



## **POLICY AND RESOURCES COMMITTEE**

Tuesday 12 June 2018 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 - 8)

**4 Urgent Business**

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

**5 Declarations of Interest**

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

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

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

**6 Appointment of Working Parties**

(Pages 9 - 10)

**7 Delivering the Council Plan**

(Pages 11 - 18)

**PART 'B' ITEMS - MATTERS REFERRED TO COUNCIL**

- 8     **A Local Fund for Ryedale** (Pages 19 - 28)
  
- 9     **Scrutiny Review - Final Report - Provision of Swimming Lessons at RDC Pools**  
      (Pages 29 - 38)
  
- 10    **Any other business that the Chairman decides is urgent.**

## **Policy and Resources Committee**

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Held at Council Chamber, Ryedale House, Malton  
on Thursday 15 March 2018

### **Present**

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

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

### **In Attendance**

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Beckie Bennett, Simon Copley, Jos Holmes, Peter Johnson, Julian Rudd and Clare Slater

### **Minutes**

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#### **62 Apologies for absence**

Apologies for absence were received from Councillor Bailey.

[Councillor Burr was present for agenda items 1-8 and 12.]

#### **63 Minutes**

The minutes of the meeting held on 8 February 2018 were presented.

#### **Resolved**

That the minutes of the meeting held on 8 February 2018 be approved and signed by the Chairman as a correct record.

#### **64 To Receive Minutes from Working Parties**

The following minutes were received:

- Resources Working Party held on 8 March 2018
- Grants Working Party held on 5 March 2018

#### **65 To Consider the Recommendations from the Resources Working Party held on 8 March 2018**

Considered – the recommendations of the Resources Working Party on 8 March 2018.

<h4><b>Decision</b></h4>
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<p>That the recommendations from the Resources Working Party held on 8 March 2018 be approved.</p>
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#### Voting Record

9 For  
0 Against  
0 Abstentions

**66 To Consider the Recommendations from the Grants Working Party held on 5 March 2018**

Considered – the recommendations of the Grants Working Party on 5 March 2018.

**Decision**

That the recommendations from the Grants Working Party held on 5 March 2018 be approved.

Voting Record

9 For  
0 Against  
0 Abstentions

**67 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).

**68 Declarations of Interest**

The following interests were declared:

Councillor Val Arnold declared a personal non-pecuniary but not prejudicial interest as a North Yorkshire County Councillor.

Councillor Cowling declared a personal non-pecuniary but prejudicial interest in agenda item 10 (Housing Benefit Debtor Write Offs) as she knew an individual referred to in the report. She left the room and took no part in the discussion or the vote on this item.

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

**69 Exempt item**

**Resolved**

That under Paragraph 1 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 an individual.

Voting Record

8 For

0 Against

0 Abstentions

70 **Housing Benefit Debtor Write Offs**

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

**Decision**

That the Policy and Resources Committee approve the write off the debt as detailed in the report.

Voting Record

7 For

0 Against

0 Abstentions

71 **Parish Election Recharges**

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

**Decision**

That the Policy and Resources Committee approve consultation with Parish Councils regarding the introduction of recharges for scheduled Parish Council elections from 2023 based on:

- a) For contested elections, a rate per elector of £2;
- b) For uncontested elections, a flat fee of £50;
- c) For grouped parishes, this would be charged per parish;
- d) For warded parishes, this would be charged per ward.

Voting Record

8 For

0 Against

0 Abstentions

**PART 'B' ITEMS - MATTERS REFERRED TO COUNCIL**

72 **Public Service Hub for Ryedale**

Considered – Report of the Chief Executive (Interim).

**Recommendation to Council**

That Council agree the following:

- i) To lead the development of a Public Service Hub for Ryedale, as the principle location for Ryedale District Council services, with the aim of vacating Ryedale House by Autumn 2020, and committing £2.5m from the NHB reserve to the Capital Programme for the delivery of this scheme.
- ii) That £275,000 of this allocation be used to support the development of a scheme on the site of the current Community House and adjacent land as the preferred option, to completion of RIBA stage 4 (Technical Design). The decision to appoint a contractor and commence to construction would be a further decision of Council.
- iii) To participate in the North Yorkshire Property Partnership, utilising the resources available through the NYPP, from the One Public Estate (OPE) programme, to support the development of the Public Service Hub for Ryedale.
- iv) That Members agree to a budget of up to £50,000 allocated from the general reserve for improvements to Ryedale House in the areas in which staff are currently working and the common areas to make the building more suitable for staff whilst a new Public Service Hub is being developed.
- v) That a Car Park Strategy for Ryedale be commissioned in partnership with North Yorkshire County Council, with a budget of £75,000 to be allocated from the general reserve.
- vi) That Members commit to working in partnership with the Milton Rooms Management Committee to enable the utilisation of the Milton Rooms for meetings of Council when the Council has relocated from Ryedale House, and that the capital allocation already agreed be used to support the improvements, regardless of the outcome of the bid to the Heritage Lottery Fund.
- vii) In agreeing that Ryedale House (RH) will be vacated by the Council and its tenants, Members support the development of detailed feasibility studies for housing development on the Ryedale House site, utilising both the OPE and Homes England funding. A further report will be brought to members when the feasibility work on the RH site and any available adjacent sites, has been developed.

