



POLICY AND RESOURCES COMMITTEE

Thursday 14 February 2013 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 the 6 December 2012

(Pages 1 - 4)

4 Minutes of the Resources Working Party held on the 15 January 2013 (Pages 5 - 6)

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 **Scrutiny Review Recommendations** (Pages 7 - 42)
- 8 **Evaluation of the Community Investment Fund** (Pages 43 - 66)
- 9 **Delivering the Council Plan** (Pages 67 - 76)
- 10 **Treasury Management Monitoring Report** (Pages 77 - 80)
- 11 **Site Selection Methodology - Local Plan Sites Document** (Pages 81 - 126)
- 12 **Milton Rooms Development** (Pages 127 - 158)

PART 'B' ITEMS - MATTERS REFERRED TO COUNCIL

- 13 **Ryedale Development Fund** (Pages 159 - 168)
- 14 **Committee Responsibility for Planning Policy Recommendations** (Pages 169 - 174)
- 15 **Member Information and Communication** (Pages 175 - 182)

16 **Exempt Information**

To consider a resolution to exclude the press and public from the meeting during consideration of the following item:

17 (Write Offs) as provided by paragraph 1 of Schedule 12A of Section 100A of the Local Government Act 1972.

As the information provided relates to individuals.

17 **Writes Offs**

Documentation to be distributed at the meeting.

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

Public Document Pack Agenda Item 3

Policy and Resources Committee

Held at Council Chamber - Ryedale House, Malton, North Yorkshire YO17 7HH
on Thursday 6 December 2012

Present

Councillors Acomb (Chairman), Bailey, Mrs Goodrick, Ives, Legard (Vice-Chairman),
Maud and Woodward

Substitutes: Councillor Mrs L Cowling and Councillor Mrs E Shields (In place of
Councillor Mrs L M Burr MBE)

By Invitation of the Chairman: Councillor Mrs L Cowling

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

In Attendance

Audrey Adnitt, Paul Cresswell and Julian Rudd

Minutes

83 Apologies for absence

Councillors Mrs Burr (Councillor Mrs Shields substitute), Knaggs and Mrs
Knaggs.

84 Minutes of the meeting held on the 27 September 2012

Decision

That the minutes of the meeting of the Policy and Resources Committee held
on the 27 September be approved and signed by the Chairman as a correct
record.

85 Minutes of the Resources Working Party held on the 20 November 2012

Decision

That the minutes of the meeting of the Resources Working Party held on the 20
November 2012 be received.

86 Urgent Business

The Chairman wished to thank Council staff for all their hard work during the recent flooding.

87 Declarations of Interest

Councillor Mrs Goodrick – a personal non pecuniary but not prejudicial interest in agenda item 7 (Scrutiny Report – Support for the Voluntary & Community Sector) as she was to Council Representative on the Citizens Advice Bureau.

PART 'A' ITEMS - MATTERS DEALT WITH UNDER DELEGATED POWERS OF MATTERS DETERMINED BY COMMITTEE

88 Scrutiny Report - Support for the Voluntary & Community Sector

Considered – Scrutiny Review Report, Support for the Voluntary and Community Sector by the Overview and Scrutiny Committee 4 October 2012

Decision

a. That Council is recommended to receive the report.

89 Delivering the Council Plan

Considered – Report of the Head of Corporate Services.

Decision

That the report be noted.

90 Treasury Management Monitoring

Considered – Report of the Corporate Director (s151).

Decision

That the report be received and the current investments and performance in 2012/13 be noted.

91 Revenue Budget Monitoring

Considered – Report of the Corporate Director (s151).

Decision

That the report be noted.

92 **Ryedale Development Fund**

Considered – Report of the Head of Economy and Infrastructure

Decision

That following consideration of the potential uses for the Ryedale Development Fund as outlined in Annex A, the following projects were prioritised:

- a. Development and investigation of potential economic projects.
- b. Derwent Training Association expansion
- c. Apprenticeship Development + expanded RDC employment package (combined).
- d. Youth Enterprise
- e. Ryedale Economic Focus

Detailed reports on these priorities would be brought to future meetings of the Committee, in order to make recommendations to Council on the allocation of part of the fund.

PART 'B' ITEMS - MATTERS REFERRED TO COUNCIL

93 **Fees & Charges**

Considered - report of the Head of Planning and Housing

Recommendation to Council

That Council be recommended to approve the following fees and charges exceptions:

- i. No increase in Local Land Charge fees (Annex B)
- ii. No increase in Development Management Discretionary Charges (Annex C)
- iii. Increase in Street Naming and Numbering Charges (as set out in Annex D).

94 **Committee Responsibility for Economic Development**

Considered – Report of the Head of Economy and Infrastructure

Recommendation to Council

That Members recommend to Council that economic development duties transfer from the Commissioning Board to the Policy & Resources Committee and that the Constitution be amended accordingly.

95 **Localisation of Council Tax Support 2013/2014 Scheme**

Considered – Report of the Corporate Director (s151).

Recommendation to Council

That Members recommend to Council

(i) A Local Council Tax Support Scheme for 2013/14 which replicates the existing Council Tax Benefit scheme and accepts the Government's transitional funding with the following changes:

(a) Maximum Eligible Council Tax Support of 91.5%; and

(b) Removal of the Second Adult Rebate;

(ii) To commit to remove the 10% second homes discount and make changes to exemptions as part of the 2013/2014 budget strategy of at least £196k to mitigate the Government cut in Council Tax funding, the detail of which being determined as part of the budget setting process; and

(iii) To authorise the Corporate Director in consultation with the Chairman of Policy and Resources Committee to undertake the necessary consultation work to design a scheme for 2014/2015, in light of the experience in 2013/2014, to be presented to the Policy and Resources Committee in December 2014; and

(iv) The implementation of a 150% Council Tax charge for long term empty properties.

96 **Pickering Flood Storage Proposals**

Considered – Report of the Corporate Director (s151).

Recommendation to Council

That Council be recommended to approve support for a maximum funding contribution of £950k for the revised 'Pickering Flood Defence' scheme utilising the £950k designated in the Council's capital programme.

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

There were no items of urgent business.

The meeting closed at 9pm

Resources Working Party

Held at Meeting Room 1, Ryedale House, Malton
on Tuesday 15 January 2013

Present

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

In Attendance

Councillor Clark

Paul Cresswell, Simon Copley, Peter Johnson and Julian Rudd

Minutes

76 **Apologies for absence**

Apologies for absence were received from Councillor Legard.

77 **Minutes of the meeting held on 20 November 2012**

Decision

That the minutes of the Resources Working Party held on 20 November 2012 be approved and signed by the Chairman as a correct record.

78 **Urgent Business**

There were no items of urgent business.

79 **Declarations of Interest**

There were no declarations of interest.

80 **Budget Strategy 2013-2014**

Considered – Report of the Corporate Director (s151).

Decision

That the update to the financial position of the Council for 2013/14 be noted, in the light of the Draft Local Government Finance Settlement, including growth items and savings proposals.

81 **Draft Capital Programme 2012-13 to 2016-17**

Considered – Report of the Corporate Director (s151).

Decision

That the report be noted.

82 **Capital Programme Progress Report 2011 - 15**

Considered – Report of the Corporate Director (s151)

Decision

That the report be noted.

83 **Capital Monitoring Report**

Considered – Report of the Corporate Director (s151).

Decision

That the report be noted.

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

There being no items of urgent business, the meeting closed at 4.20pm.



PART A:	MATTERS DEALT WITH UNDER DELEGATED POWERS
REPORT TO:	POLICY AND RESOURCES COMMITTEE
DATE:	14 FEBRUARY 2013
REPORT OF THE:	HEAD OF CORPORATE SERVICES CLARE SLATER
TITLE OF REPORT:	SCRUTINY REVIEW RECOMMENDATIONS
WARDS AFFECTED:	ALL

EXECUTIVE SUMMARY

1.0 PURPOSE OF REPORT

- 1.1 To request a response from the Policy and Resources committee in terms of its acceptance, rejection or deferral, with reasons, of each recommendation made by the scrutiny review report into the role of the Council in supporting a sustainable voluntary and community sector, made to this committee.

2.0 RECOMMENDATION

- 2.1 It is recommended that Members of the committee consider each recommendation made to the Policy and Resources Committee made in the scrutiny review report into the role of the council in supporting a sustainable voluntary and community sector deciding to accept, reject or defer each one and giving their reason for each.

3.0 REASON FOR RECOMMENDATION

- 3.1 The Overview and Scrutiny Committee of the Council presented the recommendations made following the scrutiny review of the role the Council should play in supporting a sustainable voluntary and community sector to the Policy and Resources Committee. Subsequent to the consideration of the report of the review, at Council on the 10 January members resolved:

‘That Council receives the report. It calls upon the Policy and Resources Committee, the Commissioning Board and the management team each to consider the recommendations applicable to them. Could each decision to adopt / defer / reject be given with the requisite reasons. This is to be achieved by the July Full Council or preferably sooner.’

4.0 SIGNIFICANT RISKS

- 4.1 There are no significant risks in considering this report.

5.0 POLICY CONTEXT AND CONSULTATION

- 5.1 The Overview and Scrutiny Committee undertook and scrutiny review of the role the Council should play in supporting a sustainable voluntary and community sector. The review involved engagement with a range of stakeholders, the detail of which can be found in the report attached at annex A.
- 5.2 The report of the scrutiny review was presented to the Policy and Resources Committee at its meeting on 6 December 2012 who accepted the report and its recommendations.

REPORT

6.0 REPORT DETAILS

- 6.1 On the 10 January members resolved:

That Council receives the report. It calls upon the Policy and Resources Committee, the Commissioning Board and the management team each to consider the recommendations applicable to them. Could each decision to adopt / defer / reject be given with the requisite reasons. This is to be achieved by the July Full Council or preferably sooner.

- 6.2 The recommendations made by the Overview and Scrutiny Committee to the Policy and Resources committee are as follows:

Key Recommendation

The contribution of the Voluntary and Community Sector is highly valued in Ryedale. The Council should help to sustain the Voluntary and Community Sector by providing financial and officer support.

Recommendations to Policy & Resources Committee

1. Grant schemes should be streamlined making it easier for organisations to access and, all decisions should be made by one panel i.e. the CIF panel.
2. Development officers are essential in helping to develop projects within the voluntary and community sector and this role is highly valued by the sector. The Council should continue to provide development officers and continue to support their provision within the voluntary sector.
3. The Council should make it clear what its funding priorities are and what outcomes it is trying to achieve.
4. The Council should ensure that it is clear with all contracts and grants what it expects and monitor/evaluate/performance manage the outcomes accordingly ensuring Value for Money in the investment made.
5. Maintain a small grants element in all grant programmes.
6. The Council should take every opportunity to co-ordinate funding and evaluation processes with other funding bodies, for example, lists of projects

supported and case studies illustrating the impact of the funding awarded should be published on the Council website.

7. The Council should use every opportunity to promote and champion Ryedale and all that it has to offer. It should also support, celebrate and recognise the value and contribution of the voluntary and community sector.
8. When considering future budget decisions, the Council must recognise that the funding available to the VCS to meet the needs of communities in Ryedale is reducing. The Council has a role in championing the needs of Ryedale with other funders.

7.0 IMPLICATIONS

- 7.1 The following implications have been identified:
- a) Financial
None to report
 - b) Legal
None to report.
 - c) Other
None to report.

Clare Slater
Head of Corporate Services

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Background Papers:

Scrutiny review report into the role of the Council in supporting a sustainable voluntary and community sector.

Background Papers are available for inspection at:
None.

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Scrutiny Review

Support for the Voluntary and Community Sector

RYEDALE
DISTRICT
COUNCIL



Overview and Scrutiny Committee
4 October 2012

Executive Summary

This Report sets out the results of a review of the support that the Council gives to Voluntary and Community Sector (VCS) Organisations. This review has been carried out by Ryedale District Council's Overview and Scrutiny Committee.

The aim of the review was to try to answer the following questions:

- What is the current profile of the VCS in Ryedale?
- How sustainable is the sector in Ryedale and what is the role of the Council in this?
- How does the Council commission or procure work from the VCS, how is this funded, what is expected and what is the impact of this work?
- What expectations are there of the VCS in the current policy and funding environment and how can these best be met whilst delivering value for money for both the Council and the communities of Ryedale?
- Is there potential to increase the co-ordination of funding to the VCS both within the Council and with external partners?
- Can savings be made from the financial support provided or value added through pooling resources?
- Are there any grants that are not cost effective to administer or receive?
- Are there barriers to RDC working with the VCS and vice versa, VCS working with the Council?

The review involved an audit of the current support and funding given to local organisations. Consultation with the voluntary & community sector, other funding bodies and the Citizen's Panel was also undertaken.

Key findings included:

- The Voluntary and Community Sector in Ryedale comprises of a range of organisations from small community groups to large charities.
- Although Ryedale has a small population, the level of volunteering in Ryedale is among the highest in the country.
- The VCS is highly valued in Ryedale and provides important services that are not provided by the public sector.
- The Government's policy of Big Society is to empower communities to do more for themselves, requiring more volunteering.
- The Council's support which includes financial, non-financial and officer support is seen as essential in sustaining the voluntary and community sector in Ryedale.
- In 2012-13 the Council will pay £629,000 to the voluntary and community sector. 75% of this funding is paid on a regular ongoing basis.

The Committee made the following recommendations:

Key Recommendation

The contribution of the Voluntary and Community Sector is highly valued in Ryedale. The Council should help to sustain the Voluntary and Community Sector by providing financial and officer support.

Detailed Recommendations:

1. The Council should undertake a review of how it core funds organisations with a view to commissioning/contracts ensuring continuity for organisations and giving notice of any changes in line with the North Yorkshire Compact. This allows organisations to employ people and plan for the future.
2. Core funding for a longer time with more notice of change (ie 4 months minimum), linked to commissioning/procurement processes.
3. Investigate how the Council could help support Ryedale Voluntary Action to encourage volunteering in the Ryedale area.
4. Grant schemes should be streamlined making it easier for organisations to access and, all decisions should be made by one panel i.e. the CIF panel.
5. Development officers are essential in helping to develop projects within the voluntary and community sector and this role is highly valued by the sector. The Council should continue to provide development officers and continue to support their provision within the voluntary sector.
6. The Council should make it clear what its funding priorities are and what outcomes it is trying to achieve.
7. The Council should ensure that it is clear with all contracts and grants what it expects and monitor/evaluate/performance manage the outcomes accordingly ensuring Value for Money in the investment made.
8. Maintain a small grants element in all grant programmes.
9. The Council should take every opportunity to co-ordinate funding and evaluation processes with other funding bodies, for example, lists of projects supported and case studies illustrating the impact of the funding awarded should be published on the Council website.
10. The Council should use every opportunity to promote and champion Ryedale and all that it has to offer. It should also support, celebrate and recognise the value and contribution of the voluntary and community sector.
11. When considering future budget decisions, the Council must recognise that the funding available to the VCS to meet the needs of communities in Ryedale is reducing. The Council has a role in championing the needs of Ryedale with other funders.
12. The Council should ensure that any changes to the services it provides are clearly communicated to all those affected. This includes maintaining lists of key contacts with good signage for all services on the Council's website.
13. Investigate better use of the Council's website for communicating and advertising appropriate events on behalf of the voluntary and community sector.

14. Undertake joint member and officer training regarding funding schemes, priorities and processes for those members and officers directly involved with grant making.
15. Investigate the possibility of supporting VCS organisations with specialist skills available within the Council.
16. Review to be undertaken to define the members roles as champions and board members of voluntary and community organisations.

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

CONTENTS

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Scope of the review

The terms of reference for the Review were agreed at the Overview and Scrutiny Committee on the 15th December 2011. (See Appendix A)

The review will make recommendations to the policy committees of the Council on the options available for ensuring a sustainable voluntary and community sector through utilising any available resources in the most efficient, effective and economical way.

The review will try to answer the following questions:

- What is the current profile of the VCS in Ryedale?
- How sustainable is the sector in Ryedale and what is the role of the Council in this?
- How does the Council commission or procure work from the VCS, how is this funded, what is expected and what is the impact of this work?
- What expectations are there of the VCS in the current policy and funding environment and how can these best be met whilst delivering value for money for both the Council and the communities of Ryedale?
- Is there potential to increase the co-ordination of funding to the VCS both within the Council and with external partners?
- Can savings be made from the financial support provided or value added through pooling resources?
- Are there any grants that are not cost effective to administer or receive?
- Are there barriers to RDC working with the VCS and vice versa, VCS working with the Council?

Membership of the committee

Current : S Arnold, D E Cussons, G Hawkins, Mrs A D Hopkinson, J R Raper, Mrs E L Shields (Vice Chairman), C R Wainwright (Chairman), S Ward, J Windress

Meeting dates of the Scrutiny Review Task Group:

23/01/11 Initial meeting of Task Group.
07/03/12 Present initial findings of Audit of support provided by the Council to the VCS. Identify key areas to study the impact of the support provided
02/04/12 Present the audit report and assessment of impact.
26/04/12 Presentation by Andrea Hobbs, Chief Officer, Ryedale Voluntary Action
19/06/12 Consultation Café – consultation event held with voluntary and community organisations.
19/07/12 Consultation with other funding bodies.
16/08/12 Present results of consultation and engagement activities, review of application processes & schemes. Formulate recommendations.
13/09/12 Draft report and recommendations agreed by Task Group.
04/10/12 O and S Committee meeting consider draft report and recommendations.

Scrutiny Review Task Group supporting officers:

Clare Slater (Head of Corporate Services)
Jane Robinson (Transformation Officer)
Justine Coates (Business Improvement Officer)

Methodology

The Committee/Task Group approached the review through:

- Auditing the current support the Council gives to the voluntary and community sector both financial and non-financial.
- A consultation event was held with organisations that have previously received funding and support. Following the world café method of consultation, the group were divided into three groups and each had a different conversation or discussion. After 15 minutes, attendees were invited to join another conversation or remain with the same conversation. The topics used for the conversations were:
 1. What does your organisation value most about the support the Council offers to voluntary and community sector organisations?
 2. How can the Council improve the way it works with the voluntary and community sector?
 3. Thinking about the opportunities and threats facing your organisation, what role do you think the Council should play in supporting a sustainable voluntary and community sector in the future?
(See Appendix B for full results)
- Consultation with other funding organisations – both project and core funders (Appendix C)
- Survey sent to Citizen's Panel (See Appendix D for questionnaire and results)

Findings

The research undertaken highlighted the following key findings:

Profile of the Voluntary and Community Sector in Ryedale

The voluntary & community sector in Ryedale comprises a wide varied range of organisations, from small help groups run entirely by volunteers, to registered charities with a paid workforce. In fact, the fourth largest charity, operating nationally, in the Yorkshire and Humber region is based in Ryedale. There are five and a half times more registered charities per head in Ryedale (highest concentration in Yorkshire & Humber) than there are in Wakefield (lowest concentration). The voluntary and community sector in the UK employs over 750,000 people and generates £37 billion in income.

The major challenges facing voluntary and community sector organisations in Ryedale include:

- Finding volunteers for boards
- Core funding for organisations providing social care services
- Personalisation and changes to social care contracting and commissioning
- Meeting needs which are not well funded and can seem invisible
- Finding solutions to access issues
- Building an evidence base for funders
- Fuel costs, affordable meeting and work spaces

Volunteering in Ryedale

“The Big Society is about a huge culture change, where people, in their everyday lives, in their homes, neighbourhoods and workplace, don’t always turn to officials or government for answers to the problems they face, but instead feel both free and powerful enough to help themselves and their own communities.”

Prime Minister, Liverpool, 19 July 2010.

The government has a three strand approach to encouraging the development of the big society:

1. Encouraging social action
2. Public service reform
3. Community empowerment

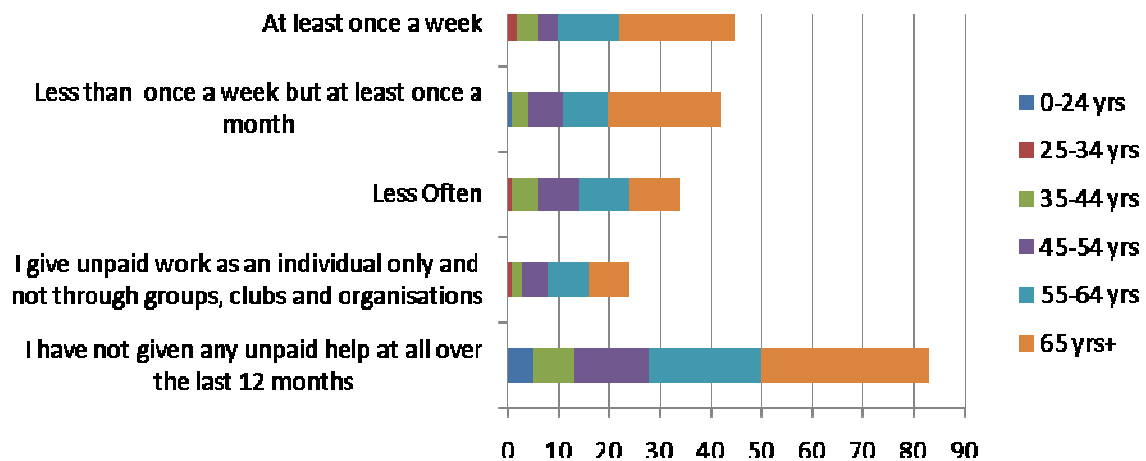
Social action within the context of the Big Society agenda involves the encouragement of individuals to make a contribution within their communities and help solve social issues by volunteering.

Big Society theory presumes that there is a latent untapped capacity for volunteering, and therefore, volunteers could provide services and support that a streamlined public sector can no longer offer. Ryedale has one of the highest levels of volunteering in the country which means that there could be less capacity for an increase in levels of

volunteering in Ryedale than other areas. This could have an impact on the sustainability of VCS organisations in future as big society policies are embedded.

In the 2008/09 Place Survey, 31.6% of the population of Ryedale participated in regular volunteering. Ryedale was ranked 21st out of 354 authorities in the country.

More recently, in July 2012, we asked the Citizen Panel the whether they had given unpaid help in the last 12 months.



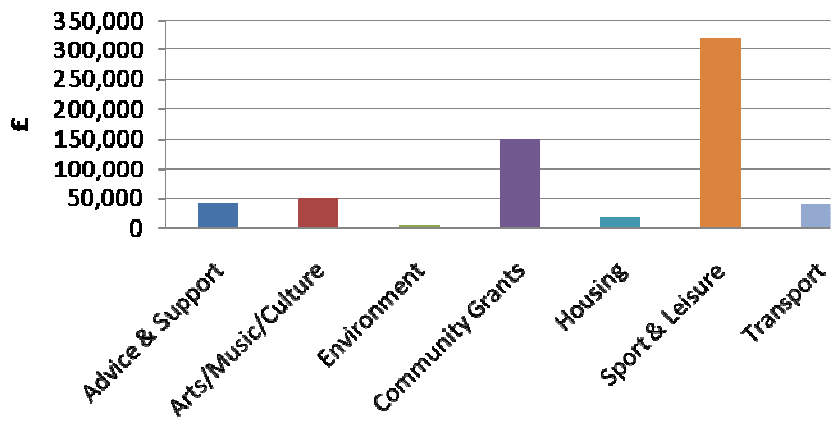
Current profile of the Council's support for the Voluntary & Community Sector

The Council has a long history of supporting the Voluntary and Community Sector by providing grants to enable communities to provide services for themselves.

In 2012/13, the Council has budgeted to pay approximately £694,000 to voluntary and community sector organisations working in the Ryedale area.

An analysis of this spend shows that the majority is spent on Sports & Leisure, which includes the Community Leisure Ltd grant, the organisation which runs the Council's swimming pools and Northern Ryedale Leisure Centre. The CIF Fund is divided into two elements: Community Grants and Ward Based funding. The Community Grants (£100,803) part of the CIF Fund is included in the analysis below. The Ward based element (also £100,803) of the CIF Fund is not included, as this part of the fund is paid out to parish councils.

Analysis of Grant Spend VCS organisations 2012-2013



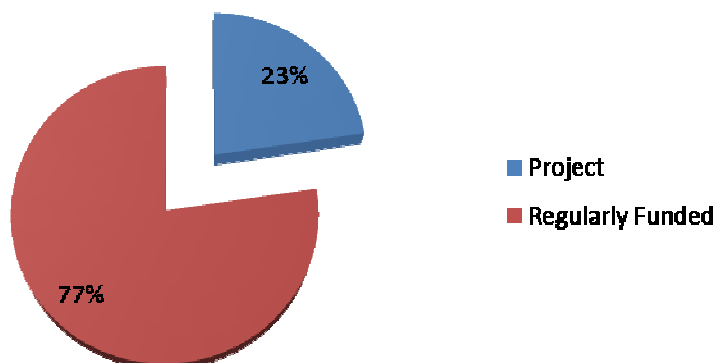
A more detailed breakdown of the organisations funded is detailed below:

Voluntary Community Sector Organisation	2012-13 BUDGET £
Beck Isle Museum	5,706
CIF Community Grants	150,773
Citizens Advice Bureau	27,400
Citizens Advice Bureau	12,000
Community Leisure Ltd	325,070
Foundation UK	1,500
Helmsley Arts	11,585
Helmsley Open Air Pool	10,300
Keyhouse	2,000
Live Music Now	2,316
Malton Museum	1,340
Malton Sports Hall	51,500
Pied Piper	5,566
REACT	5,000
Ryecat	43,000
Ryedale Festival	5,000
Ryedale Folk Museum	5,706
Ryedale Voluntary Action	15,206
SASH	3,000
Small arts grants	1,860
The Shed	11,329
Total	£694,157

NB: The budget above may not represent the amount paid to the relevant organisation.

The majority of the funding goes to organisations that the Council regularly funds which means that they are more reliant on this money to remain viable. 23% of the money allocated is paid towards project funding.

Analysis of funding type 2012-13



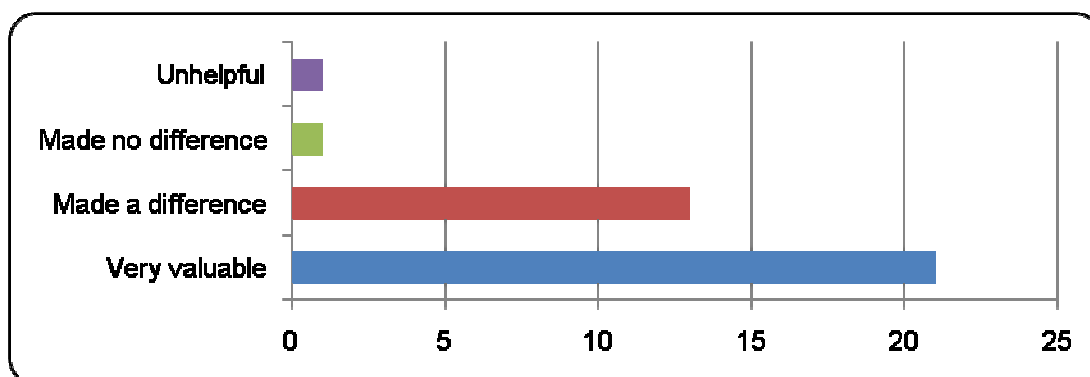
The Council also offers non-financial support, in the form of officer support for development work, helping with grant applications, funding option advice, CRB checks, equipment for tidy groups & waste disposal from litter picks, consultation and design work for parish plan groups.

How do our communities value the support the Council offers to the VCS?

40% of respondents felt that they know enough about voluntary and community organisations in Ryedale and the types of services they offer in order to benefit from them.

14% of respondents had received help, support or advice from voluntary or community sector organisations in the last 12 months.

Respondents rated the help, support or advice they were given:



Other funding organisations in the Ryedale area

Organisations in Ryedale have access to various funding schemes. Sources include:

- North Yorkshire County Council
- North York Moors National Park
- Howardian Hills AONB
- European funds in the form of LEADER.

- Sport England,
- Arts Council England
- Museums Development funded through Arts Council
- Broadacres
- Yorventure
- Key Fund Yorkshire
- Two Ridings Community Foundation
- BIG Lottery
- Lloyds TSB

The range of funding available means that an organisation can apply for funding from various sources. All these organisations have different assessment criteria and processes, monitoring and evaluation, different match funding requirements. Organisations, therefore, spend a great deal of time applying for funding.

