



COUNCIL

Council Summons and Agenda

You are hereby summoned to attend an **Ordinary Meeting of Ryedale District Council** to be held in the **Council Chamber, Ryedale House, Malton** on **Thursday, 11 October 2018** at **6.30 pm** in the evening for the transaction of the following business:

Agenda

1 Emergency Evacuation Procedure

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

2 Apologies for absence

3 Public Question Time

4 Minutes

(Pages 3 - 16)

To approve as a correct record the minutes of the Ordinary Meeting of Council held on 6 September 2018.

5 Urgent Business

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

6 Declarations of Interest

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

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

7 Announcements

To receive any announcements from the Chairman and/or the Head of Paid Service.

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

1. To Councillor Farnell, Chairman of the Planning Committee, from Councillor Wainwright:

“In your role as the Staff Champion at RDC have you seen the Scrutiny Committee draft report into their investigation into alleged bullying at Ryedale District Council?”

2. To Councillor Clark, Chairman of the Overview and Scrutiny Committee, from Councillor Wainwright:

“Please will you inform members of any progress made since the last Full Council meeting of your Committees investigation into alleged bullying of Staff here at Ryedale District Council?”

9 To consider for Approval the Recommendations in respect of the following Part 'B' Committee Items: (Pages 17 - 28)

Policy and Resources Committee – 27 September 2018

Minute 33 – A Local Fund for Ryedale

**10 Notices on Motion Submitted Pursuant to Council Procedure Rule 11
Proposed by Councillor Potter and seconded by Councillor Clark**

Once every 3 months Policy and Resources and Overview and Scrutiny receive a report 'Delivering the Council Plan'. It provides a list of performance indicators – some annual, some quarterly.

The indicators are measured against targets; red for not achieving target; amber for very close to target; green for targets achieved.

Some appear as red or amber on a repeat basis. Some may be “not available”.

Council, while recognising improvements made over the last year, resolves to improve this monitoring process further by ensuring that on a repeat of “unavailable”, red or amber a report is produced for the appropriate committee. An explanation to be given as to why the target is close or missed on more than one occasion. Members to agree / recommend to Full Council appropriate changes so that actions can be implemented.

11 Any other business that the Chairman decides is urgent



Stacey Burlet
Chief Executive

Council

Minutes of Proceedings

At the **Ordinary Meeting of the District Council of Ryedale** held in the **Council Chamber, Ryedale House, Malton** on **Thursday 6 September 2018**

Present

Councillors Acomb, Joy Andrews, Paul Andrews, Steve Arnold, Val Arnold (Vice-Chairman), Bailey, Clark, Cleary (Chairman), Cowling, Cussons MBE, Duncan, Farnell, Frank, Gardiner, Goodrick, Hope, Ives, Jainu-Deen, Jowitt, Di Keal, Maud, Oxley, Potter, Raper, Sanderson, Elizabeth Shields, Thornton, Wainwright and Windress

In Attendance

Beckie Bennett, Stacey Burlet, Simon Copley, Anton Hodge, Mike James and Anthony Winship

Minutes

22 **Apologies for absence**

Apologies for absence were received from Councillor Burr.

23 **Public Question Time**

The following public question was submitted by Simon Thackray:

“HGV livestock traffic currently entering Malton from the B1257 Broughton Road, in order to access Malton livestock market on Horsemarket Road, travels along Mount Crescent, Middlecave Road and Victoria Road.

Assuming that the same HGV livestock traffic, that currently enters Malton from the B1257 Broughton Road, re-routes along Newbiggin and Wheelgate to Butcher Corner, in order to travel through Old Malton to the new livestock market at Eden Camp, how will the council prevent further increases in the concentration of NO2 in the Malton AQMA, and on Wheelgate in particular?”

The Chairman thanked Mr Thackray for his question and replied:

“At present, livestock market traffic from the majority of the approaches to Malton access the existing Livestock Market site through the town centre and Air Quality Management Area.

The relocation of the market to Eden Camp would result in a redistribution of livestock market traffic across the local highway network. The location of the new facility would mean that users of the market which travel from the east, north and south would be able to access the facility without the need to drive through the central network and the Air Quality Management Area. In addition Livestock Market traffic from the B1257 would have a choice of accessing Eden Camp via Highfield Road and could avoid Wheelgate and Butcher Corner.

It is not unreasonable to assume that the location of the new facility would remove a significant proportion of the existing livestock market traffic in the Air Quality Management Area.

The Council will continue to monitor air quality within the Air Quality Management Area and will work with partners to continue to implement the air quality action plan in order to improve air quality.”

Mr Thackray then asked a supplementary question:

“A new livestock market on land adjoining Eden Camp could result in the rerouting of HGV livestock transport vehicles from the B1257 Broughton Road onto Pasture Land and Highfield Road, passing a junior school and a primary school. In light of the concerns of members including Cllr Duncan, well photographed in the Gazette last week, about the disastrous knock on effects and negative impact of the Norton level crossing HGV restriction, what additional measures, I think the answer you've already given me is no, will the Council put in place to restrict and/or prevent the rerouting of HGV livestock vehicles along unsuitable roads and through highly sensitive town centre locations? Would I be right in assuming you're not going to do anything?”

