



POLICY AND RESOURCES COMMITTEE

Thursday 21 June 2012 at 6.30 pm

Council Chamber - Ryedale House, Malton, North Yorkshire YO17 7HH

Agenda

1 Emergency Evacuation Procedure

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

2 Apologies for absence

3 Minutes of the Meeting Held on 4 April 2012

(Pages 1 - 6)

4 Minutes of the Meeting of the Resources Working Party held on 6 June 2012

(Pages 7 - 10)

5 Urgent Business

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

6 Declarations of Interest

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

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

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

7 Appointment of Working Parties

The Committee is requested to appoint Members to the following Working Parties/Sub-Committee:

(a) Senior Management Contracts Working Party

The Leader of the Council, Chairman of Policy and Resources, Vice-Chairman of Policy and Resources, Chairman of Commissioning Board and the Staff Champion.

(b) Resources Working Party

6 members.

The members in the 2011-12 municipal year were Councillors Acomb, Mrs Cowling, Mrs Goodrick, Knaggs, Mrs Knaggs and Legard.

(c) Community Investment Fund Panel (see report later on agenda)

(d) Sub-Committee – Appeals Panel

Chairman of Policy and Resources, Staff Champion and Vice Chairman of Policy and Resources.

In the absence of any of these Members, the panel to consist of 3 Members to be appointed by the Chief Executive in Consultation with the Chairman of Policy and Resources, or in the Chairman's absence, the Vice Chairman, from the current membership of the Policy and Resources Committee (including any substitute members). The Panel to meet as and when required. Such a panel to consist of two Members of the Conservative Group and one Member of another Group.

Terms of reference of the Sub Committee

To determine appeals in relation to the following matters:

- To determine appeals against dismissal on disciplinary cases.
- Any other appeal to Members which is currently within the Council's policies and procedures.

8 Ryedale Economic Action Plan 2012-15 - Consultation Feedback and Adoption (Pages 11 - 48)

9 Annual Report 2011/12 - Delivering the Council's Priorities (Pages 49 - 54)

10 Establishing the Community Investment Fund Working Party (Pages 55 - 58)

PART 'B' ITEMS - MATTERS REFERRED TO COUNCIL

- 11 **Statement on Local Procurement** (Pages 59 - 62)
- 12 **Community Governance Review - Foston and Thornton-le-Clay Parish Council**
(Pages 63 - 78)
- 13 **Localisation of Council Tax Support** (Pages 79 - 94)
- 14 **Any other business that the Chairman decides is urgent.**

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Policy and Resources Committee

Held at Council Chamber, Ryedale House, Malton
on Wednesday 4 April 2012

Present

Councillors Acomb (Chairman), Mrs Burr MBE, Knaggs, Woodward, Ives, Mrs Goodrick, Mrs Knaggs and Maud

By Invitation of the Chairman: Councillor Mrs Cowling

Overview & Scrutiny Committee Observers: Councillors Mrs Shields, Wainwright and Windress.

In Attendance

Paul Cresswell, Janet Waggott, Nicki Lishman, Denise Hewitt and Clare Slater

Minutes

45 **Apologies for absence**

Apologies for absence were received from Councillors Bailey and Legard.

46 **Minutes of the Meetings Held on 8 December 2011 and 2 February 2012**

The minutes of the meetings of the Policy and Resources Committee held on 8 December 2011 and 2 February 2012 (previously circulated) were presented.

Resolved

That the minutes of the meetings of the Policy and Resources Committee held on 8 December 2011 and 2 February 2012 be approved and signed by the Chairman as a correct record.

47 **Minutes of Meetings of the Resources Working Party held on 10 January 2012 and 13 March 2012**

The minutes of the meetings of the Resources Working Party held on 10 January 2012 and 13 March 2012 (previously circulated) were presented.

Resolved

That the minutes of the meetings of the Resources Working Party held on 10 January 2012 and 13 March 2012 be received.

48 **Urgent Business**

The Chairman reported that there was one item to be considered at the meeting as a matter of urgency by virtue of Section 100B(94)(b) of the Local Government Act 1972. This related to the fact that the Planning Inspectorate

had advised the Council that a period of public consultation was required to help ensure that the Ryedale Plan: Local Plan Strategy was legally compliant with new policies and sound when assessed against them. The Government had recently published two pieces of new national policy: the National Planning Policy Framework and Planning Policy for Traveller Sites.

49 Declarations of Interest

Councillor Acomb declared a personal but not prejudicial interest in Item 11 as a trustee of Ryedale Community Transport.

Councillor Mrs Burr declared a personal but not prejudicial interest in Item 11 as an owner of businesses in Malton.

Councillor Mrs Goodrick declared a personal but not prejudicial interest in Item 11 as the Council's representative to the Citizens Advice Bureau.

Councillor Mrs Knaggs declared a personal but not prejudicial interest in Item 11 as a trustee of Ryedale Voluntary Action.

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

50 Delivering the Council's Priorities

The Head of Transformation submitted a report (previously circulated), which detailed progress with delivering the Council Plan.

Resolved

That the report be noted.

51 Establishing the Community Investment Fund Panel

The Head of Policy and Partnerships submitted a report (previously circulated) which sought Members' approval of operational criteria for the Community Investment Fund Panel (CIF Panel)

Resolved

Part A (matters delegated to this Committee)

Members:

- (i) agreed the criteria for the operation of the CIF Panel as detailed in paragraphs 8.2 – 8.7 of the report; and
- (ii) noted the inclusion of the Main Grants and Christmas Lights funds under the management of the CIF Panel. The allocation of the Talented Youth Grant scheme, which ended this year, to be included under the CIF Panel from April 2013

Part B (recommendations to Council)

The Council is recommended to approve:

- (i) the terms of reference for the CIF Panel for inclusion in the Council's Constitution (annex A); and
- (ii) the 2012/2013 meeting schedule for the CIF panel.

PART 'B' ITEMS - MATTERS REFERRED TO COUNCIL

52 Redeployment and Redundancy Policy and Discretionary Compensation Policy

The Head of Corporate and Business Support submitted a report (previously circulated) which sought Members' approval to amend the Redeployment and Redundancy Policy in the calculation of redundancy payments. This amendment was also to be carried forward to the Discretionary Compensation Policy.

Resolved

That Council be recommended to approve:

- (i) The change in Redeployment and Redundancy Policy to the maximum number of full years of service from 30 to 20 when calculating redundancy pay with effect from 17 May 2012. (Annex A).
- (ii) The change be reflected in the Discretionary Compensation Policy. (Annex B).

Councillor Woodward requested that his vote against the recommendation be recorded.

53 Constitutional Changes

The Head of Corporate and Business Support submitted a report (previously circulated) which sought Members' approval for a number of constitutional changes as detailed in Annex A of the report.

It was moved by Councillor Knaggs and seconded by Councillor Mrs Knaggs that Part 2 – Article 4: Full Council para 4.2 (h) (p16) be amended to read;

“Appointing representatives to outside bodies for a period up to the end of the Council term, unless the appointment has been delegated by the Council.”

Upon being put to the vote the amendment was carried.

It was moved by Councillor Knaggs and seconded by Councillor Mrs Knaggs that Part 4 – Overview & Scrutiny Procedure Rules para 14 (p117) be amended to read;

“In any event call-in will not apply to development control and quasi-judicial decisions such as licensing.”

Upon being put to the vote the amendment was carried.

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

Resolved

That Council be recommended to approve the changes to the constitution detailed in Annex A of the report, subject to amendment as follows;

Part 2 – Article 4: Full Council para 4.2 (h) (p16) be amended to read;

“Appointing representatives to outside bodies for a period up to the end of the Council term, unless the appointment has been delegated by the Council.”

Part 4 – Overview & Scrutiny Procedure Rules para 14 (p117) be amended to read;

“In any event call-in will not apply to development control and quasi-judicial decisions such as licensing.”

54 Policy on Discretionary Business Rate Relief for Charities, Rural Hereditaments and Non-Profit Making Organisations

The Corporate Director (s151) submitted a report (previously circulated) which requested Members’ consideration of a policy for the determination of the allocation of Discretionary Business Rate Relief to organisations in the district that includes charities, non-profit making organisations, rural shops and post offices.

Resolved

That Council be recommended to approve:

- (i) the Discretionary Business Rates Policy at Annex B; and
- (ii) that officers be delegated to approve Discretionary Business Rates Relief in line with that Policy.

55 Any other business that the Chairman decides is urgent.

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

The Head of Planning and Housing submitted a report (previously circulated) which informed Members that the Planning Inspectorate had advised the Council that a period of public consultation was required to help ensure that the

Ryedale Plan: Local Plan Strategy was legally compliant with new policies and sound when assessed against them. The Government had recently published two pieces of new national policy: the National Planning Policy Framework and Planning Policy for Traveller Sites.

In the opinion of the Head of Paid Service the decision is an urgent one and therefore not subject to call-in.

Resolved

That Members approved:

- (i) that consultation with the public and key bodies for a period of six weeks be undertaken, specifically on the issue of compliance with the recently published National Planning Policy Framework and Planning Policy for Traveller Sites; and
- (ii) the schedule of compliance (Annex A) between the Ryedale Plan: Local Plan Strategy and new national policy in the National Planning Policy Framework and Planning Policy for Traveller Sites as a basis for public consultation.

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Resources Working Party

Held at Meeting Room 1, Ryedale House, Malton
on Wednesday 6 June 2012

Present

Councillors Acomb, Mrs Cowling, Mrs Goodrick, Knaggs and Mrs Knaggs

In Attendance

Paul Cresswell, Gary Housden, Nicki Lishman, Phil Long, Julian Rudd and Janet Waggott

Minutes

42 Apologies for absence

Apologies for absence were received from Councillor Legard.

43 Minutes of the Resources Working Party held on 13 March 2012

The minutes of the Resources Working Party held on 13 March 2012 (previously circulated) were presented.

Resolved

That the minutes of the Resources Working Party held on 13 March 2012 be approved and signed by the Chairman as a correct record.

44 Urgent Business

There were no items of urgent business.

45 Declarations of Interest

There were no declarations of interest.

46 Any other business that the Chairman decides is urgent.

There were no further items of urgent business.

47 Localisation of Council Tax Support

The Corporate Director (s151) submitted a report (previously circulated), which presented for Members consideration, the proposals for the Localisation of Council Tax Support and the policy options for taking forward the upcoming legislative requirements.

Resolved

That the report be received.

48 **Pickering Flood Storage Proposals**

The Corporate Director (s151) submitted a report (previously circulated), which updated Members on the proposed flood storage measures and capital scheme to reduce the incidence and impact of flooding to Pickering.

Resolved

That the Environment Agency be requested to arrange a presentation regarding the proposal, to all stakeholders at a neutral venue in September 2012.

49 **Ryedale Bowls Club**

The Corporate Director (s151) submitted a report (previously circulated), which considered the future of the Council asset, Ryedale Indoor Bowls Club.

Resolved

That the report be received.

50 **Draft Tender Document for the Community Infrastructure Levy**

The Head of Economy and Infrastructure submitted a Draft Invitation to Tender (previously circulated) for the provision of professional support to prepare a viability study and charging schedule to inform the introduction of a Community Infrastructure Levy.

Resolved

That the Draft Tender be noted.

51 **Capital Programme Progress and Monitoring**

The Corporate Director (s151) submitted a report (previously circulated) on the Capital Programme 2011–15 and provided updates on specific schemes.

Resolved

That the report be noted.

52 **Any Other Business**

Officers provided a verbal report on the following items

1. Willerby Parish Council Complaint

Resolved

Members endorsed the officer proposals.

2. Tara Park

Resolved

Members agreed the officer recommendations which supported the objectives of the Local Plan.

3. Calverts Carpets

Resolved

Members noted the updated position and endorsed the officer recommendations.

4. Livestock Market

Officers updated Members on the latest developments regarding the possible relocation of the market.

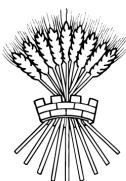
Resolved

That the report be noted.

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**INFORMATION ITEM FOR DISCUSSION
REPORT TO COMMISSIONING BOARD 7 JUNE 2012
BEING CONSIDERED BY COUNCIL 12 JULY**

**RYEDALE
DISTRICT
COUNCIL**



PART A:	MATTERS DEALT WITH UNDER DELEGATED POWERS
REPORT TO:	COMMISSIONING BOARD
DATE:	7 JUNE 2012
REPORT OF THE:	HEAD OF ECONOMY AND HOUSING JULIAN RUDD
TITLE OF REPORT:	RYEDALE ECONOMIC ACTION PLAN 2012-15 – CONSULTATION FEEDBACK AND ADOPTION
WARDS AFFECTED:	ALL

EXECUTIVE SUMMARY

1.0 PURPOSE OF REPORT

- 1.1 To feedback the results from the Ryedale Economic Action Plan consultation period and to agree amendments to incorporate in the adopted Action Plan.

2.0 RECOMMENDATIONS

- 2.1 It is recommended that:
- (i) the Ryedale Economic Action Plan consultation feedback be considered and noted;
 - (ii) the recommended amendments in appendix A be agreed, and be included within the draft Plan, to form the adopted Ryedale Economic Action Plan; and
 - (iii) the adopted Action Plan, incorporating amendments agreed the Commissioning Board, be referred to the next meeting of the Policy and Resources Committee for information.

3.0 REASON FOR RECOMMENDATIONS

- 3.1 To ensure that resources are allocated appropriately to the achievement of Council Aim 2 'To create the conditions for economic success in Ryedale' and to take account of the views of partners and stakeholders in establishing local economic actions and priorities up to 2015.

4.0 SIGNIFICANT RISKS

- 4.1 There are no significant risks, given the mitigation measures that are identified in the Risk Matrix at Annex C.

REPORT

5.0 BACKGROUND AND INTRODUCTION

- 5.1 The Commissioning Board approved the consultation draft of the Ryedale Economic Action Plan at the 22 March 2012 meeting (Minute 55 refers).
- 5.2 Subsequent to the decision, the Ryedale Economic Action Plan Consultation Draft has been released and feedback sought.

6.0 POLICY CONTEXT

- 6.1 Ryedale District Council's Aim 2 is 'To create the conditions for economic success in Ryedale'.

7.0 CONSULTATION

- 7.1 Consultation has been held with, or will be undertaken with a range of partner organisations:
- Ryedale Business Forum
 - Federation of Small Business
 - Tourism Advisory Board
 - Ryedale Art Works (creative economy businesses)
 - Ryedale Work and Skills Partnership
 - York, North Yorkshire and East Riding Local Enterprise Partnership
 - Town Teams (Malton & Norton, Pickering, Helmsley and Kirkbymoorside).
 - LEADER partnerships (Coast, Wetlands and Waterways and North York Moors, Coast and Hills)
 - Major Ryedale employers, including all key accounts (larger Ryedale employers who meet on a regular basis with Ryedale officers to optimise Council support)
 - Major Ryedale landowners, including Fitzwilliam Estate, and Castle Howard and Hovingham Estates

8.0 REPORT DETAILS

- 8.1 The Economic Action Plan ("***Supporting business growth to deliver quality employment***") Consultation draft is a short document outlining what activity Council is aiming to undertake to 2015, why Council wants to do this and what resources are available to achieve it.
- 8.2 The Consultation was launched (via a press release) on 23rd April. It has been available to view or download (print friendly version) on the District Council website.
- 8.3 Details have been sent to a range of partner organisations and businesses (see paragraph 7.1 above) throughout Ryedale and to neighbouring authorities in the Local Enterprise Partnership area. Invitations to comment have been sent a wide range of stakeholders, including:
- Tourism businesses
 - Key Account Management businesses (our strategic, priority businesses)

- Creative economy businesses
- Voluntary sector (representing community / social enterprise)

8.4 Presentations about the draft Action Plan have been made to a number of networks;

- Ryedale Business Forum
- Malton and Norton Town Team
- Tourism Advisory Board
- Federation of Small Business
- Ryedale Artworks

8.5 The feedback has been summarised in the table at Appendix A (to follow). This outlines the comments received and recommended amendments for the final Action Plan. A copy of the draft Action Plan incorporating the recommendations in Appendix A is attached at Appendix B (to follow). Subject to any additional changes identified by Members, the document at Appendix B will form the adopted Economic Action Plan.

8.6 It is proposed that the finalised Action Plan be an information item on the agenda for the 21 June 2012 Policy and Resources Committee and that a light-touch annual review of the Action Plan be undertaken.

9.0 IMPLICATIONS

9.1 The following implications have been identified:

- a) Financial
Implementation of some aspects of the Action Plan will require the deployment of resources. Where these are outside existing budgetary commitments, reports and decisions will be considered by Members at appropriate points in the future.

10.0 NEXT STEPS

10.1 The finalised Action Plan will be implemented via an internal delivery plan for officers that will include the activities, resources, timescales and Member approvals required to implement the Action Plan.

