



## **POLICY AND RESOURCES COMMITTEE**

Thursday 16 June 2022 at 6.30 pm

Council Chamber, Ryedale House, Malton

The meeting is being held as an in-person meeting and in public. Current government guidance will be observed on 'Living with COVID-19'. The Council Chamber will be well ventilated and face coverings and hand sanitiser will be made available. Please try to stay at home if you are unwell, take a test if you have COVID-19 symptoms, and stay at home and avoid contact with other people if you test positive.

### **Agenda**

**1 Emergency Evacuation Procedure**

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

**2 Apologies for absence**

**3 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.

**4 Minutes of the meeting held on 17 March 2022** (Pages 5 - 10)

**5 Minutes of the Local Plan Working Party held on 9 March 2022** (Pages 11 - 26)

**6 Minutes of the Local Plan Working Party held on 29 March 2022** (Pages 27 - 44)

**7 Minutes of the Livestock Market Working Party held on 6 April 2022** (Pages 45 - 48)

- 8 **Minutes of the Flood Management Working Party held on 26 April 2022** (Pages 49 - 52)
- 9 **Minutes of the Local Plan Working Party held on 12 May 2022** (Pages 53 - 66)
- 10 **Minutes of the Local Plan Working Party held on 24 May 2022** (Pages 67 - 80)
- 11 **Urgent Business**  
To receive notice of any urgent business which the Chair 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.

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

- 12 **Appointment of Working Parties and Sub-Committees** (Pages 81 - 100)
- 13 **Revenue and Capital Budget Monitoring - Draft Outturn 2021-2022** (Pages 101 - 114)
- 14 **Funding for Norton Skate Park** (Pages 115 - 122)

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

- 15 **Norton College Astro-Turf Replacement Funding Request** (Pages 123 - 132)
- 16 **Council Performance - Quarter 4 2021-22** (Pages 133 - 156)

**TO RECEIVE COMMITTEE LEVEL DECISIONS MADE UNDER URGENCY POWERS, AS REQUIRED UNDER THE CONSTITUTION**

- 17 **Contract Award - Public Toilet Cleaning** (Pages 157 - 160)
- 18 **Council Tax Rebate - Discretionary Scheme** (Pages 161 - 164)
- 19 **Rural Community Grant Scheme 2022/23** (Pages 165 - 168)

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

- 20 **Exempt Information**

To consider a resolution to exclude the press and public from the meeting during consideration of the following item 21 (Malton Station Redevelopment – Levelling Up Fund Application) as provided by paragraph 3 of Schedule 12A of Section 100A of the Local Government Act 1972, as the information relates to the financial or business affairs of any particular person (including the authority holding that information).

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

- 21 **Malton Rail Station - Levelling Up Fund Application** (Pages 169 - 176)
- 22 **Any other business that the Chair decides is urgent.**

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## **Policy and Resources Committee**

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Held at Council Chamber, Ryedale House, Malton  
on Thursday 17 March 2022

### **Present**

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Councillors Joy Andrews, Arnold, Burr MBE (Vice-Chair), Clark, Delaney, Docwra, Duncan, Frank, Graham, Keal (Chair)

Overview & Scrutiny Committee Observers: Councillors Oxley, Raine and Wass

### **In Attendance**

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Lucy Furneaux, Lily Hamilton, Craig Nattress and Phillip Spurr

Lynne Bayes, Beckie Bennett, Stacey Burlet, Elizabeth Heath, Anton Hodge, Marcus Lee, Haroon Rashid, Bridget Skaife and Howard Wallis joined the meeting virtually

### **Minutes**

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103 **Emergency Evacuation Procedure**

104 **Apologies for absence**

There were no apologies for absence.

105 **Declarations of Interest**

Councillors J Andrews and Clark declared a personal, non-pecuniary and non-prejudicial interest in item 12 (Pickering Town CIC – Cycling Hub Proposal) due to their Group Leader Councillor Potter's involvement in the CIC programme.

106 **Minutes of the meeting held on 3 February 2022**

<b>Decision</b>
That the minutes of the Policy and Resources Committee meeting held on 3 February 2022 be approved and signed by the Chair as a correct record.

**Voting Record**

Carried by general affirmation

107 **Minutes from the Flood Management Working Party held on 8 February 2022**

The minutes from the Flood Management Working Party held on Tuesday 8 February 2022 were received.

108 **Minutes from the Local Plan Working Party held on 22 February 2022**

The minutes from the Local Plan Working Party held on Tuesday 22 February 2022 were received.

109 **Minutes from Grants Working Party held on 28 February 2022**

Councillor Arnold proposed and Councillor J Andrews seconded to approve the recommendations of the Grants Working Party held on 28 February 2022.

**Decision**

That the recommendations of the Grants Working Party held on 28 February 2022 be approved.

**Voting Record**

Approved by general affirmation

110 **Urgent Business**

There was one item of urgent business regarding amendments to the Community Grant Scheme criteria. The reason for the urgency was the timescale in which a decision was required.

The Chair also used this item to inform the Committee that the Structural Change Order had been approved. She noted that this could mean a change in how financial approvals over a certain amount are made. Further information will follow.

Finally, the Chair gave a statement regarding the Norton Skate Park as a report on this issue had been requested for this meeting of Policy and Resources. However, due to the complex nature of the proposals, the number of parties officers need to consult, and the capacity issues currently faced by staff, it had not been possible to produce this report in time. The Chair informed the Committee that significant progress had been made on the Skate Park. Norton Town Council has committed circa £40,000 of its budget to modify and resurface the equipment, excluding the half pipe. A contractor has been appointed and work is due to start imminently, with a view to the Skate Park opening in late spring. Negotiations regarding the refurbishment of the half pipe are ongoing. Progress will continue to be reported to the Committee, and the promised report will be presented at the next possible opportunity.

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

111 **Appointment of Working Parties and Sub-Committees**

**Decision**

That the item be deferred for consideration at the next meeting of the Policy and Resources Committee.

**Voting Record**

Carried by general affirmation

112 **Contract Renewal - Supply of Liquid Fuel**

Considered – report of the Programme Director for People and Resources

**Decision**

Policy and Resources Committee retrospectively approved:

- i. The annual spend ranging from £233,000 to £277,400 from existing budgets for a 4 year period covering from 27 November 2019 to 26 November 2023 for the supply of fuel for the Council's vehicle fleet; and
- ii. The Council entering into the Contracts.

**Voting Record**

Carried by general affirmation

113 **Malton and Norton Infrastructure and Connectivity: Potential Funding Allocations**

Considered – report of the Programme Director for Place and Resources

**Decision**

That the item be deferred for consideration at the next meeting of Full Council.

**Voting Record**

6 For

4 Against

0 Abstentions

**Recorded vote**

For

Councillors J Andrews, Arnold, Burr, Clark, Frank, Keal

Against

Councillors Delaney, Docwra, Duncan, Graham

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

114 **Pickering Town CIC - Cycling Hub Proposal**

Considered – report of the Programme Director for Place and Resources

**Recommendation to Council**

The Council approves funding of £175,000 to fund works outlined in section 6.12, subject to overview of detailed plans, with delegated authority given to the Programme Director to release the funds, in consultation with the Chair of Policy and Resources Committee.

**Voting Record**

Carried by general affirmation

115 **Council Performance - Quarter 3 2021-22**

Considered – report of the Strategy and Performance Manager

**Recommendation to Council**

It is recommended to Council that the progress report is noted.

**Voting Record**

Carried by general affirmation

116 **Timetable of Meetings 2022-2023**

Considered – report of the Head of Corporate Governance

**Recommendation to Council**

That the timetable of meetings is approved as a basis for working in 2022-23.

**Voting Record**

Carried by general affirmation

117 **Exempt Information**

**Resolved**

To exclude the press and public from the meeting during consideration of the following items:

Item 16 (Housing Debtor Write Offs) as provided by paragraph 1 of Schedule 12A of Section 100A of the Local Government Act 1972, as it contains information relating to an individual.

Item 17 (Directors Pay Clarification) as provided by paragraph 3 of Schedule 12A of Section 100A of the Local Government Act 1972, as it relates to the financial or business affairs of any particular person (including the authority holding that information).

Item 18 (Agree the Eligibility Criteria and Proposed Grant Award Levels Under the Additional Restrictions Grant Scheme for January 2022) as provided by paragraph 3 of Schedule 12A of Section 100A of the Local Government Act 1972, as it relates to the financial or business affairs of any particular person (including the authority holding that information).

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

**Voting Record**

4 For

6 Against

0 Abstentions

**Recorded Vote**

For

Councillors J Andrews, Arnold, Burr, Clark, Frank, Keal

Against

Councillors Delaney, Docwra, Duncan, Graham

**118 Housing Benefit Debtor Write Offs**

Considered – report of the Chief Finance Officer

<p style="text-align: center;"><b>Decision</b></p>
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<p>Members approve to write off the debt as detailed in the report.</p>
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**Voting Record**

Carried by general affirmation

**119 Directors Pay Clarification**

The report of the Principal HR Adviser and the Head of HR was received.

**120 Eligibility Criteria and Proposed Grant Award Levels Under the Additional Restrictions Grant Scheme for January 2022**

The Committee level decision made under urgency powers was received and the Constitutional requirement was met.

**121 Any other business that the Chair decides is urgent.**

Considered – report of the Safer, Stronger Communities Manager

**Recommendation to Council**

That Council approves the amendment to the Community Grant Scheme criteria to ensure the allocated funding is used within 2022/23 financial year.

**Voting Record**

Carried by general affirmation

There being no further business, the meeting closed at 8:25pm.

## Local Plan Working Party

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Held as a Virtual Meeting on Wednesday 9 March 2022

## Present

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Councillors Paul Andrews, Frank, Goodrick, Mason, Potter, Thackray (Substitute) and Windress

## In Attendance

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Rachael Balmer and Jill Thompson, Matthew Lishman and Lizzie Phippard

## Minutes

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### 29 Minutes

Both Cllr P Andrews, and potentially Cllr Thackray have amendments they wish to make to the current minutes.

It was agreed by all that the minutes had a provisional approval, subject to Thackray and Andrews' amendments.

### 30 Discussion around the other villages submitted sites

#### Taking us through Site Selection Methodology (SSM)

Cllr P Andrews stated that he intends not to spend a lot of time discussing this document and reiterated that Members are not looking to approve this document tonight.

ML briefly explained the changes from the previous SSM. In summary, there have been few changes and the document serves the same purpose: it is a technical document that enables us to appraise sites and policies as to matters of sustainability. There are some changes and additions based on contextual and legislative changes; for instance, specific consideration of Biodiversity Net Gain.

#### Members' discussion

Cllr Potter requested an explanation of the term Geodiversity.

RB explained that geodiversity relates to sites that make an important geological contribution in terms of understanding landscapes and scientific matters around geology. If a relevant site (for instance, an historic quarry) was

proposed to have development on, the ability to consider such properties of the site could be lost; similarly to the approach to sites of archaeological importance.

Cllr P Andrews and Thackray discussed the lack of reference to 'cycling distance' in Stage 2 Assessment 1 of the SSM. It was suggested that accessibility should not solely be considered by walkable distances and/or people's ability to walk. Transdev are going to provide Cllr Thackray with the number of people that uses buses.

Cllr Potter ask for clarity in relation to assessing flood risk, and felt that – given climate change moving forward – perhaps the flood risk checks should be more tight.

ML confirmed that the approach to assessing flood risk is more stringent now than in the previous SSM, further to consultation with the Environment Agency.

Cllr Thackray raised concerns regarding the Environment Agency and flood zones. It was suggested that flood maps keep changing and smaller settlements are modelled from unrelated town patterns.

Cllr Thackray also noted that he would like to see the full Local Plan being amended, not just a partial review.

Cllr Goodrick raised concerns that there would not be time to rewrite the plan before we go into LGR.

## **Item 2 – Other Villages**

Members were presented with a list of 46 'Other Villages' (as per the current settlement hierarchy) in which we have received site submissions.

To provide a structure, Officers broadly categorised them as follows: Settlements with both a school and bus stop, Settlements with either a school or bus stop, Settlements with limited services; and Settlements with no services.

Rachael provided general overview of sites, Matt discussed the policy constraints, Lizzie ran through service and facilities and school catchments. Members then offered general commentary about the settlements and some sites.

It was noted that – regarding school catchments – parental preference and school popularity is an additional determiner of where children go to school, beyond the basic catchment maps.

### Members' comments

Members discussed school capacity and some agreed that capacity within schools is something that is ever changing and sometimes difficult to predict. Bus service is another consideration point. School popularity can change so quickly, and is reliant on the senior management team within the Council. It was also suggested that bus stops should be taken into account. However, some Members felt it was important not to make a decision based on school selection and bus routes at the moment.

There was a Member suggestion that there should be a bigger push on affordable housing – especially for young families with young children. Members also discussed how consideration should not just be given to housing supply, but housing demand too. It was felt that affordable housing is largely not available to the people that actually need it.

Members were keen to understand the nature of the site submissions, but understood that further site assessment work would need to be undertaken before they would be in a position to make decisions on sites.

Members were also advised that, in time, composite maps would be prepared to show the sites in greater context.

It was agreed that the purpose of the Item was for an initial look at the sites and an opportunity to capture comments from Members and Officers.

### Settlements Presentation

#### **Sand Hutton**

#### Sites in relation to policy designations

All sites outside development limits and conservation area other than the accesses of Sites 233 and 249.

Site 233 is adjacent to Scheduled Ancient Monument and Visually Important Undeveloped Area.

Site 249 adjacent to Visually Important Undeveloped Area.

Total cumulative yield from submissions

63

Services

Bus stop, Church, Village Hall, Primary School, Equestrian shop

School catchments

Primary: Sand Hutton

Secondary: Huntington

Discussion

Site 292 has planning history, concerns were raised regarding highways safety.

### **Settrington**

Sites in relation to policy designations

Sites 123, 124 and 130 are all within the development limits. Site 151 is partially within the development limits. All sites are either within or immediately abutting the conservation area. Sites 131 and 151 are within close proximity of Scheduled Ancient Monuments. Everything east and south-east of the village is within the Wolds AHLV; Sites 272, 273 and 274 fall within this designation.

Total cumulative yield from submissions

63

Services

Bus stop, Church, Village Hall, Primary School, Sports field

School catchments

Primary: Settrington

Secondary: Norton

Discussion

Comments about how the school is currently over-subscribed.

### **Terrington**

Sites in relation to policy designations

Both sites are outside but immediately abutting development limits and conservation area. Terrington is surrounded by the Howardian Hills AONB and so the sites fall within this designation.

Total cumulative yield from submissions

34

Services

Bus stop, Church, Village Hall, Primary School, Village Shop, Tea room, Post Office, Surgery, Sports field, Cafe

School catchments

Primary: Terrington

Secondary: Malton

Discussion

Cllr Thackray queried as to why it wasn't previously designated as a service village. RB responded by suggesting it may not have had a regular bus service or shop. Cllr Thackray confirmed that it did have a shop.

**Welburn**

Sites in relation to policy designations

The site is not in close proximity to the development limits or conservation area. It is within the Howardian Hills AONB designation.

Total cumulative yield from submissions

100

Services

Bus stop, Church, Village Hall, Primary School, Pub, Café

School catchments

Primary: Welburn

Secondary: Malton

Discussion

Concerns that the site is distanced from the village

Air quality concerns from increased traffic on the A64 as well as the highway safety in the area.

There could be positives from it being located so close to the A64.

It being in walking distance to Welburn services; presenting affordable housing possibilities, as well as the potential for interesting architecture.

**West Heselton**

Sites in relation to policy designations

Sites 214 and 215 are within the village development limits but all others are outside of it. The village is surrounded by the Wolds AHLV, therefore all other submissions fall within this designation.

Total cumulative yield from submissions

130

Services

Bus stop, Church, Village Hall, Primary School, Pub, Sports club, Petrol station

School catchments

Primary: West Heslerton

Secondary: Norton

Discussion

Queries were raised as to why West Heslerton was not already established as a service village.

RB responded to suggest that facilities in the village may have changed over time (it also did not have a shop), further work will be undertaken and Members will be in apposition to make choices about what villages could be termed 'service villages'

Comments were raised that we should consider removing the idea of 'service villages' and simply have 'Ryedale villages'.

**Allerston**

Sites in relation to policy designations

All sites are outside the village development limits aside from the section of Site 54 closest to Main Street. All sites are at least partially within the conservation area. There is a scheduled ancient monument to the north of the village.

Total cumulative yield from submissions

17

Services

Bus stop, Church, Village Hall, Pub

School catchments

Primary: Thornton Dale

Secondary: Lady Lumley's

Discussion

A discussion was had around one of the smaller sites as to whether or not it should be in development limits, and treated as an infill site.

**Appleton Le Street**

Sites in relation to policy designations

Aside from a section of Site 58, all sites are outside development limits. Site 168 surrounds a scheduled ancient monument. The Howardian Hills AONB is south of the village but none of the sites fall within that designation.

Total cumulative yield from submissions

119

Services

Bus stop, Church

School catchments

Primary: Amotherby

Secondary: Malton

Discussion

Concerns were raised as to the scale of the site submissions.

Concerns were expressed about the character of the villages along the B1257 being negatively impacted by the scale of potential development resulting in coalescence.

Comments were raised about the implications of the development of one of the sites and what this would mean for the public house.

**Broughton**

Sites in relation to policy designations

The single site is outside but immediately abutting the development limits. It is not affected by any other designations.

Total cumulative yield from submissions

Unspecified. 30dph amount: 86

Services

Bus stop

School catchments

Primary: Amotherby

Secondary: Malton

Discussion

Members discussed the scale of the site submissions and their proximity to Malton.

**Bulmer**

Sites in relation to policy designations

The single site is immediately west of the village development limits and conservation area and is within the Howardian Hills AONB designation.

Total cumulative yield from submissions

5

Services

Bus stop, Church

School catchments

Primary: Welburn

Secondary: Malton

Discussion

Concerns about the site's proximity to Bulmer Bank and the possible steepness of the site. Additionally, stated concerns regarding highways access into and out of the site.

RB commented that there was still a short distance between the site and the main gradient of Bulmer Bank, but stated that we would seek the views of the highway authority.

## **Claxton**

### Sites in relation to policy designations

All sites are situated outside the development limits aside from the access to site 246. All sites are outside the conservation area.

### Total cumulative yield from submissions

275

### Services

Bus stop

### School catchments

Primary: Sand Hutton

Secondary: Malton

### Discussion

Concerns were raised about the scale of the submissions at the village.

It is a mile away from Sand Hutton.

There was some support for some development.

Ce should not dismiss all development in villages without certain services, because creative and organic development can enhance the vibrancy and sustainability of places. Made the example of village halls becoming better occupied with more houses in a village, or a pop-up pub.

## **Crambe**

### Sites in relation to policy designations

Both sites are outside the development limits and are within the Howardian Hills AONB designation. Site 116 is immediately adjacent to a Visually Important Undeveloped Area (town green).

### Total cumulative yield from submissions

4

### Services

Bus stop, Church

### School catchments

Primary: Welburn

Secondary: Malton

### Discussion

No specific concerns were raised regarding the submissions.

### **Ebberston**

#### Sites in relation to policy designations

The single site is outside but immediately abutting the development limits and falls in an area of the village which is not covered by the Fringe of the Moors AHLV designation.

#### Total cumulative yield from submissions

10

#### Services

Bus stop, Church, Village Hall, Pub, Sports Field

#### School catchments

Primary: Thornton Dale

Secondary: Lady Lumley's

#### Discussion

A second hand car dealership was discussed as to whether it represented a service in the village in the context of service village designation.

### **Flaxton**

#### Sites in relation to policy designations

Both sites are outside the development limits and both are outside but immediately abutting the conservation area. Site 72 is in close proximity to a designated site – The Crofts Site of Important Nature Conservation.

#### Total cumulative yield from submissions:

90

#### Services

Bus stop, Church, Village Hall, Pre-school, Pub (currently closed)

#### School catchments

Primary: Sand Hutton

Secondary: Malton

#### Discussion

Members considered the relative position of the sites and considered that Site 72 was distanced from the settlement and up a narrow track.

It was noted that the pub is currently closed and there is no indication of its reopening. Flaxton is a very old village with historic ownership matters to consider.

Members also considered the density of the site submissions.

## **Gate Helmsley**

### Sites in relation to policy designations

Both sites are outside but immediately abutting the development limits. The entire village, including the sites, is covered by the York Green Belt designation.

### Total cumulative yield from submissions

50

### Services

Bus stop, Church, Village Hall, Pub (currently closed), Farm shop, Petrol station

### School catchments

Primary: Sand Hutton

Secondary: Malton

### Discussion

Full Sutton prison is to be expanded in the near future, which has traffic implications in terms of increased visitations to the prison.

Concerns were raised as to the implications of the sites being in the York Green Belt.

## **Kirby Grindalythe and Duggleby**

### Sites in relation to policy designations

All Duggleby sites are outside the development limits and within the Wolds AHLV. There is a Scheduled Ancient Monument to the south of the village.

Both Kirby Grindalythe sites are outside the village development limits and within the Wolds AHLV. There is a Scheduled Ancient Monument to the west of the village.

### Total cumulative yield from submissions

69

### Services

### School catchments

Primary: Luttons

Secondary: Norton College

### Discussion

Concerns were raised over the scale and access of the sites along fast road with sharp bends

## **Kirby Misperton**

### Sites in relation to policy designations

All sites are outside the development limits. Site 104 covers a playing field managed by Flamingo Land.

Total cumulative yield from submissions

96

Services

Bus stop, Church, Village Hall, Pub, Post office, Flamingo Land-managed facilities

School catchments

Primary: Pickering Primaries

Secondary: Lady Lumley's

Discussion

Members advised that a school bus accesses both Kirby Misperton and Amotherby.

Members suggested it is a mobile post office.

Concerns raised regarding impacts on neighbouring residences.

Discussions were had concerning on the site submissions being on laying field might be lost by allocating Site 104, with some discussion about its accessibility and management by Flamingo Land.

Cllrs Mason and Potter suggested that Flamingo Land used the 'playing field' as hireable football pitch space, rather than a typical community asset.

Cllr P Andrews raised concerns regarding Site 104 separating Flamingo Land with the adjacent cemetery. Cllr P Andrews also pointed out that the site has a bus stop with a regular bus service and 30-40 houses might be realistically accommodated within the village. However, 50+ houses might undermine the social integrity of the village.

**Leavening**

Sites in relation to policy designations

All sites are outside the village development limits though sites 90 and 153 are immediately abutting. All sites are within the Wolds AHLV.

Total cumulative yield from submissions

70

Services

Bus stop, Church, Primary School, Pub

School catchments

Primary: Leavening

Secondary: Norton

Discussion

Cllr Goodrick outlined concerns regarding access to the village, pointing out that most accesses are single track lanes. Also pointed out uncertainties regards mains sewerage capacity and insufficient gas supply.

Cllr Mason pointed out that we should be considering alternatives to fossil fuels.

Cllr P Andrews suggested that Sites 90 or 153 might be appropriate for up to 20 houses and pointed out that additional development in the village could help fill school places at Leavening.

## **Middleton**

### Sites in relation to policy designations

The single site is outside the development limits but within the conservation area. It is proximal to a visually important undeveloped area surrounding St Andrew's Church and is within the Fringe of the Moors AHLV.

### Total cumulative yield from submissions

3

### Services

Bus stop, Church, Village Hall x2, Pub, Petrol station, Shop, Tea rooms

### School catchments

Primary: Pickering Primaries

Secondary: Lady Lumley's

### Discussion

Cllr P Andrews stated that three houses in the one location as submitted wouldn't be a problem.

Cllr Thackray suggested that Middleton could accommodate even more.

## **North Grimston**

### Sites in relation to policy designations

All sites are outside the development limits though Site 102 is immediately abutting to the south. Sites 96, 98 and 100 are at least partially on land that has been designated as Visually Important Undeveloped Area. All sites are within the Wolds AHLV.

### Total cumulative yield from submissions

58

### Services

Bus stop, Church, Village Hall, Pub

### School catchments

Primary: Settrington

Secondary: Norton College

### Discussion

Cllr Goodrick pointed out that there are currently approximately only 25 properties in the village and so there is a risk of overdevelopment. Also pointed out highways concerns, with two awkward bends in the village.

Cllr P Andrews suggested that 5-10 additional houses might be appropriate.

### **Potter Brompton**

#### Sites in relation to policy designations

There are no policy designations in Potter Brompton other than the Wolds AHLV, which all sites fall within.

#### Total cumulative yield from submissions

40

#### Services

Bus stop, Cafe

#### School catchments

Primary: Sherburn

Secondary: Ebor Academy Filey

#### Discussion

Concerns were raised in relation to the cumulative site submissions, members felt it would represent a massive over-development of the village.

Cllr Thackray suggested the sites should be considered within the context of assessing the periphery and nearby villages.

Some members suggested that Ganton wasn't actually that close by, complicated by it being accessed only by the A64. Cllr Potter echoed that it can be challenging to cross the A64 to head east, when emerging from a north-facing access.

Cllr P Andrews pointed out that the junction is now staggered to enable drivers to emerge more safely, and echoed Cllr Thackray's comments that it would be useful to see how the site relates to the village of Ganton.

### **Scampston**

#### Sites in relation to policy designations

All but one of the sites – Site 85 – are within the development limits. The site is proximal to the Registered Park and Garden designation associated with Scampston Hall and gardens.

#### Total cumulative yield from submissions

29

#### Services

Bus stop, Church, Village Hall, Scampston Hall-managed facilities

### School catchments

Primary: Rillington

Secondary: Norton

### Discussion

Members stated that they didn't feel there would be substantial issue with development at Scampston but that we should be aware of heritage impacts. Cllr Thackray suggested that the village cannot take a lot of development but pointed out that some sites might be able to accommodate interesting contemporary architecture, citing the nearby visitor centre as an example.

## **Scagglethorpe**

### Sites in relation to policy designations

All sites, aside from the most northern section of Site 229 are outside the development limits. Sites to the north and east of the village – Sites 148 and 229 – are within the Wolds AHLV.

### Total cumulative yield from submissions

137

### Services

Bus stop, Church, Village Hall, Pub

### School catchments

Primary: Settrington

Secondary: Norton

### Discussion

Members expressed concerns that Site 65 and 118 are quite divorced from the village, don't have problems with the others. However other members felt Site 65 and 34 might be a good places to put development, they are behind tree lines on the A64.

Cllr P Andrews suggested that the number of houses was a concern; 20-30 would potentially be more suitable.

## **Wharram**

### Sites in relation to policy designations

Other than the most south-west section of Site 156, all sites are outside the development limits but are proximal or abutting. Site 156 is north of a Visually Important Undeveloped Area. All sites fall within the Wolds AHLV designation.

### Total cumulative yield from submissions

94

### Services

Bus stop, Church

### School catchments

Primary: Settrington

Secondary: Norton

### Discussion

Members expressed concerns regarding the cumulative submissions which would represent a massive over-development of the village. It was considered that the sites as submitted ultimately represent significantly more land than the development itself. Some Members did not support development at the village.