The Chairman agreed that a written reply would be provided.

24 Minutes

The minutes of the Ordinary Meeting of Council held on 28 June 2018 were presented.

Resolved

That the minutes of the Ordinary Meeting of Council held on 28 June 2018 be approved and signed by the Chairman as a correct record.

25 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).

26 Declarations of Interest

The following interests were declared:

Councillor Paul Andrews declared a personal non-pecuniary but not prejudicial interest in the first motion under agenda item 10 as he was taking legal action regarding the government proposals to change the mineral planning process.

Councillor Bailey declared a personal non-pecuniary but not prejudicial interest in the first motion under agenda item 10 as the Chairman of the North York Moors National Park Authority, which was one of the partners in the Minerals and Waste Joint Plan.

The Chairman also noted that there were a number of Members who were North Yorkshire County Councillors.

27 **Announcements**

The Chairman made the following announcements:

- To thank Clare Slater for her work as Chief Executive (Interim) and look forward to her return to work as Deputy Chief Executive;
- To announce that the Council had been awarded the Armed Forces Bronze Certificate.

Councillor Hope passed on his wife's thanks for Members' good wishes and support following her riding accident.

The Chief Executive made the following announcement:

- That the briefing on the Local Fund for Ryedale was to be moved from Wednesday 12 September 2018 to be part of the Resources Working Party on Thursday 13 September 2018 unless Members had any objections. (There were no objections.)

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

1. Councillor Wainwright submitted the following question:

To Councillor Clark, Chairman of the Overview and Scrutiny Committee:

"Would Councillor Clark please inform Members of the progress made by his Scrutiny Committee into the investigation of alleged bullying of Officers at Ryedale District Council?"

The Chairman of the Overview and Scrutiny Committee, Councillor Clark replied:

"Maybe to improve his question over the years it really is not 'his committee', i.e. my committee, it is Ryedale District Council's committee of which I chair. The answer to your question unfortunately is, I am unable to answer that question at this point."

Councillor Wainwright asked the following supplementary question:

"At the Full Council meeting in June of last year you allocated £10,000 to investigate any bullying at RDC and you stated at that time that you would report back to Full Council as a matter of urgency. 16 months have passed and no report. Don't you think Councillor Clark that you're being grossly unfair and unsupportive of those alleged to have been bullied by not producing an open

report with some suggestions as to how the bullying can be prevented. From past experience you're very good at putting off decisions, perhaps you'll not produce a full report by the next Council in October or even the next Full Council after that in December and by then you'll have the good excuse of not producing the report because it's too near the election of Councillors in May and then you'll say we'll put off a decision to produce a report for the next Full Council. When will a final report be published and when will it be made available to Council Members, the press and the general public?"

Councillor Clark replied:

"I probably need to expand a little bit on my previous answer for you then. You are aware of the exempt items that prevent me from telling you more - that's the first part. The second part is this report, I didn't say it would be done urgently - no I did not - the request came from Full Council to do it as a matter of urgency and I accept that it has to be done as quickly as possible but it has to be done according to due process. It cannot be done ignoring rules on exempt, it cannot be done in a hurry, because if you do that you're not doing it properly and for someone who voted against it being looked into and for someone who denied there could be anything remotely like that subject for 2 years in Full Council before we got to this stage, it is smileable that you wish it to be done quickly whatever the cost. It will be done properly and you Councillor Wainwright, are aware of two of the holding up factors with it. Both are in exempt - I cannot say more, I do not intend to say anymore, you are aware of that and on that basis I look forward to your question next Council meeting. I hope we have got further, we will get further when it is possible to do so."

2. Councillor Wainwright submitted the following question:

To Councillor Ives, Chairman of the Policy and Resources Committee:

"Would the Chairman of P & R update members on the Streetscene Review including recruitment and the procurement of new refuse and recycling vehicles?"

The Chairman of the Policy and Resources Committee, Councillor Ives replied:

"The Streetscene review is now complete. All staff have been issued with their appointment letters and there are now several vacancies within the Streetscene area. There have been no redundancies as a result of the review and we've got several vacancies, I think we've got 3 at the moment so, I don't know if the press are taking notice of this, but we need people and we need them fast because we have got vacancies. No new refuse vehicles have been purchased. However 3 new recycling vehicles have been procured. However at present only one of the vehicles is being used and is currently in a testing phase due to technical difficulties. We are working with the supplier to work through those technical difficulties, while we are doing that we are not paying for the vehicles and within the contract there will be penalties if they do not come online soon, so we'll be refunded when we eventually start to pay for them. Members will be updated as soon as possible once there is an update on the implementation of those new vehicles."