Julian Rudd
Head of Economy and Housing

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Background Papers:
'Ryedale Economic Action Plan – consultation draft' – Commissioning Board 22 March 2012

Background Papers are available for inspection at:
<http://democracy.ryedale.gov.uk/mqConvert2PDF.aspx?ID=9292>

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Ryedale Economic Action Plan Consultation Draft Feedback – May 2012

Reference	Comment	Action Plan section	Officer comment	Proposed recommendation
1	The objectives and actions require classification to improve the arrangement of the document.	All	Renumber objectives	Objectives renumbered.
2	I think this is a good comprehensive plan with some interesting facts and thank you to Ryedale for producing it. There is nothing in it with which I would disagree and I wish you every success in progressing it.	General		No change
3	The plan needs to concentrate on Ryedale's strengths. Its main strength is the number of small and medium sized enterprises and the employment they offer. Ryedale may be a low-wage area, but it is also an area where crime is low and employment is high. If a big business gets into trouble, thousands of jobs can be lost: if a few small or medium firms go bankrupt, the job losses can be counted in tens or hundreds – not in thousands.	General	Ryedale has a range of business types and sizes. The Plan does not focus on any one type of business.	No change
4	It may well be possible to attract some high technology engineering to Ryedale, but this should not be the priority. The Council's main priority should be to demonstrate that we value our existing businesses and will do our utmost to support and promote them. There is no point in putting time and effort into grandiose schemes which may be unlikely to materialise in an area like Ryedale, particularly in the current economic climate.	General	Disagree. High technology engineering is an established high value and employment sector in Ryedale and firms in this sector are reporting growth. It is a sector that has the capacity and potential to provide additional jobs, including skilled, well-paid work. We therefore seek to support this growth.	No change

Reference	Comment	Action Plan section	Officer comment	Proposed recommendation
5	Another step which might be taken would be to aim Council grants at employment promotion. In the last Council, grants were awarded for innovation. Innovation does not necessarily increase employment. The main criterion of all grants made available to business by Council should be the number of new jobs the money would help to create or the number of existing jobs the grant might save.	General	The Business Grant scheme that ran in 2008/9 was aimed at job creation. Evaluation of the scheme estimated that 37 jobs had been created and 30 jobs saved.	No change. Public sector funding for a further business grant scheme would be a political decision.
6	The Council should not discriminate against employers who provide low paid work. Young people who start with low pay can nevertheless learn a trade which could lead to themselves setting up on their own or to a career. Furthermore, there are often spin-off benefits for other businesses which are better paid.	General	The plan focuses on developing an uplift in local wages. Unemployment, although rising with the national trend, is relatively low. The Plan therefore focuses on creating well paid employment, although it is recognised that every job is valuable.	No change.
7	Communication with businesses is not easy. The Ryedale website is difficult to navigate. Get information out through business rates statements, signatures on emails. The various business partnerships should be transparent.	General	This feedback and ideas can be incorporated into business engagement moving forwards. Feedback this advice to RDC Communications Steering Group.	No change to action plan, but will utilise suggestions in delivery.

Reference	Comment	Action Plan section	Officer comment	Proposed recommendation
8	The Action Plan is a strategy document, with not enough about delivery in it. A one page executive summary should be produced. There are no new activities in the document.	General	The Action Plan was deliberately a short, focussed document to encourage consultation and feedback with businesses – we recognise their time is money. We feel that the approach taken in the plan is significantly different to previous economic development activity and has merit.	No change. Officers will implement a detailed delivery plan and will annually review the Action Plan.
9 Page 17	It is noticeable that the plan says nothing about the racing industry. Anything to do with horses is labour intensive and should be encouraged. Young people join the racing industry often for very little pay, but racing gives many an opportunity for a very rewarding career. Horses need blacksmiths, vets and a whole range of other services – some of them very highly paid. Ryedale is the Newmarket of the North. The Council should take full advantage of this for promotional purposes and show its support for the racing industry.	Objective B; sector specific support	There is no reference in the plan to support for land-based industries. This should be addressed with a further 'sector specific support' for land-based industries, starting with an increased understanding of what activity the Council can undertake to support this sector, in partnership with others.	Include a further 'sector specific support' section for land based industries in Objective B.
10	Overall, the Authority (NYMNP) welcomes the production of the Action Plan to support the growth of the Ryedale economy and to help the transition from a regional economic structure to more local approaches and the development of the York, North Yorkshire and East Riding Local Enterprise Partnership. In particular, we welcome that the high value landscape of the North York Moors is identified as a key economic driver for the future. There is clear evidence that the economy of the National Park benefits from its protected landscape designation and this helps to	General	Welcome the comments.	No change

Reference	Comment	Action Plan section	Officer comment	Proposed recommendation
Page 18	<p>support the wider economy of the area.</p> <p>The Authority is finalising its new National Park Management Plan which will be adopted in June. Protecting and enhancing the landscape and cultural heritage of the Park and helping people to enjoy it continue to be the focus of the Authority's and other organisations' work in the Park. However, compared with previous Management Plans, the new Plan has a greater focus on the rural economy and in particular, what the Park produces for society in terms of the benefits from natural resources and from its land based economies. Support for tourism, agriculture and other land management businesses are important drivers for the new Plan and the policies for these will also help to deliver the priorities of the Ryedale Economic Action Plan.</p>			
	<p>National context for the charitable sector: 163,763 general charities nationally, 765,000 people work in charities, 45% of general charities identify themselves as being social enterprises, Total income of the voluntary sector = £36.7 billion, Total expenditure of the voluntary sector = £36.3 billion, 19.8 million adults formally (e.g. registered with an agency) volunteered at least once a year (2012-11) <i>All these figures above are drawn from the NCVO publication "The UK Civil Society Almanac 2012"</i></p>	Economic Headlines	Information useful for further delivery planning	No change, but include reference to social economy in detailed activity plan Objective B 'economic intelligence'
	<p>12 North Yorkshire context taken from the NYCC web-site: "The sector contributes significantly to the economic and social wellbeing of North Yorkshire. Some of the contributions are: £173million in salaries for paid staff; £270million in revenue brought into North Yorkshire; 1.5 - 3 per cent of North Yorkshire's GDP; £103million or 1.5million work hours through volunteers; and 29.5 per cent of people in North Yorkshire have given unpaid help to groups, clubs or organisations, at least once per month in the previous 12 months. This is above the regional (22 per cent) and national (23 per cent) averages."</p>	Economic Headlines	Information useful for further delivery planning	No change, but include reference to social economy in detailed activity plan Objective B 'economic intelligence'

Reference	Comment	Action Plan section	Officer comment	Proposed recommendation
13	The charitable sector accounts for a significant percentage of economic activity in Ryedale. Recent research has shown that there are 5.5 times more registered charities per head of population in Ryedale than there are in other parts of the Yorkshire & Humber region (Wakefield). E.g. in Ryedale there are more than 50 charities per 10,000 head of population. It has also been shown that charitable income per 10,000 head of population has a large concentration in Ryedale. E.g. more than £7 million per 10,000 head of population or rather more than £700 per person. (Figures taken from "A Big Society in Yorkshire & Humber" Final report Dec 2010: Involve Y&H:CRESCR;ESRC. Available from the Involve Y&H website)	Economic Headlines	Information useful for further delivery planning	No change, but include reference to social economy in detailed activity plan Objective B 'economic intelligence'
14	During the financial year 2009-10 RVA's funding advice workers supported the charitable sector to bring in an additional £1,000,000 to Ryedale in grant based income. In the quarter period October – December 2011 RVAs funding advice workers supported the local charitable sector to bring in an additional £176,717 and in the quarter period Jan – March 2012, an additional £46,000 in grant based income. Has this picture from the voluntary/charitable sector been taken into account when putting the information and graph together? How can the contribution from this sector to the economy be shown? If it is included is there a way of making it clear that the charitable sector in Ryedale is significant in comparison to other parts of the region/UK?	Economic Headlines	Information useful for further delivery planning. The voluntary / community sector is not recorded separately in the IDBR indicators.	No change, but include reference to social economy in the detailed activity plan Objective B 'economic intelligence' and bring together existing research into the sector. Also link to Overview and Scrutiny review into support for voluntary sector.

Reference	Comment	Action Plan section	Officer comment	Proposed recommendation
15	On information given by NYF, it is estimated that there are over 10,000 people employed by the charitable/voluntary sector in North Yorkshire. Unfortunately we do not have a figure for Ryedale only perhaps this is something that we may wish to action as a funded piece of research for our District?	Economic Headlines	Information useful for further delivery planning. The voluntary / community sector is not recorded separately in the IDBR indicators.	No change, but include reference to social economy in the detailed activity plan Objective B 'economic intelligence' and bring together existing research into the sector.
16 Page 20	From a Local Enterprise Partnership perspective we welcome your Plan and recognition of the role the LEP can play with the District Council in support the growth of local businesses to create job opportunities. The economic base for the Plan looks sound and clearly identifies the growth areas which are aligned to our own evidence from the LEP. As the LEP we will be happy to work with you further on your priorities and these are very helpful in shaping our own Strategic Review which will determine future LEP priorities.	Economic Headlines	Comments welcomed.	No change
17	Ryedale's town centres provide a significant part of the economic infrastructure of the district. It is not an exact correlation, but the "Enterprises by sector" graph would show the significance of town centres if it grouped together, with <i>retail</i> and <i>accommodation and food services</i> as second only to agriculture in the district. This relative significance of town centres should be mentioned specifically in this section of the report.	Economic Headlines	The role of market towns could be further enhanced in this section	Economic Headlines to include reference to the promotion of vital and viable town centres, through implementing the LDF and engaging with local businesses and supporting appropriate private and public

Reference	Comment	Action Plan section	Officer comment	Proposed recommendation
				sector initiatives and investment.
18	Spaunton Quarry is in the process of being given up by CEMEX on all the quarrying, processing and coating plant site. It has its own unique access onto the A170 approximately 1 mile east of Kirkbymoorside and it offers the opportunity for a range of job creating and mixed use developments, on a site which both has a long history of industrial use (since 1840) yet is very well screened by land form and established woodland. I would be very happy to discuss any thoughts that you, Council Members or Officers may have regarding this.	Objective A Provision of employment land.	Working closely with businesses to develop ideas is an important part of the Economy and Infrastructure section's role. Assessment of the site requires the close involvement of planners.	No change, but include investigation in the detailed activity plans.
19	I endorse the view that the Council should do their best to ensure that businesses have sufficient room for development and growth, and generally support key strategic employers.	Objective A Provision of employment land.	Working through Key Account Management	No change
Page 21	Connections with York Science City - could the idea of the Science Park be revived? This was a superb opportunity lost with the recession. Developments at the Old Malton and Brambling Fields interchanges should be encouraged for such activity. Improving the diversity of employment opportunity is essential in order to reduce the youth drift from the area.	Objective A Provision of workspace. (Connection with the Food and Environment Research Agency – FERA)	We are working with FERA and Science City York to encourage high technology / bio business into the Ryedale area through the 'ladder of accommodation' principle. FERA has the potential to be a 'stepping stone' site between the Science Park at York and sites at Malton, as it has some limited ability to expand on its existing site. The provision of high quality employment sites, including a technology park at Malton and Norton, remains an	This strong aspiration is confirmed in changes proposed to Section A2 regarding provision of quality accommodation and sites suitable for technology uses. Refer to this aspiration in the detailed activity plans, including supporting potential expansion plans.

Reference	Comment	Action Plan section	Officer comment	Proposed recommendation
			objective in the emerging Ryedale Plan and for the Council.	
21	<u>Woolgrowers/Derwent Park</u> - long overdue development. If it could include a direct pedestrian link to the railway station and a road link across the river/railway to York Road so much the better.	Objective A Provision of workspace	Support for project is included in action plan, however the project requires significant development before it is viable and suitable for planning consideration.	No change. Council will continue to develop the project in partnership with the HCA, NYCC and other key partners
22	The Council should have a plan to ensure that the right number of units or plots is available to existing businesses, if they want to expand or downsize. This objective might be easier to achieve if a survey of existing businesses is undertaken to find out how many of them would prefer smaller premises and how many, larger ones.	Objective A Provision of workspace	The 'ladder of accommodation' is an important concept. The Council's existing and emerging planning policies support the principle of businesses expanding, subject to normal considerations	Change wording to 'provision of a range of industrial letting units and office type accommodation around Ryedale, including quality accommodation and sites suitable for technology and office sectors.' Note; these may be provided by the private sector.

Reference	Comment	Action Plan section	Officer comment	Proposed recommendation
23	Are we able to provide the right kind of premises for the development of social firms or social enterprises?	Objective A; provision of workspace	This will be considered in the detailed activity plan, with reference to the O&S review of our support to voluntary sector. The Council's support for appropriate workspace is not sector specific.	No change
24	Objective 'A' - this section should highlight that the provision of economic structure and supporting infrastructure within town centres would be the most sustainable approach since there is existing infrastructure and under used business stock within Ryedale's town centres.	Objective A; provision of workspace	The provision of information on workspace should not be limited to any particular location or be sector specific. Workspace in market towns, be this retail or other uses, would support the vitality of town centres. However, such accommodation is not suitable for all users and a range of appropriate sites will be required to meet all requirements.	Objective A; Provision of workspace. Provision of information to investors and businesses regarding availability of workspace, across all sectors in Ryedale.

Reference	Comment	Action Plan section	Officer comment	Proposed recommendation
25	There is potential for the underused business stock in town centres to supply the business units, office space and managed workspace. RDC should adopt policies that aid the private sector to deliver that space to the growth sector businesses. In partnership with the private sector, the public sector funds will have a multiplier effect compared with a solely public sector solution on out of town business parks.	Objective A; provision of workspace	The provision of workspace should not be limited to any particular location or be sector specific at this stage. The 'Resources' section indicates that we will work with businesses, although this could be enhanced with reference to delivery. (Whilst being cognisant of state aid regulation.) However, town centre accommodation is only suitable for some businesses and there will remain a need for provision of other types of employment sites and premises.	Resources; include reference to working with businesses to deliver activity, not just to engage in discussion.
26	<u>Improving the public transport infrastructure in Norton</u> - this needs to be wider. The rail link is essential, and yet the first train of the day is not until 6.55 am, making commuting to London difficult. Malton station has only one platform, no public amenities and will likely lose its manned status in the near future, so there will be no ticket office. Is there a strategy to support the enhancement of rail travel to and from Ryedale? Is there a strategy to protect the route of the line to Pickering in order to support a future reopening?	Objective A Communication and transport infrastructure.	The value of the Malton rail link is fully recognised and this should be reflected in the Plan, alongside the need to enhance current facilities. There is currently only limited possibility of reinstatement of the Malton to Pickering rail link although the route is protected in the Local Plan.	Include reference to the importance of Malton rail link and to improving public transport facilities to support the role of Malton and Norton as a transport hub for Ryedale.

Reference	Comment	Action Plan section	Officer comment	Proposed recommendation
27	<u>Further A64 improvements</u> - is there a strategy to lobby for A64 dual carriageway access from Malton to York? The current congestion at all times of the year is damaging to the local economy, as well as safety issues.	Objective A Communication and transport infrastructure.	The most recent A64 Study identified a series of individual improvements to the A64 between York and Scarborough to improve safety, flow and access issues. This Council, through CIL and by working with adjoining authorities, will seek to collect funding and achieve improvements to the route.	Amend the wording of the A64 reference in the Plan to read 'Further A64 improvements (to address safety, access and flow issues) to improve the accessibility of Ryedale and unlock development potential in key employment areas'
28	<u>Malton/Norton congestion</u> - Brambling Fields is only part of the solution. Is there a commitment to lobbying for funding for a southern relief road from York Road in Malton to Scarborough Road in Norton? This would also open up valuable land for development, and the route could be achieved in stages.	Objective A Communication and transport infrastructure.	This project is essentially contained within the Woolgrowers / Derwent Park project, under Objective A Provision of Workspace.	No change
29	I particularly support the initiatives which Ryedale are pursuing in respect of the broadband and mobile phone coverage campaigns and feel these are essential to help the economic development of Ryedale.	Objective A Communication and transport infrastructure.	Noted. These are a high priority for RDC and the LSP.	No change but include in detailed activity plan

Reference	Comment	Action Plan section	Officer comment	Proposed recommendation
30	The general campaign to get all sections of the A64 throughout Ryedale that are not already upgraded to dual carriageway status should not be forgotten. This is particularly so where it passes through villages, whose economic development may have been well suited to this over 30 years ago but which now are becoming almost blighted by their juxtaposition to that amount of traffic and would be much better served by a by-pass around them - not just to improve their economic environment but the whole quality of life for workers, residents and drivers.	Objective A Communication and transport infrastructure.	See response to 27 above.	See response to 26 above.
31	There is an ongoing proposal to improve the cycle route/bridleway links between Malton and the National Park and in particular to Pickering. This must be an excellent, low value idea that could deliver more economic benefits to the tourism sector, particularly in Pickering whilst also delivering the green infrastructure/public transport credentials. Visitors could travel to Ryedale from Malton train station with bike or perhaps then hire one from a new bicycle hire business and cycle, away from the busy roads, through the vale of Pickering, past Flamingo Land to Pickering and on to the National Park and beyond. This sits very well with Pickering's and the Forestry Commission's targeting of the cycling community and with the National Park's desire to get more visitors using means other than cars to get to the Park.	Objective A Communication and transport infrastructure.	Agreed. The 'Cycling in Ryedale' group is looking at proposals. This is included in our current tourism activity.	Add the following to Action Plan 'Extend the cycle network in Ryedale, within market towns and linking market towns, tourist attractions and public transport. Also include in detailed activity plan.
32	I appreciate the difficulty in providing high speed broadband, particularly in more rural locations but its importance should not be underestimated. There are solutions available for remote locations either by installing dedicated lines to the exchange (which is prohibitively expensive) or by wireless means, providing the infrastructure is in place. Perhaps the Council could do more through negotiations with BT or others, or through investing in a wider wireless network?	Objective A Communication and transport infrastructure.	This is already a high priority for RDC and the LSP, and this is recognised in the Plan.	No change

Reference	Comment	Action Plan section	Officer comment	Proposed recommendation
33	The importance of good broadband access for the charitable sector is increasing. Returns to the Charity Commission and/or Companies House are much easier and cheaper when done on line. A growing number of funders only provide on-line application forms and will not accept paper based applications. A growing amount of communication that is key for the sector is done electronically. The improvement of broadband in Ryedale is key to maintaining a strong charitable sector which is able to keep up with changing policies, communicate with the wider sector and able to be efficient in making legally required returns and submissions to funders.	Objective A; communication and transport infrastructure	Agree. Availability of high speed broadband affects businesses, charities and individuals everyday activity.	No change.
34	Fitzwilliam Malton Estate fully supports for further improvements of the A64 junctions and this section should highlight the beneficial effect of improving access to Malton and Norton and also that reducing the traffic congestion in the town centres of Malton and Norton will aid their ability to contribute to rejuvenated business space.	Objective A; communication and transport infrastructure	These points are accepted in relation to comment 27 above, with a change proposed to the Plan. Furthermore, town centres, as key employment areas, are included in this section. In addition, there is reference to the Malton public realm improvements, which whilst remaining aspirational, would contribute to reduced town centre congestion.	No change, but include reference to the key employment sites in the detailed activity plan.
35	Malton public realm improvements - essential - hopefully this will include paving to replace the uneven and unsightly tarmac surfaces on town centre footpaths. The link between Morrison's supermarket and the town centre shopping area is particularly poor. Malton market place should be a priority for improving the pedestrian experience.	Objective B Malton public realm improvements	Noted. The Plan includes 'Malton Public Realm Improvements'.	Clarify that this is to 'to encourage increased footfall and economic activity in the town centre'.

