING NEEDS OF OUR COMMUNITY			
Priority 3 - Ensure that our housing stock meets the diverse needs of our communities at all stages of their lives			
PROPOSALS	**CORE ACTIVITIES**	**LOCAL PROPOSALS**	**PROGRESS**
Increase the number and range of homes suitable for our ageing population across all tenures	*Work with NYCC and City of York Council to support planned Extra Care Housing*	- Regular progress on sites within Ryedale, Pickering, Malton, Helmsley and Kirkbymoorside with North Yorkshire County Council	Ongoing meetings. Looking at Pickering/Malton
		- Find out completion timetables	Pickering – Mickle Hill. Remaining 12 (bungalows) due for completion Summer 2018 Helmsley – Extra Care development at Ashwood Close for 44 affordable units plus 20 open market sale units due for completion in 2019
	Provide advice and support to older people in planning moves and understanding housing options	- Explore opportunities for providing Older Persons Housing Officer	Alternative ways of working through Council's new operating model and partnerships with Living Well Service and WRHIA
	Via planning policy, and working with house builders and RPs, develop best practice around house types and policy for older people	- Local Plan Strategy SP4 stipulates at least 5% of all new homes built on schemes of 50 dwellings or more shall be built as bungalows. Housing to promote this in discussions with developers.	Ongoing
	Support new homes close to Extra Care developments for older people and staff (link with Y, NY & ER Growth Deal)	- Work with LEP Authorities to progress LEP wide initiatives	Discussions are ongoing with NYCC on a site by site basis. Malton facility to be progressed through One Public Estate Partnership
	Ensure the existing supply of housing is suitable for older people in the future	- Increased use of White Rose Home Improvement Agency wellbeing service and	Completed 48 Disabled facilities Grants, spend

	Link to NYCC Community Strategy and Health and Well Being Boards	DFG budget - Financial incentives to owner occupiers and some private tenants - Development of winter health strategy - Support the Chief Executive as a member of the housing board - Provide feedback for consultation on new Health and Wellbeing Strategy	£308,182, commitment(approved) a further £120,729 138 Wellbeing visits Explored through WRHIA Completed (Support the Local Authority Representative as a member of the Health and Wellbeing Board) Consultation completed. Strategy adopted.
Increase the number and range of homes suitable for working age households, particularly first time buyers to enable mixed and sustainable communities	*Work with the HCA to fund initiatives* *Develop shared housing projects for under 35s Pilot in Ryedale and Hambleton* *Identify and support bids to appropriate funding streams* *Identify opportunities to deliver via market or Affordable Housing delivery*	- Through liaison meetings, work on new initiatives with RP partners - Working with landlords to either manage or lease properties - Await outcome of Platform for Life initiative bid - Assist in the delivery of government initiative for Starter Homes for under 40's	Shared Ownership and rent programme. Promoting with RP's Vine St Successful. 3 Rooms provided at 92 Castlegate, Malton with Broadacres To be delivered through the exceptions policy and as a proportion of affordable housing built on development sites. Policy on Starter Homes still not clear

ISSUE - UNDERSTANDING AND IMPROVING THE QUALITY OF OUR HOUSING STOCK

Priority 4 - Via policy guidance and negotiation, ensure new homes are of high design and environmental quality

PROPOSALS	CORE ACTIVITIES	LOCAL PROPOSALS	PROGRESS
Work closely with house builders, land owners and Register Providers to communicate our aspirations and needs around quality and design	*Ensure local Supplementary Planning Documents provide guidelines on size and quality across all tenures* *Share and promote Best Practice* *Develop local Policy Guidance/SPDs to set out requirements for new developments*	- Work collectively with RP partners and interview colleagues to agree content for SPD prior to consultation - Attend the Northern Affordable Housing Group	Ongoing. Ongoing.
Explore opportunities to use innovative methods of construction to deliver new, high	*Link with LEPs* *Identify and support opportunities to use Modern*	- Develop local and pan-YNYER initiatives in partnership with YNYER Housing Board - Meet with relevant private developers and	Presentations held at YNYER Board Regular attendance at the Northern Affordable

quality homes	*Methods of Construction and Off Site Manufacture to deliver new homes* *Identify and support bids to appropriate funding streams*	RP partners to assess any opportunities - Keep up to date with opportunities through the HCA	Housing Group (NAHG) with all LA partners in the Yorkshire & Humber region, where any new initiatives are discussed Ongoing Keep In Touch (KIT) meetings
Ensure Affordable Housing, particularly delivered via Planning Gain, is flexible and of a quality and size suitable for a range of households and for maximum occupancy if needed	*Identify and support bids to appropriate funding streams to ensure quality/additionally* *Ensure local SPDs provide guidelines on size and quality across all tenures*	- Discuss options available from the HCA where financial viability is assessed and funding would give additionally - Ensure SPD includes all relevant factors to assist development from the outset. Encourage developers to build to Nationally Described Space Standards	Funding now available for Shared Ownership and affordable rent. Ongoing

Priority 5 - Continue to make best use of existing stock and ensure it is of a decent quality to meet the needs of our communities

PROPOSALS	CORE ACTIVITIES	LOCAL PROPOSALS	PROGRESS
Develop and maintain an understanding of the condition of existing stock	*Sub regional approach to the understanding of Stock Condition? LINK WITH Leeds City Region Approach* *Continue to work with Private Sector Landlords and local Private Rented Sector fora and focus on "Rogue Landlords" where appropriate*	- Stock condition survey - Specific date for financial assistance for owner occupiers - Adoption of the Private Sector Renewal Strategy - Increase the financial incentives available to assist landlords in improving the condition of their properties - Working with lettings agents to improve understanding of Private Rented Sector statutory requirements - Development of website to provide information relating to statutory changes - Promotion of resources available to support private landlords - Develop program of inspections of HMOs - Continued attendance at sub-regional and	Completed 2017 by BRE Adoption 17/18 Ongoing grants and loan programme Landlords Forum. Providing information on legislative changes i.e. Deregulation Act, Right to Rent Complete and promoted to Landlords Ongoing Ongoing Ongoing

	Home Improvement Agencies and Handypersons schemes	regional working policies and ensure best practice can be attained - Development of Code of Practices to raise awareness with Private Rented Sector community - Continue partnership with Scarborough Borough Council with regards to White Rose service	Promoted at Landlords Forum through National Landlords Association Continue the work of Choices for Energy through the WRHIA
Identify and use opportunities to re-develop existing residential or commercial stock for new housing	*Work with RPs to understand and deliver opportunities* *Support bids to appropriate funding streams*	- RP forums - Inclusion of over shop redevelopment through Empty Property Action Plan - - Support provided to RP partners for HCA funding	Work in partnership with Community Officers to promote availability of Landlord loans and grants
Priority 6 - Ensure all homes have a positive impact on health and well being and are affordable to run			
PROPOSALS	**CORE ACTIVITIES**	**LOCAL PROPOSALS**	**PROGRESS**
Explore opportunities to use modern methods of construction to deliver efficient, high quality new homes	*Link to Priority 4 above*		
Continue to deliver investment in Energy Efficiency	*Link to Yorkshire Energy Partnership and National Energy Action*	- Continue to work with YEP, Community Interest Company and other partners to develop Energy Efficient projects throughout district - Continual development and use of oil co-ops and collective switching scheme, as well as other similar schemes - Biennial Home Energy Conservation Act report - Source external funding where appropriate - Develop and increase the use of renewable technology across the district	A Service Level Agreement has been developed with Yorkshire Energy Solutions to deliver the Ryedale Energy Savers Scheme and develop other projects Ongoing. Choice for Energy now part of WRHIA Working in partnership with YES, the 2017 Home Energy Conservation Act report was provided to the DofE and Industrial Strategy Ongoing Ongoing with YES looking at the options

		- Investigate and develop partnerships to promote affordable warmth and renewables - Investigate the possibility of purchasing data on Energy Performance Certificates that can be used to target specific areas	Ongoing with YES looking at the options Limited information from BRE stock condition survey. Investigate necessity for additional data
Reduce the impact that poor housing has on health and wellbeing	*Health and Well Being Representative at Housing Board* *Engage with the Better Care fund and continue to make best use of Disabled Facilities Grants* *Work with Private Sector Landlords and Local PRS fora* *Home Improvement Agencies and Handypersons schemes*	- Work in partnership with WRHIA to ensure a positive impact and correct targeting of resources and use of DFG funding - Landlord fairs - Landlord forums - Landlord training event - Investigate development of Landlord newsletter - Increase profit of Wellbeing and Handyman schemes - Attendance at externally appropriate events to promote service	Health and Wellbeing rep invited to Housing Board meetings Increase in allocation from the Better Care fund. Working in partnership with NYCC to ensure joined up services provided. £645k received from the Better Care Fund to be used for DFGS Ongoing Ongoing Ongoing Information available through RDC's website 138 Wellbeing visits, with 570 handyperson referrals which included 85 small repairs and 485 minor adaptations Ongoing
Give people the choice of using dispersed alarms with Telecare to enable them to live independently as long as they are able to remain in their own homes	*Dispersed alarms and associated Telecare* *With the loss of hard wired schemes, dispersed alarms should be used as a replacement to protect vulnerable adults and not leave them at risk*	- Actively promote The Ryecare Lifeline Service throughout the area - Ensure dispersed alarms with the option of additional telecare sensors are used to protect the elderly and vulnerable and enable independent living	Community Team and Customer Service Officers all now fully aware of the service and will help to promote Promoting the additional telecare sensors as standard with a lifeline

	Link to business plan		
	Marketing strategy in place to promote lifelines and telecare	- Implement Marketing strategy	In place – following Business Plan developed during the review
	Evidence of demographics to show ageing population regionally	- Marketing research undertaken by Ryecare Team Leader has identified the population of elderly 'hotspots' and marketing efforts will be concentrated in these areas	Continue to target these areas
	Make best use of DFGs	- WRHIA to deliver best practices across the district	Ongoing
		- Continued attendance at North Yorkshire Group for sub region	Ongoing
		- Continue to deliver DFG's researching any increases in value for money	Review of procurement framework ongoing
ISSUE - ADDRESSING THE NEEDS OF HOMELESS HOUSEHOLDS			
Priority 7 - Continue to reduce Homelessness			
PROPOSALS	**CORE ACTIVITIES**	**LOCAL PROPOSALS**	**PROGRESS**
Continue and Improve partnership working to reduce homelessness	*Delegate delivery of Priority 7 to Homelessness Group who report to the Housing Board* *Each Local Authority to develop and work to a local homelessness strategy*	- Continue to Chair the County Homelessness Group	Ongoing
		- Implement Homelessness Strategy and Action Plan 2015-2020, providing annual reviews	Ongoing. Review of 16/17 in Nov 2017. Business Plan being developed in preparation for Homelessness Reduction Act 2018 (April)
		- Monitor effectiveness of Strategy through Partner input at Housing Forum and Homelessness Strategy Steering Group	Ongoing
		- Continue core funding for CAB's Money Advice Service	Continued support of CAB at £12k per annum
		- Work collaboratively with Environmental Health to ensure continued access to housing of a suitable standard	Joint visits undertaken where required. Disrepair issues referred to Community Team
		- Maintain membership of North Yorkshire Home Choice Project Board, ensuring that all policies reflect the needs of homeless households	Worked with partners across North Yorkshire to maintain members
		- Continue participation in the countywide	YPP ongoing. Supporting people programme

	Manage the removal of the No Second Night Out funding. Develop formal No Second Night Out procedure with existing resources. *Identify and support bids to appropriate funding streams* *Develop and maintain relationships with private sector landlords to meet the needs of homeless households* *Work to retain Homelessness Grant Funding to sustain successful and efficient Homelessness Prevention activities including rent in advance and provision of Bonds* Introduction of Welfare Reform and Work Act 2016	Young People's Accommodation Partnership - Continue referral scheme with Stonham Homestay Homelessness Prevention Service - Assist with the flexible use and prioritisation of the Discretionary Housing Payment fund to prevent homelessness, working jointly with the Revenues & Benefits Manager - Explore options of extension of the housing solutions role - Develop a training and homelessness awareness programme to offer partner agencies - Very low District Street Homelessness to be addressed by use of County-wide budget, develop exit strategy - Continue to identify further streams and attract alternative funding via appropriate bids - Under 22's Under 35's	ended. Partnership funding transferred to NYCC. RDC sub contractor for the partnership Service ongoing with Horton Housing. Review of service from October 2018. Allocation of £173,283 for 16/17. Actual spend £157,771. Increased allowance for 17/18 £192,938. Review of services during 17/18 due to legislative changes Ongoing through Housing Forum and NY Training Group Programme completed. 'No second night out' protocol developed. Ongoing where appropriate Signpost to affordable housing and increase options for younger people and utilisation of the Discretionary Housing Payment (DHP)
Improve access to services	*Work towards the achievement of Gold Standard in housing options services*	- Submit the Housing Options service to a Peer Review as stage one of the accreditation process - Undertake further assessment of evidence-based submissions to achieve Bronze Standard - Undertake further assessment of evidence based submissions to achieve Silver Standard - Undertake further assessment of evidence based submissions to achieve Gold Standard - Develop Hospital Discharge Protocol with NYCC CMHT for those with mental health problems - Explore options to extend Housing Project	Gold Standard achieved July 2017 Hospital Discharge Procedure in place RDC 9th of 326 to achieve Gold Standard

		Officer role to cover Gold Standard duration	award putting RDC in the top 3% of English LA's.
Improve support for young people	*Maintain the Young People's Pathway / @The Hub approach*	- Continue active membership of the Pathway Governance and Implementation Groups - Participate in tendering process to ensure continuation of pathway for Ryedale Residents - Re-commissioning of service July 2016 - Develop integrated Prevention work with NYCC (access to systems) - Main availability of accommodation	Ongoing Completed All services re-commissioned Ongoing Development of shared housing
Increase suitable housing options	*Identify and support bids to appropriate funding streams including Platform for Life and Homelessness Change Fund* *Link to Priority 1 and 2 above*	- Utilise the Housing Project Officer to research and identify funding streams - Where possible, link with charitable-status partners where access to funding restricted - Await result of Platform for Life Bid. Develop business plan if successful	Work now undertaken through Officers within the People team. Unsuccessful bid under the Homelessness Change fund in partnership with Horton Housing Successful Platform for Life bid with Broadacres
Reduce the use and increase the quality of temporary accommodation	*Identify and support bids to appropriate funding streams* *Link with Priority 5 above*	- Ensure early intervention to prevent homelessness and reduce the need for this accommodation - Continue to ensure the provision of accommodation at Old Railway Court - Work with Foundation (re-commissioned 2016) to rehouse perpetrators of domestic abuse to keep families safe - Reduce the length of stay by discharging the legal "duty" into the private rental sector. Formalise the policy	Ongoing Preventions: 15/16 - 203 16/17 - 207 RDC entered into a Management Agreement with YH in April 2017 Re-commissioned service. Foundation successful in obtaining contract. Further review October 2018 Policy updated and formalised. 1 applicant discharged during 16/17
ISSUE - THE NEEDS OF VULNERABLE HOUSEHOLDS AND THOSE WITH SUPPORT NEEDS			

Priority 8 - Ensure Housing is Allocated Fairly and on the Basis of Need

PROPOSALS	CORE ACTIVITIES	LOCAL PROPOSALS	PROGRESS
Support the sub regional Choice Based Lettings approach and local solutions where appropriate	*Delegate delivery of this Priority to the North Yorkshire Homechoice Board (with Harrogate Borough Council and East Riding of Yorkshire Council)*	- Delivery delegated but membership of the Board maintained - Ensure that all policies reflect the needs of homeless households and assist homeless prevention - Work with Yorkshire Housing to extend their participation in the partnership - Seek Board approval for Local Lettings Initiatives, allocated out of the NYHC policy	Business Plan developed to improve website, and marketing Constant review of policies to ensure compliant. Negotiations with YH resulting in their agreement to continue in the partnership for the foreseeable future Ongoing