Councillor Wainwright asked the following supplementary question:

“Do you believe our new vehicle procurement has been a mistake this year and we've gone for the cheapest option and not the best value for money option, which may have been more expensive in the short term but at least the vehicles would have been more reliable?”

Councillor Ives replied:

“Once the new vehicles come online we will be able to reduce the overall number of vehicles from 5 down to 4, which should lead to significant savings, simply because the new vehicles should be able to compact a lot more recycling materials. The supplier is working very hard to correct the issues and they are a long standing supplier of the Council. I have asked that question about the service that they deliver and have been informed that they are trying their utmost and they've got a long standing history of doing this Council well and actually when we went out to procure those vehicles it was built into the contract that there would be a penalty if they didn't come online, so there was actually some foresight when that contract was determined. If the issues cannot be resolved in the long term this Council will not hesitate to take some difficult decisions including the potential procurement of new vehicles which will come at no penalty to this Council because the current aren't working. So no, I do not believe there has been an issue in terms of the procurement and actually I think there was quite a bit of foresight to begin with.”

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

Licensing Committee – 8 May 2018

Minute 29 - Gambling Act 2005 - Updated Statement of Principles

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

That the Gambling Act Updated Statement of Principles be submitted to Full Council and be recommended for adoption.

Upon being put to the vote the motion was carried.

Resolved

That the Gambling Act Updated Statement of Principles be adopted.

Voting Record

27 For

0 Against

2 Abstentions

Licensing Committee – 3 July 2018

Minute 6 - The Licensing Act 2003 - Updated Statement of Licensing Policy

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

- (i) That the Licensing Act 2003 – the Statement of Licensing Policy (as amended) be approved for adoption which will become effective from 1 March 2019;
- (ii) That Members approve the setting up of a feasibility study to investigate the possibility of excluding certain categories of premises from the need for a Late Night Refreshment Licence.

Upon being put to the vote the motion was carried.

Resolved

- (i) That the Licensing Act 2003 – the Statement of Licensing Policy (as amended) be approved for adoption which will become effective from 1 March 2019;
- (ii) That Members approve the setting up of a feasibility study to investigate the possibility of excluding certain categories of premises from the need for a Late Night Refreshment Licence.

Voting Record

29 For

0 Against

0 Abstentions

Policy and Resources Committee – 26 July 2018

Minute 20 – Malton and Norton Infrastructure and Connectivity Improvements Study

It was moved by Councillor Ives and seconded by Councillor Steve Arnold that the following recommendations of the Policy and Resources Committee be approved and adopted.

That Council:

- (i) Endorses the Malton and Norton Infrastructure and Connectivity Improvements Study and agrees to working in partnership with NYCC, and other stakeholders as appropriate, to prioritise and develop the recommended work streams via the Malton and

Norton Connectivity Working Group (cross-authority officer working group];

- (ii) Authorises Officers to immediately progress work, in partnership with NYCC Highways Area Office, to develop and implement the proposals for potential 'quick wins' (see Annex 2) in advance of additional rail services commencing in December 2019;
- (iii) Agrees that the above Working Group considers any supplementary proposals from the public and partners, which were not considered during development of the Connectivity Study, as part of its on-going work stream;

Defers points (iv) and (v) until a later Committee meeting, pending further information from North Yorkshire.

Councillor Paul Andrews moved and Councillor Jowitt seconded the following amendment:

"The Officer Group report on a quarterly basis to a politically proportionate working group of Members."

Upon being put to the vote the amendment was lost.

Recorded Vote

For

Councillors Joy Andrews, Paul Andrews, Clark, Jowitt, Di Keal, Maud, Potter, Elizabeth Shields and Thornton.

Against

Councillors Steve Arnold, Val Arnold, Bailey, Cleary, Cowling, Cussons, Farnell, Frank, Goodrick, Hope, Ives, Jainu-Deen, Oxley, Raper, Sanderson, Wainwright and Windress.

Abstentions

Councillors Acomb, Duncan and Gardiner.

[Councillor Cowling left the meeting at 8.20pm.]

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

Resolved

That Council:

- (i) Endorses the Malton and Norton Infrastructure and Connectivity Improvements Study and agrees to working in partnership with NYCC, and other stakeholders as appropriate, to prioritise and develop the recommended work streams via the Malton and

Norton Connectivity Working Group (cross-authority officer working group];

- (ii) Authorises Officers to immediately progress work, in partnership with NYCC Highways Area Office, to develop and implement the proposals for potential 'quick wins' (see Annex 2) in advance of additional rail services commencing in December 2019;
- (iii) Agrees that the above Working Group considers any supplementary proposals from the public and partners, which were not considered during development of the Connectivity Study, as part of its on-going work stream;

Defers points (iv) and (v) until a later Committee meeting, pending further information from North Yorkshire.

Voting Record

28 For

0 Against

0 Abstentions

[Councillor Sanderson left the meeting at 8.23pm.]