Summary of findings from Consultation activities

The following themes emerged from the consultation:

Officer Support and advice

Officer support and advice was highly valued and was seen as an essential element in making projects and events successful. Organisations valued knowledgeable officers, who have drive and enthusiasm to make projects a success and can work through funding options.



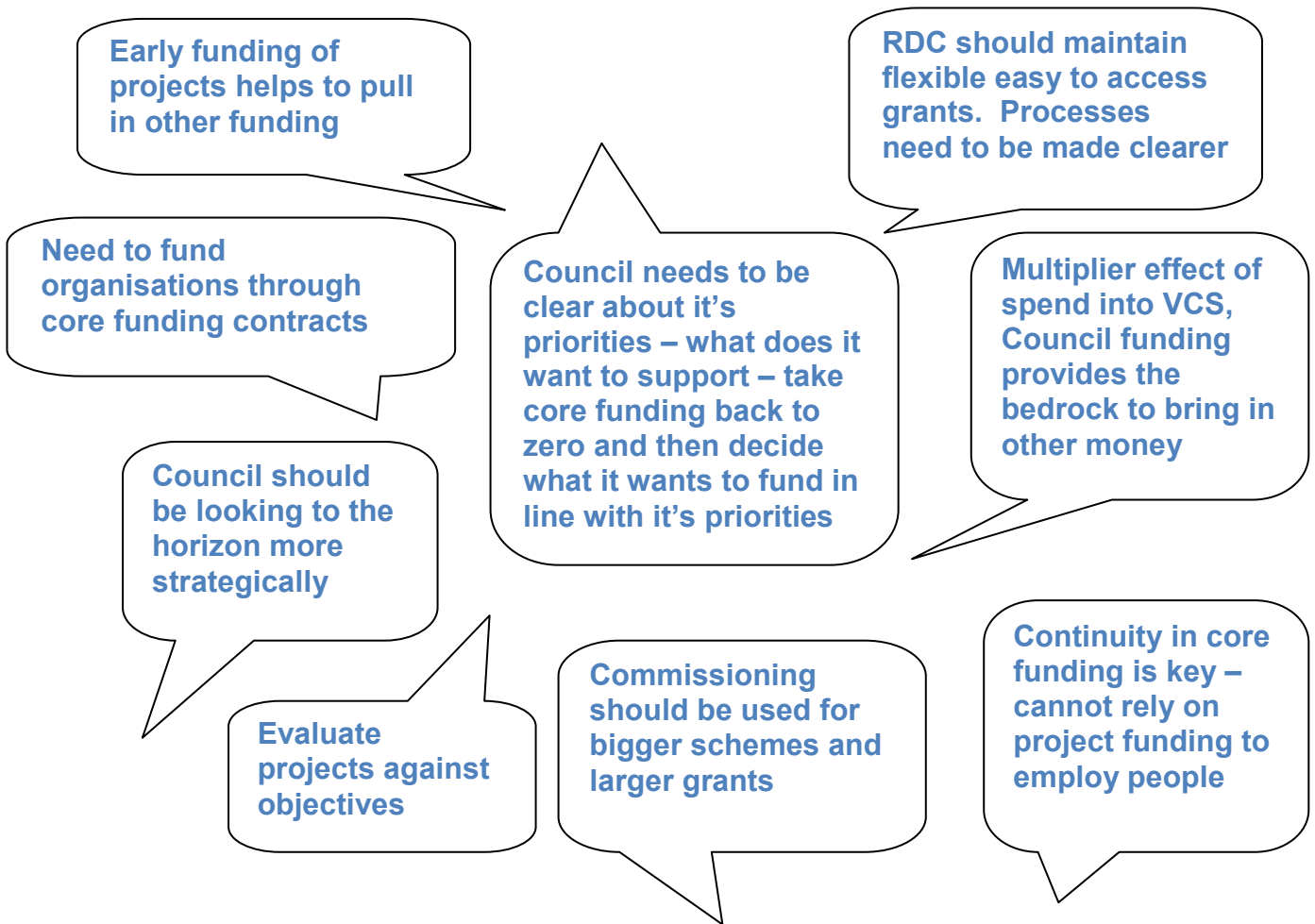
Recommendation

Development officers are essential in helping to develop projects within the voluntary and community sector and this role is highly valued by the sector. The Council should continue to provide development officers and continue to support their provision within the voluntary sector.

Funding and Grants

Through the consultation process, it became apparent, that organisations rely on the funding offered by the Council. Continuity in core funding was seen as key to sustaining organisations allowing these organisations to plan for the future and employ people. The project funding was also valued in that if the Council gave a grant it helps to give a project a seal of approval and helps to pull in other funding.

However, organisations did not find it easy to understand what the Council is trying to achieve or what outcomes are expected from the funding. For example, a musical cultural event – is the Council trying to provide events for local people to get them involved or is it about tourism and trying to attract visitors to the area. If outcomes are not clear how can the Council know whether the funding is value for money for its taxpayers and contributing to the Council's priorities. Better monitoring and evaluation is required.



Recommendations

The Council should make it clear what its funding priorities are and what outcomes it is trying to achieve.

The Council should undertake a review of how it core funds organisations with a view to commissioning/contracts ensuring continuity for organisations and giving notice of any changes in line with the North Yorkshire Compact. This allows organisations to employ people and plan for the future.

Core funding for a longer time with more notice of change (ie 4 months minimum), linked to commissioning/procurement processes

Grant schemes should be streamlined making it easier for organisations to access and, all decisions should be made by one panel i.e. the CIF panel.

The Council should ensure that it is clear with all contracts and grants what it expects and monitor/evaluate/performance manage the outcomes accordingly ensuring Value for Money in the investment made.

Maintain a small grants element in all grant programmes.

Communication

In recent years, Ryedale District Council has lost key officers, which has had a big impact and the remaining officers are very busy. Organisations felt that these changes could have been communicated better – making it clear who is the best person to contact in the future and also the support that can be expected from that officer.

Some of the organisations which were consulted had received a cut in their grants for the 2012/13 year. Early communication and information about austerity and cuts would have been useful and allows organisations to plan ahead and manage expectations. If they had been aware that this may be an area that would possibly be cut they could have planned for it. Instead, they received two months notice which they felt was not enough.

The Council’s website was felt to be not user friendly – people complained that the tourism site frequently dropped out and that arts and culture has poor prominence. It was felt that better use could be made of our site for forums and advertising events. Some other ideas included hosting a clash diary for events, available venues – contacts for village halls with a register of facilities available at each.

Internal communication between elected members and officers could be improved so that officers and members are both giving out the same message.

The Council could communicate changes better – making it clear who is the best person to contact – and what can be expected from them.

Elected members and officers often give out different messages!

Recommendations

The Council should ensure that any changes to the services it provides are clearly communicated to all those affected. This includes maintaining lists of key contacts for all services on the Council’s website.

Investigate better use of the Council’s website for communicating and advertising events on behalf of the voluntary and community sector.

Undertake joint member and officer training regarding funding schemes, priorities and processes for those members and officers directly involved with grant making.

Networking and Partnership Working

Organisations spend a lot of time chasing funding, filling out forms and promoting projects to different funding bodies. There can be duplication between the County Council, the Council and the RVA. The committee believes that there is scope for improved working with funding partners, holding joint meetings so the organisation can

promote the project once instead of three times. Although, funding bodies probably not ready to pool funds and have one point of access.

People felt that there was a role for the Council to facilitate meeting with like VCS organisations to help similar VCS organisations within the district help each other by sharing skills and experience. Some interesting ideas included themed focus days and forums ie. Environment, arts, music, heritage.

Transport was considered a problem for public travelling to events, could this be improved by co-ordinating using RYECAT?

Some organisations felt that it is not just about how the Council can support the voluntary and community sector but should work two ways, in that how can voluntary and community organisations help the Council in delivering it's priorities for the community - usually have a common aim.

Smaller organisations often struggle with specialist skills that may be available at the Council. Could the Council offer wider support such as Marketing, HR, business planning, auditing, IT, Websites, Health & Safety, engaging younger audiences, possible sponsorship opportunities?



Voluntary sector gets caught between the County Council & the District Council

Why are the Council duplicating what the RVA is providing why not just give more funds to RVA and let them provide the service?

Council needs to be more joined up with RVA

Recommendations

The Council should take every opportunity to co-ordinate funding and evaluation processes with other funding bodies, for example, lists of projects supported and case studies illustrating the impact of the funding awarded should be published on the Council website.

Investigate the possibility of supporting VCS organisations with specialist skills available within the Council.

Supporting Volunteering

Without volunteering the voluntary & community sector would struggle to provide services. However, volunteers do come at a cost – they still need to be trained and can often claim travelling expenses.

There is a concern that the ageing demographics of volunteers will be an issue in future years. The Council could have a role in raising awareness and encouraging regular volunteers.

The Council could help host a 'Volunteer Skills Bank' whereby volunteer skills can be shared across sectors.

'Volunteer Skills Bank' – involve RDC staff as volunteers

Supporting volunteers costs money - could the Council help with this in some way

Recommendation

Investigate how the Council could help support Ryedale Voluntary Action to encourage volunteering in the Ryedale area.

Elected members

The participating organisations really valued the support of the elected members. Elected members involvement helped to raise the profile of projects, having an elected member championing the cause helps in making projects successful and helps draw in funding.

However, it was felt that internal communication between elected members and officers could be improved. There had been occasions where elected members and officers were not giving out the same messages.

Also, the presence of elected members on boards of local charities as a representative of Ryedale District Council was called into question. Some questioned what value this added and thought that if elected members wanted to sit on boards it should be done independently.

Councillors need to see our work so that they can be advocates and champions for it

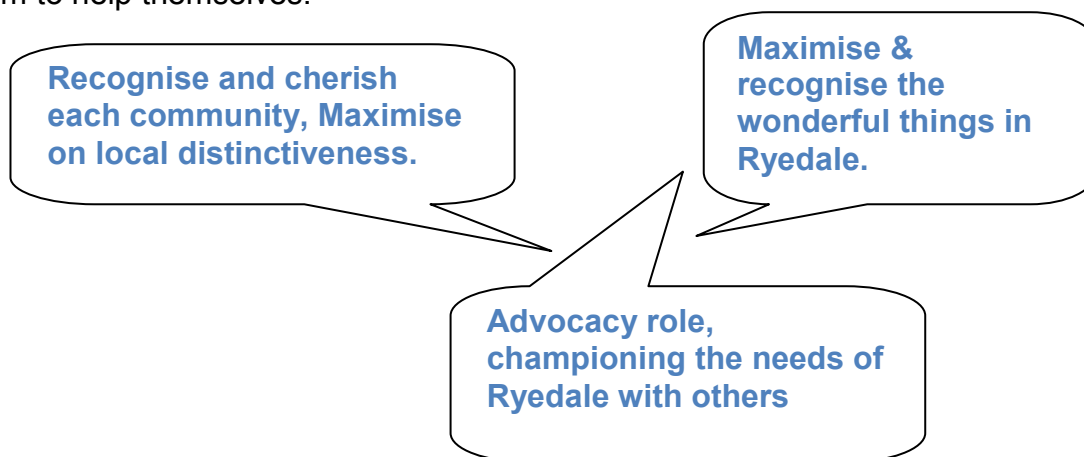
What value does this add and how much does it cost the Council?

Recommendation

Review to be undertaken to define the members' roles as champions and board members of voluntary and community organisations.

Advocate & Champion for Ryedale

People felt that Ryedale has a key role to play in influencing other sectors and giving out key messages about Ryedale. Other funders thought that the Council had a good close relationship with the community, understanding what they want and need and supporting them to help themselves.



Recommendation

The Council should use every opportunity to promote and champion Ryedale and all that it has to offer. It should also support, celebrate and recognise the value and contribution of the voluntary and community sector.

Future Threats

Looking to the future, there will be funding pressures on social care budgets and local authorities will rely more on the Voluntary and Community Sector to provide preventative, local care services. This local care is essential in preventing people from moving rapidly from independence to needing a high level of care.

As changes are made within the public health system, funding decisions will be made by Clinical Commissioning Groups of which the Ryedale area will have two. It is not yet clear what the potential impact will be on the funding available to VCS organisations in Ryedale who provide preventative services.

Recommendation

When considering future budget decisions, the Council must recognise that the funding available to the VCS to meet the needs of communities in Ryedale is reducing. The Council has a role in championing the needs of Ryedale with other funders.

Recommendations

The recommendations agreed by the Overview and Scrutiny Committee are:

Key Recommendation

The contribution of the Voluntary and Community Sector is highly valued in Ryedale. The Council should help to sustain the Voluntary and Community Sector by providing financial and officer support.

Recommendations to Commissioning Board

1. The Council should undertake a review of how it core funds organisations with a view to commissioning/contracts ensuring continuity for organisations and giving notice of any changes in line with the North Yorkshire Compact. This allows organisations to employ people and plan for the future.
2. Core funding for a longer time with more notice of change (ie 4 months minimum), linked to commissioning/procurement processes
3. Investigate how the Council could help support Ryedale Voluntary Action to encourage volunteering in the Ryedale area.

Recommendations to Policy & Resources Committee

4. Grant schemes should be streamlined making it easier for organisations to access and, all decisions should be made by one panel i.e. the CIF panel.

Recommendations to Commissioning Board and Policy & Resources Committee

5. Development officers are essential in helping to develop projects within the voluntary and community sector and this role is highly valued by the sector. The Council should continue to provide development officers and continue to support their provision within the voluntary sector.
6. The Council should make it clear what its funding priorities are and what outcomes it is trying to achieve.
7. The Council should ensure that it is clear with all contracts and grants what it expects and monitor/evaluate/performance manage the outcomes accordingly ensuring Value for Money in the investment made.
8. Maintain a small grants element in all grant programmes.
9. The Council should take every opportunity to co-ordinate funding and evaluation processes with other funding bodies, for example, lists of projects supported and case studies illustrating the impact of the funding awarded should be published on the Council website.

10. The Council should use every opportunity to promote and champion Ryedale and all that it has to offer. It should also support, celebrate and recognise the value and contribution of the voluntary and community sector.
11. When considering future budget decisions, the Council must recognise that the funding available to the VCS to meet the needs of communities in Ryedale is reducing. The Council has a role in championing the needs of Ryedale with other funders.

Recommendations to Management Team

12. The Council should ensure that any changes to the services it provides are clearly communicated to all those affected. This includes maintaining lists of key contacts with good signage for all services on the Council's website.
13. Investigate better use of the Council's website for communicating and advertising appropriate events on behalf of the voluntary and community sector.
14. Undertake joint member and officer training regarding funding schemes, priorities and processes for those members and officers directly involved with grant making.
15. Investigate the possibility of supporting VCS organisations with specialist skills available within the Council.
16. Review to be undertaken to define the members roles as champions and board members of voluntary and community organisations.

Appendices

Appendix A - Terms of Reference

Appendix B – Consultation Café – full report

Appendix C – Funding Body Consultation – full report

Appendix D – Results of Citizen’s Panel survey

Supporting Documents

Localism

Big Society

Appendix A - Terms of Reference

Terms of Reference for a Scrutiny Review of the Councils Role in supporting a sustainable voluntary and community sector

<p>Aim of the Review</p>	<p>The review will make recommendations to the policy committees of the Council on the options available for ensuring a sustainable voluntary and community sector through utilising any available resources in the most efficient, effective and economical way.</p> <p>The review will try to answer the following questions:</p> <ul style="list-style-type: none"> • What is the current profile of the VCS in Ryedale? • How sustainable is the sector in Ryedale and what is the role of the Council in this? • How does the Council commission or procure work from the VCS, how is this funded, what is expected and what is the impact of this work? • What expectations are there of the VCS in the current policy and funding environment and how can these best be met whilst delivering value for money for both the Council and the communities of Ryedale? • Is there potential to increase the co-ordination of funding to the VCS both within the Council and with external partners? • Can savings be made from the financial support provided or value added through pooling resources? • Are there any grants that are not cost effective to administer or receive? • Are there barriers to RDC working with the VCS and vice versa, VCS working with the Council?
<p>Why has this review been selected?</p>	<p>Changes being implemented by the government towards the achievement of 'The Big Society' agenda are placing increasing emphasis on the role of voluntary sector and community organisations. Members felt that the Council needed to review its policies and those of partners and the government in relation to these organisations.</p>
<p>Who will carry out the review?</p>	<p>The review will be carried out by a task group including:</p> <ul style="list-style-type: none"> • A minimum of 2 members of the O and S committee (but open to all members of O and S) • The Head of Transformation • The Economic and Community Services Manager • Support will be provided by members of the Transformation Team
<p>How the review will be carried out?</p>	<p>The task group will consider the impact of the Localism Act and Big Society policy agenda on the Voluntary and Community sector and also review the Councils policies in relation to the sector.</p> <p>Consideration would be made of existing data and evidence, national research on the impact of recent policy decisions made by the government on the VCS and any local research undertaken.</p> <p>This could include:</p> <ul style="list-style-type: none"> • Reviews undertaken previously by the Council • Reviews undertaken by other local authorities • Government policy and the impact of reviews of funding arrangements • Research undertaken by organisations representing the interests of the

	VCS The task group will also liaise with representatives from the VCS in Ryedale.
What are the expected outputs?	It is expected that the task group will produce a report, summarising the evidence they have gathered and containing specific recommendations for the Council and other partner organisations as appropriate.
Timescale	It is anticipated that the group will conclude the outcomes of the review In September 2012. Progress reports will be submitted to the committee throughout the review.

Appendix B - Appendix B – Consultation Café – full report

Consultation Café Event
17th June 2012
Council Chamber

Attendees

Organisation	Attendees	
RVA	Andrea Hobbs	David Wright
Helmsley Arts Centre	Em Whitfield Brooks	
Kirk Theatre	Jennifer Dale	Susan Stamper
Ryedale Carers Support	Claire Hall	
Live Music Now	Lucy Galliard	
Swinton & District Excelsior Band	Tracey Popham	Dorothy Ratcliffe
The Shed	Simon Thackray	
Yorkshire Cajun	J Adamson	A Shutt
Pied Piper	Colin Challen	
Ryedale Folk Museum	Tony Clark MBE	Emma McKenzie
Malton White Star Band	Gerald Cosens	
Norton Wildlife Watch	Sue Holmes	
Welburn Village Hall	Mrs Yvonne Myers	Mrs Sylvia Haines
Malton & Norton Tidy Grp	Sarah Housden	Nick Fletcher
Woodhams-Stone Collection	John Stone	

Total Attendance

22

Councillors

Cllr Robert Wainwright
Cllr Elizabeth Shields
Cllr Sarah Ward
Cllr John Raper
Cllr David Cussons

Methodology

Following the world café method of consultation, the group were divided into three groups and each had a different conversation or discussion. After 15 minutes, attendees were invited to join another conversation or remain with the same conversation.

Topics for the Conversations

1. What does your organisation value most about the support the Council offers to voluntary and community sector organisations?
2. How can the Council improve the way it works with the voluntary and community sector?
3. Thinking about the opportunities and threats facing your organisation, what role do you think the Council should play in supporting a sustainable voluntary and community sector in the future?

Key Findings

Support & Communication

- Not just about funding, which is essential, officer support and advice was highly valued. Officers who are very knowledgeable, have drive and enthusiasm to make projects a success and can work through funding options. However, some officers had left and not been replaced making it difficult to know who to turn to for help. Go back to the traditional officer roles at RDC, provide support in-kind, this is essential.

- The council needs to be clearer about who organisations can contact for support. More better open communication. The Council has lost a lot of key officers which has had a big impact – remaining officers very busy. The Council could communicate these changes better – making it clear who is the best person to contact – and what can be expected from them. Lost expertise in certain areas such as environment.
- RDC needs a dedicated Communities Officer to pull all of this together
- Organisations wondered if the Council could offer wider support such as Marketing, HR, business planning, auditing, IT, Websites, Health & Safety etc.
- Council could help with co-ordination or raising awareness of events especially young people, sponsorship.
- Offers of help in kind – eg reduced rate/free use of meeting rooms/warehouses/council staff support/equipment
- Could the council give a project a seal of approval – encouraging other funders to support
- Skills shortage in one sector that could benefit another sector – ‘Voluntary Skills Bank’
- Council website not user friendly – tourism site dropdowns awful - RDC has poor prominence for arts and culture on its website
- Could the Council host a clash diary for events, available venues – contacts for village halls with register of facilities available at each star ratings! Hold a Best Village Hall judged by the Chairman, privately sponsored with a cash prize or Village Hall X Factor competition
- the Council could support/facilitate meetings with like organisations – like organisations working in partnership – sharing skills – themed forums or focus days for networking ie. Environment, arts, music, heritage
- Transport – could transport be co-ordinated for events using Ryecat.
- Advocacy role

Partnership working

- Council needs to be more joined up with RVA - Meetings with organisations could be held together – supporting organisations jointly – rather than Council meeting with an org and then RVA meeting with an org and maybe giving mis-information about what each authority can do for the org.
- Voluntary sector gets caught between the County Council & the District Council – the Council could improve partnership working with the County. Can be duplication between the two.
- The Council should have cross-boundary discussions with neighbouring authorities – work more in partnership. Bring people in from York, Whitby, Scarborough and Thirsk but also attract local people.
- Duplication – why are the Council duplicating what the RVA is providing why not just give more funds to RVA and let them provide the service.
- Should be a two-way thing what can the voluntary & community sector do to help the Council.
- Joined up thinking with communities

Volunteers

- Supporting volunteers costs money – travelling expenses – could the Council help with this in some way
- Ageing demographics of volunteers – concern in future years – Council help with raising awareness

- Council could help in encouraging regular volunteers.
- People like to be rewarded/recognised for what they do, ie voluntary work and fundraising

Funding & Grant Schemes

- Core funding is key – cannot rely on project funding to employ people
- Early funding of projects helps to pull in other funding
- Early communication/information about austerity and cuts useful allows organisations to plan ahead and manage expectations. Two months before is not long enough to plan for the cut in income. Don't salami slice cuts – look at where the least damage will be done.
- Council needs to be clear about it's priorities – what does it want to support – take core funding back to zero and then decide what it wants to core fund in line with it's priorities. Also in funding organisations be clear about outcomes and what it is trying to achieve. Voluntary sector brings a lot of income into the area and the Council needs to clarify this in it's economic strategy for the area. Balance between economic benefit/supporting vulnerable people and local/national.
- RDC should maintain flexible easy to access grants. The process needs to be made clearer.
- Commissioning should be for bigger schemes
- Organisations spend a lot of time chasing project funding
- Continuity in allocating rules
- Members & officers of the Council should improve their knowledge of the Compact – how it works – guidance for year on year funding – and notice given.

Elected Members

- Should RDC members be spending their time on boards of local charities or should they do this independently and as part of their own interest. What value does this add? How much does this cost the council?
- RDC has key role to play in influencing other sectors and giving out key messages about Ryedale. Role for RDC in championing what Ryedale is, has and needs. Councillors need to see our work so that they can be advocates and champions for it eg Cllr Raper and Live Music Now. Support of elected members valued.
- Internal communication between elected members and officers should be better – both giving out the same message.

Future

- Concerns over funding, cuts
- Recession means dropping audiences people cannot afford to attend events
- Recognise and cherish each community, Maximise on local distinctiveness. Maximise the wonderful things in Ryedale. RDC should carry out a project recognising something unique in each village
- Recognise what is out there

Appendix C – Funding Organisations Consultation – Findings

Present:

Mike Horrocks	LEADER programme	North York Moors National Park Authority
Dee Mitchell	Coast, Wolds, Wetlands, Waterways (CWWW LEADER)	East Riding of Yorkshire Council
Dieter Hopkin	Arts Council funded Initiative – museum development	Renaissance Yorkshire
Michael Hunt	Strategic Commissioning Manager, Health & Adult Services	NYCC

Findings:

Value

- Good projects need to be developed. Help build projects from good ideas into good projects. This needs support.
- Multiplier effect of spend into VCS, Council funding provides the bedrock to bring in other money
- Need to fund key organisation through core funding contracts

Risks

- Huge funding pressures on social care budgets. VCS provide preventative, local care. Prevents people jumping from no needs to high level of care
- Pressure on budgets of LA's will affect ability to fund and support VCS. Funding currently going through NHS to VCS will go through CCG's and Ryedale is divided.

Funding and evaluation

- Projects funded must be for public benefit not private gain
- Work with the aims of a project, develop binding contract for any support, site monitoring, evaluation visits
- Small grants funding key question is – how will your organisation move forward as a result of this funding?
- Evaluate projects against objectives – this event will attract 100 people – did it?
- If services are for vulnerable people, need extensive evaluation of provider – preferred provider list
- Annual evaluation of projects - is the desired outcome being achieved?