#### Voting Record

8 For

0 Against

1 Abstentions

**73 The Council's Priorities 2018-2022**

Considered – Report of the Chief Executive (Interim).

**Recommendation to Council**

That Council note the contents of the report.

Voting Record

7 For

0 Against

1 Abstentions

**74 GDPR Policy Update**

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

**Recommendation to Council**

That Council is recommended to approve:

- (i) The new information governance policies attached as Annex 3 of the report;
- (ii) Delegation of any subsequent updates required to reflect the emerging guidance on the new laws from the Information Commissioner to the Council's designated Senior Information Risk Owner (SIRO), in consultation with the Corporate Information Governance Group (CIGG).

Voting Record

8 For

0 Against

0 Abstentions

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

There being no other business, the meeting closed at 8.40pm.

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To make appointments to the following Working Parties/Sub-Committees for the ensuing year, until such time as new appointments are made, as follows:

**Senior Management Contracts Working Party / Appointments Sub-Committee**

3 Conservative Members - Councillors Ives, S Arnold and Goodrick

Substitutes: Councillor Farnell

2 Independent Member - Councillors Wainwright and Cowling

Substitutes: Councillors Frank and Hope

1 Liberal Member - Councillor Clark

Substitutes: Councillor Thornton

1 New Independent Member - Councillor Burr

Substitutes: Councillor P Andrews

**Resources Working Party**

5 Conservative Members – Councillors Ives, S Arnold, V Arnold, Bailey and Oxley

Substitutes: Councillors Cleary, Farnell and Goodrick

2 Independent Members – Councillors Wainwright and Cowling

Substitutes: Councillors Frank and Hope

1 Liberal Member – Councillor Potter

Substitutes: Councillor Thornton

1 New Independent Member – Councillor P Andrews

Substitutes: Councillor Burr

1 Liberal Democrat Member – Councillor Mrs Shields

Substitutes: Councillor Keal

**Grants Working Party**

2 Conservative Members - Councillors S Arnold and V Arnold

Substitutes: to be confirmed

1 Independent Member – Councillor Frank

Substitutes: Councillor Hope

1 Liberal Member - Councillor Clark

Substitutes: Councillor Potter

1 Other Member - Councillor Jowitt

Substitutes: Councillor Burr

**Sub Committee – Appeals Panel**

3 named Members – Councillor Oxley (Conservative), Councillor Wainwright (Independent), Councillor Clark (Other)

In the absence of any of these Members, the panel to consist of 3 Members (1 Conservative, 1 Independent, 1 Other) to be appointed by the Chief Executive in consultation with the Chairman of Policy and Resources, or in the Chairman's absence, the Vice Chairman. The panel to meet as and when required.

**Constitution Working Party**

Chairman of Council, Group Leaders, Councillor Ives and Councillor S Arnold (Joint Leader of the Conservative Group).




































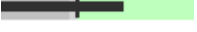
**Corporate Peer Challenge Improvement Plan Working Party**






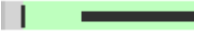


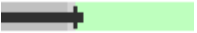





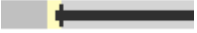


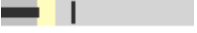
To be the same membership as the Resources Working Party.

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# Council Performance

Year-end position across all performance indicators in 2017/18

Sustainable Growth									
Status	Short Term Trend Arrow	Bullet Chart	Short Name	2015/16		2016/17		2017/18	
				Value	Target	Value	Target	Value	Target
			Total Number of Business Enterprises	3,535	3,400	3,555	3,535	3,605	3,555
			Population of Ryedale	53,300	52,800	53,900	53,300	Due 30/06	54,000
			% Ryedale population aged 16-64 qualified - NVQ1 or equivalent	83.4%		93%		96.6%	95%
			% Ryedale population aged 16-64 qualified - NVQ2 or equivalent	70.3%		85%		91.6%	90%
			% Ryedale population aged 16-64 qualified - NVQ3 or equivalent	42.9%		59.6%		60.3%	65%
			% Ryedale population aged 16-64 qualified - NVQ4 or equivalent	28.9%		36.8%		40.7%	40%
			Gross weekly earnings by workplace	£410.40	£420.20	£460.10	£410.40	£455.10	£460.10
			Gross weekly earnings by residency	£411.80	£426.00	£443.10	£411.80	£446.00	£443.00
			Employment Rate - aged 16-64	81.4%		78.6%		83.6%	80%
			Net additional homes provided	245	200	321	200	Due 30/06	
			Supply of deliverable housing sites	116.0%	100.0%	120.0%	100.0%	Due 30/06	
			Homeless applications decided 33 working days	97.2%	100.0%	100.0%	100.0%	100.0%	100.0%