Priority 9 - Provide appropriate Housing and Support for those with Specific Needs

PROPOSALS	CORE ACTIVITIES	LOCAL PROPOSALS	PROGRESS
Identify new and improved opportunities to provide housing and support living for households with specific needs	*Deliver via Supporting People Core Strategy Group and Gypsy, Roma, Traveller and Showmen Group and their Action Plans*	- To ensure that the GRTS community have access to advice and assistance. RDC attends fortnightly drop-ins. - Offer appropriate Homelessness prevention advice via Horton Housing. SP commissioned support. - All staff receive ongoing GRTS awareness training - Unauthorised Encampments - Draft Policy from NYCC already being implemented - Undertake GRTS Accommodation Assessment	Working closely through the management of Tara Park with Horton Housing and the generic support service for other members of the GRTS community. Draft adapted for RDC Report published December 2016. No requirement for additional pitches in Ryedale
	Work with RPs to identify opportunities to support specific needs groups	- Work in partnership with Yorkshire Housing for households with specific needs - learning difficulties, physical disabilities, mental health problems, frail elderly, alcohol/substance dependant	Reduction in SP funding by 2019/20, ongoing consultation with NYCC
	Work with NYCC Health and Adult Services to	- Work with providers of mental health support	Mental Health service funded through

	identify needs via it's Accommodation Strategy/Matrix	across the district	Supporting People currently being reviewed
	Identify need (type and location) for housing suitable for those with physical disabilities, Learning disabilities etc	- Liaison with NYCC's LDAG and partnership with RP's	Updates received, more formal meetings to be established with NYCC regarding housing needs of clients with Learning Disabilities
	Identify and support bids to appropriate funding streams Link with Health and Well Being Board		
	Implement proposals and standard approach to Multi Agency Public Protection Arrangements , Multi Agency Risk Assessment Conference etc	- MAPPA conference attended and actioned by HSM - RDC is a member of the Making Safe Steering Group to ensure effective work of MARACS to ensure the safety of DV clients - Ensure the continuous use of lifelines for victims of domestic abuse	Ongoing Ongoing. Senior Officer maintains attendance with decision making. WRHIA Handyperson Service utilised for property related safety measures
	Support the delivery of the North Yorkshire and York Domestic Abuse Strategy		
	Support initiatives to provide services and housing for vulnerable groups within Extra Care.	- Work in partnership with Yorkshire Housing and adult social care to ensure access to Extra Care schemes for frail elderly clients	Signpost relevant clients to the allocation process
	Meeting the needs of the Syrian Refugee programme in partnership across North Yorkshire	- Work with accommodation providers both RP's/private landlords to secure accommodation for 16 individuals	3 families housed locally under Syrian Vulnerable Person Scheme with 1 family housed through the Vulnerable Children's Resettlement scheme
Continue the good practice and joint working across the sub region	*Delegate delivery of this Priority to the GRTS sub group of the Supporting People Commissioning Body and report to Housing Board*	- Development of management protocol for Tara Park - Review of allocations policy for Tara Park - Maintain a list of prospective tenants - Regular inspections of Tara Park	Completed. Horton Housing to be reviewed April 2018 Completed Ongoing Ongoing

GLOSSARY

Staff		Other	
PP(People)	Principle Specialist (People)	RDC	Ryedale District Council
PP(Place)	Principle Specialist (Place)	AHP	Affordable Homes Programme
EPL	Economy and Partnership Lead	CLT	Community Land Trust
DO	Development Officer	SPD	Supplementary Planning Document
RHE	Rural Housing Enabler	NYCC	North Yorkshire County Council
SS (People)	Senior Specialist (People)	HMO	House in Multiple Occupation
RTL	Ryecare Team Leader	SHMA	Strategic Housing Market Assessment
S (People)	Specialist (People)	NYMNPA	North Yorkshire Moors National Park Authority
		CYC	City of York Council
Other		WRHIA	White Rose Home Improvement Agency
		DFG	Disabled Facilities Grant
RPF	Registered Provider Forum	CIC	Community Interest Company
CERT	Carbon Emission Reduction Target	YES	Yorkshire Energy Solutions
NPPF	National Planning Policy Framework	NEA	National Energy Action
LEP	Local Enterprise Partnership	NYHC	North Yorkshire Home Choice
HCA	Homes and Communities Agency	CMHT	Community Mental Health Team
RP	Registered Provider	MAPPA	Multi Agency Public Protection Arrangements
YNYER	York, North Yorkshire and East Riding	MARAC	Multi Agency Risk Assessment Conference
GRTS	Gypsy, Roma, Traveller and Showpeople	RP	Registered Provider
KIT	Keep in Touch Meeting (HCA)	SP	Supporting People

CAB	Citizens Advice Bureau	DV	Domestic Violence
NAHG	Northern Affordable Housing Group	LDAG	Learning Disabilities Action Group
CHOG	Chief Housing Officers Group	COP	Code of Practice
DHP	Discretionary Housing Payment	YH	Yorkshire Housing
CFY	Community First Yorkshire	CLH	Community Led Housing
BRE	Building Research Establishment	DofE	Department of Energy

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Ryedale District Council
Performance Review Report

RYEDALE DISTRICT COUNCIL

SUSTAINABLE GROWTH

This Council wants to do all it can to create the conditions for economic success in our area. We also want Ryedale residents to have the skills, opportunities and living conditions that allow them to benefit from a healthy local economy and enjoy a good quality of life. A supply of local labour with the right skills is also essential for our businesses. To support both our businesses and our communities we also need new homes, particularly affordable homes for local people.

We can only influence and seek to facilitate these matters in partnership with others. To guide our policies, proposals and priorities we monitor our relative performance in terms of the key baseline issues of: Employment and benefit claimant levels, Wage levels, Qualifications and education, Supply of homes (market and affordable) and housing sites. Housing affordability, including fuel poverty, Dealing with homelessness. Where local performance doesn't reflect our ambitions for our economy and communities, we will work with the appropriate partners to seek to address this through the most deliverable means.

	EMPLOYMENT	Pages 2-3	External Partnerships and Place Specialists
	SKILLS	Pages 4-5	External Partnerships and Place Specialists
	HOUSING	Pages 5-7	People Specialists
	ENVIRONMENT	Page 7	Environment Specialists

CUSTOMERS AND COMMUNITIES

Following the implementation of the new operating model for the Council, customer facing services such as Council tax collection and rebate and housing benefit have maintained performance levels. The community team are developing new ways of working with parishes and communities, and working closely with partners including the police and fire services. The changes in circumstances processing performance has fallen, however we are working through the backlog of these created by Universal Credit notifications, of which we are receiving between 30 and 40 a day. These affect both CTR and HB changes. Previously we averaged 10 changes a day.

In terms of supporting the growth agenda the Council has continued to determine major applications in a timely manner with 100% of major applications determined in time and/or agreed extensions of time (11 / 11). The Specialist Place Team is below target in the year to date on 'minor' and 'other development' categories (61/90 and 119/148 respectively) – arising from the current vacancy of a Senior Specialist in the team. We are currently recruiting to that role in order to improve performance over all categories.

	COUNCIL TAX AND BENEFITS	Pages 8-9	Customer Services (People)
	PLANNING	Pages 9-10	Customer Services (Place)
	RECYCLING	Pages 11-12	Operations
	CUSTOMERS	Pages 12-13	Customer Services

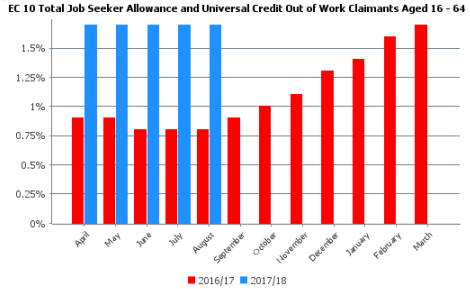
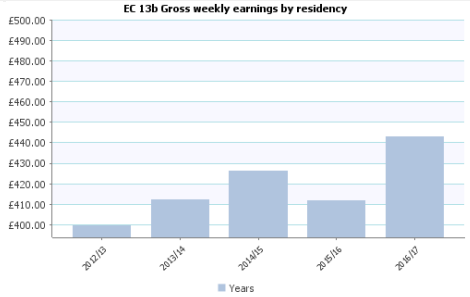
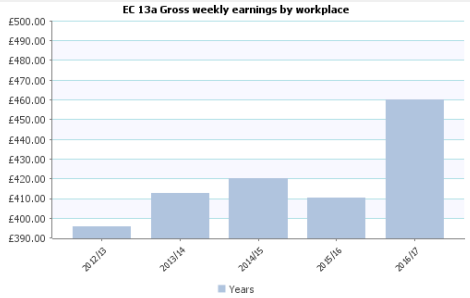
ONE RYEDALE

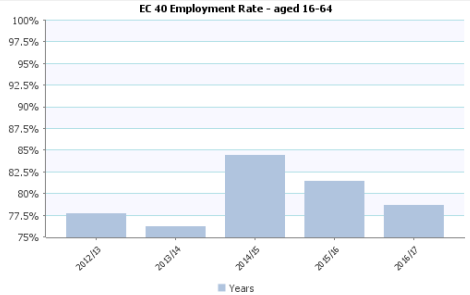
Overall, income levels are performing well against budget. Development Management fees and income from recyclates are significantly above budget, however Trade Waste income and Car Park ticket income are currently below budgeted levels.

	FINANCE	Pages 13-14	Resources and Enabling Services
	HUMAN RESOURCES	Page 14	Human Resources

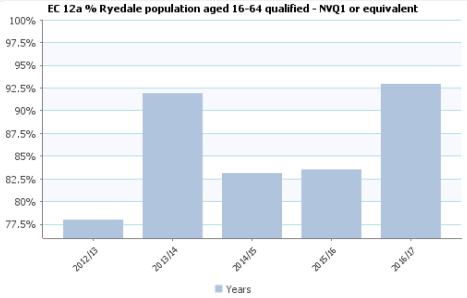
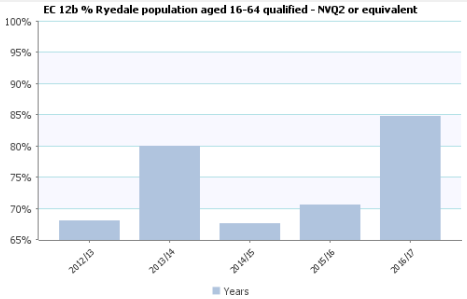
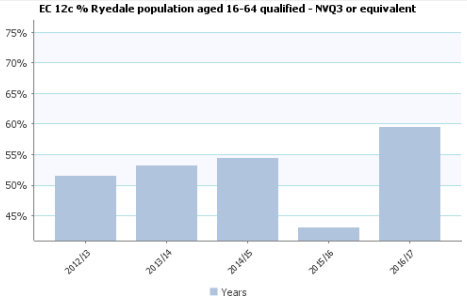
SUSTAINABLE GROWTH

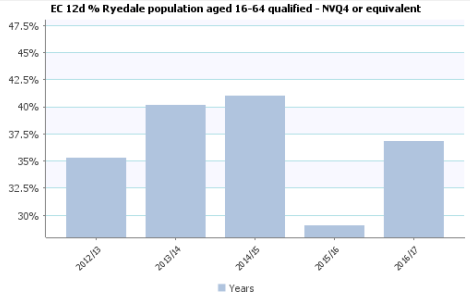
- Promoting a strong economy with thriving business and supporting infrastructure
- Capitalising on our culture, leisure and tourism opportunities
- Managing the environment of Ryedale with partners
- Enabling the provision of housing that meets existing and anticipates future need
- Minimising homelessness, improving the standard and availability of rented accommodation and supporting people to live independently

Traffic Light	Short Name	Description	Current Value	Current Target	Managed By	Trend Chart
EMPLOYMENT						
	Total Job Seeker Allowance and Universal Credit Out of Work Claimants Aged 16 – 64	Yorkshire & Humber: 2.2% Great Britain: 1.9% Monthly indicator	1.7% Aug 2017	1.5% 2017/18	Julian Rudd	
	Gross weekly earnings by residency	Yorkshire & Humber: £498.30 Ryedale is the lowest in the region Great Britain: £541.00 Annual indicator	£443.10 2016/17	£460 2017/18	Julian Rudd	
	Gross weekly earnings by workplace	Yorkshire & Humber: £498.30 Ryedale is the 3rd lowest in the region Great Britain: £540.20 Annual indicator	£460.10 2016/17	£480 2017/18	Julian Rudd	

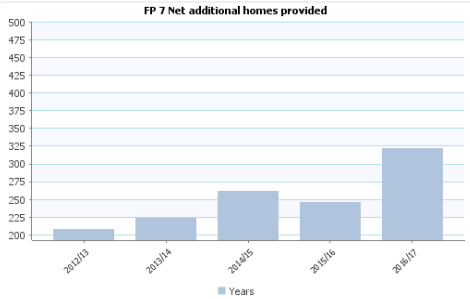
Traffic Light	Short Name	Description	Current Value	Current Target	Managed By	Trend Chart
	Employment Rate - aged 16-64	Yorkshire & Humber: 72.8% Ryedale had the 5th biggest employment rate in the region Great Britain: 74.2% Annual indicator	78.6% 2016/17	80% 2017/18	Julian Rudd	
	Affordability Ratio	On average, working people could expect to pay around 7.6 times their annual earnings on purchasing a home in England and Wales in 2016, up from 3.6 times earnings in 1997. Annual indicator	8.8 2016/17	7.6 2017/18	Clare Slater	

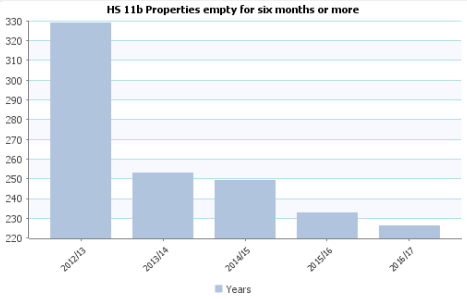
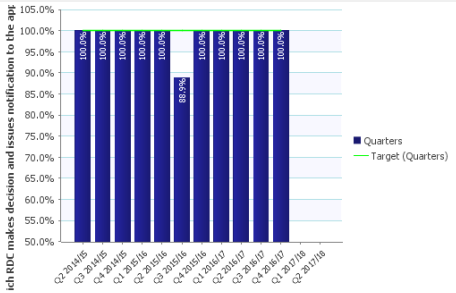
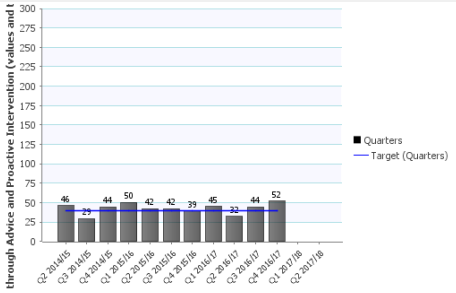
SKILLS