## **Whitwell**

### Sites in relation to policy designations

All sites are outside the development limits, though 109, 112 and 114 are immediately abutting. Sites 115a/b/c are proximal to the parish boundary with Barton le Willows. The sites nearest to the village proper are all within the Howardian Hills AONB; the ones nearest to Barton le Willows are not.

### Total cumulative yield from submissions

23

### Services

Bus stop, Church

### School catchments

Primary: Welburn

Secondary: Malton

### Discussion

Cllr Goodrick raised concerns regarding Site 112 due to its proximity to a heritage asset and also made comments as to the safety of the A64. Though there are bus stops in the vicinity, to get the bus heading to York would require crossing the A64 in an area where it is still a 70mph speed limit. It was also pointed out that Site 114 would be very prominent in the landscape.

## **Wombleton**

### Sites in relation to policy designations

All sites are outside the development limits, however Site 2 is immediately abutting and is within the conservation area. Site 9 is proximal to an area of land designated for its biodiversity components.

### Total cumulative yield from submissions

225

### Services

Bus stop, Village Hall, Pub, Sports field

### School catchments

Primary: Nawton  
Secondary: Ryedale (Beadlam)

Discussion

Cllr Potter stated that Sites 9 and 291 bear no resemblance to the village. A number of members all agreed that Site 2 looked appropriate for some development.

Members agreed to adjourn the remaining villages, to be discussed at the next LPWP meeting.

31 **Any other Business**

A number of Members had not yet been able to fully read the Consultancy brief document. It was agreed that all Members would submit any comments by Monday, if there are no other amendments it can then be agreed.

**Meeting closed 21:33**

## Local Plan Working Party

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Held at Virtual Meeting  
on Tuesday 29 March 2022

### Present

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Councillors Paul Andrews, Frank, Goodrick, Mason, Potter, Thackray (Substitute) and Windress

### In Attendance

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Rachael Balmer, Matthew Lishman, Lizzie Phippard and Jill Thompson

### Minutes

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#### 32 Minutes

The minutes of the last meeting were proposed by Cllr Goodrick and seconded by Cllr Thackray. The minutes were agreed.

Cllr P Andrews requested and emphasised the importance of having a timetable with regards to procurement of consultants to assist with the Local Plan Review. RB advised that she would be speaking with colleagues from NYCC on April 4<sup>th</sup> regarding the next stages of the process.

#### 33 Distribution of Development Consultation Report and Consultation Responses

Cllr P Andrews and Cllr Goodrick thanked officers for the report.

RB presented an overview of the matters covered by the distribution of development consultation and summarised the report.

Members then discussed the report on a page-by-page basis:

#### Infrastructure

Cllr P Andrews: disagreed with the assertion that housing delivery had aligned with infrastructure delivery, referring specifically to problems in Malton.

Cllr Thackray: agreed with Cllr P Andrews' comment, referring to a lack of delivery of complimentary interventions following Brambling Fields junction scheme. Reiterated that Malton requires further infrastructure prior to any further development.

Cllr Potter: echoed previous comments regarding the need for infrastructure to either match or precede development. Also raised concerns regarding baseline figures for levels of traffic and emphasised need to consider congestion and air quality.

Cllr Thackray: added that forthcoming NYCC-led proposals to change traffic flows in Malton/Norton will be breaking the law on the basis of exceeding air quality levels.

Cllr Frank: raised concerns regarding Kirkbymoorside and a lack of sufficient facilities; referring specifically to the absence of a major supermarket and over-subscribed health/education facilities.

RB explained that we had have meetings with relevant NHS organisations (Clinical Commissioning Groups and surgeries) to seek their feedback and views about the distribution of development and how this could affect service delivery and what additional support may be required.

### Development in Villages

Cllr Goodrick: explained that we need to be brave and accept that housing must go somewhere; be it by expanding existing service villages or developing in other villages.

Cllr Thackray: argued that Service Villages are a misnomer: all villages are inter-connected and inter-dependent and support each other by providing services and providing a customer base utilising those services. Stated that villages should be treated with the same respect as they all serve one another.

Cllr P Andrews: referred to the NPPF's emphasis in revitalising rural communities by grouping smaller settlements and with less reliance on settlements having services of their own.

Cllr Goodrick: pointed-out that no village in her ward has a shop so most go to York or Stamford Bridge for services.

Cllr Windress: raised concerns regarding traffic problems at school pick-up/drop-off times in Beadlam, at Ryedale School, pointing out that Site 127 could provide solutions.

Cllr Mason: raised concerns regarding development along the B1257, with particular concern about coalescence.

### Occupancy Conditions

Cllr Frank: suggested that a Primary Residence condition should be considered; Cllr P Andrews agreed.

Cllr Thackray: echoed the suggestion of a Primary Residence condition, pointing out that any concerns about it de-valuing properties are unwarranted and that it would deliver what the Local Needs Occupancy (LNO) condition has failed to do; enabling people to live in properties as their home. Also stated that LNO curtails healthy organic growth in small villages and blocks housing, rather than facilitates it, and is harmful on that basis. Cllr P Andrews agreed.

Cllr Thackray: requested a definition of self-build; JT provided the legal definition and the glossary definition. Also stated that local planning authorities must make sufficient plots so some land supply provides for self-build and custom housebuilding. Cllr Thackray suggested that promoting self-builders would be a wonderful thing to do and it could be tied into the Primary Residence condition.

### Development Limits

Cllr P Andrews: suggested that development limits should be revised; possibly revising all or some development limits, or setting out principles or criteria.

Cllr Goodrick: agreed with Cllr P Andrews and suggested it could encourage small amounts of growth in villages; suggested that we would need to consider which villages are more likely to be able to provide services.

Cllr Thackray: also agreed but suggested that the most important services was sewers and roads, pointing-out that all villages have access to supermarkets and retail via online shopping.

Cllr Potter: agreed that small villages need limited amount of more organic growth. Queried what mechanisms were available to consider small sites (2-5 units) as part of the Plan Review process, rather than small sites coming forward on an ad hoc basis. RB explained that it is something we can look at, but we need to ensure that we can robustly demonstrate land supply.

### Climate change matters (Energy efficiency etc.)

Cllr Potter: remarked that the consultation revealed groundswell of interest across the subjects presented in the distribution of development consultation document. Suggested that we could progress with policy suggestions and let national policy 'catch up'.

Cllr P Andrews: suggested that a design guide could be incorporated into the new plan which could include things about energy efficiency.

Cllr Potter: emphasised the importance of considering water consumption.

Cllr Mason: suggested that we need to have a look at what will be sound in terms of aligning with current legislation, suggesting we look at other authorities' progress. Cllr P Andrews remarked that we have officers and eventually consultants to advise us on such things.

Cllr Goodrick: suggested that solutions could be contained within Building Regulations legislation.

Cllr Thackray: suggested that builders should be encouraged to introduce all measures they possibly can; including, perhaps, by reducing or exempting CIL payment requirements to facilitate the inclusion of certain features when building. RB advised that CIL payments are fixed and only specific forms of development are subject to exemption (and building sustainably is not one of them). However, self-build schemes which meet the required tests and occupancy timescales are exempt from CIL.

Cllr Mason: suggested that Cambridge local authority are a good example; Cllr Potter echoed that we should look at what successful Councils are doing and follow.

### Best and Most Versatile Agricultural Land

General concerns about the loss of best and most versatile agricultural land were raised.

This was in relation to new development, and also in relation to renewable energy schemes where the land-take is significant.

Cllr Potter: emphasised the need to avoid the best and most versatile agricultural land for building, due to its importance for food production; with less good quality perhaps to be used for renewable energy schemes.

Cllr Mason: explained that we should consider relative percentages of land use, when considering land for food production and renewable energy schemes.

Cllr Thackray: suggested that field margins could be considered, and suggested incorporating renewable energy schemes into field margins. Also emphasised the need for applicants to provide reports outlining to soil quality if their schemes would lead to loss of agricultural land. (Cllr Mason advised this was not technically feasible)

Cllr Goodrick: stated that it is paramount that good agricultural land is not wasted and is used for food production, as it going to become increasingly important in the future. Also stressed that field margins are important for biodiversity.

Cllr Frank: stated that food production is a cause of worry and suggested that Grade 3 land shouldn't be built on at all. Echoed Cllr Goodrick's comments about field margins and biodiversity.

## 34 **The Outstanding Other Villages with Submissions**

Continuing from the previous meeting of 9 March 2022, Members were presented with the 20 remaining 'other villages'.

LP provided details on sites submitted, cumulative yields of those sites, as well as an explanation as to their context in relation to policy designations and services.

### **Annexe to Item 3 - Other Villages with Site Submissions**

#### ***Burythorpe***

##### Sites in relation to policy designations

All sites are situated outside the village development limits. Burythorpe is surrounded by the Wolds Area of High Landscape Value (AHLV).

##### Dwellings in the village currently

119 (including Eddlethorpe)

##### Total cumulative yield from submissions

38+

##### Services

Church, village hall, pub, sports field, bus provided by Ryedale Community Transport (RCT)

##### School catchments

Primary: Langton

Secondary: Norton College

Discussion

Cllr Goodrick: it is a small linear village; would support some small scale development, depending on the intended mix.

Cllr P Andrews: settlement of this size could take a small number dwellings, but wouldn't wish to impose any more to avoid spoiling the character.

***Buttercrambe***

Sites in relation to policy designations

All sites are outside the village development limits; with Sites 190 and 199 particularly distant. Site 210 immediately abuts the existing limits to the west. Buttercrambe is constrained by numerous designations, including the Wolds AHLV as well as Special Areas of Conservation (SAC) and a Site of Special Scientific Interest (SSSI) (the River Derwent). There is also a Registered Park/Garden in the form of Aldby Park.

Dwellings in the village currently

44

Total cumulative yield from submissions

6

Services

Church

School catchments

Primary: Sand Hutton

Secondary: Malton

Discussion

Cllr Goodrick: Site 199 is Ellers Farm and is divorced from the village. Buttercrambe has a single track bridge which is very long; cars entering can't actually see over to the Scrayingham side. There should be very limited expansion of this village.

Cllr P Andrews: couldn't see a problem with a small-scale development.

Cllr Thackray: noted that there are permitted development schemes which allows for the conversion of farm buildings to dwellings.

***Cropton***

Sites in relation to policy designations

All sites are outside the development limits though Site 77 is immediately abutting. Cropton is surrounded by the Fringe of the Moors AHLV; meanwhile the boundary to the National Park's authority is immediately west of the village.

Dwellings in the village currently

121

Total cumulative yield from submissions

7

Services

Church, village hall, pub, bus provided by RCT

School catchments

Primary: Pickering Primary schools

Secondary: Lady Lumley's, Pickering

Discussion

Cllr Mason: queried whether we should refer to Ryedale Community Transport as a means of public transport; Cllr Thackray made a similar comment in that the frequency of a bus is what is most relevant. Cllr P Andrews stated that availability of school buses is more important than public.

Cllr P Andrews: Seven new houses doesn't sound a lot but cautioned that, if we were to allocate two sites in those fields, we would be questioned as to why not the neighbouring fields were allocated.

Cllr Frank: queried if the submissions were on burgage strips; RB advised that it was possible, pointing to the strong alignment of the field boundaries.

***Gilling East***

Sites in relation to policy designations

Site 207 is outside the development limits but proximal to it given its location near to the crossroads in the centre of the village. The village is covered by the Howardian Hills Area of Outstanding Natural Beauty (AONB) designation.

Dwellings in the village currently

102

Total cumulative yield from submissions

4

Services

Church, village hall, pub

School catchments

Primary: Ampleforth and Hovingham

Secondary: Ryedale, Beadlam

Discussion

No concerns were raised regarding the submission.

***Habton***

Sites in relation to policy designations

Both submissions are outside the village development limits, with Site 27 extending significantly north of the village. Site 28 is near to a Visually Important Undeveloped Area (VIUA).

Dwellings in the village currently

143

Total cumulative yield from submissions

Unspecified.

Services

Bus, village hall, pub

School catchments

Primary: Malton Primary schools

Secondary: Malton

Discussion

Cllrs P Andrews and Mason declared interests in this village.

Cllr Mason pointed out that Site 28 has been submitted as one but the aspiration of the landowners is for it to be split into two. Pointed out also that there are school buses to Malton, Pickering and Amotherby.

Cllr P Andrews said that a large housing development could completely change the character of the village, but a small-medium sized site houses could be appropriate. Stated also that the barn area has been advertised for employment for a long time without interest.

***Harome***

Sites in relation to policy designations

All submitted sites are outside the village development limits, though the policy line has been drawn around specifically Sites 3 and 174, which are situated off Back Lane. Site 6 is immediately north of a designated playing area. All sites also fall outside the Harome Conservation Area. Harome is surrounded by the Fringe of the Moors AHLV.

Dwellings in the village currently

126

Total cumulative yield from submissions

36

Services

Church, village hall, pub, bowling club

School catchments

Primary: Helmsley

Secondary: Ryedale, Beadlam

Discussion

Cllr Goodrick stated that Site 6 is too divorced from the village.

Cllr Windress queried if Site 3 had had planning permission refused recently; ML confirmed that there was a scheme for replacement windows refused and dismissed on appeal in 2015.

Cllr P Andrews agreed regarding Site 6. Raised concerns about Site 8 bordering a watercourse; Cllr Goodrick echoed this and suggested there could be a flood risk.

***Marion***

#### Sites in relation to policy designations

All sites are outside but abutting the village development limits. All sites also outside conservation area. Sites 43 and 280 are in the Fringe of the Moors AHLV.

#### Dwellings in the village currently

97

#### Total cumulative yield from submissions

38

#### Services

Church, village hall, bus provided by RCT

#### School catchments

Primary: Sinnington

Secondary: Ryedale, Beadlam

#### Discussion

Cllr Goodrick raised some concerns with sites 4 and 43. Cllr P Andrews agreed, and suggested the boundary of Site 4 could perhaps be amended. There was a discussion regarding a building acting as both a church and a village hall.

### ***Newton-upon-Rawcliffe***

#### Sites in relation to policy designations

Both sites are outside the village development limits and both are in the Fringe of the Moors AHLV. Both are also proximal to the boundary with the National Park planning authority.

#### Dwellings in the village currently

85

#### Total cumulative yield from submissions

51

#### Services

Church, village hall, pub, bus provided by RCT

#### School catchments

Primary: Pickering Primary schools

Secondary: Lady Lumley's, Pickering

#### Discussion

Cllr Goodrick concerns about overdevelopment; Cllr P Andrews agreed and suggested that some houses might be acceptable, but not 40.

Cllr Frank agreed that it would be over-development; with Site 44 being too far out of the village into open countryside.

Cllr Potter queried if we the authority was able to negotiate dividing any sites up to deliver some dwellings rather than the full yield amount as submitted. RB confirmed that we could have such negotiations but it would ultimately require the agreement of the submitter; bearing in mind the need to ensure that sites remain deliverable.

Cllr P Andrews suggested that re-drawing development limits would be worthwhile.

### ***Nunnington***

#### Sites in relation to policy designations

Sites 162 and 165 are within the existing development limits and conservation area. The larger sites, 155 and 157, are outside the development limits and mostly outside the conservation area, but for the northern-most section of 155. Site 165 is immediately abutting a designated VIUA. Meanwhile, the whole village is covered by the Howardian Hills AONB designation.

#### Dwellings in the village currently

118

#### Total cumulative yield from submissions

49

#### Services

Church, village hall, craft shop

#### School catchments

Primary: Nawton

Secondary: Ryedale, Beadlam

#### Discussion

Cllr Windress pointed-out that the northern-most section of Site 155 recently received planning permission for the conversion of an abattoir to dwellings. Cllr P Andrews suggested that the cumulative yield would represent over-development, but 10-20 houses could be acceptable. Cllr Goodrick agreed.

### ***Scackleton***

#### Sites in relation to policy designations

Both sites are outside the development limits, though Site 277 is immediately abutting. The village is covered by the Howardian Hills AONB designation.

#### Dwellings in the village currently

52

#### Total cumulative yield from submissions

13

#### Services

Church, bus provided by RCT

#### School catchments

Primary: Hovingham

Secondary: Malton

#### Discussion

Cllr Goodrick stated that Site 278 is too divorced from the settlement.

Cllr P Andrews stated that Site 277 seemed potentially acceptable.

### ***Thorpe Bassett***

#### Sites in relation to policy designations

Site 173 is outside but immediately abutting the village development limits, but Site 170 is partially within the development limits, though extends beyond them to the west. The village is covered by the Wolds AHLV.

#### Dwellings in the village currently

46

#### Total cumulative yield from submissions

11

#### Services

Church

#### School catchments

Primary: Rillington

Secondary: Norton College

#### Discussion

Cllr Goodrick commented that the development of the farmyard seems contiguous with the rest of the village and is effectively part of the village envelope. Site 173 is a small site.

### ***Wintringham***

#### Sites in relation to policy designations

All sites are outside (but abutting) both the development limits and conservation areas of the village. Site 180 is immediately north-east of a Site of Special Scientific Interest (Wintringham Marsh).

#### Dwellings in the village currently

93

#### Total cumulative yield from submissions

15

#### Services

Church, village hall

#### School catchments

Primary: Rillington

Secondary: Norton College

#### Discussion

Cllr P Andrews commented on the specific character of Wintringham with the white houses, and with houses separated by green areas. Concerns were raised about a loss of these areas to the character of the place.

### ***Eddlethorpe***

Sites in relation to policy designations

Eddlethorpe does not have any development limits. It is surrounded by the Wolds AHLV.

Dwellings in the village currently

8 (according to electoral role, information provided by Cllr Goodrick)

Total cumulative yield from submissions

6

Services

None

School catchments

Primary: Langton

Secondary: Norton College

Discussion

Cllr Goodrick stated that there were very few properties in Eddlethorpe and so to increase even by a small number would fundamentally change the character of the settlement. It is a hamlet.

***Great Barugh***

Sites in relation to policy designations

The site is outside but immediately north of the village development limits.

Dwellings in the village currently

86

Total cumulative yield from submissions

10

Services

Church, village hall, pub (currently closed), bus provided by RCT

School catchments

Primary: Amotherby and Hovingham

Secondary: Malton

Discussion

Cllr Thackray pointed out that there is a pub which is currently closed, and mentioned that there are school buses. The village registered the pub as an asset of community value but unsure if it will open again.

Cllr Thackray had concerns about the dislocated nature of the site, and its current size, as well as being an attractive site and setting to the village.

***Lillings Ambo***

Sites in relation to policy designations

The site is outside the village development limits.

Dwellings in the village currently

70

Total cumulative yield from submissions

30

Services

Bus service

School catchments

Primary: Sheriff Hutton

Secondary: Outwood Academy, Easingwold

Discussion

Cllr Goodrick raised concerns about its scale and undermine the linear setting of the village, and also risk coalescence with Sheriff Hutton.

35 **The Settlements where no Site Submissions have been made**

Sites previously submitted were presented, but Cllr P Andrews as Chair confirmed that this discussion is more to discuss the position of the development limits, and the services and facilities at settlements rather than going through the sites which were previously submitted.

It got to 9:50 and Members agreed to discuss the remaining settlements where no submissions have been received at the next meeting.

**Annexe to Item 4 - Discussing settlements where no submissions have been received**

***Acklam***

Previous submissions

3

Dwellings in the village currently

77

Services

Church and pub

Discussion

There was some support for a very small number of dwellings from Cllrs Andrews and Thackray

***Aislaby***

Previous submissions

4

Dwellings in the village currently

39

Services

Village hall shared with Middleton

Discussion

Cllr P Andrews: limited opportunity for increasing development limits as conservation area is so large.

***Appleton Le Moors***

Previous submissions

1

Dwellings in the village currently

90

Services

Church, village hall, pub, sports field

Discussion

Entirely outside RDC planning authority jurisdiction so cannot be considered.

***Barton Le Street***

Previous submissions

4

Dwellings in the village currently

94

Services

Church, village hall, bus stop

Discussion

Cllr P Andrews: supportive of the principle of very small scale development  
Cllr Thackray commented that access on the B1257 might not be desirable.

***Barton Le Willows***

Previous submissions

8

Dwellings in the village currently

93

Services

Village hall

Discussion

Cllr Goodrick: it would take a little bit of development, but not a lot.

Cllr P Andrews: you could expand by about 10% but no further. Could be opportunities for growth.

Brief discussion regarding the Barton Hill on the other side of the A64.

***Birdsall***

Previous submissions

2 (including one in North Grimston)

Dwellings in the village currently

95 (including North Grimston)

Services

Church, village hall

### Discussion

Cllr P Andrews: asked if we want to make a development limit around the village of Birdsall?

Cllr Goodrick: responded that it is a particularly pretty village; whatever comes forward needs to be done sympathetically and not impact on the village itself or its heritage asset. Supportive of a conservation area designation.

Members had a brief discussion regarding heritage deficits, and what this meant and whether other estates had identified this.

### ***Brawby***

#### Previous submissions

None.

#### Dwellings in the village currently

79.

#### Services

Village hall.

#### Discussion

Cllr Thackray: 4 new houses are currently under construction, and some planning apps will be coming forward.

Cllr Thackray: discussed possibility of housing development north of Brawby Park and the possibility of expanding development limits around Garland Farm, as well as the area nearby to the privately owned tennis court.

Cllr Thackray: also discussed the harmful impact of the Local Needs Occupancy condition on the delivery of a particular dwelling with planning permission in the village which he is familiar with.

Cllr Thackray: The development limits could be expanded and provide housing, providing that no planning conditions prevented occupancy.

### ***Cawton***

#### Previous submissions

2

#### Dwellings in the village currently

28

#### Services

None.

#### Discussion

Cllr P Andrews: leave it as it is.

### ***Coneysthorpe***

#### Previous submissions

1

#### Dwellings in the village currently

43

#### Services

Church, village hall

### Discussion

Cllr Goodrick: Queried Castle Howard's intentions; ML confirmed that they do not intend to expand the village.

Cllr P Andrews: leave it as it is.

### ***Coulton***

#### Previous submissions

None

#### Dwellings in the village currently

35

#### Services

None

#### Discussion

Cllr Goodrick: leave it as it is.

### ***Edstone***

#### Previous submissions

2

#### Dwellings in the village currently

69

#### Services

Church, village hall

#### Discussion

Cllr P Andrews queried the formation of the existing development limits.

Discussion regarding the prior notification process, possibility of converting agricultural buildings into dwellings under permitted development.

Cllr P Andrews: would have thought there was some scope for rounding-off the developed area.

Cllr Thackray: site to the east, Mount Pleasant, steeply falls away. Supportive of small scale development.

### ***Fadmoor***

#### Previous submissions

1

#### Dwellings in the village currently

51

#### Services

Village hall, shop

#### Discussion

One submission last time.

51 dwellings.

Andrews: leave it as it is.

### ***Foston***

Previous submissions

None.

Dwellings in the village currently

42

Services

Church, school (in Thornton le Clay)

Discussion

The scheduled monument is applied to the whole village as it is a medieval settlement.

Cllr Goodrick: leave it alone.

***Foxholes***

Previous submissions

4

Dwellings in the village currently

117 (including Butterwick)

Services

Church, village hall, bus stop

Discussion

Cllr Goodrick: support to leave the settlement as it is,

Cllr P Andrews: Suggested that the shape of development limits allows for some areas to be joined up, with small scale development.

***Fryton***

Previous submissions

1

Dwellings in the village currently

20

Services

None.

Discussion

Members agreed that there is a flooding issue in this settlement, so development would be a concern.

Members agreed to discuss the remaining settlements where no submissions have been received at the next meeting.

36

**Any other Business**

Next LPWP dates:

Thursday 14 April 2022 to discuss Market Towns and the settlements not covered by tonight's meeting

Thursday 12 May 2022 Castle Howard Sites and policy choices

Tuesday 24 May 2022

Meeting adjourned at 10pm.

## Livestock Market Working Party

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Held virtually on Wednesday 6 April 2022

### Present

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Councillors Arnold, Bailey, Cussons MBE, Di Keal (Chair) and Wass.

### In Attendance

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Cllr Frank, Owen Griffiths, Cllr Potter, Phillip Spurr, Howard Wallis.

### Minutes

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#### 37 Apologies

Apologies were received from Cllrs Burr, Cleary, and Docwra.

#### 38 Minutes

The minutes were approved by the working party.

#### 39 Site Negotiations and Proposed Approach

Since the previous meeting, negotiations have continued with the Fitzwilliam Trust Corporation (FTC). There are two options for progressing the site transfer (as set out in the confidential Briefing Note circulated to members on 22 February 2022).

Route 1: The site is offered with no restrictions. The site would be transferred to the Council once the Livestock Market is completed to a specification to be agreed with the FTC. However, discussions have identified a significant gap between the expectations of the two parties. Given the fixed budget for the scheme, it is considered that the feasibility of this route is unlikely.

Route 2: The site is given to the Council but with usage restrictions over what the site can be used for; the Livestock Market together with other complimentary uses. The briefing note circulated to Members on 22 February 2022 proposed progressing on the basis of Route 2. It would allow for the site to be secured, secure the remaining s106 funding, and deliver a “core facility” which could be built upon.

Questions were asked on:

- Have the FTC moved the parameters for the site transfer and might these move again?
- Would a usage restriction raise questions over how sustainable the project would be in the long-term? If the Livestock Market were to stop operating, what would be the process for solving that?
  - It was explained that there is a risk with the usage restriction but there would also be an opportunity cost in not accepting the land that is being offered.

- There might be an obligation over what is put on the land but it would still allow for the Council to secure the future of a Livestock Market in Ryedale.
- If the Livestock market stopped operating then further discussions would be required with the FTC.
  - Further, negotiations with the FTC will be required to agree the detail of usage restrictions and in what circumstances these will cease.
  - Where does the anaerobic digester project fit into these routes?
    - The anaerobic digester talks are still ongoing between the Circular Malton & Norton team and the FTC. It is understood that the project is now being developed for a different site so it does not need to be within the considerations of the Livestock Market.
  - Would the inclusion of additional buildings, such as a café, bring any benefit to the FTC?
    - No direct benefit- but such buildings would help support the viability of the Livestock Market.
  - Whether an abattoir could be built on the site as well?

#### 40 **Project Programme**

The following programme was outlined, subject to the Working Party being content for Officers to progress as proposed and presuming that nothing gets delayed.

August- A Part A Report to Policy and Resources Committee setting out the project business case and seeking approval to proceed to procurement and seeking delegated authority to appoint contractors.

October- Due to Local Government Reorganisation, all large capital projects (over £1m) will also have to go through North Yorkshire County Council to be approved. The process and timescales are uncertain but will take around 10 weeks.

November to March- Technical designs, specifications and procurements.

May 2023- The construction to start site.

September 2023- Building work to be completed.

#### 41 **Next Steps**

Members of the Working Party provided a clear steer, with no dissenting voices, to officers to progress with the proposed “Route 2” approach to site acquisition and the following next steps.

A vote was proposed to give an indicative approval to officers for the following three steps:

- 1) Consent to continuing to create the exclusivity agreement

- 2) Agree to the hiring of the next stage of Align consultants
- 3) Progress with detailed land transactions.

42      **Any Other Business**

There being no further business, the meeting ended at 7:45pm.