Networking and Partnership working

- RDC has a good relationship with the community – in other areas there is a chasm
- Encourage groups to work together and benefit from the skills of each other
- Face time builds trust! There is no better alternative than getting out there into the community.
- VCS will not thrive without active support and officer involvement. Need to work together. A little support goes a long way
- Support required can be intensive in the early stages, but the investment pays dividends later when the project delivers
-

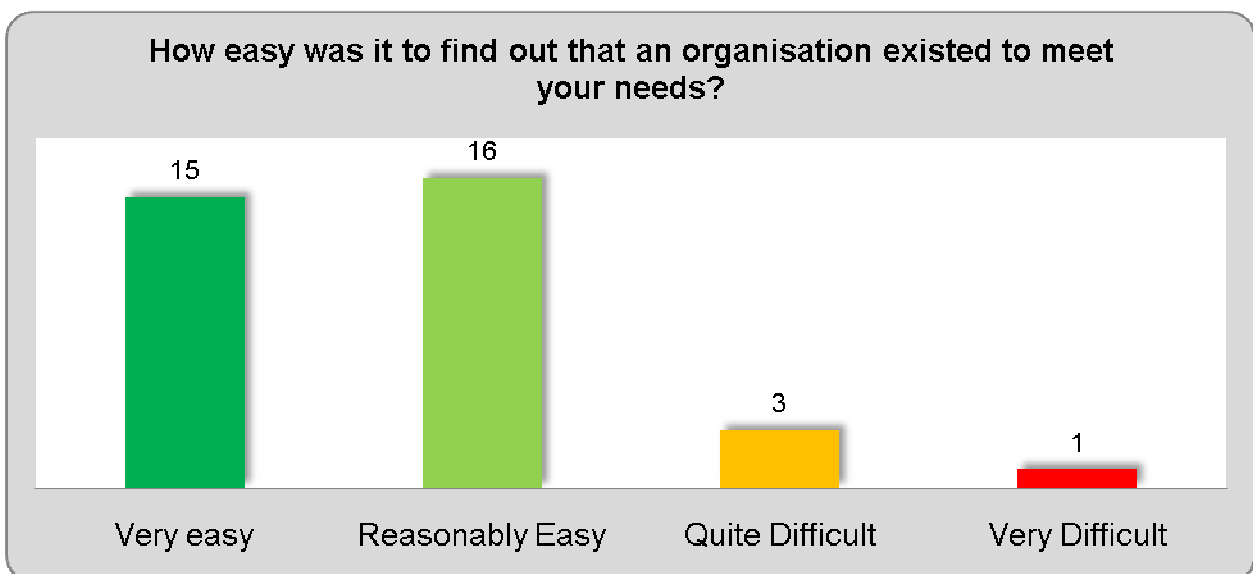
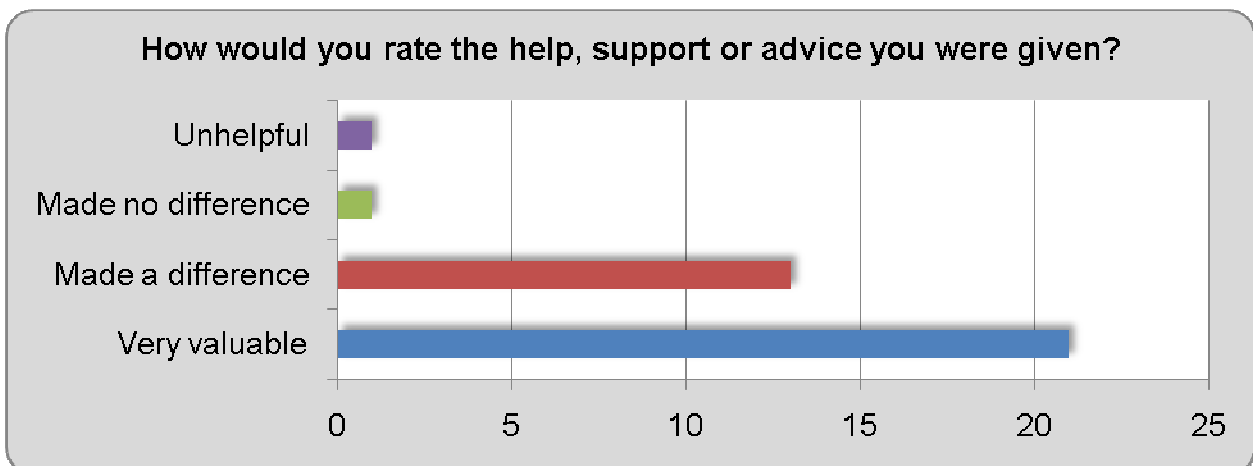
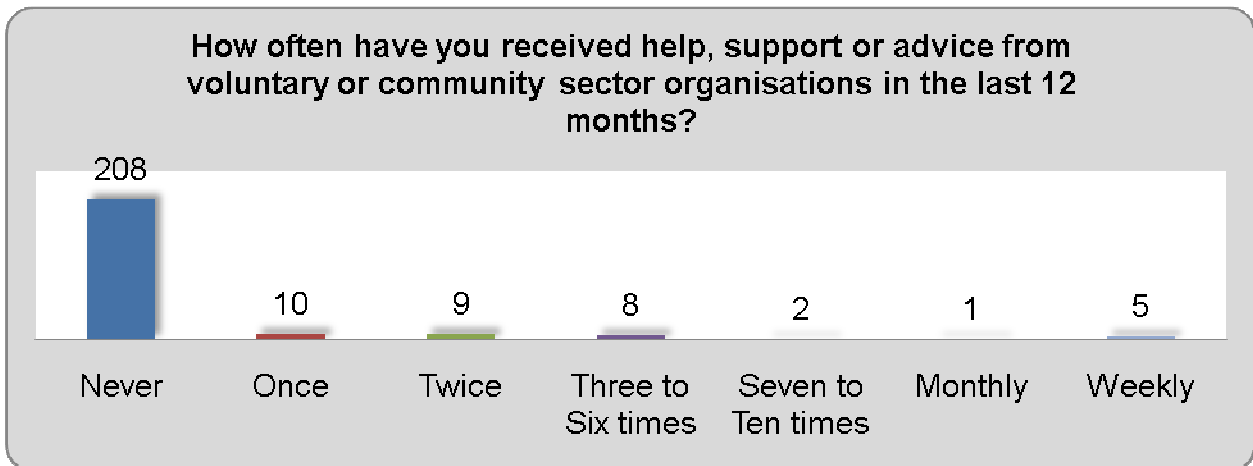
Two things RDC should be doing:

- Groups struggle with development support and who to go to for help – need a consistency of presence with resources available on the ground. RDC could provide directly or fund VCS to provide
- Council should be looking to the horizon more strategically

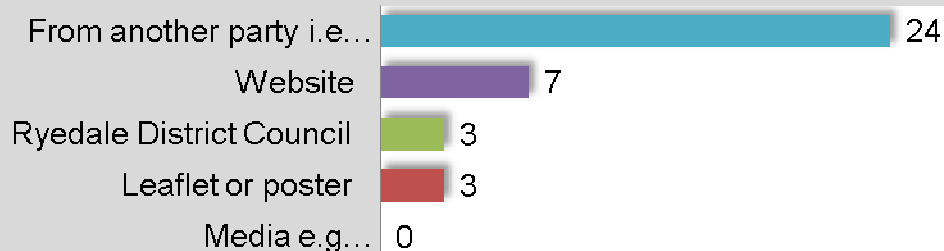
- Engage communities in identifying needs and opportunities locally – what will be the rural challenges in 2015-20?
- Continuity is the most important thing to the VCS – officer and member support and funding
- What do we want from the VCS and for the VCS – priorities
- Core business – health and wellbeing – enable people to live healthy active lives and reduce future need for social care
- RDC needs to make sure the voice for Ryedale is heard and what the needs are within the area – advocacy and champion the area

Appendix D – Results of Citizen’s Panel survey

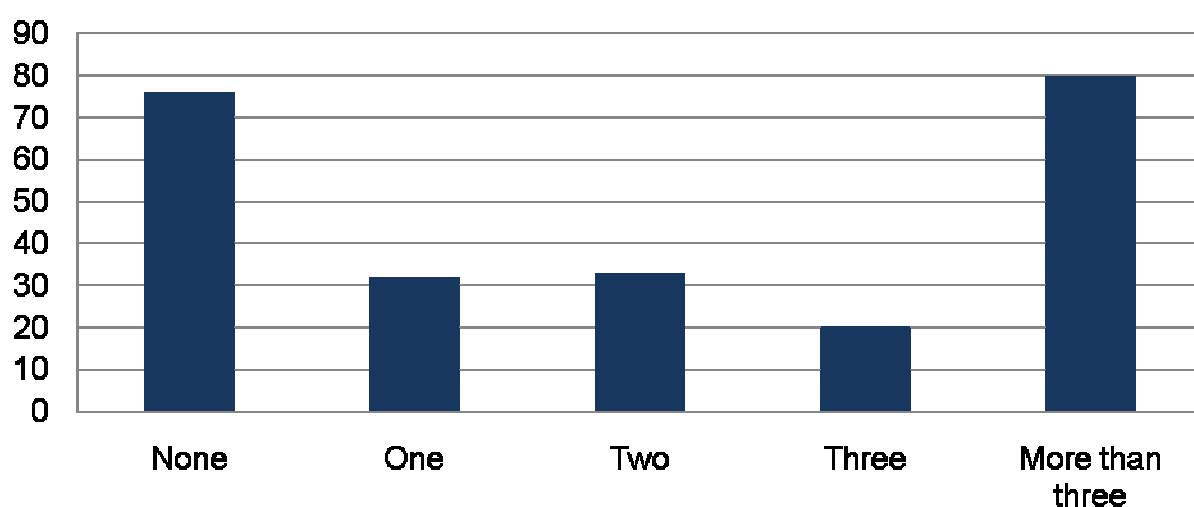
246 members of the Council’s Citizens Panel completed the questionnaire. 94 respondents feel that they know enough about voluntary and community organisations in Ryedale and the types of services they offer in order to benefit from them, 139 did not.



How did you find out about the organisation?



How many events organised by a local voluntary, community or charitable organisation have you attended in the last 12 months?



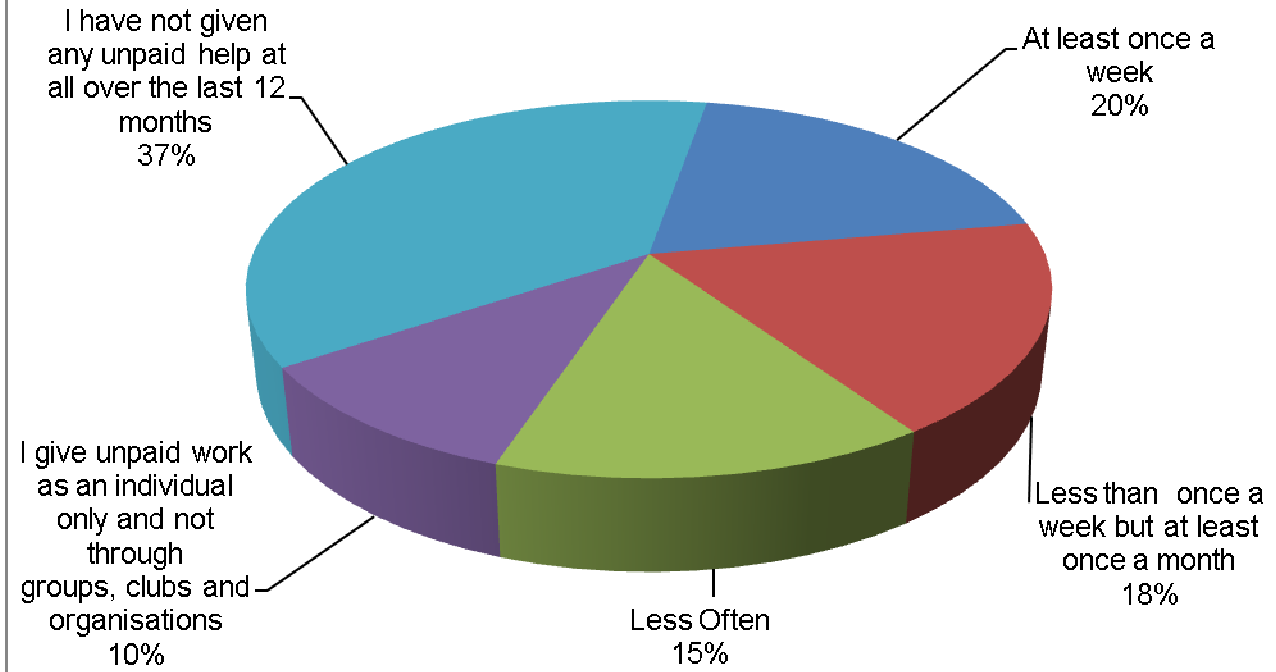
What type of event(s) have you attended?

Community Event	102
Fundraising	99
Music/Arts	62
Sports	33

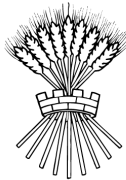
What benefit did you get from attending the event(s)?

Personal enjoyment	132	33%
Felt I was supporting a good cause	111	28%
Felt part of something	92	23%
Raised my awareness for an organisation / cause	47	12%
Received advice / support	8	2%
Developed skills	6	2%

How often over the past 12 months have you given unpaid help to any group(s) club(s) or organisation(s)?



Respondent Demographics		
Gender	Male:	101
	Female:	132
Age	0-24 yrs	6
	25-34 yrs	4
	35-44 yrs	22
	45-54 yrs	39
	55-64 yrs	62
	65 yrs+	101
Disability	Yes	37
	No	198



PART A:	MATTERS DEALT WITH UNDER DELEGATED POWERS
REPORT TO:	POLICY AND RESOURCES COMMITTEE
DATE:	14 FEBRUARY 2013
REPORT OF THE:	HEAD OF ECONOMY AND INFRASTRUCTURE JULIAN RUDD
TITLE OF REPORT:	EVALUATION OF THE COMMUNITY INVESTMENT FUND
WARDS AFFECTED:	ALL

EXECUTIVE SUMMARY

1.0 PURPOSE OF REPORT

- 1.1 To review the impact and performance of the Council's Community Investment Fund (CIF).

2.0 RECOMMENDATIONS

- 2.1 It is recommended that:

- (i) the outcomes and conclusions of this review be noted and taken account of in decisions regarding the use of New Homes Bonus funding allocations for 2013/14 onwards;
- (ii) the CIF Panel ceases to operate following its March 2013 meeting; and
- (iii) that funds allocated for distribution by the CIF panel be managed by the Commissioning Board from 2013/14 onwards.

3.0 REASON FOR RECOMMENDATIONS

- 3.1 In reflection of the decision to invest part of the Council's 2011/12 New Homes Bonus allocation into a CIF, it was resolved by this Committee, on the 4 April 2012, that operation of the CIF Panel should include a review and evaluation in January 2013.
- 3.2 Subsequently Council approved in principle 'that the entire [2012/13 NHB] allocation, subject to making provision for continuation of CCTV and Norton Skateboard Park, of £439,779 is ring-fenced into a Ryedale Development Fund for spending on projects which deliver or protect employment within Ryedale'. As a result of this decision Policy and Resources will make decisions on the allocation of the Ryedale Development Fund. Therefore there is no longer a requirement for a

separate CIF Panel and it is recommended that this working party of P&R ceases after its March 2013 meeting.

4.0 SIGNIFICANT RISKS

- 4.1 The significant risk associated with this report is the impact of the reduction in potential funding for the voluntary and community sector that results from the end of the CIF. This has the potential to affect the reputation of the Council and to impact on the facilities and activities of Ryedale's communities. This funding change may also impact upon the services provided by the voluntary and community sector, which have been supported via a Community grant fund.
- 4.2 This risk is mitigated by the remaining circa £50K of grant funding for community projects that was operated through the CIF Panel but which is drawn from the Council's revenue budget i.e. it is not funded through NHB. It is recommended in this report that this funding is transferred to the Commissioning Board for distribution (together with any CIF funds remaining after the March 2013 meeting of the CIF Panel). Members may wish to consider further mitigation of this area of risk when making decisions about the allocation of the NHB allocation for 2013/14 and beyond.

5.0 POLICY CONTEXT AND CONSULTATION

- 5.1 The general principles upon which the CIF was established include targeting funds at projects which contribute to the achievement of the Council's priorities, build community capacity and have a demonstrable positive impact on the communities of Ryedale.
- 5.2 The CIF fund is also linked to the Council's corporate strategic objective: 'to develop the leadership capacity and capability to deliver future improvements.'
- 5.3 Through the consultation undertaken as part of the recent scrutiny review into the role of the Council in supporting the Voluntary and Community Sector it became apparent that organisations rely on the funding offered by the Council. Continuity in core funding was seen as key to sustaining organisations allowing these organisations to plan for the future and employ people. The project funding was also valued in that if the Council gave a grant it helps to give a project a seal of approval and helps to pull in other funding.

REPORT

6.0 REPORT DETAILS

- 6.1 The Council decided to utilise part of the New Homes Bonus (NHB) allocation for 2011/12 to establish a Community Investment Fund to operate initially for one year from April 2012.
- 6.2 In establishing the NHB the government initially stated that its purpose is to 'ensure that the economic benefits of growth are returned to the local authorities and communities where growth takes place'.
- 6.3 The stated aim of the Community Investment Fund (CIF) is to contribute to the delivery of the Council's priorities and supporting parish councils and voluntary and community organisations to deliver projects which meet the needs of communities.
- 6.4 This report reviews and evaluates the impact and performance of the CIF panel since

its establishment.

Resources to be Allocated

6.5 The Community Investment Fund consists of £247,826, comprising of:

a) an allocation of £201,606 from the 2011/2012 New Homes Bonus to finance the fund as follows:

- (i) Pot 1 Community Budgets - That £100,803 be distributed to applicants who are Parish Meetings, Parish or Town Councils, or groups of these, on a geographic basis to those wards in which the development took place which generated the new homes bonus [The parishes within a ward are able to bid for a maximum of the amounts detailed in Annex B];
- (ii) Pot 2 Community Grants - That £100,803 be distributed to other projects whose applicants may be parish meetings or Parish or town councils, properly constituted organisations and may include, Voluntary Organisations and Community Groups, the District Council, North York Moors National Park (where the project is for the benefit of communities in Ryedale).

b) A sum of £46,220 allocated from the main grants fund (used to support cultural facilities such as village halls, sport and recreation facilities, play facilities and projects supporting the arts and culture) to be managed by the fund under the same principles as pot 2 above.

Funding Priorities and Application Process

6.6 The funding priorities and application process for the Community Grants (Pot 2) that were agreed at the 4 April 2012 meeting of the Policy and Resources Committee can be found at Annex C.

6.7 Following the meeting of the CIF Panel on 25 April 2012, there have been two meetings held of the CIF Panel (17 July 2012 and 9 January 2013) at which funding has been allocated.

Pot 1 – Community Budgets

6.8 The 25 April 2012 meeting of the CIF Panel considered and agreed the CIF application forms and process, for both Pot 1 and Pot 2. Although the 4 April 2012 meeting of the Policy and Resources Committee agreed the criteria for operation of the CIF Panel (reproduced at Annex C), it was the first meeting of the Panel that agreed the information and application forms to be sent out to applicants for both Pot 1 and Pot 2.

6.9 Ryedale's town and parish councils and meetings, who all received an invitation to apply, were informed that:

"The communities of Ryedale have been invited by Ryedale District Council to take part in a programme where Community Projects can share in a pot of money allocated by Ward. The xxx Ward has been allocated £xxx from the Community Investment Fund....Final decisions will be made by the Community Investment Fund Panel. The set of bids prepared by the parishes within the Ward will be presented to the panel by the local Ward Member on behalf of the communities represented within the Ward."

6.10 In terms of the projects that could be funded the criteria set by the CIF Panel was that:

“The projects, activities or services to be considered by the fund can be varied and diverse but must be able to meet one of the following criteria:

- a. extends or expands existing service provision to new users
- b. delivers a project or service which can be clearly demonstrated as community priorities
- c. can demonstrate community support and participation”

6.11 In taking this approach the CIF Panel set very broad parameters for the projects that could be funded under Pot 1. It was also made clear that a specified allocation of funding had been made to that Ward for projects of this nature.

6.12 In addition, the CIF Panel on 25 April 2012, resolved to ‘where possible, promote and adopt Option 2 [Community Budget Approach] but will recognise that we will accept direct applications’. This was reflected in the information set out in the application forms that is included in Annex D.

Community Budget – (Pot 1) - Outcomes

6.13 At Annex E is a summary of grants awarded under Pot One, by Ward. No Pot One grants were awarded at the July 2012 meeting of the Panel, however the January 2013 meeting of the Panel considered applications for £57,882 from ten of the eighteen Wards. The Panel supported all but one of the applications and awarded a total of £48,860. This leaves £51,943 to be allocated at the final meeting of the CIF Panel in March 2013. Six of the eighteen wards have taken up all of their allocation and eight wards are yet to have any applications considered.

6.14 There has been a variety of Pot One projects put forward for funding, from new floral displays, benches and notice boards to works to village halls and equipping a community park. These types of projects are all in line with the aspirations for the use of the fund expressed by the government in its guidance on the use of the NHB.

6.15 Whilst the review of the process by Rural Action Yorkshire (see Annex F) demonstrated levels of community participation in the bids were very variable, the bids put forward under Pot One were able to demonstrate one of the three specified criteria. Indeed, many of the proposals were drawn for a Parish Plan or similar exercise, and this Pot has been of some value in achieving identified community priorities.

6.16 Whilst a variety of different approaches were taken within communities to agreeing the Pot One proposals to be put forward for that ward, and despite extensive assistance from Rural Action Yorkshire, only one took a participative budgeting approach. This was the only ward in which the Panel did not support all of the Pot One applications put forward with a decision deferred pending further information in order that this be re-considered at the March 2013 meeting of the Panel.

6.17 A clear obstacle to awarding funding to communities based on wards is that there is no accountable body at that level (other than in some of the towns). The responsibility for co-ordinating bids was placed on the ward member (or members) for each ward. The allocation of funding becomes competitive between the parishes involved instead of being purely focussed on the quality of the proposals themselves. However, as shown in Annex F in a number of wards the need to collaborate on the development of a set of bids has resulted in the establishment of regular meetings between a ward member and the parishes they represent, strengthening communication across wards and improving dialogue with the local member.

6.18 In addition to the above issues in terms of the operation of the Community Budgets

(Pot 1), Members should be aware of the recent proposal by planning minister Nick Boles in relation to the 'meaningful proportion' of revenue received through CIL. The Minister announced that local communities would receive up to 15% of the Community Infrastructure Levy (CIL) raised in their Parish, rising to 25% if they have a Parish Council / Neighbourhood Forum and have produced an adopted Neighbourhood Plan.

Pot 1 – Conclusions

- 6.19 The difficulties associated with ward-based budgeting, such as the lack of an accountable body at a ward level, together with the broad criteria set for the Pot 1 approach, could support the discontinuation of the Community Budget approach and Pot 1. Proposals by Government to allocate a portion of Community Infrastructure levy to local communities through the 'meaningful proportion' would present an opportunity for parishes and wards where development has taken place to receive the benefits of growth directly without the need for Pot 1.
- 6.20 A legacy of the Community Budgeting approach supported by Pot 1 is the establishment of parish forums led by the ward member in some wards and there is enthusiasm for continuing with these. This approach could be encouraged across Ryedale and would support the Councils approach to parish liaison.

Pot 2 – Community Grants

- 6.21 Annex D contains extracts from the application forms for Pot 2 grants. This shows the variation in approach between Pot 1 and Pot 2 criteria.
- 6.22 At Annex E is a summary of grants awarded under Pot Two. The entire allocation of £147,023 has been spent following the January 2013 Panel, with 12 grants (totalling £107,718) awarded at the July 2012 Panel and a further 8 grants (totalling £39,305) awarded at the January 2013 Panel. A further 23 grants were refused funding over the course of the two meetings of the Panel, including all applications for funding Christmas lights and several for works to village halls.
- 6.23 The grants awarded range in size from £800 to £21,000. The largest grants awarded are for the following purposes:
- Wheels to Work Moped Loan Scheme (£21K)
 - Support for community development and funding advice (£13K)
 - Refurbishment of a village hall (£10K)
 - Development of counselling service (£10K)
 - Extension and renovation of a Village Hall (£10K)
 - Support for community volunteering (£9.5K)
 - Support for community development (£9K)
 - Instruments for a Youth Band (£9K)
 - Catalogue a local social history collection (£8.75K)
 - Positive activities for those with mental health issues (£7.5K)
 - Community and Sport Club (£7K)
- 6.24 The Pot 2 Grants were required to reflect the Council's priorities and the approved applications are divided between these priorities as follows (note some grants reflected more than one priority):
- To meet housing need - 2 grants
 - To support the conditions for economic success – 9 grants
 - To have a high quality clean and sustainable environment – 2 grants
 - To encourage active and safe communities – 22 grants

- 6.25 However, a closer analysis of the £147,023 of Pot 2 grants shows that the principal purpose of each of the 20 approved grants divides into the following areas:
- Village halls / sports clubs – 5 grants / £37,743 (26%)
 - Arts and culture – 1 grant / £8,750 (6%)
 - Community development – 11 grants / £77,730 (53%)
 - Supporting economic activity – 3 grants / £22,800 (15%)
- 6.26 The approved Pot 2 grants were therefore heavily skewed towards community development, with a number of grants showing side benefits for economic or cultural purposes but with a main purpose of community cohesion and the welfare of residents. This focus on community development is, however, consistent with many of the recommendations of the Overview and Scrutiny review of the role of the Council in supporting the Community and Voluntary sector in Ryedale (see Annex G).
- 6.27 An analysis of applications for CIF Pot 2 shows:
- 44 applications considered
 - 20 applications approved
 - 24 applications refused
 - £147,023 grant aid awarded from Pot 2
 - £784,163.77 total amount of funding levered into Ryedale
 - 18.75% average intervention rate from RDC CIF (i.e. leverage of 1:5)
- 6.28 This compares to the five years (2003-08) of previous operation of a CIF Panel:
- Total budget of £790K
 - 160 applications considered, with a total value of bids £2.8m
 - 97 awards made over the five years £790k
 - Total value of projects funded of £4m achieving leverage of 1:5
- 6.29 In order to assess the detailed impact of funding a number of the approved projects, a review has been undertaken (at Annex H) of the expected outcomes of several Pot 2 schemes. These show that the CIF grants will deliver significant benefits for communities within Ryedale, including assistance for vulnerable and / or isolated people and increased cohesion. There are also economic and cultural benefits achieved through the CIF grants – although supporting economic activity in Ryedale is not the predominant outcome of the CIF.

Pot 2 – Conclusions

- 6.30 Members have resolved to utilise the 2012/13 NHB allocation for a Ryedale Development Fund.
- 6.31 RDC has a long tradition of supporting community development and of operation of CIF. Ryedale is the second mostly sparsely populated District in the country, with many isolated rural communities. It is also an area with notably low household incomes. Members will wish to consider, through decisions on future use of NHB and in setting the Council's budget, whether there is a need to supplement the currently circa £50K within the revenue grant pot that was allocated to the CIF Panel to distribute. This funding will be the primary source to support community development following the decision to allocate CIF to projects which deliver or protect employment within Ryedale ('the Ryedale Development Fund').
- 6.32 In line with the recommendation of the O&S Committee to move towards provision of grants through one body within the Council (see Annex G), this revenue grant pot should be transferred to the Commissioning Board. Additional resources from other

sources could be added to supplement this revenue funding as they become available e.g. contributions from Community Infrastructure Levy or future allocations from the NHB.

7.0 IMPLICATIONS

7.1 The following implications have been identified:

a) Financial

This report assumes a continuation of non-NHB budgets that were allocated for distribution by the CIF Panel. These will be transferred to the Commissioning Board for allocation.

b) Legal

No significant legal implications.

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

There are potential implications of the end of CIF for community support, services and facilities in Ryedale, including for the less able and for the vulnerable and physically isolated. The potential to militate against such impacts is addressed in the Risk Matrix at Annex A.

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Background Papers:

- § [P and R 4 April 2012 –Establishing the CIF Panel](#)
- § [P and R 4 April 2012 -Minutes](#)
- § [Council 17 May 2012 – Minute 51](#)
- § [Council 17 May 2012 – Agenda Item](#)

CIF Review - RISK MATRIX – ANNEX A

Issue/Risk	Consequences if allowed to happen	Likelihood	Impact	Mitigation	Mitigated Likelihood	Mitigated Impact
Impact of the reduction in potential funding for the voluntary and community sector that results from end of CIF.	Potential to affect reputation of Council and to impact on facilities and activities of Ryedale's communities,	4	D	Mitigated by the remaining circa £50K of grant funding for community projects that was operated through the CIF Panel but which is drawn from the Council's revenue budget i.e. it is not funded through NHB.	3	C
	This funding change may also impact upon the services provided by the voluntary and community sector, which have been supported via the CIF.			Members may wish to consider further mitigation of this area of risk when making decisions about the allocation of the NHB allocation for 2013/14 and beyond.	(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

ANNEX B

POT 1 Ward Allocations

Ward	Allocation
Amotherby	5,646
Ampleforth	3,581
Cropton	3,218
Dales	1,730
Derwent	7,224
Helmsley	1,789
Hovingham	2,003
Kirkbymoorside	10,502
Malton	6,192
Norton	15,238
Pickering	10,381
Rillington	6,131
Ryedale SW	911
Sherburn	1,761
Sheriff Hutton	3,157
Sinnington	4,614
Thornton Dale	8,529
Wolds	8,196
	Total 100,803

**FUNDING PRIORITIES AND PROCESS FOR CIF
(AS AGREED AT 4 APRIL 2012 P&R COMMITTEE)**

- Applications will be considered for both capital and revenue projects which meet the eligibility criteria.
- Revenue grants will be awarded for a maximum period of two years
- The panel will meet if there are funds remaining unallocated at the scheduled time of the meeting.
- The fund will be operated by the “Community Investment Fund Panel” which will be made up of 7 Members (nominations made by Council in line with requirements of political proportionality) and will be advised by the appropriate officers.
- The fund will be administered by the Community Partnerships Officer under the management of the Head of Policy and Partnerships.
- The CIF Panel will meet three times per civic year to a schedule agreed by Council
- The impact and performance of the fund will be monitored on an ongoing basis by the CIF Panel and reviewed and evaluated in January 2013.

EXTRACTS FROM APPLICATION FORMS FOR POTS 1 AND 2

COMMUNITY BUDGETS – POT 1

“The Council is providing support to communities to work together to develop a set of bids for projects which have community support and for which the local Parish Council or Parish Meeting will be the accountable body. This process is called community budgeting....and would be supported by Rural Action Yorkshire and your local Ward member/s and could work as follows:

1. The Parish Councils in the Ward meet to form a task group and to plan the project to suit the local communities in your Ward. The task group would invite proposals for the use of the fund, arrange for an assessment process for proposals and arrange a decision making event
2. Public meetings would be held to:
 - Explain the community budget process to the community
 - Get the community thinking about useful projects they would like to see funded through the CIF
3. Project nomination forms are received by each Parish Council from applicants
4. The assessment process is undertaken by the task group of Parish Council representatives and the Ward member/s
5. The decision making event takes place using open public voting to prioritise the set of projects which should receive the CIF funding for the Ward
6. The Ward member/s submits the set of projects to the CIF panel who endorse the projects
7. Funding for successful projects is awarded to the lead parish for each project

This process has been used successfully in a number of parishes in Ryedale and helps communities to identify projects which are supported by members of the community and has been published in best practice guides on participatory budgeting.’