Reference	Comment	Action Plan section	Officer comment	Proposed recommendation
36	I repeat my opposition to the pedestrianisation of Market Place, the reduction of free car park spaces in Malton town centre, the removal of one lane at Butcher Corner, and re-affirm other comments which I have made in the past, including the suggestion that the Council should look at a possible one-way traffic circulation around Yorkersgate, Castlegate, and Railway Street.	Objective A Malton Public Realm Improvements	Any public realm changes would be subject to further public consultation, as will traffic management measures to accompany Brambling Fields. A one-way system based on Yorkersgate, Castlegate and Railway Street is not feasible in highway terms. It has been investigated at length and cannot be implemented.	No Change.
Page 28	We are fortunate to have some key voluntary sector organisations who are based in Ryedale or who provide services in Ryedale and who are lead organisations in the future of health and social care provision as we move through the changes to clinical commissioning and joint commissioning. However, taking on the new skills required to be able to robustly tender for formal contracts and to be 'personalisation ready' means that some of our best loved and valued charities are faced with having to change the way they do things and adapt to integrating new skill sets into their workforce or Trustee Boards. This is not an easy change for all of our local organisations, although some will be 'tender ready' before others, due to capacity or existing skill sets.	Objective B Maintain economic intelligence	There are some key social enterprises in Ryedale that employ local people. These should be added to our Key Account Management programme in order that we are better able to support this sector.	No change other than a reference to social enterprises in the economic intelligence section.
38	There are issues with training on a national basis, let alone locally. The Council should do what it can to drive up the skill level of local businesses. In particular, SME's should be encouraged, when recruiting staff, to provide training for their recruits (even providing apprenticeships) so that over time their business will benefit to the advantage of the whole community.	Objective B Ryedale Work and Skills Partnership	Noted. This is a high priority for the Work and Skills Partnership and is recognised in the Plan.	No change

Reference	Comment	Action Plan section	Officer comment	Proposed recommendation
39	In spite of all the initiatives, links between local schools and potential employers remains poor. I believe that employers are receptive to forging links with schools and pressure should be applied to local schools to reciprocate.	Objective B Ryedale Work and Skills Partnership	A high priority for the Ryedale Business Forum and included in the Plan (e.g. skills summit).	No change
40	I've sent in some comments after Yvette Turnbull kindly sent me a link about how a 'small business co-ordination agency' would generate prosperity in return for a very small investment in a bureau liaising for us between agencies and freeing us to earn money and create jobs doing our core business. Ryedale Council could be a terrific regenerator for tiny businesses like mine so I wish you well.	Objective B Supporting the business life cycle	Noted. This support is confirmed in several areas of the Plan.	No change, but include, in detailed activity plan, actions to support very small businesses to grow.
41	It should not be forgotten that we have existing charities in Ryedale who consider themselves to be social enterprises and are developing sustainable income sources as a main part of the activity. E.g. Next Steps, Ryedale CT, Helmsley Walled Gardens. Encouragement and support needs to be given to this existing activity and for charities to be given access to enterprise/business support alongside small businesses, to both encourage and support their developing sustainable growth by sharing skills and knowledge.	Objective B Supporting the business life cycle	Information useful for further delivery planning. The voluntary or community sector is not recorded separately in the IDBR indicators.	No change, but include reference to social economy in the detailed activity plan Objective B business lifecycle, which is not sector specific.
42	In addition, we do not have a wealth of new developing and more obviously identified social enterprises or 'social firms' (organisations that develop a product based business using a work force that would otherwise be recognised as vulnerable). For example, if you want to purchase outside catering and contribute to a social enterprise/social firm, there are no obvious companies to use in Ryedale. You will of course contribute to a small local business but there will be no 'social benefit' necessarily.	Objective B Supporting the business life cycle	Information useful for further delivery planning. The social enterprise network should be linked into the LEP network scheme, to ensure social enterprises are able to take advantage of opportunities.	No change, but include reference to social economy in the detailed activity plan Objective B business lifecycle, which is not sector specific.

Reference	Comment	Action Plan section	Officer comment	Proposed recommendation
43	In our experience we know that there is no/very little funding for initial start-up for social enterprises and it is difficult for them to access loans at the earliest stage in order to pay wages and survive. Therefore, a lot of people who want to put something back into their community through their business enterprise tend instead to start up as a small business with ethical or community objectives built into their business planning and documents, and identify themselves as such, rather than being supported to do what they actually wished to do.	Objective B; Supporting the business lifecycle	Noted. This is a national issue. Local support for businesses at all stages of the lifecycle will not be sector specific.	No change
44	The plan should have more emphasis on RDC having an active inward investment role in partnership with others.	Objective B; Supporting the business lifecycle	Reference is made to this in the text. The Council is unlikely to lead on this activity. This is resource intensive and the Council's capital programme is currently committed, with no certainty of additional funding. However, in partnership with the LEP, we will continue to promote Ryedale projects and investment opportunities, and will support all appropriate private sector initiatives.	no change.

Reference	Comment	Action Plan section	Officer comment	Proposed recommendation
45	There is little point in promoting an economic action plan, if the Council is known for its lack of support in real terms. By taking such drastic action as the sale of WSCP, the Council has given some very negative messages: eg. that it does not understand retailing in country market towns, and does not care whether they go to the wall or not. This was quite clear from Council Leader's article where he dismisses town traders with comments such as those about people changing their shopping habits. Small retailers should be recognised for the employment they bring to market towns, as well as for creating an attractive atmosphere in the town centres themselves.	Objective B RDC Corporate approach to business	Local authorities are actively encouraged to make full use of under-utilised assets, such as WSCP, to support economic development and other initiatives. The Council fully recognises the importance of independent traders in Ryedale's market towns and this is reflected in the Plan.	no change
46 Page 31	If a positive caring and helpful approach is adopted - even for the smallest concerns - word is likely to get round that Ryedale actively supports its businesses. This could go a long way to encourage large enterprises to locate here. If, on the other hand, the message coming from the Council is that Ryedale doesn't care about nurturing the district's businesses or puts its own vested financial interests before the interests of local business, in my view it is going to be much more difficult to get the businesses such as "high technology engineering" to come here. In other words, if the Council is seen to be right behind even the smallest local businesses, this may well help to give much larger or more specialised companies the confidence that, if they locate here, they will get the support they need.	Objective B RDC Corporate approach to business	RDC is engaging fully with businesses at all levels in Ryedale, from Key Account Management to individual support for one bedroom B&B.	No change.

Reference	Comment	Action Plan section	Officer comment	Proposed recommendation
47	The planning process is a barrier to growth for small businesses. For example £800 for a bat survey, £1,000s for archaeological surveys, last minute tree orders, which could be dealt with at the early stages.	Objective B; RDC Corporate approach to business	This feedback will be considered as part of a review by the corporate business team.	Objective B; RDC Corporate approach to business, including through the planning process.
48	The LEP is piloting a 'planning toolkit' to enable businesses to understand the planning process more clearly and to improve the pre application stage. This is being piloted in Hambleton, Harrogate and East Riding areas currently.	Objective B; RDC Corporate approach to business	Noted. This is a new initiative and is being considered by the authority. It provides a good opportunity to add to our portfolio of business support.	Objective B; RDC Corporate approach to business, including through the planning process.
	Ryedale hosts some of the best quality shooting in the world. Both on the Wolds and on the North York Moors there is some of the best, high quality driven game shooting available and of course, on the moors, within Ryedale, are some of the best grouse moors. This is a growing market and is one of the few very rural occupations that is entirely unsubsidised. It is a success story and it would improve Ryedale Economic Plan if this was recognised in some way accordingly. The high density of top quality hotels in and around Helmsley and Pickering are there to some degree because of the income from the shooting parties, both international visitors and those from outside the county, in months which otherwise can be somewhat lean for visitors. Attracting foreign investment into Ryedale from top quality driven shooting is possible because of its rural nature and high quality landscape I don't think there is any particular actions which Ryedale could initiate to help this but it is important that it is properly recognised within the plan so that nothing is done inadvertently which may damage the increasing number of jobs which rely on this economic activity. For instance, the number of full time grouse moor keepers on the North York Moors has increased from around 15 about 25 years ago to around 40 now. Even greater numbers are involved in the driven pheasant and	Objective B Sector specific support. Visitor and Creative Economy.	Noted. The Plan includes an objective of 'Agri Food – local food promotion and food manufacture support' and a new objective of 'Land-based Industries – working with partners to support businesses in the land-based sector' is proposed in relation to other comments.	No change apart from those detailed in response to other comments, but include in detailed activity plan.

Reference	Comment	Action Plan section	Officer comment	Proposed recommendation
	partridge aspects but I am not aware that anybody has collated the statistics. I personally have collected the ones about grouse moor keepers in my capacity as Vice Chairman of the Moorland Association and representative for the North York Moors.			
Page 33	Tourism Research via the Scarborough Tourism Economic Activity Monitor (2010) has shown that from 2007 – 2010 there has been a drop of 5% (half a million) visitor days and 5% (350,000) in visitors. In order to address this decline, the new Management Plan contains an aspiration to increase the number of visitors to the Park by an additional 1 million by 2015, taking the number from 6.4 million in 2010 to 7.5 million in 2015. These increases will need to be carefully managed using the principles of 'wise growth' set out under VisitEngland's Strategic Framework for Tourism. This will help to support the visitor economy which is identified as a growth area in the Action Plan.	Objective B Sector specific support. Visitor and Creative Economy	It is important to work in partnership with both the North York Moors National Park Authority and Howardian Hills Area of Outstanding Natural Beauty to ensure that our protected landscapes are not at risk due to economic activity, whilst recognising that they are living landscapes.	No change, but include reference to this in the detailed activity plan.

Reference	Comment	Action Plan section	Officer comment	Proposed recommendation
51	The encouragement and support of social enterprises so important because SE development reflects the Big Society concept 'on the ground' with a focus on local, bottom-up initiatives; It is enacted through legislation such as the Localism Bill and Community Asset Transfer with the associated benefits; It's focus is on community ownership and community benefit rather than shareholder dividends; A focus on SE development energises local communities /voluntary sector at a time when traditional sources of income are shrinking.	Objective B Sector specific support. Social Economy	Agree. In addition, social enterprises contribute to a reduction in ongoing grant aid support to the charitable sector.	No change
52	RVA has good in house skills which support community based organisational development but we do not have staff with specific business development background together with charitable knowledge who can give this more specialist level of advice or provide training, as we do in Scarborough Borough (Social Enterprise Match project).	Objective B Sector specific support. Social Economy	This will be considered in the detailed activity plan, with reference to the O&S review of our support to voluntary sector.	No change
Page 34	Can there be actions in the plans which identify how social benefit driven business can be encouraged in Ryedale? E.g. Start-up support specific to social entrepreneurs alongside small business, mentoring, soft loans? Is this a resource that we can look at developing in Ryedale? Can we build an evidence base that there is a need in Ryedale for more social enterprise growth? What do we already know about the level of social enterprise in Ryedale? Do we need a specific piece of work around identifying those existing charities that would identify themselves as social enterprise and do we have the resources to encourage their growth? Do we work strongly enough in partnership to build on existing skill set and business skills available in Ryedale? Are there ways of encouraging entrepreneurs in Ryedale to think social enterprise/social firm when setting up their business idea?	Objective B; sector specific support - the social economy	This will be considered in the detailed activity plan, with reference to the O&S review of our support to voluntary sector.	No change

Reference	Comment	Action Plan section	Officer comment	Proposed recommendation
54	It also needs to be recognised that we benefit from a strong culture of volunteering in Ryedale and we have seen a massive increase over the last 24 months in the number of people registering and interested in volunteering opportunities. Ryedale's volunteer centre funding has been reduced during this period and the Centre is currently funded partly through reserves held by RVA. It should also be noted that not all volunteers are placed with local charities. Some people will be placed with nationally based charities and some people will be placed with local businesses. E.g. we place volunteers at Flamingo Land. To March 2010, 61 people were entered on the database: people placed 29 To March 2011, 71 people were entered on the database: people placed 44 To March 2012, 149 people were entered on the database: people placed 115	Objective B; sector specific support - the social economy	This will be considered in the detailed activity plan, with reference to the O&S review of our support to voluntary sector.	No change
55	Volunteering not only contributes to our economy in a relatively hidden way but also may be contributing to employment by facilitating a pathway for young people, people with disabilities, women returning to work, people returning to work after illness (particularly mental health illnesses) and opening doors for people interested in accessing further training. However, currently it is difficult for RVA on current resources to undertake any specific pieces of work that might give us more information about the links between volunteering and employment in Ryedale. The list below gives some examples but further discussions might be useful. tracking the pathway of volunteers to find out when volunteering leads to employment, the take up of unemployed people to volunteer placements (the Job Centre works closely with RVA but we cannot follow up why sometimes people do not turn up for appointments or do not attend interviews for volunteer placements or indeed when they are successful why and what it then leads to for the individual) the level of new skills gained by individuals from volunteering placements the take up of new training as a result of volunteering placements Can we benefit from a closer relationship between business and volunteering?	Objective B; sector specific support - the social economy	This will be considered in the detailed activity plan, with reference to the O&S review of our support to voluntary sector.	No change

Reference	Comment	Action Plan section	Officer comment	Proposed recommendation
56	Although RVA can provide some training and support to organisations and have been doing so already, again there is also a fundamental shift of skills needed within RVAs workforce to reflect this changing environment, without taking away support from our smaller more rural community based organisations which we have traditionally provided. Is there a piece of partnership work to be done about ensuring that we are able to provide the right kind of support at the right time to our local organisations?	Objective B; sector specific support - the social economy	This will be considered in the detailed activity plan, with reference to the O&S review of our support to voluntary sector.	No change
57	<p>The table on page 2 of the Action Plan shows agriculture, forestry and fishing to be the largest sector in the Ryedale economy. This reflects the importance of agriculture in the National Park part of the District and the Authority's new Management Plan contains a number of policies to support the production and profitability of farming and expand markets for locally produced food. The Action Plan's support for the growth of food and drink manufacture and local food promotion and manufacture is welcomed, however the addition of a reference to support for farming in the area which is the basis for these sectors would be welcomed.</p> <p>The Authority (NYMNPA) would be pleased to work in partnership with the District Council on these topics in particular and on the Action Plan generally to help deliver the aims of both the new National Park Management Plan and the Ryedale Economic Action Plan.</p>	Objective B; sector specific support – Agri Food	The Plan makes reference to support for local food promotion and food manufacture rather than explicitly farming or other land based industries. This should therefore be picked up with a further 'sector specific support' for land-based industries, starting with an increased understanding of what activity the Council can undertake to support this sector, in partnership with others.	Include a further 'sector specific support' section for land based industries in Objective B.
58	Policies – RDC should adopt policies that help town centres adapt to the demand from the growth areas considered under 'Ryedale's economic drivers'.	Objective B; Market towns	Specific reference is made to supporting business lead initiatives with the aim of improving the vitality of town centres	No change.