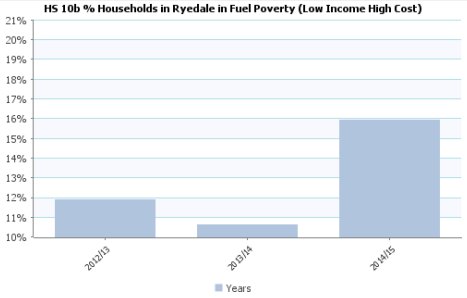
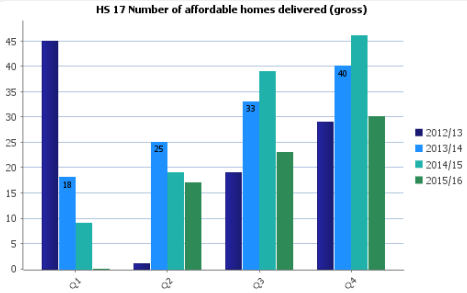
Traffic Light	Short Name	Description	Current Value	Current Target	Managed By	Trend Chart
	% Ryedale population aged 16-64 qualified - NVQ1 or equivalent	e.g. fewer than 5 GCSEs at grades A-C, foundation GNVQ, NVQ 1 28,600 of the population in Ryedale qualified to this level Annual indicator	92.9% 2016/17	95% 2017/18	Julian Rudd	
	% Ryedale population aged 16-64 qualified - NVQ2 or equivalent	e.g. 5 or more GCSEs at grades A-C, intermediate GNVQ, NVQ 2 26,200 of the population in Ryedale qualified to this level Annual indicator	84.8% 2016/17	85% 2017/18	Julian Rudd	
	% Ryedale population aged 16-64 qualified - NVQ3 or equivalent	e.g. 2 or more A levels, advanced GNVQ, NVQ 3 18,400 of the population in Ryedale qualified to this level Annual indicator	59.5% 2016/17	65% 2017/18	Julian Rudd	

Traffic Light	Short Name	Description	Current Value	Current Target	Managed By	Trend Chart
	% Ryedale population aged 16-64 qualified - NVQ4 or equivalent	e.g. HND, Degree and Higher Degree level qualifications 11,300 of the population in Ryedale qualified to this level Annual indicator	36.8% 2016/17	40% 2017/18	Julian Rudd	

HOUSING

Traffic Light	Short Name	Description	Current Value	Current Target	Managed By	Trend Chart
	Net additional homes provided	Encourage a greater supply of new homes in England to address the long term housing affordability issue. Annual indicator	321 2016/17	200	Jill Thompson	
	Supply of deliverable housing sites	Planning Policy Statement 3 (PPS3) requires Local Planning Authorities to maintain a 5 year supply of deliverable sites for housing through their Local Development Framework Annual indicator	116.0%	100.0%	Jill Thompson	

Traffic Light	Short Name	Description	Current Value	Current Target	Managed By	Trend Chart
	Properties empty for six months or more	Figure for empty properties as stated in the CTB1 annual return in October. 2017 figure forecast to be lower than Current Value. A +/- movement in this indicator affects the annual calculation of New Homes Bonus.	226 Actual October 2016	215 Forecast October 2017	Peter Johnson	
	Number of Homeless applications	Less homeless applications were received from April-June 2017. Quarterly indicator	8 Q1 2017/18	12 Q4 2016/17	Kim Robertshaw	
	Homeless applications on which RDC makes decision and issues notification to the applicant within 33 working days	All homeless applications submitted dealt with in the 33 working day timeframe. Quarterly indicator	100.0% Q1 2017/18	100.0% Q4 2017/18	Kim Robertshaw	
	Prevention of Homelessness through Advice and Proactive Intervention (values and targets are per quarter, not accumulative)	Number of enquiries in 2016/17: 640 Number of enquiries in 2017/18 so far: 260 Quarterly indicator	33 Q1 2017/18	39 Q4 2016/17	Kim Robertshaw	

Traffic Light	Short Name	Description	Current Value	Current Target	Managed By	Trend Chart
	% Households in Ryedale in Fuel Poverty (Low Income High Cost)	Household Stock Condition survey undertaken following the Fuel Poverty scrutiny review and results currently being analysed to identify actions for the future. Annual indicator	15.9% 2014/15	10.6% 2013/14	Kim Robertshaw	
	Number of affordable homes delivered	The forecast for 2017/18 is 40 expected affordable home units to be delivered, although this is subject to change. Annual indicator	52 2016/17	75 (35% of the 200 additional homes target)	Kim Robertshaw	

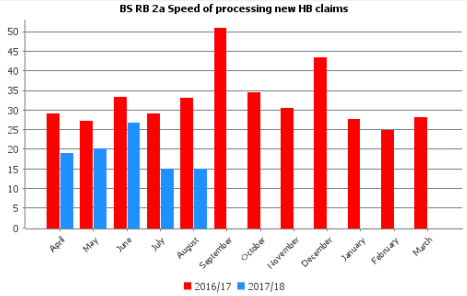
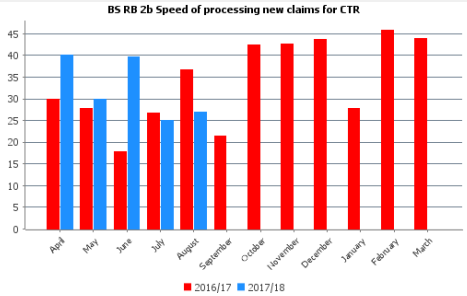
ENVIRONMENT

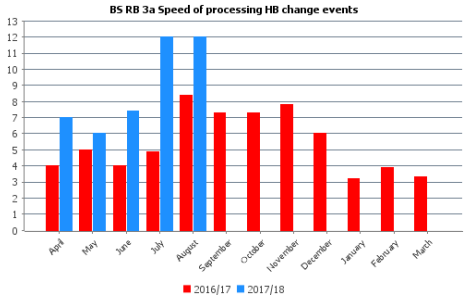
Traffic Light	Short Name	Description	Current Value	Current Target	Managed By	Trend Chart
	Number of monitoring locations exceeding the annual mean Nitrogen Dioxide objective level	Monthly monitoring continues as part of the Air Quality Management Action Plan in Malton.	0 2016/17	1 2015/16	Beckie Bennett	
	% CO2 reduction from LA operations.	Under review			Beckie Bennett	

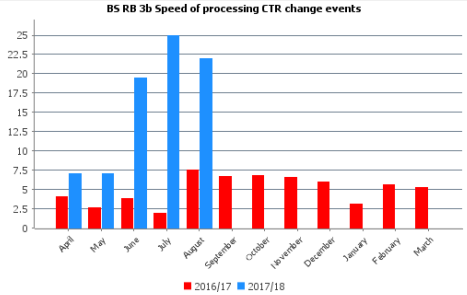
	Tonnes of CO2 from LA operations	Under review	Beckie Bennett

CUSTOMERS AND COMMUNITIES

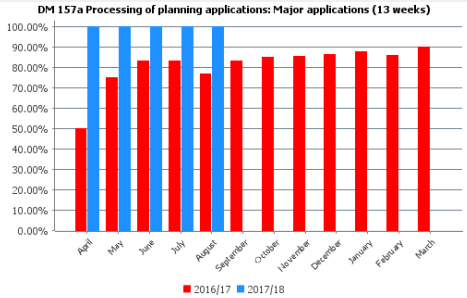
- Designing all of our services with the customer at the heart of everything we do
- Making the best use of resources to ensure maximum benefit for all customers and communities across the district, particularly the most vulnerable
- Helping our partners to keep our communities safe and healthy
- Supporting communities to identify their needs, plan and develop local solutions and resilience

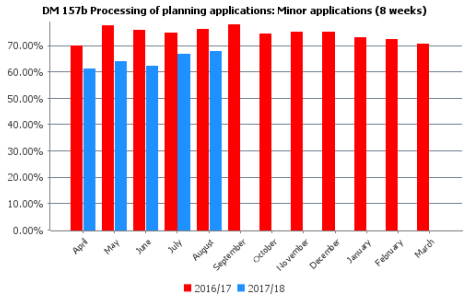
Traffic Light	Short Name	Description	Current Value	Current Target	Managed By	Trend Chart
COUNCIL TAX AND BENEFITS						
	Speed of processing new HB claims	Average number of days taken to process new claims for Housing Benefit August 2016: 33 days Monthly indicator	15 days Aug 2017	25 days	Angela Jones	
	Speed of processing new claims for Council Tax Support	Currently operating slightly above target level. In comparison August 2016: 36.7 days Monthly indicator	27 days Aug 2017	25 days	Angela Jones	

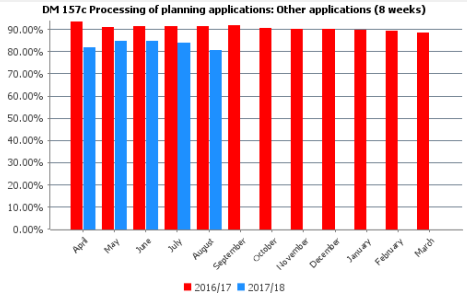
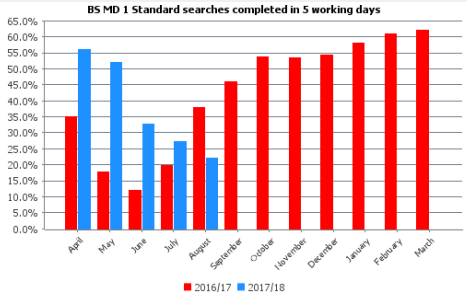
	Speed of processing HB change events	Number of days taken to process change events relating to Housing Benefit claims. Currently operating on target. Monthly indicator	12 days Aug 2017	12 days	Angela Jones	

Traffic Light	Short Name	Description	Current Value	Current Target	Managed By	Trend Chart
	Speed of processing CTR change events	Well above target and work ongoing to bring down the processing down to acceptable levels. Monthly indicator	22 days Aug 2017	12 days	Angela Jones	

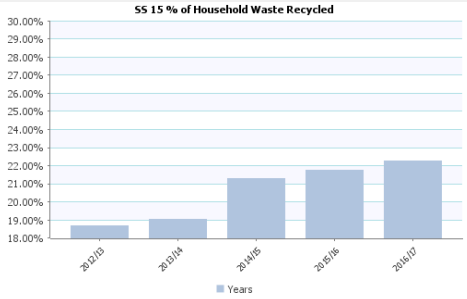
PLANNING

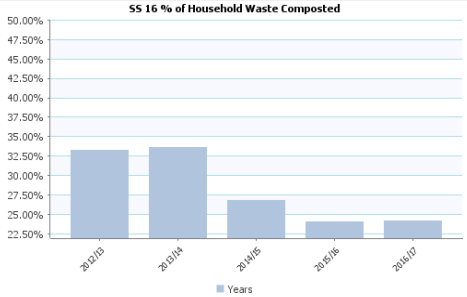
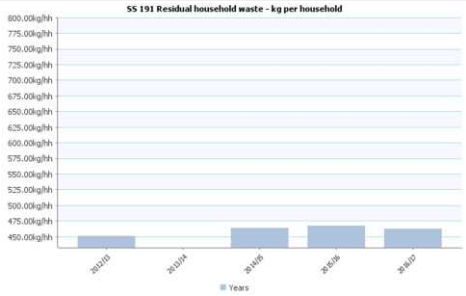
Traffic Light	Short Name	Description	Current Value	Current Target	Managed By	Trend Chart
	Processing of planning applications: Major applications (13 weeks)	100% of major applications determined in time and/or agreed extensions of time (11/11) Monthly indicator	100.00% Aug 2017	70.00%	Gary Housden	

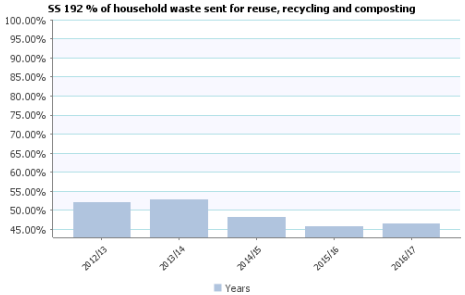
	Processing of planning applications: Minor applications (8 weeks)	Processing for 'minor' development categories is below the target, with 61/90 applications processed in 8 weeks. Monthly indicator	67.70% Aug 2017	80.00%	Gary Housden	

Traffic Light	Short Name	Description	Current Value	Current Target	Managed By	Trend Chart
	Processing of planning applications: Other applications (8 weeks)	Processing for 'minor' development categories is below the target, with 119/148 applications processed in 8 weeks. Monthly indicator	80.40% Aug 2017	90.00%	Gary Housden	
	Standard searches completed in 5 working days	Well below target. Unfortunately this metric is outside our control and due to late responses from NYCC. Monthly indicator	22% Aug 2017	90.0%	Gary Housden	

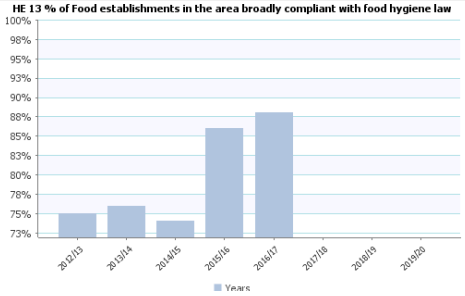
RECYCLING

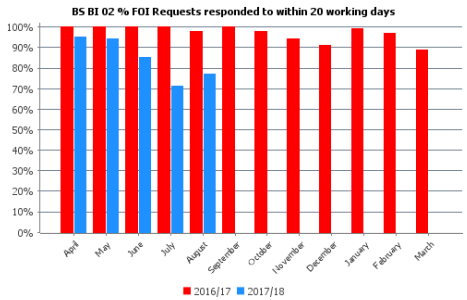
Traffic Light	Short Name	Description	Current Value	Current Target	Managed By	Trend Chart
	% of Household Waste Recycled	Q1 2017/18 = 19.48% 0.52% below Target <u>2016/17</u> - Actual HW recycled = 4840 tonnes - Actual HW collected = 21754 tonnes	22.24% 2016/17	20.00%	Beckie Bennett	

Traffic Light	Short Name	Description	Current Value	Current Target	Managed By	Trend Chart
	% of Household Waste Composted	Q1 2017/18 = 32.75% 9.75% above target (not seasonally adjusted) <u>2016/17</u> - Actual HW composted = 5260 tonnes - Actual HW collected = 21754 tonnes	24.17% 2016/17	23.00%	Beckie Bennett	
	Residual household waste - kg per household	2015/16 = 467.00kg per household Q1 2017/18 = 111.14kg per household Forecast 2017/18 = 445kg per household. On track to meet target	462.65kg/hh 2016/17	450.00kg/hh	Beckie Bennett	

	% of household waste sent for reuse, recycling and composting	Target reduced from 50% to 43% when garden waste charging introduced. Q1 2017/18 = 52.2% however not adjusted for seasonal variations	46.40% 2016/17	43.00%	Beckie Bennett	

CUSTOMERS

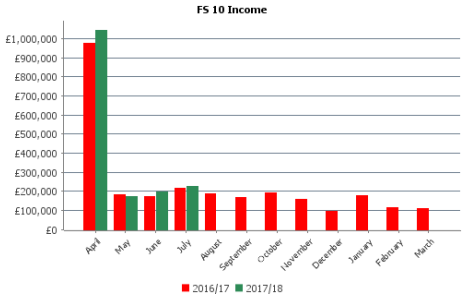
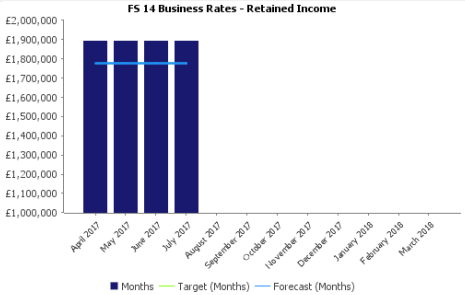
Traffic Light	Short Name	Description	Current Value	Current Target	Managed By	Trend Chart
	Service enquiries resolved at first point of contact (telephone)	Service enquiries resolved at first point of contact by telephone excluding dial direct to extension calls	Under review		Angela Jones	
	Payments made using electronic channels	Payments made using electronic channels (web, telephone & Direct Debit)	Under review		Angela Jones	
	% of Food establishments in the area broadly compliant with food hygiene law	To protect public health by ensuring food is safe and fit to eat by monitoring local authorities' performance in increasing compliance in food establishments with food law.	88%	72%	Robert Robinson	