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## Flood Management Working Party

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Held virtually on Tuesday 26 April 2022

### Present

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Councillors Paul Andrews (Substitute), Cussons MBE, Di Keal (Chair) and Potter

### In Attendance

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Beckie Bennett, John Cave, Lily Hamilton Andrew McLachlan, and Margaret Wallace

### Minutes

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#### 43 **Apologies for Absence**

Councillor P J Andrews attended as substitute for Councillor Burr.

#### 44 **Minutes from the previous FMWP meeting**

The Minutes of the previous meeting of the Flood Management Working Party on 8 February 2022 were approved.

#### Voting record

Agreed by general affirmation

#### 45 **Yorkshire Derwent Catchment Partnership Update**

John Cave, *River Derwent Partnership Officer*, updated the Working Party on:

- The 5 Strategic aims of the catchment partnership, which include:
  - The need to engage with people and the community to deliver resilient and prosperous catchment.
  - Improving water level management, and using nature based solutions where possible to manage flood risk.
  - Improving soil health and water quality and gaining a better understanding of how the two link together.
  - Understanding the importance of habitat connectivity in delivering resilient ecosystems and recognise that rivers are natural wildlife corridors and provide lots of opportunities to connect important habitats and species.
  - Ensure good partnership governance and develop a robust evidence base.
- Natural Flood Management (NFM) study at Wath beck, Fryton, with funding for this received from the RFCC. Feasibility will determine what measures will be suitable in reducing flood risk, with floodplain storage upstream on Hovingham Estate looking likely. Some opportunities which will be looked at this year include, Bransdale – Hodge beck, Raincliffe woods – Derwent, and Appleton Mill Farm – Seven.
- A second NFM study is taking place at the River Dove in Kirkbymoorside, as both Kirkby Mills and Kirkbymoorside both suffer from surface water flooding. Typical flood defences have not worked out economically and so the Town

Council, Environment Agency, and North Yorkshire County Council have been considering different opportunities to help limit Flood impact for the villages.

- Derwent Upland Streams, a 2 year Environment Agency Funded Project aimed at reducing sediment input into watercourses to improve water quality.
- Doing more for Derwent partnership project with Environment Agency. Aimed at introducing small interventions which will have a larger accumulative effect on water quality.
- Invasive Non-Native Species (INNS) management, INNS are thought to be the second biggest threat to global biodiversity loss, with certain species also increasing flood risk by outcompeting native species in the summer but dying in the winter leaving riverbanks bare of vegetation, which can increase surface run-off and sedimentation into rivers.
- Derwent Lowland Waders focuses on habitat and wetland creation, with floodplain storage, which is taking place in Low Carr farm, Kirby Misperton in Ryedale and other in the lower Derwent Valley. Which is a Yorkshire Water funded project.

The Working Party asked a range of questions including: a possible connection with the Castle Howard Estate; pond identifying, which has been done similarly in the Calder Valley; East Yorkshire report on excess water, and whether this report is now outdated.

The Working Party thanked Mr Cave for his presentation and answers to the questions.

#### 46 **Vale of Pickering Internal Draining Board**

Andrew McLachlan, *Chief Executive, Yorkshire and Humber Drainage Boards*, updated the Working Party on:

- Work which has taken place on Flooding in Fryton, and the positive feedback which has been received from this.
- Concern around the sustainability of Natural Flood Management schemes, including government policies. Though highlighted the benefit of this on flat lands.
- The importance of the Vale of Pickering drainage systems, without which the area would become unsustainable. This was previously 3 drainage boards which amalgamated in 2014, and work has been ongoing to interlink these projects.
- Work on trimming banks which is ongoing and important to continue, this takes place every year and without which banks would become overrun with invasive tree species.
- Investments in new equipment have meant increased efficiency.
- Work in Hartford on controlling weed growth and neglect, has received positive feedback not only from the community but fishermen as well.

The Working Party asked a range of questions including: whether the drainage board is continuing to follow the Vale of Pickering Drainage Board Assessment by Chris Bowels; and the implications of a lack of responsibility for NFM maintenance.

The Working Party thanked Mr McLachlan for his presentation and answers to the questions.

#### 47 **Yorkshire Water update**

The Head of Waste and Environment provided a brief update to the Working Party on progress with Yorkshire Water live actions for Ryedale:

##### Malton and Norton Drainage Study

The Malton and Norton Drainage Study phase 1 which will investigate and define the problem, is expected to be completed by the end of May. The work will include stakeholder meeting with Yorkshire Water and local community groups Phase 2 will then look at notional solution planning.

##### Permanent Solution for Norton

Investigating a permanent solution for Norton is still work in progress with scheme costs and timescales currently unknown.

##### Brawby Scheme

This scheme cannot be progress as still waiting for Environment Agency permits.

##### Other Updates:

Historical investment by YW in Ryedale is being collated and will only cover the past 2 years.

A funding contribution of £52,000 from Yorkshire Water in 2021/22 had been secured by the Head of Waste and Environment towards investment in replacement portable pumps which will be procured as part of the Malton, Norton and Old Malton Flood Alleviation Scheme.

Gary Collins from Yorkshire Water will attend the next meeting to provide a more detailed update on the YW schemes and apologised that he was unable to attend the meeting tonight due to unforeseen circumstances.

#### 48 **Action Plan 2021/22 Review**

Beckie Bennett, Head of Waste and Environment provided a verbal update on next steps with the flood management action plan. Two reports will be produced and circulated, one detailing the completed actions for 2021/22 and a new action plan detailing all live actions for 2022/23.

A briefing paper is also being produced with input from partners to provide an update on the position following the completion of the 2008 Vale of Pickering

Channel Management Report. It is expected that this briefing paper will be completed by the end of May.

The reports and briefing paper will be circulated ahead of the next Flood Management Working Party.

49 **Dates of future meetings**

The next meeting date for the Flood Management Working Party was agreed as Thursday 30 June to be held virtually, with representatives from Yorkshire Water invited to attend.

50 **Any other business**

Mr McLachlin raised the possibility of arranging a site visit for members at one of the projects the Vale of Pickering Drainage Board is currently working on which was welcomed by the working party. Further details will be shared in due course.

There being no other business, the meeting closed at 7:45pm.

## Local Plan Working Party

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Held at Virtual Meeting  
on Thursday 12 May 2022

### **Present**

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Councillors Paul Andrews, Frank, Goodrick, Mason, Potter and Thackray

### **In Attendance**

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Rachael Balmer and Jill Thompson

### **Minutes**

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#### 40 **Remaining settlements with no submissions received**

##### **Present**

Cllrs P Andrews, Frank, Goodrick, Mason, Potter and Thackray

##### **In Attendance**

Jill Thompson, Rachael Balmer, Lizzie Phippard and Matthew Lishman

##### **Item 1 – Apologies**

Apologies were received from Cllr Mason, who was only able to join the meeting for a short time

##### **Item 2 – Minutes of the meeting of 14 April 2022**

Cllr Andrews proposed the Minutes as a true record, which was seconded by Cllr Potter

##### **Item 3 – Market Towns (Kirkbymoorside and Pickering)**

Members were presented with information on the submitted sites at Kirkbymoorside, and were advised of the type of use, their yield, cumulative yield and number of existing dwellings in the town. Members were also advised of key policy considerations. For details, see Appendix A below.

Members were then advised of the existing allocations and commitments at Kirkbymoorside.

<b>Site</b>	<b>Allocation/Commitment Information</b>	<b>No. of units and progress</b>	
Land to the south of Swineherd Lane, Kirkbymoorside	Policy SD7 – The Ryedale Plan Local Plan Sites Document 2019 Planning application under consideration	43 – planning application under consideration	

	19/00772/MOUT		
Land to the north of Keld Head Close, Kirkbymoorside	Policy SD8 – The Ryedale Plan Local Plan Sites Document 2019	18 – no application submitted	
Brickworks Site, to north of Swineherd Lane, Kirkbymoorside	Policy SD9 – The Ryedale Plan Local Plan Sites Document 2019 6 - defined by applications approved since 31 March 2018	6 – this has started	
Land off Wains Field, Kirkbymoorside	Permissioned 18/01313/MFUL	Total 32 units – under construction, 19 completed, 13 still to build out	
Land off Westfield Way, Kirkbymoorside	17/01449/MREM	Total 225 - Under Construction, 134 built out, 91 still to build.	
			<b>Total for Kirkbymoorside anticipated c.171 still to be built out</b>

***Members' Discussion regarding sites submitted in Kirkbymoorside***

Site 62: Cllrs Frank and Potter queried if the site was in a high flood risk zone; RB confirmed that it was in zones 2 and 3 and explained that there were complex flood risk issues with the site.

Cllr Frank asked if the site should be discounted on the basis of flood risk; RB explained that all sites have to be assessed and their constraints and opportunities considered in a balanced way. However, the matter of flood risk weighs very heavily and this site would likely perform poorly in the Site Selection Methodology (SSM) process.

Sites 10 and 254: Cllr Thackray suggested that a good use of the sites might be allotments.

Members were then presented with information on the submitted sites at Pickering, and were advised of the type of use, their yield, cumulative yield and number of existing dwellings in the town. Members were advised again of key policy considerations. For details, see Appendix A below.

Members were then advised of the existing allocations and commitments at Pickering.

Site	Allocation/Commitment Information	No. of units and progress	
Land to the east of Whitby Road, Pickering	Policy SD5 – The Ryedale Plan Local Plan Sites Document 2019 Permission under 17/01220/MFULE	Total 239 units – Under construction, 160 completed, 79 plots still to build out.	
Land to the west of Malton Road, Pickering	Policy SD6 – The Ryedale Plan Local Plan Sites Document 2019	110 – no planning application submitted	
Land East Of Outgang Road Outgang Lane Pickering	Permission 19/00796/MFUL 20/00430/73M	Total 12 – Currently under construction, but none completed.	
			<b>Total for Pickering outstanding 201</b>

***Members’ Discussion regarding sites submitted in Pickering***

Site 268: Cllr Goodrick raised concerns about building dwellings near industrial areas. Cllr Frank queried if there was sufficient parking capacity on the site; ML suggested that – based purely on the mathematical calculation of 30 dwellings per hectare with a 70% development factor – sufficient parking could likely be provided, however this was not an indication of suitability. Cllr P Andrews suggested the site could be more suitable for industrial rather than housing; RB explained that the hotel was approved in part due to its suitability as a transitional use between employment and residential.

Site 13: Cllr Potter queried access possibilities; ML explained that no information had been provided but access might be achieved off Whitby Road or Whistler Drive.

***Members' Discussion regarding other topics***

Cllr P Andrews emphasised that the purpose of the meeting was only to look at the sites and to share some initial thoughts.

Cllr Frank queried the weight of Visually Important Undeveloped Areas (VIUAs). RB explained that VIUAs are identified in the development plan so do have weight; however, there are examples of sites that have been allocated in such places after balanced consideration.

Cllr Potter expressed concern about the potential for settlement coalescence. Flood risk was discussed in more detail. RB explained that surface water flood risk was a debated aspect of existing planning applications in KMS, with groundwater flooding also to be considered. While sites may be in Flood Zone 1, this only refers to fluvial flooding. Cllr Goodrick queried if the flood zone maps were up to date; RB confirmed that they were. Cllr Thackray stated that the Environment Agency's flood maps were unreliable and that we should consult with the Drainage Board; he also stated that there were design possibilities to overcome flood problems; for instance, building higher.

Cllr Potter queried if the quality of agricultural land was being considered in site assessment. RB confirmed that it was considered and that we are becoming increasingly aware of the vulnerability of soils. Cllr Mason pointed out that best and most versatile (BAMV) agricultural land was used for things other than food, such as animal feed and energy crops. Cllr Goodrick reiterated that we need to be 'food secure'. Cllr Thackray pointed out that people should have land for growing vegetables.

Cllr Thackray raised the issue of air quality, particularly in relation to Pickering, suggesting that if all development came forward, it is likely that recommended air quality thresholds would be breached.

**Appendix A – Sites submitted in Kirkbymoorside and Pickering**

***Submitted sites in Kirkbymoorside***

Total sites put forward (including Kirby Mills and Keldholme): 18

Residential sites: 14

Mixed sites: 1

Employment sites: 4

Total cumulative yield according to submission details: 359

Total cumulative yield according to 30dph x 0.7 (only considering sites submitted for residential use): 530

Total number of existing dwellings in the town: 1432

**Site 10 – Land next to playing field, Kirby Mills**

Site area (ha): 2.37

Yield according to submission: unspecified

Yield according to 30dph x 0.7: 49

Policy considerations: Outside development limits and within Visually Important Undeveloped Area.

Other considerations: Potential for coalescence between Kirkbymoorside and Keldholme/Kirby Mills.

Site 40 – Land north of Gillamoor Road

Site area (ha): 1.59

Yield according to submission: 40

Yield according to 30dph x 0.7: 33

Policy considerations: Just outside development limits and within an AHLV.

Other considerations: Adjacent to parcel of land to the south already allocated for housing.

Site 41 – Land west of Alderson House

Site area (ha): 0.32

Yield according to submission: 3

Yield according to 30dph x 0.7: 6

Policy considerations: Outside development limits and within Visually Important Undeveloped Area.

Other considerations: Potential for coalescence between Kirkbymoorside and Keldholme/Kirby Mills.

Site 46 – Land off Gawtersyke Lane

Site area (ha): 0.57

Yield according to submission: 6

Yield according to 30dph x 0.7: 11

Policy considerations: Outside development limits.

Other considerations: Adjacent to Site 255.

Site 62 – Land adjacent to Kirby Mills Industrial Estate

Site area (ha): 4.33

Yield according to submission: 0

Policy considerations: Outside development limits.

Other considerations: Submitted as employment site, abuts existing employment land.

Site 67 – Land to the west of Ings Lane

Site area (ha): 4.86

Yield according to submission: 0

Policy considerations: Outside development limits.

Other considerations: Put forward as employment site.

Site 105 – Land east of Ings Lane

Site area (ha): 1.96

Yield according to submission: 9

Yield according to 30dph x 0.7: 41  
Policy considerations: Outside development limits.  
Other considerations: Adjacent to site 260.

Site 108 – Lund Barn, Ings Lane

Site area (ha): 0.32  
Yield according to submission: 6  
Yield according to 30dph x 0.7: 6  
Policy considerations: Outside development limits.

Site 117 – Land at Keldholme

Site area (ha): 3.78  
Yield according to submission: 20  
Yield according to 30dph x 0.7: 78  
Policy considerations: Outside development limits and within Visually Important Undeveloped Area.  
Other considerations: Potential for coalescence between Kirkbymoorside and Keldholme/Kirby Mills.

Site 135; 142 and 147: The Green, 16 Church Street; Garden of 18 Church Street; and Bottom third of paddock behind 18 Church Street

All very small sites each proposing one unit. All outside development limits but in Visually Important Undeveloped Areas. A Scheduled Ancient Monument is also nearby to Site 147 (Neville Castle).

Site 213 – Wits End (Site 1), Kirby Mills Industrial Estate

Site area (ha): 0.1  
Yield according to submission: 0  
Policy considerations: Outside but immediately abutting development limits and land allocated for employment.  
Other considerations: Submitted as employment site.

Site 219 – Wits End (Site 2), Kirby Mills Industrial Estate

Site area (ha): 0.66  
Yield according to submission: 0  
Policy considerations: Outside but immediately abutting development limits and land allocated for employment.  
Other considerations: Submitted as employment site.

Site 252 – Land south of A170 Kirkdale Road

Site area (ha): 3.25  
Yield according to submission: 75  
Yield according to 30dph x 0.7: 68  
Policy considerations: Outside development limits. Includes a disused railway line abutting the site to the south.  
Other considerations: Strip of land to the east featuring an orchard forming buffer to existing settlement.

Site 254 – Land south of Swineherd Lane

Site area (ha): 1.4

Yield according to submission: 40

Yield according to 30dph x 0.7: 29

Policy considerations: Outside development limits and within Visually Important Undeveloped Area.

Other considerations: Public right of way goes through the site. Abuts piece of land already allocated within development plan.

Site 255 – Land at West Lund Lane

Site area (ha): 6.2

Yield according to submission: 67

Yield according to 30dph x 0.7: 130

Policy considerations: Outside development limits but partially within an area of land seen as expansion land for existing employment use.

Other considerations: There is an application currently under consideration for the site: hybrid application, comprising expansion of Sylatech and erection of 67 dwellings.

Site 260 – Land south of Carter Lane

Site area (ha): 3.02

Yield according to submission: 90

Yield according to 30dph x 0.7: 63

Policy considerations: Outside but connected to development limits.

Other considerations: Adjacent to site 105.

***Submitted sites in Pickering***

Total sites put forward: 22

Residential sites: 20

Tourism sites: 1

Employment sites: 1

Total yield according to submission details: 1537

Total cumulative yield according to 30dph x 0.7 (only considering sites submitted for residential use): 1317

Total number of existing dwellings in the town: 1432

Site 1 – Land south of Ings Garth

Site area (ha): 1.83

Yield according to submission: 50

Yield according to 30dph x 0.7: 38

Policy considerations: Outside development limits.

Other considerations: Site has been drawn to avoid Flood Zone 3 designation.

Site 11 – Sunquest, Whitby Road

Site area (ha): 0.47

Yield according to submission: 4

Yield according to 30dph x 0.7: 9

Policy considerations: Outside development limits and within Area of High Landscape Value (AHLV).

Site 13 – Land behind High Croft House, 52 Ruffa Lane

Site area (ha): 3.9

Yield according to submission: 20

Yield according to 30dph x 0.7: 81

Policy considerations: Outside development limits and within AHLV.

Other considerations: Medieval strip field patterns

Site 18 – Field on Haygate Lane

Site area (ha): 0.43

Yield according to submission: 0

Yield according to 30dph x 0.7: 0

Policy considerations: Outside development limits

Other considerations: Submitted as tourism site

Site 19 – Land west of 110A Outgang Road

Site area (ha): 0.64

Yield according to submission: 10

Yield according to 30dph x 0.7: 13

Policy considerations: Outside development limits and within Visually Important Undeveloped Area (VIUA)

Other considerations: Medieval strip field patterns

Site 23 – Buildings at Eastgate Crossing, Malton Road

Site area (ha): 1.74

Yield according to submission: 4

Yield according to 30dph x 0.7: 36

Policy considerations: Outside development limits and disused railway within site.

Site 29 – Land north of Middleton Road

Site area (ha): 6.39

Yield according to submission: 200

Yield according to 30dph x 0.7: 134

Policy considerations: Outside development limits and within AHLV

Other considerations: Possible coalescence with Middleton

Site 45 – Land off A169 Malton Road

Site area (ha): 11.5

Yield according to submission: 315

Yield according to 30dph x 0.7: 241

Policy considerations: Outside development limits and within VIUA. Disused railway alongside northern boundary.

Other considerations: Medieval strip field patterns.

Site 53 – Bessy Brigg, Newbridge

Site area (ha): 0.15  
Yield according to submission: 4  
Yield according to 30dph x 0.7: 3  
Policy considerations: Outside development limits, within conservation area.  
Other considerations: High risk flood zone. Nearby to scheduled ancient monument (Pickering Castle)

Site 55 – Land north of Riparian Lodge, Old Mill Lane

Site area (ha): 0.56  
Yield according to submission: 12  
Yield according to 30dph x 0.7: 11  
Policy considerations: Within development limits and within VIUA  
Other considerations: High risk flood zone.

Site 76 – Land at Swainsea Lane

Site area (ha): 1.42  
Yield according to submission: 40  
Yield according to 30dph x 0.7: 29  
Policy considerations: Outside development limits and within AHLV  
Other considerations: Wraps around recently developed site (College View)

Site 89 – Land at Stanfield Drive

Site area (ha): 4.83  
Yield according to submission: 130  
Yield according to 30dph x 0.7: 101  
Policy considerations: Outside development limits  
Other considerations: Adjacent to site allocated (and built out) in previous plan period. Effectively a double-submission/duplication of Site 294.

Site 134 – Land lying to the east of Mayfly Court, Mill Lane

Site area (ha): 0.29  
Yield according to submission: 5  
Yield according to 30dph x 0.7: 6  
Policy considerations: Outside development limits

Site 217 – Whitby Road

Site area (ha): 5.07  
Yield according to submission: 150  
Yield according to 30dph x 0.7: 106  
Policy considerations: Outside development limits and within AHLV  
Other considerations: Adjacent to site allocated (and built out) in previous plan period. Medieval strip field patterns.

Site 220 – Land at the back of 52 Ruffa Lane

Site area (ha): 7.22  
Yield according to submission: 300  
Yield according to 30dph x 0.7: 151  
Policy considerations: Outside development limits and within AHLV

Other considerations: Medieval strip field patterns

Site 227 – Land south of Keldhead Hall, Middleton Road

Site area (ha): 1

Yield according to submission: 5

Yield according to 30dph x 0.7: 21

Policy considerations: Outside development limits and within VIUA; also immediately adjacent to conservation area. Nearby to SSSI; Keld Head Springs.

Site 250 – Land to the west of Outgang Lane, Outgang Road

Site area (ha): 3.38

Yield according to submission: 40

Yield according to 30dph x 0.7: 70

Policy considerations: Outside development limits.

Other considerations: Features a pond. Adjacent to recent development; Hugden Close and another development site which has very recently commenced.

Site 257 – Land between Thornton Road and Ruffa Lane

Site area (ha): 2.34

Yield according to submission: 50

Yield according to 30dph x 0.7: 49

Policy considerations: Outside development limits and within AHLV and VIUA.

Other considerations: Adjacent to site that was allocated (and built out) in previous plan period.

Site 268 – Land to the south of Thornton Road

Site area (ha): 1.59

Yield according to submission: 28

Yield according to 30dph x 0.7: 33

Policy considerations: Outside development limits, adjacent to allocated employment land.

Other considerations: Site of recently developed chain hotel.

Site 293 – Spring Pastures, 31 Garden Way

Site area (ha): 0.94

Yield according to submission: unspecified

Yield according to 30dph x 0.7: 19

Policy considerations: Outside development limits.

Other considerations: Medieval strip field patterns.

Site 294 – Land off Firthland Road (Phase 2)

Site area (ha): 7.94

Yield according to submission: 170

Yield according to 30dph x 0.7: 166

Policy considerations: Outside development limits and adjacent to allocated employment land.

Other considerations: Adjacent to site allocated (and build out) in previous plan period. Effectively a double-submission/duplication of Site 89.

**Item 4 – Item continued from meeting of April 14 2022: Settlements where no submissions have been made as a result of the Call for Sites**

***Ganton***

Previous submissions

1

Dwellings in the village currently

102

Services

Church, village hall, pub, sports field, bus stops

Discussion

Cllr P Andrews suggested the village could take some development.

Cllr Goodrick stated that commuting would be required as there is no employment within the village.

Cllr Frank suggested that employment and industrial land could be allocated in villages to enable people to work and live within a village.

Cllr Thackray echoed Cllr Frank's comments and stated that lots of people also work from home.

Cllr Potter agreed and stated that he would live to see all villages expanded by a moderate percentage if there was an employment element.

***Gillamoore***

Previous submissions

None.

Dwellings in the village currently

72

Services

Primary school, church, pub, sports field

Discussion

Cllr P Andrews suggested there would be room for a few more houses.

***Harton***

Previous submissions

4

Dwellings in the village currently

40

Services

Distanced from the village, on the A64: restaurant and petrol station with shop

Discussion

Cllr Goodrick also pointed out the ecological sensitivities on the designated area of marshy land to the east of the village.

### ***Heslerton (East)***

#### Previous submissions

5

#### Dwellings in the village currently

181 (including East and West)

#### Services

Church, village hall, bus stops

#### Discussion

Cllr P Andrews suggested that there could be room for more houses, Cllr Thackray agreed.

### ***Howsham***

#### Previous submissions

2

#### Dwellings in the village currently

55

#### Services

Church

#### Discussion

Cllr Thackray suggested there are 'gaps' which could be filled; Cllr P Andrews stated that there could be some room for small expansion, but not a large amount because that might destroy the character of the village

### ***Huttons Ambo***

#### Previous submissions

One residential, several employment

#### Dwellings in the village currently

129

#### Services

Church, village hall, youth club, shop

#### Discussion

Cllr Goodrick stated that the shop is small and has limited opening hours;

Cllr P Andrews stated that more houses in the village could be appropriate as long as the local vernacular was followed

Cllr Goodrick raised concerns about the exits onto the A64; Cllr Thackray stated that the possibility of a roundabout primarily (serving York Road industrial estate) could provide a solution to access issues into and out of Huttons Ambo.

At this point, it was agreed that these remaining settlements would be considered by Members outside of the meeting, and if any comments were to

be made, this would be at the forthcoming Local Plan Working Party on the 24 May 2022.

**This information forms an appendix for the 24 May 2022 meeting of the Local Plan Working Party.**

**Meeting closed at 20.10**

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## Local Plan Working Party

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Held at Virtual Meeting  
on Tuesday 24 May 2022

### Present

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Councillors Frank, Goodrick, Mason, Potter and Windress and Cleary

### In Attendance

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Rachael Balmer, Matthew Lishman, Lizzie Phippard and Jill Thompson

### Minutes

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#### 41 **Apologies**

Apologies were received from Cllrs Thackray, P Andrews and Docwra.

#### 42 **Minutes of the meeting of 12 May 2022**

Cllr Potter proposed the Minutes as a true record, which was seconded by Cllr Frank. The Minutes of the previous meeting were approved.

#### 43 **Officers' Briefing Note: Enabling Development and the role of Policy SP12**

RB explained to Members that this was a document requested by Cllr P Andrews, who wanted to establish where enabling development sat within the existing policy framework and in the context of the Castle Howard Estate (CHE) site submissions.

CHE have chosen not to go down the route of formal Enabling Development in their approach, and to explore enabling development through the plan-making process. Acknowledging that there is a heritage deficit that needs to be addressed, CHE have sought to consider the transformation of estate management in a more broad application than that prescribed in the guidance.

Policy SP12 is therefore not being regarding these proposals- and it is not a policy that has been identified as considered being under review as part of the review of the Ryedale Plan.

#### Member's Questions and Discussion

One member raised some questions surrounding affordable housing and enquired about how the estate would look to provide this.

Affordability needed to be considered from what was truly affordable and could be calculated from resident's average incomes rather than as a % discount of house price.

Officers stated that CHE are looking to increase and refine their portfolio, and they had meetings with Ryedale's Housing department and Blenheim Estate, about how have been providing affordable housing and 'real affordability'. Blenheim is quite a comparable estate and they have been delivering new approaches to affordable housing and CHE have stated that they do want to look at proactively incorporating affordable housing and exploring the approach undertaken by Blenheim.

Members asked if there would be any change to housing targets set by the government, for the amount of houses required to be provided by each council. It was asked if we are bound by the targets and if they are removed, what the implications might be.

Officers explained that we are not aware of housing targets being removed or altered to any great extent. They remain a strong priority for government and are measured through the Standard Method calculation for housing requirement.

Members asked if Policy SP12 in the Ryedale Plan on Enabling Development (ED) was so worded to support CHE.