Status	Short Term Trend	Bullet Chart	Short Name	2015/16		2016/17		2017/18	
				Value	Target	Value	Target	Value	Target
			Length of stay in temporary accommodation (B&B, weeks) Snapshot	4.40 weeks	6.00 weeks	2.42 weeks	6.00 weeks	5.90 weeks	4.00 weeks
			Number of Homeless Applications	37	52	23	52	35	52
			Prevention of Homelessness through Advice and Proactive Intervention (values and targets are per quarter, not accumulative)	203	156	173	156	171	156
			Properties empty for six months or more	233	249	218	233	201	218
			Affordability Ratio	8.6	8.21	8.93	8.6	9.31	8.93
			Number of affordable homes delivered (gross)	30	75	52	75	40	75

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The Council's priorities for growth have been agreed as follows:

- Promoting a strong economy with thriving businesses and supporting infrastructure for future generations
- 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

This Council wants to do all it can to create the conditions for economic success in Ryedale. 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.

We 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.

In 2017/18 the percentage of the Ryedale population achieving NVQ levels has risen across the board, with gross weekly earnings by workplace also rising over the last 12 months from £443.10 to £446. However, the gross weekly earnings by residency figure has reduced by £5. The latest ONS release on housing affordability in 2017 shows that Ryedale has:

- The highest housing affordability gap in northern England (9.31), based on the ratio of median house price to median gross annual earnings of residents by local authority area
- The highest affordability gap in the north (9.69), based on the ratio of lower quartile house price to lower quartile gross annual earnings of residents by local authority area
- The lowest (by some margin) median gross annual earnings in North Yorkshire at £23,095 (Harrogate and Selby are both at around £30k – neighbouring Scarborough is close to £26k)
- The second lowest median gross annual earnings in Yorkshire and Humber – only Hull is lower (by £10)
- The third lowest median gross annual earnings in northern England – only Blackpool and Hull are lower.
- Average wage levels that have increased – but not as fast as surrounding areas or as fast as house prices.

































To support both our businesses and our communities we also need new homes, particularly affordable homes for local people. Performance in the affordable homes delivery is below this target, with 40 homes delivered against a target of 75, but actions have been agreed following a report to the Overview and Scrutiny Committee to see what improvements can be made in line with the new National Planning Policy Framework (NPPF). Unfortunately, we can only influence and seek to facilitate these matters in partnership with others. The Council has approved the Local Plan Sites Document for publication and submission for Examination has been achieved. This will lead to the completion the current Local Plan which will provide greater certainty to developers.















The Council has concentrated efforts on working in partnership to deliver key economic projects in Ryedale. These include proposals to upgrade the A64 to dual carriageway (route options will be consulted on in September 2018), development of the Food Enterprise Zone at Malton (where work will start in summer 2018) and measures to manage traffic impacts of the doubled train service that will be introduced from Malton in 2019.

A review of tourism support is taking place to ensure that the Council's support is directed in the most effective way.

Installation of Ryecare lifeline connections in 2017/18 has risen to 570 from 505 showing an increase of 13%. The review of this service will result in a new operating model and rebranding as 'Contact Ryedale' to compliment the Councils Customer Advisor Team and work towards achieving a 24 hour customer contact offer.

In 2017/18 there were 35 homeless applications compared to 37 in the previous year and 47 Homeless preventions There were also 515 approaches to the Council for housing advice, down from 700 in the previous year. The reduction in approaches was as a direct result of the new ways of working introduced and the increased use of the Council's website. Additionally the new ways of working have placed the Council in a strong position for meeting the challenges arising from the Homelessness Reduction Act.