	% FOI Requests responded to within 20 working days	48 out of 62 FOIs responded to within 20 day limit during August 2017 Monthly indicator	77%	95%	Angela Jones	
	Adult participation in sport and active recreation. Sport England Active People Survey-Annual	To measure participation in sport and active recreation at the local level.	35.5% 2016/17	32.7% 2015/16	Jos Holmes	

ONE RYEDALE

- Working together as One Ryedale, members and staff share the PROUD values and behaviours
- Utilising assets in supporting the delivery of priorities
- Developing business opportunities for the council and optimise income
- Building capacity and influencing policy in partnership
- Enabling services through the innovative use of ICT
- Delivering the Towards 2020 programme and anticipating further savings required to 2022

Traffic Light	Short Name	Description	Current Value	Current Target	Managed By	Trend Chart
FINANCE						
	Salaries up to end of July 2017	This analysis excludes salaries incurred for NYBCP, Capital Schemes and agencies. Monthly indicator	£1,797,217	£1,827,317	Peter Johnson	

	Income up to end of July 2017	This indicator is made up of the following income streams: land charges, development management fees, property rents, Ryecare, recovery of HB overpayments, garden waste, trade waste, car parking and recyclates. Monthly indicator	£1,640,720	£1,554,478	Peter Johnson	
	Business Rates – Retained Income up to end of July 2017	At this stage the full effect of appeals following the April 2017 revaluations is unknown, but is likely to have a negative impact on income levels. Monthly indicator	£1,890,574	£1,775,000	Peter Johnson	

HUMAN RESOURCES

	Average number of working days lost to sickness absence (per FTE)	Under review			Denise Hewitt	

RYEDALE DISTRICT COUNCIL

PART A:	**MATTERS DEALT WITH UNDER DELEGATED POWERS**
REPORT TO:	**POLICY AND RESOURCES COMMITTEE**
DATE:	**23 NOVEMBER 2017**
REPORT OF THE:	**RESOURCES & ENABLING SERVICES LEAD OFFICER (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 2017/18.

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 2017.

6.2 Attached at Annex A is a summary of the significant variances within the Council's revenue accounts in the current year, 2017/18. 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.

6.3 Members will see that there is a projected deficit for the Revenue Budget of £45k 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 20 to 24.

6.4 The following are additional comments on the Annex:

(i) Expenditure on salaries is forecast to outturn below budgeted levels
(ii) The cost of residual redundancies is £35k, this will be funded from the Restructure Reserve;
(iii) Expenditure on the cost of transformation will be funded through the Improvement, Contingency and Emergency Fund;
(iv) Overall, actual income levels are performing well against target, however income from trade waste is 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.

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Background Papers: None.

ANNEX A

SUMMARY OF REVENUE BUDGET MOVEMENTS 2017-18
Period 1 April - 30 September 2017

Key Subjective Headings	Profiled Budget £'000	Actual to Date £'000	Variance Analysis Actual £'000	Variance Analysis Forecast for full year £'000	Line Ref
(1)	(2)	(3)	(4)	(5)	(6)
Expenditure					
Employee Expenses:					
Salaries	2,740.9	2,661.4	(79.5)	(100.0)	1
Cost of Voluntary Redundancy	0.0	35.0	35.0	35.0	2
Cost of Transformation	0.0	98.0	98.0	150.0	3
Other Service Expenses:					
Premises Repairs and Maintenance	109.4	80.5	(28.9)	0.0	4
Cost of Long Term and Short Term Borrowing	40.0	28.3	(11.7)	(20.0)	5
					6
Total Expenditure Variance			**12.9**	**65.0**	7
Income					
Fees, Charges & Other Service Income:					
Development Management Fees	(192.8)	(232.3)	(39.5)	0.0	8
Car Park Charges	(492.7)	(494.8)	(2.1)	0.0	9
Ryecare	(110.7)	(124.7)	(14.0)	0.0	10
Dry Recycling Income	(83.8)	(126.7)	(42.9)	0.0	11
Trade Waste	(456.5)	(430.5)	26.0	0.0	12
Land Charges	(43.8)	(49.0)	(5.2)	0.0	13
Interest and Investment Income:					
Return on Investments	(33.5)	(36.5)	(3.0)	0.0	14
Investment Property	(36.2)	(45.1)	(8.9)	(20.0)	15
Total Income Variance			**(89.6)**	**(20.0)**	16
Total Movement on Cost of Services (surplus)/deficit			**(76.7)**	**45.0**	17
General Government Grants:			**0.0**	**0.0**	18
Total Movement on Revenue Budget (surplus)/deficit			**(76.7)**	**45.0**	19
Movement on Funds and Reserves:					
Contribution to/(from) General Reserve	0.0		206.7	140.0	20
Contribution to/(from) Restructure Reserve	0.0	0.0	(35.0)	(35.0)	21
Contribution from ICE Fund			(98.0)	(150.0)	22
Contribution to Capital Fund	33.5	36.5	3.0	0.0	23
Total Increase on Funds and Reserves			**76.7**	**(45.0)**	24

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

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RYEDALE DISTRICT COUNCIL

PART A:	**MATTERS DEALT WITH UNDER DELEGATED POWERS**
REPORT TO:	**POLICY AND RESOURCES COMMITTEE**
DATE:	**23 NOVEMBER 2017**
REPORT OF THE:	**RESOURCES & ENABLING SERVICES LEAD OFFICER (s151)** **PETER JOHNSON**
TITLE OF REPORT:	**ENABLING IT**
WARDS AFFECTED:	**ALL**

EXECUTIVE SUMMARY

1.0 PURPOSE OF REPORT

1.1 To update Members on the Enabling IT Programme.

2.0 RECOMMENDATION

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

3.0 REASON FOR RECOMMENDATION

3.1 Enabling IT is a key component of the Towards 2020 transformation programme, the overarching aim of the project is to deliver seamless end to end digital services for both customers and staff through single points of access incorporated within the councils website.

4.0 SIGNIFICANT RISKS

4.1 There are no significant risks in considering this report.

5.0 POLICY CONTEXT AND CONSULTATION

5.1 The work aligns with the One Ryedale Corporate Aim.

REPORT

6.0 REPORT DETAILS

6.1 Members approved the Council's Efficiency statement in July 2016 which highlighted the requirements to make better use of technology to enable new ways of working so that the council could continue to deliver services with reduced resources.

6.2 To meet the technological challenges set out in the T2020 Blueprint for Change, officers investigated a number of approaches to delivering a single point of contact for staff and customers and moving towards fully digital services. Offerings from the traditional large local government IT providers such as Civica, Idox, Northgate and Capita were investigated as well as the Firmstep solution in place at Scarborough Borough Council and a number of other authorities.

6.3 Officers felt that none of the off-the-shelf offerings from these software suppliers were best value for RDC or offered the ability to radically reduce waste in the back office. Some of the solutions offered improved web portals for customers to access services but relied upon maintaining old ways of working in the back office.

6.4 Implementing a new off-the-shelf product would also have a significant financial impact to the council in terms of replacing current IT systems. This was against the design principles in the Blueprint for change, which focused on integrating and improving existing systems to maximise the value gained from expenditure already made and to reduce the waste involved in manual processes by integrating systems and automating transactions as far as possible.

6.5 Officers created a vision of how customer and staff transactions, through intelligent web services linked to back office systems, could work together with the existing council solutions for customer management and workflow to get customer requests to the right officers and deliver services in the most efficient way.

6.6 A number of other key IT projects were identified that either built on existing technologies to reduce operational waste and inefficiency or used new web and cloud based technologies to deliver the new way of working.

6.7 Officers looked for software developers to produce bespoke web services and integrations with back office systems, key consideration were skills in being able to use open source web technologies and the existing web content management framework already in place, Microsoft and oracle technology skills to interface with existing back office proprietary systems and knowledge of the key applications a district level authority use.

6.8 RDC have utilised an existing hardware infrastructure partner RazorBlue, they are uniquely placed due to having an understanding and knowledge of RDC systems and infrastructure also, and unusually for a software house, they have capacity in both open source technologies like Linux, MySQL and Joomla which are the backbone of RDC's public website and proprietary technologies like MS Visual Studio, Oracle and Microsoft SQL Server which are used in the majority of RDC's back office applications.

6.9 The approach being taken is to build internal capacity to allow RDC to grow skills to make future developments in house. All code is owned by RDC and support and training will be given for staff to continue development.

6.10 Web services are been developed in a modular way that allows each integration and component to be reused, this will facilitate more rapid development of RDC's web services.

6.11 The work undertaken by RazorBlue is primarily for delivery of the two key projects to develop Smart web forms and Mobile Work Queues.

6.12 Other key projects included in the Enabling Services Programme that enable delivery of services online and more efficient ways of working include E-Billing for Council Tax, and an Incab system for vehicle and crew efficiency within the Streetscene service.

6.13 An additional supplier, Victoria Forms is being used to develop web forms that are subject to change based on national legislation such as Revenues and Benefits, Environmental Health and Licensing. This is a cloud hosted service where forms are updated in line with legalisation without the need for input from RDC officers

6.14 There are clear links between the Enabling IT, Streetscene Transformation and Enabling Assets Programmes as the key workstreams of RDCs overall Transformation Programme. Enabling IT projects such as the Incab system and Mobile Work Queues are key to delivering Streetscene transformations, as is mobile working which will allow officers to work flexibly from any location which will be key to the success of the enabling assets project.

6.15 Progress on delivering the IT Programme is going well, however some unexpected database migrations and key upgrades to enable new functionality have hindered progress. These have now largely been resolved and it is anticipated that the core web and work queue components of the Enabling IT programme will be in place by January 2018, with additional key projects delivered by April 2018. As these projects are completed further projects will start to ensure the pace of transformation is kept up.

6.16 The overall Enabling Services programme is currently on track and running to budget. Progress on the Programme is monitored by the Enabling Services Programme Board, which is constituted of key officers and membership of the leadership team. The Enabling Services Programme Board together with the other two Programme Boards for Streetscene Transformation and Assets report progress to the leadership team fortnightly.

6.17 Members are asked to note progress on each of the current projects in Appendix 1.

6.18 Officers are currently working on a separate project aimed at ensuring compliancy with the General Data Protection Regulations (GDPR) which comes into force in May 2018. This will be the subject of a further report to a future meeting of this committee.

7.0 IMPLICATIONS

7.1 The following implications have been identified:

a) Financial

Full Council in July 2016 approved the use of the Improvement, Contingency & Emergency Fund to finance the cost of transformation, including enabling IT. The costs identified did not include expenditure on hardware to enable mobile working, officers are currently assessing the financial impact and may need to bring a request for funding to a future meeting of this Committee.

b) Legal

There are no legal implications regarding this report.

c) Other
None to report.

Peter Johnson
Resources & Enabling Service Lead Officer (s151)

Author: **Joe McGill**
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Background Papers:
Appendix 1 – Enabling Services Programme – Projects update

RYEDALE DISTRICT COUNCIL

PART B:	**RECOMMENDATIONS TO COUNCIL**
REPORT TO:	**POLICY AND RESOURCES COMMITTEE**
DATE:	**23 NOVEMBER 2017**
REPORT OF THE:	**RESOURCES AND ENABLING SERVICES LEAD (S151) PETER JOHNSON**
TITLE OF REPORT:	**TIMETABLE OF MEETINGS 2018-2019**
WARDS AFFECTED:	**ALL**
FOR INFORMATION TO:	**OVERVIEW AND SCRUTINY COMMITTEE 2 NOVEMBER 2017** **PLANNING COMMITTEE 21 NOVEMBER 2017**

EXECUTIVE SUMMARY

1.0 PURPOSE OF REPORT

1.1 This report presents the draft timetable of meetings for 2018-2019 for approval.

2.0 RECOMMENDATION

2.1 That Council is recommended to approve the timetable of meetings for 2018-2019, 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. Management Team have been consulted on the draft timetable of meetings for 2018-2019.

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 2017-18, revised to take account of the new requirements for approval of the Statement of Accounts in July.

6.2 Mondays have been kept free of meetings as this is when the majority of parish and town councils meet. Also no meetings have been scheduled to coincide with Maundy Thursday (18 April 2019).

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 last year 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.

Peter Johnson
Resources and Enabling Services Lead (s151)

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Telephone No: 01653 600666 ext: 277
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Background Papers:
None.

RYEDALE DISTRICT COUNCIL

ANNEX A

TIMETABLE OF MEETINGS MAY 2018 TO MAY 2019

COMMITTEE	MAY **2018**	JUN	JULY	AUG	SEPT	OCT	NOV	DEC	JAN **2019**	FEB	MAR	APR	MAY	Day
Council	17*	28			6	11		6		21 & 28**		11	16*	Thurs
Policy & Resources		7	26		27		15			7	14			Thurs
Scrutiny		14				4	22			14	21			Thurs
Audit			25 Wed			25			24			17 Wed		Thurs
Planning Committee and Licensing Committee		5	3 & 31	29 Wed	25	23	20	18	22	19	19	16	21	Tues (6pm)
Resources Working Party			12		13		1		17		7			Thurs
Parish Liaison Meeting		13			19			12			6			Wed (7pm)
Member Development					12	3	7	5	9***		13	3		Wed

All meetings start at 6.30pm unless otherwise indicated.

NOTES
* Annual Council at 3 pm
** Reserve date for business not transacted on 21 February 2019
*** Budget Briefing

Scheduled Elections

District & Parish Elections	-	Thursday 2 May 2019

Bank Holidays

Spring Bank Holiday	-	Monday 28 May 2018
Late Summer Bank Holiday	-	Monday 27 August 2018
Christmas Bank Holiday	-	Tuesday 25 & Wednesday 26 December 2018
New Year's Day Holiday	-	Tuesday 1 January 2019
Council Offices closed	-	Saturday 22 Dec 2018 to Tuesday 2 Jan 2019 inclusive
Easter	-	Friday 19 April and Monday 22 April 2019
May Day		Monday 6 May 2019

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RYEDALE DISTRICT COUNCIL

PART B:	**RECOMMENDATIONS TO COUNCIL**
REPORT TO:	**POLICY AND RESOURCES COMMITTEE**
DATE:	**23 NOVEMBER 2017**
REPORT OF THE:	**RESOURCES & ENABLING LEAD (s151) PETER JOHNSON**
TITLE OF REPORT:	**LOCALISATION OF COUNCIL TAX SUPPORT 2018/2019 SCHEME**
WARDS AFFECTED:	**ALL**

EXECUTIVE SUMMARY

1.0 PURPOSE OF REPORT

1.1 This report seeks approval of the scheme for 2018/19. There are no changes proposed to the scheme which has operated in 2017/18.

2.0 RECOMMENDATIONS

2.1 That members recommend to Council
(i) a Local Council Tax Support Scheme for 2018/19 which is unchanged from 2017/18; and
(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 2019/20, in light of the experience in previous years, to be presented to Policy and Resources Committee in December 2018.

3.0 REASON FOR RECOMMENDATIONS

3.1 The Council must approve a scheme of its choice for 2018/19.

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).

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.

6.2 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.