Minute 21 – Malton Livestock Market

It was moved by Councillor Ives and seconded by Councillor Steve Arnold that the following recommendations of the Policy and Resources Committee be approved and adopted.

That the Council approves in principle to lead the development of a relocated Livestock Market for Ryedale conditional upon:

- a) the preparation of a business case for the new Malton Livestock Market and
- b) the preparation of a detailed specification for the new Malton Livestock Market, to include additional facilities to support sustainability and deliver a return to the Council and a revised cost plan based upon this.

That £150,000 to be made available to support the development of a business case, specification and procurement exercise for the preferred Option 2.

Councillor Paul Andrews proposed and Councillor Jowitt seconded the following amendment:

“That before any action is taken the auctioneers be invited to submit a business plan and the Council engage consultants to examine the business plan.”

Upon being put to the vote the amendment was lost.

Voting Record

2 For

25 Against

0 Abstentions

Councillor Ives then proposed and Councillor Clark seconded the following amendment:

“That this item is referred back to the Policy and Resources Committee.”

Upon being put to the vote this amendment was carried.

Voting Record

26 For

0 Against

1 Abstentions

Upon being put to the vote the motion was carried.

Resolved

That this item is referred back to the Policy and Resources Committee.

Voting Record

27 For

0 Against

0 Abstentions

30 Notices on Motion Submitted Pursuant to Council Procedure Rule 11

1. It was moved by Councillor Potter and seconded by Councillor Joy Andrews

“The government has put forward proposals via a Written Ministerial Statement (WMS) to allow the exploration phase of hydraulic fracturing (fracking) to be allowed under Permitted Development (PD), therefore requiring no planning permission. They also propose to bring the production phase of fracking under Nationally Significant Infrastructure Projects (NSIP), to be decided centrally by government and the planning inspectorate, thus taking decisions away from local control. These proposals would over-ride local plans, local planning and local democratic decisions, including those within North Yorkshire.

The Minerals and Waste Joint Plan (MWJP) was jointly produced by NYCC, CYC and NYMNP with considerable expenditure and officer time over several years. The plan was subject to extensive consultation with all stakeholders and the public. It was judged by a government appointed independent planning

inspector to be sound, legal and compliant with national policy at an Examination in Public (EIP).

Therefore:

- 1. This council endorses local control of fracking by Mineral Planning Authorities;*
- 2. This council supports the current North Yorkshire MWJP and the definitions within it;*
- 3. Council instructs our planning officers to respond to the government consultation accordingly, by rejecting the changes proposed for PD and NSIP as inappropriate and with the view that the North Yorkshire MWJP should have primacy for all planning decisions at all stages of fracking;*
- 4. Ryedale District Council requests NYCC to support this opposition to government policy.”*

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

Recorded Vote

For

Councillors Acomb, Joy Andrews, Paul Andrews, Steve Arnold, Val Arnold, Bailey, Clark, Cleary, Cowling, Cussons, Duncan, Farnell, Frank, Gardiner, Goodrick, Hope, Ives, Jainu-Deen, Jowitt, Di Keal, Maud, Oxley, Potter, Sanderson, Elizabeth Shields, Thornton, Wainwright and Windress.

Against

None.

Abstentions

Councillor Raper.

Resolved

1. This council endorses local control of fracking by Mineral Planning Authorities;
2. This council supports the current North Yorkshire MWJP and the definitions within it;
3. Council instructs our planning officers to respond to the government consultation accordingly, by rejecting the changes proposed for PD and NSIP as inappropriate and with the view that

the North Yorkshire MWJP should have primacy for all planning decisions at all stages of fracking;

4. Ryedale District Council requests NYCC to support this opposition to government policy.

2. It was moved by Councillor Clark and seconded by Councillor Thornton

“There is increasing doubt about the environmental and health safety of glyphosate. A recent case related to the use of glyphosate resulted in a fine of £200m+.

On this basis it would seem prudent for the Council to cease any further use.

This Council therefore resolves:

- i. To stop with immediate effect all use of glyphosate on its properties including car parks, roads and pavements.*
- ii. Call upon NYCC to not use glyphosate on NYCC properties, roads and pavements.”*

The following alteration was made with the consent of the meeting and the seconder:

To add

- iii. “Calls upon all Ryedale Town and Parish Councils to not use glyphosate on their properties, roads and pavements.”*

Having been moved and seconded, this motion stood automatically referred to the Policy and Resources Committee under Council Procedure Rule 11.4.

31 **Representation on Outside Bodies**

Council considered the appointment of a representative and a substitute to attend Malton Community Sports Centre Finance and Premises Governors Meetings, as recommended at the Resources Working Party meeting on 12 July 2018 and ratified at the Policy and Resources Committee meeting on 26 July 2018.

Resolved

That Councillor Cleary be appointed as the representative to the Malton Community Sports Centre Finance and Premises Governors Meetings;

That Councillor Farnell be appointed as the substitute to the Malton Community Sports Centre Finance and Premises Governors Meetings.