Customers and Communities									
Status	Short Term Trend Arrow	Bullet Chart	Short Name	2015/16		2016/17		2017/18	
				Value	Target	Value	Target	Value	Target
			% FOI Requests responded to within 20 working days	98.74%	90%	97.17%	95%	86.01%	95%
			Standard searches carried out in 10 working days	87.5%	100.0%	98.2%	100.0%	96.1%	100.0%
			Speed of processing - new HB/LCTS claims	22.5 days	25.0 days	34.9 days	25.0 days	20.9 days	25.0 days
			Speed of processing - changes of circumstances for HB/LCTS claims	5.7 days	12.0 days	6.6 days	12.0 days	10.3 days	12.0 days
			% of Non-domestic Rates Collected	99.18%	98.86%	99.39%	99.18%	99.56%	99.39%
			Planning appeals allowed	33.3%	33.0%	36.0%	33.0%	22.2%	33.0%
			Processing of planning applications: Major applications (13 weeks)	87.00%	70.00%	90.00%	70.00%	100.00%	70.00%
			Processing of planning applications: Minor applications (8 weeks)	68.00%	80.00%	70.60%	80.00%	81.00%	80.00%
			Processing of planning applications: Other applications (8 weeks)	88.30%	90.00%	88.67%	90.00%	85.60%	90.00%
			Total Job Seeker Allowance and Universal Credit Out of Work Claimants Aged 16 - 64	0.84%	-	1.1%	-	1.68%	-
			Adult participation in sport and active recreation. Sport England Active Lives Survey- Annual	39.0%	32.7%	-	-	-	-

Status	Short Term Trend	Bullet Chart	Short Name	2015/16		2016/17		2017/18	
				Value	Target	Value	Target	Value	Target
			% of Food establishments in the area broadly compliant with food hygiene law	86%	72%	88%	72%	-	-
			Number of monitoring locations exceeding the annual mean Nitrogen Dioxide objective level	1	0	0	0	0	0
			% Households in Ryedale in Fuel Poverty (Low Income High Cost)	13.3%	10.6%	-	-	-	-
			% of Household Waste Recycled	21.73%	20.00%	22.24%	20.00%	20.24%	20.00%
			% of Household Waste Composted	24.07%	23.00%	24.17%	23.00%	29.29%	23.00%

The following priorities have been agreed by Council as supporting the delivery of this priority:

- 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

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 good performance levels. The collection of Council Tax in 2017/18 has reduced slightly to 98.73%, but this is still a high level of performance that has been maintained. The percentage of Non-domestic rates collected has consistently improved year on year to end 2017/18 at 99.56%. 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 processing performance in benefits has again been maintained, with figures for new claims and change of circumstances both below target. The performance is even more pleasing as the further roll out of Universal Credit to claimants increases the Benefits workload, but performance continues to be maintained due to streamlining of the software systems used.

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. The Specialist Place Team is slightly below target over the year on 'other development' categories, but work is ongoing to address this area.

Income has ended the year £378,729 up on the target level, with income streams in Business Rates, Housing Benefit overpayment and recycles all performing better than expected.

One Ryedale									
Status	Short Term Trend Arrow	Bullet Chart	Short Name	2015/16		2016/17		2017/18	
				Value	Target	Value	Target	Value	Target
✓	↓		% of Council Tax collected	98.76%	98.52%	98.80%	98.76%	98.73%	98.80%
✓	↓		Salaries to end of March 2018	£6,173,894	£6,631,192	£4,925,280	£5,207,110	£5,240,329	£5,481,952
✓	↑		Income to end of March 2018	-	-	£2,758,314	£2,736,694	£3,123,991	£2,745,262
✓	↑		Business Rates - Retained Income to end of March 2018	£1,689,457	£1,775,000	£1,788,569	£1,775,000	£1,840,107	£1,775,000
✓			Staff Appraisals completed WorkPAL	N/A	N/A	N/A	N/A	88%	85%

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The priorities which support the delivery of this aim for unity are as follows:

- 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 IT
- Delivering the Towards 2020 programme and anticipating further savings required to 2022

Whilst the relationship between staff and elected members has improved and this is evident in the feedback from staff and members, there is more work to do to ensure that officers and members are respectful to each other. This was reflected in the feedback received from the LGA Corporate Peer Challenge Team who recently revisited the Council and the report of their findings will be available soon. Additionally the organisation is awaiting the outcome of the investigation currently being undertaken by the members of the O and S committee into the behaviour and treatment of staff and members. The findings are to be reported to Council in response to the motion passed in July 2017 on the matter.

Income has ended the year £378,729 up on the target level, with income streams in Business Rates, Housing Benefit overpayment and recycles all performing better than expected.



Partnership working to build capacity is also developing having lagged behind the delivery of the operating model for other services. The Council is currently in discussion with partners to develop for shared services for Legal, HR and Financial services, economic development, and revenues services.

The ICT programme is being implemented effectively but the pace of the delivery is slower than had been anticipated. This will be a priority for 2018/19.

A review of the implementation of the Towards 2020 programme has been undertaken and the report shared with staff. The findings were used to inform the revised operating model for the Council launched in May 2018.

Members made a decision in April 2018 to lead the development of a Public Service Hub and committing £2.5 million from the Capital Programme to deliver this. Partners are engaged and external funding has been awarded to support the development of the key projects in the asset programme. The aim is to move services into the new hub in Autumn 2020.