Officers confirmed that CHE had put forward a series of submissions in 2009 as had other estates and whilst as a policy it was not directed towards CHE alone, it was very much informed by the context of the various landed estates in Ryedale and their conservation deficits, and the approach was supported by Historic England as a local approach to considering ED proposals. No ED proposals were made, and the Balk site at Slingsby came forward as an allocated site through the plan-making process.

A Member requested information on the cumulative indicative yield of the combined sites along the B1257, between Broughton and Hovingham. Officers calculated that there had been a total of 31 site submissions in this corridor with an approximate minimum indicative yield of 844 units.

Concerns were raised by members in relation to infrastructure capacity, with suggestions that the roads would not be able to take the volume of traffic the proposed sites would contribute towards.

Health care infrastructure concerns were also raised for other settlements, namely Kirkbymoorside and Pickering. A Member felt that in terms of schools and doctor shortages this is a problem that needs to be tackled through government intervention not through this Plan review.

It was suggested that infrastructure lags rather than leading it. Whereas Infrastructure should really lead the development.

Some members felt that the CHE plans should include infrastructure too, it needs to be a holistic approach to the whole lot of the development, and suggested that CHE need to contribute to this infrastructure requirement.

It was raised that CHE had offered to build a school in Slingsby to accommodate the volume of developments proposed.

Members asked if it would be possible to increase the charges for CIL that might restrict the size of the development and provide better infrastructure funds.

Officers explained that it is not possible to increase the CIL charge at present under the process of a partial review. Enabling development proposals, whether formal or through the plan-making process are still subject to CIL. Members will decide how CIL is spent.

It was suggested that perhaps the easiest way to deal with this and to provide suitable housing would be to create a complete new village with the complement of infrastructure rather than delivery of housing across a number of settlement. Members agree this would be controversial and perhaps one better suited for the new North Yorkshire Council.

#### 44 **Castle Howard Submissions**

Members acknowledged that CHE have prepared a comprehensive and well considered submission.

Concerns around lack of connectivity were raised, and officers explained how CHE have sought to promote an estate strategy which looked to bring greater connections between the formal estate/land/communities.

One Member suggested that in Ryedale we have some very small hamlets and villages. Thornton Le Dale has good infrastructure currently, but that this settlement started somewhere and that new infrastructure can come from house building.

It was also noted by a Member that more commonly businesses are developing at bigger villages, as they have the footfall to support them.

Smaller villages will take a smaller quantity of houses and this is less attractive to businesses in some cases.

Officers then went on to present the CHE sites. After each settlement Members discussed the submissions. The information is annexed and the discussions identified below:

### **Site 295 – Land at Easthorpe**

Members asked whether it was taking up good agricultural land- as that is a concern. No other comments were made.

### **Site 299 – Land east of Grange Farm, Bulmer**

One member asked if we have had anything from AONB officer yet. Officers explained that the AONB manager attended the Terrington meeting, but has not yet formed or given a formal view on the proposals.

Some concerns were raised regarding the size of the site in relation to the existing village being about one and half times the size.

There was discussion between members around the existing use of farm stead and the individual building within site 299, they asked if any of these buildings would remain and if the farm was owned by CHE.

Officers explained that CHE have stated in their submission that they will be removing some of the building and confirmed that CHE own the farm.

Members raised concerns about the volume of development proposed for this site. Traffic and employment were raised as key issues. One Member suggested that some of this land should be an area of employment land too, so residents are able to stay and work in the village, rather than having to commute. Another member felt that the community service facilities section indicated on the CHE concept maps may be suggesting that there would be an element of employment included with that.

Other Members agreed with this suggestion, but did suggest that unless the A64 is upgraded, we may struggle to entice bigger businesses to villages.

There was also consideration about internet connectivity and ensure people are able to work well from home from sites like these.

### **Site 297 – Land at Rye Hills, Coneysthorpe**

Members felt this is be a broadly suitable place for commercial development. It doesn't impact hugely on the registered park and garden and surrounding countryside.

Linking up the settlements as an employment offering and provides an indication of their holistic approach.

One asked if we have any indication of figures (number of units/employees).

Officers explained that the submission is high level at the moment and this information has not yet been provided.

## **Slingsby**

There was discussion surround the Slingsby meeting, which 106 people attended. One Member in attendance suggested that there was significant concern about the scale of the submissions.

One Member admitted that they do like many elements of the plans CHE have put forward, but felt the scale of the schemes particularly for Slingsby, could very easily rip the heart out of the village.

They also suggested that these sites need to be treated the same as all the others.

Officers explained that in terms of the sites we have had the submitted by CHE, we will look at each in an impartial and assessed way. But the choice of the approach to distribution of development will influence site choices. We need a strategy that is seen to be the most sustainable way to deliver the plan's housing requirement.

Officers also stated that we will be asking all land owners who have submitted sites to demonstrate not only the housing figures but the other benefits their sites will bring. We need to find an approach that looks at new and different ways of providing housing, affordable housing and other benefits.

### **Site 298 – Land north-west of Slingsby**

Members stated that they hoped that CHE would look to protect the sports field, and some felt concern that a scheme there would affect the sports and leisure facilities in existence. It was asked whether the sports fields could in fact become an Asset of Community Value.

Members were concerned about the context of the site and Slingsby Castle. There was mention that CHE plan to take access to the south of castle, through Castle Farm and Members discussed the affect development would have on Slingsby Castle's setting. Members recognised the importance of the 'Castle' as folly and former manor house to the character of Slingsby being widely viewable and important to Slingsby as well as being a designated heritage asset.

### **Site 301a, b and c – Land south of Slingsby**

Members raised concern in relation to site 301 and attenuation of surface water flows, in terms of water coming down that hill side. It was acknowledged

as an existing problem, with flooding issues at Fryton. It was noted that CHE should be aware of this risk and the need to address it in their proposals.

Members reported that these submissions to the south did seem to not be quite as contentious in the meeting as the one by the sports field (298).

#### **Site 296a – Land at Ganthorpe**

#### **Site 296b – Land at Ganthorpe**

Some Members explained how the settlement is very small and has only just got broadband. Concerns were also raised regarding the scale of the increase, one Councillor suggested this would be a 600% increase in housing. Concerns were also raised in relation to highways and accessibility given that the road is single track for the most part and the surface is very basic.

Another Councilor was not as worried about the scale of the development but did also share concerns about the road and suggested that highway improvements are necessary for the scheme to come forward either through widening or passing places.

It was suggested that the scheme seemed to be a development which would in fact create a new village; but that this would need lots more facilities. Some members were concerned about the ability to deliver the necessary infrastructure.

#### **Site 300a – Land to the East of Welburn**

#### **300b - Land to the East of Welburn**

Members suggested that there is good access to A64 from the development in terms of distance, however the Welburn junction on to the A64 can be quite dangerous as a right turn. It was suggested that there would need to be input from National Highways in relation to the junction. The Barton Hill junction is easier to navigate.

Parking is a significant issue for the settlement, particularly with visitors. They suggested that the Estate would need to provide a car park otherwise they felt this scheme would not be viable. One member agreed with this notion.

There was a discussion around the yield figures factoring in an average density of 30 dwellings per hectare and a 0.7 development factor which acknowledges land for roads, landscaping and public open space.

Comments made were in relation to Scrayingham. It was noted that the village post office is situated within a private dwelling. The village is also subject to flooding and lacks a proper sewage system. The River Derwent in that section has a Special Area of Conservation – an international biodiversity designation. It was considered that development at such a settlement would raise concerns with Members.

### **Item 6: Any other Business**

Members agreed further meetings to be held on Monday 13 June which would focus on the scope and timing of the plan review, with a start on the consideration of the principle of the approach to the distribution of development, and Wednesday 29 June (later changed to the 7 July), in order to discuss the Distribution of Development in more detail (such as a potential settlement hierarchy, Local Needs Occupancy and Primary residency and other policies which influence housing delivery).

Members discussed advertising the review of the Plan, and ensuring that we are making people aware of these sites. And it was agreed that it would be timely for us to reinvigorate the advertising of the sites. It was also noted that we should make it clear that these are not planning applications and that not all these sites will come forward. Members also suggested that we need to make it clear what we are looking to achieve in this review.

It was also mentioned that there is still a lot of work to do with the time frame. Officers then suggested that we are now planning to go to agree publication in January of next year, aiming to publish the Plan before the new council forms.

Officers also advised Members that we are working on the basis that Members want to influence development in Ryedale with a pragmatic approach to get a review done as timely as possible. There is still a new expectation for the new Council to create a new plan within 5 years from vesting and in the meantime there will need to be a steer from the Shadow Authority in terms of how it wants to treat current local plan reviews. Irrespective of this uncertainty the work being undertaken to date will inform a future plan-making

**Meeting Closed 20:07**

## **Annexe Site information**

### **Easthorpe**

#### **Site 295 – Land at Easthorpe**

Site area (ha):

0.8

Yield info:

0 (employment site)

Policy considerations:

Site is entirely within AONB but not within a conservation area or any development limits. There is one Grade II listed building within the existing established business park, whilst Coneysthorpe Banks Wood is a nearby Site of Important Nature Conservation.

### **Bulmer**

#### **Site 299 – Land east of Grange Farm, Bulmer**

Site area (ha):

5.89

Yield according to submission:

123

Current number of dwellings in village:

88

Policy considerations:

Site is entirely within AONB whilst the western-most section of the plot is in the conservation area. There are a number of VIUAs in the village but none within the plot. It is outside development limits. Bulmer Mire Site of Important Nature Conservation is within the parish but not in close proximity to the site. 11 listed buildings proximal to the site, including the Grade I listed church.

Other considerations:

Very low flood risk in terms of fluvial and groundwater; small area of surface water flood risk which is mitigatable.

Services:

Church, village hall, bus stops

### **Coneysthorpe**

Site 297 – Land at Rye Hills

Site area (ha):

0.8 hectares

Yield info:

0 (employment site)

Policy considerations:

The site is entirely within the Howardian Hills Area of outstanding natural beauty, but lies outside of a conservation area, with Coneysthorpe being the nearest. There is a scheduled ancient monument approximately 215 metres from the site, to the north – known as Round Barrow. The boundary of the Castle Howard Historic Park and Garden is located roughly 20 metres to the east of the site, so the site does not fall within this designation, but relatively close to it.

Services:

Church and village hall at Coneysthorpe

### **Slingsby**

**Site 298 – Land north-west of Slingsby**

Site area (ha):

6.15

Yield according to submission:

50

Current number of dwellings in village:

320

Policy considerations:

Site is not inside AONB. Outside but abutting development limits and conservation area. Adjacent to scheduled ancient monument, Slingsby Castle. The sports field, within the site, is designated as a play area. Adjacent to VIUA to the north of the site, which includes Mowbray Oak ancient tree. The Vale of

Pickering is an historical landscape so there are potential archaeological sensitivities.

Other considerations:

Northern-most section of the site is within Flood Zones 2 and 3 due to Wath Beck, but vast majority of the site is very low risk – including surface water and groundwater risk.

Services:

Church, bus stops, primary school, pub, village hall. The Estate has proposed to bring back a local shop and has also offered land for school expansion.

**Site 301a, b and c – Land south of Slingsby**

Site area (ha): (total)

9.76

Yields according to submission:

208 (cumulative total)

Current number of dwellings in village:

320

Policy considerations:

Sites are entirely within AONB. Outside development limits but abuts a section of the conservation area. A scheduled ancient monument, an Iron Age barrow, is on the north side of the B1257 proximal to 301c. A further monument is some distance south of the sites, Linear Dikes within Slingsby Banks Wood. Sites also proximal to a recently allocated site which has outline planning permission; Land at The Balk. Slingsby Bank verges, proximal to the site, are a Site of Important Nature Conservation. Public Right of Way (Centenary Way) within Site 301a.

Other considerations:

All types of flood risk are very low; gravity drainage a possibility due to topography.

Services:

Church, bus stops, primary school, pub, village hall. The Estate has proposed to bring back a local shop and has also offered land for school expansion.

**Ganthorpe**

**Site 296a – Land at Ganthorpe**

Site area (ha): (total)

0.8 hectares

Yields according to submission:

17 units

**Site 296b – Land at Ganthorpe**

Site area (ha): (total)

5.51 hectares

Yields according to submission:

73 dwellings

The following Information applies for both sites A and B.

Current number of dwellings in village:

14 dwellings

Policy considerations:

Both sites fall within the Howardian Hills Area of Outstanding Natural Beauty. There are no listed buildings present on either development site, the nearest is Manor Farmhouse and Railings, which is Grade II Listed, approximately 86 metres to the east. Both sites lie outside of a Conservation area, the nearest Conservation Area is Terrington – approximately 1.6 km to the west. This is also the same in terms of development limits, there are none established for Ganthorpe.

Other considerations:

In terms of Flood risk, an assessments was provided by Castle Howard indicating that both sites are entirely within Fluvial Flood risk Zone 1, which is the lowest – with surface water flood risk seen as ‘at very low’ risk. Again the ground water flood risk is seen as low, with no indication of groundwater risk.

In terms of ecology, there are no statutory protected sites within 2km, nor are there any non-statutory protected sites on or immediately adjacent the site.

Services:

Ganthorpe as a hamlet does not have any services at present. In this instance members were presented with the figures for Terrington – in which it was established that they have a number of existing facilities, including bus stop, church, village hall, village shop, café, primary school, Tea Room, Post office, surgey, sports field.

It was also noted that in information submitted by the estate they have suggested developing a new off-road cycling and walking route linking Ganthorpe and Terrington.

## **Welburn**

### **Site 300a – Land to the East of Welburn**

Site area (ha): (total)

4.66 hectares

Yields according to submission:

98 dwellings

### **300b - Land to the East of Welburn**

Site area (ha): (total)

4.06 hectares

Yields according to submission:

85 dwellings

The following information applies to both sites

Current number of dwellings in village:

At present there are 238 dwellings within Welburn.

The total combined indicative yield for both proposed sites is 178.

Policy considerations:

There are no listed buildings on the two development sites, but there are a number of listed buildings within the village, 18 in total. The nearest is Chanting Hill Farmhouse a Grade II Listed property approximately 44 metres to the west. There is then The Grange, which is approximately 47 metres to the south, to the name the closet two.

Both sites fall outside of the Welburn Conversation Area and the Development Limits of the village.

Sites A and B are within the Howardian Hills Area of Outstanding Natural Beauty.

The nearest statutory protected sites are over 1km to the East comprising SSSI and SAC sites. There is no apparent direct connectivity to these from the

proposed development site and habitats on site would not support species associated with them.

Other considerations:

Welburn is considered to have a fluvial flood risk of low, Flood zone 1. The vast majority of the site is at low risk of flooding, with only one small and localised area potentially at a high risk of surface water flooding. This section of the land is in the most north westerly corner of site 300a. The flood risk assessment submitted suggests that the site is not constrained by surface water flood risk, and that the localised area of high surface water risk would be allocated for strategic landscaping only.

The straight diagonal line running through the middle of the site and continuing off to the north east is an existing footpath that Castle Howard intend to retain.

Services:

Bus stop, Church, Village Hall, Primary School, Pub, Café.

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<b>PART A:</b>	<b>MATTERS DEALT WITH UNDER DELEGATED POWERS</b>
<b>REPORT TO:</b>	<b>POLICY AND RESOURCES COMMITTEE</b>
<b>DATE:</b>	<b>16 JUNE 2022</b>
<b>REPORT OF THE:</b>	<b>HEAD OF CORPORATE GOVERNANCE AND MONITORING OFFICER ELIZABETH HEATH</b>
<b>TITLE OF REPORT:</b>	<b>APPOINTMENT OF WORKING PARTIES AND SUB- COMMITTEES</b>
<b>WARDS AFFECTED:</b>	<b>ALL</b>

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## **EXECUTIVE SUMMARY**

### **1.0 PURPOSE OF REPORT**

1.1 To appoint working parties and sub-committees of the Policy and Resources Committee.

### **2.0 RECOMMENDATION**

2.1 It is recommended that:

- (i) The terms of reference for working parties and sub-committees of the Policy and Resources Committee attached at Appendix 1 of this report be approved;
- (ii) That members and substitutes be appointed to working parties and sub-committees of the Policy and Resources Committee based on the allocation of seats set out in Appendix 2.

### **3.0 REASON FOR RECOMMENDATION**

3.1 Working parties allow informal and detailed discussion of specific areas of work, such as grant applications, the Constitution and the Local Plan, prior to the Policy and Resources Committee considering these items.

3.2 Sub-committees allow a smaller group of Members to make decisions on often complex and confidential staffing matters.

3.3 The recommendations in this report put arrangements in place for working parties and sub-committees to assist the Policy and Resources Committee in carrying out its duties.

#### 4.0 SIGNIFICANT RISKS

4.1 There are no significant risks associated with the recommendations in this report.

#### 5.0 POLICY CONTEXT AND CONSULTATION

5.1 The membership of sub-committees must be politically proportional, under the Local Government & Housing Act 1989.

### REPORT

#### 6.0 REPORT DETAILS

6.1 Early each municipal year, the Policy and Resources Committee appoints working parties and sub-committees to support it in carrying out its business. Sub-committees have decision making powers, delegated by the Policy and Resources Committee, and are public meetings (except where it is agreed to move into exempt session), whilst working parties are advisory private meetings and can only make recommendations back to the Policy and Resources Committee for consideration. This is summarised in the table below. As these are discretionary bodies, which have to be appointed each year, there are no terms of reference included in the Constitution.

<b>Sub-Committees</b>	<b>Working Parties</b>
Have decision making powers, delegated by the Policy and Resources Committee	Are advisory and can only make recommendations back to the Policy and Resources Committee for consideration
Are public meetings (except where it is agreed to move into exempt)	Are private meetings

6.2 At its meeting on 14 March 2019, the Policy and Resources Committee agreed written terms of reference, for the first time, for its working parties and sub-committees. This was intended to provide clarity regarding the roles of these meetings for both Members and officers. As new working parties and sub-committees were subsequently created, further terms of reference were agreed by the Policy and Resources Committee for these bodies.

6.4 The current terms of reference for the working parties and sub-committees are attached as Appendix 1 and need to be approved again as part of the process of appointing these bodies for the new municipal year.

6.5 Appointments of members and substitutes to the working parties and sub-committees also require approval and the proposed allocation of seats and membership is set out in Appendix 2, using 2021-22 as a starting point for 2022-23.

6.6 All members sitting on sub-committees dealing with appointments and appeals must be trained to ensure that they can deal with these matters appropriately, having regard to all legal, policy and procedural requirements.

#### 7.0 IMPLICATIONS

7.1 The following implications have been identified:

a) Financial

There are no direct financial implications, other than expenses which may be claimed by Members for attendance at any physical meetings. The staffing implications detailed below will carry an indirect cost.

b) Legal

The legal implications in relation to the Local Government & Housing Act 1989 are set out above.

c) Other (Equalities, Staffing, Planning, Health & Safety, Environmental and Climate Change, Crime & Disorder)

Staff resource will be required from the relevant service areas involved in the areas of work.

Holding working party and sub-committee meetings will have a small climate change impact in terms of paper use, and, where there is a physical element to the meeting, additional journeys, heating and lighting.

There are no other implications.

**Elizabeth Heath**

**Head of Corporate Governance and Monitoring Officer**

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**Background Papers:**

None

**Background Papers are available for inspection at:**

Not applicable.

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## **TERMS OF REFERENCE: APPOINTMENTS SUB-COMMITTEE**

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### **MEMBERSHIP:**

The size and membership is determined by the Policy and Resources Committee.

The membership must comply with political proportionality requirements under the Local Government & Housing Act 1989.

### **FUNCTIONS:**

To make decisions about the recruitment and appointment of the Chief Executive and Chief Officers, making recommendations on any matters reserved to Full Council.

### **CALLING OF MEETINGS:**

The provisions of the Committee Procedure Rules in the Council's Constitution apply to the calling of meetings.

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## **TERMS OF REFERENCE: GRANTS WORKING PARTY**

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### **MEMBERSHIP:**

The size and membership is determined by the Policy and Resources Committee.

### **FUNCTIONS:**

To make recommendations to the Policy and Resources Committee on:

- (i) Community grants
- (ii) Flood grants
- (iii) Section 106 grants
- (iv) Any other community based grants

### **CALLING OF MEETINGS:**

The provisions of the Committee Procedure Rules in the Council's Constitution apply to the calling of meetings.

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## **TERMS OF REFERENCE: APPEALS PANEL SUB-COMMITTEE**

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### **MEMBERSHIP:**

The size and membership is determined by the Policy and Resources Committee.

The membership must comply with political proportionality requirements under the Local Government & Housing Act 1989.

### **FUNCTIONS:**

To consider and determine any staff appeals against dismissal under the Council's disciplinary, capability and attendance policies.

### **CALLING OF MEETINGS:**

The provisions of the Committee Procedure Rules in the Council's Constitution apply to the calling of meetings.

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## **TERMS OF REFERENCE: CONSTITUTION WORKING PARTY**

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### **MEMBERSHIP:**

The size and membership is determined by the Policy and Resources Committee.

### **FUNCTIONS:**

To review and make recommendations to the Policy and Resources Committee on any proposed changes to the Constitution referred to it by Full Council, Policy and Resource Committee or the Monitoring Officer.

### **CALLING OF MEETINGS:**

The provisions of the Committee Procedure Rules in the Council's Constitution apply to the calling of meetings.

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## **TERMS OF REFERENCE: LOCAL PLAN WORKING PARTY**

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### **MEMBERSHIP:**

The size and membership is determined by the Policy and Resources Committee.

### **FUNCTIONS:**

- (i) To consider and make recommendations to the Policy and Resources Committee on aspects of the Local Plan;
- (ii) To consider and make recommendations to the Policy and Resources Committee on other planning policy matters as relevant.

### **CALLING OF MEETINGS:**

The provisions of the Committee Procedure Rules in the Council's Constitution apply to the calling of meetings.

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## **TERMS OF REFERENCE: LIVESTOCK MARKET WORKING PARTY**

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### **MEMBERSHIP:**

The size and membership is determined by the Policy and Resources Committee.

### **FUNCTIONS:**

- (i) To consider and make recommendations to the Policy and Resources Committee on aspects of the Livestock Market relocation.

### **CALLING OF MEETINGS:**

The provisions of the Committee Procedure Rules in the Council's Constitution apply to the calling of meetings.

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## **TERMS OF REFERENCE: FLOOD MANAGEMENT WORKING PARTY**

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### **MEMBERSHIP:**

The size and membership is determined by the Policy and Resources Committee.

The Working Party may recommend to the Policy and Resources Committee that up to a third of its membership be co-opted from outside the Council, with co-opted representatives to include representatives from both towns and villages within Ryedale.

### **FUNCTIONS:**

- (i) To understand relevant external partners responsibilities in relation to flood risk in Ryedale. The working party will consider and recommend actions to reduce the number of properties at risk of flooding. This will be done by working with partners to implement cost-effective local solutions.
- (ii) The working party will meet six times in the year.
- (iii) To consider and make recommendations to the Policy and Resources Committee on aspects of flood management.

### **CALLING OF MEETINGS:**

The provisions of the Committee Procedure Rules in the Council's Constitution apply to the calling of meetings.

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## Policy and Resources Working Parties and Sub Committees 2022-23

### Appointments Sub-Committee

	<b>Member</b>	<b>Substitute</b>
Conservative x2	Cllr Duncan Cllr Graham	
Independents for Ryedale	Cllr Cussons	Cllr Frank
Liberal	Cllr J Andrews	Cllr Potter
Independent	Cllr P Andrews	Cllr Burr
Lib Dem & Ind.	Cllr Keal	

### Grants Working Party

	<b>Member</b>	<b>Substitute</b>
Conservative x2	Cllr Garbutt Moore Cllr King	Cllr Docwra
Ryedale First Independent	Cllr Arnold (Chair)	Vacant
Independents for Ryedale	Cllr Hope	Cllr Cussons
Liberal	Cllr J Andrews	Cllr Brackstone
Independent	Cllr Thackray	Cllr P Andrews
Lib Dem & Ind.	Cllr Keal	Cllr Middleton

### Sub Committee – Appeals Panel

	<b>Member</b>	<b>Substitute</b>
Conservative	Cllr Graham	Vacant
Independent	Cllr P Andrews	Cllr Burr
Liberal	Cllr Potter	Cllr J Andrews

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

### Constitution Working Party

Chair of Council and Group Leaders.  
Councillors Arnold, Burr, Duncan, Frank, Keal and Potter and the Chair of Council,  
Councillor Wass.

### Local Plan Working Party

	Member	Substitute
	Chair of Policy and Resources Committee	Cllr Keal
	Chair of Planning Committee	Cllr Potter
Conservative		Cllrs Docwra and Vacant
Ryedale First Independents		Cllr Windress
Independents for Ryedale		Cllr Frank Cllr Hope
Liberal		Vacant Cllr Brackstone
Independent		Cllr P Andrews Cllr Thackray
Lib Dem & Ind		Cllr Mason Cllr Keal

### Livestock Market Working Party

	Member	Substitute
Conservative x3	Cllr Bailey Cllr Cleary Cllr Docwra	
Ryedale First Independent	Cllr Arnold	
Independents for Ryedale	Cllr Cussons	Cllr Frank
Liberal	Cllr Wass	Cllr Potter
Independent	Cllr Burr	Cllr Andrews
Lib Dem & Ind.	Cllr Keal (Chair) Cllr Middleton	

### Flood Management Working Party

	Member	Substitute
Conservative	Cllr Mackenzie	Cllr Duncan
Ryedale First Independent	Vacant	Cllr Arnold
Independents for Ryedale	Cllr Cussons	Cllr Frank
Liberal	Cllr Potter	Cllr J Andrews
Independent	Cllr Burr	Cllr P Andrews
Lib Dem & Ind.	Cllr Keal (Chair)	Cllr Mason



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<b>PART A:</b>	<b>MATTERS DEALT WITH UNDER DELEGATED POWERS</b>
<b>REPORT TO:</b>	<b>POLICY AND RESOURCES COMMITTEE</b>
<b>DATE:</b>	<b>16 JUNE 2022</b>
<b>REPORT OF THE:</b>	<b>CHIEF FINANCE OFFICER (s151) ANTON HODGE</b>
<b>TITLE OF REPORT:</b>	<b>REVENUE AND CAPITAL BUDGET MONITORING – OUTTURN 2021-22</b>
<b>WARDS AFFECTED:</b>	<b>ALL</b>

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## **EXECUTIVE SUMMARY**

### **1.0 PURPOSE OF REPORT**

1.1 The revenue budget for 2021-22 was approved by Council on 18 February 2021. This report and associated appendices present the financial performance against the budget. This summary shows the draft outturn position which is part of the Draft Accounts. The final audited accounts will be brought back to the Policy and Resources and Audit Committees in due course for approval.

### **2.0 RECOMMENDATION**

2.1 It is recommended that Policy and Resources Committee:

- i) Notes the contents of the report and that the draft surplus Balance of £10k has been transferred to the General Reserve.
- ii) Approves a carry forward of £242k from revenue budgets and £7.56m from the Capital Programme to ensure that key projects can be adequately resourced and completed.

### **3.0 REASON FOR RECOMMENDATION(S)**

3.1 To ensure that budget exceptions are brought to the attention of the Council in order to approve remedial action where necessary.