COMMUNITY BUDGETS – POT 2

“The projects, activities or services to be considered by the fund can be varied and diverse but must be able to show that they make a positive contribution to at least one of the Council’s stated priorities as follows:

To meet housing need

Helping people to access a suitable home or remain in an existing one, preventing homelessness and supporting independent living.

To support the conditions for economic success

Providing opportunity for people, increasing skills and wage levels with better jobs

To have a high quality clean and sustainable environment

Maintaining the quality of our local environment and increasing pride of place

To encourage active and safe communities

Encouraging active lifestyles in communities where people feel safe

To transform the Council

Supporting services which are important to communities and are accessible and meet local needs

And that meet one of the following criteria:

- a. extends or expands existing service provision to new users
- b. delivers a project or service which can be clearly demonstrated as community priorities
- c. can demonstrate community support and participation”

SUMMARY OF CIF GRANTS AWARDED (AS OF FEBRUARY 2013)

Available Allocation	£247,826
Allocated from POT 1	£48,860
Allocated from POT 2	£147,023
Remaining to Allocate (ALL POT 1)	£51,943

POT 1

Ward	Available Allocation	Allocated	Balance Unallocated
Amotherby	5,646	5,646	-
Ampleforth	3,581	3,581	-
Cropton	3,218	800	2,418
Dales	1,730	157	1,573
Derwent	7,224	-	7,224
Helmsley	1,789	-	1,789
Hovingham	2,003	2,003	-
Kirkbymoorside	10,502	1,480	9,022
Malton	6,192	-	6,192
Norton	15,238	6,326	8,912
Pickering	10,381	10,381	-
Rillington	6,131	-	6,131
Ryedale SW	911	-	911
Sherburn	1,761	1,761	-
Sheriff Hutton	3,157	-	3,157
Sinnington	4,614	-	4,614
Thornton Dale	8,529	8,529	-
Wolds	8,196	8,196	-
Totals	100,803	48,860	51,943

POT 2

Recipient	Allocated
Swinton & District Excelsior Band	9,000
Wilton Village Hall	10,000
Ryedale Community Transport	21,000
Yorkshire Cajun	800
Ryedale Voluntary Action	9,580
Ryedale Voluntary Action	13,030
Sight Support Ryedale	3,500
Next Steps	7,470
The Woodhams Stone Collection	8,750
Fadmoor Village Hall	10,000
Rural Action Yorkshire	9,000
Kirkbymoorside & District Playgroup	5,588
Sherburn PFA	7,155
Rural Arts	2,500
Live Music Now	5,000
Great Habton Village Hall	5,000
Pickering & District Rotary Club	3,650
Malton Racing Association	1,000
Elim Ryedale	5,000
Ryedale Counselling Service	10,000
Total	147,023

REVIEW OF COMMUNITY BUDGETS POT 1 APPROACH BY RURAL ACTION YORKSHIRE

Background

The communities of Ryedale were given the opportunity to take part in a programme where Community Projects could share a pot of money allocated by Ward.

Rural Action Yorkshire (RAY) would provide support and encouragement to get the parishes and their RDC Ward councillors to meet and identify projects that would give community benefits and could demonstrate support.

The Wards of Pickering, Malton, Norton and Ryedale South West were not included in this process therefore leaving fourteen to be contacted.

The Process

Initially all Ward Councillors were contacted and asked for their advice and support as to how they would like to proceed.

In eight Wards it was decided to hold a series of meetings with the Parish Council representatives to look at finding ways of working together to come up with a project or projects that wherever possible, would bring benefits to all the parishes in the Ward.

The original idea was to use a process called Participatory Budgeting (PB) where the local community groups would be invited to submit bids for all or some of the money. The residents would be given the opportunity to vote for their favourite projects at a public event. However it soon became clear that there was limited interest in this method and it would only work in Wards where there were a small number of parishes and sufficient funds.

The only Ward to use PB was Kirbymoorside which includes Kirbymoorside and the villages of Wombledon & Welburn.

It was decided that the Parishes along with the Ward Councillor would decide the best ways to spend their allocation and look at projects that could benefit more than one Parish or look to themes, such as reducing traffic speed, supporting Community Buildings, or involving Young People.

Positives

The Parishes that did meet and work together produced some excellent project ideas and so far four Wards have decided to continue to meet together once or twice a year with the RDC Ward Councillor and the NYCC Ward Councillor. Already 4 meetings have been arranged for March 2013. It appeared easier for the Parishes who had previously carried out community consultation such as a Parish Plan to be able to identify possible projects and provide evidence of support from the community

The CIF Pot 1 has funded projects that are important to the communities and in most cases could demonstrate support through Parish Plans. The application process was straightforward, with help and advice available from both RDC & RAY. It is now getting increasingly difficult for rural communities to access funding for projects to support community facilities and improve their environment, as these are often seen as neither new or innovative projects.

Challenges

The Wards of Ryedale are made up of parishes that are geographical dispersed and historically many have not worked together before so this concept was difficult to sell. Some felt that the paperwork sent out to the Parish Clerks was complex. Ryedale includes a number of Parish Meetings that do not hold regular meetings.

Seven Wards had decided to use some or all of their allocation to purchase portable speed matrix signs that could be moved round the parishes. However after a delay in seeking clarification on this it became clear that NYCC would not approve the purchase of the speed matrix signs, stating that it would result in proliferation of signs across Ryedale that would lead to a reduction in their effectiveness. These Wards then had to look at alternative projects and this took longer than anticipated.

The Kirbymoorside PB process proved to be challenging, although every effort was made to try to make the process fair for both Kirbymoorside and Wombleton.

Recommendations of the Overview and Scrutiny Committee:

Key Recommendation

The contribution of the Voluntary and Community Sector is highly valued in Ryedale. The Council should help to sustain the Voluntary and Community Sector by providing financial and officer support.

Recommendations to Commissioning Board

1. The Council should undertake a review of how it core funds organisations with a view to commissioning/contracts ensuring continuity for organisations and giving notice of any changes in line with the North Yorkshire Compact. This allows organisations to employ people and plan for the future.
2. Core funding for a longer time with more notice of change (i.e. 4 months minimum), linked to commissioning/procurement processes
3. Investigate how the Council could help support Ryedale Voluntary Action to encourage volunteering in the Ryedale area.

Recommendations to Policy & Resources Committee

4. Grant schemes should be streamlined making it easier for organisations to access and, all decisions should be made by one panel i.e. the CIF panel.

Recommendations to Commissioning Board and Policy & Resources Committee

5. Development officers are essential in helping to develop projects within the voluntary and community sector and this role is highly valued by the sector. The Council should continue to provide development officers and continue to support their provision within the voluntary sector.
6. The Council should make it clear what its funding priorities are and what outcomes it is trying to achieve.
7. The Council should ensure that it is clear with all contracts and grants what it expects and monitor/evaluate/performance manage the outcomes accordingly ensuring Value for Money in the investment made.
8. Maintain a small grants element in all grant programmes.

9. The Council should take every opportunity to co-ordinate funding and evaluation processes with other funding bodies, for example, lists of projects supported and case studies illustrating the impact of the funding awarded should be published on the Council website.
10. The Council should use every opportunity to promote and champion Ryedale and all that it has to offer. It should also support, celebrate and recognise the value and contribution of the voluntary and community sector.
11. When considering future budget decisions, the Council must recognise that the funding available to the VCS to meet the needs of communities in Ryedale is reducing. The Council has a role in championing the needs of Ryedale with other funders.

Recommendations to Management Team

12. The Council should ensure that any changes to the services it provides are clearly communicated to all those affected. This includes maintaining lists of key contacts with good signage for all services on the Council's website.
13. Investigate better use of the Council's website for communicating and advertising appropriate events on behalf of the voluntary and community sector.
14. Undertake joint member and officer training regarding funding schemes, priorities and processes for those members and officers directly involved with grant making.
15. Investigate the possibility of supporting VCS organisations with specialist skills available within the Council.
16. Review to be undertaken to define the members roles as champions and board members of voluntary and community organisations.

CASE STUDIES OF POT 2 PROJECTS

Case Study – Wilton Village Hall

Completed by: Sarah Lally-Marley Funding Advisor, Ryedale Voluntary Action

Organisation: Wilton Village Hall

Date: October 2012

Grant received from RDC Community Investment Fund: £10,000 to go towards funding an extension to the village hall which will provide indoor toilets and an updated kitchen area.

Project background

Following the results of a Parish Plan survey completed in 2008, it became evident that Wilton residents valued their village hall, which is the only community facility in the village and wished to see it updated to bring it up to the standard expected by users. Although some initial improvements were made to the hall the committee lacked the funds to continue. In 2011 the committee engaged the advice and support of Ryedale Voluntary Action to put together a funding strategy, where the decision was also made to follow up consultation in the parish plan with a household survey, which would provide up to date information on the needs of the community.

The community consultation process brought the village closer together and as a result a number of new groups were born including children's art and craft classes, a local history group and fitness classes for older residents, as well as a number of fundraising events. Once able to demonstrate a strong community need for an updated village hall the committee began their approach to funders including Ryedale District Council. As a result of their efforts they received £10,000 from the CIF which will enable them to begin the vital improvements required in order to provide a warm, comfortable and safe environment for users. The overall achievements of the committee also saw Wilton crowned 'Village Hall of the Year' at this year's Ryedale Rural Awards.

Community benefit

The funding received from CIF provided the village hall committee with both the encouragement to continue their project and the endorsement they needed to receive funding from other funding providers such as the LEADER programme and Yorventure.

Quote from Richard Davies, Wilton Village Hall Building Committee:

"As a result of the grant we received from Ryedale District Council we have been able to begin our first steps in updating our village hall. The grant has not only provided us with the support needed to encourage other funders to contribute to the project, but it has been a vital and much appreciated boost to our efforts to make Wilton Village Hall a first class community resource for the residents of the Wilton community."

Future of the project

The village community have become closer and as a result are working together, sharing ideas and addressing needs of local residents. Although the project is ongoing it now has the involvement of the whole community in the decision making process and overall use of the hall as the only community facility in the village – There is no shop, post office or pub in the village and the hall has gone a long way to tackling the problems of rural and social isolation that some residents were experiencing. As soon as all their funding is received they are looking to provide further services that are lacking for local residents and community

consultation has already taken place to determine what is wanted, which is being incorporated into their overall business plan.

CIF 2012/13 Case Study: 2012 10 RVA Funding Advice (2 year project)

Completed by: Jos Holmes, Economy and Community Manager, RDC

Organisation: Ryedale Voluntary Action

Date of Review: January 2012

Total Cost of Project: £57,343

Grant requested from CIF £28,670

Grant received from CIF: £13,030

Project background: The Development Worker provides funding advice and governance advice to voluntary and community groups throughout Ryedale. The service is provided 4 days per week and the external funding was coming to an end.

Community benefit and Outcomes: Voluntary and community based groups have an experienced and knowledgeable professional to support their activities, including increased sustainability. The CIF provided RVA with 2 days per week funding advice (50% of the Funding Advisors time per week), therefore the total number of groups supported as a result of the CIF funding was 17 in the period July-Dec 2012.

Additional outputs:

- Governance/start up support for: **3** new groups
- Funding advice and support for:
 - o **3** community sports projects
 - o **3** health and social care related projects
 - o **4** village hall projects
 - o **4** heritage/arts based projects

Future of the project: RVA are working with the new Clinical Commissioning Groups to support funding for the remaining 50% of the post, when it takes over the role of the PCTs in March 2013.

CIF 2012/13 Case Study: 2012 09 RVA Volunteer Centre (2 year project)

Completed by: Jos Holmes, Economy and Community Manager, RDC

Organisation: Ryedale Voluntary Action

Date of Review: January 2012

Total Cost of Project: £31,425

Grant requested from CIF £15,958

Grant received from CIF: £9,580

Project background: The Volunteer Centre matches people wanting to volunteer, with organisation's seeking assistance. Potential volunteers may require support with confidence

building and skills development prior to taking up a volunteer position, and recipient organisations need to be trained to successfully host a volunteer, particularly if they have learning needs or are new to the workplace.

Specific outcomes were the payment for an administrator for 2 days p.w, 25% of the Co-ordinator's costs and 2 outreach days p.a.

Community benefit and Outcomes:

Our most important function is to match both individuals and groups interested in volunteering with appropriate voluntary work in the local community. We hold information on a comprehensive range of opportunities and offer potential volunteers support and advice matching their motivation to volunteer, with appropriate volunteering vacancies. However, in the past due to time and staff constraints, we have not had the capacity to concentrate on much more than brokerage. The impact of the extra funding from CIF is that we have been able to give a more comprehensive service and to work in a more in depth way across a larger field also encompassing new projects.

During the period July 1st 2012 to December 31st 2012, due to an additional member of staff in the volunteer centre, we have seen an increase in the numbers of volunteers placed and new organisations registered. In Jul to Dec 2011 we registered and placed 72 volunteers and added 13 organisations to our database. In the corresponding period 2012, we registered and placed 85 volunteers and added another 17 organisations to our database. We already work with most volunteer using organisations in the district, so finding and adding another 17 is a real achievement. The number of volunteer using organisations that currently are registered with us and use our service is 121. The number of volunteering opportunities that we currently have advertised on do-it is 194. The number of volunteers that we currently have on register is 556.

We stimulate and encourage local interest in volunteering and community activity. This includes promoting and marketing volunteering through local, regional and national events and campaigns and raising awareness about the national brand for volunteering. The CIF fund has contributed to enabling the volunteer centre to pay for a stand at Ryedale Show 2013, to pay for the use of the RYEPOD on that day, and for the staffing of the exhibition. The stand is £350.00 and hire of the RYEPOD £245.00.

Future of the project: The project will continue for a further year, although the parent organization may merge with other infrastructure organisations through the 'Creative change' project.

Case Study – Fadmoor Village Hall

Completed by:	Gail Cook, Community Partnerships Officer, RDC
Organisation:	Fadmoor Village Hall
Date:	January 2013
Total cost of project:	£22,409.00
Grant Requested from CIF:	£19,048.50
Grant received from LEADER:	£8,322.00

Grant received from RDC Community Investment Fund: £10,000 to go towards refurbishment of existing village hall which includes new double glazed windows, insulation, new central heating system and oil tank.

Project background

Following the results of a Parish Plan Survey and Action Plan completed in 2012, it was highlighted that the village hall was in desperate need of updating. Complaints were made mainly about the dampness, lack of heating and the time needed to heat the hall. It was also evident that there was a strong need for a refurbished village hall and which in turn would increase the usage by the residents of Fadmoor and Gillamoore.

Community benefit

Fadmoor public house closed in 2010, therefore, the village hall is the only social meeting place in the village.

The funding received from CIF provided the village hall committee with the confidence to apply to other funding streams and was therefore successful with a LEADER grant.

The impact of this project will deliver reduced isolation, increased social interaction between young and elderly.

Quotes from the village hall committee and residents of the Fadmoor community:

“The grant has provided the residents of Fadmoor community with a lovely warm community building; the grant also encouraged other funders to contribute to the project” (Village Hall Committee)

“The hall has a much nicer feel, no damp smell and is warm. The heating system is easy to use” (60th Birthday Party organiser)

“The hall feels much better and is nice and warm. The heaters and hot water in the toilets are a massive improvement.” (Karen Stanley Christmas Party)

“The damp smell has gone and the hall feels warm but not too overpowering” (Funeral Tea)

“The heating system is working well during this very cold time. There is no risk of the pipes freezing up again like they did 2 years ago” (Member of Village Hall Committee)

Future of the project

The village hall can now offer a facility that is flexible enough to meet the current needs of existing and new users. The project has had the involvement of the community of Fadmoor through consultation, sharing ideas and fund raising activities. This facility will assist in tackling issues such as rural and social isolation of some residents. Phase 2 of the project will include refurbishment of the kitchen and toilets.

Ryedale Voluntary Action - Case Study – RDC Community Investment Fund

Name of organisation supported: Ryedale Community Transport

Type of organisation: Registered Charity & Company Limited by Guarantee

What it does: Ryedale Community Transport (RCT) provides a wide range of community based transport solutions for those residents who do not have private transport or are unable to access public transport, including a volunteer car scheme, ring and ride and a Wheels to Work Scheme. They currently have 670 service users.

Problem/issue: RCT experienced some major cuts in funding from NYCC which affected both their core revenue costs and the vital services that they provide, such as the Wheels to

Work Scheme that provides mopeds for young people, enabling them to travel to and from work for an affordable cost.

Funding received from CIF: £21,000 towards the Wheels to Work Scheme.

Outcome:

For RCT

- The income from CIF has enabled RCT to continue to provide their popular Wheels to Work scheme and allow them the opportunity to work towards a longer term funding strategy which will provide them with a more secure future.

“This grant will provide us with vital funds to ensure that even more Ryedale residents can benefit from this effective and popular scheme which allows them to take advantage of the work, education and training opportunities that are available to them if they have the means to travel more easily. Without the CIF grant the project would have proven to be unsustainable and ultimately would have wound up in 2015.”


(Steve Mellalieu, Chief Officer, Ryedale Community Transport)

For beneficiaries:

- RCT has been able to purchase five new mopeds, enabling them to increase their Wheels to Work Service which will benefit a large number of Ryedale residents.
- Residents living in rural communities without their own transport will have greater opportunities to find and retain employment and access training.

Compiled by Sarah Lally-Marley

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Council Aim	Aim 1: Housing Need To meet housing need in the Ryedale District Council area			
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 		
Council Aim	Aim 2: Economic Success 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 		
Council Aim	Aim 3: High Quality Environment 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 	
Council Aim	Aim 4: Active Safe Communities To help all residents to achieve a healthy weight by encouraging an active lifestyle, in communities where everyone feels welcome and safe			
Strategic Objectives	8a. Safe Villages and Towns 	8b. Healthy Villages and Towns 		
Council Aim	Aim 5: To Transform the Council			
Strategic Objectives	9. To know our communities and meet their needs 	10. To develop the leadership, capacity and capability to deliver future improvements 		

Performance Narrative

Aim 1 – Meeting Housing Need

So far in 2012/13 there have been 75 affordable units delivered, this is closely linked to progress made on private sector housing sites. Expected outturn for the year will be in the region of 80 new affordable homes. Rural housing needs surveys have been completed in Slingsby and Burythorpe, and sites are being discussed with parishes for affordable housing.

In 2012/13 to date 588 households in housing difficulty have sought assistance from the Council and its partners, compared to 514 households during the same period last year. In terms of homelessness applications there have been 34 compared to 42 in this period last year. Homelessness acceptances are similarly lower at 14 compared to 24 in the first three quarters of 2011/12. Both of these statistics have been improved through the launch of Choice Based Lettings, Young People's Partnership and the prevention initiatives utilised by Housing options and its partners. In the first 9 months of 2012/13 the Council has successfully prevented 231 cases of potential homelessness compared to 139 cases for the same period in 2011/12.

Only 6 households have been placed in Bed and Breakfast this year compared to 11 in the same period in 2011/12 and the average length of stay in temporary accommodation has reduced from 23 weeks to 18 weeks.

The Council has been successful in receiving crisis funding for a second year and during the first year of the scheme 35 single homeless households have been accommodated through the scheme.

Supporting Independent Living

The new White Rose Home Improvement Agency, a Partnership between Ryedale and Scarborough Councils, is now established and some 60 Disabled Facilities Grants in Ryedale are expected to be completed by the new Agency during 2012/13.

30 Energy Efficiency grants have been approved thus far and some £25k spent. The Council has also completed 8 Home improvement loans at a cost of £57k. The Council launched a series of new loans and grants to improve the quality of homeowners and tenanted properties. During 2012/13 6 of these loans and Grants have been approved, totalling £58k.

105 new lifelines have been installed by Ryecare so far during 2012/13.

Aim 2 – Creating Conditions for Economic Success

The Ryedale Plan strategy document is currently being examined. The Council is currently consulting on the proposed main changes to the plan and the inspectors' final report is expected by April 2013. Work has commenced on the Councils Community Infrastructure Levy scheme and it is expected that this will be adopted by October 2013. Progress with the Ryedale Plan adds certainty to the decision making of the Planning Committee and enables progress with the Sites Document, which will be subject to consultation later this year following the adoption of the Ryedale Plan Strategy in 2013.

Improving Infrastructure

In 2012 the Council consulted on and published its Economic Action Plan, which identifies the priorities for support to the Ryedale Economy. Support is in two key areas; helping to create the right conditions for economic success (such as infrastructure, broadband improvements, workspace developments) and secondly supporting business growth and local employment, with some sector specific support to high technology manufacturing and the visitor economy.

Work is underway on a major extension to York Road Industrial Estate that will provide opportunities for new jobs and investment in Malton. Detailed planning permission has recently been granted to JM Packaging for an office and warehouse distribution unit and further applications for a range of business uses are anticipated. RDC Economy Officers are working with the developers to encourage investment. Support is also being provided to FERA, including a masterplanning exercise, in their transition from a public sector site to an Applied Innovation Campus, based around bio and food sciences, with major potential for significant numbers of businesses to move into the site and strengthen the provision of quality jobs in Ryedale and links to the York economy. Investigations are underway into possible measures and funding for upgrading the nearby A64 junction to allow the significant increase in jobs within the current boundaries of the site.

The LEP, SCY and York University are also working closely with FERA on this strategic project. Support is also being provided to other major Ryedale employers to encourage investment and jobs, with a planning application for a sizeable site extension expected soon. In September 2012 the improved Brambling Fields junction on the A64 opened to traffic. This takes through traffic away from the congested centre of Malton and so will improve the air quality problems at Butcher Corner. Although the opening of the scheme, which involved extensive earthworks, was delayed significantly after unprecedented levels of recorded rainfall for this period, the achievement of this essential piece of major infrastructure is a huge milestone for Malton and Norton and their economic future. The Council allocated £2.4m to jointly fund the £6m scheme with NYCC and the Highways Agency. Final outturn costs will not be known for several months but are above the allocated budget as a result of the impact of the extraordinary weather. The Council has recently helped fund (with Norton Town Council) work to advise Norton retailers on marketing and promotion to take advantage of opportunities offered by Brambling Fields. This is leading to mutual support amongst traders, with assistance from the District and Town Councils. The first 'superfast north yorkshire' scheme was started in Ryedale, with the extension of a wireless broadband service operated by Moorsweb, into Rosedale. This enables local businesses and farm enterprises, students and home workers vastly improved access the internet- both to customers and suppliers.

Wage and Skill Levels

The York and North Yorkshire Local Enterprise Partnership (LEP) guides and encourages public and private sector investment in and maximise support for enterprise and industry in the area. After its first year the LEP has re-focused its key economic priorities, which now include the expansion of FERA at Sand Hutton plus supporting the new potash and off-shore wind activity on the North Yorkshire coast (both of which provide potential economic benefits for Ryedale). The success of the 2010 and 2011/2012 'Opportunity Knocks' events, which highlight to young people in Ryedale the diversity of business and employment opportunities available in the local area, was repeated on 13 November 2012 with over 400 students involved and an even wider range of Ryedale employers present than in previous years. Plans are being developed for a 'Skills Summit', together with a range of business-related activities, in Spring 2013 all aimed at improving networks and the provision of appropriate local skills and encouraging investment in the Ryedale economy. Members are to consider use of New Homes Bonus funding through the establishment of the Ryedale Development Fund to support economic activity in Ryedale, including increased opportunities for apprenticeships and employment in Ryedale.

Aim 3 –Maintaining a High Quality Environment

Increasing the rate of recycling and reducing the amount of waste collected

The new recycling scheme has been implemented for 96% of the District regarding the additional materials collection complementing the glass, cans, paper and garden waste already collected. One final rural round is due to be implemented after Christmas, to allow officers to consider resource options, and concentrate on round consolidation. Initial feedback has been extremely positive regarding the new system and the transition process, with high levels of public participation. Projections for 2012/13 are that the new scheme will divert 12,142 tonnes of waste from landfill, an estimated 850 tonnes being from the new collections of plastic and card (34.5 kgs per household). All recycle is taken to the new transfer station on Showfield Lane operated by Palm Recycling.

Managing the risk of future flooding

A significant flooding event occurred over a six week period stretching from 26th November (over Christmas period) to 11 January affecting over 1,000 properties in areas including Sinnington, Hovingham, Brawby, Malton, Old Malton and Norton. Ryedale officers worked as part of a multi agency team including NYCC, Yorkshire Water, Environment Agency and North Yorkshire Fire and Police, to help mitigate the affects, with water ingress in the end only affecting (to a greater/lesser extent) 14 properties. In the main problems occurred with exceptionally high surface water and ground water, trapped within the flood defenses, (exacerbated by high river levels) requiring over pumping into the river system. NYCC in its role as Lead Local Flood Authority is coordinating the post event investigation regarding actions taken and potential solutions.

Reduction of Co2 from Council Operations

Co2 emissions resulting from Council Operations have been significantly reduced by 15% since 2009/10. Work has been completed at Ryedale Pool Pickering regarding a gas-fired CHP, air source heat pumps and high efficiency domestic hot water storage, combined with appropriate amendments to the air handling equipment and the installation of a solar thermal array. The proposed scheme represents the most financially viable solution for energy used at

the site and offers the potential for investing in renewable technologies and making significant reductions in CO₂ emissions likely to be in excess of 70 tonnes per year.

Aim 4 – Active Safe Communities

Safe and Welcoming Communities

Safer Roads - Delivered 8 targeted awareness events to anti social drivers, apprentices, young and elderly drivers. Occupational Road Risk work has been carried out with local businesses and taxi drivers regarding seatbelts.

Domestic Violence- A Hidden Crime Event held in December was attended by 60 people.

Community Priorities - Set up a Taxi Watch Scheme in Malton and Norton, with drivers given a radio link to NYP to report incidents and concerns about a vulnerable people. Drivers will receive safeguarding training which will also boost protection for drivers. Initiative have taken place regarding metal theft, including diesel theft and agricultural machinery, with the development of good intelligence and effective use of watch schemes and ANPR cameras on the main road routes.

Alcohol Harm Reduction - Two multi agency mini Alcohol Respect Campaigns were carried out in Malton and 'hot spots' areas, where people gather to drink, were visited and test purchases were carried out in licensed premises. Malton and Norton Pubwatch meetings now play a key part in addressing the night time economy offences.

Supporting Active Communities.

A draft detailed Sports and Active Lives Strategy has been completed and will be presented to members shortly. The strategy is not focused solely on participation within formal indoor and outdoor activity, but also considers the wealth of informal opportunities provided by Ryedale's natural assets, the emphasis being More People – More Active – More Often. Disappointingly, though Ryedale is recognised as a world class venue for mountain and road biking, the Tour de France will not be coming through Ryedale, however it is still hoped that some legacy benefits can be secured for the District.

Aim 5 - Transforming the Council

The Council delivered savings of over £1 million pounds for the 2011/12 budget through the 'One 11' efficiency programme. In 2012/13 the 'Going for Gold' efficiency programme has delivered £628k of savings and £164k of cuts to balance the budget. A balanced budget has been prepared for 2013/14, to be considered by members on 7 February at P and R and Council on 26 February.

A two year programme of budget related focus groups began in November 2012 with results being used to inform the budget decision making process.

Supporting Democracy

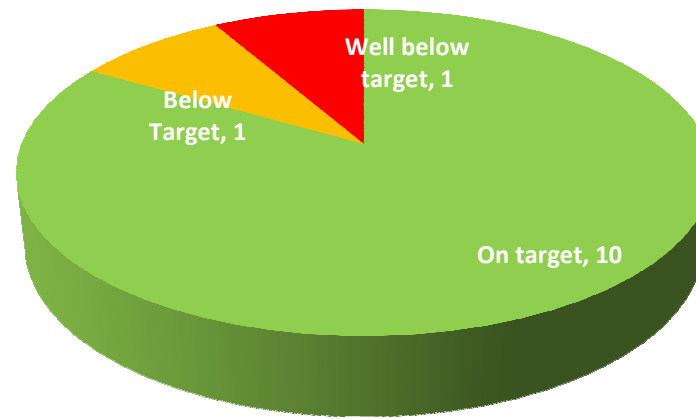
The scrutiny review of 'support for a sustainable community and voluntary sector' and the role of the Council in this, has been concluded with recommendations being considered by the Council's policy committees and by Management Team. The scope of the next review will be considered at the next meeting of the Overview and Scrutiny Committee and will consider the topic 'The role of members on outside bodies'.