The Council's policy is to maintain its contingencies, balances and reserves at levels that are prudent but not excessive. With the outlook for 2018/19 and beyond being very tough, and the scale and risk of achieving cost reduction being high, any reserves identified as being surplus should be prioritised to invest to save schemes and, if required, to smooth the curve of cost reduction in the light of timescales needed to drive costs out.

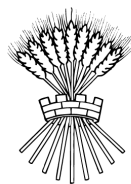
**NB**  
**Members of the committee have detailed questions in relation to the performance indicators please could these be submitted to lead officers by Friday 8 June, ahead of the meeting on 12 June, to enable full responses to be prepared for the meeting. Questions should be submitted to the relevant lead officer as follows:**

Sustainable Growth:  
Specialist Services Lead, [gary.housden@ryedale.gov.uk](mailto:gary.housden@ryedale.gov.uk)

Customers and Communities:  
Delivery and Frontline Services lead, [beckie.bennett@ryedale.gov.uk](mailto:beckie.bennett@ryedale.gov.uk)

One Ryedale:  
Chief Executive (Interim), [clare.slater@ryedale.gov.uk](mailto:clare.slater@ryedale.gov.uk)

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<b>PART B:</b>	<b>RECOMMENDATIONS TO COUNCIL</b>
<b>REPORT TO:</b>	<b>POLICY AND RESOURCES COMMITTEE</b>
<b>DATE:</b>	<b>12 JUNE 2018</b>
<b>REPORT OF THE:</b>	<b>DELIVERY AND FRONTLINE SERVICES LEAD BECKIE BENNETT</b>
<b>TITLE OF REPORT:</b>	<b>A LOCAL FUND FOR RYEDALE</b>
<b>WARDS AFFECTED:</b>	<b>ALL</b>

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## **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 £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 also engaged representatives of the voluntary and community sector in early discussions on the principles of establishing a Local Fund for Ryedale.

## 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 2017/18. 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 2017/18.

- 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 3 days of Officer's time to administer from application to completion. 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.

### **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/tlfharrogate>. 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 £80,000 with £45,000 being contributed from the Community Grants budget and £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, reducing the administrative burden placed on the council by at least 60%.

## 8.0 NEXT STEPS

Early August 2018	Local Fund for Ryedale steering group established Ryedale Vital Signs report prepared
October 2018	Appointment of RDC representatives to LFR Panel by Council Launch of the Local Fund for Ryedale PR and Media campaign launched 'Friends of the Local Fund' established Present Vital Signs report for Ryedale
December 2018	Local Fund for Ryedale opens for applications
January 2019	Deadline for Applications to the Local Fund
March 2019	Grants Awarded

The first round of grant making would replace the last community grants funding round as published on the Council website for 2018/19

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### 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/tlfharrogate>



## **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**

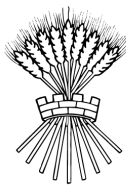
The following is illustrative of the information which would be included as an appendix to the Grant making Agreement. This information would be used to inform promotional activity for the fund.

<b>Fund Name</b>	<b>The Ryedale Fund Scheme</b> <b>About the Fund</b>
<b>Area of benefit</b>	The local authority area of Ryedale District Council
<b>Who can apply</b>	Groups must: <ul style="list-style-type: none"><li>• Serve the communities based in the local authority area of Ryedale District Council</li><li>• Have a governing document (constitution/ rules/ memorandum/ articles of association) with a suitable dissolution clause</li><li>• Be a voluntary organisation, community group, small charity or other not for profit organisation</li><li>• Have a bank or building society account in the group's name with 2 signatories (not related or living together)</li><li>• Be able to show that they have proper accounting procedures and are financially viable</li></ul>
<b>Grant Strategy</b>	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>
<b>Grant size</b>	<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>
<b>Themes and Priorities</b>	<p>Applications for the Grants scheme will be assessed against the following criteria:</p> <ul style="list-style-type: none"> <li>• Enhance the quality of life of Ryedale residents</li> <li>• Increase involvement in the community</li> <li>• Attract more participants/volunteers</li> <li>• Are delivered by the community/volunteers</li> <li>• Show innovation and creativity</li> <li>• Share skills and builds capacity within communities</li> <li>• Add value to the community without duplication or displacing existing provision</li> <li>• Demonstrate outcomes/ impact of what has been achieved within xx months</li> <li>• Need start-up funding or create new opportunities</li> <li>• Are far reaching and have a long term impact once completed</li> <li>• Demonstrate partnership working</li> <li>• Contribute to the Council’s corporate priorities and any other strategies/plans</li> </ul> <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>
<b>What can be funded</b>	<ul style="list-style-type: none"> <li>• One off specific items/activities, up to 2 months in length that positively impact on their local community with outcomes that are measurable.</li> </ul>