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

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

Appendix 1

Supplementary Public Question – 6 September 2018

From Simon Thackray:

“A new livestock market on land adjoining Eden Camp could result in the rerouting of HGV livestock transport vehicles from the B1257 Broughton Road onto Pasture Land and Highfield Road, passing a junior school and a primary school. In light of the concerns of members including Cllr Duncan, well photographed in the Gazette last week, about the disastrous knock on effects and negative impact of the Norton level crossing HGV restriction, what additional measures, I think the answer you've already given me is no, will the Council put in place to restrict and/or prevent the rerouting of HGV livestock vehicles along unsuitable roads and through highly sensitive town centre locations? Would I be right in assuming you're not going to do anything?”

Answer:

“The question has been asked of the District Council. It should be noted that any changes to the Highway are decisions of the Local Highway Authority -North Yorkshire County Council. Notwithstanding this point, it is the District Council's understanding that the traffic calming measures and 20 mph speed limit which are currently in place on Highfield Road will remain in place when the new facility is operational and signage to the new facility will be used to direct livestock market traffic from the B1257 via Butcher Corner towards Eden Camp. In this respect and in view of the redistribution of Livestock Market traffic in the local network which will occur when the new facility is operational, the District Council will continue to monitor air quality in the Air Quality Management Area. The Council will continue to work with the County Council to implement the air quality action plan.”

This page is intentionally left blank



REPORT TO: FULL COUNCIL

DATE: 11 OCTOBER 2018

SUBJECT: PART 'B' REFERRALS FROM POLICY AND RESOURCES
COMMITTEE ON 27 SEPTEMBER 2018

33 A Local Fund for Ryedale

Considered – report of the Delivery and Frontline Services Lead

Recommendations to Council

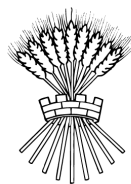
That Ryedale District Council does not support the establishment of The Local Fund for Ryedale (LFR) in partnership with the Two Ridings Community Foundation (TRCF)

Voting record

5 For

1 Abstention

This page is intentionally left blank



PART B:	RECOMMENDATIONS TO COUNCIL
REPORT TO:	POLICY AND RESOURCES COMMITTEE
DATE:	27 SEPTEMBER 2018
REPORT OF THE:	DELIVERY AND FRONTLINE SERVICES LEAD BECKIE BENNETT
TITLE OF REPORT:	A LOCAL FUND FOR RYEDALE
WARDS AFFECTED:	ALL

EXECUTIVE SUMMARY

1.0 PURPOSE OF REPORT

- 1.1 The report seeks approval to create 'The Local Fund for Ryedale' from existing resources.

2.0 RECOMMENDATION

- 2.1 That Ryedale District Council supports the establishment of 'The Local Fund for Ryedale (LFR) in partnership with the Two Ridings Community Foundation (TRCF).
- 2.2 That a donation of up to £80,000 each year and for a period of 3 years, be made to The Local Fund for Ryedale, once it is established, and subject to a 'Fund Making Agreement' between RDC and TRCF. The costs of the donations to be covered from existing grant making resources including those for Community Grants and the Creative Economy.
- 2.3 That Members delegate responsibility to negotiate the detailed terms of the 'Fund Making Agreement' between the Council and TRCF to the Chief Executive in consultation with the Chairman of the Policy and Resources Committee.
- 2.4 That a 'Local Fund Steering Group' be established as an advisory group and to include the Chairman and Vice Chairman of the Grants Working Party, officers of the Council, and representatives for the Two ridings Community Foundation.
- 2.4 That two Members be appointed by Council to represent Ryedale District Council on The Local Fund for Ryedale Panel.
- 2.5 That the Overview and Scrutiny Committee be requested to receive a report annually to monitor the progress and evaluate the impact of The Local Fund for Ryedale.

3.0 REASON FOR RECOMMENDATION

- 3.1 The establishment of The Local Fund for Ryedale would deliver effective grant making support for voluntary and community organisations in Ryedale whilst increasing the potential for local fundraising and corporate donations to benefit communities in Ryedale. The Local Fund would offer a flexible, tax efficient and cost effective way for local supporters to give to local good causes. For local businesses the fund would provide a means to deliver their corporate social responsibility ambitions as well as providing opportunities such as employee volunteering with local charities and organisations.

Additionally partnership working with the Two Ridings Community Foundation, using the model they have developed for establishing a Local Fund, would increase the efficiency of the community grant making process for the benefit of both the Council and applicants.