Reference	Comment	Action Plan section	Officer comment	Proposed recommendation
59	Objective B – In this section specific sector support should include support for high street retail in line with the Mary Portas report that has been accepted as policy by central government.	Objective B; Market towns	Specific reference is made to supporting business lead initiatives with the aim of improving the vitality of town centres, and to enhancing the public realm in Malton to encourage footfall and economic activity.	No change.
60	Malton should undertake Britain in Bloom and shop window competitions	Objective B; Market towns	Noted, although this is not appropriate as a District Council-led initiative. We are happy to work with business groups to encourage any promotional activity.	No change.
Page 37	Promoting the green economy - where is the commitment to reducing private car usage? Employment growth and housing should be close to public transport nodes and other key services.	Objective B Sustainable business	Changes recommended in relation to other comments make explicit an objective to 'Recognise the importance of the Malton rail link and to improving public transport facilities to support the role of Malton and Norton as a transport hub for Ryedale.' The Ryedale Plan promotes employment and housing development close to services and public transport.	No change to Plan other than those proposed in relation to other comments. Refer to links to LDF in the detailed activity plans.

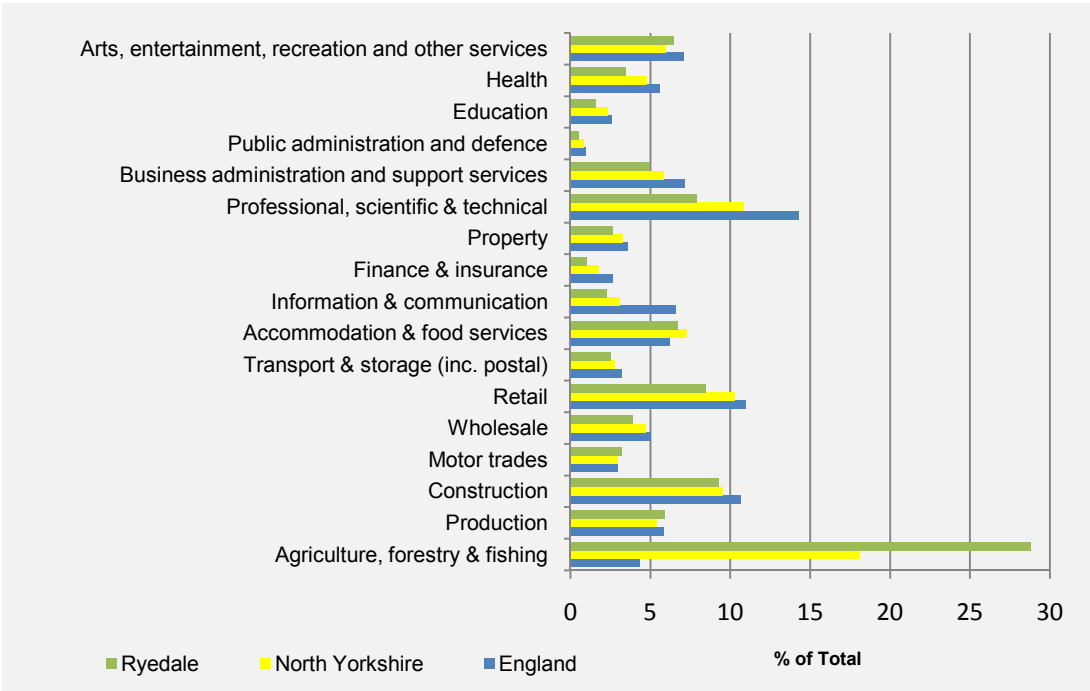
Reference	Comment	Action Plan section	Officer comment	Proposed recommendation
62	Your delivery is very reliant on public sector funding programmes and perhaps with the significant changes that have happened to this area of funding more thought should be given to new ways of delivery and utilisation of the private sector delivering.	Resources	Officers continue to work with private sector businesses across Ryedale to ensure that both we and they are ready for opportunities.	Resources; include reference to working with businesses to deliver activity, not just to engage in discussion.

Ryedale Economic Action Plan

2012 – 2015

Introduction by Councillor Keith Knaggs, Leader of Ryedale District Council and Local Enterprise Partnership Board Member (TBC).

The Economic Headlines



Enterprises by sector ID BR 2011

The value of the Ryedale economy is mostly keeping pace with others in North Yorkshire. The types of businesses in Ryedale (the ‘sectoral breakdown’) is similar to that in North Yorkshire) and Ryedale’s key sectors are agriculture, hospitality (tourism), manufacturing productive and the creative economy. (Chart opposite).

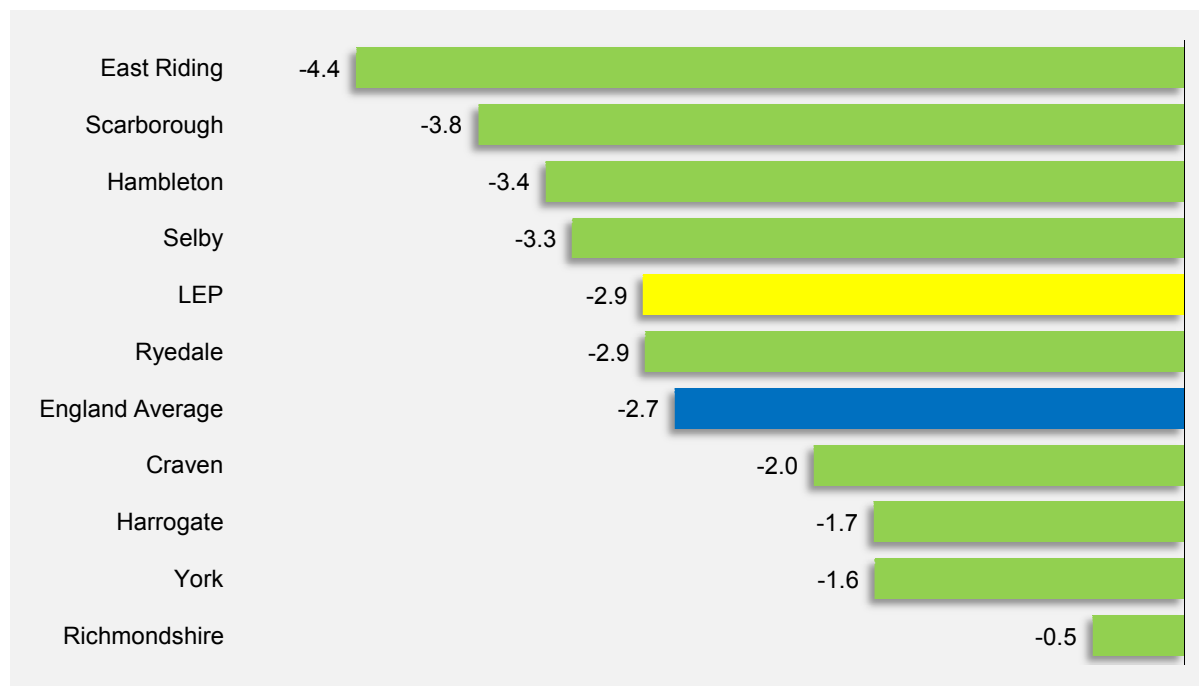
There remains a demand for employment land and premises, with a range of business sites available throughout the District. However, infrastructure constraints, such as the lack of high speed broadband in much of Ryedale, are a barrier to growth and inward investment.

Businesses

There are high levels of business stock per 10,000 adult population and a good rate of new business start ups. There are many self employed people and most businesses are small,

employing less than 50 people. **Market towns and rural business parks provide focal points for these types of business.** However, the rate of new business creation is declining and the business survival rate is also reducing. There are key employers in Ryedale, employing at least over 100 people. Although many are located on industrial sites and business parks in the market towns, some are located in more rural areas of Ryedale due to historical factors.

2010 Net Impact on business stock per 10,000 population (ONS)



The table above compares Ryedale with other North Yorkshire districts, the LEP area and England and demonstrates the net impact this has on the area business stock.

Employment and Wages

Ryedale experiences relatively high employment and self employment rates although in common with the national statistics, the Job Seekers Allowance claimant rate is increasing, albeit from a low level. 135 more young people under 24 are unemployed now in Ryedale (January 2012) than in January 2008, prior to the current economic downturn. Many people have more than one job. Critically, Ryedale has always experienced a low wage culture, (due in part to its prevalence of 'primary industries') as the table below illustrates. This contributes significantly to the difficulties for local people to afford local housing and the 'housing affordability gap'.

Figures in £s	Ryedale	Yorks and Humber	Great Britain
Gross Weekly Pay (Full time)	387.5	465.7	503.1
Hourly Pay (Full time)	9.92	11.64	12.77

Ryedale also has an increasingly ageing population, with the under 44 age group being under represented. This, coupled with high house prices, also causes difficulties for businesses to recruit

skilled workers locally. A lack of local skilled workforce is key issue for many businesses. Many young people leave the area, particularly for higher education elsewhere, and therefore skills can be difficult to 'grow on' locally.

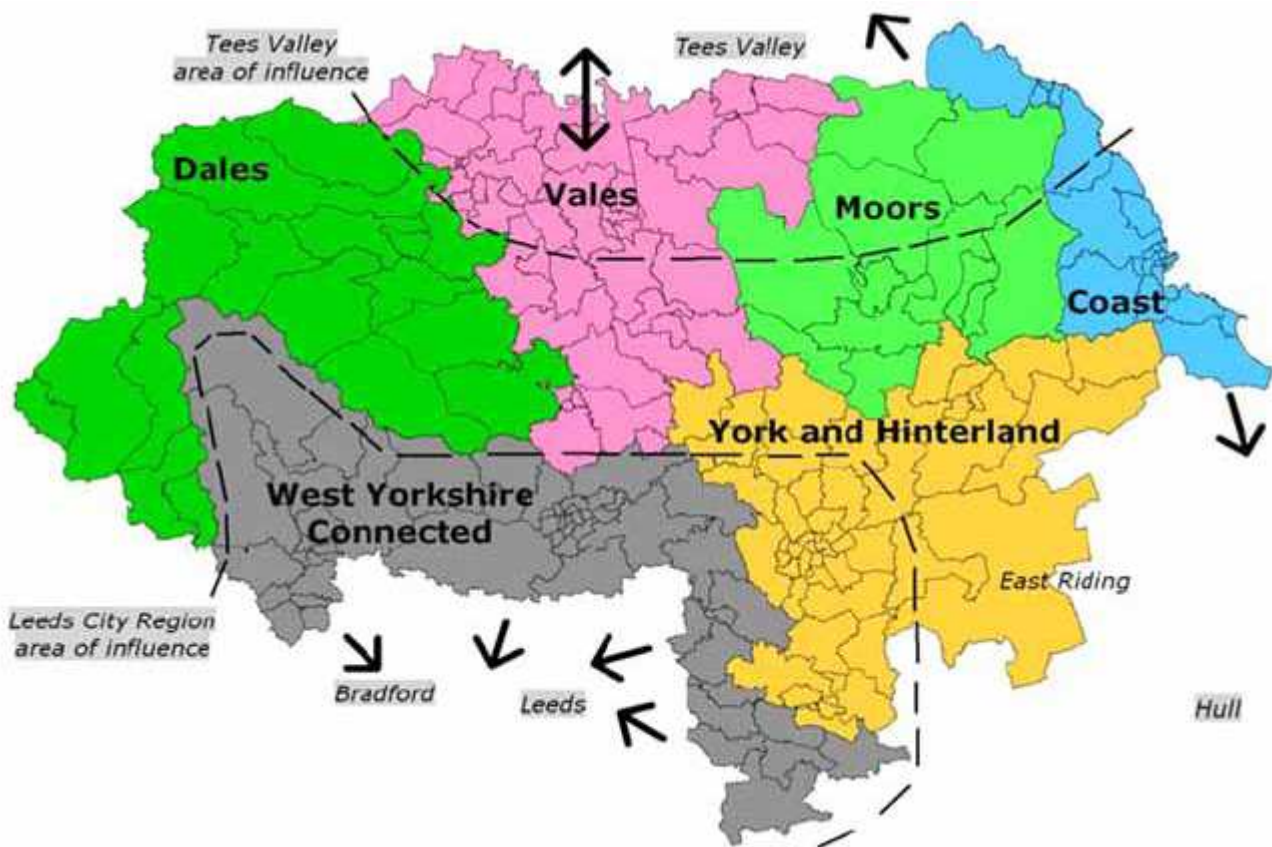
For full details of the Ryedale economy, please review the Local Economic Assessment on www.ynyeconomy.gov.uk

MAP of Ryedale and economic Geographies

No local economy is independent of its neighbours, so the linkages between our neighbouring local authorities are important. The map below indicates the links to the York economy are strong, and many residents commute daily to York or Scarborough for employment.

New partnerships are being forged with the creation of the LEP. For full details regarding the LEP, please review their website. <http://www.businessinspiredgrowth.com/>

Indicative Functional Geographic Areas of York and North Yorkshire



Ryedale's economic drivers

- what is the future?

Economic development needs to focus on the future economy as much as on the present. We therefore need to understand the factors and issues that will take our economy forward over the next five years and lay the foundations for business growth and quality employment. The following list identifies growth areas to consider:

- High technology engineering; including links to the off shore wind industry and York Potash project
- Visitor & creative economy – links to the high landscape value of the Moors, Wolds and Howardian Hills
- Enterprising culture – high number of business start ups, and rates of business stock.
- Growth through use of IT – bringing the benefits of high speed broadband to Ryedale.
- Food and Drink , small and large scale manufacture is prevalent in Ryedale.

The Ryedale Economic Action Plan

- What are our aims and objectives.

Ryedale District Council's aim is to create the right conditions for economic success in Ryedale. We translate this into two key objectives:

A To have economic structure and supporting infrastructure in place;

B Opportunity for people and business; ensuring Ryedale businesses are at the centre of economic development and local people are equipped with the skills required by our businesses.

To realise these objectives, we need:

- Engagement with local business and partner organisations.
- Prepared projects – to take advantage of fast moving funding opportunities.
- To be flexible and responsive in approach.
- A range of projects and timescales (spreading the risk, short to long term planning)
- Direct and indirect interventions – some projects lead by Ryedale District Council, others to provide a supporting role.

The following activities will be our priorities:

Objective A: To have economic structure and supporting infrastructure in place;

A1 Provision of employment land

- Through the LDF Employment Land Review, to ensure that business have sufficient room for development and growth. Provision of information to potential investors. Employment land at Pickering. Investigating potential for investment in industrial site development.
- Supporting key strategic employers to expand and develop.
- Supporting the development of mixed use development on key sites in Ryedale to promote economic development and reduce the housing affordability gap.

A2 Provision of Work space:

- Provision of information to investors and businesses regarding availability of workspace, across all sectors in Ryedale.
- With partners, ensure the provision of a range of industrial letting units and office type accommodation around Ryedale, including quality accommodation and sites suitable for technology and office sectors.(These may be provided by the private sector).
- Develop managed workspace and training services, potentially in partnership with Derwent Training Association. Location options will include Malton and Pickering.
- Woolgrowers / Derwent Park project for employment and mixed use
- Connections with Science City York & Food and Environment Research Agency – provision of quality commercial scientific laboratories.

A3 Housing: to consider the implications of new housing development to the local economy in terms of provision of accommodation for skilled people and local workers.

A4 Communications and Transport Infrastructure:

- Brambling Fields – Norton. Implement improvement of the A64 junction to improve access to businesses and to employment sites in Norton and support economic activity across Malton and Norton
- Further A64 improvements (to address safety, access and flow issues) to improve the accessibility of Ryedale and unlock development potential in key employment areas
- Lobby and develop high speed broadband and mobile phone coverage to Ryedale's business parks and rural communities and promoting the benefits of this to business.
- Recognise the importance of the Malton rail link and to improving public transport facilities to support the role of Malton and Norton as a transport hub for Ryedale.
- Extend the cycle network in Ryedale, within market towns and linking market towns, tourist attractions and public transport.

A5 Malton public realm improvements to encourage increased footfall and economic activity in the town centre

Objective B: Opportunity for people and business; ensuring Ryedale businesses are at the centre of economic development and local people are equipped with the skills required by our businesses.

B1 Maintain economic intelligence through data management and Key Account Management – supporting our key employers and horizon scanning for new economic strengths and threats.

B2 Ryedale Work and Skills Partnership projects

- Apprenticeships development.
- Addressing skills gaps for local business (new starters to graduate recruitment)
- Preparing for economic drivers (such as the Off Shore Wind Farm project)
- Influencing schools' enterprise agenda
- Skills Summit (linking employers with schools)

B3 Supporting the business life cycle

- Supporting new business start ups and improving business survival rates.
- Support business growth – research, inward investment and export

B4 Developing the RDC Corporate approach to businesses – “Ryedale’s a great place to do business”

- Corporate Business Group to provide a proactive approach to business support.
- Ryedale Business Week
- Link to existing “Engineering Week”
- Supporting businesses through the planning application process and to understand the Local Development Framework.

B5 Sector specific support:

- High Technology Manufacturing – link to employment land provision and skills provision.
- Visitor and Creative Economy – supporting business led initiatives, product development and community owned facilities. Creative Economy Commissioning project.
- Social Economy – supporting the Coalition Government’s localism agenda through social enterprise.
- Agri Food – local food promotion and food manufacture support.
- Land-based Industries – working with partners to support businesses in the land-based sector.

B6 Market Towns - promotion of vital and viable town centres, through implementing the LDF and engaging with local businesses and supporting private sector initiatives. Working with businesses and residents on their local initiatives, particularly those aspirations identified in the LDF such as promotion of local heritage, retailing or social enterprise facilities. Implement LDF proposals for town centres.

B7 Sustainable business – promoting the green economy for business growth.

Resources

- how we will deliver the actions.