	<ul style="list-style-type: none"> <li>• Funding to expand an existing project in a new way or into a new area.</li> <li>• 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.</li> <li>• 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.</li> <li>• 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.</li> </ul>
<b>Exclusions</b>	<p>The following will not be eligible for funding:</p> <ul style="list-style-type: none"> <li>▪ Just venue hire, this has to be part of a wider project.</li> <li>▪ General requests for running costs towards existing projects.</li> <li>▪ On-going or general commitments and running costs such as salaries/other employee costs, statutory training, rent, rates etc.</li> <li>▪ General contributions to a project/activity</li> <li>▪ Professional fees such as planning, architect or subscription costs.</li> <li>▪ Insurance costs</li> <li>▪ Work which has already taken place</li> <li>▪ Grants to individuals</li> <li>▪ Prize money/funds</li> <li>▪ Purchase of gifts</li> <li>▪ General appeals or sponsorship</li> <li>▪ Clothing and uniforms</li> <li>▪ Activities of a religious nature</li> <li>▪ Activities of a political nature</li> <li>▪ Services that should be provided by a statutory agency - schools, health, local and national government</li> <li>▪ Profit-making organisations</li> <li>▪ Financing or spending which has already taken place</li> </ul>
<b>Grants Panel</b>	Grant making will be done via the Ryedale District Fund Panel

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<b>PART B:</b>	<b>RECOMMENDATIONS TO COUNCIL</b>
<b>REPORT TO:</b>	<b>POLICY AND RESOURCES COMMITTEE</b>
<b>DATE:</b>	<b>12 JUNE 2018</b>
<b>REPORT OF THE:</b>	<b>CHAIR OF OVERVIEW AND SCRUTINY COMMITTEE</b>
<b>TITLE OF REPORT:</b>	<b>SCRUTINY REVIEW – FINAL REPORT THE PROVISION OF SWIMMING LESSONS AT RDC POOLS</b>
<b>WARDS AFFECTED:</b>	<b>ALL</b>

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## **EXECUTIVE SUMMARY**

### **1.0 PURPOSE OF REPORT**

- 1.1 This report includes recommendations to Council following the scrutiny review into the provision of swimming lessons at Council owned swimming pools.

### **2.0 RECOMMENDATIONS**

- 2.1 It is recommended that Members agree the final report attached as Appendix 1 which includes the following recommendations:

1. Ryedale Swimming Club (RSC) and Derwent Valley Swimming Club (DVSC) are allowed to continue their Learn To Swim (LTS) lessons for the people of Ryedale during the hours agreed in the Leisure Specification.

2. Everyone Active (EA) and the swimming clubs work together to ensure a smooth transition pathway from Everyone Active lessons to Club sessions.

3. Council considers an incremental increase in the specified hire charge per hour to the swimming clubs.

### **3.0 REASON FOR RECOMMENDATION**

- 3.1 To enable Derwent Valley and Ryedale Swimming Clubs to continue to provide Learn To Swim Lessons during the hours stated in the Leisure Contract Specification.

### **4.0 SIGNIFICANT RISKS**

- 4.1 Officers have advised the members of the Overview and Scrutiny Committee in the task group meetings of the risks associated with the various options associated with this matter.

### **5.0 POLICY CONTEXT AND CONSULTATION**

- 5.1 The Overview and Scrutiny Committee has met with both swimming clubs and Everyone Active.

- 5.2 Corporate Priority: Customer and Communities – helping our partners keep our communities safe and healthy.
- 5.3 The recommendations endorse the Council's commitment to support, celebrate and recognise the value and contribution of the voluntary and community sector (recommendation from a Scrutiny Review into the Council's support for the voluntary and community sector).

## **REPORT**

### **6.0 REPORT DETAILS**

- 6.1 Attached at Appendix 1 is the final report of the review undertaken by the Overview and Scrutiny Committee into the provision of swimming lessons in the swimming pools owned by the Council and operated under contract by EA at Derwent Pool in Norton and Ryedale Pool in Pickering.
- 6.2 The review has considered
- The current Leisure Management Contract
  - The provision of swimming lessons, particularly Learn to Swim lessons
  - Potential consequences for Derwent Valley and Ryedale Swimming Clubs
  - Potential consequences for the Council

### **7.0 IMPLICATIONS**

- 7.1 The following implications have been identified:
- a) Financial  
Potential increase in the cost of the leisure management contract with consequent impact on the revenue budget and potential cost of dispute resolution.
  - b) Legal  
Potential breach of contract.
  - c) Other  
There are no significant other issues in considering this report.

### **BECKIE BENNETT DELIVERY AND FRONTLINE SERVICES LEAD**

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**Background Papers:**  
As detailed in the attached scrutiny review report.