3.2 To note the treatment of the surplus balances and impact on reserves and to ensure that key projects can continue to be adequately resourced and completed.

## 4.0 POLICY CONTEXT AND CONSULTATION

4.1 The financial position and performance against budget is fundamental to delivery of the Council's Plan, achieving value for money and ensuring financial stability.

## 5.0 REPORT DETAILS

### 5.1 Summary

#### General Fund (Appendix A)

The year-end position is showing a surplus of £10k. This comes in the context of a difficult year with significant volatility as we continued to see the impact of Covid and rising inflation and presents a positive overall position and evidence of effective financial management. Further details are set out below. Planned savings and efficiencies of £377k for the year, identified as part of the 2021-22 budget setting process were built into the base budgets and are reflected in the numbers below and appendix A.

#### Capital (Appendix B)

The year-end position showed much less spend than originally envisaged (£3.3m as against a £12m budget). The majority of underspend relates to changes to planned project timescales and a carry forward will therefore be required to allow completion in 2022/23 and later years to support the programme agreed by Council In February.

### 5.2 Revenue

The table below sets out the summary position, with details of forecast variances included in **Appendix A**.

General Fund Account – Q4 2021/22	Budget	Actual	Variance
	£000's	£000's	£000's
Net Revenue Budget	8,192	8,752	560
Settlement Funding RSG/NDR	(3,751)	(4,321)	(570)
<b>Amount to be met from Council Tax</b>	<b>4,441</b>	<b>4,339</b>	<b>(10)</b>
Council Tax	(4,483)	(4,483)	0
Collection Fund Deficit	42	42	0
<b>Net Revenue Budget (Surplus) / Deficit</b>	<b>0</b>	<b>(10)</b>	<b>(10)</b>

The main variances are:

#### Expenditure

- **All Employee-related costs. £108k underspend.** The majority of services have ended the year with underspend salaries and employee related costs, mainly due

to turnover and vacancies, the main areas being Management Team £161k, IT services £87k, Projects & Performance £45k. Waste and Environmental services were overspent by £264k.

- **Supplies and Services – £183k underspent.** Across services there are numerous variances, with many showing underspends. Some of the main items relate to Waste service stock adjustment £28k, Green waste disposal charges £24k, underspends across various IT and Software related budgets £41k, Building Control Partnership charges fees £42k, £25k across printing and stationery budgets, along with £8k on postage and £7k on telephone/internet charges
- **Vehicles and Transport - £183k overspent.** The overspends mostly relate to additional costs within the Waste & Environment fleet, Hired Services costs £89k, Repairs and Vehicle parts £84k, Diesel £28k. This is partially offset by underspends in Tyres and Licences £13k. In addition, across the authority mileage expenses were £10k underspent.
- **Premises related – £230k overspent.** Major areas of additional spend relate to increased costs on repairs and maintenance to make properties safe and secure and taking account of inflation increases. Includes works in Ryedale House £42k, Former Waste Transfer site £95k and spend across investment properties £65k.
- **Housing Benefit Payments – £209k Overspent.** Benefit payments in year haven't reduced as far as predicted in year. This is partially offset in benefit subsidy receipts.
- **Additional Capacity and Provisions –** this is the budget set aside to cover additional agreed capacity and to account for savings included in main headings above
- **Capital Accounting - £131k underspent.** The underspend relates to finance lease payments, which are lower than budgeted due to delays in the Vehicle replacement programme. This partially offsets costs incurred within the vehicle heading where repairs and maintenance costs are higher than expected due to older vehicles in the fleet.

## Income

- **Income from Housing Benefit – £50k surplus.** Housing benefit subsidy has been slightly more than expected as Benefit payments haven't decreased as far as forecast. Offsetting this, there is a slight increase in payments that do not attract 100% subsidy.

- **Waste Collection & Recycling – £249k surplus.** Significant increase in recycling material prices, March 22 v March 21 the most notable differences saw an increase of 418% in plastic bottles and 152% in Softmix Paper. Tonnages remained fairly consistent.
- **Fees and Charges – £124k surplus.** The main variance relates to the recovery of car parking income following covid restrictions, ending the year with a surplus of £148k. Housing rents and benefits generated a surplus of £54k, along with additional income for Gritting services £30k. There were some smaller losses within Land Charges £23k, DFG admin fee £25k and Markets £20k.
- **Government Grants – £293k Surplus.** LLC Transition Grant £24k, Covid response £14k, Housing Benefits New Burdens £25k, Various Housing Measures ( for example Domestic Abuse, Protect & Vaccinate) £221k

### Covid-19 impact on Revenue Budget

- 5.3 Covid costs monitoring has been prepared in year using the latest information gathered for the Financial impacts monitoring returns to MHCLG, the position reported here uses the final costs included within the year end accounts
- 5.4 Council approved additional funding from reserves of £788k to cover COVID costs as set out in the table below.
- 5.5 Final costs for year are:-

	Budget	Q4 Final
	£000	£000
Stand-by payments	25	24
Reduction in investment income	150	156
Additional Vehicle Hire (Streetscene)	23	27
Loss of car park income	155	-25
Loss of catering income	10	23
Additional finance resources	50	50
Ryecare Income	8	10
Procurement savings not achieved	50	50
Streetscene (reduction of income, offset by reduction in diesel, etc)	73	103
Customer Services Staff	90	84
COVID Grant Revenue Officers	25	25
COVID Marshall	12	9
Online meetings	25	83
Covid-secure workplace adjustments including PPE	45	5
Support for Vol and Community sector incl additional grant allocation	25	10
COVID implementation and coordination arrangements	22	17

- 5.6 Final costs were £137k less than estimated, giving a total of £651k for the year. The biggest difference related to the recovery of Car Park income exceeding expectations following the removal of lock-down restrictions.
- 5.7 The Council had agreed in the 2021-22 budget to fund these additional costs from reserves, and can therefore reduce the planned drawdown in light of the £137k saving. In addition, unexpected new burdens and Sales, Fees and Charges grants have been received in year, which will also ease the pressure on the use of Council reserves, where these have not been required to set aside for on-going Covid measures. Therefore the final call on this reserve is £474k.

Original Cost Pressures to be funded from Reserves	£788k
Less:	
Underspend	£137k
New Burdens Grants applied in year	£92k
Sales Fees & Charges compensation	<u>£85k</u>
Revised drawdown from Reserves	<u>£474</u>

### Requested Revenue Carry-forwards

- 5.8 The figures above include proposed revenue carry-forwards for budgets set aside in 2021/22 but not used. These will be transferred into an earmarked reserve for the purposes described

Nature of Budget	Amount to Carry Forward (£)
Repairs & maintenance	52,000
Climate change projects	48,800
Car parks security	4,500
Community grants	10,100
IDEA cyber security grant	8,000
Training budgets	7,500
Local Plan	71,140
Equipment	39,870
	<b>241,910</b>

### Capital Programme

- 5.9 The approved programme in 2021/22 was £12.026m.
- 5.10 Within the capital programme, the main headings are shown below (a detailed breakdown is shown in **Appendix B**).

- 5.11 The final outturn position is £3.312m, with slippage of £7.56m, and change in vehicle replacement financing arrangements of £1.153m
- 5.12 The main variances relate to the following areas:
- (i) Industrial Units development (£2.3m) all of which will slip into 22/23,
  - (ii) Livestock Market development, with £1.5m slipping into future years.
  - (iii) Affordable Housing, with £1.1m to slip into 22/23
  - (iv) Vehicle Replacement – Within the capital programme seven Refuse Vehicles were to be replaced under finance lease arrangements (£1.153m), however once the detailed assessments were carried out, it was determined that a purchase through Operating Leases was more appropriate, meaning that an annual cost is charged to the revenue account and therefore the capital allocation can be reduced. The vehicles have now been purchased and payments are being made. The revenue charge is covered by the existing budget for Minimum Revenue Provision (MRP).  
The remainder of the underspend (282k) is slippage due to investigating Electric options to move to a greener fleet.
- 5.13 £250k of the IT infrastructure budget was moved forward into 21/22 with £226k now slipping into 22-23. With the need to refresh a number of core systems, this area is likely to continue to be under pressure into the new financial year.

CAPITAL SCHEME	BUDGET 2021/22	FINAL OUTTURN 2021/22	VARIANCE
	£'000	£'000	£'000
Vehicle Replacement Programme	1,788	353	-1,435
Trade Waste Equipment	33	4	-29
Replacement of Garage Inspection pit	50	0	-50
Property Condition Survey: Investment Operation Assets	32	0	-32
Property Condition Survey: Leisure Facilities	-4	1	5
Property Condition Survey: Milton Rooms	216	4	-212
Property Condition Survey: Public Conveniences	0	26	26
Property Condition Survey: Car Parks	30	0	-30
Property Condition Survey: Streetlights	201	141	-60
Property Condition Survey: St Leonard's Wall	80	0	-80
Property Condition Survey: Former Transfer Waste Site	65	53	-12
Property Condition Survey: Unallocated	42	37	-4
Property Condition Survey: Riverside View Play Area		44	44
Car Park Action Plan	50	0	-50
Industrial Units - New Development	2,290	0	-2,290
Milton Rooms	500	468	-32
Ryedale House - COVID safe adjustments	55	47	-8
Livestock Market	1,500	0	-1,500
Community Facilities in Pickering	200	0	-200
Malton and Norton Infrastructure	350	0	-350
Ryedale Hub	0	0	0
Malton to Pickering Cycle Route	670	520	-150
IT Infrastructure Strategy	477	251	-226
Aff HSG Init: Exception Sites Land Purchases	100	0	-100
Aff HSG Init: Railway Tavern	724	620	-104
Aff HSG Init: Extended Programme Delivery	1,506	357	-1,149
Aff HSG Init: Property Improvement Loans	75	9	-66
Aff HSG Init: Landlord Improvement Loans/Grants	50	0	-50
Privates Sector Energy Efficiency Grants	40	40	0
Private Sector Renewal - Disabled Facility Grants	496	339	-157
Community Housing Fund	289	0	-289
Mortgage Rescue Scheme	21	0	-21
Flooding Contingency	100	0	-100
<b>TOTAL</b>	<b>12,026</b>	<b>3,312</b>	<b>-8,713</b>

5.14 The proposed carry forward of £7.564m is therefore £8.713m as above, less the £1.149m no longer required for the vehicle leases, as set out in the further details which can be found at Appendix B. The draft position on funding sources, subject to final checks, is also shown in that Appendix.

## Reserves

- 5.15 As a result of planned activity, lower than expected capital costs and the transfer of the surplus to reserves, the position as at 31.03.22 is shown below with reserves of **£14.446m**, (excluding Collection Fund Equalisation Reserve of which £600k was used, as per budget). This is a decrease from the previous year's position of £0.9m. Balances, including use of other funding sources, are subject to finalising the Collection Fund accounts and completion of the Accounts Audit.

	31.03.21	31.03.22	change	Notes
	£'000	£'000	£'000	
General Reserve	3,981	3,517	-464	1
Capital Fund	5,405	4,196	-1,209	2
New Homes Bonus Reserve	3,582	3,582	0	
Strategic Reserve	2,133	2,311	178	3
Election Reserve	7	37	30	4
Council Tax Hardship Fund	77	49	-28	
Pension Reserve	81	306	225	5
Grants Reserve	99	448	349	6
	<b>15,365</b>	<b>14,446</b>	<b>-919</b>	

### Notes:

1. Use of General Reserve to fund Covid pressures and allocation of £10k year-end surplus.
2. Reflects spend within Capital Programme
3. Net movement reflects use of £64k carry forward requests from 20/21, against £242k requests to carry forward budgets into 22/23
4. Fund created to set aside costs of future elections
5. Savings from Pension rate reduction set aside to mitigate against future increases.
6. Grants received required to be set aside for future use.

- 5.11 It should be noted that a number of these reserves are already earmarked for spend in 2022/23 and future years and further information will be provided to the Committee as part of the normal quarterly monitoring reports. For example, £5.957m to support the Capital Programme slippage in 22/23, along with £1.95m to support the future programme.

## 6.0 IMPLICATIONS

- 6.1 The following implications have been identified:

- a) Financial  
Included in the body of the report

- b) Legal  
There are no legal implications identified as part of this report
- c) Other  
None to report, although in any report to Committee and Council, it will be noted that any proposals which may impact on Equalities, Staffing, Planning, Health & Safety, Climate Change, Environmental, Crime & Disorder will be assessed as part of the budget process.

**Anton Hodge**  
**Chief Finance Officer (s151)**

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**Background Papers:**  
None

**Background Papers are available for inspection at:**  
N/A

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# Management Accounts 2021/22

Results as at AP12 - 2021/22

	Prior Year	Latest Approved	Year to Date		Variances	COMMENTS
	Actual	Budget	Actual 12 Months	Budget 12 Months		
<b>INCOME</b>						
Fees & Charges	(2,276)	(2,806)	(2,931)	(2,806)	(124)	The main variance relates to the recover of car parking income following covid restrictions, ending the year with a surplus of £148k. Housing rents and benefits generated a surplus of £54k, along with additional income for Gritting services £30k. There were some smaller losses within Land Charges £23k, DFG admin fee £25k and Markets £20k.
Government Grants	(820)	(657)	(949)	(657)	(293)	LLC Transition Grant £24k, Covid response £14k, Housing Benefits New Burdens £25k, Various Housing Measures (Domestic Abuse, Protect & Vaccinate etc) £221k
Grants & Contributions Inc	(139)	(157)	(167)	(157)	(10)	
Housing Benefits	(7,651)	(7,034)	(7,129)	(7,034)	(95)	Additional Subsidy receipts in line with increased benefit payments versus budget expectations.
Investment Income	(177)	(55)	(50)	(55)	5	
Waste Collection & Recycling Inc	(1,833)	(1,871)	(2,119)	(1,871)	(249)	Significant increase in recycling material prices, March 22 v March 21 the most notable differences saw an increase of 418% in plastic bottles and 152% in Softmix Paper. Tonnages remained fairly consistent.
Recharges	(90)	(117)	(58)	(117)	58	Charges to Building Control and Capital were less than anticipated for corporate insurances and overheads.
<b>TOTAL SERVICE INCOME</b>	<b>(12,987)</b>	<b>(12,697)</b>	<b>(13,404)</b>	<b>(12,697)</b>	<b>(707)</b>	
Salaries & Employee Costs	9,136	9,705	9,597	9,705	(108)	The majority of services have ended the year with underspend salaries and employee related costs, mainly due to turnover and vacancies, the main areas being Management Team £161k, IT services £87k, Projects & Performance £45k. Waste and Environmental services were overspent by £264k. The remainder relates to smaller variances across all services.
Supplies & Services	3,114	2,874	2,692	2,874	(183)	
Vehicles & Transport	684	682	866	682	183	The overspends mostly relate to additional costs within the Waste & Environment fleet, Hired Services costs £89k, Repairs and Vehicle parts £84k, Diesel £28k. This is partially offset by underspends in Tyres and Licences £13k. In addition, across the authority mileage expenses were £10k underspent.
Premises	850	790	1,021	790	230	Major areas of additional spend relate to increase in maintenance costs at Ryedale House £42k, Former Waste Transfer site and £95k spend across investment properties £65k
Drainage Board Levies	99	101	104	101	3	
Grants & Contributions	3,276	913	963	913	50	
Housing Benefit Payments	7,631	7,082	7,291	7,082	209	Whilst benefit payments have reduced during 21-22, they haven't decreased as far as expected when estimating budgets.
Additional Capacity & Provisions	24	(308)	21	(308)	329	
Interest Payable	53	55	52	55	(3)	
Capital A/c	279	223	92	223	(131)	
<b>TOTAL SERVICE EXPENDITURE</b>	<b>25,147</b>	<b>22,118</b>	<b>22,698</b>	<b>22,118</b>	<b>580</b>	
<b>FINANCING &amp; RESERVES</b>						
Collection Fund (Surplus) / Deficit	0	42	42	42	0	
Council Tax	(4,429)	(4,483)	(4,483)	(4,483)	0	
NNDR	(3,761)	(1,940)	(1,940)	(1,940)	0	
RSG	0	0	0	0	0	

General Government Grant	(5,460)	(1,811)	(2,381)	(1,811)	(570)	£239k new Burdens, (Covid Grants administration etc), £85k Sales Fees & Charges
Transfers to / from Reserves	1,472	(1,229)	(542)	(1,229)	687	Transfer grants received in year to be utilised in future years, £229k Housing Grants, £40k Opening High Streets, BEIS Heat Network Delivery £80k, remaining COMF funding £25k and a reduction in reserve funding required for Covid pressures £313k.
<b>TOTAL FINANCING &amp; RESERVES</b>	<b>(12,178)</b>	<b>(9,422)</b>	<b>(9,305)</b>	<b>(9,422)</b>	<b>117</b>	
<b>GF (SURPLUS) / DEFICIT</b>	<b>(19)</b>	<b>(0)</b>	<b>(10)</b>	<b>(0)</b>	<b>(10)</b>	

## CAPITAL PROGRAMME EXPENDITURE:

CAPITAL SCHEME	BUDGET	FINAL	VARIANCE
	2021/22	OUTTURN	
	£'000	£'000	£'000
Vehicle Replacement Programme	1,788	353	-1,435
Trade Waste Equipment	33	4	-29
Replacement of Garage Inspection pit	50	0	-50
Property Condition Survey: Investment Operation Assets	32	0	-32
Property Condition Survey: Leisure Facilities	-4	1	5
Property Condition Survey: Milton Rooms	216	4	-212
Property Condition Survey: Public Conveniences	0	26	26
Property Condition Survey: Car Parks	30	0	-30
Property Condition Survey: Streetlights	201	141	-60
Property Condition Survey: St Leonard's Wall	80	0	-80
Property Condition Survey: Former Transfer Waste Site	65	53	-12
Property Condition Survey: Unallocated	42	37	-4
Property Condition Survey: Riverside View Play Area		44	44
Car Park Action Plan	50	0	-50
Industrial Units - New Development	2,290	0	-2,290
Milton Rooms	500	468	-32
Ryedale House - COVID safe adjustments	55	47	-8
Livestock Market	1,500	0	-1,500
Community Facilities in Pickering	200	0	-200
Malton and Norton Infrastructure	350	0	-350
Ryedale Hub	0	0	0
Malton to Pickering Cycle Route	670	520	-150
IT Infrastructure Strategy	477	251	-226
Aff HSG Init: Exception Sites Land Purchases	100	0	-100
Aff HSG Init: Railway Tavern	724	620	-104
Aff HSG Init: Extended Programme Delivery	1,506	357	-1,149
Aff HSG Init: Property Improvement Loans	75	9	-66
Aff HSG Init: Landlord Improvement Loans/Grants	50	0	-50
Privates Sector Energy Efficiency Grants	40	40	0
Private Sector Renewal - Disabled Facility Grants	496	339	-157
Community Housing Fund	289	0	-289
Mortgage Rescue Scheme	21	0	-21
Flooding Contingency	100	0	-100
<b>TOTAL</b>	<b>12,026</b>	<b>3,312</b>	<b>-8,713</b>

## Funded by:

<b>External Grants and Contributions</b>			
Department Communities & Local Government (DCLG)	785	339	-446
Energy Efficiency Grant	40	40	0
Homes England Grant	504	220	-284
Other Grants	670	520	-150
Developers Contributions	1,228	757	-471
<b>Total External Grants and Contributions</b>	<b>3,227</b>	<b>1,875</b>	<b>-1,352</b>
Borrowing - Finance Leases	1,348	219	-1,129
Borrowing - Temp Internal Borrowing	160	0	-160
Long Term Debtors/Capital Receipts	125	9	-116
Reserves	7,166	1,209	-5,957
<b>TOTAL FUNDING OF CAPITAL PROGRAMME</b>	<b>12,026</b>	<b>3,312</b>	<b>-8,714</b>

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<b>PART A:</b>	<b>MATTERS DEALT WITH UNDER DELEGATED POWERS</b>
<b>REPORT TO:</b>	<b>POLICY AND RESOURCES COMMITTEE</b>
<b>DATE:</b>	<b>16 JUNE 2022</b>
<b>REPORT OF THE:</b>	<b>PROGRAMME DIRECTOR FOR PLACE AND RESOURCES PHILLIP SPURR</b>
<b>TITLE OF REPORT:</b>	<b>FUNDING FOR NORTON SKATE PARK</b>
<b>WARDS AFFECTED:</b>	<b>NORTON EAST, NORTON WEST AND MALTON</b>

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## **EXECUTIVE SUMMARY**

### **1.0 PURPOSE OF REPORT**

- 1.1 To consider the proposed financial support of up to £50,000 to renovate the half pipe at Norton Skate Park, as per a member proposal at Full Council on 17 February 2022.

### **2.0 RECOMMENDATION(S)**

- 2.1 It is recommended that the following options are made available for consideration by Elected Members:
- (i) Funding for the scheme already allocated in the 2022/23 budget be provided to Norton Town Council (NTC) but subject to RDC having sight of the preferred quote for the work and on the understanding that all interest groups are consulted and included in ongoing development work at the site.
  - (ii) RDC funding is conditional upon confirmation of any required match funding, should the cost of the scheme be above the RDC £50,000 contribution.

### **3.0 REASON FOR RECOMMENDATION(S)**

- 3.1 While NTC had sufficient funds and completed the renovation of the seven smaller pieces of equipment in the Skate Park, they currently do not have funds to support the renovation of the larger half pipe so would need to source this from elsewhere.
- 3.2 The funding and work on the half pipe would complete the renovation of the whole park and provide much needed active leisure facilities.

#### **4.0 SIGNIFICANT RISKS**

- 4.1 In the current economic climate there is a risk of rising costs of materials and labour. The impact of this could be mitigated through the provision of in-kind support as outlined by stakeholders in this report.
- 4.2 Norton Town Council do not currently have the funds to support the renovation of the half pipe and so it will likely remain derelict until funds can be raised.
- 4.3 The half pipe along with the other seven recently renovated pieces of equipment that make up the Norton Skate Park are situated on land leased from the Fitzwilliam Malton Estate (FME). NTC currently has a lease until 2024 for the site and whilst they are hopeful that this will be renewed this is not guaranteed.

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

- 5.1 The Ryedale Council Plan: The upgrade and renovation of the half pipe would support the council commitment to healthy and happy communities, providing leisure facilities which support active lifestyles.
- 5.2 The Local Plan stresses the importance of community facilities and notes the scarcity of provision for young people and outdoor sports.
- 5.3 The Malton and Norton Neighbourhood Plan recognises the need to support more youth provision in the two towns, in order to *'further increase recreational options available to young people'*.
- 5.4 The Ryedale Sport and Active Lives Strategy (2013-2023) champions active and healthy lifestyles, encouraging more people to be involved in activities which promote healthy living.

### **REPORT**

#### **6.0 REPORT DETAILS**

##### **Background Information and Current Operations:**

- 6.1 The Norton Skate Park is situated on Norton Road, Norton, on land owned by the FME.
- 6.2 In 2004 Ryedale District Council (RDC) took on the lease of the site and the skate park was established with support from North Yorkshire Police. The skate equipment was sourced second-hand and installed on site.
- 6.3 RDC remained responsible for the park until 2013 when Norton Town Council (NTC) took over the lease of the site. They were given a grant of £26,900 from RDC to support ongoing costs. Nothing now remains of this grant.
- 6.4 NTC currently have a 3 year lease with FME for the skate park site and NTC manages the whole site, including lighting, CCTV, cleaning, and general maintenance. Weekly inspections are undertaken with recommendations made to NTC who then carry out

repairs and maintenance as necessary. An annual Royal Society for the Prevention of Accidents (RoSPA) inspection is also undertaken. RDC's only role is rubbish collection. (NB: the CCTV is installed on the building adjacent to the park and the company who operate that building are paid a fee for this.)

- 6.5 NTC hope they will be able to secure renewed leases in perpetuity. NTC's current lease expires in April 2024.
- 6.6 NTC have confirmed the average annual costs of maintaining the site are approximately £5,000.

#### **The Current Equipment:**

- 6.7 The site consists of the large half pipe (the largest in the North of England) and seven smaller individual pieces of equipment. These are modular and can be moved.
- 6.8 Originally all the equipment had a 'Skatelite' surface with birch plywood underneath. Skatelite is a durable composite material used for sporting ramps such as this. Over time, the plywood underneath the Skatelite rotted which lifted the surfacing making it uneven and dangerous. This process started to happen to all pieces of equipment.
- 6.9 Since 2019 discussions have taken place as to how best to repair the equipment and reopen the park.
- 6.10 Below is a summary of recent discussions and activity from key stakeholders.

#### **Fitzwilliam Malton Estate:**

- 6.11 The Estate currently lease the site to NTC, on a three year lease. The current lease is set to expire in April 2024.
- 6.12 The Estate have confirmed they have no long-term plans for the site, though the site remains under continued review.

#### **Norton Town Council:**

- 6.13 NTC have approached the skate park refurbishment in two phases: phase one concentrating on resurfacing the seven pieces of equipment at the front of the site, and phase two centring on the half pipe at the rear of the site.
- 6.14 In 2019, quotes for resurfacing were sought for phase one. After going to tender, NTC commissioned Environmental Art to carry out the work. The equipment was resurfaced with a corrugated effect steel metal surface. At the same time the surface of the half pipe was removed but not resurfaced as part of phase one so remains unsurfaced to date.
- 6.15 Two Royal Society for the Prevention of Accidents (RoSPA) reports have been commissioned and received since this 2019 repair work was completed, the most recent one in September 2021. These reports recognise that the steel frames which support the structures are old but the surfacing is fit for purpose and can be used. However there was some concern from the local campaign group regarding the new surfacing and whether it was safe and met British Safety Standards. Due to these disagreements, the park remained closed.

- 6.16 There are British Safety Standards that apply to skate parks but a skate park does not have to meet all of these standards to be approved by RoSPA. This is why despite the Norton Skate Park passing a RoSPA inspection there were still some with concerns over safety.
- 6.17 NTC have since been working with the Malton and Norton Area Partnership (MNAP) and the campaign group Rescue the Ramp and taking on board their concerns.
- 6.18 An Extraordinary meeting of NTC was held on 9 March 2022 to agree and commission a contractor to re-do the resurfacing work on the seven ramps at the front of the park. King Ramps were employed and this work has now been completed. The work cost £43,000 and NTC have no further funds to contribute to work on the half pipe.
- 6.19 In addition to securing the contractor, NTC have recently spent up to £5,000 installing new fencing at the front of the skate park and new RoSPA-certified signage.

#### **The Half Pipe:**

- 6.20 The last RoSPA report (September 2021) highlighted that the half pipe needed a structural survey on the metal framework. The skating surface itself had been removed when the other equipment in the park was resurfaced by Environmental Art in 2019.
- 6.21 A new structural survey was commissioned by NTC in January 2022 and this has now been received. NTC will review and agree this prior to requesting quotes for any work required on the framework, in addition to quotes for the resurfacing work which are also being sought.
- 6.22 Four quotes have now been received for the work on the half pipe. This includes resurfacing the top, renovating the framework and replacing the sections of framework which are not possible to renovate. All quotes are in the region £50,000 - £70,000. NTC are also gauging interest from local organisations and businesses who may wish to support the scheme.