No wards in Ryedale are within the ‘most deprived’ 25% in England and our dependence upon declining public sector is relatively low. Ryedale is unlikely to be a high priority for public sector assistance. However, the Authority will...

- Engage with businesses and business networks to prioritise activity.

- Work with businesses to encourage them to deliver activity collaboratively with geographical or sectoral partnerships.

- Work in partnership with business, Councils (neighbouring local authorities, National Park and Area of Outstanding Natural Beauty) and the new Local Enterprise Partnership.

- Establish the Local Development Framework to ensure that Ryedale can provide the necessary infrastructure to support business growth over the next 15 years. This includes employment land supply, transport infrastructure and housing to accommodate skilled local employees.

- Access new local funding such as the New Homes Bonus and the Community Infrastructure Levy
- Tap into existing funds such as
 - ERDF – capital and revenue match funding to be spent by 2013 (potential tourism bid)
 - Growing Places Fund (Government funding to unlock development sites)
 - A range of Broadband initiatives including PRG, BDUK and DEFRA
 - DEFRA's Rural Economy Growth Review Rural Growth Networks
 - DEFRA's Rural Development Programme for England – new programme launched March 2012

This document is also available in other languages, large print and audio format upon request.

本文件也可应要求，制作成其它语文或特大字体版本，也可制作成录音带。 (Simplified Chinese)

Dokument ten jest na życzenie udostępniany także w innych wersjach językowych, w dużym druku lub w formie audio. (Polish)

Este documento encontra-se também disponível noutros idiomas, em tipo de imprensa grande e em formato áudio, a pedido. (Portuguese)

本文件也可應要求，製作成其他語文或特大字體版本，也可製作成錄音帶。 (Traditional Chinese)

The plan is available to view or download at www.ryedale.gov.uk.

If you require a hard copy, please request one by phone or email as above.

Glossary

BDUK - Broadband UK

DEFRA - Department for Environment, Food and Rural Affairs

LEP - York, North Yorkshire and East Riding Local Enterprise Partnership

LDF - Local Development Framework

PRG - Performance Reward Grant

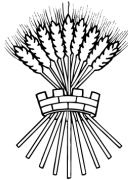
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RYEDALE ECONOMIC ACTION PLAN CONSULTATION FEEDBACK - RISK MATRIX – ANNEX C						
Issue/Risk	Consequences if allowed to happen	Likeli-hood	Impact	Mitigation	Mitigated Likelihood	Mitigated Impact
Lack of consultation feedback	Lack of engagement from partners and businesses	4	C	Ensure widespread consultation and publicity	2	B
Dissatisfaction with draft plan	Reduced likelihood of ongoing engagement with partners and businesses	4	C	Detailed consultation with partners in advance of drafting the plan. Comments received are overwhelmingly re small scale amendments rather than wholesale opposition. This confirms that the original proposals are largely reflective of the desires of partners and stakeholders.	2	B
Lack of ability to implement the plan	Dissatisfaction with the Council and reputational risk	3	C	Ensure that the plan is realistic and has short medium and long term goals that are achievable, whilst remaining aspirational.	2	B

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Score	Likelihood	Score	Impact
1	Very Low	A	Low
2	Not Likely	B	Minor
3	Likely	C	Medium
4	Very Likely	D	Major
5	Almost Certain	E	Disaster

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PART A:	MATTERS DEALT WITH UNDER DELEGATED POWERS
REPORT TO:	POLICY AND RESOURCES COMMITTEE
DATE:	21 JUNE 2012
REPORT OF THE:	HEAD OF POLICY AND PARTNERSHIPS CLARE SLATER
TITLE OF REPORT:	ANNUAL REPORT 2011/12 – DELIVERING THE COUNCILS PRIORITIES
WARDS AFFECTED:	ALL

EXECUTIVE SUMMARY

1.0 PURPOSE OF REPORT

- 1.1 The purpose of this report is to present the committee with the content of the Councils Annual Report of delivery against its priorities.

2.0 RECOMMENDATION

- 2.1 That the committee considers the draft content for the Annual Report for 2011/12.

3.0 REASON FOR RECOMMENDATION

- 3.1 The Annual Report is a key element of the Councils performance management framework.

4.0 POLICY CONTEXT AND CONSULTATION

- 4.1 The Council Plan is the key policy statement of the Council and is complimented by other plans such as the Financial Strategy and Service Delivery Plans.
- 4.2 The Council engages with the communities it represents throughout the year and the intelligence gathered informs the delivery of the Council Plan and the annual budget process.

REPORT

5.0 REPORT DETAILS

- 5.1 The Council adopted a set of priorities in March 2009 in the Council Plan 2009-13. These priorities were reaffirmed by Council in July 2011

5.2 The Council has adopted the following priorities in the Council Plan 2009 -13:

Aim 1: To meet housing need

Strategic Objectives:

1. To change and add to housing stock to meet the local housing needs
2. To support people to access a suitable home or remain in an existing home

Aim 2: To create the conditions for economic success

Strategic Objectives:

3. Place of opportunity – economic structure and supporting infrastructure
4. Opportunity for people – increasing wage and skills levels

Aim 3: To have a high quality clean and sustainable environment

Strategic Objectives:

5. Reducing waste and CO2 emissions
6. Planning to adapt to climate change
7. To maintain the quality of our local environment

Aim 4: To have safe and active communities

Strategic Objectives:

- 8a. Safe Villages and Towns
- 8b. Healthy Villages and Towns

Aim 5: To transform the Council

Strategic Objectives:

9. To understand our communities and meet their needs
10. To develop the leadership, capacity and capability to deliver future improvements

Performance Management

5.3 Progress in delivering the councils priorities is reported quarterly to the Policy and Resources Committee. These reports are complimented by the Revenue Budget Monitoring reports also submitted to the Policy and Resources committee. These reports are available on the Councils website and contribute to the delivery of the transparency agenda for local government.

5.4 The Annual Report for 2011/12 will be prepared in the same style as that published for 2010/11 which can be viewed on the council website at <http://www.ryedale.gov.uk/pdf/V2Final%20Version%20Annual%20Report%202011%20WEB.pdf>

5.5 The format and content of all performance reports will be reviewed as part of the project to continue the development of Covalent as a key corporate system for information management. As part of this project, consultation will be undertaken with members to understand their information requirements.

5.6 Performance Information for the Annual Report 2011/12

Aim 1: To meet housing need

a) Affordable Housing Delivery

The Council has an annual target of 75 new affordable homes – around a third of the new homes planned each year for Ryedale – but 95 new affordable homes were delivered in the District in the year April 2011 to March 2012. This almost matches the record achievement of 96 affordable homes that were delivered in Ryedale in 2009/10.

Work is underway on sites that will deliver 160 further affordable homes in the next two years. New planning permissions have been granted for housing schemes which will deliver a further 111 additional affordable homes.

b) **Housing Benefit**

The Council is involved with a County wide pilot with the DWP to trial an approach to the implementation of Universal Credit.

c) **Bridge House**

A new supported accommodation facility is required for homeless people in Ryedale, replacing Bridge House. Work has continued to find a solution to this challenge this year. Work is continuing with the Homes and Communities Agency who have allocated £400,000 towards this project.

d) **Preventing Homelessness**

The government has increased funding through the homeless Prevention Grant in acknowledgement that homelessness may continue to increase. 626 households have approached the Council as a result of experiencing housing difficulty, compared to 585 last year. Whilst many of these households have their problem resolved in some way, this has led to an increase in the number of households accepted as homeless. There has been a 23% increase compared to the national average of 18%. The number of households living in temporary accommodation has reduced from 21 to 10 this year. This improvement is as a result of the introduction of the Young People's Homelessness Partnership.

e) **Private Sector Renewal**

Ryedale was the only authority in North Yorkshire to make capital resources available from its own reserves for continuing the grants and loans schemes in 2011/12. These fund a range of private sector housing grants and loans to help meet the housing needs of vulnerable and low income people in private sector housing – be this to get empty properties back into residential use or to adapt homes so that a person can continue to live there as their health and mobility changes. The Joint Commissioning Group has explored this area of work and this has resulted in the establishment of the Joint Home Improvement Agency between Ryedale and Scarborough, this will deliver all of the Councils Disabled Facilities Grants of which 54 were allocated in 2011/12 totalling £249k. The JCG work also resulted in the streamlining of the grants and loans for private sector housing and additional measures to bring empty properties back into use.

f) **Supporting Independent Living**

Ryedale has secured 143 new connections this year and have expanded the service provided in Richmondshire to include weekend calls. The contract to provide services in the Selby District Council area has been extended by 12 months.

g) **Supporting those on low income**

During the last year the council has helped 3,769 residents to pay their rent and Council Tax. On average we processed and maintained these cases within 16.4 days. This is higher than last year but this was anticipated due to the conversion to Northgate. Customer satisfaction has been maintained.

Aim 2: To create the conditions for economic success

a) Improving Infrastructure

The construction of the Brambling Fields junction improvement scheme started on site in January 2012 and the improved junction is scheduled to open in late summer 2012.

b) Town Centre Improvements

Schemes to improve the public areas and streets within Malton Town Centre will be brought forward to help encourage visitors and trade and boost the local economy. Draft schemes will be brought forward following the conclusion of development proposals within Malton Town Centre.

c) Local Development Framework

The LDF Local Plan Strategy has been published and submitted to the Planning Inspectorate with its examination expected during the summer of 2012. The Local Plan Sites Development Plan Document (DPD) and the Helmsley Plan DPD are being prepared for publication in 2012/13.

d) Community Broadband

The Council is embarking on a project to ascertain and implement community and business aspirations for Next Generation Broadband across Ryedale, in partnership with NYnet.

e) Supporting the Community and Voluntary Sector

The Council has purchased Harrison House to provide town centre offices in Norton for RVA and CAB with potential for co-location with other public and private sector services. The facility will also add to parking provision available close to the bus and rail stations.

The Community Investment Fund has been established to enable communities to take full advantage of £200k of New Homes Bonus whilst developing the capacity of local communities to deliver their priorities for themselves

f) Supporting Local Businesses

Ryedale has been represented on the LEP and the Ryedale business forum continues to develop.

g) Ryedale Economic Strategy

The economic action plan has been prepared and following consultation will be finalised in summer 2012.

Aim 3: To have a high quality clean and sustainable environment

a) Waste and Recycling

The Streetscene Team began the phased introduction of kerbside recycling for plastics and cardboard.

The level of performance in relation to waste reduction and recycling targets has been maintained in 2011/12 with data to be verified by July 2012.

b) **Streetscene savings**

Cost savings have been generated through the use of the new transfer station for dry recyclables (glass, paper, cardboard) on Showfield Lane, in the region of £250k for 2012/13.

c) **Managing the Impact of Climate Change**

The Council has continued improvements to its estate to reduce levels of Co2 emissions.

Flood resistance grant schemes have benefited communities at risk of flooding with 35 awards made totalling £127,500 to households in Kirkby Mills and Keldholme and £85,000 for households in Pickering

Aim 4: To have safe and active communities

a) **Investing in Sport and Recreation**

A Sports Strategy for Ryedale is being prepared and is to be launched for consultation in September 2012. Further investment in the sport and recreation infrastructure will be considered as part of the Sports Strategy.

b) **Maintaining Low Crime Levels**

Crime rates have fallen year on year by 10%. The police are focussing on the control of behaviour in the night time economy having seen an increase in violence and disorder in Malton and Norton.

c) **Delivering Community Safety Priorities**

The Safer Ryedale Team continue to deliver the priorities of the Community Safety Plan despite diminishing resources. Following community consultation the priorities for 2012/13 are:

- Domestic Abuse
- Safer Roads
- Alcohol Harm Reduction
- Community Priorities

Two of these priorities – Safer Roads and Domestic Abuse - will be delivered through joint Scarborough and Ryedale task groups

Aim 5: To transform the Council

a) **Balancing the Budget**

Budget savings of over £600k were achieved through delivery of the Going for Gold programme. This included redesign of services, partnership working and maximising opportunities as they present themselves. This approach will continue in 2012/13 with an estimated target of £600k.

b) **Optimising Technology**

Efficiencies were achieved by maximising the benefit of investment in IT and improved systems. This will continue in 2012/13 through the development of the Business Hub.

c) **Responding to Legislation**

The Council continues to work with partners in preparing for the implications of new legislation such as the Localism Act, Police Reform and Social Responsibility Act, Welfare Reform Act and the Health and Social Care Act

d) **Improving Access to Services**

The Council is working with partners such as the Post Office Ltd, to increase access to services whilst supporting channel shift.

6.0 IMPLICATIONS

6.1 The following implications have been identified:

a) Financial

There are no new financial implications in considering this report which are not accounted for in the Financial Strategy.

b) Legal

There are no significant legal implications arising from this report

c) Other

There are no significant other implications arising from this report.

Clare Slater

Head of Policy and Partnerships

Author: Clare Slater, Head of Policy and Partnerships

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E-Mail Address: clare.slater@ryedale.gov.uk

Background Papers:

Council Plan 2009 -13

Delivering the Council Plan Reports – Reported quarterly to Policy and Resources Committee

Background Papers are available for inspection at:

www.ryedale.gov.uk



PART A:	MATTERS DEALT WITH UNDER DELEGATED POWERS
REPORT TO:	POLICY AND RESOURCES COMMITTEE
DATE:	21 JUNE 2012
REPORT OF THE:	HEAD OF POLICY AND PERFORMANCE CLARE SLATER
TITLE OF REPORT:	ESTABLISHING THE COMMUNITY INVESTMENT FUND WORKING PARTY
WARDS AFFECTED:	ALL

EXECUTIVE SUMMARY

1.0 PURPOSE OF REPORT

- 1.1 To establish the Community Investment Fund as a working party of the Policy and Resources Committee

2.0 RECOMMENDATIONS

- 2.1 It is recommended that:
- (i) the authority to make decisions on the allocation of grants be delegated to the Head of Economy and Infrastructure in consultation with the members of the Community Investment Fund Panel. In the absence of the Head of Economy and Infrastructure the delegation passes to the Chief Executive;
 - (ii) that the terms of reference detailed in paragraph 6.1 for the Community Investment Fund Panel be adopted; and
 - (iii) That named members and substitutes should be appointed to the Community Investment Fund Panel.

3.0 REASON FOR RECOMMENDATIONS

- 3.1 To establish the Community Investment Fund Panel as a fully operational working party of the Policy and Resources Committee as agreed by the Annual Meeting of Council in May 2012.

4.0 SIGNIFICANT RISKS

- 4.1 There are no significant risks associated with these decisions.

5.0 POLICY CONTEXT AND CONSULTATION

- 5.1 The recommendations made in this report are made in order to establish the Community Investment Fund Panel (CIF Panel) as a working party of the Policy and Resources Committee and are in accordance with the decisions taken by Council and in line with the Constitution of the Council.

REPORT

6.0 REPORT DETAILS

6.1 Term of Reference for the Community Investment Fund Panel

The Purpose of the CIF Panel is as follows:

A. Grant Making

- To make recommendations to Officers with delegated power to make decisions on the award of any funding allocated to the CIF from the New Homes Bonus (or similar sources of funding made available to the CIF by the Policy and Resources Committee) in the form of grants.
- Maintaining a fair and effective grants programme that supports the needs of all sections of the Ryedale Community in line with the Councils stated priorities.
- To make recommendations to Officers before making decisions on grant applications having due regard to officer advice on grants
- Keeps the needs of Ryedale under review and in light of this, develop and recommend detailed criteria and priorities for grant giving to Council or Policy and Resources Committee annually

B. Other Functions

Any function delegated to an Officer which in the opinion of the Officer the CIF Panel should be consulted on .

The Chairmanship of the CIF Panel:

The Chairman of the CIF Panel shall be the Chairman of the Policy and Resources Committee.

If the Chairman of the CIF Panel is not present at a meeting then another member of the CIF Panel who is present shall be chosen by the other members of the Panel and shall preside for that meeting.

The membership of the CIF Panel:

The CIF Panel shall have 7 members, one of which will be the chairman of the Policy and Resources Committee and these shall be allocated to political groups as follows:

- 4 members of the Conservative group,
- 1 member of the Liberal Group,
- 1 Member of the Independent Group and
- 1 member of the Liberal Democrat Group

Members of the CIF Panel may be drawn from other committees other than the Policy and Resources Committee.

6.2 Timetable of Meetings: the CIF panel shall meet at 6.30pm on the following dates:

- 17 July 2012
- 27 November 2012
- 19 March 2013

- 6.3 Delegation of Authority to Officers in consultation with the CIF Panel
As a working party of the Policy and Resources Committee the authority to make decisions on the allocation of grants needs to be given to an officer of the Council. It is proposed that this should be the Head of Economy and Infrastructure who will exercise this delegation in consultation with the members of the Community Investment Fund Panel. In the absence of the Head of Economy and Infrastructure the delegation passes to the Chief Executive.