4.0 SIGNIFICANT RISKS

- 4.1 Accountability for decision making
Decisions for Community Grants are currently made by the RDC Grants Working Party and endorsed by the Policy and Resources Committee.
The decisions for grants made through the proposed Local Fund would be made by a Panel external to the Council. Two Members will represent RDC on the Panel and the priorities and conditions of The Local Fund will be specified in the Fund Making Agreement. This agreement will be developed with members of the RDC Grants Working Party and agreed in consultation with the Chairman of the Policy and Resources Committee. (See below at 6.6).
- 4.2 Relationship with local voluntary and community organisations
Ongoing engagement with communities, voluntary groups and individuals is a priority for the Council. Grant making provides both contact and intelligence and there is a risk that this could be lost by moving the operation of the grant making to a trust. This risk is mitigated by the continued involvement of elected members in supporting the Local Fund and decision making, and of Council Officers in project development (see below at 6.8a).
- 4.3 Reputation of the Council
The funding relationship as proposed would be between applicants and the Two Ridings Community Foundation. The Fund Making Agreement will specify how the Local Fund for Ryedale will be promoted and what acknowledgement and publicity should be included in all correspondence and awards. (Section 7, Appendix A)

5.0 POLICY CONTEXT AND CONSULTATION

- 5.1 The Council Plan priorities as agreed by members in April 2018 include the following:
- Capitalising on our culture, leisure and tourism opportunities
 - Managing the environment of Ryedale with partners
 - Minimising homelessness, improving the standard and availability of rented accommodation and supporting people to live independently
 - 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

The establishment of a Local Fund for Ryedale would support the delivery of the Councils priorities, including making more efficient use of officer capacity, reducing the administrative burden by at least two thirds of that currently required.

- 5.2 Group Leaders were invited to attend a briefing with the Chief Officer of the Two Ridings Community Foundation in February 2018 with further officer briefing at the regular group Leader briefing with Officers. Officers involved with grant making at RDC have also been engaged in discussions and briefings. Officers have engaged representatives of the voluntary and community sector in early discussions on the principles of establishing a Local Fund for Ryedale. A Member Briefing with Q&A Session was held on 13th September 2018 at which TRCF gave a presentation.

REPORT

6.0 REPORT DETAILS

- 6.1 Ryedale District Council (RDC) has a strong relationship with its community, including the many community and voluntary groups that comprise the 'third sector', who are in turn vital to the quality of life and wellbeing of residents and their communities. The Council has proudly supported the voluntary and community over many years with grant aid, delivered under various schemes. This report makes proposals in relation to the Community Grants and Arts and Heritage grant Funding. The arrangements for allocating Public Open Space and Recreation (S106 grants) and Flood Grants would not be affected by this proposal.

Current Arrangements

The current scheme operated by the Council is 'Community Grants' with a budget of £45,000 in 2018/19. Full details are available on the RDC website at <https://www.ryedale.gov.uk/living-here/community-living/community-grants.html>

In addition, grant funding for the arts and heritage sector has been allocated through a commissioning process with recommendations made annually for approval by the Policy and Resources Committee. The budget for supporting the arts and heritage sector was £55,800 in 2018/19.

- 6.2 The current administrative process for the grants is as follows:
- a. **Pre Application:** A community organisation expresses an interest in grant funding for a particular project and is supported by the relevant officer (usually a Community or Specialist Officer) to develop and submit the project application, electronically. (The 'Pre Application' stage)
 - b. **Application and appraisal:** Once the application is made, the application and all the supporting information are recorded on the electronic data management system and the relevant officer then appraises the grant including a consultation with the Ward Member.
 - c. **Decision Making:** The applications are then considered by the Grants Working Party, at three meetings per annum, and recommended to Policy and Resources Committee for approval.
 - d. **Disbursement:** Once approved, a 'grant offer letter' is sent, and if this is accepted, the grants are paid 50% up front and 50% retrospectively (on project completion) with the case management and administration (including payments) undertaken by the relevant Community or Specialist Officer.
- 6.3 39 Community Grants were considered in 2017/18. It is estimated that each grant takes approximately 2 days of Officer's time to administer from application to completion, depending on the level of complexity. This time commitment equates to half of a full

time officer post, spread across the community officer team and the specialist officers. The grants budget is oversubscribed every year.

6 Creative Economy Commissions were awarded in 2017/18. The process is similar to that outlined in 6.2 above, although 'Voluntary Sector Funding Agreements' are used to detail the activities commissioned and these are specialist in nature and time consuming to negotiate for both the recipient organisations and the specialist officers. These are reported directly to Policy and Resources Committee.

Proposal

- 6.4 Two Ridings Community Foundation (TRCF) is a registered charity which operates across North and East Yorkshire providing grants at a local level and distributing over £1million to small community groups and projects across Yorkshire in 2017. It has achieved the highest level of quality assurance in grant making and fund management. Further information on the TRCF can be found on their website <https://www.trcf.org.uk/>

The grants are made from a range of funds held for individuals, companies and local authorities or as a result of a legacy left in the will of a supporter, or from dormant Trusts. TRCF recently worked with Harrogate Borough Council to launch The Local Fund for Harrogate details can be found on the following website <https://www.trcf.org.uk/tlforharrogate>. It is this approach to grant making which is being proposed to members.