6.3 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 2017/18:

Claimant Type	Number	Annual Cost	% total spend
1. Over Pension Age	1709	£1741k	60%
2. Working Age – Household Vulnerable	231	£185k	7%
3. Working Age: Vulnerable	589	£618k	21%
4. Working Age: Employed	191	£95k	3%
5. Working Age: - Other	327	£244k	9%
	3047	£2883k	

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 2018/19.

6.6 For 2018/19, year 6, there is again a mixed picture of approaches from Local Authorities. Other than Harrogate, and based on the 2017/18 position, Ryedale has the most favourable scheme in North Yorkshire. Historically, those with the less favourable schemes 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.

6.7 Districts across the county are currently discussing the potential for changes to their schemes for 2019/20 onwards to ensure the scheme is simpler to administer and simpler for the customer to understand.

7.0 IMPLICATIONS

7.1 The following implications have been identified:

a) Financial

There are no significant new financial implications 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,
Resources & Enabling Services Lead (s151)

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Background Papers:
Ryedale District Council Council Tax Reduction Scheme - S13A and Schedule 1a of the Local Government Finance Act 1992

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RYEDALE DISTRICT COUNCIL

PART B:	**RECOMMENDATION TO COUNCIL**
REPORT TO:	**POLICY & RESOURCES COMMITTEE**
DATE:	**23 NOVEMBER 2017**
REPORT OF THE:	**RESOURCES & ENABLING SERVICES LEAD (s151) PETER JOHNSON**
TITLE OF REPORT:	**VERITAU MERGER**
WARDS AFFECTED:	**ALL**

EXECUTIVE SUMMARY

1.0 PURPOSE OF REPORT

1.1 This report seeks approval for the merger of Veritau Ltd and Veritau North Yorkshire.

2.0 RECOMMENDATION

2.1 **That Full Council be recommended to approve in principle the proposed reorganisation of the companies as set out in this business case with the responsibility for approving any required resolutions and any related agreements on behalf of the Council as shareholder of VNY, delegated to the Monitoring Officer.**

3.0 REASON FOR RECOMMENDATION

3.1 The maintenance of two companies necessitates an increasingly complex recharge of costs between the two companies and additional overheads. To minimise these additional costs and resource pressures it is proposed that permission be sought from each of the Veritau and VNY Shareholders to convert the two businesses into a single trading company providing services to each of the six shareholders.

4.0 SIGNIFICANT RISKS

4.1 There are no significant risks relating to this recommendation.

5.0 POLICY CONTEXT AND CONSULTATION

5.1 Internal Audit, Counter Fraud and Information Governance work are essential to the Governance framework of the Council.

REPORT

6.0 REPORT DETAILS

6.1 Introduction

6.2 Veritau Limited[1] was formed in 2009 by North Yorkshire County Council and City of York Council. The company was set up to share internal audit, counter fraud and information governance services between the councils (assurance services). The arrangement addressed a number of concerns around capacity for providing effective services in-house, and delivered a number of other advantages, which are set out below. Each council has a 50% share in the company.

6.3 The two councils buy a mix of assurance services from Veritau. The original contracts between the councils and Veritau Limited for the provision of services were for 10 years (with options to extend by a further five years) and are due to end on 31 March 2019.

6.4 In early 2012, a separate company - Veritau North Yorkshire Limited (VNY) - was formed to provide assurance services to a number of district councils in the North Yorkshire area. Veritau Limited holds 50% of the shares in VNY, and the remaining 50% are held equally by Hambleton District Council, Richmondshire District Council, Ryedale District Council, and Selby District Council. Each of these councils buys a mix of assurance services from VNY, and the contracts are due to end on 31 March 2019 (with options to extend by a further five years).

6.5 Each company has its own board of directors. However, Veritau and VNY operate as a single business under a uniform management structure below board level. The group has common policies, procedures and systems. It has also adopted a single brand image. VNY now only directly employs 2 audit staff. The majority of the work carried out for the district councils is undertaken by Veritau employees, necessitating an increasingly complex recharge of costs between the two companies. There are also overheads associated with maintaining two companies. For example separate accounting records are maintained and are individually audited, and insurances are required for each company in its own right. A significant element of management and administrative time is also spent on maintaining the companies as two separate entities. This increases the cost to the group as a whole, and diverts limited management resources away from overall development of the business.

6.6 To minimise these additional costs and resource pressures it is proposed that permission be sought from each of the Veritau and VNY Shareholders to convert the two businesses into a single trading company providing services to each of the six shareholders.

6.7 The Veritau group companies (Veritau) were formed for the primary purpose of delivering and enhancing assurance services provided to the shareholding councils. To fulfil this aim the councils relied upon the Teckal exemption which enabled them to procure those services directly from Veritau without tendering. This also enabled the councils to retain control over the delivery of services. The new arrangement would continue to comply with Teckal arrangements as set out in the Public

[1] In the remainder of this business case references to Veritau, the company, or the group refers to Veritau Limited and Veritau North Yorkshire Limited collectively unless otherwise clear from the context.

Contracts Regulations 2015. Further information on Teckal companies is included in appendix A.

6.8 Rationale for forming a shared service company

6.9 Proposals for sharing assurance services between City of York Council and North Yorkshire County Council were first suggested in 2007. A number of options for the delivery of a shared service were explored and in 2009 the Executive at each council approved the formation of Veritau Limited, and the transfer of services and staff to the company.

6.10 There were a number of drivers for the change, and benefits in sharing services. These included the following.

- Increased security of service provision including resilience and capacity: the teams at both councils had experienced problems filling vacancies in professional assurance roles. Combining the services across a bigger team enabled resource pressures to be spread and the risks to be more effectively managed. The combined team is better placed to manage issues caused by staff vacancies and unexpected service demands. It also gives greater flexibility to respond to changing priorities, initiatives and new working practices dictated by professional standards. Reliance on key members of staff for the delivery of services had also been an issue and the new arrangement improved the scope to manage succession planning and mitigate risks around service continuity.

- Achievement of economies of scale by sharing overheads and reducing unproductive time: for example, through reducing overall management overheads, using a single audit management IT system and combining procedures. The councils recognised the need to improve the quality of services and making efficiency savings through sharing services and reinvesting this in the team was a way to achieve this. It also enabled effectiveness to be increased by sharing best practice and developing expertise which could be shared across sites for example through the development of common approaches to audits.

- Enhanced focus on service delivery and quality through the development of a dedicated professional services function with a separate identity, and a vision and brand linked to the delivery of high quality assurance services.

- Greater staff satisfaction and retention as a result of enhanced career opportunities and the ability of staff to specialise and gain broader experience as part of a larger team.

- A greater opportunity to develop specialist knowledge within the company and reduce reliance on expensive bought-in services (for example IT audit). This was not possible within the smaller teams operated by each council.

- A more innovative approach, which could generate improvements by being given greater flexibility in managing services.

6.11 Seven options (organisational structures) were originally considered for the delivery of a shared service. Following a detailed option appraisal, it was determined that the formation of a company controlled by the councils was the preferred option as it achieved a number of key aims.

- It enabled each council to exercise a high degree of control and influence over the services in the future.
- By maintaining control, it enabled them to be satisfied that the company would continue to provide sufficient and continuing access to the services.
- It represented a genuinely equal partnership between the councils.

6.12 Creation of VNY

6.13 Prior to April 2012, the current VNY shareholders received internal audit services from the North Yorkshire Audit Partnership (NYAP). The partnership was based on a joint committee model with Ryedale District Council acting as lead authority. The NYAP Directors approached Veritau in November 2009 to discuss potential options for future collaboration.

6.14 The drivers for change for the district councils were essentially the same as set out in the original business case for the formation for Veritau (for example allowing them to share expertise, manage capacity, and address staffing and continuity issues). For Veritau, it gave an opportunity to increase resilience and achieve greater economies of scale by increasing its operating base. In January 2012 the existing Veritau shareholders (North Yorkshire and York) approved the creation of a separate company (Veritau North Yorkshire) to be owned 50% by Veritau and 50% by the member district councils. Each district council also considered and approved a business case for joining VNY.

6.15 The rationale for creating a separate company, initially, was to:

- avoid the need for the two existing councils (CYC and NYCC) to value their existing shareholding in Veritau and for the district councils to purchase a proportion of the shares
- enable the district councils to have sufficient influence over VNY to meet Teckal requirements, given the relatively low level of shareholding that they would have within Veritau
- allow North Yorkshire County Council and City of York Council to minimise any risk to their investments in Veritau while the operational arrangements with the district councils was at an early stage.

Success of company model

6.16 The company model for sharing services has achieved the aims set out in the original business case and has delivered the expected benefits, as set out below.

6.17 Veritau was one of the first shared assurance services partnerships nationally. As financial pressures on councils have continued to grow over the last eight years, many in-house internal audit teams have faced reductions in their resources. In some cases, to levels which threaten their ability to deliver a service which meets statutory requirements - particularly at smaller councils. Nationally, more local authorities are joining shared service arrangements as a way to manage this risk. This approach has also been replicated by central government which has established a single shared service for internal audit. Councils have also had their capacity to investigate fraud significantly reduced since the transfer of benefit investigation services to the DWP as part of the Single Fraud Investigation Service Initiative. In their 2016 Counter Fraud and Corruption Tracker, Cipfa reported that 10% of the public sector organisations they had surveyed (mainly local authorities) had no dedicated counter fraud resource.

6.18 Similar pressures faced by the shareholding councils have led to reductions in the level of service required from Veritau since it formed. For example, the level of service provided to NYCC and CYC by Veritau Limited has fallen by 25% since 2009, across the range of service areas. The company has been able to manage this reduction in demand whilst still maintaining professional standards and high levels of customer satisfaction. This is possible because as a larger entity it has been able to absorb the reductions through:

- varying the numbers of employees engaged in service delivery across each client and targeting the mix of services most needed by the clients (for example to meet increases in demand for information governance and counter fraud services across a number of councils)
- selling services to external clients to maintain and expand the overall size of the business - this ensures that the overall infrastructure needed to maintain high quality services can continue to be supported.

6.19 As a larger entity, the group has also been able to manage short term fluctuations in demand and resource pressures. For example those caused by employee absences or requests for additional work. Veritau employees work across multiple sites and are moved around as needed to meet the demand for work.

6.20 The company model provides economies of scale across a range of areas. A number of examples are set out below.

- A low ratio of management and administration overheads to direct costs compared to smaller in-house teams.
- Common IT audit and fraud management systems in use across all clients - the use of remote access means that systems can be accessed from any site.
- Unified procedures are in place for the delivery of services as far as possible. This means that employees can undertake work interchangeably at all sites. It also means that changes in practice can be managed centrally - for example updates required to reflect changes in internal audit standards.
- Common work programmes are used across clients where possible, which makes delivery of work more efficient.

6.21 Undertaking work across a number of organisations has also brought other benefits. For example auditors that have developed knowledge and expertise in a specific service area at one site are used to undertake work more effectively at other clients. Veritau is also able to support the sharing of knowledge and good practice across clients where appropriate. A recent example includes the facilitation of meetings between clients using the same children's social care systems to share knowledge, experience and practice.

6.22 Veritau has developed a strong and growing identity as a public sector assurance services provider. When first formed, the company inherited five contracts to provide internal audit services to external bodies. These organisations were all based in the North Yorkshire area. Veritau currently provides services to more than 20 public sector bodies, including work in the north west and the midlands.

6.23 In 2010, Veritau was awarded the Cliff Nicholson award for Excellence in Public Service Audit by Cipfa in recognition of its innovative approach to sharing services.

6.24 In 2016, Veritau was also a finalist for the Institute of Revenues Rating and Valuation's (IRRV) award for excellence in counter fraud work. This related to the group's focus on delivering savings for its clients through counter fraud work, and innovation in the use of technology for delivering work across a range of clients. The company was shortlisted for the award again in 2017, for its approach to training and developing counter fraud staff.

6.25 Recruitment and retention continues to be an issue across the range of Veritau services. As Teckal companies, pay structures are closely aligned to local government rates. This presents a challenge as pay rates in the wider private sector are often significantly higher for similar roles. To help address this, the company places a strong emphasis on being a good employer and uses the flexibility it has as a private company to make it attractive to current and prospective staff. For example:

- The group has been accredited as an investor in people since June 2011.
- The company operates a performance related pay scheme which offers all employees an opportunity to earn additional pay as a reward for good performance.
- The company offers a high degree of flexibility around working patterns and home working.
- The client base and range of services offers staff the opportunity to gain wider experience in different organisations and areas.
- The company invests a significant amount in training and development - professional training is a particular strength.

6.26 To address issues with recruiting qualified professional staff (one of the drivers for forming Veritau) the group has taken an innovative approach based on the recruitment and internal development of graduate trainees across each service area. Veritau makes a significant investment in professional training - an option not generally available to smaller in-house teams. Bringing in talented trainees on a regular basis helps to maintain a sufficient level of well trained professional staff able to meet the demand for services. As noted above, Veritau's approach to professional training has been recognised by the IRRV. It was shortlisted for the second time in 2017 for their Excellence in Counter Fraud award for its framework for training and developing counter fraud staff. A number of former trainees have progressed into senior roles in the company. And it is currently looking to expand routes for progression further by offering management development opportunities.

6.27 In addition to professional training, the company offers opportunities for staff to undertake training in specialist areas. Historically, reliance was placed on expensive bought in support to provide IT audit work at some clients. Over the last few years the company has targeted IT audit training internally and has been able to bring this work in-house. While retention of specialist staff is an issue (because they are attractive to other employers) the group is aiming to address this by increasing capacity and training. A specialist IT audit trainee was recently appointed and training is also being provided to four other employees.

6.28 Counter fraud is an area where the company has been particularly innovative. The counter fraud team inherited by Veritau from City of York Council in 2009 was principally a benefit fraud service. Since then the fraud team at Veritau has sought to diversify by broadening the range of investigations undertaken and transforming the service into a corporate fraud team. In its former role as a benefit fraud team, there was little scope to directly support councils through reducing losses - councils lost

subsidy on benefit fraud overpayments and in most cases, customers were unable to pay overpayments identified. Focussing on other types of fraud affecting councils has meant that the team can concentrate on cases which make real savings. The level of benefit fraud investigated fell steadily between 2011 and March 2016, when responsibility for investigation transferred to the DWP. The change in focus has resulted in year on year increases in real savings identified for clients as a result of counter fraud work. In 2016/17 over £600k of savings were recovered for the member councils. And demand for counter fraud services from external clients continues to grow.

Value for Money

6.29 Charges for services to the member councils are based on a day rate - which is industry wide practice for this type of work. Rates have remained competitive since the creation of the company. In 2009/10 (the first year of operation) the rate charged was £225 per day. For 2017/18, the rate is £244 per day - an increase of only £19 per day (8.4%). Over the same period, CPI has risen by 19.7%.

6.30 In the latest benchmarking information available from Cipfa, the average cost of internal audit per chargeable day for the local authorities taking part in the exercise was £300[2].

Continuation of services beyond March 2019

6.31 Existing service contracts between Veritau and VNY and the shareholding councils are due to end on 31 March 2019. Each contract has an option for it to be extended by three years initially; with a further potential extension of two years (five years in total). The contracts require that the shareholding councils provide at least 12 months notice of their intention to continue to require services after 31 March 2019. Therefore separate to the decision sought in this business case each of the councils will also have to consider, before 31 March 2018, whether they wish to continue to buy assurance services through Veritau from April 2019.

6.32 One option would be to invoke the initial extension clauses now - that is to confirm each of the service agreements would continue for a further three years from April 2019 (ie until March 2022). However, a further decision would need to be made before March 2021 about whether to invoke the second extension for two years. A decision about whether to continue to provide services after the end of the second extension would then need to be made almost immediately after that second extension commenced.