The election of the Police and Crime Commissioner for York and North Yorkshire will took place on 15 November 2012 along with the By-election for a District Council ward member for Norton West. The next election for the Police and Crime Commissioner is scheduled to take place in May 2016. A number of reviews are being undertaken into the low turnout for the PCC elections, however Ryedale did achieve the biggest turnout in North Yorkshire at 16.75%. The new ward member for the vacant Norton West seat on the District Council was won by Councillor Di Keal who is a member of the Liberal Democrat group. The turnout for the by-election was 23.3%.

The annual canvass was concluded on target ahead of the elections with a response rate of 96.9% which is a slight increase on last years return. Both the election and the canvass are being delivered successfully from within the Business Hub.

Aim 1. Housing Need – Performance Indicators

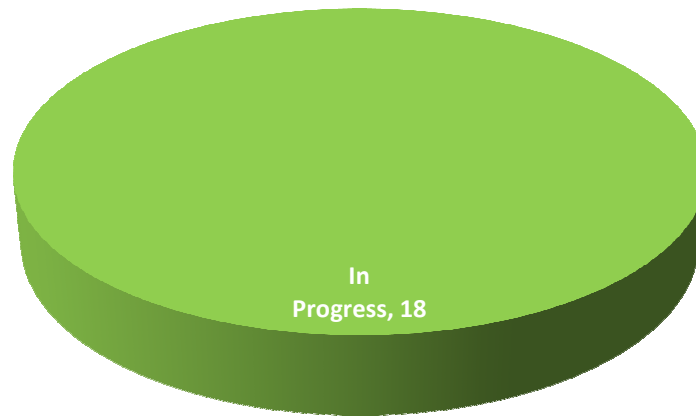
Status	Performance Indicator
✔	Percentage of vulnerable people achieving independent living
✔	The extent to which older people receive the support they need to live independently at home
✔	Number of current Lifeline users in Ryedale
✔	Number of empty properties in Ryedale
✔	Prevention of Homelessness through Advice and Proactive Intervention
✔	Number of affordable homes permissions granted



Status	Performance Indicator
✔	Number of affordable homes delivered (gross)
✔	Net additional homes provided
✔	Supply of ready to develop housing sites
✔	Time taken to process Housing Benefit/Council Tax Benefit new claims and change events
⚠	Affordability Ratio
⛔	% households in Ryedale in Fuel Poverty

Aim 1. Housing Need – Actions

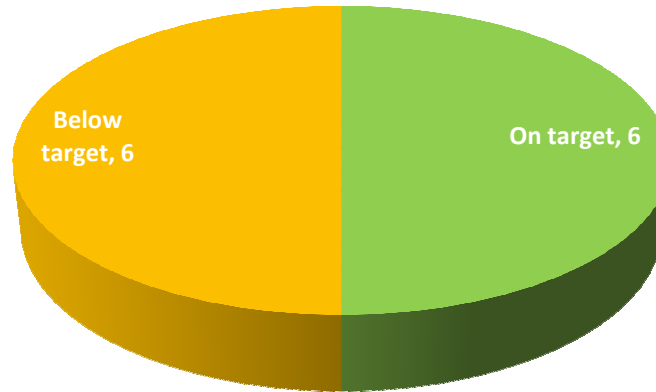
Target	Title
✔	Planning Gain
▶	Registered Social Landlord/Other Funded
▶	Homelessness - Projects & Initiatives
▶	New Homes Bonus
▶	Lifeline Service
▶	Young People – Homelessness prevention
▶	Property Improvement Loans 2012-13
▶	Landlord Improvement Grants & Loans 2012-13
▶	Energy Efficiency Grants 2012-13
▶	Disabled Facilities Grants 2012-13



On Target	Title
▶	Exception Sites Land Purchase
▶	Temporary Accommodation & Bridge House
▶	Empty Homes Strategy
▶	Homelessness applications & acceptances
▶	To deliver an LDF for Ryedale
▶	Provision of a Mortgage rescue scheme in partnership
▶	Homelessness Strategy Action Plan
▶	Support for HCA funding to Housing associations

Aim 2. Economic Success – Performance Indicators

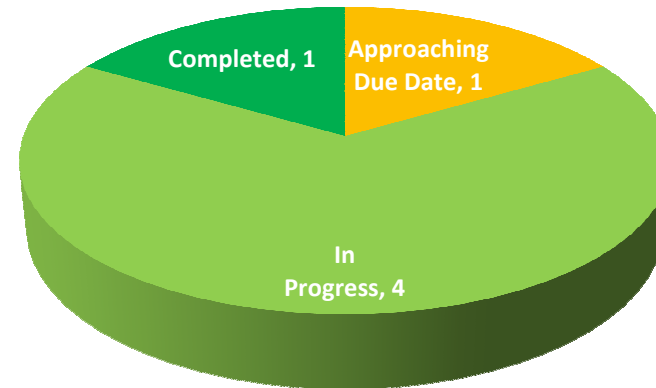
Status	Performance Indicator
✓	% Ryedale population qualified - NVQ1
✓	% Ryedale population qualified - NVQ2
✓	% Ryedale population qualified - NVQ3
✓	% Ryedale population qualified - NVQ4
✓	Industrial lettings vacancies
✓	Total Job Seeker Allowance Claimants
⚠	Employment Rate
⚠	NEETs



Status	Performance Indicator
⚠	Number of new business start ups
⚠	Footfall – Malton Town Centre
⚠	Average household earnings in Ryedale
⚠	Gross weekly earnings by workplace

Aim 2. Economic Success - Actions

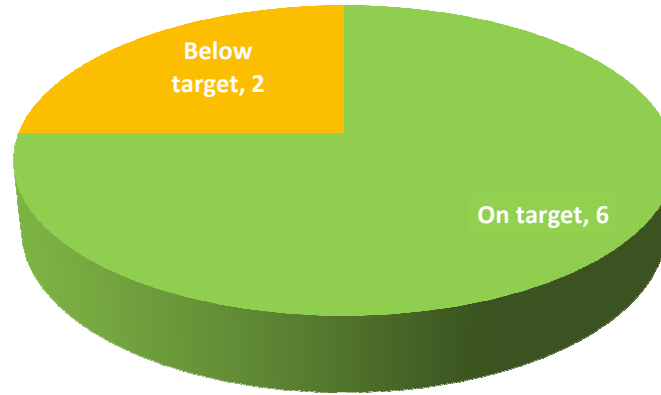
Target	Title
✓	A64 Brambling Fields Junction Upgrade
▶	Enable economic activity through supporting projects
▶	Support local businesses
▶	To deliver an LDF for Ryedale



On Target	Title
▶	Provision in Capital Programme for Managed Workspace Facilities
⚠	Improve Skills and Knowledge of the workforce

Aim 3. High Quality Environment – Performance Indicators

Status	Performance Indicator
✔	New homes built on previously developed land
✔	Flood and coastal erosion risk management
✔	Overall/general satisfaction with local area

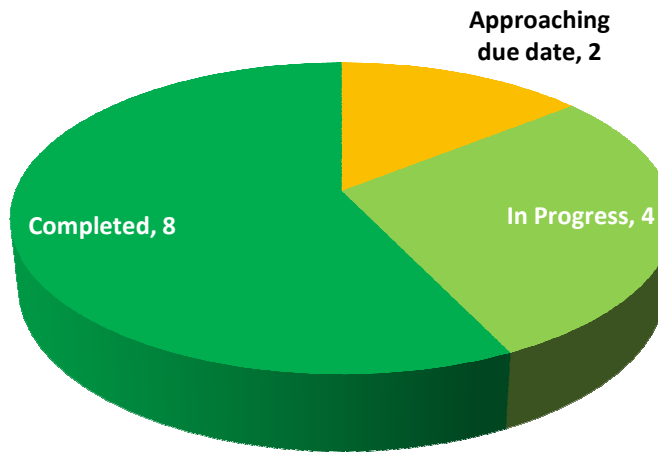


Status	Performance Indicator
✔	Improved Local Biodiversity
✔	CO2 reduction from Council operations
✔	% of household waste sent for reuse, recycling and composting
⚠	Residual household waste - kg per household
⚠	Total number of properties flooded per year

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Aim 3. High Quality Environment – Actions

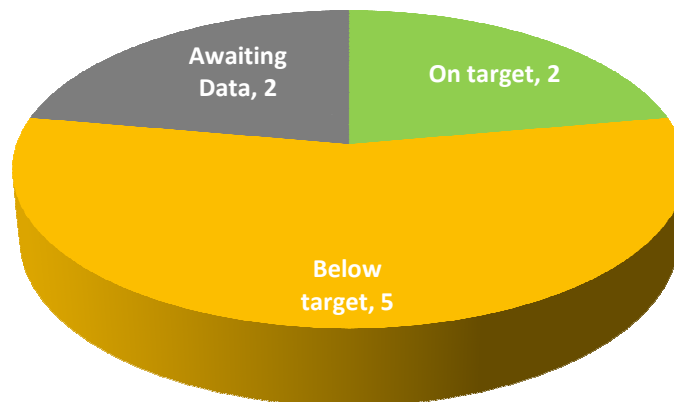
On Target	Title
✔	Prioritize flood risk areas and implement local catchment's of sandbags for immediate self help
✔	Maintain a current multi-agency risk plan
✔	Winter maintenance grant scheme
✔	Round review re waste management to ensure optimum efficiency
✔	Deliver on farm garden waste composting through partnership with local farmers
✔	Develop local transfer station for recyclable materials in partnership with private sector
✔	Recreational Open Space Development



On Target	Title
✔	Householder Flood Resistance Grants Scheme
▶	Vale of Pickering Channel Management Pilot
▶	Enhance stakeholder participation re volunteer groups
▶	Pickering Flood scheme
▶	Plastic Bottles & Cardboard Recycling Rollout
⚠	Air Quality Plan Update
⚠	Refresh climate change strategy in line with new government guidelines

Aim 4. Active Safe Communities – Performance Indicators

On Target	Title
✓	Crime Rate for the District
✓	% of parishes covered by a current plan
⚠	Obesity in primary school age children in Year 6
⚠	Self-reported measure of people's overall health and wellbeing
⚠	Adult participation in sport and active recreation

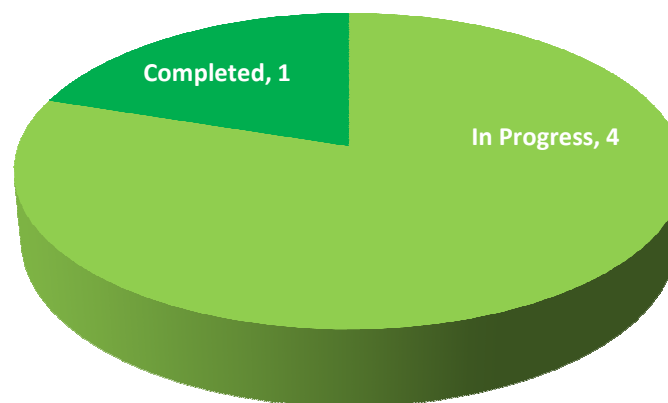


On Target	Title
⚠	Obesity in Adults
⚠	Levels of satisfaction with Council sport and leisure facilities
?	Residents satisfied with sports/leisure facilities
?	Swimming Pools & Sports centres no of visits per 1,000 population

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Aim 4. Active Safe Communities – Actions

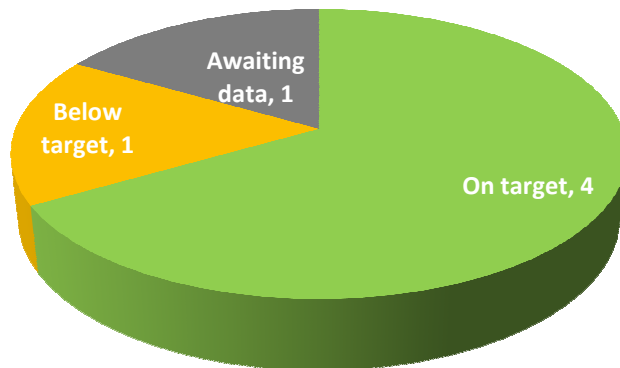
On Target	Title
✓	Recreational Open Space Development
▶	Safer Ryedale Partnership Plan 2012-2013
▶	Investigate feasibility of a GP referral scheme in Ryedale



On Target	Title
▶	Grant for the redevelopment of existing sports facilities in Helmsley
⚠	Review the Sports Strategy

Aim 5. To Transform the Council – Performance Indicators

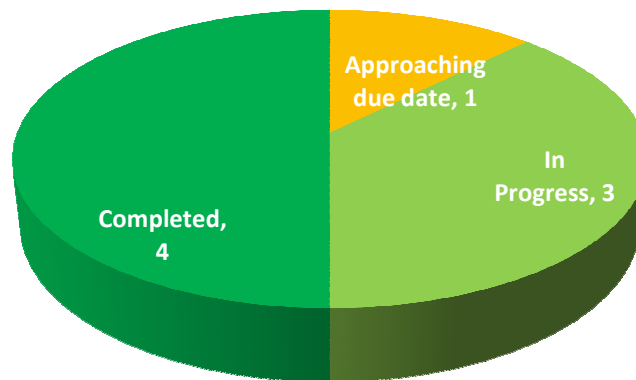
Status	Performance Indicator
✔	Civic participation in the local area
✔	Service satisfaction – customer satisfaction
✔	Top priorities for local people
✔	Queries resolved at first point of contact



Status	Performance Measure
⚠	Pulse Survey - employee satisfaction
?	Overall satisfaction with the Council

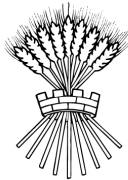
Aim 5. To Transform the Council – Actions

On Target	Title
✔	Formulate an action plan for maintaining IIP accreditation
✔	ICT Strategy Programme
✔	Going for Gold
✔	Deliver the Police Commissioner elections



On Target	Title
▶	A Plan for Every Parish
▶	Value for Money
▶	Service Equality Monitoring
⚠	Partnership Protocol and significant partnerships

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PART A:	MATTERS DEALT WITH UNDER DELEGATED POWERS
REPORT TO:	POLICY AND RESOURCES COMMITTEE
DATE:	14 FEBRUARY 2013
REPORT OF THE:	CORPORATE DIRECTOR (s151) PAUL CRESSWELL
TITLE OF REPORT:	TREASURY MANAGEMENT MONITORING REPORT
WARDS AFFECTED:	ALL

EXECUTIVE SUMMARY

1.0 PURPOSE OF REPORT

1.1 To report on treasury management activities to date in 2012/13 and to update Members on current investments in accordance with the Chartered Institute of Public Finance (CIPFA) Code of Practice on Treasury Management (the Code).

2.0 RECOMMENDATIONS

2.1 It is recommended that:

- (i) Members receive this report; and
- (ii) The current investments and performance in 2012/13 be noted.

3.0 REASON FOR RECOMMENDATIONS

3.1 The Council has adopted the Code. A provision of the Code is that the Policy and Resources Committee will receive and review regular monitoring reports relating to the treasury management activities of the current year.

4.0 SIGNIFICANT RISKS

4.1 There are no significant risks in considering this report. There are significant risks when investing public funds especially with unknown institutions. However, by the adoption of the CIPFA Code and a prudent investment policy these are minimised. The employment of Treasury Advisors also helps reduce the risk.

5.0 POLICY CONTEXT AND CONSULTATION

5.1 The Council has adopted the CIPFA Code of Practice on Treasury Management in Local Authorities and this report complies with the requirements under this code.

- 5.2 The Council use the services of Sector Treasury Services Limited (Sector) to provide treasury management information and advice.

REPORT

6.0 REPORT DETAILS

- 6.1 The CIPFA Code states that Members will receive reports on the Council's Treasury Management policies, practices, and activities at regular intervals including an annual strategy, a mid-year review of the strategy and performance, an annual outturn report and monitoring reports.
- 6.2 The Council aims to achieve the optimum return on investments commensurate with the proper levels of security and liquidity. In the current economic climate it is considered appropriate to keep investments short-term and only invest with highly credit rated financial institutions.
- 6.3 As at 31 December 2012 internally managed investments totalled £9,485,000 which were lent out as follows:

Period of Maturity	£
Cash Equivalents:	
Call Monies (SIBA)	2,985,000
Repayable within 1 month	0
Fixed Term Deposits:	
Repayable 1 month to 3 months	4,500,000
Repayable 3 months to 6 months	2,000,000
Repayable 6 months to 12 months	0
Repayable 12 months to 24 months	0
Total	9,485,000

- 6.4 The above investments were held with the following types of institutions:

Type of Institution	£
UK Clearing Banks	9,485,000
Foreign Banks	0
Building Societies	0
Local Authorities	0
Total	9,485,000

- 6.5 This Council uses the creditworthiness service provided by Sector Treasury Services as specified in the Council's Investment Strategy approved by Full Council 20 February 2012. The service uses a sophisticated modelling approach with credit ratings from all three agencies – Fitch, Moodys and Standard & Poors, forming the core element. The modelling approach combines credit ratings, credit watches, credit outlooks and credit default swap spreads in a weighted scoring system, which

indicates the relative creditworthiness of counterparties.

- 6.6 Following a marked improvement in Financial Markets, the temporary restriction to Sectors Credit Methodology, which suggested a 3 months maximum duration for most counterparties, has now been lifted.
- 6.7 All the above borrowers met the required credit rating at the time of investment.
- 6.8 The following table shows the relative performance of cash equivalents (deposits restricted to a duration of under 30 days) and fixed term deposits, with the 7-day benchmark for the period ended 31 December 2012:

	Average Investment £	Gross Rate of Return	Net Rate of Return	Benchmark Return
Cash Equivalents	3,050,916	0.75%	n/a	n/a
Fixed Term Deposits	1,099,062	1.36%	n/a	0.41%

- 6.9 As illustrated above the Authority has to date outperformed the benchmark. The Council's budgeted investment return for 2012/13 is £100k. The interest received from investments and loans for the nine-month period to 31 December 2012 total £91k. It is anticipated that the return on investments will meet the budget target for the financial year.
- 6.10 In December the policymakers at the Bank of England held interest rates at 0.5% for the 44th month in a row. Sectors latest economic forecast predicts that the first Bank Rate increase will be in the first quarter of 2015, with a rise to 0.75%.
- 6.11 Officers can confirm that since the last reporting period the approved limits within the Annual Investment Strategy have not been breached.

7.0 IMPLICATIONS

- 7.1 The following implications have been identified:
- a) Financial
The results of the investment strategy affect the funding of the capital programme.
 - b) Legal
There are no legal implications regarding this report.
 - c) Other (Equalities, Staffing, Planning, Health & Safety, Environmental, Crime & Disorder)
None to 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.

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PART A:	MATTERS DEALT WITH UNDER DELEGATED POWERS
REPORT TO:	POLICY AND RESOURCES COMMITTEE
DATE:	14 FEBRUARY 2013
REPORT OF THE:	HEAD OF PLANNING AND HOUSING GARY HOUSDEN
TITLE OF REPORT:	SITE SELECTION METHODOLOGY - LOCAL PLAN SITES DOCUMENT
WARDS AFFECTED:	ALL

EXECUTIVE SUMMARY

1.0 PURPOSE OF REPORT

- 1.1 To consider consultation responses to the draft Site Selection Methodology (SSM) and agree revisions to it.

2.0 RECOMMENDATIONS

- 2.1 It is recommended that Members:

- (i) note the consultation responses to the draft Site Selection Methodology set out in Annex 1
- (ii) agree amendments to the draft Site Selection Methodology (as outlined in para 8.5 to 8.9 of this report) and publish a finalised Site Selection Methodology

3.0 REASON FOR RECOMMENDATIONS

- 3.1 To progress production of the Local Plan Sites Document. The SSM will be used to analyse and select preferred sites for allocation in conjunction with public consultation. In addition, prior to the Local Plan Sites Document and Helmsley Plan being adopted, to assist in the consideration of planning applications for housing, employment and retail uses, where appropriate.

4.0 SIGNIFICANT RISKS

- 4.1 The Site Selection Methodology (SSM) relies on information from a number of bodies – including the development industry, statutory agencies and partners - to enable the assessment to be fully undertaken. This reliance on others requires careful management to ensure that timescales are adhered to and could lead to some uncertainty. However this is considered to be a low level risk, as there is an inherent

interest in proposers of sites providing adequate information in a timely manner. Early consultation with other statutory and non-statutory stakeholders will also help to reduce any potential delays in progressing the Local Plan Sites document and Helmsley Plan.

- 4.2 Progression of the Local Plan Sites document and Helmsley plan is reliant on the LPS being found 'sound' and progressing to adoption. This is because Stage 1 of the SSM applies a 'sift' of sites in line with Policies SP1, SP2, SP6 and SP7 of the LPS. However, the risk associated with the specific recommendations of this report is considered to be relatively low. The Inspector conducting the Examination into the Local Plan Strategy has produced an 'Interim Conclusions' report which considers that many elements of the LPS are sound and that the housing elements of the LPS can potentially be made sound through some proposed further changes. Currently consultation is being undertaken on these proposed further changes (main modifications). On this basis it is considered that it is appropriate to continue to progress work on the Local Plan Sites document. It is important to note that the SSM is a procedural and technical tool to enable choices to be made in the selection of potential development sites for allocation and will not form part of the final Local Plan Sites document or Helmsley Plan itself. In that sense it is flexible to any potential changes to the LPS prior to adoption, though time delays remain a potential risk.

5.0 POLICY CONTEXT AND CONSULTATION

- 5.1 The SSM is a supporting technical document for the preparation of the site allocations for the Ryedale Plan. The Ryedale Plan is a key Council policy document setting out the development plan for the District. Specifically the SSM will inform the allocation process through the Local Plan Sites document and Helmsley Plan.
- 5.2 The Ryedale Plan will address a number of priorities outlined in the Council Plan and in the Community Strategies covering the area. It will be a key tool which will help to deliver Aims 1, 2 and 3 of the Council Plan. It is also a key delivery mechanism for many elements of Imagine Ryedale, North Yorkshire Community Plan and the York North Yorkshire and East Yorkshire Enterprise Partnership (LEP).
- 5.3 There have been a series of consultations around Site Selection criteria. Prior to the consultation on the Draft SSM itself, the March 2011 meeting of Council report set out the consultation that was undertaken as part of previous 'Core Strategy' consultations in Summer 2009 and Summer 2010. Both of these consultations had sections and questions relating to the process and factors involved in Site Selection. These have been fully considered and informed the approach of the Draft SSM.
- 5.4 The consultation on the Draft SSM took place in September and October 2011 and was facilitated by 7 consultation questions to focus debate. The consultation was with targeted stakeholders including landowners, developers, agents, statutory agencies and town and parish councils. 34 responses were received principally from key agencies, Parish and Town Councils and from agents representing developers or landowners. From these 29 respondents, approximately 256 separate comments were made. The key comments made are set out in the main report section below. In addition a more detailed summary of comments received to the consultation together with the Council's response are set out in Annex 1.

REPORT

6.0 REPORT DETAILS

6.1 The SSM is a key tool in assessing sites submitted to the Council for potential allocation in both the Local Plan Sites Document and the Helmsley Plan (which is being prepared jointly with the North York Moors National Park). The SSM brings together many factors which have a bearing on the choice of suitable sites for development, and represents an objective and transparent method for assessing sites. It enables sites to be considered both individually (how they perform against the SSM questions by themselves) and cumulatively (how they compare to other sites put forward). The SSM will also form an integral part of the detailed Sustainability Appraisal of the Local Plan Sites document and Helmsley plan.

6.2 Members will be aware that a Draft SSM was agreed at the 10 March 2011 meeting of Council with targeted stakeholders including landowners, developers, agents, statutory agencies and town and parish councils (min 99 refers). The consultation took place (see consultation section below) between September and October 2011. The comments received to the consultation together with the Council's response are set out in Annex 1.

6.3 This report sets out the key changes necessary to finalise the SSM. These are needed to reflect:

- Responses to consultation
- Local and national changes
- Developer Contributions and the Community Infrastructure Levy (CIL)

This report also updates the position on the use of the SSM as a material consideration in planning decisions.

6.4 As the March 2011 report to Council on the draft SSM sets out, the process involved in allocating sites requires the consideration of a significant number of factors. With over 600 sites submitted, this cannot be done in an 'ad hoc' way and the SSM represents an objective method to assist in making an informed choice of which sites are taken forward for allocation. There needs to be a clear audit trail to support the allocation of development sites, including reasons why sites have been chosen or rejected from inclusion as allocations in the allocations documents. The approach taken to site selection will be a key area that is scrutinised when the Local Plan Sites Document and the Helmsley Plan are examined. On this basis, the SSM should be considered as a tool which provides a framework for the informed choice of sites for allocation rather than an end in itself.

6.5 Members will be aware that the Draft SSM proposed 3 separate stages of consideration. These were:

- **Stage 1** - an initial sift of sites which do not fit with the approach of the Local Plan Strategy. This relates to sites which have as part of their development the key land uses of housing, employment and retail. For housing this means assessing sites in the towns – Malton and Norton, Pickering, Kirkbymoorside and Helmsley and the key service villages – Amotherby/ Swinton, Ampleforth, Beadlam/Nawton, Hovingham, Rillington, Sheriff Hutton, Sherburn, Slingsby, Staxton and Willerby, and Thornton le Dale. For employment this involves assessing sites only in the towns, as a criteria based policy approach is applied to the villages. For retail this

involves the consideration of new non-food retail sites – where put forward - in Malton as the Principal Town Centre and then Norton, Pickering, Kirkbymoorside and Helmsley as Local Town Centres. For food retailing this involves appropriate sites only in Malton depending on the capacity available taking into account retail commitments. Also as part of Stage 1, sites which have significant constraints that effectively prevent the site (or part thereof) coming forward for development such as nature conservation or heritage assets, will be discounted (or that part of the site affected)

- **Stage 2** – made up of three assessment levels to allow comparisons between the various factors and to take into account the weighting of those factors. These are:
 - **Assessment 1** - considers key strategic considerations – accessibility, highways and flood risk - which are considered to have more significant weight.
 - **Assessment 2** - considers groups of detailed social, economic and environmental thematic considerations which influence and inform relative merits of each site.
 - **Assessment 3** - considers the deliverability of the site in terms of physical, commercial, legal and other factors. It also assesses whether contributions can be secured from the development of the site to fund necessary infrastructure to deliver the objectives of the plan. Although it should be noted that this will be an ongoing discussion and negotiation with the development industry.
- **Stage 3** – represents the outcome of Stages 1 and 2 to enable Officers to make informed choices based on the results of the detailed assessment.

These stages enable the weighting of key factors to be taken into account, whilst allowing comparison with a range of other factors. Whilst Stage 3 is concerned with the commercial deliverability of a site – it is an essential component in the selection of sites.