#### **Position of Malton and Norton Area Partnership (MNAP):**

- 6.23 In early 2021 MNAP considered taking on the half pipe project and being involved in ongoing support. However, they had no wish to incorporate as a Community Interest Company for example, as raising money for insurance would be too difficult. Currently, the site is covered by NTC's insurance. They would also have to pay VAT if they set up as a CIC whereas currently NTC can recover VAT.
- 6.24 MNAP suggested they'd be content to manage the half pipe on behalf of NTC and would be keen to build up a range of events and exhibitions at the site to widen its appeal but were not interested in direct campaign work. The Rescue the Ramp campaign group was formed to campaign and lobby for the repair and renovation of the half pipe.
- 6.25 In May 2021, the campaign group secured offers of volunteer support for some of the repair work (for example: in-kind labour support from Malton and Norton Lions for restoration of the steel framework, funding of up to £15,000 promised from Habito). These organisations would have to be approached again to ascertain if the offers still stand (note point 6.22 above).

- 6.26 However, health and safety concerns relating to the half pipe were raised. This was in relation to British Safety Standards for skate parks as referenced in point 6.16 above. Despite the RoSPA report ruling the park as safe, there was not full consensus on moving forward with renovations as some items which did not meet the British Safety Standard so progress was at an impasse.
- 6.27 MNAP have always maintained that so long as the park is inspected, reports completed and submitted and insurance maintained, then there can be no negligence.
- 2.28 MNAP would welcome the funding from RDC for the half pipe and are keen to see that the volunteers who have supported the project thus far continue to be involved in any ongoing work. RoSPA also recommend involving users in management and running of the skate park.
- 6.29 MNAP would recommend any remaining funds from the restoration of the half pipe be used to support event activity at the site.
- 6.30 MNAP are keen to work with NTC and MTC to support the work and running of the park.

#### **Position of Malton Town Council:**

- 6.31 Malton Town Council had previously made an annual 50% contribution to NTC for the maintenance of the skate park.
- 6.32 At a MTC meeting in April 2021 however, it was agreed that these annual contributions would stop and there would be no further financial support from MTC for the skate park.
- 6.33 Following consultation with schools and local communities, MTC are now exploring options for their provision of a low-maintenance cycling pump track and so are not committed to supporting the skate park further at this time.

#### **Previous RDC Funding Allocations:**

- 6.34 NTC have received two instalments of S106 funding to support work on the skate park:
- In 2017 £9,000 was committed for a wall ride and cladding. 50% of this funding was received by NTC in January 2018 with the remaining funds to be paid on completion. The project was not undertaken and the remaining funds were not paid. The initial payment was fed into general skate park developments which followed.
  - In 2019 £30,818 was committed for major upgrades. This was paid 100% up front and received by NTC in June 2019 because the S106 deadline was approaching; payment was conditioned so NTC had to spend it all within six months of receipt. NTC confirmed in 2021 that the moneys had been used, though no detailed evidence of expenditure has been provided. In May 2022, NTC sent a spreadsheet confirming the spend.

#### **Community Safety:**

- 6.35 From a community safety perspective RDC confirmed that no formal complaints have

been received regarding users of the skate park.

6.36 There have been some recent incidents of graffiti at the skate park but this is not isolated and is representative of a wider Ryedale issue.

6.37 The Hub Sergeant and the RDC Safer, Stronger Communities Manager have no problem with the skate park and the half pipe reopening.

#### **Options for Funding:**

6.38 As NTC have now received quotes for the full renovation of the skate park, which fall within £50,000 - £70,000, the proposed £50,000 funding from RDC would be entirely used towards the repair and renovation with no funds left to support an event programme as proposed by MNAP.

6.39 It will be essential for RDC to have sight of the quotations for work prior to any offer of funding being made and that the funding be given on the understanding that community interest groups be consulted and included in progress and developments of work at the site. The allocation of funding from RDC will also be dependent on the confirmation of any match funding over the £50,000 allocated by RDC is secured prior to the commencement of the project.

## **7.0 IMPLICATIONS**

7.1 The following implications have been identified:

(i) Financial

£50,000 ask from RDC for the renovation work. This funding has already been allocated within the budget for 2022/23.

(ii) Legal

A standard grant agreement will be needed to secure any relevant terms and conditions in advance of the funds being transferred.

(iii) Environmental, Ecological, Climate Change and Carbon

There are no anticipated to be any environmental or ecological impacts as a result of this scheme. The reinstatement of the half pipe will simply replace a structure that has previously existed.

(iv) Equalities

An Equality Impact Assessment will be completed prior to the offer of a grant if agreed by Members.

(v) Staffing

There is expected to be a limited impact on RDC Officers, however if the offer of a grant is made by Members, this will require capacity from both the Economic

Development and Finance teams to make the grant offer and manage and monitor the grant until the scheme is completed.

(vi) Planning

The land itself received planning permission in February 2002 (to become a skate park). Planning Officers have advised that they would need to see details of the extent of the half pipe to be replaced. They could then make a judgement on whether it would benefit from any permitted development rights or whether it would be considered a new structure. If it would be considered a new structure then it would constitute operational development and require planning permission. Officers are happy to advise NTC in due course.

(vii) Health and Safety

The RoSPA reports have deemed the park safe. There are not anticipated to be any Health and Safety implications for Ryedale District Council as a result of any decision.

(viii) Crime & Disorder

The Hub Sergeant has welcomed the reopening of the park and half pipe and no formal complaints of anti-social behaviour have been received in relation to it.

(ix) Data Privacy

As a grant bring provided to an external organisation, details of the recipient and grant awarded will be retained in the same manner as other RDC grant recipients.

**Phillip Spurr**  
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**Background Papers:**  
2021 RoSPA Report – Norton Skate Park

**Background Papers are available for inspection at:**  
Please make a request to the Economic Development team

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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>16 JUNE 2022</b>
<b>REPORT OF THE:</b>	<b>PROGRAMME DIRECTOR – PLACE AND RESOURCES PHILLIP SPURR</b>
<b>TITLE OF REPORT:</b>	<b>NORTON COLLEGE ASTRO-TURF REPLACEMENT FUNDING REQUEST</b>
<b>WARDS AFFECTED:</b>	<b>ALL</b>

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## **EXECUTIVE SUMMARY**

### **1.0 PURPOSE OF REPORT**

1.1 This report is to consider the allocation of Community Infrastructure Levy (CIL) funding of up to £108,000 towards the total project cost of replacing the astro-turf pitch at Norton College.

### **2.0 RECOMMENDATIONS**

2.1 It is recommended that Policy and Resources Committee:

- (i) Advises Council whether funding of 90% towards the estimated total project cost for the replacement astro-turf pitch at Norton College up to a maximum of £108,000 should be provided;
- (ii) The provision of any grant is subject to 10% match funding from the College, a robust procurement process being undertaken by the College, the provision of a community use plan, and completion within 2022/23; and
- (iii) Agreement of any procurement process and community use plan is delegated to the Programme Director for Place and Resources in consultation with the S151 Officer and the Chair of the Policy and Resources Committee.

### **3.0 REASON FOR RECOMMENDATIONS**

3.1 Supporting the recommendation set out above would provide Norton College with the facility they need and would allow for community use of a facility otherwise not currently within the town for local residents.

### **4.0 SIGNIFICANT RISKS**

- 4.1 Price fluctuations and increasing costs are a feature of many schemes at this time and this project will be no exception. It is proposed that any additional costs incurred or an increase in prices should be a risk borne by Norton College should RDC grant assistance be provided.
- 4.2 Supporting individual requests for funding may mean an increase in requests from other organisations and groups from across Ryedale looking to secure CIL funding. This represents a further risk that Members and Officers could be overwhelmed by requests and as there are currently no strategic plans in place to direct usage of these funds, decisions on any future requests would need to be made on a case by case basis. It is the view of Officers that there is currently insufficient time and capacity within the Authority at this time to prepare a policy for use of CIL funds.
- 4.3 If the available CIL monies are not utilised and allocated to existing schemes, at this time Officers are unsure on remaining CIL funds will be utilised within the new North Yorkshire Council. Funds may be ring-fenced for the area in which they were collected, or they could be collated into a single central pot for use across the new Council area.
- 4.4 Should funding not be allocated to Norton College, it is possible that of the remaining options, there will be no astro-turf facility. Other options include doing nothing, removal and changing of the sand on the surface at a cost of c£30-40,000 providing a further 2 years usage, or securing the future of an astro-turf facility through a potentially costly lease agreement.
- 4.5 Norton College operates as an academy overseen by a trust (Evolution Schools Learning Trust) and is the only college within the Trust. As an academy the College is outside of Local Authority control and has greater freedom than state schools over various aspects of its operation including its finances.
- 4.6 Funding for this scheme is not on RDC's Forward Plan for 2022/23. As this is a request for in excess of £100,000 of revenue funding, it is likely to require approval from North Yorkshire County Council (NYCC) as part of the Section 24 process under Local Government Reorganisation. Exact details of this process are still to be determined.

## **5.0 POLICY CONTEXT AND CONSULTATION**

- 5.1 Current school based leisure provision in Ryedale is through the Northern Ryedale Sports Centre at Lady Lumley's School in Pickering where RDC holds a Joint Use Agreement for use of the facilities by Everyone Active outside of school hours, and an annual grant to support the operation of Malton Community Sports Centre at Malton School, which outside of school hours and usage is also available for community use.
- 5.2 The Ryedale Sport and Active Lives Strategy 2013 – 2023 has a vision for 'everyone in Ryedale to enjoy an active, adventurous, and healthy lifestyle as an integral part of everyday life, encouraging more people, to become more active, more often'. The Strategy aims for more people to be taking part in sport and active recreation and whilst not specifically identifying school based leisure provision directly, it does identify a number of ways of supporting this aim including continuing grant support for

other third party sport and leisure facilities in Ryedale, namely Helmsley Outdoor Pool and Malton Community Sports Centre (MCSC), and supporting improvements to village halls/voluntary clubs infrastructure, play areas through Section 106 / CIL applications.

- 5.3 The Ryedale District Council Plan references healthy lives, sport and leisure and recreation in the following way:

*‘Our Communities: Strong, Inclusive and Attractive’ states ‘we will promote health and wellbeing for all by offering leisure facilities and access to physical activity. We will work with our leisure provider and other partners to expand access to these opportunities and identify funding streams that will support our aims’.*

## **REPORT**

### **6.0 REPORT DETAILS**

- 6.1 A direct written approach was made to the Policy and Resources Committee of Ryedale District Council (RDC) by Norton College making a formal request via the letter to seek CIL funding to support the refurbishment of the astro-turf pitch at the College for use by both the students and as a community facility.
- 6.2 The letter of application was also sent to Norton East and Norton West RDC Elected Members.
- 6.3 Norton College currently has on site two full sized grass pitches which in the summer is converted to an athletics track and cricket pitch, a smaller area used for hockey, and an astro-turf pitch, however this is not currently in use. The astro-turf pitch was installed in 2008 and through regular usage by the school and external users over 12 years it had become worn out. Use of the facility for football and hockey was suspended on the advice of the College’s insurers in February 2020. It remains in an unusable condition and the facility is out of bounds to both school PE groups as well as external users.
- 6.4 Images of the current pitch provided by Norton College show that whilst the fencing around the pitch is in good condition, there is severe wear on the facility, with a worn carpet surface, and drainage issues when the weather is poor and as a consequence the pitch is contaminated with dirt, silt and moss. This is confirmed by a pitch condition survey undertaken by Notts Sport for the College.
- 6.5 In December 2021 Notts Sport also provided the College with an estimated cost for a replacement facility to address the issues found with the original pitch including the construction of the base and drainage issues, in addition to the replacement of the synthetic surface. It should be noted the funding requested is for a new surface only and not a new base – this would have an additional cost attached. As an estimate, no specific specification has been developed at this time. The site has existing floodlights and these, like the fencing, are not included for repair or replacement within the estimate provided. It is this estimate from Notts Sport that forms that basis of the College’s ask for financial support.
- 6.6 Over the last 12 years the facility was maintained in-house by the College until a point in time when the condition became unserviceable. In 2017 Norton College commissioned a specialist company to undertake a facelift of the surface and this

extended the life for a further year. It was then around this time that the facility was deemed unusable.

6.7 Without a usable astro-turf pitch the College is unable to fully develop its sports offer to deliver the curriculum, and extracurricular activities are also impacted. Examples of this provided by the College include:

- Hockey (unless on grass which significantly restricts development) or tennis cannot be offered in either curriculum or extra-curricular time;
- Netball has to be taught inside in the sports hall which means a class of 28 would share one court. During games therefore 50% of the class would be 'waiting' for their turn. On the astro-turf, they could have 2-3 courts. This would increase opportunities in both lesson times and extra-curricular clubs;
- A reduction in standard of assessment levels is being noticed – some students are competent players who would gain higher grades if the College could access the curriculum more sufficiently (tennis in particular, but hockey and netball are also impacted);
- The College's sports teams are suffering from poor performances and missed opportunities to participate. As all schools play on astro-turf Norton College therefore no longer attend hockey inter-school and regional fixtures - teams become demoralised as they cannot compete on an unfamiliar surface. Previously the College had hockey teams at all age groups and tennis teams for U13's and U15's – these now do not exist.
- Delivery of some specific courses has also been impacted. In particular Level 3 BTEC Sports Practical Performance where the opportunity to include hockey as a sport has had to be substituted for football which does not suit all students.
- Having to relocate sports from outside into the sports hall has a knock-on effect in reducing the opportunity for other sports such as gymnastics to be taking place inside.

6.8 Through the installation of a new astro-turf facility, the College has identified the following additional uses for the facility beyond being used to deliver the curriculum as it currently takes place:

- Re-introducing hockey and tennis to the curriculum as a school sport;
- Hockey teams being entered into local festivals and competitions;
- Netball outside (with more courts for continuous practice and more time to develop);
- More recreational sport taking place;
- Relieve pressure on the sports hall by moving more sports outside, so increasing time for badminton, basketball, gymnastics or other indoor sport
- The opportunity to bring alternate games back for Year 10 sports rotation (futsal, handball, tchoukball, ultimate frisbee etc);
- The facility will provide a space to play outdoors in all-weather when the grass is too wet or frozen but the weather is fine. Currently this scenario results in two PE groups pairing up, and ultimately means that the planned curriculum lesson is collapsed or significantly adapted; and
- The College would also be able to reinstate its links with primary schools through football, hockey and tennis festivals.

6.9 College staff feel that replacing the astro-turf pitch and making this facility available for all students once again will see improved assessment grades, an improved

involvement in physical activity time, improved team performances, extra-curricular provision strengthened and broadened, 6th Form options extended in curriculum and during enrichment, greater practical sport options for Cambridge National and BTEC courses at Year 10 to Year 13, and it will help to secure the future of PE as a viable A Level subject at the College. With future Post-16 educational reforms, Norton College will have to offer A Level PE as BTEC's (currently offered) will be discontinued. From 2023/24 the College will therefore need a higher level facilities such as an astro-turf pitch.

- 6.10 Norton College has stated a commitment to making this facility available to the public outside of school hours. The College has indicated that a 'reasonable charge' would be made for external usage which would be used to cover maintenance, energy costs for the existing floodlights, administration and staffing for the supervision of the facility. It is however noted that any additional staffing costs are likely to be minimal as the College already have some facilities, which are staffed and open on an evening and at weekends. An electronic booking system is already place and this can be adapted to suit changing needs.
- 6.11 Norton College anticipate the facility to be open to the community for use during the same times as the existing fitness suite – currently weekday evenings 4.30pm - 9.30pm and weekends 7.30am - 12.30pm. The College anticipates that weekend opening could be extended beyond the current fitness suite in line with demand. Similarly to the usage expected by the College, community usage is envisaged to be mainly around football, tennis, hockey and netball. Any RDC financial support would be subject to putting in place a community use agreement with the College to ensure that out of hours use of the facility is maximised.
- 6.12 Currently Norton residents must travel around 2 miles (the equivalent to a 40 minute walk) to the Malton Community Sports Centre which is the closest similar facility. Should a facility be made available in Norton, residents will be within a radius of an approximately 15 minute walk. There is also currently a significant housing development planned for Norton with the potential for around 700 new homes. This facility would be a great asset to both existing and new residents.
- 6.13 Norton College have stated that they wish these facilities to be fully inclusive and to support the entire community in accessing facilities at the site. College Trustees like to see the site in use after hours and feel this brings so many benefits, be it income generation to maintain facilities for all; security of the site whilst in use; providing employment opportunities; or simply just to improve community perception of the College as a truly integral part of the community. Whilst the College has not generated an independent evidence base to support this request, their understanding is that the town is growing, and the sports and fitness facilities will become stretched as demand increases. The facility at Malton Community Sports Centre is viewed as being football-focussed and in demand, however Norton College feel that the astro-turf would not only give extra access for football, but also additional options for hockey, netball and tennis.
- 6.14 A recent estimate received by Norton College to install a replacement astro-turf pitch indicates an estimated cost of £120,000. There are however limitations to this estimate that should be considered. As a budget estimate, it has been provided to give an indication of scale of likely potential costs but given the current climate there is significant potential for an increase in costs and variations in the availability of the required materials. Additionally, the estimate has been provided by Notts Sport Limited – they would not deliver the scheme directly but would project manage the scheme

and appoint subcontractors to complete this work. This particular company were approached due their ability to offer a Department for Education approved lease financing arrangements, as at this time the College had no other way of financing the scheme.

- 6.15 Independent verification of these costs has been sought by RDC and it is Officers understanding that a budget of £120,000 is a figure that can be expected to be seen for a sand dressed astro-turf pitch of this size. It should be noted that this is only for the surfacing; if a new base is required, this could add £50,000 to the total. As this is not included in the College's ask, this is a financial risk that would sit with them.
- 6.16 Norton College has stated that they are able to provide 10% cash match funding towards the costs of this project equating to £12,000 based on the estimate received.
- 6.17 The College has clearly stated in its initial letter of request that without significant external financial support, replacement of the pitch is beyond their financial capacity. Like many small secondary schools, the College states they currently have no financial reserves so at this time any capital spending would have to be funded from the education revenue budget. A lease option has been considered, as referenced above in 6.13, but this is not felt to be a financially viable proposition for the College.
- 6.18 Norton College have confirmed that the lease option is not affordable from a financial perspective. It is considered to be very much a last resort option to follow the leasing route and to do this at the level of the estimate, other school priorities will ultimately have to be changed. At this time Norton College do not feel in a position to take on this financial commitment. Alternative funding requests have been made, albeit unsuccessfully, to the Football Association, Sport England and England Hockey.
- 6.19 Currently RDC has approximately £3 million of unallocated CIL funding, however a current Infrastructure Funding Statement for 2022/23 is being prepared, so this figure may change.
- 6.20 Officers have also reviewed the current situation in relation to any remaining S106 funds but there are insufficient funds remaining which would be able to support such a scheme in this geographical location.
- 6.21 Maintenance is crucial if the life span of the facility is to be maximised. Norton College has committed to ensuring the pitch is maintained through weekly brushing either by existing staff or the current grounds maintenance contact, and two specialist visits per year to ensure the pitch remains in good condition.
- 6.22 Following the submission of the request being considered by this report, a further request for financial support for the replacement of fitness suite equipment, again utilising CIL funds, has been received from the College.

## **7.0 IMPLICATIONS**

7.1 The following implications have been identified:

- (i) Financial

RDC currently holds approximately £3 million of CIL funds.

Given the revenue value of the request being made, it is expected that this request will also require a Section 24 Local Government Review approval. The exact process for this is still to be determined.

(ii) Legal

Officers will seek advice from Legal if the offer of a grant is made to ensure any grant agreement and terms and conditions are fit for purpose. The specific requirements as outlined in the 2.1 will also be included in this agreement.

(iii) Environmental, Ecological, Climate Change and Carbon

Advice from the Climate Change Officer has been requested and it is noted that having a sports pitch in both Malton and Norton and promoting active travel at each site would decrease traffic emissions by reducing the number of car miles needed to reach the sport centres.

Artificial turf is not of benefit to biodiversity/ecology compared to a natural turf pitch as artificial turf blocks assess to the soil beneath for insects and other animals. As single plastic item, an astro-turf pitch is composed of a range of polymer and rubber type materials. At present they are not widely recyclable but do potentially have a long lifetime depending on maintenance.

Research into the ground and air pollution from artificial turfs varies; however, there is potential for toxicological and environmental contamination from the materials during water run-off and release of volatile organic gaseous emissions into the atmosphere.

It is however appreciated that potential for contamination is minimal and there are no other viable options if an all-weather surface is to be installed.

(iv) Equalities

An Equality Impact Assessment will be completed prior to the offer of a grant if agreed by Members.

(v) Staffing

There is expected to be a limited impact on RDC Officers, however if the offer of a grant is made by Members, this will require capacity from both the Economic Development and Finance teams to make the grant offer and manage and monitor the grant until the scheme is completed.

(vi) Planning

RDC Planning Officers confirmed that RDC does currently hold CIL funding and there is a sufficient amount available to cover the costs requested by Norton College. To date it has been thought that a significant proportion of the CIL monies held by RDC would be required to provide a new school in Norton. The status of this need is currently uncertain. It was also noted that the way in which CIL funds will be utilised from April 2023 onwards has not yet been determined.

Officers also highlighted that there is currently no prioritisation process in place for Members to follow and any requests would need to be considered on a case by case basis, however this could result in additional demands on capacity within the authority.

(vii) Health and Safety

There are not anticipated to be any Health and Safety implications for Ryedale District Council as a result of any decision.

(viii) Crime & Disorder

As a grant being provided to an external organisation, there are not expected to be any crime and disorder implications for RDC. The project is to replace an existing and now unsuitable facility. Ongoing management of the site including security will be overseen by Norton College.

(ix) Data Privacy

As a grant being provided to an external organisation, details of the recipient and grant awarded will be retained in the same manner as other RDC grant recipients.

**Phillip Spurr**  
**Programme Director – Place and Resources**

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**Background Papers:**  
Request for Funding from Norton College

**Background Papers are available for inspection at:**  
Please make a request to the Economic Development team



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<b>PART B:</b>	<b>RECOMMENDATIONS TO COUNCIL</b>
<b>REPORT TO:</b>	<b>POLICY AND RESOURCES</b>
<b>DATE:</b>	<b>16 JUNE 2022</b>
<b>REPORT OF THE:</b>	<b>PROGRAMME DIRECTOR, PEOPLE AND RESOURCES MARGARET WALLACE</b>
<b>TITLE OF REPORT:</b>	<b>COUNCIL PERFORMANCE – QUARTER 4 2021-2022</b>
<b>WARDS AFFECTED:</b>	<b>ALL</b>

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## **EXECUTIVE SUMMARY**

### **1.0 PURPOSE OF REPORT**

- 1.1 To provide a progress update on Council performance up to the end of quarter 4 of the reporting cycle (January – March 2022) for 2021-22.
- 1.2 The update covers delivery of the Council Plan 2020-2024 and progress against key performance indicators (KPIs) and data only indicators.

### **2.0 RECOMMENDATION(S)**

- 2.1 It is recommended to Council that:
  - (i) The progress report is noted.

### **3.0 REASON FOR RECOMMENDATION(S)**

- 3.1 To inform Elected Members of progress in delivering the Council's objectives and key performance indicators.
- 3.2 Where applicable, any specific areas where progress for individual KPIs has not been achieved are highlighted with an explanation of planned development actions to make improvements moving forward, as detailed below.

### **4.0 SIGNIFICANT RISKS**

- 4.1 In mid-January 2022, the Government announced its plans to end England's Plan B Covid-19 restrictions. On 24 February 2022 most legal restrictions ended, including the requirement to work from home wherever possible and the country began to treat Covid the same as other infectious diseases such as flu. As a result, quarter 4 saw a significant increase in new cases of Covid-19 across the county as a whole, which continued to have a significant impact on resources and workloads during this period

of time (January – March 2022). Vaccines remained the first line of defence against the virus and the Council has continued to fulfil its obligations in line with the Health and Safety Executive by encouraging staff to let in fresh air when meeting indoors, wearing a face covering in crowded and enclosed spaces and continuing to regularly wash and sanitise their hands.

- 4.2 Towards the end of quarter 4, the Council began to plan ahead for further detailed Government advice on the national Covid-19 changes due to take effect from 01 April 2022. In order to maintain service delivery as well as protect staff and members of the community, flexible working arrangements were promoted, with staff being asked to reach agreement with their managers on returning to office based work in line with the business needs of individual services.
- 4.3 Quarter 4 saw further disruption to people, communities and businesses coming from severe weather conditions with Storms Malik, Corrie, Dudley, Eunice and Franklin affecting the whole of the UK. Once again, this had an impact on workload and resources, to ensure all those affected, received the help and assistance required to maintain their health and wellbeing.
- 4.4 The impact on performance of local government reorganisation during quarter 4 has continued at pace and the organisation has continued to see the impact of losing staff and expertise as we move forward with this process. The risk associated with the need to pull on staff resources to meet the required timelines and the continuing uncertainty for staff resulting in a higher staff turnover is likely to continue to increase moving forward. Backfilling posts to help deal with capacity issues around continuing to deliver business as usual services, as well as the additional local government reorganisation workload has helped to alleviate challenges in relation to resource issues and is an ongoing process.
- 4.5 However, despite the ongoing and the unforeseen challenges during quarter 4, the commitment and resilience of staff across Ryedale has meant that key services across the organisation have been sufficiently maintained to support residents and communities. This means, the majority of key performance indicators continue to be at target.
- 4.6 As full delivery of the 2020-24 Council Plan will not be possible by the time Ryedale District Council ceases to exist in April 2023, a reprioritisation process is being conducted to determine priorities for delivery between now and this date.

## **5.0 POLICY CONTEXT AND CONSULTATION**

- 5.1 The Quarter 4 2021/2022 report shows progress across all of the Council's corporate priorities: Our Communities, Our Economy, Our Environment and Our Organisation.
- 5.2 Key performance indicators continue to be largely on track.

## **6.0 REPORT DETAILS**

### **Introduction and background**

- 6.1 Performance reporting of progress against the Council's priorities – as set out in the Council Plan 2020-24 – is a key element of performance management arrangements.
- 6.2 Ongoing successful delivery of the Council's priorities is demonstrated by a

combination of:

- Progress against priority projects/high level actions (are we meeting/expecting to meet delivery timescales); and
- Performance against relevant key performance indicators and data only indicators (are targets being met; are we getting better).

This report covers the period January – March 2022.

6.3 This report includes the following detail:

- Actions and project activities completed against the aims and objectives set out under each theme of the Council's objectives in the Council Plan 2020-24.
- Relevant key performance indicator statistics measured against the Council's priorities.
- Future activities planned to address the areas requiring some improvement.

### **Summary of progress**

6.4 This report shows the ongoing strong performance of this Council in the fourth quarter of 2021-22, across all its ambitions. The Council continues to support people, communities and businesses despite the ongoing challenges brought about by the Covid-19 pandemic, disruptions from severe weather and local government reorganisation.