6.33 The principal purpose of Veritau and VNY is to act as a vehicle for the long term sharing of assurance services between the member councils. This has proved a successful model to date, which has continued to provide value for money. If the councils want to continue with this arrangement in the longer term, then a second option would be to agree new long term service agreements (rather than invoking the extensions) to run from April 2018 (to coincide with the proposed company merger). This would provide a long term commitment to the operation of the shared service which is needed for it to continue to plan and develop the business strategically. It also removes the need for additional work to review the arrangements again formally in the short to medium term, in order to consider contract extensions. Separate consultation on options for agreeing new service contracts will be undertaken with the shareholders in the next few months.

[2] Cipfa: benchmarking analysis - internal audit in local government (May 2015)

6.34 If the council no longer wished to continue to support the shared service using the Veritau model, then options would include the following.

- Bring the service in house. However, the problems originally sought to be addressed through the shared service will continue to exist. It would not be possible for the council to maintain the same level and quality of service without increasing cost.
- Offer the services to the external market. This is likely to lead to a significant increase in cost and / or a significant reduction in quality of service. The quality of service and competitive rate offered through the arrangement with Veritau would be unsustainable in the longer term in a commercial arrangement. This option is also at odds with one of the key objectives set when Veritau was formed - for the shareholders to exercise a high degree of control and influence over the services.
- Seek another vehicle for the delivery of a shared service. The options for delivery of the service remain broadly the same as when Veritau was created and the arguments for maintaining the company model remain valid. Changing the delivery model would pose a significant risk to the stability of current arrangements and is likely to result in significant costs in winding up, negotiating and creating a new vehicle with the other member councils.

Proposal to merge Veritau Limited and VNY Limited

6.35 Paragraph 6.15 sets out the reasons for creating a separate company (VNY) in 2012. Essentially this was to avoid a complex exercise in valuing Veritau Limited and requiring the purchase of shares by the new member councils (which would have represented a significant initial investment at the time); ensure the new members maintained sufficient control of the service in line with Teckal principles; and to provide a firebreak in case the new venture did not succeed. It also provided a level of reassurance to the staff transferring from the North Yorkshire Audit Partnership in that they could maintain a separate identity.

6.36 The current arrangement - operating Veritau and VNY as separate companies - has now been in place for over five years. And the provision of assurance services to the member district councils is well established as a long term commitment. However, the current arrangement is inefficient. Essentially Veritau operates as a single company, below board level. Terms and conditions, policies, procedures, and management arrangements are common across both companies. And VNY now only directly employs two audit staff. The majority of the work carried out for the district councils is undertaken by Veritau employees, necessitating an increasingly complex recharge of costs between the two companies. There are also overheads associated with maintaining two companies for example support for the operation of two sets of board meetings, separate financial accounting and audit arrangements, and separate insurance provision.

6.37 The original arguments for maintaining the provision of services through separate companies are now less relevant. The service to the district councils through VNY is well established so there is no longer a need for a firebreak. VNY has built up reserves in its own right. These would transfer to Veritau, obviating the need for additional investment from the district councils (see 6.44 below). And in practice, control over the existing (and a merged company) can be demonstrated through provisions in existing shareholders agreements (and any new agreement for a merged company) in addition to the level of share ownership.

6.38 Advantages to merging the companies into a single entity include the following.

- Operating one company will result in cash savings of >£10k pa in insurance, audit fees and support service costs. It will also reduce the significant management and administrative time spent supporting two companies (maintaining separate financial records, producing accounts, organising board meetings etc).
- The corporate structure would align with the existing operating arrangements.
- The new structure will demonstrate the shared commitment of all the member councils.
- It will strengthen the Teckal position by consolidating the value of services provided to the shareholders, reducing the risk that external work will exceed the 20% Teckal threshold[3].
- It strengthens the financial position of the group - both companies financial position varies significantly from year to year due to pension fund valuations; combining reserves will help to offset the risk of significant increases in pension liabilities.
- It will help to present the business to prospective clients as the combined turnover and assets of the merged company would be greater.

The proposal

6.39 It is proposed to convert Veritau Limited into a single trading company providing services to its six member councils (and other external clients).

6.40 This will necessitate NYCC and CYC transferring a degree of control in Veritau Limited to the VNY member councils. If the proposal is accepted by all of the Veritau and VNY shareholders (and by both boards) then it can be achieved by a rights issue with new shares being granted to the district councils. New service agreements may be agreed (and existing agreements cancelled) or existing agreements with the current VNY novated. This will depend on the member councils' preferences for the provision of services beyond April 2019 (see paragraph 30). Other agreements (for example those allowing the use of the shareholders' accommodation) would be novated. The remaining VNY employees would transfer to Veritau. The arrangements for determining the actual cost of the services provided to each council (ie the daily fee rate) and the current operating arrangements would remain unchanged.

6.41 It is proposed that the new shareholding of Veritau Limited would be as follows:

	Shareholding
City of York Council	37.5%
North Yorkshire County Council	37.5%
Hambleton District Council	6.25%
Richmondshire District Council	6.25%
Ryedale District Council	6.25%
Selby District Council	6.25%

6.42 The proposed shareholding above provides the district councils with a level of control and influence over the company's strategic management, whilst also recognising the fact that CYC and NYCC are the current and founder members of Veritau. The overall split would be 75/25 between existing and new members of Veritau Limited. The proposed shareholding is broadly in line with the proportion of total equity from

[3] The value of external work undertaken by Veritau Limited currently represents approximately 10% of the company's turnover. For the combined entity the value of external work will reduce to 7.8%.

each company that would be brought by each shareholder and is also broadly in line with the proportion of turnover from the VNY and Veritau shareholders[4].

6.43 The change in shareholding in Veritau would be achieved by issuing additional shares to reflect the percentages above.

6.44 The assets and reserves of VNY will transfer to Veritau Limited following the reorganisation. Options for the transfer and whether to wind up or retain VNY limited as a dormant company are being discussed with professional advisors.

6.45 Following the transfer, Veritau Limited would have a reconstituted board consisting of two directors appointed each by NYCC and CYC, one director appointed by each district council and two executive directors. To keep the size of the board manageable and to ensure consistency the right of audit committee chairs to attend as observers would cease, as would the existing posts of independent non-executive directors for Veritau[5].

6.46 Veritau Limited's Articles will be revised to reflect these changes and are currently being amended in accordance with the Companies Act 2006. The revised Articles shall be subject to approval by the shareholders.

6.47 It is proposed that Veritau Limited shall retain its current registered address of West Offices, Station Rise, York, YO1 6GA.

6.48 Conclusion of the merger will require renegotiation of current shareholders agreements, pension fund guarantees and other legal agreements. There will therefore be one-off legal costs associated with the changes. Total costs involved in administering the changes are expected to be in the region of £10k. These will be met by Veritau. An assessment of the affect on pension fund contributions for the merged company has already been undertaken. This indicates that there will be no significant change in pension fund contributions, which will continue to be met from the combined budgets of the merged company. HR advice on the merger has been sought, and no significant issues with the transfer of employees from VNY to Veritau Limited are anticipated.

Timetable and decisions needed

6.49 It is intended to complete the merger of the two companies at the end of the current financial year in March 2018.

6.50 The formal company decision making process will include the following.

- Consideration of a business case by each company's board, resulting in the boards issuing special written resolutions to the shareholders for approval of the changes required.
- These need to be approved unanimously within 28 days beginning on the circulation date.

[4] Total equity of the companies at the end 2016/17 was £213k for Veritau and £149k for VNY (note that Veritau is a 50% shareholder of VNY). In 2017/18 budgeted turnover relating to the member councils is £1,105k for NYCC and CYC (73%) and £410k (27%) for the district councils.

[5] There are no independent non-executive directors for VNY limited, and there is no provision for the attendance of audit committee chairs at the VNY board - this applies to Veritau only. The two independent director posts for Veritau were originally created to allow external support by company officers with experience of operating a business. The business is now well established and this support is no longer required. In practice, these posts have been vacant for a number of years.

- Once the resolutions have been passed the boards can proceed to deal with the outstanding matters and may ratify the decision to merge.

6.51 In order to achieve the March deadline, the process above will need to commence in December 2017. In practice, approval of the merger will need to be given by the relevant decision making body at each member council in advance of this commencing. This will ideally need to be completed by the end of November 2017.

7.0 IMPLICATIONS

7.1 The following implications have been identified:

a) Financial
None

b) Legal
None

c) Other (Equalities, Staffing, Planning, Health & Safety, Environmental, Crime & Disorder)
None

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Background Papers:
N/A

Appendix A

Teckal Companies

A1 The Teckal exemption has now been incorporated into the Public Contracts Regulations 2015. Regulation 12(4) and (5) enables a number of contracting authorities to directly award contracts to a jointly owned company without undertaking a procurement exercise where the following criteria are satisfied:

i. The contracting authority exercises jointly with other contracting authorities a control over the company which is similar to that which they exercise over their own departments. This includes the following:

- The company board is made up of representatives of all participating contracting authorities;
- Those contracting authorities are able to jointly exert decisive influence over the strategic objectives and significant decisions of the company; and
- The company does not pursue any interest which are contrary to those of the controlling contracting authorities.

ii. more than 80% of the activities of that legal person are carried out in the performance of tasks entrusted to it by the controlling contracting authorities or by other legal persons controlled by the same contracting authorities; and

iii. there is no direct private capital participation in the company.

A2 Both Veritau and VNY are Teckal companies. The new arrangement from April 2018 would also comply with the Teckal requirements. The exercise of control will be determined through the shareholders agreement (and Articles) which will set out the composition of the board of directors of the company, and requirements for any significant decisions to be subject to unanimous agreement by the shareholders.

A3 In the event that the company wanted to provide services to contracting authorities other than the shareholding councils then it would be up to those organisations to consider, in accordance with their own procurement rules, whether to award a contract to the company. In such cases, the Teckal exemption would not apply as the company would not be a company controlled by those bodies. However, contracting authorities are able to collaborate to provide a service without undertaking a procurement exercise. This exemption is known as the “Hamburg Principle” and is set out in regulation 12(7) of the Public Contracts Regulations 2015. In order for the collaboration to comply the following conditions must be fulfilled:

- the co-operation between the participating contracting authorities must have the aim of ensuring that public services they have to perform are provided with a view to achieving objectives they have in common; and

- the implementation of that co-operation is governed solely by considerations relating to the public interest; and
- the participating contracting authorities perform on the open market less than 20% of the activities concerned by the co-operation.

A4 The Hamburg Principle therefore provides the opportunity for other non-shareholding contracting authorities to share in the benefits of a Teckal arrangement and deliver future services in a partnership environment.

RYEDALE DISTRICT COUNCIL

PART B:	**RECOMMENDATIONS TO COUNCIL**
REPORT TO:	**POLICY & RESOURCES COMMITTEE**
DATE:	**23 NOVEMBER 2017**
REPORT OF THE:	**RESOURCES & ENABLING SERVICES LEAD (s151) PETER JOHNSON**
TITLE OF REPORT:	**APPLICATION TO THE DEPARTMENT FOR COMMUNITIES AND LOCAL GOVERNMENT FOR A NORTH YORKSHIRE AND EAST RIDING 100% BUSINESS RATES RETENTION PILOT IN 2018/19.**
WARDS AFFECTED:	**ALL**

EXECUTIVE SUMMARY

1.0 PURPOSE OF REPORT

1.1 To seek Member confirmation for Ryedale District Council to be part of an application to the Department for Communities and Local Government (DCLG) for a North Yorkshire & East Riding 100% Business Rates Retention Pilot in 2018/19.

2.0 RECOMMENDATIONS

2.1 Members agree with the action taken that Ryedale District Council, as a member of the North Yorkshire Business Rates Pool, is part of the North Yorkshire & East Riding submission to the Department for Communities and Local Government to become a 100% Business Rates Pilot in 2018/19.

2.2 Should the application be successful, delegated authority be given to the s151 Officer in conjunction with the Chair of the Policy and Resources Committee to formalise the pilot pool governance arrangements highlighted within the application.

3.0 REASON FOR RECOMMENDATIONS

3.1 The pilot will highlight the unique issues faced within North Yorkshire in order to help inform Central Government decisions on the design of a final scheme.

4.0 SIGNIFICANT RISKS

4.1 Applying to be a pilot is not without risk and the risks have been factored in as far as possible to the decision to proceed or not.

4.2 Government has recently confirmed that the 2018-19 business rate pilots will operate with "no detriment". This news is very much welcomed; whilst rigorous financial modelling has been undertaken, a no detriment clause provides assurance that the local authorities within the pilot will not be financially worse-off, providing much needed stability for financial planning purposes. The no detriment clause is particularly relevant to this specific pilot application given the inclusion of Selby's power stations within the pool's overall tax base.

5.0 POLICY CONTEXT AND CONSULTATION

5.1 Business rates income is an important revenue stream to support all the priorities of the Council. The outcome of the 100% Business Retention Rates Pilots will inform how this major income receipt for the Council is shaped in the future.

5.2 Consultation has taken place with Chief Finance Officers and Chief Executives from North Yorkshire County Council, North Yorkshire District Councils, East Riding of Yorkshire Council and the Chair of Ryedale DC Policy and Resources Committee.

REPORT

6.0 REPORT DETAILS

6.1 The Government through the DCLG has extended the opportunity to all local authorities to become 100% Business Rates Retention Pilots in 2018/19. An invitation was issued in early September with a deadline for submission of 27 October 2017. The pilot is for one year only.

6.2 100% pilots will retain all locally-collected business rates and the intention is that they would will receive additional responsibilities in return (see para 6.6). As a minimum, authorities will forego Revenue Support Grant and Rural Services Delivery Grant (this will be adjusted for from the rates retained). . The creation of the pilots will be "fiscally neutral" at baseline, but authorities will gain from retaining 100% of any above-baseline growth – we currently retain 50%.

6.3 The DCLG is looking for a wide spread of different types of pilot. There will be particular focus on applications from rural areas and from two-tier areas. This is a major opportunity for authorities in these areas, who are clearly going to be at the front of the queue.

6.4 It is very unlikely that all applications for pilot status will be successful because of affordability constraints. There is likely to be a competitive process, with applications measured against the following criteria:

- **Applications should cover a functional economic area**. The invitation talks about covering a "functional economic geography". This might be a current pool area or county, but could also extend further than this (for instance, to include counties and contiguous unitaries, or potentially even two or more counties).

- **Preference for applications from two-tier areas.** Pilots will not be limited to two-tier areas, although the split between counties and districts is something the DCLG wants to explore. The 2017-18 pilots only included single-tier authorities.

- **Proposals would promote financial sustainability.** The DCLG wants pilots to show how they can be more self-reliant and require less support from the national safety net. Furthermore, the DCLG is proposing that the safety net will apply at the pilot level rather than individual authority level (as it does for the first round of pilots).

- **Evidence of how pooled income from growth will be used across the pilot area.** The DCLG wants to see how financial gains will be used. Of principal concern, is that gains are used within the pilot to mitigate risk, and to reduce the reliance of individual authorities on the national safety net. Applications for pilot status will need to demonstrate that there would be arrangements in place to share risk and reward. Additionally, the DCLG wants to see how pilots would invest "some retained income from growth to encourage further growth across the area". This was not something that the first round of pilots were asked to demonstrate, but clearly the DCLG wants the next round of pilots to deliver something more to justify their existence.

6.5 Pilots will have a safety net at 97% of Baseline Funding Level we currently have 92.5% as an individual authority. No levy will be payable by the pilot or the individual authorities.

6.6 Very little is said in the invitation about transfers of funding streams or new responsibilities. Potentially, the DCLG has decided that it will take too long to negotiate anything new, with the deadlines being so short. Experts had thought that this would be an opportunity for authorities to show a "unique selling point" but the DCLG might now view a ground-breaking transfer as something that might cause a hold up.