Responses to Consultation

- 6.6 As part of the consultation on the Draft SSM a number of points - in many cases points of detail – have been raised. Detailed responses to comments received are set out Annex 1. However the key points are summarised below:

General

- Agreement in having a SSM and in relating them to the plan and sustainability objectives
- Majority agreement to the principle of a site sift under Stage 1 subject to alignment with the LPS terminology. Suggestion that HSE zones should also be included here
- General agreement to the prioritisation of factors under Stage 2 – Assessment Level 1 though with consideration of potentially improved accessibility from new development
- Support for not numerically scoring sites and considering sites in the balance

Development Industry

- The SSM is too onerous and costly – introducing issues which are premature at the allocation stage when no certainty that sites may be taken forward – could be cost prohibitive. SSM should therefore be streamlined as only major developers with the largest sites will be successful

- Questions are too detailed/ too complex for the allocation stage
- Questions on developer contributions invite developers to offer a financial contribution which is premature and cannot be 'sound'.
- Unclear about how relationship to the development limits or built form of the settlement is considered apart from the issue of coalescence at Q11
- Concern that some responses should have neutral scores rather than perceived penalty of negative scores when mitigation not possible.
- Concern over lack of clarity around scoring, in particular how it will be quantified, compared or accumulated to determine the acceptability of a site.
- Suggestion that the SSM should not be too prescriptive and allow flexibility for local circumstances
- Greater acknowledgement should be given to the benefits of working with landowners/ agents
- Concern that SSM is not tailored to sites being considered through the Helmsley Plan
- Fit with the Objectives seem dominated by Ryedale objectives and not the National Park.
- Concern over exclusion of sites that partially lie in Flood Zone 3b
- Concern over parity of flood risk factors and consider that sites with flood risk that can be fully mitigated should be the same as sites with no flood risk
- Concern that the then Core Strategy was at a draft stage and that the strategy may change with other settlements being added.
- Suggestion of a smaller site threshold being appropriate.
- Consideration of flood risk in the SSM conflicts with national planning policy – should rely on that
- Concerns about the reliance on the SHLAA at Q52 as it is only a raw assessment of a site's potential
- SSM should consider variable density levels taking into account local circumstances
- Suggestion of 'wider benefits' being taken into account
- Too much emphasis on prioritising previously developed land

Agencies, Groups, Town and Parish Councils

- SSM should ensure that biodiversity, geodiversity, special landscapes, nature conservation sites and natural resources are taken into account.
- Suggestions of revisions to the flood risk section to better reflect national policy and revised scoring.
- Suggestions of climate change resilience measures for Q36
- Additional question suggested related to proximity to Waste Water Treatment Works
- Suggested change to scoring of SuDs for Q35
- Suggested amendment to Q 48 to include 'impact'
- Should only sift designated heritage assets at Stage 1 and wording should reflect national policy.
- Suggest question relating to the reuse or adaptation of existing buildings
- Include input from the Highways Agency for Q43 and Q44
- Geology needs to be mentioned alongside Species and Habitat and Heritage Asset.
- No definition of employment uses, community uses, the elderly and "significant harm to heritage assets".
- Need careful consideration of the environmental impact of development both in

- terms of the built and natural environment
- Concern over SSM not taking into account equitable split of housing between service villages.
- Do not wish development to adversely affect service villages.
- SSM is formulaic
- Council should be aware of the Malton and Norton Neighbourhood Plan when considering site selection

6.7 Importantly, the principle of having a SSM was accepted by the vast majority of respondents. On this basis it is considered that the broad structure and content of the draft SSM (as outlined above) remains appropriate and that a number of changes are required to address points of concern raised from the consultation. The key suggested changes are set out here, however further detailed changes are set out in Annexes 1 and 2:

- Amend questions relating to developer contributions
- Add question relating to the relationship of the site to existing development or commercial limits
- Add 'smell' to amenity consideration in Q29.
- Provide greater clarity to supporting text of Q39.
- Amend scoring on Q18 to have a single minus for sites which have investigated waste reduction, however only limited measures are achievable.
- Revise threshold to have 0.3ha for the Market Towns and 0.15ha for the Service Villages, reflecting the smaller scale of development in Service Villages.
- Amend wording on page 17 relating to Flood Zone 3b to add "for built development" after "that part of the site will not be considered further".
- Revise questions to flood risk in line with response from the Environment Agency.
- Add in potential 'resilience measures' to Q36 as suggested by the Environment Agency.
- Add in question relating to Waste Water Treatment Works (WWTW) as suggested by Yorkshire Water.
- Amend Q35 scoring for SuDs in line with Yorkshire Water response and change name to Sustainable Drainage Systems.
- Revise Q48 to include the word 'impact'
- Amend phrasing of Stage 1 sift relating to heritage assets to reflect national policy in line with English Heritage response
- Include reference to the Highways Agency in Q43 and Q44.
- Make specific reference to LPS Policies and North York Moors National Park Core Strategy policies in the SSM where relevant.

Local and National Changes

6.8 There are also a number of changes required to the SSM to reflect recent changes, both at a local and national level, since 2011. Members will be aware of the progression of the Local Plan Strategy (LPS) through the Examination process. The Local Plan Strategy therefore has reached an advanced stage, supported by the Inspector's 'Interim Conclusions'. Given that the SSM is a tool for selecting sites, the LPS is integral to the application of the SSM. Specifically it is important for the application of Stage 1 of the SSM approach as well as other thematic policies of the LPS being relevant to Stage 2 and the assessment of outcomes in Stage 3.

6.9 Whilst there is outstanding consultation on the further proposed changes for the LPS, Officers believe it is appropriate for the SSM to be finalised to ensure swift progression of the Helmsley Plan and Local Plan Sites Document. Members should note that the Draft SSM was prepared on the basis of the Draft Core Strategy

document from 2010. Therefore it is also considered that the finalisation of the SSM should be done on the basis of the latest version of the LPS with the changes included (that is the proposed changes and further proposed changes). On this basis, it is suggested the following changes to the Draft SSM should be made as a result of the latest version of the LPS:

- Reflect the latest version of LPS objectives in the SSM
- Ensure that wording of LPS is reflected in the Stage 1 sift including reference to sites 'at' the settlements.
- Amend Q14 of the SSM to reflect the Energy Hierarchy set out in LPS Policy SP18
- Amend Q17 of the SSM to reflect amended Policy SP18 relating to Sustainable Building Standards
- Update Q41 and Q42 to reflect the latest version of the LPS, in terms of affordable housing target and threshold as well as elderly provision.
- Update Q54 and Q55 on Developer Contributions as set out in para 8.9 below
- Ensure internal consistency of the SSM in relation to reference to the Helmsley Plan being progressed in conjunction with the North York Moors National Park.
- Ensure that any other minor consequential amendments are made to the SSM as a result of changes to the LPS.
- Ensure internal consistency of SSM in terms of references to Helmsley Plan.

6.10 Clearly if the Inspector's report results in further changes to the LPS which would have implications for the SSM, a further report would be brought back to Members.

6.11 Since the Draft SSM was produced, National Planning Policy has changed with the introduction of the National Planning Policy Framework (NPPF). Whilst this change represents a significant simplification of national planning policy, the core planning principles of national policy remain in the NPPF, albeit expressed with greater brevity. On this basis, Officers are of the view that this does not present any implications for the SSM itself in terms of substantive amendments. However as the SSM does refer to national policy in relation to a number of areas such as flood risk, it will be necessary to update these references – both in the supporting text and the questions - as necessary.

Developer Contributions and Community Infrastructure Levy (CIL)

6.12 The SSM also seeks to provide a consideration of the critical balance between delivering development that best meets the objectives of the LPS, yet remaining deliverable and developable. Assessment 3 of Stage 2 of the SSM in particular covers Deliverability and Developability. As outlined in the March 2011 report to Council, the subject of developer contributions is an area where significant discussion and negotiation with developers is necessary, even at the allocations stage. When the draft SSM was prepared, the Council had not commissioned any work on the Community Infrastructure Levy (CIL) and indeed there was doubt at the time whether the Coalition Government was minded to continue with the CIL approach to developer contributions. The Government has confirmed its support for the continuation of the CIL approach and has subsequently brought in revised regulations and guidance. In light of this, the Council commissioned Peter Brett Associates in December 2012 to undertake work on CIL with the aim of introducing a CIL Charging Schedule which will set a standard levy or charge per sq m of qualifying development. Whilst many forms of District wide infrastructure will be funded through CIL, it is important to note that on-site developer contributions, such as affordable housing, will continue to be collected via the Section 106 (s106) Legal Agreement. Section 106 agreements will continue to be the subject of negotiation, however it

should be noted that CIL is a fixed charge on development which is intended to give certainty to developers about the costs in developing a site. The CIL Charging Schedule will be supported by a viability assessment which takes into account a range of factors and costs including s106 developers contributions. It will also be subject to Independent Examination to ensure compliance with the Regulations.

- 6.13 In light of this, and also in light of the significant response from developers on this subject, the SSM will need to be updated to reflect this change. Specifically question 55 of the Draft SSM assessed whether the £5,10,15k per dwelling is achievable and was based on the Affordable Housing Viability Study undertaken for the LPS. This will need to be updated in light of the work on CIL and the stage of the LPS. Officers propose that Q55 will simply reflect whether the requirements of the CIL charging schedule can be met. Question 54 will consequently be amended to just reflect whether the normal range of s106 requirements can be met. Together these amended questions will assess the ability of a site to provide appropriate levels of developer contributions.
- 6.14 A summary of the proposed changes to the SSM, incorporating all those mentioned above, is available in Annex 2.
- 6.15 Officers consider that the changes necessary to finalise the SSM, as outlined in this report, do not substantially alter the nature of the SSM. It is considered that as the key principles of the SSM were supported by consultation, it is an appropriate mechanism for informing choices on sites. On this basis Members are asked to agree the recommendations set out in para 2.1.

Site Selection Methodology and the Development Management Process

- 6.16 As outlined above, the SSM is not a policy document in itself, but rather a tool to inform objective choices around sites. On this basis the role of the SSM is primarily for plan-making and specifically enabling comparisons between a range of competing sites for potential allocation. In agreeing the draft SSM, Members agreed to use it for Development Management purposes. However planning applications in the future will in most cases – given its advanced stage - be judged against the LPS. Officers therefore consider that the SSM, taken in isolation, will have a limited role in guiding planning decisions. Any decision will need to be taken in conjunction with other relevant evidence depending on the nature of the proposal. Key evidence documents include the Strategic Housing Land Availability Assessment (SHLAA), Strategic Housing Market Assessment (SHMA), Employment Land Reviews (ELR) and Retail Capacity Studies (RCS). As the Local Plan Sites document and Helmsley Plan progress through the plan making stages, they will start to be given weight in planning decisions in line with para 216 of the NPPF.

Next steps

- 6.17 The SSM will be finalised and then published on the Council's website. It will also be circulated amongst landowners, developer and their agents. Officers will then apply the SSM to the sites with results being set out in a grid by settlement. This will form part of the choice of preferred sites for consultation. Any outstanding information will be requested from the proposers of the sites to ensure that the assessment can be undertaken as fully as possible. It is also important to note that this is an iterative process as it will also be dependent on receiving information from statutory consultees (such as flood risk from the Environment Agency) and any assessment work (such as highway modelling from NYCC/ Highways Agency). The precise timescales will be set out in a future report to Policy and Resources Committee regarding the progression of the Local Plan Sites document and Helmsley Plan including any consequential revisions required to the Local Development Scheme.

7.0 IMPLICATIONS

7.1 The following implications have been identified:

a) Financial

The preparation of the Ryedale Plan is covered by the existing service budget.

b) Legal

The Local Plan Sites document and Helmsley Plan will form part of the statutory Development Plan for Ryedale on adoption. It is essential that their preparation follows the provisions and procedure laid out in the Planning & Compulsory Purchase Act (2004) (as amended by the Localism Act 2011) and the Town & Country Planning (Local Planning) (England) Regulations 2012.

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

The SSM is a site selection tool which is carried out as part of the preparation of the Local Plan Sites and Helmsley Plan. The Local Plan Sites document and Helmsley Plan will be subject to Sustainability Appraisal (SA), incorporating Strategic Environmental Assessment and Habitat Regulation Assessment. The SSM is an integral element of the SA process as the assessment is based on the both the objectives of the Ryedale Plan and the North York Moors Core Strategy. An Equality Impact Assessment (EqIA) of the Local Plan Sites document and Helmsley Plan will also be undertaken as part of their preparation.

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Background Papers:

Local Plan Strategy (LPS): Publication Version
Proposed Modifications and Further Proposed Modifications to the LPS
Draft Site Selection Methodology
Draft Core Strategy - Summer 2010
Draft Core Strategy Sustainability Appraisal Report – July 2010
Summer 2009 Consultation Comments and the Council's Response – July 2010
National Planning Policy Framework (NPPF) – March 2012

Background Papers are available for inspection at:
Ryedale House and <http://ldf.ryedale.gov.uk>

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Site Selection Methodology - RISK MATRIX

Issue/Risk	Consequences if allowed to happen	Likelihood	Impact	Mitigation	Mitigated Likelihood	Mitigated Impact
<p>The Site Selection Methodology (SSM) relies on information from a number of bodies – including the development industry, statutory agencies and partners - to enable the assessment to be fully undertaken. This reliance on others requires careful management to ensure that timescales are adhered to and could lead to some uncertainty.</p>	<p>Delay in the production of the Local Plan Sites Document and Helmsley Plan</p>	<p>Not Likely</p>	<p>Medium</p>	<p>Considered to be a low level risk, as there is an inherent interest in proposers of sites providing adequate information in a timely manner. Early consultation with other statutory and non-statutory stakeholders will also help to reduce any potential delays in progressing the Local Plan Sites document and Helmsley Plan.</p>	<p>Not Likely</p>	<p>Minor</p>
<p>Progression of the Local Plan Sites document and Helmsley plan is reliant on the LPS being found 'sound' and progressing to adoption. Risk is that the LPS is not found sound or that further work or consultation is required.</p>	<p>Uncertainty in being able to apply the SSM and consequently delay in the production of the Local Plan Sites Document and Helmsley Plan</p>	<p>Not Likely</p>	<p>Major</p>	<p>The risk associated with the specific recommendations of this report is considered to be relatively low as the Inspector conducting the Examination into the Local Plan Strategy has produced an 'Interim Conclusions' report which considers that many elements of the LPS are sound and that the housing elements of the LPS can potentially be made sound. Changes to the LPS are currently subject to consultation however.</p>	<p>Not Likely</p>	<p>Minor</p>

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Annex 1 – Draft Site Selection Methodology Comments and the Council’s Response

Theme/ Stage	Issues raised	• Respondent	Response by Council
General	<ul style="list-style-type: none"> • Welcome option to discuss comments, in particular in relation to soundness. • Concerned about the lack of evidence of a joined up approach to the Helmsley DPD, and in respect of a duty to co-operate, therefore objects to SSM on the basis of its failure to provide a suitable approach to land allocations in Helmsley. • Site selection should be tailored to the purpose for which the site is to be developed. Not a one-size fits all. Should be looking to create attractive, low density spacious properties to attract investors (as well as employment land), not just high density affordable homes. SSM should acknowledge that sites on the edge of towns are best suited to providing this housing. Current approach fails to recognise the important demand for this type of development. • Council understands general approach, but finds methodology highly prescriptive and formulaic. In practice, some flexibility will be needed in the 	<ul style="list-style-type: none"> • Directions Planning Consultancy o.b.o Redrow Homes Yorkshire • Barton Willmore o.b.o Wharfedale Homes • Mark Southerton • Helmsley Town Council 	<p>Noted.</p> <p>The Council doesn’t accept this is the case. The Council is committed to working jointly with the North York Moors national Park (NYMNP) to produce the Helmsley Plan. The SSM has been deliberately tailored to both Ryedale’s and NYMNP’s objectives to ensure consistency and relevant questions are asked. As the SSM will be used for both the Helmsley Plan and the Local Plan Sites Document, this is considered to be a suitable approach.</p> <p>The SSM is to enable objective analysis of sites individually as well as together with other sites submitted in the settlement. This assists in making transparent decisions which can be justified and take into account sustainability considerations. It is important to recognise that it is a tool to assist in the consideration of sites rather than an end in itself. Q21 specifically refers to “appropriate density” rather than a prescribed density level (reflecting the LPS), and therefore takes account of the context of the site within the settlement.</p> <p>The SSM is to enable objective analysis of sites individually as well as together with other sites submitted in the settlement. This assists in making transparent decisions which can be justified and take</p>

	<p>assessment of individual sites. Looks forward to making a full contribution to the Helmsley DPD.</p> <ul style="list-style-type: none"> • Made comment in respect of the site he has submitted and what the site can offer (comments added to sites comments) • Request full consideration of our interests in the process of selecting and assessing sites for allocation, include biodiversity; Geodiversity; landscape character and quality; green infrastructure; access to countryside and other open space; protection and enhancement of soils; and environmental land management. • Support the inclusion of accessibility and transport assessments and travel planning criteria in the draft SSM. • Request that it should be recognised that the Highways Agency feed in their analysis as part of the SSM approach 	<ul style="list-style-type: none"> • J C Fields • Natural England • Highways Agency 	<p>into account sustainability considerations. It is important to recognise that it is a tool to assist in the consideration of sites rather than an end in itself. Comments noted, though they are site specific rather than commenting on the Draft SSM.</p> <p>Noted. The Council agrees that this should be the case and considers that the SSM does take all of these considerations into account.</p> <p>Noted.</p> <p>Agreed. The SSM will be amended to include reference to input from the Highways Agency on highway matters.</p>
<p>1. Do you agree with the overall approach of linking the SSM to the objectives of the Core Strategy and Sustainability Appraisal?</p>	<ul style="list-style-type: none"> • In general, agree in respect of the questions, but wish to include a 1000 homes cap, and a phasing of sites (1,2,3), and sets out various criteria for assessing sites for housing and employment. • Generally supportive • Doesn't fully accord with aims and objectives of NPPF. • Aims to introduce consideration of issues which should be considered at a 	<ul style="list-style-type: none"> • Malton Town Council • Pickering T. Council • Directions Planning Consultancy o.b.o Redrow Homes Yorkshire 	<p>These comments relate to issues being considered through the LPS. In relation to the phasing of sites, this is not an element being considered through the SSM, however it will be something which is considered through consultation on the Local Plan Sites Document and Helmsley Plan.</p> <p>Noted.</p> <p>General support for approach noted. However the Council disagrees that the SSM doesn't accord with the NPPF. Since the SSM consultation, the final NPPF was published in March 2012. The Council considers</p>

	<p>planning application stage.</p> <ul style="list-style-type: none"> • Scoring could be prejudicial, dialogue should be continuous with developers to resolve any inaccurate scoring and address any issues. • Premature to ask about financial contributions and economic viability, as part of site selection, cannot be lawful. Realistic policy assumptions coupled with site-specific requirements where they are necessary. • Support principle and overall approach, but have concerns relating to some questions being used for site selection scoring. <ul style="list-style-type: none"> • Supports principle of a SSM which accords with policies and objectives of the Core Strategy, and this needs to be clearer. Regarding linkage to SA, agrees with principle, but that the level of detail required is commensurate with the stage of the LDF process, and not onerous and unnecessary. • Object. The SSM should also reflect the objectives of the NYMNP core Strategy and SA, as well as those of Ryedale DC. Currently Ryedale's take priority. 	<ul style="list-style-type: none"> • Barton Willmore o.b.o David Wilson Homes. (Y.E Div.) • Barton Willmore o.b.o Wharfedale Homes 	<p>that the SSM is consistent with this. It is essential that the Council identifies a deliverable supply of site allocations and therefore, it is necessary to require a certain level of information at this stage. Clearly this will be dependent on the scale of the site. The Council have not adopted a scoring approach in strict terms. However it enables a comparative assessment of sites so that balanced decisions can be made, taking into account a range of sustainability factors. The Council does not consider it premature to ask questions relating to developer contributions, as this is an essential element of ensuring the plan and associated infrastructure requirements are deliverable. However, Q54 and Q55 will be amended to reflect whether the normal range of s106 requirements can be met and whether the requirements set out in the CIL Charging Schedule (work is underway on this) can also be met. Support noted. The Council believes that, with the changes proposed to the SSM, the level of detail required through this process is appropriate.</p> <p>The Council disagrees with this assessment. The SSM makes clear how the objectives of Ryedale and the NYMNP mesh. The NYMNP Core Strategy has fewer objectives than those in the LPS, and this is a product of it being a Core Strategy covering a National Park. However the SSM clearly demonstrates there is a close fit between them.</p>
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	<ul style="list-style-type: none"> • Agree with overall approach. • Agree to overall approach of linking SSM with Core Strategy and SA. Agree with having an SSM for transparency. But consider it is too complex, unworkable and requires too much information upfront at such an early stage in site consideration. • Agree. • Consider that CS objectives need revision, regarding location of housing and RRCHs should be reinstated. • Approach supported in principle, given need for objective assessment, but consider site-by-site approach fails to give sufficient weight to the benefits of working closely with landowners who are able to deliver a comprehensive approach to phasing and delivery of development sites. • Document is overly complex, and is not accessible for the average local landowner. • Council appears focused on technical assessments, which goes against Govt. thinking which is moving towards 'presumption in favour'. 	<ul style="list-style-type: none"> • Flaxton Parish Council • Ward Hadaway obo Washford Ltd and Willowtree Ltd. • North East Yorkshire Geology Trust • Ward Hadaway obo Birdsall Estates • Smiths Gore obo Mr J M Douglas, Fitzwilliam Trust Corporation and Mr WR Peacock 	<p>Noted.</p> <p>Support in principle noted. It is essential that the Council identifies a deliverable supply of site allocations and therefore, it is necessary to require a certain level of information at this stage. Clearly this will be dependent on the scale of the site. As site allocations establish the principle of development, it is appropriate that enough information on a range of factors is received to ensure that sites best meet the objectives of the plan. The Council disagrees that the SSM is unworkable.</p> <p>Noted.</p> <p>This is a policy representation relating to the progression of the LPS, as the objectives set out in the SSM simply reflect the LPS. Therefore the LPS Examination is considering this issue.</p> <p>Support noted. Disagree that the SSM fails to recognise need to work closely with proposers of sites. Clearly the SSM will be an iterative process that requires ongoing discussion with proposers of sites. It is essential that the Council identifies a deliverable supply of site allocations and therefore, it is necessary to require a certain level of information at this stage. As site allocations establish the principle of development, it is appropriate that enough information on a range of factors is received to ensure that sites best meet the objectives of the plan. The Council therefore does not consider the document to be overly complex. The Council only refers to technical assessments that are normally required as part of the plan-making process. Clearly</p>
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	<ul style="list-style-type: none"> • SSM to focused and steers development towards national and major developers, makes no allowances for the local or smaller developer. It is biased towards those developers who have got themselves into good positions with landowners, and impinges upon the prospects of those landowners (mentioned) who prefer to remain independent of developers. • Main attraction of the SSM is the removal of development limits, thus releasing more land for housing within villages. Current plot is outside development limits, thankful that this SSM returns this to development land status. • Agree. • SSM is fine as far as it goes, but omits a vital stage. It does not contain a mechanism to evenly (as far as possible) distribute housing within the Service Villages, this must be included in the Methodology. • Linking to CS and SA is too complex and convoluted. SSM should focus on principal issues: conformity to Settlement Hierarchy, SHLAA and SA findings, accessibility, flood risk and development constraints. 	<ul style="list-style-type: none"> • Executors of Harold Linley • D and J Cossins • Nawton Parish Council • Carter Jonas obo the Hovingham Estate, Wintringham Estate and Dr R Wheeler. 	<p>the level of information required is a product of the scale of the site. The Council has to balance the certainty of a site allocation being brought forward against asking for a reasonable amount of information need to support the site. On this basis the SSM, with the suggested amendments in this schedule, is appropriate.</p> <p>The SSM does not remove development limits. These will be reviewed and adjusted through the Local Plan Sites Document around any allocations made.</p> <p>Noted. The SSM is not the mechanism for the final choices on sites, it is a tool to assist in making choices. The distribution of development between service villages will reflect the policy approach set out in the LPS. Whilst this gives steer on the distribution of development it is not a prescriptive approach and depends on choices made in the preparation Local Plan Sites Document following consultation. Linking the SA and LPS objectives is essential to ensuring sustainable choices are made on the most appropriate sites. Clearly a key part of the SSM is applying LPS policy such as the settlement hierarchy The questions of the SSM do cover all those other elements you have highlighted, within the umbrella of sustainability considerations.</p>
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	<ul style="list-style-type: none"> • Support general approach adopted in this methodology and strong links shown to the Core Strategy and SA. • Endorse approach of linking SSM to CS and SA. Ensure that sites which come forward do not compromise delivery of the Vision and Objectives of the CS, and that the sites not chosen are likely to be shown as unsustainable. 	<ul style="list-style-type: none"> • Yorkshire Water • English Heritage 	<p>Noted.</p> <p>Noted and agreed.</p>
<p>2. Stage 1 – Do you agree with the detail of the ‘sift’ set out in Stage 1?</p>	<ul style="list-style-type: none"> • In general, agree in respect of the questions, but wish to include a 1000 homes cap, and a phasing of sites (1,2,3), and sets out various criteria for assessing sites for housing and employment. • Generally supportive • Should be making allocations for employment land in villages, or allowing expansion of existing sites, otherwise unsustainable approach. • Concerned about no clear definition of employment uses, should not just be restricted to B uses • Concerned that no definition of community facilities, and that some facilities would also constitute suitable employment • Support the stage 1 sift on p.17, subject to concerns and issues outlined in table 	<ul style="list-style-type: none"> • Malton Town Council • Pickering T. Council • D. Baines • Directions Planning Consultancy o.b.o 	<p>These comments relate to issues being considered through the LPS. In relation to the phasing of sites, this is not an element being considered through the SSM, however it will be something which is considered through consultation on the Local Plan Sites Document and Helmsley Plan.</p> <p>Noted.</p> <p>These comments relate to issues being considered through the LPS. The SSM simply applies the approach set out in the LPS and in this regard, a criteria based policy approach supports employment outside of the towns and the expansion of existing businesses. The LPS is clear that only ‘B’ uses are considered in terms of employment development. However allocations could also be made for retail development which also is an employment generating use. No specific allocations will be made for community uses in the Local Plan Sites Document, unless it is part of a wider mixed use site involving and element of housing, employment or retail. The LPS sets out what ‘community facilities’ means.</p> <p>Support noted.</p>