TRCF has been commissioned, UK Community Foundations, to produce a 'Vital Signs' report outlining the priorities for each District in North Yorkshire. A vital signs will be prepared for the Ryedale area as part of the development of the local fund.

Using a combination of existing research and surveys with local residents, Vital Signs reports give a full picture of social trends; key community needs; and what people think of the places where they live and work. The reports also act as guides to charitable giving by identifying areas of key needs.

Further information can found on the UK community Foundation website <https://www.ukcommunityfoundations.org/our-network/vital-signs?cookies=yes>

- 6.5 It is proposed that in the interest of efficiency of the service and ongoing fund development that RDC commissions TRCF to undertake administration of the grant process. This would be through the creation of 'The Local Fund for Ryedale'. The Fund would be held externally to the Council, by TRCF, and would be joined together with additional funds from existing local Trusts and Charities, adding value to the grant funding available from RDC. Further, there is potential for additional new funding to be added to the fund by encouraging the private sector to support local grant giving through corporate social responsibility and individual donations. The Ryedale Fund would provide a single 'front door' for community groups to access the funding. This single point of access would be used by RDC Officers in supporting the development of applications to the fund. The Local Fund would be an asset for the whole district with decisions made locally by a panel comprised of representatives of Ryedale communities, including RDC elected members.

- 6.6 A Local Fund Steering Group would be established to develop the Local Fund for Ryedale. This would include representatives from TRCF, the Chair and Vice Chair of the Grants Working Party and officers involved in the current grant making process. This group would undertake the following:

- i. Develop the Fund Making Agreement, determining the priorities for the Fund,

based on RDC priorities as agreed by Council and informed by local community and residents' needs and research undertaken in the TRCF 'Vital Signs' report for Ryedale. An illustration of the content for a Fund Making Agreement is included in Annex A.

- ii. Assist with the establishment of the 'Friends of The Local Fund for Ryedale'. This will be a voluntary group that supports the Fund with promotion, fundraising and contributing time to administration of the scheme.
 - iii. Assist with the establishment of the 'The Local Fund for Ryedale Panel'. The Panel will be responsible for making decisions on grant applications. Council will appoint two Members to the Panel. Other members of the Panel will be drawn from the community.
 - iv. Assist in the development of publicity and marketing for the launch of the Fund.
 - v. The group would conclude when the Local Fund for Ryedale has been launched.
- 6.7 TRCF charge a fee of 10% for administering any funds donated by the Council to the Local Fund. This would be paid from any donation agreed to be made to the fund by the Council.
- 6.8 The new process for applicants would then be:
- a) **Pre Application:** Community Officers and Specialist Officers support project development.
 - b) **Appraisal and application:** Applications would be made online and direct to TRCF who would also manage the appraisal process.
 - c) **Decision Making:** This would be undertaken by The Local Fund for Ryedale Panel. The recommendation for grant approvals from the LFR Panel to be ratified by TRCF Trustees in accordance with the Governance structure of the Community Foundation.
 - d) **Disbursement:** All payments, monitoring and evaluation would be undertaken by TRCF.
- 6.10 An annual report would be presented to the Overview and Scrutiny Committee outlining the grants awarded by the Panel from the Local Fund, with an evaluation of their impact.
- 6.11 Public Open Space and Recreation (S106 grants) and Flood Grants will not be included in the Fund, but will remain in the purview of Grants Working Party.

7.0 IMPLICATIONS

- 7.1 The following implications have been identified:
- a) Financial
The donation to the TRCF from RDC would be in the sum of up to £80,000 with up to £45,000 being contributed from the Community Grants budget and up to £35,000 from the Creative Economy budget being transferred to TRCF to make disbursements to successful grant applicants. 10% of the grant fund would be used for administration by TRCF.
 - b) Legal
The Fund Making Agreement will determine what the RDC donation will be used for. An example of the format for such an agreement is attached at Annex A.
 - c) Other (Equalities, Staffing, Planning, Health & Safety, Environmental, Crime & Disorder)
Any potential applicant to the RDC grant funds can already apply to the TRCF for funding, this proposal would provide a single point of access for a wider range of

grant funding there by increasing access to funding for organisations in Ryedale. There is potential for the funding contributed by RDC to the Local Fund to generate additional donations from individuals, businesses and other organisations. The proposal would increase the capacity of both the Community Team and the Specialist officers at no additional cost to the Council.

8.0 NEXT STEPS

Autumn 2018	Local Fund for Ryedale Steering Group established Vital Signs report for Ryedale launched
Winter 2018	‘Friends of the Local Fund’ established
Spring 2019	Launch of the Local Fund for Ryedale PR and Media campaign Local Fund for Ryedale opens for applications
May 2019	Appointment of 2 RDC representatives to LFR Panel by Council
Summer 2019	The first round of grant making

Author: Jos Holmes, Senior Commissioning Officer
Telephone No: 01653 600666 ext: 240
E-Mail Address: jos.holmes@ryedale.gov.uk

Background Papers:

RDC Grants Programmes

<https://www.ryedale.gov.uk/living-here/community-living/community-grants.html>

Two Ridings Community Foundation – Local Fund for Harrogate

<https://www.trcf.org.uk/tlfarrogate>

Annex A

Grant Making Agreement

The following elements would be included in a grant making agreement between Ryedale District Council and the Two Ridings Community Foundation and are for illustrative purposes only.