6.7 All authorities covered by the proposed pilot will have to give their agreement. This has implications for how the pilot is developed by a group of authorities: every authority needs to have an incentive to join the pilot. Governance is also important to the DCLG because they will want to ensure that prospective candidates will deliver.

6.8 Decisions about successful pilots will be announced in December, which is also when the Provisional Settlement information is expected. If our application is unsuccessful then we will continue with the North Yorkshire rates pool (under the current 50% system), and those arrangements will be made in parallel.

6.9 The North Yorkshire Chief Finance Officers decided at their meeting on 29 September 2017 that the opportunity and benefits of applying to be a Pilot should be investigated with a view that if it was beneficial then an application should be made.

6.10 The services of Pixel Financial Management were commissioned to provide advice and also to undertake the financial modelling required. Pixel already provides advice to the North Yorkshire Rates Pool, and is well placed to understand the complexities that we have. They are also advisors to the Rural Services Network (SPARSE).

6.11 The proposal covers the existing members of the North Yorkshire Business Rates Pool (NYCC, Ryedale, Hambleton, Richmondshire, Craven and Scarborough) plus Selby and the East Riding of Yorkshire. Harrogate and City of York are part of the Leeds City region pool and wish to continue with that. Pixel advice is that without Selby the area would not be attractive to the DCLG and we would be very unlikely to be accepted as a pilot.

6.12 Participating pools will be treated as one entity by the Department for the purposes of business rates retention and one calculation will be made regarding top-up/ tariff and the safety net payment. Therefore, the pool must nominate a Lead Authority to receive payments from and make payments to the Department on behalf of the entire pool. Any authority within the pool is eligible to fulfil this role. Applications must state which authority will be acting as the Lead Authority for the duration of the pilot. For North Yorkshire this will be Scarborough BC

6.13 The financial appraisal calculations have taken a worst case scenario and a likely scenario. The figures are based on the 2017/18 Non Domestic Rates Returns (NNDR1) that each district billing authority completed in January 2017

6.14 At the time of writing the report the initial calculations show that, based on a likely scenario of Ryedale DC in the current rates pool the Council could be £79k better off with the 100% rates retention pilot. Under the worst case scenario the 'no detriment' clause will be invoked.

6.15 The Actual submission to Government is included at Annex A

7.0 IMPLICATIONS

7.1 The following implications have been identified:

a) Financial

The precise implications will not be available until the NNDR1 returns for 2018/19 are prepared in January 2019, however the council will be no worse off as a result of participating in the 100% Business rates Pilot.

b) Legal

The offer for the pilots from the DCLG for 2018/19 is made on the understanding that agreement has been secured locally from all relevant authorities to be designated as a pool (in accordance with Part 9 of Schedule 7B to the Local Government Finance Act 1988) and that local arrangements are put in place to pool the additional business rates income.

Pools are required to submit a governance agreement setting out how the pooling arrangements will work in terms of financial distribution and service provision and evidencing how business rates income growth will be shared. The governance agreement should also include how balances and liabilities will be treated if the pool were to be dissolved.

The s151 officer of each authority has to sign off the proposal before it is submitted. DCLG will work closely with all successful applicants to support the implementation and running of the pilot.

c) Other

None

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Background Papers:

Department for Communities and Local Government (DCLG) prospectus and supporting documents for 2018/19 pilots. https://www.gov.uk/government/publications/100-business-rates-retention-pilots-2018-to-2019-prospectus

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North Yorkshire and East Riding of Yorkshire

Application for 100% Business Rate Pilots 2018-19

Introduction

This is a proposal from North Yorkshire and the East Riding of Yorkshire for a 100% business rate pilot in 2018-19. Our proposal brings together diverse authorities from across these two areas, and builds on the economic geography in the region.

The area is predominantly rural with 100 miles of coastline to the east and spans over 100 miles east to west. Parts, especially the uplands and National Parks, are very sparsely populated. Our proposals have important strategic investment objectives that will help rural areas and rural businesses. Our priority is to invest in improving connectivity in rural areas, particularly through rural broadband and 3G/4G coverage.

The area covers the majority of the York, North Yorkshire and East Riding Local Enterprise Partnership (LEP) area. It is not one functional economic area, but an interconnected hinterland to Yorkshire's largest conurbation, the Leeds City Region and largest stand-alone city, Hull. It consists of a County Council with 6 of its constituent districts and the unitary authority of the East Riding. The LEP has shown how economic and administrative boundaries can work successfully with each other; whilst not simple, our pilot demonstrates how it can be done.

There have been major changes in business rate income in the region, particularly in Selby, where there have been significant reductions in the rateable values in two of the largest power stations in England: Eggborough and Drax. Our pilot shows how financial arrangements can be created within the business rates pool to manage these significant financial risks.

Proposed membership

The proposal for a 100% pilot includes six of the seven district councils in the county, the County Council and the East Riding of Yorkshire unitary authority. There has been a business rate pool in operation in North Yorkshire since 2013-14, consisting of the following local authorities:

- Craven District Council
- Hambleton District Council
- Richmondshire District Council
- Ryedale District Council
- Scarborough Borough Council
- North Yorkshire County Council

For the purposes of the 2018-19 pilot programme, East Riding of Yorkshire Council and Selby District Council have opted to join the existing North Yorkshire Pool. Scarborough Borough Council is the lead authority for the existing North Yorkshire pool and will continue to act as lead authority for the 100% pilot.

There are three overlapping LEPs within the county of North Yorkshire and the East Riding as indicated in the following map. Collaboration between YNYER and Humber LEPs in respect of European Funding and key sectors has forged strong relationships and formal arrangements exist for YNYER Leaders and Chief Executives. A number of partnership arrangements already exist between

Scarborough Borough Council and East Riding to deal with coastal issues – physical, social and economic.

Harrogate and York will be submitting proposals separately as part of the Leeds City Region (LCR) pilot. Both authorities are in the Leeds City Region LEP and are currently in the 50% business rates pool with LCR. It has been agreed that the continuation of this arrangement is consistent with and is led by the economic geography of the region.

Should the pilot bid be unsuccessful, East Riding of Yorkshire Council and Selby District Council will continue as single authorities and the existing North Yorkshire Business Rate Pool will continue as it currently operates.

Nature of the Pilot Area

The YNYER LEP area has a population of 1.15m (an increase of 46,000 in the past 10 years), of which the pilot area is 786,250. The pilot area covers a range of coastal and market towns and villages, with the largest being Scarborough (52,820), Bridlington, Selby and Beverley. The area is predominantly rural; all of the councils in the pilot receive Rural Services Delivery Grant, with North Yorkshire County Council receiving over 10% of the national share, more than any other council in England. Its labour force characteristics mirror many rural areas with a working age population below the national average, but an economic activity rate of 80.1%. Skills levels are higher than the national average, but average earnings are below, reflecting high levels of out-commuting, especially for higher paid work.

Employment within the area is focused along the M62/A63 and A1(M) corridors and around York, where Enterprise Zone and Food Enterprise Zone status is fuelling growth in business rates. Expansion of agri-food, renewable energy, logistics and advanced manufacturing to create high quality jobs is being supported by the LEP. Connectivity and housing affordability are common challenges throughout the area and could undermine this potential.

There are large risks in the business rates tax base concentrated in parts of the area, particularly in the valuations for the large power stations in Selby. The valuations for the two largest power stations – Eggborough and Drax – have reduced by £1.5m (75%) and £4.5m (20%) respectively since 2013-14,

whilst the conversion of part of their operations has led to a £15.6m growth in rateable values for renewable energy.

Other parts of the area have a more stable and growing tax base, particularly in the East Riding of Yorkshire which has seen consistent annual growth since the inception of business rates retention. This provides an opportunity, through this proposal, for the benefits of this growth to be invested across the pilot area whilst mitigating the risks that councils face in their local tax base.

Economic case for the North Yorkshire Pilot

The 100% business rate pilot will generate additional resources for the region to assist the rural economy and further reduce digital isolation. Funding will address the needs of rural areas, particularly internet coverage and connectivity by expanding access to superfast broadband and reliable mobile phone speeds. Investment from this programme will be used throughout North Yorkshire and the East Riding of Yorkshire.

Improving connectivity across the region is vitally important for both residents and the rural economy and, despite the extensive work undertaken by local authorities, rural broadband coverage and speeds still needs to be improved. Whilst there are programmes in place to do this through NYnet and Broadband East Riding, the 100% pilot will widen them further.

NYnet Limited was established by North Yorkshire County Council in 2007 to improve connectivity and broadband services across the region for both the public and private sectors. In order to achieve this, NYnet built and now operates a high capacity fibre network covering North Yorkshire and surrounding areas. Broadband East Riding signed its first contract with BT in 2013, with its most recent deployment ending in September 2018. Both programmes aim to contribute to Governments target of 95% superfast coverage by the end of 2017.

The funding can be used in the Superfast NY contract for Phase 3 (expected to be awarded in December 2017) and new procurement exercise within the East Riding of Yorkshire to increase superfast broadband coverage up beyond 95%.

This funding will help to ensure that access to high-speed broadband reaches some of the most rural communities and businesses in our region, and assist them to boost economic growth via this new infrastructure.

Discussions with mobile-phone providers will also be undertaken to discuss how the funding could be used to improve mobile-phone infrastructure to provide improved voice, 3G and 4G coverage and accelerate mobile connectivity across North and East Yorkshire.

Our investment will also support tourism, a key part of the Yorkshire economy, and wider rural diversification. Our ongoing support will include financial contributions towards two important cycling events held across the pilot area, the annual Tour de Yorkshire and the world cycling championships in 2019.

Looking ahead, the York, North Yorkshire and East Riding LEP have a firm commitment in their Strategic Economic Plan to doubling the rate of house-building across the sub-region. We see business rates pooling as a real opportunity to leverage HCA funding to match investment through the Strategic Investment Fund, to achieve a step-Change in housing delivery. This closely aligns to the government's push to accelerate housing delivery, as set out in the recent White Paper, Fixing our Broken Housing Market. Following a very positive meeting with the Chief Executive of the Homes and Communities Agency, the LEP and local authority Directors of Development we are preparing an innovative and ambitious proposal to put to government which will deliver a significant step up in house building.

Financial arrangements

Following discussion between relevant parties it has been agreed that there should be a common tier split in all parts of North Yorkshire, regardless of whether the billing authority is in the North Yorkshire or LCR pilot. The tier splits proposed for this 100% pilot are:

District councils	50% (increase from current 40% share)
North Yorkshire County Council	49% (increase from current 9% share)
East Riding of Yorkshire	99% (increase from current 49% share)

This tier split reflects that upper and lower tier authorities are equally responsible for running services across the two tier area. The tier split aims to maintain strong incentives for billing authorities to maximize business rates growth and income in their area, whilst also recognizing the County Council's role in business rates growth and the fact that a significant proportion of business rates funding should be directed to support upper tier functions. All of the authorities participating in this proposed pool are in agreement with the above tier split. We are still in discussions with Harrogate to agree their tier split.

The North Yorkshire Fire & Rescue Service and Humberside Fire & Rescue Service will continue with the current 1% share and will be outside the 100% pilot.

The proposed tier splits are considered to be ground-breaking; they demonstrate how a pilot can be used as a vehicle to address issues of financial stability and financial sustainability. It shows the flexibility of the system and the ability to match the boundaries of the retained rates system to economic geography, rather than being bounded by existing administrative boundaries.

There are significant financial pressures across the region including adult and children's social care demand, anticipated pay awards and the impact of the national living wage. These pressures combined with reductions in Government funding, result in a projected budget gap exceeding £20m in medium term financial plans across the pilot authorities. If successful, the pilot arrangement will help to alleviate the financial pressures forecast in 2018-19 and support the medium term financial position for each authority.

Collectively, the pilot authorities have reviewed the financial arrangements and risk associated with the 100% pilot programme. Sensitivity analysis has taken place and resultant financial arrangements have been developed to accommodate both the most-likely and worst-case scenarios. Common assumptions have been made for appeals and risk, and have incorporated each authority's growth assumptions. The financial case for the pilot is strong, with a gain of at least £10m expected across the area.

Government has confirmed that the 2018-19 business rate pilots will operate with "no detriment". This news is very much welcomed; whilst rigorous financial modeling has been undertaken, a no detriment clause provides assurance that the local authorities within the pilot will not be financially worse-off, providing much needed stability for financial planning purposes. The no detriment clause is particularly relevant to this specific pilot application given the inclusion of the aforementioned power stations within the pool's overall tax base.

The proposed pilot offers the Government an opportunity to explore the risks and opportunities identified in this business case further and can help to ensure that the future design of business rate retention system accommodates these risks appropriately.

Recognising that such an approach is only possible with clear arrangements for sharing risk and reward, all authorities involved in the pilot have agreed the following rules for the use of the additional resources generated by the pilot, subject to sufficient resources being available overall:

- *No authority can gain from being a pilot until all authorities have at least the level of resources that would have been received under the 50% scheme including the current business rate pool;*
- *Of the additional gains from the business rate pilot, 50% would be allocated to a strategic investment fund (estimated to be at least £5m per year), with contributions pro rata to each authority's gains; and*
- *Any remaining surplus/deficit at NNDR 3 would be distributed pro rata to individual authority gains, with every authority funded to at least its funding baseline subject to there being sufficient gain overall.*

Pilot members are particularly keen to ensure that there is still an incentive for individual authorities to grow their own business rate tax base, either through their own local initiatives or through collaborative working.

Governance arrangements

This proposal has the support of the Leaders, Chief Executives, and Chief Financial Officers of each council with agreement to the principles for the strategic investment fund.

It is expected that each authority will obtain formal political approval for the distribution of gains across the pilot area, including the establishment of the strategic investment fund, its policy aims, and ultimately the investment programme. It is envisaged that a working group of Section 151 Officers will meet on a regular basis to monitor the pooling arrangement and the delivery of the strategic investment fund programme.

Governance arrangements will remain in place until the pilot is fully dissolved.

The pilot will be formed for a single financial year (2018-19) and the arrangements will be renewed if the pilot is allowed to continue to operate into 2019-20. However, each pilot member will have the ability to leave the pilot at that point.

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RYEDALE DISTRICT COUNCIL

PART B:	**RECOMMENDATIONS TO COUNCIL**
REPORT TO:	**POLICY & RESOURCES COMMITTEE**
DATE:	**23 NOVEMBER 2017**
REPORT OF THE:	**CHIEF EXECUTIVE (INTERIM) CLARE SLATER**
TITLE OF REPORT:	**EXPRESSION OF INTEREST FOR A FUTURE EDITION OF THE TOUR DE YORKSHIRE**
WARDS AFFECTED:	**ALL**

EXECUTIVE SUMMARY

1.0 PURPOSE OF REPORT

1.1 For Members to consider the approach received from Welcome to Yorkshire (WTY) to submit an Expression of Interest (EOI) in hosting a start or finish for a future edition of the Tour de Yorkshire, in Ryedale.

2.0 RECOMMENDATIONS

2.1 That Members agree their preferred option in relation to the opportunity to submit an EOI to Welcome to Yorkshire, with the Council accepting the role of accountable body for such a submission

2.2 That should Members support the submission of an EOI to Welcome to Yorkshire that a sum of £150,000 should be allocated from the NHB reserve.

3.0 REASON FOR RECOMMENDATIONS

3.1 To provide Members with the opportunity to assess the opportunity and risk associated with submission of an EOI to WTY for a start or finish of a future edition of the Tour de Yorkshire (TdY).