7.0 IMPLICATIONS

- 7.1 The following implications have been identified:
- a) Financial
None
 - b) Legal
The recommendations are in accordance with the Councils Constitution
 - c) Other (Equalities, Staffing, Planning, Health & Safety, Environmental, Crime & Disorder)
None

Clare Slater
Head of Policy and Partnerships

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Background Papers:

[Minutes of Council 17 May 2012](#)

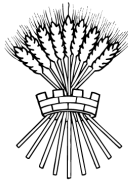
Agenda and Minutes for the meeting of the Community Investment Fund Panel 25 April 2012

Agenda and Minutes for the meeting of the Policy and Resources Committee 4 April 2012

Background Papers are available for inspection at:

www.ryedale.gov.uk

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PART B:	RECOMMENDATIONS TO COUNCIL
REPORT TO:	POLICY AND RESOURCES COMMITTEE
DATE:	21 JUNE 2012
REPORT OF THE:	CORPORATE DIRECTOR (s151) PAUL CRESSWELL
TITLE OF REPORT:	STATEMENT ON LOCAL PROCUREMENT
WARDS AFFECTED:	ALL

EXECUTIVE SUMMARY

1.0 PURPOSE OF REPORT

- 1.1 This report considers the adoption of a policy which requires officers to seek quotes from local suppliers in procurement processes where possible.

2.0 RECOMMENDATION

- 2.1 That Council is recommended to approve the Statement of Local Procurement at Annex A to this report.

3.0 REASON FOR RECOMMENDATION

- 3.1 Such a statement is a further way the Council can continue to support local business.

4.0 SIGNIFICANT RISKS

- 4.1 There are no significant risks in this recommendation

5.0 POLICY CONTEXT AND CONSULTATION

- 5.1 The Council has a corporate aim 'Creating economic success' with an objective to be a Place of opportunity – economic structure and supporting infrastructure.

REPORT

6.0 REPORT DETAILS

- 6.1 RDC's annual discretionary spend, that is spend excluding payroll, grants, precepts, benefits etc. is c£4.3m per annum.
- 6.2 Analysis of Council spend has been undertaken through the Procurement partnership

and with external funding. This shows that of the discretionary spend c£2.8m is spent locally within Yorkshire and the Humber region of which £330k was spent with Ryedale based organisations.

- 6.3 Whilst officers do use local suppliers the statement of local procurement reinforces and obligates officers seeking three quotes for work of a value between £5k and £50k. Above this value the Council's contract procedure rules require the use of formal tendering and follow the rules as set out in the constitution, which involve in most cases formal advertising.
- 6.4 The statement also highlights the Council's contracts register which is now on-line and the aim to pay invoices within 30 days. Last year the Council paid 97.77% of invoices in 30 days. It also outlines the commitment to transparency though publishing spend data and the commitment to the Small Business Concordat.

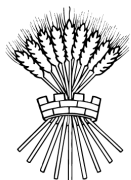
7.0 IMPLICATIONS

- 7.1 The following implications have been identified:
- a) Financial
There are no financial implications from this report and officers will still have the duty to secure best value in procurement.
 - b) Legal
If approved this decision will amend the Council's constitution.
 - c) Other
There are no significant other implications arising out of this report.

Paul Cresswell
Corporate Director (s151)

Author: Paul Cresswell, Corporate Director (s151)
Telephone No: 01653 600666 ext: 214
E-Mail Address: paul.cresswell@ryedale.gov.uk

Background Papers:
None.



Ryedale District Council – Statement of Local Procurement

The Council has a duty to provide best value for money in the use of public funds entrusted to it by local taxpayers. It also has statutory power to act in a way, which it considers likely to promote or improve the economic, social or environmental wellbeing of its area.

This power coupled with the strategic aim of 'Creating Economic Success' in the Ryedale Corporate Plan enables the Council to adopt a Statement of Local Procurement. It is not intended to compromise the duty to obtain best value for money.

The Council has recently agreed to amend its procurement processes to ensure local businesses are encouraged/invited to quote, the amended wording is:

When seeking quotations for all contracts up to the value of £50,000 or carrying out a tender of a value between £5,000 - £50,000, the officer seeking quotations must ensure that at least one firm if possible is located in Ryedale be invited to quote.

Additionally the Council will / continue to:

Pay suppliers invoices within 30 days of receipt.

Publish a complete **contracts register**, making it easier for local businesses to see when contracts were let, to whom and under which category and when the contracts are to be renewed.

<http://www.ryedale.gov.uk/pdf/Website%20version%20of%20contracts%20register.pdf>

Adhere to the Governments transparency agenda by **publishing all Council spend over £500** on the Ryedale District Council website.

Reaffirm its commitment to the 2005 Small Business Concordat, a voluntary agreement established by the last government to encourage local authorities to help small businesses to win public sector contracts.

Ensure local suppliers are aware of procurement opportunities for example via the local press and Council website.

Make requirements proportionate to the contract being let (**only request the information needed**).

By releasing the Statement of Local Procurement and amending its procurement processes, the Council is strengthening its support for local businesses that wish to bid for contracts with the Council and help remove perceived barriers that might previously have discouraged local businesses from bidding for Council contracts.

Signed:

.....

Janet Waggott
Chief Executive
Ryedale District Council

.....

Cllr Keith Knaggs
Leader
Ryedale District Council

Date:.....



PART B:	RECOMMENDATIONS TO COUNCIL
REPORT TO:	POLICY AND RESOURCES COMMITTEE
DATE:	21 JUNE 2012
REPORT OF THE:	COUNCIL SOLICITOR AND MONITORING OFFICER ANTHONY WINSHIP
TITLE OF REPORT:	COMMUNITY GOVERNANCE REVIEW – FOSTON AND THORNTON-LE-CLAY PARISH COUNCIL
WARDS AFFECTED:	FOSTON AND THORNTON-LE-CLAY

EXECUTIVE SUMMARY

1.0 PURPOSE OF REPORT

- 1.1 To consider and respond to a Community Governance petition which has been submitted under the provisions of Section 80 of the Local Government and Public Involvement in Health Act 2007 (The 2007 Act) requesting the District Council to conduct a Community Governance Review to increase the size of the Parish Council from five to seven Councillors.
- 1.2 Ryedale District Council has a duty under section 83 of the 2007 Act to respond to the petition using its powers to undertake a Community Governance Review under section 82 of the 2007 Act.

2.0 RECOMMENDATIONS

- 2.1 Council is recommended to:
1. Note the receipt of the request and its validity.
 2. Agree to undertake a Community Governance Review of the Parishes of Foston and Thornton-le-Clay.
 3. Agree the Terms of Reference of the review as detailed in Annex C, including the timeable and arrangements for public consultation.
 4. Agree that the review will be carried out by the Council Solicitor and Monitoring Officer, in consultation with the Chairman of Policy and Resources Committee.
 5. Note that further reports will be brought to Council in order that decisions may be made in respect of draft proposals and final recommendations of the Review.

3.0 REASONS FOR RECOMMENDATIONS

- 3.1 To comply with the statutory duty under section 83 of the 2007 Act to respond to a

Community Governance petition.

4.0 SIGNIFICANT RISKS

- 4.1 No significant risks have been identified in preparing this report – see Risk Matrix (Annex A).

REPORT

5.0 BACKGROUND AND INTRODUCTION

- 5.1 Before the coming into force of the 2007 Act, District Councils had power to vary the numbers on local Councils by making an Order. Procedures were not prescriptive and numbers on Parish Councils, or other Parish electoral arrangements, could be varied easily and quickly. Unfortunately this is no longer the case and the procedures prescribed for Community Governance Reviews, set out in the 2007 Act, have to be followed even when the only issue to be considered is a variation in a Parish Council's numbers.
- 5.2 The Act allows for the public to petition for reviews in their areas. Reviews must be undertaken if petitions are received as follows:-
- § Area with fewer than 500 electors – at least 50% of the electors
 - § Area with between 500 and 2,500 electors – at least 250 of the electors
 - § Area with more than 2,500 electors – at least 10% of the electors
- 5.3 Furthermore, Regulation 3(7) of the Local Authorities (Committee System) (England) Regulations 2012 provides that making the Order to give effect to the recommendation of a Community Governance Review is a Council decision and cannot be delegated.
- 5.4 It should be noted that while Civic Parishes (carrying out Local Government functions) have their historic roots in Church of England Parishes, they are entirely separate from ecclesiastical (Church) Parishes.
- 5.5 A petition has been submitted under the provisions of Section 80 of the Local Government and Public Involvement in Health Act 2007. The petition requests the Council to conduct a Community Governance Review to increase the size of the Parish Council from five to seven Councillors.
- 5.6 There is no formal guidance on the size of Parish Councils, but the minimum number is five. The DCLG reports that, nationally, local Councils representing the following electorates have, typically, the number of Councillors stated:-
- § Less than 500 – between 5 and 8 Councillors
 - § Between 501 and 2,500 – between 6 and 12 Councillors
- 5.7 The Local Government Act 1972, as amended, specifies that each Parish Council must have at least five Councillors; there is no maximum number. The Electoral Commission has no reason to believe that this pattern of Council size to population has altered significantly since the research was conducted. Although not an exact match, it broadly reflects the Council size range set out in the National Association of Local Councils Circular 1126; the Circular suggested that the minimum number of Councillors for any Parish should be 7 and the maximum 25.

- 5.8 Foston and Thornton-le-Clay has 235 Local Government electors (Foston 74 electors and Thornton-le-Clay 161 electors). There have been more applicants for the position of Parish Councillor on the Parish Council than places during a recent exercise to appoint a co-opted Member. Allowing for the need to report to Council at the various stages of the review progress, it is estimated that the review will take 6-9 months to complete.
- 5.9 To be valid a petition requesting a Community Governance Review must contain the signatures of at least 50% of the electors for the area subject to the review whose names appear on the Register of Electors which is in force for the area the subject of the review at the time the petition is submitted. The petition must also define the area to which it relates and specify one or more proposals for consideration. The petition meets all of these criteria and is therefore valid.
- 5.10 Ryedale District Council has a duty under section 83 of the 2007 Act to respond to the petition using its powers to undertake a Community Governance Review under Section 82 of the 2007 Act. In doing so, the Council is required to have regard to Guidance on Community Governance Reviews issued by the Secretary of State for Communities and Local Government.
- 5.11 Under the legislation the District Council must aim to ensure that Community Governance in the area under review:-
- § Reflects the identities and interests of the community in that area
 - § Is effective and convenient
 - § Takes into account any other arrangements for the purpose of community representation or community engagement
- 5.12 When considering the above aims the Council should take into account a number of factors, including:-
- § The impact of Community Governance arrangements on community cohesion; and
 - § The size, population and boundaries of any new local community or parish
- 5.13 A review involves the following stages:-
- (1) Setting terms of reference of the Review (if the Committee recommends a review in Foston and Thornton-le-Clay, suggested terms of reference are set out in Annex C).
 - (2) Publicising the terms of reference (for the purposes of the Act, the review formally commences when the terms of reference are published).
 - (3) Undertaking consultations with the Local Government electors for the area and any other person or body (including the Parish Council) who appears to have an interest in the review.
 - (4) Considering representations.
 - (5) Preparing and publishing draft proposals.
 - (6) Undertaking consultation on the draft proposals.
 - (7) Considering representations.

- (8) Publishing recommendations.
 - (9) Making an Order to bring into effect any decisions arising from the review.
 - (10) A review must be concluded within 12 months of the publication of the terms of reference.
- 5.14 When undertaking a CGR a principal Council must have regard to guidance issued by the Secretary of State and the Electoral Commission. However, subject to this, it is for the Council to decide how to undertake the review.
- 5.15 In relation to the stages of a Community Governance Review a flowchart is attached at Annex B which gives an outline only of the procedure since it is not directly applicable to reviews relating to Town and Parish Council areas.
- 5.16 The review begins when the District Council publishes its terms of reference and ends when it publishes its recommendations – it has a maximum of 12 months to complete the process (Section 102(3) and (4) of the 2007 Act).
- 5.17 Section 93 of the 2007 Act sets out the duties the Council must comply with when undertaking a review. These include consulting with Local Government electors and those who might have an interest in the review, taking account of any representations received and the community identity and effective Local Government criteria.
- 5.18 However, subject to complying with these duties, Section 93 of the 2007 Act confers on principal Councils a wide discretion as to how they carry out the review. The District Council can carry out a further consultation exercise during the review period if it so wishes and in any such way that would assist with deciding what recommendations it should make. Once its recommendations are published, this concludes the Community Governance Review.
- 5.19 Following publication of the recommendations, it is then for the District Council to decide to what extent it will give effect to the recommendations. Once it has made that decision the District Council must publish that decision and its reasons for making the decision (see Section 96(2) of the 2007 Act).
- 5.20 Finally, the District Council gives effect to the recommendations by approving the making of a Reorganisation Order.
- 5.21 The Order would deal with the following matters:-
- (i) Numbers of Parish Councillors
 - (ii) Any other consequential matter

6.0 POLICY CONTEXT

- 6.1 The Council has a duty to respond to the petition.

7.0 REPORT DETAILS

- 7.1 A Community Governance Review (CGR) is a review of the whole part of a local authority's area. In this instance the review will be limited to the areas of Foston and Thornton-le-Clay Parish Council.

7.2 The Council is required to publish the terms on which the review is to be undertaken and the draft Terms of Reference (TOR) are attached as **Annex C**.

7.3 Members are advised that the District Council has a statutory duty under Section 93 of the 2007 Act to consult and take into account any representations received in connection with the review.

7.4 Section 93(3) of the 2007 Act provides as follows:-

“(3) The principal council must consult the following:--

- (a) Local Government electors for the area under review;*
- (b) Any other person or body (including a local authority) which appears to the principle council to have an interest in the review.”*

7.5 Local government electors for the area under review must be consulted as well as any other person or body which appears to have an interest in the review. It is considered that there are the following two ways of consulting local government electors:-

7.5.1 Conducting a local poll in the areas of Foston and Thornton-le-Clay pursuant to Section 116 of the Local Government Act 2003 which could be timed to coincide with the Local Government elections in May 2011

7.5.2 Write to each eligible elector in the review area with a copy of the TOR and a questionnaire seeking their views on their preferred option for Community Governance arrangements in Foston and Thornton-le-Clay.

7.6 Council has to consult with others who appear to have an interest in the review which might include local businesses and local public and voluntary organisations.

7.7 It is recommended that a press release be published and issued to invite any other interested persons or bodies to put forward their views. The TOR and questionnaire will also be available on the Council's website.

7.8 The District Council also needs to inform North Yorkshire County Council that a review will be undertaken and of the terms of reference of the review and to consult them.

7.9 Any representations received in connection with the review must be taken into account and the review must be concluded within the period of 12 months starting with the day on which the review begins.

7.10 Subject to the duties set out in the Act, it is for Ryedale District Council to decide how to undertake the review.

7.11 It is recommended starting the consultation by 19 July 2012 and asking that responses be submitted by 3 September 2012. The TOR includes a timetable for the remainder of the process.

8.0 IMPLICATIONS

8.1 The following implications have been identified:

a) Financial

Resources involved will be mainly employee time. It is possible to hold a local poll under Section 116 of the Local Government Act 2003. The estimated cost of the poll will be £1,000. It is estimated that the cost of printing and distribution of the consultation documents will be £500.

There is no specific budget for Community Governance Reviews and, therefore, all costs will have to be absorbed within the existing Democratic Services budget for 2012/13.

There is no power to re-charge the cost of the review to any other Council, except by agreement. This is because the statutory power to conduct the review rests with this Council.

b) Legal

Council has a duty to undertake a Community Governance Review and those duties are set out in the Local Government and Public Involvement in Health Act 2007.

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

All local government electors within the parishes of Foston and Thornton-le-Clay will be consulted on the proposal and their views considered as part of the consultation process. The Council must have regard to the need to secure that the Community Governance arrangements for the area reflects the identities and interests of the community in the area and are effective and convenient.

**Anthony Winship
Council Solicitor**

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Background Papers:

Local Government and Public Involvement in Health Act 2007
Guidance on Community Governance Reviews published by DCLG and the Electoral Commission in April 2008
Parish and Town Councils in England (HMSO 1992) Research by the Aston Business School
Community Governance Petition
Circular 1126/1988 – Council Size published by the National Association of Local Councils.