	<p>2</p> <ul style="list-style-type: none"> • Support applying initial filter to remove unsuitable sites – pragmatic. However, instead of ‘assessing only sites in the towns’ should be re-worded to: ‘assessing only sites which would support the needs of the towns’. Further clarity provided to define what would constitute ‘significant harm to heritage assets’. • Agree with stage 1 sift in so far as fitting with the Core Strategy. However, object to detailed text, which is not sufficiently aligned with C.S, as text refers to only in towns, whereas policy refers to within and adjacent. Needs to be amended. • Objects- the SSM refers to sites only in the towns, whereas the Core Strategy Objectives refer to sites in an adjacent the built up area. The text must be amended to reflect the CS objectives. • Also need clarification on whether is referring to the physical form of the town, or development limits, which in the NYMNP side of Helmsley, do not exist. Needs clarification. • Objects to the lack of reference to CS policies which are being used. • Objects to the lack of reference of NYMNP policies. • Object to exclusion of part of a site 	<p>Redrow Homes Yorkshire</p> <ul style="list-style-type: none"> • FLP • Barton Willmore o.b.o David Wilson Homes. (Y.E Div.) • Barton Willmore o.b.o Wharfedale Homes 	<p>Support noted. The application of the Sift at stage 1 reflects the LPS approach. The Council considers that the suggested alternative is too loose. However this section will be re-worded to state sites “at” the settlements rather than “in” to clarify that this includes sites outside of the current development limits at the towns and service villages. The Council is amending the term “significant harm” to reflect comments made by English Heritage..</p> <p>As stated above, in line with proposed changes to the LPS, this section will be re-worded to state sites “at” the settlements rather than “in” to clarify that this includes sites outside of the current development limits at the towns and service villages.</p> <p>As stated above, in line with proposed changes to the LPS, this section will be re-worded to state sites “at” the settlements rather than “in” to clarify that this includes sites outside of the current development limits at the towns and service villages. It is considered that the change to “at” the towns is clear for all instances including Helmsley. The Council are also adding an additional question to the SSM to consider the sites relationship to the settlement in Stage 2 Assessment Level 2 It is considered that these changes, taken together, clarify this issue. The Council will also clarify which LPS Policies the SSM is referring to. Reference will also be mad to relevant NYMNP policies.</p> <p>The Council will be applying national policy relating</p>
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	<p>which is flood zone 3b, this land may be used for appropriate uses (such as open space) ensuring a more efficient use of the site as a whole.</p> <ul style="list-style-type: none"> • Support assessing only sites in the towns and key service villages, in the service villages there should be an assessment of the size of the site and its impact on the village. • Agree with approach to link SSM to CS and SA, but concerned about the presumption of the settlement hierarchy being established, as CS is not finalised. It could be refined in light of consultation. Hope that SSM could be open to review should the settlement hierarchy should change at a later stage in the process. • Methodology should allow assessment of sites outside of towns and key service villages, to be assessed on their individual relative merit. The current process is relatively crude, and is immediately discounting potentially suitable housing sites. • Agree in large, but should be potential for other settlements to provide appropriate land for housing, subject to meeting other appropriate assessment 	<ul style="list-style-type: none"> • Flaxton Parish Council • Edwardson Associates 	<p>to flood risk which Stage 1 of the SSM reflects. However the Council agrees that water compatible uses could be appropriate as part of the wider development of the site, in line with the NPPF. On this basis, it is proposed to amend the text on page 17 of the SSM to say: “Where sites are partially in Flood Zone 3b, that part of the site will not be considered further for built development” Noted.</p> <p>The SSM reflects the Policies of the LPS and will be amended if any further changes are made to the LPS. Clearly at the time of the SSM consultation, the LPS was only at a draft stage. These representations relate to the progression of the LPS and are issues being considered through the Examination.</p>
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	<p>criteria.</p> <ul style="list-style-type: none"> • Agree that majority of developments should be directed to market towns. Agree that sites which cause significant harm to national/international nature conservation sites should be sieved at stage 1, Council should make clear what is meant by ‘significant harm’ and what are defined to be national/international nature conservation sites. • Agree that sites wholly within Flood zone 3b (or part of a site) should be discounted. (need to be clear about the flood zone areas information). • No, geology needs to be mentioned alongside species and habits under nature conservation sites. It is also a heritage asset. • Disagree that sites outside the towns and service villages are to be ruled out. Draft NPPF requires planning authorities in rural areas to respond to local circumstances and reflect local requirements. Ask that Council revisit RRCHs model. Some employment may also require a rural location. Noted that tourism and leisure are not subject to SSM, and this is supported, as they are likely to be in a rural area. • Agree. • First stage should eliminate sites which 	<ul style="list-style-type: none"> • Ward Hadaway obo Washford Ltd and Willowtree Ltd. • North East Yorkshire Geology Trust • Ward Hadaway obo Birdsall Estates • D and J Cossins • Carter Jonas obo 	<p>Support noted. Definition of significant harm will be reflect NPPF phrasing – see comments in reply to English Heritage. The Council considers that nationally and internationally protected nature conservation sites are self-explanatory and do not need further definition. The flood zone data will be the latest available information from the Environment Agency.</p> <p>The Council disagrees that geology should be part of the Stage 1 sift as it is not an absolute constraint to development. Geology is covered in stage 2, Assessment Level 2 and this is considered appropriate.</p> <p>These are comments in relation to the LPS rather than the SSM. These issues are being considered through the LPS Examination.</p> <p>Noted. Support noted. HSE Zones are not necessarily an</p>
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	<p>cannot or should not be developed. Sites subject to one or more insurmountable major constraints should be rejected. Stage 1 should also exclude sites in HSE zones.</p> <ul style="list-style-type: none"> • Support the detail of the sift set out in stage 1, and endorse proposals to not consider sites which are likely to result in significant harm to heritage assets. However, would benefit from some amendments: <ul style="list-style-type: none"> a) Only designated heritage assets should be ruled out at this stage. b) Wording should more closely reflect PPS5 and draft NPPF: “or would involve substantial harm to or loss of designated heritage assets will not be considered further”. 	<p>the Hovingham Estate and Dr R Wheeler.</p> <ul style="list-style-type: none"> • English Heritage 	<p>absolute constraint depending on the relationship of the site and type of use. However the Council recognises that it is an important consideration and the SSM does already reflect this issue in Stage 2, Assessment Level 2.</p> <p>Support noted. The Council agrees that clarification on this subject should be made as outlined, except that national policy is now reflected in the finalised NPPF published in March 2012.</p>
<p>3. Stage 1 – Do you agree with the threshold of sites at or above 0.3ha being considered further through Stage 2?</p>	<ul style="list-style-type: none"> • In general, agree in respect of the questions, but wish to include a 1000 homes cap, and a phasing of sites (1,2,3), and sets out various criteria for assessing sites for housing and employment. • Generally supportive • Support, subject to larger sites not being penalised as they would have a greater impact, and a reasonable spread of allocations being made . • Does not object to the threshold, but there is no qualification for its use. 	<ul style="list-style-type: none"> • Malton Town Council • Pickering T. Council • Directions Planning Consultancy o.b.o Redrow Homes Yorkshire • Barton Willmore o.b.o David Wilson Homes. (Y.E Div.) 	<p>These comments relate to issues being considered through the LPS. In relation to the phasing of sites, this is not an element being considered through the SSM, however it will be something which is considered through consultation on the Local Plan Sites Document and Helmsley Plan.</p> <p>Support noted. Support noted.</p> <p>Lack of objection noted.</p>

	<ul style="list-style-type: none"> • No, should evaluate smaller sites- acknowledge that they will make a positive contribution to the future supply of land, and reduce the need for larger sites and reduce the impact on the edge of the towns. • Agree threshold of 0.3ha, any sites below this would be assessed as windfall sites. • Agree with threshold for towns and villages, but consider that development should be allowed to come forward in other locations, and that this may be on sites greater or less than 0.3 ha • Note minimum size threshold, sites of this size will struggle with the costs of providing information about the site. Methodology favours the larger sites, which can better stand the costs of providing technical information. • Agree • Threshold is at a reasonable level. 	<p>and Barton Willmore o.b.o Wharfedale Homes</p> <ul style="list-style-type: none"> • Edwardson Associates • Ward Hadaway obo Washford Ltd and Willowtree Ltd. • Ward Hadaway obo Birdsall Estates • Smiths Gore obo Mr J M Douglas, Fitzwilliam Trust Corporation and Mr WR Peacock • D and J Cossins • Carter Jonas obo the Hovingham Estate, 	<p>The Council notes the response. Given the scale of development proposed in service villages is less than that in the Market Towns, the Council suggests having a different threshold for Service Villages of 0.15ha. The threshold for the Principal Town and Local Service Centres will remain at 0.3ha. This is considered an appropriate balance. Support noted.</p> <p>The Council notes the response. Given the scale of development proposed in service villages is less than that in the Market Towns, the Council suggests having a different threshold for Service Villages of 0.15ha. The threshold for the Principal Town and Local Service Centres will remain at 0.3ha. This is considered an appropriate balance. The Council will not be allocating sites outside of the settlement hierarchy in line with the LPS. It is essential that the Council identifies a deliverable supply of site allocations and therefore, it is necessary to require a certain level of information at this stage. The Council has to balance the certainty of a site allocation being brought forward against asking for a reasonable amount of information need to support the site. It is not considered that the SSM will unfairly affect the progression of smaller sites. Noted. Noted.</p>
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		Wintringham and Dr R Wheeler.	
<p>4. Stage 2 – Assessment level 1 – Do you agree with the prioritisation of accessibility, highways and flood risk as having additional weight in the choice of sites?</p>	<ul style="list-style-type: none"> • In general, agree in respect of the questions, but wish to include a 1000 homes cap, and a phasing of sites (1,2,3), and sets out various criteria for assessing sites for housing and employment. • Generally supportive • Acceptable, subject to consultation responses from statutory consultees, being passed to the site promoter for comment and response before being sieved, as supplemental information could be provided. • Accept the three factors are generically those to which the most weight should be given, could be for individual sites another factor, which could provide significant harm/benefit. • Support and suggest prominence to 'results in assess. 1stage 2 will be analysed in detail then compared to the results of Assess. 2 and 3 to arrive at a balanced view of suitability of the site. • For Q1A the distances which equate to these times should be stated • P.22 sites reported in order to allow comparison, any attempt to order them by outcome would prejudice the decision to not adopt a scoring system. • Agree that they should be prioritised. 	<ul style="list-style-type: none"> • Malton Town Council • Pickering T. Council • Directions Planning Consultancy o.b.o Redrow Homes Yorkshire • FLP • Barton Willmore o.b.o David Wilson 	<p>These comments relate to issues being considered through the LPS. In relation to the phasing of sites, this is not an element being considered through the SSM, however it will be something which is considered through consultation on the Local Plan Sites Document and Helmsley Plan.</p> <p>Support noted</p> <p>Noted. The Council will make proposers of sites aware of statutory responses which require further attention.</p> <p>Noted. The Council will assume an average walking speed which gives a standardised walking distance for each 5 minute band. The Council considers that the comparison of sites will assist in making choices on sites and does not constitute scoring.</p> <p>Noted</p>

	<ul style="list-style-type: none"> • Does not object in principle to the prioritisation of these criteria, but objects to the rating system reg. Flooding, when such issues could be mitigatable, and therefore should not adversely affect rating. • Agree that accessibility is an important consideration. However, SSM has overlooked, and should include assessment of where improvement may be brought about by a particular site being developed. • Agree with importance of flooding as an issue, consider that the SSM need not duplicate PPS25 guidance nor create a new scoring system. The scoring system is not clear, and conflicts with PPS25 guidance. Also assessment of RIZ does not have a clear distinction between the zones, indeed some overlap. • Impact on the highway is an important consideration. North Yorkshire CC must enter into dialogue with landowners before concluding the acceptability of sites, particularly where dev. Contributions may lead to highway improvements. • Agree • All things being equal, agree with prioritisation, but should also consider 	<p>Homes. (Y.E Div.)</p> <ul style="list-style-type: none"> • Barton Willmore o.b.o Wharfedale Homes • Ward Hadaway obo Washford Ltd and Willowtree Ltd • North East Yorkshire Geology Trust • Ward Hadaway obo Birdsall Estates 	<p>Noted. The Council disagrees with the assessment that sites with no flood risk should be categorised the same as sites which are affected by flood risk but which are capable of mitigation. However changes to the flood risk questions of the SSM are being made in line with comments from the Environment Agency. Whilst not specifically referred to, the Council will consider accessibility to the site in line with the proposals put forward. Therefore if an improvement is suggested, this will be included in the assessment. The SSM will simply apply flood risk in line with national planning policy. RIZ zones are a specific concern in relation to the flood defences in Malton and Norton and due note will be taken of them in line with national planning policy and guidance, the SFRA and the advice of the Environment Agency. The Council notes the comments relating to NYCC, and confirms that responses of the statutory agencies will be made available where additional information is required.</p> <p>Noted.</p> <p>Noted. Enabling Development is an issue relating to the LPS and is being considered through the</p>
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	<p>the wider benefits of a particular site (mentions responding to a conservation deficit)</p> <ul style="list-style-type: none"> • Agree. • Approach is consistent with PPS1 and PPS3, in seeking to achieve sustainable communities. Also support the prioritisation of accessibility, in accordance with NPPF. However, landowners whose sites have poor accessibility should be given the opportunity to rectify the situation. • Support the sifting out of sites in Flood Zone 3b, or parts of sites in FZ 3B at Stage 1 of the SSM. 	<ul style="list-style-type: none"> • D and J Cossins • Carter Jonas obo the Hovingham Estate, Wintringham Estate and Dr R Wheeler. • Environment Agency 	<p>Examination.</p> <p>Noted.</p> <p>Noted. Whilst not specifically referred to, the Council will consider accessibility to the site in line with the proposals put forward. Therefore if an improvement is suggested, this will be included in the assessment. Opportunity will be given to proposers of sites to respond to the assessment of their site through the SSM.</p> <p>Noted.</p>
<p>5. Stage 2 – Assessment level 2 – Do you agree with the range of factors chosen to gauge the performance of a site? Are there any other factors do you think that should feature here?</p>	<ul style="list-style-type: none"> • In general, agree in respect of the questions, but wish to include a 1000 homes cap, and a phasing of sites (1,2,3), and sets out various criteria for assessing sites for housing and employment. • All factors should be included. Highlighted in particular ‘cultural heritage’, natural resources, community facilities, utilities and infrastructure, and further consideration of meeting the needs of the elderly (in particular those suffering from dementia) • Acceptable subject to concerns being addressed as raised in table 2 (response below), particular issues regarding scoring pertain to: 	<ul style="list-style-type: none"> • Malton Town Council • Pickering T. Council • Directions Planning Consultancy o.b.o Redrow Homes Yorkshire 	<p>These comments relate to issues being considered through the LPS. In relation to the phasing of sites, this is not an element being considered through the SSM, however it will be something which is considered through consultation on the Local Plan Sites Document and Helmsley Plan.</p> <p>Noted.</p> <p>Noted. Response to detailed comments on objectives set out below under ‘Table 2’. Comments on mitigation and enhancement of biodiversity noted and it is considered that Stage 2, Assessment Level 2</p>

	<p>-Appropriate mitigation and enhancement of biodiversity</p> <p>-low carbon and RE development, premature to assess- progressing rapidly – don't know what will be available in future, and need to be considered with blg sustainability and waste reduction.</p> <p>-should be no presumption on B.F land, and remediation can be conditioned, Density can be considered at the PA stage</p> <p>-Most greenfield sites will fall in BMVA classification, support site thresholds to score where there is greatest loss of ag. Land</p> <p>-Amenity- should consider smell, suitable mitigation measures should be discussed with the site promoter, potential loss of light, privacy overbearing effect are design issues to consider at PA stage, gen. amenity can be protected through good design.</p> <p>- premature to require FRA or SUDs to support allocation at this stage</p> <p>- People issues around secure by design, modal shift etc, premature to consider at allocation stage.</p> <p>-Affordable housing, impossible to know what the requirements and viability will be at time application is made.</p> <p>Community</p>		<p>of SSM reflects this. Low carbon and RE development</p> <p>- the Council does not consider this is premature at this stage as need to know how site perform across a range if sustainability principles. However it is important to note that Q14, Q17 and Q18 are being amended to reflect the latest version of the LPS and responses to consultation. There is no presumption in favour of PDL in the SSM as such, however the reuse of PDL is one positive consideration amongst many others, reflecting national planning policy. Comments on BVV agricultural land noted and it is considered the SSM reflects these considerations. Agree that 'smell' should be added to the list of amenity considerations for Q29. It is anticipated that there will be an ongoing dialogue with proposers of sites in relation to the SSM. The Council considers that it is appropriate to consider flood risk and drainage concerns at this point as well as 'people' SSM issues to ensure sustainable choices are made around site allocations. Affordable housing is an important consideration and this is an element which needs to be considered now in line with latest LPS policy. In terms of community facilities, utilities and infrastructure, Q54 and Q55 are being amended to reflect the latest LPS policy and the emerging work on a CIL charging schedule. This is considered entirely appropriate to ensure that the infrastructure necessary to support the Ryedale Plan, can be delivered through the sites chosen for allocation.</p>
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	<p>facilities/utilities/infrastructure- premature to require detailed submission, and expect that some mitigation will be likely. Larger sites may have a larger impact, but also provide benefits. Impossible to quantify off/on site provision- should come out of the scoring system.</p> <ul style="list-style-type: none"> • It is possible that the site will fit into none of the categories and have a neutral impact, should consider inclusion of scoring a neutral outcome. • Most of the questions assess very specific matters of detail (Q14,19,38B and45)- which could lead to unfair assessment, if it not clear whether it really is capable- scoring should reflect whether it is capable, and extra scoring if the detail is presented. • Q14-16 and E (LC and RE) this will be addressed through the BRegs process, therefore shouldn't have a negative scoring. Consider + category in addition to ++ category. • Q17, should be amended, inappropriate that the achievement of a mandatory level is awarded a negative score. • Q36- site specific s may mean that limited or no measures are necessary to address climate change- should not receive a negative score • Q39- better define what feature of a 	<ul style="list-style-type: none"> • FLP 	<p>Noted. The Council does not consider it is necessary to include another classification of neutral. Sites will be compared against each other at a settlement level and this comparison enables choices to be made across a range of factors, rather than any single issue in isolation. Where sites are incapable of accommodating or utilising certain factors which would have beneficial sustainable outcomes, then this should be considered more negatively than those that can. However again it is essential that sites considered through the SSM will be considered against each other at a settlement level. Please note that Q14 and Q17 are being amended to reflect revisions to the SSM. In most cases some elements can be built into a scheme to provide climate change resilience. If a site is not capable, then that sustainability outcome is not achieved and therefore attracts a negative result in the SSM. This is considered appropriate. The Council agrees that the supporting text to Q39 could be better defined to assist proposers of sites. Q41 and Q42 will require updating to reflect the latest version of the LPS, in terms of affordable housing target and threshold as well as elderly provision. However the SHMA still is an important evidence base for the assessing need,</p>
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	<p>scheme will contribute to attracting a balanced living and working community.</p> <ul style="list-style-type: none"> • Q41-42- should be assessed against Council's affordable housing policy, not the SHMA, the latter informs policy and DC decisions. • Agrees with broad range of factors chosen to gauge performance of the site, but objects to Q11's wording and rating. It penalises sites that are out of existing settlements, but have no affect on coalescence; when compared to sites that fall within the built form. There should be no difference. Also reference to the built form requires clarification, is it physical form or development limits? Should be the former. • Agrees with broad range of factors, but objects to two criteria: Q11 penalises sites which are outside of existing settlements, regardless of whether they cause coalescence, against sites within settlements. Reference to built form needs clarification, is it physical form or Development Limits? Should be former. Q36, flood risk, where it is mitigatable should not be penalised, and it does not differentiate that flood risk may only affect part of a site. • C2- needs some modification, as unlikely that many, if any, development 	<ul style="list-style-type: none"> • Barton Willmore o.b.o David Wilson Homes. (Y.E Div.) • Barton Willmore o.b.o Wharfedale Homes • Edwardson Associates 	<p>housing mix and tenure.</p> <p>Noted. The Council considers that an additional question should be added to the SSM to reflect the relationship of the site to the existing commercial or development limits, depending on the nature of the development.</p> <p>Noted. The Council considers that an additional question should be added to the SSM to reflect the relationship of the site to the existing commercial or development limits, depending on the nature of the development.</p> <p>C2 is an SA objective and the questions which flow from it are listed next to this. The Council recognises</p>
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	<p>sites will maintain and enhance the quality of the landscape, focus should be on minimising impacts, should flow through stages 1 and 2.</p> <ul style="list-style-type: none"> • Agree that the Council needs to assess other factors than those in assessment 1. But requires too much information from developers/landowners, requiring information normally provided at application stage. This would require significant expense with no guarantee of allocation/permission. Should be streamlined to concentrate on key factors at the allocations stage, such as the principle of location of development in key settlements. • Yes, but should include geological feature in Q13. • A further factor which should carry additional weight in the choice of sites is the wider benefits of a particular site/overall proposal. • Concerned about the level and scale of information required. Prohibitively expensive for smaller local land owners, especially since not guarantee of a site being acceptable. • Consider that the SSM could isolate landowners and potentially restrict the growth of Ryedale. • Unreasonable to expect developers or landowners to provide this level of 	<ul style="list-style-type: none"> • Ward Hadaway obo Washford Ltd and Willowtree Ltd. • North East Yorkshire Geology Trust • Ward Hadaway obo Birdsall Estates • Smiths Gore obo Mr J M Douglas, Fitzwilliam Trust Corporation and Mr WR Peacock • Carter Jonas obo the Hovingham Estate, 	<p>that development will have an impact on the landscape and that it is essential that this is minimised through the choices of sites as well as mitigation measures.</p> <p>Noted. It is essential that the Council identifies a deliverable supply of site allocations and therefore, it is necessary to require a certain level of information at this stage. Clearly this will be dependent on the scale of the site. As site allocations establish the principle of development, it is appropriate that enough information on a range of factors is received to ensure that sites best meet the objectives of the plan. Assessment Level 1 of Stage 2 shows where a number of key factors are considered, however the many other factors in Assessment Levels 2 and 3 are essential to ensures sites for allocation are the most appropriate and sustainable.</p> <p>Geological features are considered under Q5. Including this in Q13 would represent duplication. The SSM as a whole is an assessment of the proposed development as a whole, taking into account wider benefits.</p> <p>It is essential that the Council identifies a deliverable supply of site allocations and therefore, it is necessary to require a certain level of information at this stage. The Council has to balance the certainty of a site allocation being brought forward against asking for a reasonable amount of information need to support the site. It is not considered that the SSM will unfairly affect the progression of smaller sites.</p> <p>Noted. It is essential that the Council identifies a deliverable supply of site allocations and therefore, it</p>
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	<p>information. Site layout, landscaping, housing mix and developer contributions should be dealt with at the planning application stage.</p> <ul style="list-style-type: none"> • Methodology also places undue emphasis on the use of PDL before Greenfield, this concept has been abandoned by the NPPF. • Number of environmental constraints which may affect the size. Scale, form and delivery of sites, including designated sites for nature conservation and landscape, UK BAP habitats/species, opportunities for biodiversity gain, ancient woodland and access to green space. • May find Nature on the map website useful to source information on conservation sites and habitats. • Aim to avoid damaging existing biodiversity and look to enhance opportunities to enhance biodiversity through delivery of the LBAP targets. Further information about national BAP is available on the JNCC website. • Cannot advise on presence of protected species, non-statutory sites and species records may be obtained from the local Wildlife Trust and Local Records Centre. 	<p>WIntringham Estate and Dr R Wheeler.</p> <ul style="list-style-type: none"> • Natural England 	<p>is necessary to require a certain level of information at this stage. Clearly this will be dependent on the scale of the site. As site allocations establish the principle of development, it is appropriate that enough information on a range of factors is received to ensure that sites best meet the objectives of the plan. The Council does not consider that the emphasis on PDL is inappropriate. However it remains only one consideration to be balance against others. The LPS recognises that there are limited brownfield opportunities and that a significant amount of Greenfield sites will be needed. Noted. The Council considers that the SSM does take account of all of these considerations.</p>
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	<ul style="list-style-type: none">• Should attach appropriate weight to Geodiversity interests of designated sites and within the wider environment, and maximise opportunities to enhance geodiversity.• SSM useful starting point to consider soils and ensure their protection. Need to consider protection of BMV agricultural land, unless wider sustainability objectives. Should use the Agric. Land Classification.• SSM should include thorough examination of the impacts on landscape character, in particular those designated landscapes. A landscape character approach should underpin and guide decisions on development and set out criteria based policies for landscape character areas.• Green Infrastructure, and integral part of sustainable communities. SSM process can provide a useful starting point for the provision of GI. One important function of the provision of GI is for new opportunities for access to open space. Should use ANGSt to provide a set of bench marks to ensure that new housing and existing housing has access to nature. Refers to CABI Space Guidance 'Start with the Park' (2005). Should be considered at an early stage so it is deliverable at the plan stage.		
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	<ul style="list-style-type: none"> • Support inclusion of accessibility, transport assessments and travel planning criteria. • In relation to Q43 confirm that the Malton and Norton STA does not replace need for detailed transport assessment • Confirm that HA will feed in information from Network Analysis Tool to Q43 and Q44. 		<p>Support noted. The Council agrees that the detailed transport assessment is required for Malton and Norton at the allocations stage. The Council will amend Q43 and Q44 to reflect the involvement of the HA in this matter alongside NYCC. The Council welcomes the ongoing input from the HA regarding Q43 and Q44</p>
<p>6. Stage 2 – Assessment level 3 – Do you agree with the deliverability and developability factors? Are there any others you think we should consider?</p>	<ul style="list-style-type: none"> • In general, agree in respect of the questions, but wish to include a 1000 homes cap, and a phasing of sites (1,2,3), and sets out various criteria for assessing sites for housing and employment. • Strongly supported- will establish realistic likelihood of delivery. • Regarding developer contributions they should not form part of the assessment but are a legitimate part of the planning process. Should be examined, not in an SPD. Charging schedule has no place in a scoring system, need to ensure development remains viable. • Agrees. • Agrees in principle, but objects, due to the reliance on the SHLAA, which will not have the same level of detail available as in the SSM, should be part of the assessment with supplementary 	<ul style="list-style-type: none"> • Malton Town Council • Directions Planning Consultancy o.b.o Redrow Homes Yorkshire • Barton Willmore o.b.o David Wilson Homes. (Y.E Div.) • Barton Willmore o.b.o Wharfedale Homes 	<p>These comments relate to issues being considered through the LPS. In relation to the phasing of sites, this is not an element being considered through the SSM, however it will be something which is considered through consultation on the Local Plan Sites Document and Helmsley Plan.</p> <p>Support noted. The Council disagrees that developer contributions as a factor should not be part of the SSM process. However given the need to reflect the latest version of the LPS and the eventual production of a CIL charging schedule, Q54 and Q55 are being revised in this way.</p> <p>Noted</p> <p>Noted. Q52 has regard to the SHLAA as part of the assessment of housing sites, however this is only one factor and the SSM overall itself takes into account a range of detailed factors.</p>

	<p>information provided when necessary.</p> <ul style="list-style-type: none"> • Out of context with level 2, generic consideration based on SHLAA criterion (which is being updated, and therefore not sure if it is the appropriate document to assess delivery against). The SHLAA does not consider the mitigation measures that would make a site suitable for development, nor does it consider financial contributions or other improvements that the development of a site could bring. • Q54 and Q55 will be difficult to answer at a strategic planning level, and do not take account of site viability, a site with abnormal costs may not be able to deliver expected financial contributions, thus performing poorly in the SSM, when the development may have site-specific regeneration improvements/ accessibility enhancement. • Agree, but Q54 should include Geodiversity compensation measures • Support assessment of whether a site is deliverable or developable. Agree that SHLAA should be the starting point, but SHLAA findings are not always accurate or up-to-date. • Agree. • SHLAA and ELR should be key determinate of whether a site is 	<ul style="list-style-type: none"> • Ward Hadaway obo Washford Ltd and Willowtree Ltd. • North East Yorkshire Geology Trust • Ward Hadaway obo Birdsall Estates • D and J Cossins • Carter Jonas obo the Hovingham 	<p>Noted. Q52 has regard to the SHLAA as part of the assessment of housing sites, however this is only one factor and the SSM overall itself takes into account a range of detailed factors. Q54 and 55 are being amended to reflect the latest version of the LPS and the production of a CIL charging schedule, but contributions remain an important consideration in ensuring development and infrastructure requirements are considered.</p> <p>The Council disagrees that ‘geodiversity compensation measures’ should be included on Q54, as it is not a developer contribution as such. Support noted. The SHLAA should be considered a starting point and the SSM itself helps to consider more detailed as well as wider factors.</p> <p>Noted. The SHLAA and ELR are one of a number of considerations which the SSM takes into account.</p>
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	deliverable or developable.	Estate, Wintringham Estate and Dr R Wheeler.	
7. Do you agree with the proposed 'categorisation' and 'rating' approach to the consideration of sites through the various stages as opposed to a numeric scoring system?	<ul style="list-style-type: none"> • In general, agree in respect of the questions, but wish to include a 1000 homes cap, and a phasing of sites (1,2,3), and sets out various criteria for assessing sites for housing and employment. • Support categorisation of sites, but no real difference to scoring system. Welcome Council's commitment in stage 3 to continue on-going dialogue with site promoters to ensure necessary information is provided. • Support the categorisation and rating approach and recognition that the SSM will not allocate sites but is to provide an objective process to site selection. • Agrees in principle with categorising certain criteria and rating the outcome, but that some form of numerical comparison is inevitable. Currently object to lack of clarity and distinction in the SSM on how the rating approach will be quantified or accumulated to determine site acceptability. It is inevitable that both a quantitative and qualitative approach will be required-application of professional judgement. It is imperative that the quantitative element is transparent, and that the qualitative exercise is fair and 	<ul style="list-style-type: none"> • Malton Town Council • Directions Planning Consultancy o.b.o Redrow Homes Yorkshire • FLP • Barton Willmore o.b.o David Wilson Homes. (Y.E Div.) 	<p>These comments relate to issues being considered through the LPS. In relation to the phasing of sites, this is not an element being considered through the SSM, however it will be something which is considered through consultation on the Local Plan Sites Document and Helmsley Plan.</p> <p>Support noted. The Council does consider that the SSM is not a strict scoring mechanism. The outcomes of the assessment are a measure of the overall sustainability of the development of a site.</p> <p>Support noted.</p> <p>Noted. The Council has chosen a non-numerical method of assessing sites rather than a strict scoring mechanism in line with sustainability and plan objectives. To have a system which does not have a quantitative element is effectively scoring and would not allow for professional judgment or 'flexibility'. The SSM is clear that sites will be compared against each other in terms of their performance on range of factors. There are also 'overall' ratings for each section under Stage 2. This is considered to be the best balance in ensuring a consistent approach to site selection, whilst providing a tool for professional judgement on the acceptability of sites.</p>