4.0 SIGNIFICANT RISKS

4.1 Any EOI submitted by the Council would be seen by the organisers of the TdY as providing a firm commitment of support in the sum of £100,000. Whilst there may be opportunities to attract sponsorship and funding contributions from other organisations and businesses, this cannot currently be either quantified or guaranteed. The Council will therefore be accountable for the full £100,000.

4.2 The additional direct costs associated with the hosting of a start or finish cannot be quantified but will be considerable, as will the call on the Councils resources in arranging, promoting the event and managing the event on the day. The direct costs are estimated at being in the region of £50,000.

4.3 There is a risk to the Council in not submitting an EOI if there is an expectation in the business community that such a bid is to be forthcoming, or a possible perception that the Council is lacking in ambition if it decides to not submit an EOI.

4.4 There is a reputational risk that the communities and residents of Ryedale will perceive the use of Council resources in the region of at least £150,000 to support the hosting of a start/finish of a stage of the Tdy as not representing value for money. The area has benefitted from each edition of the tour to date, without the need for the Council to host a start or finish.

4.5 The Tour de Yorkshire is running in May 2019 on polling day Thursday 2nd May, counting day Friday 3rd May, and the Saturday and Sunday the 4th and 5th May. The Council is highly likely to encounter issues of staffing throughout the run up to the election and the period of the election as staff will be working on setting up polling stations and the count, and staff working at the count. There may also be access issues to polling places caused by any road closures associated with the TdY. Elections will also be taking place in May 2020 for the Police and Crime Commissioner, in May 2021 for NYCC, and in May 2022 there is currently a parliamentary election scheduled. May 2019 has an EU parliamentary election scheduled but this is unlikely to take place.

5.0 POLICY CONTEXT AND CONSULTATION

5.1 Any decision to support an EOI for a start/finish for the TdY would impact on the delivery of the Council priority of supporting Sustainable Growth as follows:

- Promoting a strong economy with thriving businesses and supporting infrastructure for future generations
- Capitalising on our culture, leisure and tourism opportunities.

REPORT

6.0 REPORT DETAILS

6.1 Welcome to Yorkshire (WTY) are inviting Expressions of Interest (EOI) for 2019 and future editions of the Tour de Yorkshire in terms of routes, starts and finishes. If the Council would like a Ryedale location to be considered as a start/finish host for an edition of the Tour de Yorkshire from 2019 onwards, an EOI will need to be submitted to WTY by the 31st January 2018. The hosting fee is £100K for a start/finish. It is requested by WTY that a particular year should not be specified, nor a preference for a start or a finish.

6.2 The launch for the 2018 edition of the Tour de Yorkshire will take place on the 5th December 2017 at The Piece Hall, in Halifax.

Previous editions of the TdY have benefitted the Ryedale area as follows:
2015 - stage 1 moors and Pickering and stage 2 Wolds and Norton.
2016 - stage 3 Sutton Bank, Helmsley, Kirkbymoorside, Hutton Le Hole and moors.
2017 - stage 1, Wolds, Norton, Malton and Pickering and moors.
2018 - to be announced on the 5th December 2017 as a 4 day race.

Whilst not directly investing in a start/finish in Ryedale with WTY, the Council has invested resources in supporting the promotion of the tour and in the management of the event on the day and in supporting communities to dress the route of the tour.

6.3 The route of any future edition is determined once Welcome to Yorkshire (WTY) and Amaury Sport Organisation (ASO) have looked at the potential host towns and routes. The organisers of the Tour De Yorkshire require a financial contribution from the host Council to take part in any future event. There will be additional expenditure required to deliver appropriate infrastructure and support for a start/finish. It is estimated, based on the cost of previous events to other Councils that this will be in the region of £50,000.

6.4 Welcome to Yorkshire has provided the information attached at Annex A in relation to the PR value, audience figures and economic benefit of the 2017 event to enable the Council to make an informed decision as to whether or not to submit an EOI to host a future start or finish of the event in Ryedale.

6.5 The two options for Members are:
i) To support submission of an EOI and accept the accountability for £150,000 and any associated risks or
ii) To not support the submission of an EOI by 31st January 2018.

6.6 With the financial outlook for the Council 2017/18 and beyond being very tough, and the scale and risk of achieving cost reduction being high, the council's policy on surplus reserves is clear: to invest to save and, if required, to smooth the curve of cost reduction in the light of timescales needed to drive costs out. Any funding to support a bid would be required to be allocated from reserves.

7.0 IMPLICATIONS

7.1 The following implications have been identified:

a) Financial
In submitting an Expression of Interest to WTY for involvement in a future edition of the TdY the Council would be accepting the liability for the full costs of the start or finish which are £100,000 payable to WTY, and a further £50,000 of costs to the Council of managing the start or finish.

b) Legal
In submitting an Expression of Interest the Council would be making a commitment to Welcome to Yorkshire to fund the cost of any start or finish allocated to the Ryedale area.

c) Other
None

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Background Papers:

None

TOUR DE YORKSHIRE BOOSTS ECONOMY BY £64 MILLION

The 2017 Tour de Yorkshire boosted the economy by almost £64 MILLION, independent research shows today.

The race weekend from 28-30 April saw a record 2.2 million spectators line the route and spend 8% more than last year.

Accommodation spend was UP 6.5% year on year and non-accommodation items such as food and drink, souvenirs and transport was UP by 9%.

The race was televised in 180 countries and watched by some 9.7 million global TV viewers across Eurosport and ITV4. 34 global broadcasters covered the action, UP from 22 in 2016 and there were over 140 hours of TV coverage shown, UP 178% on 2015 according to an independent survey by Nielson Sport 2017.

The economic impact study, carried out by Leeds Beckett University, showed that the majority of spectators were from Yorkshire (86%) while 14% from elsewhere in the UK and abroad.

Sir Gary Verity, Chief Executive of Welcome to Yorkshire, said: “This is marvellous news for Yorkshire and the public support this year was truly overwhelming.

“Since we launched the race in 2015 it has grown year on year and is now regarded as one of the biggest and best supported races in the sport.

“People have really taken the Tour de Yorkshire to their hearts and we’re working hard to get it extended to four days in 2018 so we can to bring it to more parts of the county and generate even greater benefits.”

This year’s race attracted a stellar field and Welcome to Yorkshire are confident of enticing more big names for the next two editions as the world’s best riders look to visit the county in preparation for the 2019 UCI Road World Championships.

The word is already out on the unprecedented reception the riders receive when they compete in Yorkshire, and 2017 winner Serge Pauwels said: “I’ve cycled all around the world and my favourite three crowds are for the Classics in Belgium, those in the Basque Country, and here in Yorkshire.

“Over the winter my team wanted me to take part in the Tour de Romandie to warm up for the Tour de France but I said no, I want to do the Tour of Yorkshire.”

- The Tour de Yorkshire was launched in 2015 to extend the legacy of the 2014 Grand Départ.
- The men’s race is a three-day event with a 2.1 UCI Europe Tour classification.
- The single-day Asda Women’s Tour de Yorkshire was awarded 1.2 status in 2016.

- 2.2 million spectators lined the route for the 2017 edition, up from 2 million in 2016.
- The 2017 edition was watched by 9.7 million TV viewers in 180 countries.
- The 2017 edition generated £64 million for the Yorkshire economy.
- Our ambition is to grow the men's Tour de Yorkshire to a four-day race and extend the women's race to two days.
- The race is supported by Yorkshire Bank, Yorkshire Bank Bike Libraries, Asda, Virgin Trains, Dimension Data, Doncaster Sheffield Airport and Flybe, Mug Shot, Aunt Bessie's, JCT600, Tissot, Le Coq Sportif and Mavic.

Tour de Yorkshire

THE RACE

2.2M
2.2 MILLION SPECTATORS ROADSIDE

490KM
490KM OF YORKSHIRE'S FINEST ROADS AND SCENERY

252
252 WORLD CLASS MEN AND WOMEN RIDERS

PRIZE
ONE OF THE MOST LUCRATIVE RACES IN WOMEN'S CYCLING

36
36 TOP TEAMS FROM AROUND THE WORLD

MEDIA

180
180 GLOBAL TERRITORIES BROADCAST THE RACE LIVE

549
549 GLOBAL BROADCASTERS

296M
296 MILLION PRINT REACH

536M
536 MILLION BROADCAST REACH

9.7M
9.7 MILLION GLOBAL TV VIEWERS ACROSS EUROSPORT AND ITV4

ENGAGEMENT

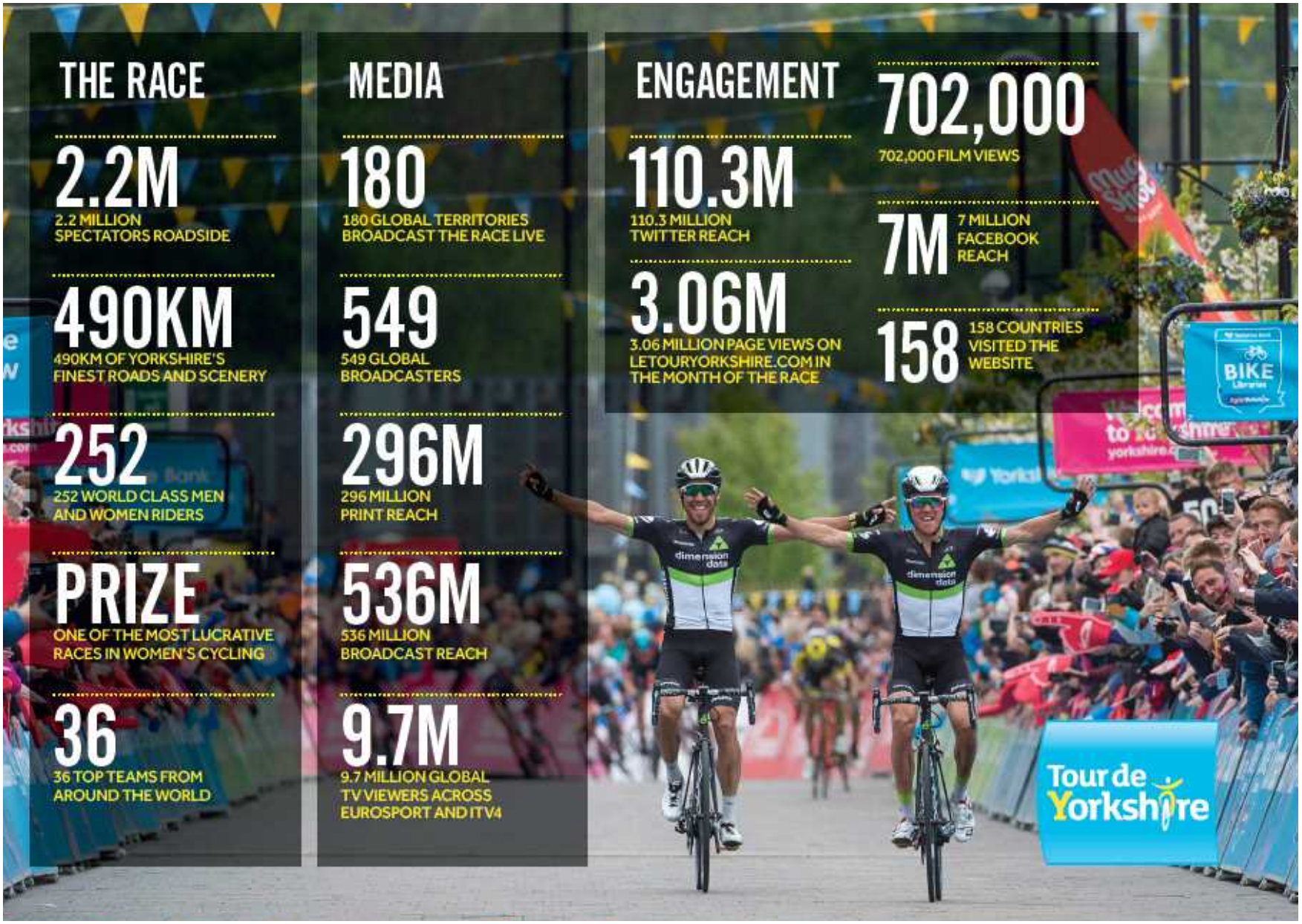
110.3M
110.3 MILLION TWITTER REACH

3.06M
3.06 MILLION PAGE VIEWS ON LETOURYORKSHIRE.COM IN THE MONTH OF THE RACE

702,000
702,000 FILM VIEWS

7M
7 MILLION FACEBOOK REACH

158
158 COUNTRIES VISITED THE WEBSITE



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RYEDALE DISTRICT COUNCIL

PART B:	**RECOMMENDATIONS TO COUNCIL**
REPORT TO:	**POLICY & RESOURCES COMMITTEE**
DATE:	**23 NOVEMBER 2017**
REPORT OF THE:	**CHIEF EXECUTIVE (INTERIM)** **CLARE SLATER**
TITLE OF REPORT:	**DEVOLUTION UPDATE**
WARDS AFFECTED:	**ALL**

EXECUTIVE SUMMARY

1.0 PURPOSE OF REPORT

1.1 For Members to consider the current position regarding a future combined authority to include the Ryedale District Council area

2.0 RECOMMENDATIONS

2.1 That Members support the development of a combined authority to include Ryedale, with officers attending any future discussions, on the principle of a partnership of the willing.

2.2 That the preferred geography for a Combined Authority to include Ryedale to be that which includes as great a portion of the Yorkshire Region as possible and including as a minimum, York, North Yorkshire and East Riding.

3.0 REASON FOR RECOMMENDATIONS

3.1 That Members continue to demonstrate the support of the Council for the development of a combined authority and devolution deal to include the Ryedale area.

4.0 SIGNIFICANT RISKS

4.1 That the Ryedale area is not included in a combined authority and any related devolution deal.

4.2 That the view of the Members of Ryedale District Council are not included in any future discussion on the geography of a combined authority and devolution deal for any part of the Yorkshire region.

5.0 POLICY CONTEXT AND CONSULTATION

5.1 In April 2016 Members resolved that support be given to officers to continue discussions with government on a devolution deal based on a York, North Yorkshire and East Riding of Yorkshire geography on a formal basis alongside other options.

5.2 Members have agreed to not have a Leader and that the Council should not have a political representative at any of the Yorkshire Leaders' Board or the Yorkshire Leaders Devolution meetings. The Chief Executive (Interim) currently attends these meetings and provides a briefing to Members as requested by Council through the Group Leaders.

REPORT

6.0 REPORT DETAILS

6.1 The options currently being discussed by the Leaders are as follows:

i) One Yorkshire – a devolution deal to include the whole of Yorkshire
ii) Greater Yorkshire – a devolution deal for the areas of Yorkshire not covered by the South Yorkshire Devolution Deal.

6.2 The majority of Leaders who attend the meetings of the Yorkshire Leaders Board continue to support the development of a One Yorkshire devolution deal. The government continue to support the South Yorkshire Devolution Deal.

In order to clarify the position in relation to the South Yorkshire Deal and the prospects of a devolution deal for the whole of Yorkshire, a meeting has been requested with the Secretary of State for Communities and Local Government and all of the Leaders who comprise the 'coalition of the willing'.

6.3 The date of the next Yorkshire Leaders Board is 12 January 2018 in York, and the next proposed Yorkshire Leaders Devolution meeting is scheduled for 4 December 2017 in Leeds.

7.0 IMPLICATIONS

7.1 The following implications have been identified:

a) Financial
Currently none identified as any discussions on a possible devolution deal are not yet advanced.

b) Legal
Currently none identified as any discussions on the governance arrangements for any combined authority are not yet advanced.

c) Other
None

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Background Papers:

None

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