Background Papers are available for inspection at:

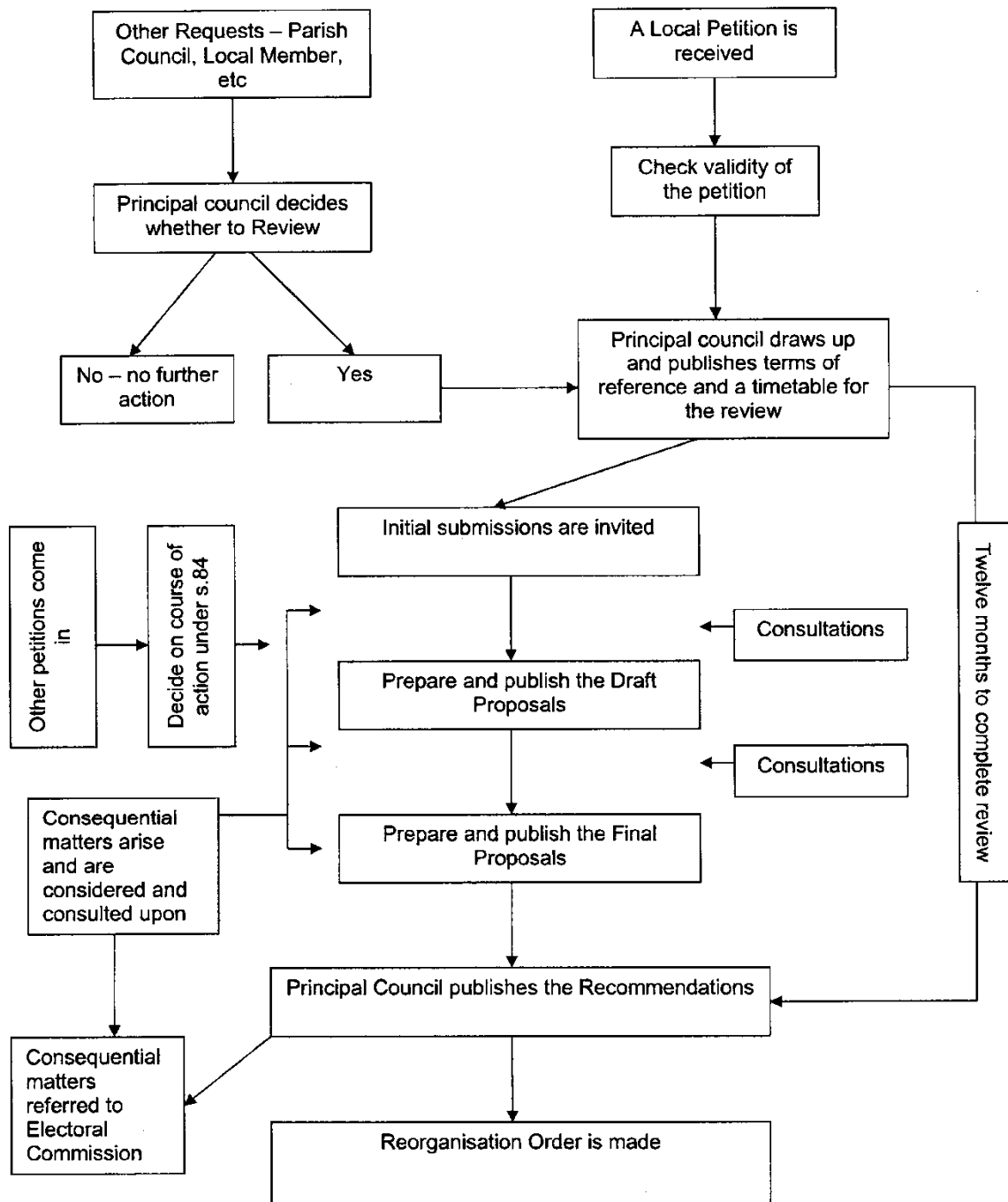
As above

COMMUNITY GOVERNANCE REVIEW

Issue/Risk	Consequences if allowed to happen	Likelihood	Impact	Mitigation	Mitigated Likelihood	Mitigated Impact
The District Council fails to comply with the statutory requirements relating to Community Governance Reviews in the 2007 Act.	Complaint and potentially a court order or mandamus.	2	B	There is no mitigation in this case	2	B

Score	Likelihood	Score	Impact
1	Very Low	A	Low
2	Not Likely	B	Minor
3	Likely	C	Medium
4	Very Likely	D	Major
5	Almost Certain	E	Disaster

COMMUNITY GOVERNANCE REVIEWS - FLOWCHART



Ryedale District Council

Terms of Reference

For a Community Governance Review in response to a petition submitted under Section 80 of the Local Government and Public Involvement in Health Act, 2007.

Introduction

1. A petition has been submitted under the provisions of Section 80 of the Local Government and Public Involvement in Health Act 2007 (the 2007 Act). The petition requests the Council to increase the size of the Parish Council from five to seven Councillors:
2. To be valid a petition requesting a Community Governance Review must contain the signatures of at least 50% of the electors for the area subject to the review whose names appear on the Register of Electors which is in force for the areas of Foston and Thornton-le-Clay at the time the petition is submitted. The petition which has been submitted contains the required number of valid signatures.
3. The petition must also define the area to which it relates and specify one or more proposals for consideration. The petition meets all of these criteria and is, therefore, valid.
4. Ryedale District Council has a duty under section 83 of the 2007 Act to respond to the petition using its powers to undertake a Community Governance Review under section 82 of the 2007 Act.

In undertaking the review, the Council will be guided by Part 4 of the Local Government and Public Involvement in Health Act 2007, the relevant parts of the Local Government Act 1972, Guidance on Community Governance Reviews issued in accordance with Section 100(4) of the Local Government and Public Involvement in Health Act 2007 by the Department of Communities and Local Government and the Electoral Commission in April 2008, and the following regulations which guide, in particular, consequential matters arising from the review: Local Government (Parishes and Parish Councils) (England) Regulations 2008 (SI 2008/625); Local Government Finance (New Parishes) Regulations 2008 (SI 2008/626). Section 81 of the Local Government and Public Involvement in Health Act 2007 requires the Council to publish its Terms of Reference in a review.

5. The Council has the power to decide whether or not to increase the size of the Parish Council from five to seven Councillors. There is currently no provision for any appeal against any decision on a Community Governance Review made by the Council.

What is a Community Governance Review?

6. A Community Governance Review (CGR) is a review of the whole or part of a local authority's area to consider one or more of the following –
 - a. The creation, merger, alteration or abolition of parishes
 - b. The naming of parishes and the style of new parishes
 - c. The electoral arrangements for parishes including -
 - The ordinary year of election

- The number of councillors to be elected
 - The warding (if any) of the parish
7. A CGR should according to the last Government's White Paper *Strong and Prosperous Communities* published in October 2006 -
 - a. improve community engagement
 - b. provide for more cohesive communities
 - c. provide better local democracy
 - d. result in more effective and convenient delivery of local services

Parish Governance in Ryedale

8. In the District of Ryedale, there are 126 parishes. 86 have parish or town councils and the other 30 have parish meetings. The size of parish councils ranges from 5 to 12 Councillors. All parish councils are elected together in a four yearly cycle. The next elections are in May 2015.

Who will undertake the Community Governance Review

9. As the principal authority, the District Council is responsible for undertaking any Community Governance Review. The Council Solicitor will lead the review at officer level and the Policy and Resources Committee will make recommendations to Council for final adoption.

How the Council proposes to conduct consultations during the review

10. Under Section 93, the Council has a duty to consult –
 - a. Local government electors for the area under review
 - b. Any other person or body (including another local authority) which appears to have an interest in the review
11. The Council proposes to consult with Local government electors for the area by post.
12. The Council also has to consult with others who appear to have an interest in the review which might include local businesses and local public and voluntary organisations. It is recommended that press releases will be issued to invite any other interested persons or bodies to put forward their views. The Terms of Reference and questionnaire (**Appendix 3**) will also be made available on the Council's website.
13. The Council has a duty under Section 79 of the 2007 Act to inform North Yorkshire County Council that the review is to be undertaken and of the terms of the review. The Council will also consult with them on the options contained in the Terms of Reference and any proposals that are made as a result of the conduct of the review.
14. The Council will also publish the Terms of Reference of the review, the questionnaire, the options contained in the Terms of Reference and any proposals that are made as a result of the conduct of the review on its website – www.ryedale.gov.uk

15. The timetable for the conduct of the review including the consultation process is attached as **Appendix 1** to these terms of reference.

Electorate forecast to be used during the review

16. Section 95 of the 2007 Act requires the Council to make electoral recommendations when considering the establishment of any new Parish Council. It must take into consideration the number of Local Government electors on the register of electors at the time of the commencement of the review and the projected change to the number of electors in the five years beginning on the day the review starts. Foston and Thornton-le-Clay has 235 Local Government electors (Foston 74 electors and Thornton-le-Clay 161 electors). There are no large anticipated increases in the number of electors on the parish over the next five years.

The Present Structure of the Parish and the Electoral Arrangements

Present structure of the parish is:-

Foston		Ration of Electors to Councillors
Existing Number of Parish Councillors	2	1:37
Proposed Number of Parish Councillors		
Thornton-le-Clay		
Existing Number of Parish Councillors	3	1:53
Proposed Number of Parish Councillors		

Guidance on the optimum number of Town Councillors on Parish/Town Councils

17. In Guidance on Community Governance Reviews, the Electoral Commission advises that:

“In considering the issue of council size, the Commission is of the view that each area should be considered on its merits, having regard to its population, geography and the pattern of communities”

What considerations cover the number of Parish Councillors?

The Government has advised, and this Council concurs that “it is an important democratic principle that each person’s vote should be of equal weight so far as possible, having regard to other legitimated competing factors, when it comes to the election of Councillors”. Likewise, the Council notes that the number of Parish Councillors for each Parish Council shall be not less than five. There is no maximum number. The Aston Business School found the following levels of representation –

Electorate	Councillor Allocation
Less than 500	5 – 8
501 – 2,500	6 – 12
2,501 – 10,000	9 – 16
10,001 – 20,000	13 – 27
Greater than 20,000	13 – 31

The National Association of Local Councils (NALC) suggested that the minimum number of Councillors should be 7 and the maximum 25.

The Government's guidance is that "each area should be considered on its own merits, having regard to its population, geography and pattern of communities". This Council is prepared to pay particular attention to its existing levels of representation, the broad pattern of existing Council sizes, which have stood the test of time and the take up of seats at elections in its consideration of the matter.

It is recognised that the conduct of Parish Council business does not usually require a large body of Councillors. By law, the Council in this review must have regard to the following factors when considering the number of Councillors to be elected for the parish:-

- § The number of Local Government electors for the parish
- § Any change in that number which is likely to occur in the period of five years beginning with the day when the review starts

The Council will also take into account the following considerations:-

- § To ensure that the allocation of Councillors to parishes is equitable across the district, while acknowledging that local circumstances may occasionally merit variation
- § To appreciate that there are different demands and consequently different levels of representation are appropriate between urban and more rural parishes in the district.

Options for consideration

Establishing a single Parish Council for Foston and Thornton-le-Clay

18. The petition asks the Council to increase the size of the Parish Council from five to seven and the Council must consider this option.
19. **Appendix 4** lists what Parish Councils can do if they wish to. It is a brief summary of the discretionary powers and duties of a Parish Council.

Consequential matters

20. When all the required community consultation has been undertaken and the review completed the Council may make a Community Governance Order to bring into effect any decision that it may make. If the Council decide to take no action then it will not be necessary to make such an order.
21. If such an order is made it may be necessary to cover certain consequential matters in that order. These may include –
 - a. the transfer and management or custody of property
 - b. the setting of a precept (council tax levy) for any new parish or parishes
 - c. provision with respect to the transfer of any functions, property, rights and liabilities
 - d. provision for the transfer of staff, compensation for loss of office, pensions and other staffing matters.

22. In considering these matters the Council will be guided by the Local Government (Parishes and Parish Councils) (England) Regulations 2008.
23. The Council will also take into account the requirements of Regulation 3 of the Local Government Finance (New Parishes) Regulations 2008 when calculating the budget requirement of any new Parish Councils when setting the Council Tax Levy to be charged.
24. Elections for any Council that may be established would be held in the ordinary year of elections which in this case is 2015. However, as those elections are some four years after any Order could be made the District Council could, under the provisions of Sections 16(3) and 90 of the LGA 1972, resolve to hold the elections earlier with any Councillors elected at those elections serving a shortened term to allow the Parish electoral cycle to return to that of the District Council.

Adoption and Publication of Terms of Reference

25. The terms of reference were approved, adopted and published by Ryedale District Council at a meeting of the Council held on 12 July 2012.

Process Timetable

Action	When
Terms of Reference agreed by Policy and Resources Committee	21 June 2012
Terms of Reference agreed by Council and published	12 July 2012
First consultation period commences	19 July 2012
First consultation period closes	1 September 2012
Draft proposals prepared	By 21 September 2012
Draft proposals are agreed by Policy and Resources Committee and recommended to Council.	27 September 2012
Council to agree proposals for publication	1 November 2012
Second consultation period commences	8 November 2012
Second consultation Period closes	15 November 2012
Final proposals prepared	By 22 November 2012
Final proposals are recommended by Policy and Resources Committee	6 December 2012
Council to agree Final Proposals	10 January 2013
Final recommendations are published	By 17 January 2013
Review Order made	1 February 2013

Community Governance Review

You are strongly advised to read the Terms of Reference for the review, or, at the very least, the summary as set out in the accompanying letter, before answering the following question:

Please put X in either the 'Yes' or 'No' column against the question to indicate your response.

	YES	NO
Do you support the increase in the numbers of Parish Councillors for Foston and Thornton-le-Clay Parish Council Parish Council from five to seven?		

Any comments you would like to make? Please continue on back if necessary

Appendix 4

What can a Parish Council do?

A Parish Council can, if it decides to do so, provide a number of services. These are summarised in the table below:

Service or Function	What can a Parish Council do?
Allotments	Provide allotments
Baths and Washhouses	Provide public baths and washhouses
Burial grounds, cemeteries and crematoria	Acquire, maintain and provide burial grounds, cemeteries and crematoria. Maintain monuments and memorials and contribute towards the expenses of cemeteries
Bus Shelters	Provide and maintain bus shelters
Bye Laws	Make bye-laws for pleasure grounds, cycle parks, baths and washhouses, open spaces, burial grounds, mortuaries and post-mortem rooms
Charities	Receive accounts of parochial charities
Clocks	Provide public clocks
Commons and common pastures	Enclose, regulate and manage commons and provide common pasture
Conference facilities	Provide and encourage the use of conference facilities
Community centres	Provide and equip buildings for use by athletic, social or educational clubs
Crime Prevention	Spend money on various crime prevention measures
Drainage	Deal with ponds and ditches
Education	Appoint school governors
Entertainment and the arts	Provide entertainment and support for the arts
Gifts	Accept gifts
Highways	Repair and maintain public footpaths and bridle-ways. Light roads and public places. Provide litter bins, parking places for vehicles, bicycles and motor-cycles, roadside seats and shelters, bus shelters, traffic signs and other notices. Plant trees and maintain roadside verges.
Investments	Participate in collective investment schemes
Land	Acquire, appropriate, dispose of and accept gifts of land
Litter	Provide litter bins
Lotteries	Promote lotteries
Mortuaries and post mortem rooms	Provide mortuaries and post mortem rooms
Nuisances	Deal with offensive ditches
Open spaces	Acquire and maintain land used for open spaces
Parish property and documents	Make decisions on the custody of parish property and documents
Public Conveniences	Provide public conveniences
Recreation	Acquire land for and provide recreation grounds, public walks, pleasure grounds and manage and control them. Provide gymnasiums, playing fields, holiday camps and boating pools.
Town and Country Planning	Be notified of planning applications in the parish and submit comments on them to the district council
Tourism	Contribute to organisations encouraging tourism
Traffic Calming	Contribute financially to traffic calming schemes
Transport	Spend money on community transport schemes
War memorials	Maintain, repair, protect and adapt war memorials
Water supply	Provide facilities for obtaining and utilising water from wells, springs or streams.

Council Tax Support Design Options.

Maximum Eligible Council Tax Support

This would effectively introduce a cut in benefit for all working age claimants. If the Maximum Eligible Council Tax is set at 80% effectively all benefits are cut by 20%. There will, as a result, be no working age claimants who do not have some Council Tax Liability.

Removal of the Second Adult Rebate

Second Adult Rebate may apply when the claimant as the owner or tenant of a property shares their home with a non-dependant person(s) (aged 18 or over) who has no responsibility to pay council tax and is not on the list of disregarded persons. The amount is based on the gross income of the non-dependant person(s) excluding any income related benefits, Attendance Allowance or Disability Allowance. The claimant's own income is ignored. The maximum amount of Second Adult Rebate is limited to 25 per cent of council tax liability. There are approximately 20 such working age claims in Ryedale at a cost of c£5,200 p.a. This area is anomalous and administratively burdensome. Virtually all Authorities nationally have indicated that they are taking this opportunity to not include this in their schemes.

Introducing a Band D Council Tax restriction for claimants

This would mean that claims from individuals living in properties where the Council Tax Band is E, F, G, H would be restricted to a calculation based on a Band D Council Tax Liability. There are approximately 70 claims which would be affected which this would save the Authority, having implemented a 20% cut, a further c£23k.

Treating Maintenance as Income

Presently this is not taken into account in the award of benefit. This would raise significant implications in the protection of vulnerable adults and child poverty.

Taking Child Benefit into Account

Child Benefit was included in benefits calculations prior to 2008 but is presently not considered. This would raise significant child poverty implications.

Increasing Non Dependant Deductions

At present an amount is deducted from the eligible council tax benefit to reflect the income of other adults in the household. Increasing the deducted amount could generate a saving.

Reducing the Capital Limit (currently £16k)

There are very few working age claimants with capital, so any changes would generate negligible savings.

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PART B:	RECOMMENDATIONS TO COUNCIL
REPORT TO:	POLICY AND RESOURCES COMMITTEE
DATE:	21 JUNE 2012
REPORT OF THE:	CORPORATE DIRECTOR (s151) PAUL CRESSWELL
TITLE OF REPORT:	LOCALISATION OF COUNCIL TAX SUPPORT
WARDS AFFECTED:	ALL

EXECUTIVE SUMMARY

1.0 PURPOSE OF REPORT

- 1.1 This report informs members of the proposals for the Localisation of Council Tax Support and considers policy options for taking forward the upcoming legislative requirements. It proposes a policy direction for the Council which will enable it to consult with the major precepting authorities, the County Council, Fire and Police.
- 1.2 Members will approve a final scheme for Council Tax support in January 2013 and the matter will come to Council in September prior to public consultation.