# Scrutiny Review

## Provision of Swimming Lessons in Ryedale District Council's Swimming Pools



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## Appendices:

A Terms of Reference for the Review





## Executive Summary

This Report sets out the results of a review into the provision of the Learn to Swim (LTS) programme at Derwent Pool, Norton and Ryedale Sports Centre, Pickering.

This review has been carried out by Ryedale District Council's Scrutiny Committee.

The aim of the review was to consider the current 10 year contract between Ryedale District Council, Everyone Active and understand:

- i. The provision of swimming lessons (the Learn to Swim – LTS – programme) and
- ii. The potential consequences for the swimming clubs affected Derwent Valley Swimming Club (DVSC) and Ryedale Swimming Club (RSC)

The review has involved gathering information from Everyone Active (EA) and both DVSC and RSC to enable the Committee to understand the position regarding the provision of LTS swimming lessons.

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

Key findings include:

1. The previous Leisure Management Contract was increasing pressure on the Council's budget and a strategic decision to procure a new contract for Leisure Management to ensure the sustainability of the Council's leisure services and to keep the swimming pools open.
2. There is a contract between the Council and EA for the provision of Leisure Management, the pools are leased to EA who are responsible for delivery of the Leisure Specification. EA must provide a clear pathway from LTS into club sessions.
3. EA have a policy to be the sole provider of LTS lessons.
4. It is the opinion of the Committee that the social value of the club structure is an asset to Ryedale.
5. The Scrutiny Committee do not want to see DVSC or RSC put in jeopardy.

The recommendations of Scrutiny Committee are:

1. That RSC and DVSC are allowed to continue their LTS lessons during the hours agreed in the Leisure Specification.
2. Everyone Active and the swimming clubs work together to ensure a smooth transition pathway from Everyone Active lessons to Club sessions.
3. Council considers an incremental increase in the specified hire charge per hour to the swimming clubs.
4. That Overview and Scrutiny Committee take a greater role in scrutinising the Performance Management of the Contract, in line with the terms of reference for the Committee.



## **2. Scope of the review**

The terms of reference for the Review were agreed at the Overview and Scrutiny Committee on the 2 November 2017. (See Appendix A) in summary:

The review will make recommendations to the Policy and Resources Committee, on the arrangements for the provision of the Learn to Swim programme in Ryedale.

## **3. Membership of the Committee**

Councillor G Acomb (Vice-Chairman)  
Councillor J Clark (Chairman)  
Councillor D Cussons  
Councillor K C Duncan  
Councillor J Frank  
Councillor B Gardiner  
Councillor E Jowitt  
Councillor D E Keal  
Councillor J E Sanderson  
Councillor T Thornton

Scrutiny Review Task Group supporting officers:

Beckie Bennett (Delivery and Frontline Services Lead)  
William Baines (Programmes, Projects and Performance Officer)  
Anthony Winship (Council Solicitor)  
Fiona Casson (Solicitor and Legal Services Manager)  
Jos Holmes (Senior Commissioning Officer)

## **4. Methodology**

The Scrutiny Review was proposed at the meeting of the Overview and Scrutiny Committee on October, 5 2017 as part of the Annual Report from Everyone Active on the third year of the Leisure contract for Ryedale DC.

The Committee agreed that the Overview and Scrutiny Committee conduct a Scrutiny Review of the provision of swimming facilities in Ryedale, with particular interest in children's swimming.

The Task Group approached the review by holding the following evidence sessions:

- Task group with Derwent Valley and Ryedale Swimming Clubs 26 October 2017
- Task group with Everyone Active 18 December 2017
- Task Group 15 February 2018
- Task Group 8 March 2018 – letter sent to EA and Clubs – deadline 9 April for action and response
- EA meeting planned with RSC 23 April 2018 and DVSC on 7 May 2018.
- Task Group on 19 April 2018

In addition, both swimming clubs were invited to submit supporting documents to the committee.

The submitted documents included:



1. Copy of the Ryedale Swimming Club presentation to the Scrutiny Committee
2. Summary Document
3. Comments on RDC Sport & Active Lives Strategy
4. Annex 1 - RDC Sport & Active Lives Strategy 2013-2023
5. Sports Volunteering in England in 2002 (Sports England)
6. Public Sector Equality Duty
7. Equality Act 2010 – Public Sector Equality Duty – What do I need to know?
8. Are Everyone Active's Lessons a good use of our pool?
9. RSC Competition Squad – can it function alone?
10. Contract Review
11. Feedback from RSC Members following communication sent on EA proposal to take over RSC widths
12. ASA Learn to Swim Programme Diagram and Award Brief

Ahead of the task group meeting on 15 February 2018, further evidence was collected from the two swimming clubs regarding the number of swimmers, prices and other outstanding information.