6.5 Overall, out of the 12 key performance indicators with targets, 8 are showing a green status and 4 as an amber status, with no indicators at a red status for the first time during the reporting year 2021/22. Particular highlights are as follows:

- The speed of processing new claims for both housing benefit and council tax support remain significantly higher than target, placing this Council as the best performing authority in North Yorkshire for processing housing benefit new claims.
- The % of processing of standard searches carried out in 10 working days has improved from a red status in quarters 1, 2 and 3 to an amber status, with an individual quarter 4 performance figure of 99.3% and now operating at the cumulative figure of 85.6%, falling just below the target of 90%.
- The number of new affordable homes completed has moved from an amber status in quarter 3 to a green status in quarter 4, and with a cumulative figure for the reporting year of 89 has exceeded the annual target of 75 per annum.
- The number of empty properties brought back into use through Council involvement has moved from an amber status in quarter 3 to a green status in quarter 4, achieving the cumulative target for the reporting year of 6 per annum.

### **Amber Indicators**

6.6 Amber indicators are important to highlight as they show where the Council must maintain a level of vigilance to ensure that performance does not slip further. The

number of amber indicators has remained the same in quarter 4 as in quarter 3, however, this is partly due to one indicator moving from a red to an amber status, which overall is a significant improvement.

#### Minor and Other Planning Applications

6.7 As a result of the reduction in the number of processing minor and other planning applications within target, steps already taken to interrogate the system have revealed that the dip in the decision times for minor and other applications has occurred as a result of extensions of time not been agreed with and/or by agents and applicants in the last month of quarter 4 – this equates to circa 17 applications. As a result, action has been taken to remind all planning staff to seek extensions of time to the determination period where necessary and to have these agreed/in place before an application reaches the end of its statutory determination period.

#### % of Standard Searches Carried Out In 10 Working Days

6.8 Although the percentage of standard searches carried out in 10 working days is showing an amber status in quarter 4, this represents a huge improvement by way of moving from being a red status throughout all previous quarters this year. With the issues experienced in quarter 1 having now largely been resolved and the individual quarter 4 performance figure at 99.3%, this improvement is expected to continue moving forward into the new financial year 2022/23.

#### Household waste sent for reuse, recycling and composting

6.9 Kerbside dry recycling and garden waste composting measures are consistent with expected seasonal variation, resulting in garden waste tonnages inevitably remaining low during the months of January to March, with residents spending less time gardening in colder, wetter weather, than during the warmer summer months. In addition to this, quarter 4 has seen an increase in bulky waste collections and residual waste tonnes collected, thought to be largely down to an increased number of residents now working from home and an increased level of activity in the deployment of the mechanical street sweeper. The expectation is to see significant improvement in this indicator as we move into spring, when the weather starts to improve again.

### **7.0 IMPLICATIONS**

7.1 The following implications have been identified:

- a) Financial  
Delivery of Council Plan priorities is reflected in the Medium Term Financial Strategy.
- b) Legal  
The organisation complies with all relevant statutory, legislative and constitutional matters when executing the delivery of its Council Plan and delivering against key performance indicators.
- c) Resource  
Performance reporting highlights where we can explore opportunities to adjust resources to support effective implementation of the Council Plan as part of our on-going business and budget planning.

d) Other

Equalities, staffing, health and safety, and policy matters such as environmental and climate change inform the content and execution of the Council Plan and performance priorities on an ongoing basis. Anyone requiring this information in an alternative format, may contact the report author to request this.

**Name of Service Lead**                      **Margaret Wallace**  
**Job Title**                                        **Programme Director, People and Resources**

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**Background Papers:**

Council Plan 2020 – 2024

<https://www.ryedale.gov.uk/resources/council-plan/>

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# Delivering the Council Plan: Quarter 4 2021-22

## Introduction

This quarter 4 performance report provides details of the Council's achievements between January and March 2022.

It also highlights any challenges to overcome moving forward.

## Summary of Performance Indicators

Key performance indicators (KPIs) provide one tool for measuring performance against the priorities in the Council Plan 2020-24. They have a target, a green, amber or red status and an arrow to show the performance trend in comparison to the previous quarter.

Data-only indicators measure performance in a shorter timeframe to identify how the Council is delivering projects and activities on an ongoing basis to achieve the overall aims in the Council Plan. These indicators can be affected by a number of things including variations in market trends, customer activities and events and as such, they do not have a target.

	Key
	Improved performance
	Maintained performance
	Decline in performance

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**Our communities; strong, inclusive and attractive**  
*Help for those in need*

**We will tackle homelessness, rough sleeping and poverty by providing services in partnership with others to prevent homelessness.**

**Achievements in Quarter 4**

- Towards the end of March 2022, the Council began working alongside partners at NYCC and with the wider community to offer homes to people fleeing conflict in Ukraine. The Homes for Ukraine Sponsorship Scheme involves conducting a number of visits to assess and review the suitability of prospective accommodation. As at the end of quarter 4, individual sponsorships in Ryedale resulted in 13 visas being issued.
- A part-time Support Worker for Ex-Offenders started in post to work in collaboration with a number of other service providers to assist prison leavers to obtain and sustain accommodation. Success has already been achieved during this quarter, in providing assistance and support to enable a prison leaver to access new accommodation.
- The Council used additional funding from the Department for Levelling Up, Housing and Communities to protect vulnerable renters by assisting 10 households to sustain their current accommodation and moving 2 further households into alternative accommodation, to prevent future homelessness.

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**We will offer advice, support and budgeting assistance to those who need it, helping them to manage their finances, ensuring they can access Citizens' Advice services and working with the credit union to promote access to small loans. We will also act promptly to process benefit applications.**

Description	RDC Target	Q1	Q2	Q3	Q4	Trend (previous Qtr)	RAG Status
Housing Benefit Speed of processing new Housing Benefit Claims	<21 days	6.9	7.1	4.7	5.3	↓ <sup>1</sup>	
Council Tax Support Speed of processing new claims for Council Tax Support	<25 days	19.1	16.7	13.2	14.0	↓ <sup>1</sup>	

<sup>1</sup>Quarter 4 saw a slight increase in Housing Benefit and Council Tax Support new claims processing times as a result of a continued increase in Test and Trace support payments.

**Achievements in Quarter 4**

- Housing Benefit and Council Tax Support new claims processing times continued to perform well above target. This Council remains the best-performing local authority in North Yorkshire for processing Housing Benefit new claims.

<p><b>We will create a district where everyone feels welcome and can thrive. We will safeguard vulnerable people, become a ‘dementia-friendly’ and ‘autism-friendly’ Council, and ensure that equalities, mental health and well-being are at the heart of service design, giving training to our employees and encouraging businesses and communities to do the same.</b></p>	Description	Value/ Baseline	Q1	Q2	Q3	Q4
	Safeguarding Number of referrals	Data Only	5	3	10	7
	Safeguarding Percentage of Employees who have read the Safeguarding Policy	New Q2 Data Only	N/A	90%	95%	96%
	Safeguarding Percentage of Employee with up to date Level 1 Safeguarding Training	New Q3 Data Only	N/A	N/A	55%	75%
	Safeguarding Percentage of Employees with up to date PREVENT Training	New Q3 Data Only	N/A	N/A	68%	69%

**Achievements in Quarter 4**

- Although quarter 4 has seen fewer safeguarding referrals compared to quarter 3, overall, the second half of the year has realised a much stronger performance than the first half. Referrals made during the quarter came from both inside and outside the housing team, evidencing that work to increase awareness of safeguarding issues has given staff the confidence to raise any concerns.
- During quarter 4, 33 staff attended a monthly safeguarding training session; further training took place at the depot and another 5% of the workforce are scheduled to complete their training in April. The introduction of video training has played a significant part in the increased level of employees with up to date Level 1 Safeguarding Training.
- Effective use of social media underpinned successful awareness campaigns, with a particular focus on raising awareness of domestic abuse services and related topics. During quarter 4, the number of people who saw content relating to domestic abuse awareness on the Council’s social media sites totalled 6,323 and the average engagement rate was 8.5%, which is significantly higher than the national average of around 4%. In addition, evidence from statistics calculated across the quarter suggests that public engagement rates almost quadruple when video content is used to promote public interest.

<p><b>We want everyone in our communities to be able to live independent lives. We will promote our Lifeline service and provide well-being services, Disabled Facilities Grants and handy person services to enable people to stay in their homes. We will also support community transport schemes to help those in need get around.</b></p>	Description	Value/ Baseline	Q1	Q2	Q3	Q4	Trend (previous Qtr)
	Ryecare Total number of Ryecare customers	Data Only	540	543	522	513	↓
	Ryecare No of new Ryecare installations	Data Only 127 for 2020/21	31	31	19	27	↑

#### Achievements in Quarter 4

- The Ryecare Lifeline service helps residents to live independently, with a dedicated team answering calls around the clock, handling out-of-hours requests for shelter from the homeless, flooding alerts, and getting assistance to Lifeline customers in difficulty. The closing figure for quarter 4 was 513 live connections, a reduction of 9 from the previous quarter. This is due to customers moving into residential care or sadly passing away. In January 2022, a Ryecare Marketing and Admin Officer commenced in post and began promoting the Ryecare service with the aim of increasing the number of live connections and installations.
- The Handyperson service carries out minor adaptations and small repair jobs for residents across Ryedale, usually lasting less than three hours, such as fitting shelves, smoke alarms, changing light bulbs, hanging pictures and many other items or small repairs. During quarter 4, this service delivered 102 minor adaptations and 33 small repairs, representing a third more compared to the previous quarter.
- Disabled Facilities Grants help disabled and elderly people to live more comfortably and independently in their own home by altering or adapting their homes. Quarter 4 saw the completion of 37 Disabled Facilities Grants and 10 referrals.
- Ryedale Community Transport CIO provides affordable rural transport solutions for people who are disadvantaged because of physical or mental disability, geographical isolation or through deprivation and poverty. During this quarter 1,317 journeys were made, bringing the annual total to 5,570. This represents a 6% fall in journeys compared to quarter 3, however this may be due to the reduction in people going to COVID-19 vaccination appointments. Usage of the Ryedale Rover dropped by a third, whereas the volunteer car scheme saw no significant change in activity.

#### Our communities; strong, inclusive and attractive *Healthy and happy communities*

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	Description	Value/ Baseline	Q1	Q2	Q3	Q4
<b>Ryedale is home to hundreds of voluntary organisations delivering invaluable services for local people. We will work with this essential sector to ensure it continues to flourish. We will aim to build strong communities by contributing to community events, activities and facilities through our community grants scheme.</b>	Community Connect website views	Data Only	320	424	248	299
	Community Development Grants	Annual budget £45,372	6 totalling £4,347	5 totalling £10,250	11 totalling £23,808	1 totalling £5,000
	Number of community events attended by Community Team officers	Data Only	1	12	22	12

#### Achievements in Quarter 4

- Ryedale District Council, North Yorkshire Police and North Yorkshire County Council set up the Community Connect Partnership to coordinate our response and support for our most vulnerable citizens. The partnership aims to improve connectivity, support and inclusivity in Ryedale's communities and the website brings together public services, Voluntary, Community and Social Enterprise (VCSE) and community voluntary groups, to provide information for those seeking help and assistance. Quarter 4 saw an increase in the number of Community Connect website views, potentially due to the rebranding of the Ryedale Community Connect Bulletin, which resulted in a more engaging format, with an appealing visual layout including a number of photographs.
- Community Grants are open to any Ryedale community-based organisation or group, for projects that make a positive impact on community owned or managed facilities and activities in Ryedale, such as village halls, play areas, sports facilities, village-owned shops and activities that support the local community. The Council considers grant applications through the Grants Working Party and decides on recommendations for approval at Policy and Resources Committee. The remaining Community Development Grant funding for the financial year 2021/22 of £5,000 was awarded in quarter 4.

**We will promote our creative industries and expand our cultural offer by supporting Ryedale's network of skilled craft businesses and thriving arts hubs.**

#### Achievements in Quarter 4

- During quarter 4, the Council's Small Arts Grant Scheme provided for 14 creative singing sessions for toddlers at Norton Hive; a photographic and audio exhibition at the Moors Rooms, Kirkbymoorside; and a regional artist networking event open to the public at Community House, Malton.
- Renovation work including installation of new sound and lighting equipment and refurbishment of the main hall at the Milton Rooms in Malton progressed as a result of funding approved by Ryedale District Council. Completed works included refurbishment of the toilets, installation of an access lift and lighting and sound infrastructural/rigging work.
- Museums are amazing repositories of wonderful artefacts and curiosities, and during this quarter the Council developed an Out of the Box cultural education project to get museum objects into the community. A variety of resources provide groups in schools, care homes and other community groups with opportunities to express opinions and understand more about Ryedale's heritage.
- The Creative Economy Commissioning programme was designed to strategically support our cultural sector locally, providing investment to help develop activity, strengthen partnerships and support training and skills provision. During quarter 4, the Council awarded the following four Ryedale District Council Creative Economy Commissions: a Ryedale Actor Training Programme; a Young Persons' Technical Theatre Training Programme; National Trust community workshops and exhibitions; and a photographic project showcasing Ryedale's artisan crafters and their work.

**Our communities; strong, inclusive and attractive**  
*A place like no other - to live, work, visit and invest*

**We want everyone to enjoy Ryedale’s natural beauty, market towns, shops and amazing attractions. We will promote our area as a hub for food, drink, creative culture and active recreation.**

**Achievements in Quarter 4**

- March 2022 saw the Easter Escapes for the Chocolate Connoisseur publicity campaign to promote its 20-mile golden circle of Wonkaesque chocolate micro-workshops, all independent and highly individual, where thousands of extraordinary Easter delicacies are handcrafted each year. Chocolate and Easter in Ryedale features in publications including the Yorkshire Post, Longing for Provence 2022, Yorkshire Life and Yorkshire Living magazines.
- The Council introduced a joint partnership with Pickering Library volunteer group to improve visitor provision and offer information on local accommodation, attractions, activities, places to eat and much more.

**We will work with partners to meet shortfalls in our visitor accommodation and increase visitor spend. We will promote the district’s niche and unique activities, as well as the development of eco-tourism.**

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**Achievements in Quarter 4**

- Ryedale District Council allocated funding of £175,000 to the development of the Pickering Town CIC action and funding plan, which will support outdoor recreation in Pickering. Development of a Pickering Town Community Interest Company (CIC) cycling and outdoors activity bid and action plan progressed during quarter 4. The plan aims to support cycling and active outdoor development through promotion of activity and is part of a programme of projects to improve and maintain existing cycling infrastructure, enhance public access to these facilities and support further developments outlined in the CIC’s business plan.

**We will support our market towns to thrive by installing free Wi-Fi, keeping our streets tidy and devising a new car parking strategy with residents and visitors at its heart.**

**Achievements in Quarter 4**

- The Council secured funding of £183,500 to install six additional Changing Places facilities across Ryedale over the next 2 years in partnership with Forestry England at Dalby Forest and the North York Moors National Park Authority. A Changing Place contains more specialist equipment than a standard accessible toilet and is designed to meet the needs of disabled children and adults with complex care needs who require carer support, appropriate equipment and more space.
- The Council engaged with Malton Town Council, NYCC Highways and Fitzwilliam Malton Estate to review planned improvements to the signage for visitors to Malton, including signs both to and from the car parks for those on foot and in vehicles. Detailed proposals for consultation are expected to be available during the first quarter of the new financial year 2022/23.
- The Welcome Back Fund is providing funding to councils across England to support the safe return to high streets and help communities and businesses to build back better from the Covid-19 pandemic. In

	<p>quarter 4, funding was received to provide support for landscaping around The Ropery toilets in Pickering, and further planting schemes in Norton, Helmsley and Pickering.</p>
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<p><b>Thousands flock to the district’s popular events, we will expand our events programme by working with regional agencies, businesses and community groups.</b></p>	<p><b>Achievements in Quarter 4</b></p> <ul style="list-style-type: none"> <li>• Progress was made in the development and scheduling of public events and activities at Ryedale Community House in Malton including printmaking courses and drawing classes. ‘Art Happens Here’ provides artists with the opportunity to present an element of their practice in a supportive arena where values and interests can be discussed and nurtured.</li> </ul>
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**Our economy; harnessing Ryedale's unique economy to deliver growth, homes and jobs**

*Quality homes local people can afford*

Priority	Description	RDC Target	Q1	Q2	Q3	Q4	Current cumulative figure	Trend (previous Qtr)	RAG Status
<p>High house prices and rents mean it is difficult for local people to get onto the property ladder. We will work with our partners to deliver more affordable homes and ensure a supply of good quality housing that reflects the needs of our communities at all stages of their lives. We will work with developers and use our own assets to achieve this, as well as bring more empty properties back into use.</p>	Number of new affordable homes completed	75 per annum	33	18	4	34	89	↑	
	Number of empty properties brought back into use through Council involvement	6 per annum	3	0	0	3	6	↑	
	Major planning applications processed within 13 weeks	70%	75%	86%	100%	100%	90%	→	
	Minor planning applications processed within 8 weeks	80%	74%	76%	88.6%	77%	79%	↓	*see notes
	Other planning applications processed within 8 weeks	90%	81%	89%	92%	84%	87%	↓	*see notes
	% of standard searches carried out in 10 working days	90%	55.7%	94.6%	96.4%	99.3%	85.6%	↑	**see notes

**Achievements in Quarter 4**

- Quarter 4 saw the purchase of two derelict second homes in Kirkbymoorside which will now undergo refurbishment to provide family accommodation.
- The initial meeting of the Ryedale Empty Property Working Group took place during this quarter. Progress was made in reaching agreement to identify long-term empty properties such as those in service towns where transport links make property purchase more desirable, as well as identifying any properties of interest to the council for a specific need in the Ryedale area, such as single-person accommodation in Pickering.
- Empty Property Week 2022 took place in quarter 4 and the Council used social media to raise awareness of empty properties in Ryedale and how to report them.

- The Council and managing agent Rentplus worked together to complete six affordable two- and three-bedroomed homes at Wainds Fields, Kirkbymoorside, with the remaining unit forecast to be completed in May this year. All these homes have been allocated to residents with a local connection to Kirkbymoorside.
- Rural exception sites seek to address the needs of a local community by accommodating households that are either current residents or have an existing family or employment connection. York Housing Association, part of Karbon Housing, met with Swinton Parish Council to finalise detailed plans for the rural exception site in Swinton and further consultation with residents of the parish is expected to take place in the next few months.
- The Homes England practical completion of Bay House (the former Railway Tavern) in Norton took place on the 25 March 2022, subject to a waiver in relation to water and electric utilities. Although subject to review at the next site meeting on 14 April 2022, final completion is expected to be on 6 May 2022.

#### Notes

- \* Although the individual quarter 4 figures show a decline in the number of processing minor and other planning applications within target, the final cumulative figures for both of these have narrowly missed the overall target for the year. Since quarter 1, notable quarterly improvements have been achieved with an increase from 74% to 77% in processing minor planning applications and an increase from 81% to 84% in processing other planning applications.
- \*\* The % of standard searches carried out in 10 working days is showing an amber status. However, this has improved from a red status since the previous quarter, evidencing that the issues experienced in quarter 1 have largely been resolved. The individual quarterly figures have seen significant and continued improvement from 55.7% in quarter 1 to 99.3% in quarter 4, which is an encouraging statistic to take forward into quarter 1 of the new financial year 2022/23.

**We want people to live in high quality, safe and sustainable homes. We will promote the highest standards of construction and work in partnership to improve energy efficiency and achieve carbon reduction. We will work with landlords to ensure rental accommodation, in particular houses in multiple occupation, comply with the law and follow best practice.**

#### Achievements in Quarter 4

- Quarter 4 saw the commencement of work on the Homes for Ukraine Scheme, with the Council working alongside partners at NYCC and in the wider community to coordinate the actions required, including allocation of visits to assess suitability of accommodation. Visits are due to commence from 01 April 2022.
- At the end of March 2022, a Ryedale fuel poverty alleviation project won the Energy Management Project of the Year award at the Sustainability Leaders Awards. The North Yorkshire Warm Homes Fund, managed by our partners YES Energy Solutions, provided funding for vulnerable householders to have improvements made to their heating systems. A total of 19 citizens across Ryedale have been helped by the scheme, with each one receiving fully funded A-rated central heating and, in some cases, improvements to home insulation.
- Ryedale District Council currently offers a number of schemes to eligible citizens including the North Yorkshire Warm Homes Scheme, Ryedale Energy Saver Scheme and Green Homes Grant Scheme. In March 2022, the Council celebrated the huge achievement of being shortlisted at the Yorkshire and Humberside Energy Efficiency Awards for its work on fuel poverty. The winner of the awards will be announced at an awards ceremony on Thursday 07 April 2022.

**Our economy; harnessing Ryedale's unique economy to deliver growth, homes and jobs**

*Open for business*

<p><b>We want entrepreneurship to flourish across our district. We will promote and support micro, small and medium sized businesses by exploring the introduction of a competitive grants scheme for start-ups and offering advice as we recognise the long term success of this sector is essential to Ryedale's future success.</b></p>	<p><b>Achievements in Quarter 4</b></p> <ul style="list-style-type: none"> <li>• Launched in quarter 3, Ryedale's Small Business Development Grant provides help with start-up costs for new businesses, or to assist established businesses to grow and strengthen their market position. In quarter 4, 79 applications were received with project values totalling £243,373.64 and Ryedale District Council allocated £68,554.17 to 25 small businesses in Ryedale.</li> <li>• Distribution of the Council's full Covid Additional Restrictions Grant allocation of £154,738 to 51 Ryedale businesses took place, providing support to businesses who were not eligible for the previous Hospitality &amp; Leisure Grant.</li> </ul>
<p><b>We will work with Government, industry and businesses to bring new investment to the area, expanding the commercial space on offer within the district in a sustainable way. We will develop the council's role in providing workshop, incubator and scale-up space for small start-up businesses and facilitate the expansion of business parks.</b></p>	<p><b>Achievements in Quarter 4</b></p> <ul style="list-style-type: none"> <li>• Stanley Harrison House was identified as a potential Business Centre for use as a small scale start up office space, with further development of proposals expected to take place.</li> <li>• Ryedale District Council joined the Inward Investment Forum led by the York &amp; North Yorkshire Local Enterprise Partnership (NYLEP). This initiative was established by the NYLEP working collaboratively with local authorities and partners to attract inward investment to Yorkshire.</li> </ul>
<p><b>We want young people to believe that Ryedale is a place to build their future.</b>  <b>To retain our young people in the district, we will offer information, training and opportunities to meet the needs of our modern economy. We will work with partners to support their start up ideas and build relationships with higher and further education institutions, focusing upon future skills needs e.g. engineering, green construction and clean energy.</b></p>	<p><b>Achievements in Quarter 4</b></p> <ul style="list-style-type: none"> <li>• The Council considered tenders and awarded a contract to the North Yorkshire Business and Education Partnership (NYBEP Ltd) for the provision of careers advice, employment choices and guidance activities for young people in Ryedale. Funding of £10,000 has been awarded for two years with an optional third year.</li> <li>• Quarter 4 saw Ryedale District Council join the Apprenticeship Hub Steering Group, which was set up by the Apprenticeship Service in collaboration with local authorities and training providers to identify gaps in the market and find collaborative solutions.</li> </ul>

**Our environment; a sustainable, safe and clean place**

*A safe place to live*

	Description	Value/ Baseline	Q1	Q2	Q3	Q4
<b>Ryedale is a low crime area, but not without its problems. We will tackle anti-social behaviour by working closely with North Yorkshire Police and other partners. We will also empower communities to identify effective solutions to tackle speeding.</b>	Number of ASB cases (MAPS)	Data Only	11	12	24	19
	Number of prevention campaigns	Data Only	4	1	2	2

**Achievements in Quarter 4**

- The Council acts on reports of speeding concerns to help the police determine which areas in particular to monitor. A number of locations across Malton and Norton have been targeted for Police Speeding Monitoring due to reports of excessive traffic speeds. Community Team Officers attend these sessions to gather information, to respond to the concerns of residents and to develop an effective working relationship with the Neighbourhood Policing Team as part of the Multi Agency Community Safety Hub. As a result of one session which took place in March 2022, eight speeding letters and two summons were issued.
- During quarter 4, Community Team Officers assisted with Mini Police sessions at Malton, Norton and St Mary’s primary schools, led by North Yorkshire Police. The Mini Police sessions involve 10 children per term at each school and they learn about crimes such as littering and motoring offences, and also conduct a mock trial.
- As part of the Council’s preventative approach to environmental crimes, a Waste Duty of Care campaign commenced in quarter 4 and saw the production of material explaining households’ responsibilities when disposing of waste, including information on legislation, organising waste disposal and how to report fly tipping. This information will be displayed on banners and leaflets at community events and a social media campaign to support the initiative will peak in May.

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<p><b>We want to reduce flooding risk by investing in flooding alleviation measures and working with partners to provide an emergency response.</b></p>	<p><b>Achievements in Quarter 4</b></p> <ul style="list-style-type: none"> <li>• In February 2022, Full Council approved a contribution towards a Yorkshire Water permanent solution for Norton. This will be included in the 2022-23 capital programme, covering up to 20% of the total scheme costs to a maximum of £152,000.</li> <li>• The Council secured a £52,000 funding contribution from Yorkshire Water towards replacement of portable pumps. These are deployed during a flood response to protect properties at risk of flooding, forming part of the Malton, Norton and Old Malton Flood Alleviation Scheme.</li> <li>• Delayed delivery of flood gates prevented property-level resilience works from being completed during quarter 4. However, 43 properties out of 134 have had all works completed.</li> </ul>
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We will work in partnership to uphold the highest standards of animal welfare, train staff to deal with issues and hold public information events.	Description	Value/ Baseline	Q1	Q2	Q3	Q4
	Number of stray dogs collected	Data Only	4	9	7	13

**Our environment; a sustainable, safe and clean place**

*Clean and attractive streets*

We want to keep the streets clean. We will improve our Streetscene operations and support communities to do more.	Description	Value/ Baseline	Q1	Q2	Q3	Q4
	Number of community litter picking groups/individuals supported	Data Only	30	30	30	30

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**Achievements in Quarter 4**

- The Council has continued to support 30 community litter picking groups and individuals by supplying equipment (gloves, bags, high-visibility waistcoats and litter-picking sticks), maintaining the same collection amount of 153 bags of waste in quarter 4, as in quarter 3.
- Quarter 4 saw the approval of the Council's application to work in partnership with Keep Britain Tidy and some of Ryedale's community litter picking groups on an exciting new litter research pilot.
- In February 2022, the Council celebrated the huge achievement of a Ryedale District Council Community Enforcement Officer, Martyn Barker, when he won a national award from environmental charity Keep Britain Tidy. The Excellence in Enforcement Award honours an individual who stands out from the crowd and has excelled at Keep Britain Tidy's Enforcement Academy.