Agreed Terms

1. Definitions
2. Purpose of the Ryedale Fund
3. Payment of the Ryedale Fund & TRCF responsibilities
4. Use of the Ryedale Fund
5. Payment, accounts and records
6. Monitoring and reporting
7. Acknowledgment and publicity
8. Repayment of the Ryedale Fund
9. Anti-discrimination
10. Limitation of liability
11. Warranties
12. Data protection

Grant Making Priorities

The following is illustrative of the information which would be included as an appendix to the Grant making Agreement. This information would be used to inform promotional activity for the fund.

Fund Name	The Ryedale Fund Scheme About the Fund
Area of benefit	The local authority area of Ryedale District Council
Who can apply	Groups must: <ul style="list-style-type: none">• Serve the communities based in the local authority area of Ryedale District Council• Have a governing document (constitution/ rules/ memorandum/ articles of association) with a suitable dissolution clause• Be a voluntary organisation, community group, small charity or other not for profit organisation• Have a bank or building society account in the group's name with 2 signatories (not related or living together)• Be able to show that they have proper accounting procedures and are financially viable
Grant Strategy	The Scheme is designed to help voluntary organisations, community groups, small charities and other types of not for profit organisation serving the communities in the Ryedale District. The purpose of the scheme is to support and strengthen voluntary and community sector organisations based in and serving the Ryedale

	<p>district that are providing projects, and activities that benefit the local communities and residents. The funds are available to provide and increase participation and engagement and to support new and innovative ideas.</p> <p>Grants are available up to £tbc.</p> <p>A fund of £tbc is available to distribute in 2018/19.</p>
Grant size	<p>Grants up to £tbc are available to groups that improve the lives of Ryedale District residents.</p> <p>The Ryedale District scheme funding is not available to cover ongoing running costs. The Scheme supports the principle of full cost recovery and will consider a contribution towards the “management” costs of a particular project or activity as part of the application where appropriate. These need to be clearly identified in the application form in the ‘Project Financial Details’ section.</p>
Themes and Priorities	<p>Applications for the Grants scheme will be assessed against the following criteria:</p> <ul style="list-style-type: none"> • Enhance the quality of life of Ryedale residents • Increase involvement in the community • Attract more participants/volunteers • Are delivered by the community/volunteers • Show innovation and creativity • Share skills and builds capacity within communities • Add value to the community without duplication or displacing existing provision • Demonstrate outcomes/ impact of what has been achieved within xx months • Need start-up funding or create new opportunities • Are far reaching and have a long term impact once completed • Demonstrate partnership working • Contribute to the Council’s corporate priorities and any other strategies/plans <p>Above all the Scheme is intended to support community inspired and led projects, activities and events which show innovation and creativity and which will help to demonstrate how a small investment from the Council can help to make a big difference to the local community.</p> <p>Applications from organisations who have not applied for a grant before are particularly encouraged</p>
What can be funded	<ul style="list-style-type: none"> • One off specific items/activities, up to 2 months in length that positively impact on their local community with outcomes that are measurable.

	<ul style="list-style-type: none"> • Funding to expand an existing project in a new way or into a new area. • Where an application is seeking funding for sports and grounds maintenance equipment, applicants are expected to contribute at least 50% in match funding and demonstrate how the equipment will increase community involvement and participation. • Where an application is seeking funding that includes venue hire applicants are expected to contribute at least 50% in match funding and demonstrate how residents will be encouraged to attend who may be new to the activity. • The funding is not available to cover on-going running costs, however it can support full cost recovery and will consider a contribution towards the “management” costs of a particular project or activity as part of the application where appropriate. These need to be clearly identified in the application form in the ‘Project Financial Details’ section.
Exclusions	<p>The following will not be eligible for funding:</p> <ul style="list-style-type: none"> ▪ Just venue hire, this has to be part of a wider project. ▪ General requests for running costs towards existing projects. ▪ On-going or general commitments and running costs such as salaries/other employee costs, statutory training, rent, rates etc. ▪ General contributions to a project/activity ▪ Professional fees such as planning, architect or subscription costs. ▪ Insurance costs ▪ Work which has already taken place ▪ Grants to individuals ▪ Prize money/funds ▪ Purchase of gifts ▪ General appeals or sponsorship ▪ Clothing and uniforms ▪ Activities of a religious nature ▪ Activities of a political nature ▪ Services that should be provided by a statutory agency - schools, health, local and national government ▪ Profit-making organisations ▪ Financing or spending which has already taken place
Grants Panel	Grant making will be done via the Ryedale District Fund Panel

This page is intentionally left blank