Legal Briefings were provided by the Council Solicitor which are exempt documents given the information contains commercially sensitive contractual details and therefore has legal privilege.

Leisure contract finance information was provided to the Committee, indicating the annual cost of the contract with both the current and previous providers.

## 5. Findings

The research undertaken highlighted the following key findings:

### Leisure Management Contract

- The current 10 year contract between RDC and Everyone Active is worth £1.7m over 9 years
- The contract with EA represents an average annual saving to RDC of £186k per annum over 9 years (total £1.7m)
- EA contractually are responsible for leisure management which includes providing swimming lessons (the Learn to Swim – LTS – programme)
- There is a contract between RDC and EA for the provision of Leisure Management. The pools are leased to EA and it is their responsibility to deliver the Leisure Specification
- EA have a policy to be the sole provider of Learn to Swim Lessons
- EA must provide a clear pathway...from Learn to Swim into the club sessions
- The price of swimming lessons charged by the clubs was raised as an issue by bidders during the procurement process.
- It may have been that this could have been addressed through consultation with the clubs and agreement by the Council during the first year of the contract.
- EA tendered on the basis of providing LTS lessons to 1000 pupils
- EA have a gap of 200 pupils on LTS swimming lesson scheme, compared to tender
- EA claim an annual loss of income

## **The provision of Swimming Lessons**

- The clubs have provided swimming lessons in Ryedale swimming pools for approximately 40 years
- Both swimming clubs became aware of EA's intention to be the sole provider of LTS after the contract was awarded
- There is no reservation in the contract reserving swimming lessons for the Clubs.

## **Potential consequences for Swimming Clubs**

- Pool time each week and hire charges for clubs is protected in the Leisure Specification
- Loss of income for RSC and DVSC if not able to continue LTS lessons
- Reduction in club members on LTS for both clubs and potential loss of transition to competition squads (although EA are required to provide a clear pathway from LTS lessons into the swimming clubs)
- It is the opinion of the Committee that the social value of the club structure is an asset to Ryedale

## **Impact on Ryedale District Council**

- Reputational risk impact with the community and potentially with contract suppliers

## **Recommendations**

The following recommendations are made by Overview and Scrutiny following the review into the provision of swimming lessons at the Council's swimming pools:

1. RSC and DVSC are allowed to continue their LTS lessons for the people of Ryedale during the hours agreed in the Leisure Specification.
2. Everyone Active and the swimming clubs work together to ensure a smooth transition pathway from Everyone Active lessons to Club sessions.
3. Council considers an incremental increase in the specified hire charge per hour to the swimming clubs.
4. O and S Committee is to take greater role in scrutinising the Performance Management of the Contract, in line with the terms of reference for the Committee

Recommendations 1-3 will be made as a Part B item to the next meeting of Policy and Resources Committee and then to Full Council as these require a decision to change existing policy.

Recommendation 4 to be agreed by the O and S Committee within the terms of reference for the Committee.

**Terms of Reference - Scrutiny Review of Provision of Swimming Lessons in Ryedale District Councils Swimming Pools**

<b>Aim of the Review</b>	<p>To consider the current 10 year contract between RDC and Everyone Active and understand</p> <ul style="list-style-type: none"> <li>- the provision of swimming lessons</li> <li>- the potential consequences for swimming clubs</li> </ul>
<b>Why has this review been selected?</b>	<p>The issue of swimming lesson provision was raised at Scrutiny Committee on 5 October 2017 by Everyone Active as part of their annual report to the committee.</p> <p>Ryedale Swimming Club attended this committee and raised concerns about the planned changes Everyone Active were going to make to the provision of swimming lessons.</p>
<b>Who will carry out the review?</b>	<p>The review will be carried out by a task group including:</p> <ul style="list-style-type: none"> <li>• A minimum of 2 members of the O and S committee (but open to all members of O and S)</li> <li>• Support will be provided by the Delivery and Frontline Services Lead, the Senior Commissioning Officer and the Projects, Programmes and Performance Officer</li> <li>• With input from other officers as required, including the Monitoring Officer</li> </ul>
<b>How the review will be carried out?</b>	<p>The task group will consider the current contractual arrangement between the Council and Everyone Active and in particular the terms relating to pool activities and the provision of swimming lessons.</p> <p>The review will include consultation with Everyone Active and two swimming clubs, Derwent Valley and Ryedale Swimming Clubs.</p>
<b>What are the expected outputs?</b>	<p>It is expected that the task group will produce a report, summarising the evidence they have gathered to enable a proposed way forward for the provision of swimming lessons.</p>
<b>Timescale</b>	<p>It is anticipated that the group will conclude the outcomes of the review by February 2018. Progress reports will be submitted to the committee if required during the review.</p>

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