**Our environment; a sustainable, safe and clean place**

*Sustainability into the future*

<b>We will take ambitious steps to reduce our carbon footprint through regional and local initiatives. This includes implementing our Climate Change Action Plan.</b>	<p><b>Achievements in Quarter 4</b></p> <ul style="list-style-type: none"> <li>• Using the NYLEP Greenhouse Gas Accounting Tool, the Council has continued to make progress in reaching a final accounting assessment by the end of May 2022, aiming for a target of a 5% carbon emissions reduction per year.</li> </ul>
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<p><b>We will work collaboratively with industry, businesses, communities and others to deliver local and community led energy solutions that fulfil the ambition to deliver carbon neutrality.</b></p>	<p><b>Achievements in Quarter 4</b></p> <ul style="list-style-type: none"> <li>• The Council has continued to support Third Energy’s Ryedale Geothermal Energy Project and awarded funding of £50,250 to Third Energy for phase 1 feasibility. Progress has been made with the completion of initial fluid level testing at well sites and the award of a contract to an external communications organisation to support communication, public engagement and information dissemination. The aim of this project is to enable assessment of the feasibility of utilising geothermal heat from existing well sites and its potential uses within the community, agriculture and in local businesses.</li> </ul>
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<p><b>We will build the case for installation of income-generating, energy-efficient and renewable technologies at council-owned buildings. We will replace our street lights with energy-efficient LEDs, procure more energy-efficient vehicles when replacing our fleet, and facilitate more tree planting. We will encourage others to do the same by maximising the impact of our supply chain, partnerships and plans.</b></p>	<p><b>Achievements in Quarter 4</b></p> <ul style="list-style-type: none"> <li>• The Phase 2 installation of Ryedale’s Street light upgrade programme to LEDs commenced, with Helmsley, Kirkbymoorside and Pickering areas highlighted for upgrade in 2022.</li> </ul>
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<p><b>We will increase recycling rate in line with emerging national policy, including by promoting recycling awareness, investing in our mini-recycling centres, exploring the possibility of recycling a wider range of materials and working with more trade and garden waste collection customers. We will also work with partners to expand ‘circular economy’ schemes across the district.</b></p>	<p><b>Description</b></p>	<p><b>RDC Target</b></p>	<p><b>Q1</b></p>	<p><b>Q2</b></p>	<p><b>Q3</b></p>	<p><b>Q4</b></p>	<p><b>Current cumulative figure</b></p>	<p><b>RAG Status</b></p>
	<p>% of household waste sent for reuse, recycling and composting</p>	<p>50%</p>	<p>51%</p>	<p>51.2%</p>	<p>44.39%</p>	<p>38.27%<sup>1</sup></p>	<p>46.51%</p>	<p>*see notes</p>

<sup>1</sup>Not adjusted for seasonal variation. Awaiting data validation by DEFRA.

#### Achievements in Quarter 4

- In March 2022, the Hovingham Repair Café opened with a team of volunteers ready to do their best to mend, share skills or provide advice, free of charge, to bring items back to life and prevent unnecessary waste. 45 people attended, and the Council supported the event by providing recycling leaflets and equipment. Of the 15 items brought in for fixing, 10 were repaired on the day and another three people left with advice about how to repair their items, with the result that 13 broken items were saved from becoming waste.

#### Notes

\* The % of household waste recycled, composted and re-used has not reached the target due to an increase in bulky waste collections and residual waste tonnes collected due to an increased number of residents continuing to work from home. In line with the Council's Cleaner Streets priority, due to a higher level of activity in the deployment of the mechanical street sweeper, quarter 4 also saw an increase in street sweeping waste tonnages. Further recycling awareness campaigns are planned for 2022-23 and the Council is considering the implementation of recycling reward schemes to further promote recycling. The service is awaiting outcomes from the Government's consultation into consistent collections nationally before making any changes to the kerbside collection scheme.

### Our organisation; an innovative, enterprising council

#### Accessible to all

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**We will transform customer service, using new ways of working to improve responsiveness. We will revamp our website, increase our social media presence and introduce digital systems for you to report issues and receive information. We will support those who are digitally excluded or need support to access online services. We will bring partners into Ryedale House and provide options for a 'one-stop' Public Services Hub.**

Description	Value/ Baseline	RDC Target	Q1	Q2	Q3	Q4
Number of complaints received	38 for 2020/21	N/A	14	4	7	11
% of stage 1 of complaints closed within target timescale	Data Only	< 10 days	85.7%	75%	100%	82%
% of stage 2 complaints closed within target timescale	Data Only	< 20 days	100%	100%	100%	100%
Number of compliments received	Data Only	N/A	16	24	28	21

#### Achievements in Quarter 4

- The number of complaints received increased by 4 to 11 in quarter 4, compared to 7 in quarter 3. The Council received 21 compliments during this quarter, which is a small decrease of 7 compared to quarter 3 and equates to 31% of all compliments received during the financial year 2021/22.
- During this quarter, 7 complaints were completed within the stage 1 target timescale (10 days), 2 complaints were given an extension with agreement by the complainants due to the complex nature of the complaints, and all the extension timescales were met. However, one stage 1 complaint is ongoing due to a delay in the response from the relevant department.
- Five stage 2 complaints were received and resolved within the 20 day target timescale.

**We will improve our engagement with you, asking for your views, and using your feedback. We will ensure decisions are taken in the most effective way, by consulting with those affected and strengthening the voice of councillors at ward level.**

#### Achievements in Quarter 4

- Community Multi Agency Partnership meetings (a subgroup of the community connect partnership) involve attendees such as Town and Parish Council representatives, North Yorkshire Police, Fire, and District Council Officers, as well as residents from communities in the district meeting to discuss and address any community tensions. Specific progress made during quarter 4 has seen North Yorkshire Police provide further patrols in hotspots highlighted as a concern at the meetings, which the Police would otherwise have been unaware of. This is a positive step forward in addressing the concerns of residents and showing a proactive, intelligence-led approach to problem-solving within the local community.

**We will be open, honest and transparent by publishing key policies and financial information and responding promptly to freedom of information requests.**

#### Achievements in Quarter 4

- The Council published [the Financial Strategy 2022-26](#) after approval from Council in February 2022.

**Our organisation; an innovative, enterprising council**

*Value for money*

	Description	RDC Target	Q1	Q2	Q3	Q4	RAG Status
<p><b>We will maintain strong finances into the future by delivering customer-focused and cost-effective core services.</b></p>	Budget/MTFS Strategy to be submitted to Full Council on time for approval	On Track – Yes/No	Yes	Yes	Yes	Yes <sup>1</sup>	
	Final accounts signed off by 31st July 2022 and 31st December 2022 with an unqualified audit opinion for RDC	On Track – Yes/No	Yes	Yes	Yes	Yes <sup>2</sup>	
	Pension pooling arrangements in place	On Track – Yes/No	Yes	Yes	Yes	Yes <sup>3</sup>	

All on track. Timetable for the year set out by the Policy and Resources Committee. Agreed by Full Council on 17 February 2022.

On track – subject to External Audit capacity. Draft accounts published on time and by the deadline.

These are in place as a part of the North Yorkshire scheme.

**Achievements in Quarter 4**

- The Council’s 2022/23 budget was approved by Council on 17<sup>th</sup> February 2022.
- The Final Accounts were signed off by External Audit in January 2022.

**Our organisation; an innovative, enterprising council**

*A great place to work*

	Description	Value/ Baseline	RDC Target	Q1	Q2	Q3	Q4
<p><b>We will ensure the council is a great place to work by recruiting and retaining motivated, skilled employees.</b></p>	Staff turnover	13% annually all English authorities (Source: LGA workforce survey 2017/18)	Data Only	4.4%	4.1%	5.7%	5.3% <sup>1</sup>

<sup>1</sup>This information provides a snapshot of the organisation's turnover rate and would not be used to predict annual trends. This will be supported with analysis of annual turnover and retention rates within the yearly workforce report.

	Description	Value/ Baseline	RDC Target	Q1	Q2	Q3	Q4
<b>We will empower staff to deliver ambitiously for Ryedale, promote wellbeing and publish the results of staff surveys.</b>	Sickness Average days lost per person	Quarter 4 2020/21: 1.17	Data Only	1.09	0.98	1.75	1.65
	Lost time rate (the percentage of total time available that has been lost to sickness during the noted time period)	Quarter 4 2020/21: 2%	Data Only	2.07%	1.66%	3%	3.21%

**Achievements in Quarter 4**

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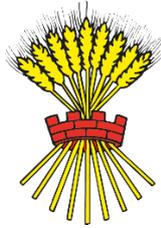
- The labour market is extremely challenging at the moment, and continued challenges in this area are not unique to the Council.
- Absence rates continue to be attributed to COVID-19 where again, the Council is reflective of the national workforce. The Council's absence rates continue to be some of the lowest in the County.
- The Council continues to promote the various wellbeing initiatives and support mechanisms open to staff on a regular basis.

	Description	Value/baseline	Q1	Q2	Q3	Q4
<b>We will nurture talent through succession planning, recruiting graduate trainees and apprentices, implementing a work experience programme for care leavers, and ensuring that training and development opportunities are available for all employees.</b>	Training completion rates	Data Only	99.6%	95.9%	93.86%	93.86% <sup>1</sup>

<sup>1</sup>Average completion rate across the 11 essential training modules. New starters have one month to complete their mandatory training modules, and so this can explain the uncompleted modules.

**Achievements in Quarter 4**

- The Council's training offer continues to be expanded. In quarter 4, the Council worked in partnership with Inclusive Employers to deliver four training sessions on diversity and inclusion in the workplace. 24 members of staff attended the Inclusivity Champions sessions and another 20 completed manager-specific Diversity and Inclusion training.



**TITLE OF DECISION:** CONTRACT AWARD - PUBLIC TOILET CLEANING

**OFFICER REQUESTING:** PROGRAMME DIRECTOR FOR PLACE AND RESOURCES  
PHILLIP SPURR

**DATE OF SUBMISSION:** 26 MAY 2022

## 1.0 PURPOSE

- 1.1 The purpose of this report is to seek additional annual budget approval over 3 years up to a maximum value of £37,590, to enable the award of a 3 year contract for cleansing and minor maintenance of public conveniences.
- 1.2 This decision is required as following a compliant tender exercise the successful bid has a total potential contract value that is significantly higher than the approved budget for 2022/23.

## 2.0 RECOMMENDATION(S)

- 2.1 It is recommended that:
- (i) Approval is granted for the potential additional annual budget over 3 years up to a maximum of £37,590 (in Year 3) to cover the total annual cost of the contract for cleaning public toilets.

## 3.0 REASON FOR RECOMMENDATION(S)

- 3.1 On 29 November 2021, Policy and Resources Committee approved the annual spend from existing budgets for the public toilet cleaning contract (Minute 84).
- 3.2 However, following a compliant procurement exercise, the potential annual value of the new public toilet cleaning contract is significantly higher than the approved budget (of £76,490 in 2022/23) as shown in Table 1.

**Table 1**

Public Toilet Cleaning Contract – Annual Cost Comparison and Budget Increase

Financial Year	Maximum Contract Cost	Maximum Budget Increase
2022/23	£106,500	£30,010
2023/24	£110,760	£34,270
2024/25	£114,080	£37,590

- 3.3 The main reason for the potential increased costs over the approved budget is that the specification built in flexibility over the frequency of cleans and includes for the

completion of minor repairs by the contractor. It should also be noted, however, that the total annual costs may not be incurred for the following reasons:

- i. The contract specification builds in a requirement that will allow for additional cleaning at all toilet blocks (up to 2 cleans per day, 7 days per week) that may, or may not, be required due to any future public health issues or service demands. The cleaning regime will be continually reviewed as part of managing the ongoing risk assessment to ensure frequencies meet all service standards and public health requirements.
- ii. The contract specification allows for the appointed contractor to service all the Council's public toilets and complete minor repairs. The previous contract did not cover all sites and there are separate budgets and arrangements in place for repairs and maintenance, locking up Pickering and Thornton-le-Dale and cleaning Rosedale public toilets. The new specification gives the option to change the current arrangements and the contract costs reflect this however unless there are changes to the current arrangements these additional costs will not be incurred.

#### **4.0 SIGNIFICANT RISKS**

- 4.1 Ensuring a suitable contractor is appointed to undertake the cleaning of the Council's public toilets supports risk management as it is essential to mitigate the reputational risk associated with unsatisfactory standards of cleanliness for this important service to residents and to the public visiting Ryedale.
- 4.2 If the recommendation is not supported there is a risk to service continuity due to not having a contract in place. Additional work would be necessary to consider the implications of alternative service delivery models, or a contract variation would be required to enable a retendering exercise to be completed which could result in the same outcome.
- 4.3 Following significant investment in the Council's public toilets during 2021/22 ensuring these assets are managed, serviced and maintained reduces financial risk and ensures the continued successful management of the public toilets which are important to our visitors and communities, and delivers the Council's commitment to support the economy and pride of place across the district.

#### **5.0 IMPLICATIONS**

5.1 The following implications have been identified:

a) Financial

The 2022/23 approved annual budget for the cleaning contract is £76,490, therefore approval of the additional annual costs that may be incurred is required as detailed in Table 1. Additional costs will be met from reserves in 2022-23, and built into base estimates as a growth item from 2023-24. As this contract is included in the Forward Procurement Plan it would fall under the terms of the General Consent (if agreed) relating to the s24 notice and therefore there is no requirement for NYCC to approve this.

b) Legal

There are potential procurement implications if the additional annual budget is not approved. This would involve continuing to contract on the current contract terms on the increased rates to ensure service continuity whilst further work would be required investigating alternative options for the service:

- Retender the contract on a reduced specification to decrease total potential costs
- Retender the contract on same specification but likely to end up with same result.
- Bring the service in house
- Close sites so cleaning is not required.

None of these options is recommended as the way forward.

- c) Other (Equalities, Staffing, Planning, Health & Safety, Environmental and Climate Change, Crime & Disorder)  
 There are no other implications arising directly from this decision request. Health and safety, staffing and equalities implications were considered as part of the procurement process.

## 6.0 MONITORING OFFICER ADVICE

It is recommended that Group Leaders be advised that it is necessary to invoke Urgency Powers to approve an additional annual budget over 3 years up to a maximum value of £37,590, to enable the award of a 3 year contract for cleansing and minor maintenance of public conveniences.

This decision is required as following a compliant tender exercise the successful bid has a total potential contract value that is significantly higher than the approved budget for 2022/23 agreed at the Policy & Resources Committee on 29 November 2021.

A delay in awarding the contract until the next meeting of the Policy & Resources Committee on 16 June 2022 would cause significant risks to the Council as detailed at 4.0 above.

## 7.0 CONSULTATION RECORD

### Progress to EM consultation with Group Leaders

According to the Constitution, under urgency powers, decisions usually taken by the Council and its committees are taken by the CEO following consultation with the appropriate elected members.

The appropriate elected members are:

- The Leader of the Council
- The Chair of the appropriate committee, for matters relating to that specific committee<sup>1</sup>
- Relevant Ward member(s), if any, for matters of particular relevance to that ward<sup>2</sup>

Name of Consultee	Councillor D Keal
Agree	
Date consultation completed	25.5.22

<sup>1</sup> "Chairman of the appropriate Committee" refers to committee specific matters and does not mean that all Committee Chairs will be consulted on everything

<sup>2</sup> "Relevant Ward Member(s), if any" refers to ward specific matters and does not mean that all Members will be consulted on everything

Name of Consultee	Councillor S Arnold
Agree	
Date consultation completed	25.5.22

Name of Consultee	Councillor L Burr
Agree	
Date consultation completed	25.5.22

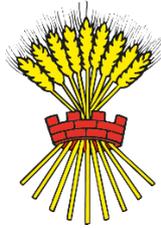
Name of Consultee	Councillor J Frank
Agree	
Date consultation completed	25.5.22

Name of Consultee	Councillor M Potter
Agree	
Date consultation completed	25.5.22

Name of Consultee	Councillor K Duncan
Agree	
Date consultation completed	25.5.22

**8.0 DECISION**

Decision of the CEO based on consultation	To be completed after consultation
Approved.	



**TITLE OF DECISION:** COUNCIL TAX REBATE – DISCRETIONARY SCHEME

**OFFICER REQUESTING:** MARGARET WALLACE  
PROGRAMME DIRECTOR – PEOPLE AND RESOURCES

**DATE OF SUBMISSION:** 26 MAY 2022

#### 1.0 PURPOSE

1.1 To outline the process and gain agreement for the distribution of funds under the Council Tax Rebate Discretionary Scheme so that payments can be made to Ryedale Residents as soon as is possible. Ryedale District Council will administer two separate schemes, one mandatory scheme and a Discretionary Scheme. Both schemes are fully funded by Government, Ryedale District Council has been allocated £110,250 for the Discretionary Scheme.

#### 2.0 RECOMMENDATION(S)

2.1 It is recommended that:

- (i) The criteria for Council Tax Rebate Discretionary Scheme is agreed.

#### 3.0 REASON FOR RECOMMENDATION(S)

3.1 The mandatory scheme is fully funded and a clear criteria is provided by Government – See Appendix 1

3.2 The Council is required to develop a criteria for the discretionary scheme to support our most vulnerable residents.

3.3 On 3 February 2022 the Secretary of State for Levelling Up, Housing and Communities announced a Council Tax Rebate Scheme as part of a package to support households in respect of rising energy costs.

3.4 The Council Tax Rebate Scheme is effectively in two parts, the mandatory scheme which is determined by Central Government and the Discretionary Scheme which forms part of a separate policy which is agreed by the Council.

3.5 Central Government has provided funding to the Council, however, all payments will have to be made prior to 30 September 2022 which is the deadline for this scheme.

3.6 The proposed Eligibility Criteria for the Council Tax Rebate Discretionary Scheme is:-

- 3.6.1 Award £150 to all households in dwellings E – H who are currently in receipt of

## Council Tax Reduction (CTR)

3.6.2 Award a £25 top up payment to households in dwellings A – H who are currently in receipt of Council Tax Reduction (CTR)

- 3.7 The above criteria is clear, concise, within budget and supports our most vulnerable residents.
- 3.8 The Eligibility date for the Discretionary Scheme is 1 April 2022
- 3.9 Following approval a Policy will be written for the Discretionary Scheme based on the agreed criteria.

## 4.0 SIGNIFICANT RISKS

- 4.1 If the Urgency Power is not utilised, there is a significant risk due to the timings of the required committee meetings late agreement of a Discretionary Scheme would lead to a delay in payments being made which could lead to complaints being received from residents and cause reputational damage.

## 5.0 IMPLICATIONS

- 5.1 The following implications have been identified:
- a) Financial  
Both the Mandatory & Discretionary Schemes are fully funded by Government. Due to the small funding available for the Discretionary Scheme the criteria is limited.
  - b) Legal  
The Council has a legal obligation to award appropriate funding within an approved budget.
  - c) Other (Equalities, Staffing, Planning, Health & Safety, Environmental and Climate Change, Crime & Disorder)  
There are implications for Equalities and Staffing if the Urgency Power is not invoked and payments are delayed. Further, there will be increased pressure on staff within the Revenues & Benefits Team dealing with the increase volume of enquiries.

## 6.0 MONITORING OFFICER ADVICE

Group Leaders to be advised that Urgency Powers have been invoked to agree the criteria and to outline the process for the distribution of funds under the Council Tax Rebate Discretionary Scheme. This will ensure that payments can be made to Ryedale Residents as soon as is possible. Ryedale District Council will administer two separate schemes, one Mandatory Scheme and a Discretionary Scheme. Both schemes are fully funding by Government, Ryedale District Council has been allocated £110,250 for the Discretionary Scheme. Delay in implementing both Schemes would cause significant risks and hardship to the District's most vulnerable residents.

## 7.0 CONSULTATION RECORD

According to the Constitution, under urgency powers, decisions usually taken by the Council and its committees are taken by the CEO following consultation with the appropriate elected members.

The appropriate elected members are:

- The Leader of the Council
- The Chair of the appropriate committee, for matters relating to that specific committee<sup>1</sup>
- Relevant Ward member(s), if any, for matters of particular relevance to that ward<sup>2</sup>

Name of Consultee	Councillor D Keal
Agree	
Date consultation completed	25.5.22

Name of Consultee	Councillor S Arnold
Agree	
Date consultation completed	25.5.22

Name of Consultee	Councillor L Burr
Agree	
Date consultation completed	25.5.22

Name of Consultee	Councillor J Frank
Agree	
Date consultation completed	25.5.22

Name of Consultee	Councillor M Potter
Agree	
Date consultation completed	25.5.22

Name of Consultee	Councillor K Duncan
Agree	
Date consultation completed	25.5.22

## 8.0 DECISION

Decision of the CEO based on consultation	To be completed after consultation
Approved.	

<sup>1</sup> "Chairman of the appropriate Committee" refers to committee specific matters and does not mean that all Committee Chairs will be consulted on everything

<sup>2</sup> "Relevant Ward Member(s), if any" refers to ward specific matters and does not mean that all Members will be consulted on everything

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**TITLE OF CONSULTATION: RURAL COMMUNITY GRANT SCHEME 2022/23**

**OFFICER REQUESTING: MARGARET WALLACE  
PROGRAMME DIRECTOR – PEOPLE AND RESOURCES**

**DATE OF SUBMISSION: 7 JUNE 2022**

## **1.0 PURPOSE**

1.1 In February, Council amended the purpose of the proposed capital allocation to the Milton Rooms to “Projects in Ryedale Rural Communities”. This would have been funded from reserves. As the proposal here includes revenue and capital costs, and will usually be allocated to other organisations as revenue grants, the recommendation that has been approved by group leaders now agrees that the funding can now be used for both types of costs rather than just capital. Therefore the capital budget will reduce by up to £160k and the revenue budget increase by the same amount, although there is no overall impact on the funding required by Council. The proposal did not come with the funding criteria, so officers have now drafted the Rural Community grants funding criteria and appraisal documents attached (Appendix A, B).

## **2.0 RECOMMENDATION(S)**

2.1 It is recommended that:

- (i) The criteria and appraisal process for the Rural Community Grant Scheme are agreed.
- (ii) That the allocation of capital budget agreed at Full Council in February 2022 to the Rural Community Grants Schemes is amended to enable it to be allocated to both capital and revenue projects.
- (iii) That delegated authority is given to Community Officers to appraise rural grants in line with the grant criteria and approve applications in consultation with local elected members.

## **3.0 REASON FOR RECOMMENDATION(S)**

3.1 At Council on 24 February 2022 elected members proposed and approved a financial allocation of £160,000 for a Rural Communities Grant Scheme.

3.2 Officers have now drafted the rural community grant scheme criteria for 2022/23 and allocation of funding in consultation with the elected members who proposed and seconded the motion. (Appendix A)

3.3 **Definition of a Rural Community:** Applications will be considered for projects taking place in rural communities across Ryedale. The government’s Rural Urban Classification defines areas as rural if they fall outside of settlements with more than 10,000 resident population, however this would categorise the entirety of the Ryedale District as rural. To further ensure that funding is allocated to sparsely populated areas,

applications will therefore only be accepted from Parishes with a population under 1500.

3.4 To ensure funding is distributed equally to rural communities, each parish with a population under 1500 has been allocated £1,467 in grant funding. Projects within parishes can apply individually for their allocation of £1,467, or a collaborative application can be submitted by numerous parishes for up to the total funding allocated to the ward. Allocated funding may be redistributed in the event that a parish or ward receives an insufficient number of applications.

3.5 Officers have drafted the funding appraisal document which align to the 11 rural priorities outlined in the funding criteria. The projects considered by the fund can be varied and diverse but must be able to show that they make a positive contribution to at least one of the rural priorities as follows:

- Supporting people to resolve existing and emerging community issues, circumstances, and priorities in their locality
- Building rural community resilience
- Creating a safe place to live
- Developing an innovative and replicable project
- Improving the economic or social resilience of a rural community
- Reducing isolation for people living in rural areas by improving service provision
- Creating Dementia Friendly communities
- Creating a self-sufficient rural community that is fit for the future
- Rural tourism development
- Improving rural IT and Broadband connection
- Tackling climate change

3.6 Officers have drafted the rural community grants scheme appraisal criteria which provides a scoring matrix to assess the merit of a grant application. The assessing officer will score each question against the application and approve in consultation with the local elected members.

#### **4.0 SIGNIFICANT RISKS**

4.1 There is a significant risk that if the criteria are not approved the agreed allocation of funding will not be spend within the financial year 2022/23.

#### **5.0 IMPLICATIONS**

5.1 The following implications have been identified:

a) Financial

There is a significant risk that if the criteria are not approved the agreed allocation of funding will not be spend within the financial year 2022/23

b) Legal

N/A

c) Other (Equalities, Staffing, Planning, Health & Safety, Environmental and Climate Change, Crime & Disorder)

The grant scheme will be appraised by Community Team Officers. An officer from the Economic Development team will be responsible for the administration and recording of the grants in Civica system to ensure transparency if audited.

## 6.0 MONITORING OFFICER ADVICE

- |     |  |
|-----|--|
| 1.2 | Group Leaders to be advised that Urgency Powers have been invoked to agree the criteria and to outline the process for the distribution of the Rural Community Grant funding. This will ensure that the grant offers, following appraisal of the officers and subsequent payments can be made to the applicants within the short framework of the deadline for applications of 21 November 2022. |
|-----|--|

## 7.0 CONSULTATION RECORD

According to the Constitution, under urgency powers, decisions usually taken by the Council and its committees are taken by the CEO following consultation with the appropriate elected members.

The appropriate elected members are:

- The Leader of the Council
- The Chair of the appropriate committee, for matters relating to that specific committee<sup>1</sup>
- Relevant Ward member(s), if any, for matters of particular relevance to that ward<sup>2</sup>

Name of Consultee	Cllr D Keal
Proposal advised in an email dated 27 May 2022. Advised that if no formal response received by 9.00am on 1 June 2022, the request would be deemed 'Approved'. No formal response received.	
Date consultation completed	1 June 2022

Name of Consultee	Cllr S Arnold
Proposal advised in an email dated 27 May 2022. Advised that if no formal response received by 9.00am on 1 June 2022, the request would be deemed 'Approved'. No formal response received.	
Date consultation completed	1 June 2022

Name of Consultee	Cllr L Burr
Proposal advised in an email dated 27 May 2022. Advised that if no formal response received by 9.00am on 1 June 2022, the request would be deemed 'Approved'. No formal response received.	
Date consultation completed	1 June 2022

Name of Consultee	Cllr K Duncan
Proposal advised in an email dated 27 May 2022. Advised that if no formal response received by 9.00am on 1 June 2022, the request would be deemed 'Approved'. No formal response received.	
Date consultation completed	1 June 2022

Name of Consultee	Cllr J Frank
Proposal advised in an email dated 27 May 2022. Advised that if no formal response	

<sup>1</sup> "Chairman of the appropriate Committee" refers to committee specific matters and does not mean that all Committee Chairs will be consulted on everything

<sup>2</sup> "Relevant Ward Member(s), if any" refers to ward specific matters and does not mean that all Members will be consulted on everything

received by 9.00am on 1 June 2022, the request would be deemed 'Approved'. No formal response received.

Date consultation completed	1 June 2022
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Name of Consultee	Cllr M Potter
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Proposal advised in an email dated 27 May 2022. Advised that if no formal response received by 9.00am on 1 June 2022, the request would be deemed 'Approved'. No formal response received.

Date consultation completed	1 June 2022
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## 8.0 DECISION

Decision of the Acting CEO based on consultation	To be completed after consultation
Proposal approved.	

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A of the Local Government Act 1972.

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