2.0 RECOMMENDATION

- 2.1 That members recommend to Council:
- (i) the preparation of a scheme for 2013/2014 Council Tax Support for consultation with the major precepting authorities which incorporates:
 - 1. Maximum Eligible Council Tax Support of 80%;
 - 2. Removal of the Second Adult Rebate;
 - 3. a maximum Band D property restriction for all working age claims;
 - 4. an assumption that all preceptors contribute proportionately to any additional collection costs;
 - 5. an assumption that all preceptors contribute proportionately to the establishment of a Council Tax Support Hardship Relief fund;
 - (ii) that any shortfall in funding to meet the total cut in Government funding, having implemented the above, is met through reductions in Council tax discounts as part of the 2013/2014 budget strategy process; and
 - (iii) that a further report and scheme for public consultation is presented to Council on the 6 September 2012 taking into account the comments of the major preceptors.

3.0 REASON FOR RECOMMENDATION

- 3.1 The proposals within the consultation are potentially very significant for the Council and residents of Ryedale. The timescale for implementation is extremely challenging and consultation with the other Council Tax preceptors and public, publication of a new scheme and implementation for Council Tax Support (CTS) is required in the next 7 months.
- 3.2 The financial modelling of the likely impacts indicates that attempting to pass on the cut in funding in full to working age claimants will not be possible.

4.0 SIGNIFICANT RISKS

- 4.1 The significant risks to RDC of the recommendation (detail at Annex A) are:
- That the proposals do not deliver the required saving in total due to collection difficulties. This will be mitigated by the proper assessment of requirements with external support.
 - That the scheme is subject to legal challenge on equality grounds. This will be mitigated by the significant proposal being for equitable treatment and completion of detailed equality impact assessments with external support if required. Much of the scheme will be based on existing Council Tax Benefit rules and procedures which have previously been impact assessed nationally.

5.0 POLICY CONTEXT AND CONSULTATION

- 5.1 The Council will need to prepare a Local Scheme for CTS.
- 5.2 Consultation with the major precepting Authorities (North Yorkshire County Council, North Yorkshire Police and North Yorkshire Fire and Rescue Service) will be required prior to consultation with the public on a scheme.

6.0 REPORT DETAILS

- 6.1 Council tax benefit is currently an income related social security benefit administered by local authorities on behalf of the Department for Work and Pensions (DWP). The local authority awards benefit on a means tested basis to claimants after other council tax discounts have been applied. The benefit is demand led; as more people apply and are eligible to claim so the overall benefit bill increases. The DWP covers the cost of council tax benefit by giving the local authority subsidy based on the overall amount paid plus a separate grant towards the administration costs. Annex A provides a simplified explanation of Council Tax Benefit.
- 6.3 It was announced in the 2010 spending review that support for council tax would be localised from April 2013 and expenditure reduced by 10%. This means that local authorities would determine their own schemes based on finance from and guidance by the Department for Communities and Local Government (DCLG) rather than the DWP. The Government consulted on the proposals in 2011.
- 6.4 The government's policy objectives in localising support for council tax are that it will:
- Give local authorities a greater stake in the economic future of their local area.
 - The paper claims that the reforms will "create stronger incentives to get people back into work".
 - Give local authorities the opportunity to reform the system of support for working age claimants.

- Reinforce local control over council tax.
- Give local authorities significant control over how a 10% reduction in expenditure on council tax is achieved.
- Give local authorities a financial stake in the provision of support for council tax.

- 6.5 The outcome of the consultation plus recent developments, which include:
- The Statement of Intent publication which sets out the proposed policy for the key regulations to be provided under the Local Government Finance Bill.
 - The funding consultation sets out Government's proposals for the distribution and mechanism of funding for council tax support, including provisional allocations.

are detailed below:

- Schemes need to be in place by 1 April 2013.
- Pensioners retain full protection against any reduction in Council Tax Support.
- The use of single person discount has been ruled out.
- The financing of the schemes would be managed through the collection fund and therefore the financial risk would be shared between all the major preceptors (i.e. Districts, NYCC, Police and Fire). Effectively the Council Tax Base reduces. There will be further issues to consider for parish and town councils.
- The responsibility for schemes in two tier areas would rest with the lower tier (billing) Authority, who must consult with the other preceptors (as well as the public).
- It is still expected to become legislation in July 2012.
- The schemes can only be revised annually and must be approved by the Secretary of State.
- In 2012/2013 a grant to assist in the setting up of schemes has been paid to each District of £84k, the other preceptors have received a grant of £27k.
- Schemes must protect the vulnerable however no definition of vulnerable has been provided. Lobby groups are ready and waiting to challenge schemes which adversely affect their client groups.
- Schemes must provide incentives for work.
- The Government has said it will produce a default scheme (yet to be produced) which an authority that has not had a scheme approved by the 31 January 2013 will have to adopt. This scheme will deliver no saving to that authority.
- Final funding allocations will be announced in December, most probably alongside the Local Government Finance Settlement. The grant will be subsumed into wider Government financial support under the Business Rates retention scheme in future years.

- 6.6 The following table sets out the current approximate profile for RDC

Claimant Type	Number	Annual Cost	% total spend
Over Pension Age	2,163	£2,141k	61%
Working Age – Full CTB	758	£815k	23%
Working Age: Some CTB low earner	510	£403k	12%
Working Age: some CTB not in work	189	£149k	4%
	3,620	£3,508k	

- 6.7 Further detail on the claimant breakdown is provided in Annex C.
- 6.8 The protection for Pensioner claimants with the 10% cut based on overall spend including pensioners creates a significant problem for RDC due to the higher than average proportion of pensioner claimants.
- 6.9 As stated the risk around this cut is shared with the other major preceptors in proportion the respective proportions of the Council Tax bill. Clearly this financial risk is raising significant interest from the other preceptors. The final decision on a scheme is for the billing Authority, i.e. RDC. Essentially the cut reduces the Council tax base which therefore reduces each preceptors Council Tax income, a grant is then paid which equates to 90% of the loss of Council Tax income direct to each preceptor.
- 6.10 As can be seen from the above the impacts are material, and for the other preceptors are much greater across the whole County. The County Council potential impact across the whole county is well in excess of £3m.

Financial Projections

- 6.11 The impact of attempting to pass on the cut to working age claimants has been modelled using the following assumptions:
- Council Tax rise of 2.5% next year.
 - 5% increase in demand overall through the change to a discount from a benefit.
 - 1% increase in working age claimants.
 - 59%/41% split in pensioner/working age claimants (top quartile).
 - Using the consultation grant figures. This it is not just a 10% cut. It is based on OBR estimates for 2013/2014 which include a predicted 4.4% reduction in spend on CTB against 2010/2011. The funding cut is therefore nearer 15%. The cut in funding equates to c£500k for the Ryedale area, of which RDC share would be c£60k.
 - Estimates of additional collection costs based on RDC current costs (which are below national average).
 - Collection rate 40% (based on the size of the cut the above figures generated)
- 6.12 These are very prudent/worst case estimates, but the conclusions of what is required to make the cut to claimants are stark:
- A 52.7% cut to benefits of all working age claimants would be required to make the saving and the Council would still face a bill of £68k for bad debts and costs of collection
- Or
- A 100% cut in benefits for working age claimants would still leave RDC with a bill of £42k for bad debts and costs of collection

- 6.13 The Council cannot therefore realistically deal with the cut in full by reductions to working age claimants benefits.

Options

- 6.14 Three basic options exist to deal with this issue:
- 6.15 ***Option 1 – Absorb the cost and make savings in other service areas***
- The claimants are amongst the most vulnerable in communities and any reduction in their income is going to have a major impact on their lives. There

are other possible knock on effects which could affect Council costs (housing, debt advice etc.).

- Effectively the scheme would leave eligibility unchanged, which may deter additional claimants if the message is 'no change'.
- Consultation would still be required.
- Significant impact on other preceptors as well as the Districts absorbing the cost.
- It could be a one year option whilst councils prepare for something different in year 2 having learned the lessons from others taking into account the challenging timeframe for introduction and unknowns such as collection rates.
- Minimal IT systems changes would be required.
- The Council's target saving for 2013/2014 (Round 3) is £607k, this includes an expected cost of choosing this option, this option would not therefore increase the Council's savings requirement for 2013/2014 significantly.

6.16 ***Option 2 – Pass on the Cut to Working Age Claimants***

It is not possible to pass on the entire cut to working age claimants, however some saving could be achieved this way.

- The cuts to benefits will be for people with low incomes and difficult circumstances. Collecting small sums from people with low incomes will be difficult and trying to collect additional Council Tax in an already difficult climate, with the potential for resistance leading to non-payment or avoidance measures, could lead to additional administrative burdens and costs for the districts and a higher bad debt provision. Authorities can change the scheme annually.
- Detailed modelling of options for cuts have been considered but very few delivery significant savings.
- Such a move is more likely to face challenge.

6.17 ***Option 3 – Use changes to Council Tax Exemptions and Discounts to finance the cut in funding***

- The Government has consulted on allowing more freedom over Council tax discounts and exemptions (but not the single persons discount). The following are relevant:
 - Second Homes (currently 10% discount) (RDC £113k p.a.)
 - Unoccupied undergoing structural repairs/alterations (currently 100% reduction for 12 months) (RDC £110k)
 - Unoccupied Dwelling (currently 100% reduction for 6 months) (RDC £585k)
 - Unoccupied property Mortgagee in Possession (currently 100% reduction not time limited) (RDC £14k)
- The scheme would remain unchanged, minimal changes to the existing IT system would be required.
- The risks to all preceptors is minimised.
- The announcement to allow authorities the flexibility over the discounts and exemptions is imminent.
- Many authorities are considering this option.
- The principles fit with bringing homes into use quicker and may potentially benefit the council through the New Homes Bonus.
- This could be a year one option whilst work to implement the cut in year 2 is undertaken learning from the experiences of other authorities who implement the cut. However the potential down side is that making the cut in 2013/2014 can be attributed to the government, making the cut for 2014/2015 may reflect more directly on the Council.

6.18 Taking into account all of the above and following discussions at a regional and national level, a number of key issues also need to be considered:

- The cost of support for pensioners will increase in future years through demographic changes, in a period when increases in overall government support to local authorities are not expected.
- A new scheme provides an opportunity consider potential changes to current eligibility to protect the Council's finances in future years.

6.19 The following table provides options which manage the cut in full through a combination of cut to benefit and amending discounts only:

	Use Discounts and exemptions entirely	10% Working Age cut, plus use of discounts and exemptions	20% Working Age cut, plus use of discounts and exemptions	25% Working Age cut, plus use of discounts and exemptions
Cut to working Age claimant	None	10%	20%	25%
Second Homes 10% discounts	Zero	Zero	Zero	Zero
Class L - Mortgagees	Zero	Zero	Zero	Zero
12 Months Class A Structural Repairs becomes	5%	25%	45%	54%
6 Months Class C Empty and Unfurnished becomes	5%	25%	45%	54%
Additional Collection Costs	None	£17k	£34k	£43k
RDC share of additional collection costs	None	2k	4k	5k

The additional collection costs are the responsibility of the billing authority. In many areas discussions with the other preceptors have taken place to share this cost. All figures are based on current experiences and further work will be required once the legislation is passed.

6.20 The following potential changes to the current scheme which could produce financial savings that the North Yorkshire Authorities are detailed below. Annex D provides further explanation of each of these options.

- Maximum Eligible Council Tax Support
- Removal of the second adult rebate
- Introducing a Band D council tax restriction for claimants
- Treating Maintenance as income
- Taking Child Benefit into account (currently not)
- Increasing dependant deductions
- Reducing the capital restrictions (currently £16k)

6.21 All of the Districts in North Yorkshire are consulting their members on options and it is likely that the joint working which currently takes place in the benefits arena will

extend to joint consultation. Officers within the districts have indicated that, in all cases bar one, a cut to working age support will be made by introducing a maximum eligible council tax support. The maximum will be between 70% and 90%. The other proposals do save money however the significant savings come from this option.

- 6.22 The recommendation within this report seeks to deliver a solution which does not create a significant financial cost on RDC or the other preceptors. The decision on the Maximum Eligible Council Tax Support is the key issue at this time.
- 6.23 There is presently no hardship relief budget for Council Tax claimants. This issue will be considered as part of the scheme design, with a recommendation that this is funded jointly by the precepting authorities.

Timetable

- 6.24 The following is an estimated timetable to take the issue forward:

RDC approves policy decision for 2013/2014 scheme	Council 12 July 2012
Joint District Consultation with Preceptors (6 weeks)	20 July – 31 August 2012
Council approves scheme for public consultation	6 September 2012
Public consultation (6 weeks)	7 September - 19 October
Policy and Resources recommendation to Council	6 December 2012
Council approves Scheme	10 January 2013
Scheme live	1 April 2013

7.0 IMPLICATIONS

- 7.1 The following implications have been identified:
- a) Financial
There are potentially significant financial impacts in considering this report as detailed.
 - b) Legal
The scheme will be a detailed legal document of the Council and it may be open to legal challenge.
 - c) Other
There are significant equality issues around the protection of vulnerable which will be taken into account as part of the scheme design.

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Background Papers:

Consultation Paper "Localising support for council tax in England"

<http://www.communities.gov.uk/documents/localgovernment/pdf/19510253.pdf>

Statement of Intent:

<http://www.communities.gov.uk/publications/localgovernment/localisingsupportcounciltax>

The funding consultation:

<http://www.communities.gov.uk/localgovernment/localgovernmentfinance/counciltax/counciltaxsupport/>

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Localisation of Council Tax Support - RISK MATRIX – ANNEX A						
Issue/Risk	Consequences if allowed to happen	Likeli-hood	Impact	Mitigation	Mitigated Likelihood	Mitigated Impact
That the proposals do not deliver the required saving in total due to collection difficulties.	Collection losses will be shared between all preceptors and will require future savings or cuts to mitigate.	3	D	The proposals will incorporate careful consideration of collection rates and additional collection costs. External support will assist in this process.	2	D
The RDC Council Tax support Scheme is challenged on equality grounds	Additional cost through changes to scheme and inability to achieve required savings.	3	D	Full equality impact assessments to be undertaken to inform scheme design and prior to approval. Major parts of scheme will reflect current Council Tax Benefit. External support will be sourced to assist with this process.	2	D

Score	Likelihood	Score	Impact
1	Very Low	A	Low
2	Not Likely	B	Minor
3	Likely	C	Medium
4	Very Likely	D	Major
5	Almost Certain	E	Disaster

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ANNEX B

Key features of Council Tax Benefit

Council Tax Benefit is an income related social security benefit which may be claimed by an eligible individual who is liable to pay council tax in respect of their sole or main residence and who has submitted a claim to the relevant local authority. It may be payable to people with either sole or joint liability.

Although Council Tax Benefit is a national benefit with policy and rules set by central Government, it is administered by local authorities in England, Scotland and Wales. Administration is linked closely to the council tax billing arrangements and usually takes the form of a reduction to the council tax a person would otherwise be liable to pay. Council tax is a devolved matter in Scotland and Wales, whereas Council Tax Benefit is reserved to the UK Government.

The amount of Council Tax Benefit entitlement is calculated on a weekly basis according to a person's daily liability for council tax after deducting any disability reductions, discount or transitional relief. Entitlement takes into account the means of the person claiming and their partner.

The means test for Council Tax Benefit follows the rules for the income related benefits (Income Support, income-based Jobseeker's Allowance, income-related Employment and Support Allowance or the guarantee credit of Pension Credit) and is based on a system of applicable amounts for living expenses set according to the circumstances of the family unit.

The person's applicable amount is compared to their income and capital, including that belonging to any partner. People with income at, or below, the level of the applicable amount are entitled to maximum Council Tax Benefit. This is the whole of their weekly eligible council tax less any set contributions assumed in respect of non-dependant adults who live in the household but are not themselves liable for council tax. People who are not claiming income related benefits, including people who are working may get Council Tax Benefit subject to an income taper. The amount of income which exceeds the applicable amount is taken into account against council tax liability by 20 pence for every one pound of excess income.

In Council Tax Benefit there is a lower capital limit – £6,000 for people of working age and £10,000 pension age – above which an assumed income is taken into account. Council tax benefit is not payable to people with capital above the upper limit of £16,000 unless they are entitled to one of the income-related benefits.

Alternative maximum Council Tax Benefit, more commonly known as the 'Second Adult Rebate', may be awarded to the claimant if they would be better off with this than with council tax benefit under the main rules. Second Adult Rebate may apply when the claimant as the owner or tenant of a property shares their home with a non-dependant person(s) (aged 18 or over) who has no responsibility to pay council tax and is not on the list of disregarded persons. The amount is based on the gross income of the non-dependant person(s) excluding any income related benefits, Attendance Allowance or Disability Allowance. The claimant's own income is ignored. The maximum amount of Second Adult Rebate is limited to 25 per cent of council tax liability.

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ANNEX C

Claimant Data

Total Claimants	3,620
Pensioners	2,163 (protected)
Working Age	1,457

Working Age Breakdown:

	Single Person	Claimants + Partner	Total
Earners Disabled	8	29	37
Earners Family	205	180	385
Earners Other	66	22	88
Non-earners Disabled	77	9	86
Non-earners Family	26	6	32
Non-earners Other	46	3	49
Second Adult Rebate			22
Passported*			758
			1,457

* Passported claims are automatically eligible for full council tax benefit. The Local authority is notified of these claims by electronic link to the Department for Work and Pensions.

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