	<p>consistent. Should also make clear a certain degree of flexibility, depending on local circumstances and wider planning benefits.</p> <ul style="list-style-type: none"> • Object. Current approach lacks clarity in the scoring, and numeric system would give greater clarity. Site selection should be qualitative and quantitative. It should be transparent, and consistent, and go into greater detail. As currently drafted SSM does not give sufficient detail. SSM need to have some flexibility, depending on local circumstances and wider planning benefits. • Whatever approach is adopted, the individual merits of all the sites need to be assessed. Rather than a crude sieve. Settlement Hierarchy should not be the determining factor. The true merits of the site should be a key consideration in any initial appraisal of site suitability. • Re. employment land this will necessitate using land from outside existing settlement boundaries, and that allocations should avoid sites likely to exacerbate traffic problems in the towns. • Find the SSM over complicated and confusing. In the absence of a scoring system, no clear guidance how sites will 	<ul style="list-style-type: none"> • Barton Willmore o.b.o Wharfedale Homes • Edwardson Associates • Ward Hadaway obo Washford Ltd and Willowtree Ltd. 	<p>Noted. The Council has chosen a non-numerical method of assessing sites rather than a strict scoring mechanism in line with sustainability and plan objectives. To have a system which does have a quantitative element is effectively scoring and would not allow for professional judgment or ‘flexibility’.</p> <p>The SSM is clear that sites will be compared against each other in terms of their performance on range of factors. There are also ‘overall’ ratings for each section under Stage 2. This is considered to be the best balance in ensuring a consistent approach to site selection, whilst providing a tool for professional judgement on the acceptability of sites.</p> <p>This is a comment in relation to the LPS and which is being considered through Examination. The SSM simply applies the LPS approach to sieve sites which do not fit with this approach. The SSM reflects the Policies of the LPS and will be amended if any further changes are made to the LPS. Clearly at the time of the SSM consultation, the LPS was only at a draft stage. Traffic considerations will be taken into account through Stage 2, Assessment Level 1 and 2 of the SSM.</p> <p>The SSM is clear that sites will be compared against each other in terms of their performance on range of factors. There are also ‘overall’ ratings for each</p>
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	<p>be assessed against each other. Agree Council should not use a numeric scoring system, as it does not allow flexibility for officer view/experience. The SSM should be streamlined. Should consider the principles of good planning as set out in National Planning Policy and NPPF, with development on PDL coming first in the most sustainable locations. Majority of the questions in Level 2 are better considered at the pre-application/application stage.</p> <ul style="list-style-type: none"> • Yes, numeric scoring systems are totally subjective and lead to meaningless averages being used. • Agree in general terms, but rightly and properly planning involves judgements and must not be reduced to being a 'tick box' exercise. • Agree. • Catagorisation and weighting is unclear, as no weighting is given to different sections/q's. Any system should be transparent and show how the different sites have been appraised. Currently it is not sufficiently transparent. • Suggest a meeting is arranged to discuss what weighting should be used in respect of flood risk, as in draft form the SSM does not attribute weighting. 	<ul style="list-style-type: none"> • North East Yorkshire Geology Trust • Ward Hadaway obo Birdsall Estates • D and J Cossins • Carter Jonas obo the Hovingham Estate, Wintringham Estate and Dr R Wheeler. • Environment Agency 	<p>section under Stage 2. This is considered to be the best balance in ensuring a consistent approach to site selection, whilst providing a tool for professional judgement on the acceptability of sites. The Council considers that the SSM is consistent with the NPPF – particularly plan-making principles and indeed does refer to the development of PDL land. It is essential that the Council identifies a deliverable supply of site allocations and therefore, it is necessary to require a certain level of information at this stage. Clearly this will be dependent on the scale of the site. The Council believes that, with the changes proposed to the SSM, the level of detail required through this process is appropriate.</p> <p>Support noted.</p> <p>Support noted.</p> <p>Support noted.</p> <p>The SSM is clear that sites will be compared against each other in terms of their performance on range of factors. There are also 'overall' ratings for each section under Stage 2. This is considered to be the best balance in ensuring a consistent approach to site selection, whilst providing a tool for professional judgement on the acceptability of sites.</p> <p>A meeting took place with the Environment Agency on this matter and the Council agrees to make amendments to the SSM as set out in the EA's comments below (listed under Table 2 comments)</p>
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	<ul style="list-style-type: none"> • Support categorisation and rating, a numeric system can result in people assuming that the total can be added up to establish what sites are appropriate, but such an approach ignores the fact that a site which scores highly, might, nonetheless, have significant adverse impacts, making it inappropriate for development. 	<ul style="list-style-type: none"> • English Heritage 	Support noted.
Table 2 comments	<ul style="list-style-type: none"> • A1 – should seek to understand relationship and compatibility to surrounding uses, and provide a logical rounding off of the settlement boundary • A2 - impossible to know housing mix and proportion of affordable housing. Should be deleted from the assessment • A3 – detailed design issues should only be determined at the planning application stage • B3 – sites cannot be chosen by the level of financial contribution that a site promoter purports to offer now, which will not be based on any real knowledge of viability. • C1- support in principle, but protected and unprotected trees, hedgerows and ancient woodland can be satisfactorily accommodated within development. • C2- sensitive sites which are well located physically to the existing settlement can provide opportunities to enhance existing landscape 	<ul style="list-style-type: none"> • Directions Planning Consultancy o.b.o Redrow Homes Yorkshire 	Comments noted. As a general point, the points raised concern the plan and sustainability objectives which are effectively 'set'. However the Council has the following comments in response: A1 - The Council considers that an additional question should be added to the SSM to reflect the relationship of the site to the existing commercial or development limits, depending on the nature of the development. A2 – The Council disagrees, this is a factor which should be considered at this stage to meet the objectives of the LPS and NYMNP Core Strategy. A3 - The Council disagrees, this is a factor which should be considered at this stage to meet the objectives of the LPS and NYMNP Core Strategy. B3 - The Council disagrees, this is a factor which should be considered at this stage to meet the objectives of the LPS and NYMNP Core Strategy. However, amendments to Q54 and Q55 are being made to reflect the latest version of the LPS and work on CIL. C1 – Noted. C2 – Noted. C3 – Noted. That is what the SSM is intended to assess. TA/ TP work is not premature as needed to assess whether site is acceptable at this stage. C4 – Flood risk – as set out in the EA comments – is an important element and thorough consideration

	<p>character, provide habitats and new access to amenity areas for community benefit.</p> <ul style="list-style-type: none"> • C3 – should acknowledge new development will place pressure on the highway network, but that it can be mitigated, to undertake a transport assessment/travel plan is premature. Generic work by LPA for future infrastructure requirements should be sufficient. • C4- FRA would only be undertaken at the planning application stage. • C6- laudable, but again relevant at the planning application stage, continuous improvements are coming through building regulations, gradual intro. Of CfSH will achieve these aims better than individual site specific requirements for on-site renewable energy. • C7- needs to be greater off-site renewable energy for developers to link into, a local plan policy that encourages the provision of major renewable schemes by utility providers would be better. • C8- NPPF does not allow for sequentially using brownfield first, more about sustainability of sites, appropriate density- depend on negotiation at planning application stage, taking into account, character of 		<p>needs to be undertaken at the site allocation stage as guided by the EA and national policy. C6 – Noted. Q14 and Q17 are being amended to reflect the latest version of the LPS. C7 – Noted. This relates to the LPS, which is undergoing Examination. The SSM will reflect the latest LPS policy. C8 – The finalised version of the NPPF was published in March 2012 and it is considered the SSM (in Q20) reflects this. C11 – The Council does not consider this is premature at this stage. Waste infrastructure is set out in the Council’s Infrastructure Delivery Plan.</p>
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	<p>the area, market demand etc.</p> <ul style="list-style-type: none"> • C11 – premature to set out site specific recycling intentions, also depends on proximity of local services and Council’s own services. • Suggest weighting based on flood zone: Q2A - Flood zone 1 ++ Flood zone 2 + Flood zone 3 - Q2B- Flood zone 3a (defences below 1:50) -- Flood zone 3a (defences 1:100) + Flood zone 3a (defences 1:50 to less 1:100) – Undertaken after the application of a sequential test. • Q3- should be before 2B, to assess development vulnerability classification and apply sequential test. Also suggest splitting into Flood Zone 2 and 3. Vulnerability: <table border="1" data-bbox="607 954 1079 1066"> <thead> <tr> <th>F. Zone</th> <th>Low</th> <th>Med</th> <th>High</th> </tr> </thead> <tbody> <tr> <td>FZ2</td> <td>++</td> <td>+</td> <td>-</td> </tr> <tr> <td>FZ3</td> <td>+</td> <td>-</td> <td>--</td> </tr> </tbody> </table> <p>Sequential and exceptions tests should be applied.</p> <p>Consideration of Rapid Inundation Zones, should be fully considered at Stage 2 Q3, not at Stage 3 Q31A</p> <p>Do not agree with the rating at Q31A.</p>	F. Zone	Low	Med	High	FZ2	++	+	-	FZ3	+	-	--	<ul style="list-style-type: none"> • Environment Agency 	<p>Comments noted. The Council accepts all the points made, and will amend the SSM in line with them. Specifically: revising flood risk questions, adding in potential resilience measures to Q36, amend phrasing of SUDs to Sustainable Drainage Systems.</p>
F. Zone	Low	Med	High												
FZ2	++	+	-												
FZ3	+	-	--												

	<p>The + at moderate danger to some would mean a risk of safety to children, elderly and the infirm. Propose the following rating. Low + Moderate – Significant - - Extreme - - or ---</p> <ul style="list-style-type: none">• Q36- suggest examples to potentially build in resilience. (a number of these are available in the NE Yorks SFRA chapter 12, section 12.1. Q36 assesses sites with a single additional measure according 1 positive , but it would depend on the measure and the site in question, and adjacent land.• Support overall flood rating assessment in J in Q36, but the SFRA did not fully consider climate change because of the unavailability of data.• Support and welcome the following questions, their content and weightings: Q31, 32,33,34,35,54.• Q22 –approve of prioritising sites which are likely to require remediation. However, would question the ratings, just because remediation proposals are not provided for a site with potential contamination, does not mean the site cannot be remediated and would not benefit from remediation.• Q25- we approved of the assessment, in order to protect quality of ground		
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	<p>water within SPZs (particularly z1) should be given a high weighting.</p> <ul style="list-style-type: none">• Need to make the sentence describing 'functional floodplain' clearer, by referring to FZ 3B, not FZ3.• Remove 'urban' from Sustainable Urban Drainage Systems- outdated.• Q33, should mention 2 sets of surface water maps available from the environment agency – Areas Susceptible to Surface water Flooding, and Flood Map for surface water, as well the critical drainage areas identified in the NE Yorkshire SFRA.• Re. Waste Water Treatment Works (WWTW), the general standard for a buffer is 400m, although development can take place closer providing proper investigation of odour levels. It is advisable for a developer/agent to consult YW where a site falls within 400m.	<ul style="list-style-type: none">• Yorkshire Water	<p>Noted. The Council considers that an additional question should be added which reflects a WWTW Buffer.</p>
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Annex 2 – Main Changes required to finalise the Site Selection Methodology

In light of consultation responses, amend the SSM as follows:

- Add question relating to the relationship of the site to existing development or commercial limits
- Add 'smell' to amenity considerations in Q29.
- Amend scoring on Q18 to have a single minus for sites which have investigated waste reduction, however only limited measures are achievable.
- Revise threshold to have 0.3ha for the Market Towns and 0.15ha for the Service Villages, reflecting the smaller scale of development in Service Villages
- Revise questions to flood risk in line with response from the Environment Agency.
- Add in potential 'resilience measures' to Q36 as suggested by the Environment Agency.
- Add in question relating to Waste Water Treatment Works (WWTW) as suggested by Yorkshire Water.
- Amend Q35 scoring for SuDs in line with Yorkshire Water response and change name to Sustainable Drainage Systems (SDS).
- Revise Q48 to include the word 'impact'
- Amend phrasing of Stage 1 sift relating to heritage assets to reflect national policy in line with English Heritage response
- Include reference to the Highways Agency in Q43 and Q44.

Reflect the latest proposed and further proposed changes to the LPS, specifically:

- Reflect the latest version of LPS objectives in the SSM
- Ensure that wording of LPS is reflected in the Stage 1 sift including reference to sites 'at' the settlements.
- Amend Q14 of the SSM to reflect the Energy Hierarchy set out in LPS Policy SP18
- Amend Q17 of the SSM to reflect amended Policy SP18 relating to Sustainable Building Standards
- Update Q54 and Q55 on Developer Contributions as set out in ¶ 8.9 below
- Ensure that any other minor consequential amendments are made to the SSM as a result of changes to the LPS.

Amend questions relating to developer contributions as follows:

- Question 54 will consequently be amended to just reflect whether the normal range of s106 requirements can be met.
- Update Q55 to reflect whether the requirements of the CIL charging schedule can be met.

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PART A:	MATTERS DEALT WITH UNDER DELEGATED POWERS
REPORT TO:	POLICY AND RESOURCES COMMITTEE
DATE:	14 FEBRUARY 2013
REPORT OF THE:	HEAD OF ECONOMY AND INFRASTRUCTURE JULIAN RUDD
TITLE OF REPORT:	MILTON ROOMS DEVELOPMENT
WARDS AFFECTED:	PRIMARILY MALTON AND NORTON BUT ALL WARDS INDIRECTLY

EXECUTIVE SUMMARY

1.0 PURPOSE OF REPORT

- 1.1 The report outlines the need for a robust Options Appraisal and Business Plan that demonstrates the viability and sustainability of proposals for the Milton Rooms to become a successful arts venue and seeks Members' approval of funding towards this work.

2.0 RECOMMENDATION

- 2.1 It is recommended that Members consider in principle support for the proposals subject to officers identifying sufficient funds within the 2013/2014 budget.

3.0 REASON FOR RECOMMENDATION

- 3.1 The Council holds a long lease on the Milton and Assembly Rooms buildings, parts of which are significantly underused and in need of extensive internal refurbishment.
- 3.2 The building complex is a Grade II Listed Building within the Malton (Town Centre) Conservation Area. As such there is a statutory duty on the Council to protect the character and future of this historic building. As the Council is also the enforcement body for Listed Buildings it is even more important that the Council ensures that it fulfils its statutory duties in this respect.
- 3.3 The Milton Rooms Management Committee (MRMC) wish to pursue proposals, with support from the Prince's Regeneration Trust (PRT), to renovate the buildings and enable them to be used their full potential to become a major arts venue for Malton / Norton, the District, and regionally. This will provide significant regeneration benefits for Malton / Norton in general and would have particular benefits for the tourism, catering, hospitality, and arts sectors of the economy, with associated additional employment and would promote Malton as a major cultural hub.

- 3.4 The proposal outlined in this report will help to ensure that the Council can make best beneficial use of its asset by identifying a sustainable long-term use for the building - potentially reducing the cost to the Council of long term maintenance liabilities.
- 3.5 The creative sector is of major importance to the Ryedale economy: the Creative Commissioning process, which the Council is currently undertaking, has identified that it represents:
- 11 professional arts organisations
 - Over 150 micro-enterprises
 - Creative businesses account for c. 1 in 20 of all businesses in Ryedale
 - More than 100 social enterprises
 - In excess of 1,000 volunteers
 - At least 50% of Ryedale residents are engaged in cultural activity
 - Cultural organisations attract more than more than 400,000 visitors per year
 - Inward investment exceeding £1,000,000 per annum
- 3.6 Development of the Milton Rooms as an arts venue and as an arts hub for southern Ryedale will provide an opportunity for further development and growth of this important sector of the local economy.
- 3.7 An Options Appraisal and Business Plan is required in order to demonstrate to potential investors that the proposed use is both appropriate and viable. Other potential funders for this work have been approached, however, £15,500 is now required from the Council in order to enable this work to commence at the earliest opportunity.

4.0 SIGNIFICANT RISKS

- 4.1 Should Members decide not to adopt the recommendations outlined in this report significant risks could include
- Members of the MRMC conclude that their aspirations for the venue are not achievable and are no longer prepared to commit time to the venue. This would result in further on-going period of uncertainty and might ultimately result in the dissolution of the MRMC and responsibility for the whole building (excepting the basement area leased to the Masonic Lodge) reverting to the Council.
 - PRT may conclude that the Council is not committed to the project and may withdraw their support – seriously affecting the ability to deliver a sustainable long-term solution for the building, and significantly reducing opportunities to secure capital funding from heritage and other organisations.
 - There would also be a significant reputational impact on the Council if the above risks transpire.

5.0 POLICY CONTEXT AND CONSULTATION

- 5.1 Council Aim 2: To create the conditions for economic success in Ryedale:
- Improving the vitality of Malton as a retail centre
 - Improving the infrastructure and strengthening the role of the market towns

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

- To maintain the quality of our local environment

Council Aim 4: To have active communities where everyone feels welcome and safe

- Improving the cultural offer in Ryedale

5.2 Consultation on this issue has taken place with the MRMC and PRT.

REPORT

6.0 REPORT DETAILS

- 6.1 A report was presented to Resources Working Party on 13 March 2012 setting out detailed background, proposed approach and matters for consideration in relation to project development.
- 6.2 The Prince's Regeneration Trust (PRT) have been providing advice and officer support to the Milton Rooms Management Committee (MRMC) to assist with developing plans for the venue and identifying funding sources. PRT's support is all offered on a 'pro-bono' basis – there is clearly very significant value to this support but it is offered at no cost to the MRMC. The PRT have stated that they are committed to supporting the project on this basis for as long as it takes to get to the point where MRMC have all the funding and capacity needed to implement the agreed project. They have provided a statement of support, as attached at Annex A.
- 6.3 The PRT are a very effective and highly prominent advocate for the Milton Rooms and their aspirations for the future. Their involvement will greatly enhance the chances of successfully establishing the Milton Rooms as a long-term sustainable venture. One of the major strengths that the PRT bring is the ability to successfully engage key heritage and funding agencies with a project, which then greatly increases the ability to secure the necessary investment to achieve a sustainable solution.
- 6.4 PRT produce case studies of their regeneration projects – two such studies relating to heritage regeneration projects based around historic buildings, which both previously had uncertain futures, are attached at Annex B. Neither of these projects demonstrates exactly the same challenges or opportunities as the Milton Rooms, however, there are some parallels and they demonstrate that over time the initial investment in Heritage Regeneration can pay for itself through increased taxes and reduced benefits and that they also contribute towards the overall economic and social regeneration of an area.
- 6.5 Senior Members and Officers met with representatives of the MRMC and the PRT on 9 May 2012 to discuss proposals. The meeting was very positive and confirmed that a robust business plan was essential.
- 6.6 Since then the MRMC have continued to run their regular programme of events and performances. In addition the MRMC have commissioned a special production of a new play by internationally acclaimed playwright Jim Cartwright entitled 'A Christmas Fair'. The play has received very positive reviews, including from the Guardian (see link below under Background Papers) and has further enhanced the Milton Rooms' standing as an arts venue of regional and even national significance.
- 6.7 PRT's ambassador, Griff Rhys Jones, visited the Milton Rooms and presented a special 'Tea and a Tale' event on 12 November 2012, talking about his experience in saving historic buildings and discussing what the future might hold for the Milton Rooms. This was effectively a public event to publicise the project and the PRT's involvement with, and commitment to, the Milton Rooms. The visit is highlighted in

an article on the PRT's website (see Background Papers link below). The event attracted a capacity crowd of around 300 people, indicating strong support from the local community for the Milton Rooms and their aspirations.

- 6.8 The meeting with Members, Officers and representatives of the MRMC and PRT on 9 May 2012 confirmed that a robust business plan was essential to enable any project to progress. Discussions with the PRT have highlighted that some potential funders will require an initial options appraisal to consider various options and to ensure that the proposed use is appropriate before then developing a business plan for the proposed use.
- 6.9 The outcomes of the proposed work will be to:
- provide a realistic and viable option for development and the long-term future operation of the Milton Rooms
 - greatly reduce uncertainty regarding the future use of the Milton Rooms
 - provide greater certainty regarding any requirements for Council investment
 - enable the Milton Rooms to continue to develop as a major arts venue and to become a hub for the arts in southern Ryedale
 - provide a major draw to encourage more visitors to Malton / Norton and Ryedale
 - contribute significantly towards the regeneration of Malton / Norton and provide economic benefits for a wide range of businesses
 - provide enhanced access to a high quality arts venue for residents of Malton / Norton, Ryedale and surrounding areas
- 6.10 Neither the MRMC or RDC have the funds, capacity or expertise to undertake this work and so a specialist consultant appointment is required. Officers have therefore worked with the MRMC and PRT on the following tasks:
- Development of Options Appraisal and Business Plan Brief
 - Obtained Tenders for this work
 - Interviewed two prospective consultants
 - Completed evaluation of the tenders received
 - Identified Bonnar Keenlyside as preferred consultant
- 6.11 PRT have assisted MRMC to identify potential funding sources for this work and in making high level introductions to organisations that might be of assistance and advocacy on behalf of the MRMC.
- 6.12 The total cost of the Options Appraisal / Business Plan work following the tender exercise outlined above is expected to be £22,000. It was initially envisaged that this cost would be split three ways as set out below, and funding applications have since been made to AHF and GFTA:
- £7,500 Architectural Heritage Fund (AHF),
 - £7,500 Grants for the Arts (GFTA, via Arts Council England (ACE))
 - £7,000 Ryedale District Council.
- 6.13 The AHF application was approved at a reduced amount of £6,500 – and the offer of funding must be taken up by the 1st April.
- 6.14 The MRMC's play 'A Christmas Fair' also entailed an application for funding from GFTA that was submitted prior to that for the Options Appraisal and Business Plan. The Arts Council England (ACE) will only allow one GFTA application at a time from an organisation, unless prior permission has been obtained to submit a second. A request to submit a second application was made and permission was granted to

submit the second application. The application was duly submitted on 4 December 2012. Unfortunately, following the 6 week assessment period MRMC were notified on 18 January 2013 that, despite the application scoring very highly, it had been unsuccessful on this occasion.

- 6.15 Following the tender process and evaluation of proposals it is not considered that a robust Options Appraisal and Business Plan can be produced for less than the £22,000 set out above. In order to enable this work to commence at the earliest opportunity it is therefore proposed that the Council provide a total of £15,500 towards this work (being the balance of funding required).
- 6.16 The proposed work needs to commence as soon as possible for two reasons:
- the offer letter from the AHF states that their grant offer will be withdrawn on 1 April 2013,
 - the longer it takes to secure funding and commence work, the greater the risk that the preferred consultants are committed elsewhere.

7.0 IMPLICATIONS

7.1 The following implications have been identified:

a) Financial

£15,500 is required to finance the recommendations as set out in this report for which there is no budgetary provision. The cost could be met from Council reserves or officers could utilise unallocated funds within the 2013/2014 budget. Should members propose the use of reserves this issue would be a Part B decision for Council.

Depending upon the outcomes of the Options Appraisal / Business Plan, it is likely that a case for further capital investment by the Council to secure the long term success of the venture may be required.

b) Legal

There are no significant legal implications in considering this report

c) Other

There are no significant other implications in considering this report

8.0 NEXT STEPS

- 8.1 Should the proposed funding be approved, the Milton Rooms will appoint Bonnar Keenlyside to undertake the Options Appraisal and Business Planning work.
- 8.2 Further stages will depend upon the outcomes of the above work, however, it is expected that a positive outcome would result in the need for design development, cost estimates and applications for capital funding from various sources (potentially including the Council).

Julian Rudd
Head of Economy and Infrastructure

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Background Papers are available for inspection at:

Referenced committee reports are available at:

<http://democracy.ryedale.gov.uk/ieDocHome.aspx?bcr=1>

Details of the Milton Rooms current programme of events can be found at:

<http://www.themiltonrooms.com/>

The Guardian's Review of A Christmas Fair can be found at

<http://www.guardian.co.uk/stage/2012/dec/17/a-christmas-fair-review>

The Prince's Regeneration Trust website article on Griff Rhys Jones' visit to the Milton Rooms):

<http://www.princes-regeneration.org/press/our-ambassador-griff-rhys-jones-visits-milton-rooms-malton>

ANNEX A – THE PRINCE’S REGENERATION TRUST STATEMENT OF SUPPORT

“The Prince’s Regeneration Trust (PRT) is working with the Milton Rooms to save and restore this beautiful theatre for community benefit and to develop it into a nationally recognised arts venue.

PRT works across the UK saving important redundant historic sites and helping secure sustainable new uses that benefits the community. It believes our heritage spaces and places should not only be saved, but where ever possible, re-used as valuable community-assets.

The national charity became involved in the project to support the expansion and development of the Milton Rooms in 2011. It is providing support and technical advice about the restoration plans as well as helping the theatre secure funds necessary to ensure these ambitious and worthwhile plans come to fruition. PRT wanted to support the project as it is much-loved and well-regarded arts space that truly has community at its heart. It runs successful theatre events and workshops that are widely accessible and inclusive. Its survival and development will bolster the local community and provide opportunity and inspiration to residents and visitors alike.

Ros Kerslake, Chief Executive of the Trust said: “The Prince’s Regeneration Trust is delighted to be supporting The Milton Rooms theatre in their efforts to save the beautiful Georgian Assembly Room. We are well experienced in restoring historic buildings for community benefit and are excited to use this expertise to be able to support this leading innovative arts venue expand. It is such an exciting project and we are hugely proud to be involved.”

ANNEX B – THE PRINCE’S REGENERATION TRUST CASE STUDIES

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Offices at Harvey's Foundry

Case Study: Harvey's Foundry, Hayle, Cornwall

In the 18th and 19th centuries Hayle in Cornwall was a major industrial town producing steam power pumping engines. Harvey's Foundry was world famous for its pumping engines and at its peak employed several thousand people. With the collapse of these traditional industries, and the closure of the Foundry, Hayle suffered considerable economic and social decline and became one of the most deprived areas in West Cornwall. Meanwhile the historic Foundry buildings were abandoned and unused.

Case Study:

Harvey's Foundry (Hayle, Cornwall)



The photos above show the original Drawing Office and some of the regenerated buildings on site

Introduction to the project

Hayle is one of the most deprived areas in West Cornwall, with indices of deprivation worse than some inner city areas. With the collapse of its traditional industries it suffers considerable economic and social deprivation.

Hayle was a major industrial town in the 18th and 19th centuries, with two major foundries: Harvey's and Copperhouse. At their peak these businesses employed several thousand people and produced world class pumping engines, initially for the Cornish tin mines and then for industrial purposes across the world. People from Hayle took their engines to all parts of the world to assemble them on site and get them working. At one time 80% of the world's pumping engines were produced in one of the two Hayle foundries.

However, as technology moved on and steam pumping engines were replaced the industry started to suffer. By 1904 the engineering works and shipyard had closed down.

By the 1970s much of Harvey's Foundry and the adjacent harbour had been demolished with the remaining buildings standing unused and decaying. As a result there was widespread public concern at the loss of the town's heritage and a group was formed, called the Hayle Town Trust, to try and save some of the buildings and local heritage.

The Prince's Regeneration Trust's Involvement



Foundry Farm after regeneration

The Hayle Town Trust had started work to save the Foundry by developing some modest ideas to refurbish the main foundry building. The local County Councillor then approached The Prince's Regeneration Trust (PRT) for advice and support in progressing these ideas further.

PRT organised a number of community consultation events and other discussions about the Foundry, primarily proposing that a larger and more ambitious project was both feasible and necessary. The owners of the bulk of the site, The Guinness Trust, then agreed to gift the Foundry to a new trust, the Harvey's Foundry Trust, which PRT helped to establish.

While political attention in Hayle was directed to longstanding proposals for a massive development on the harbour, PRT concentrated on finding a solution for the Foundry site. In particular, PRT worked to secure the interest and support of key organisations such as English Heritage.

One member of PRT's Steering Group, Oliver Pearcey, then Director of Conservation at English Heritage and an expert on industrial buildings, visited the site and instantly recognised its importance and the danger of permanent loss. Thanks to his direct intervention and support, English Heritage immediately made available the money to acquire the Drawing Office part of the site from a private owner. This acquisition, together with the Guinness Trust element, brought together the bulk of the

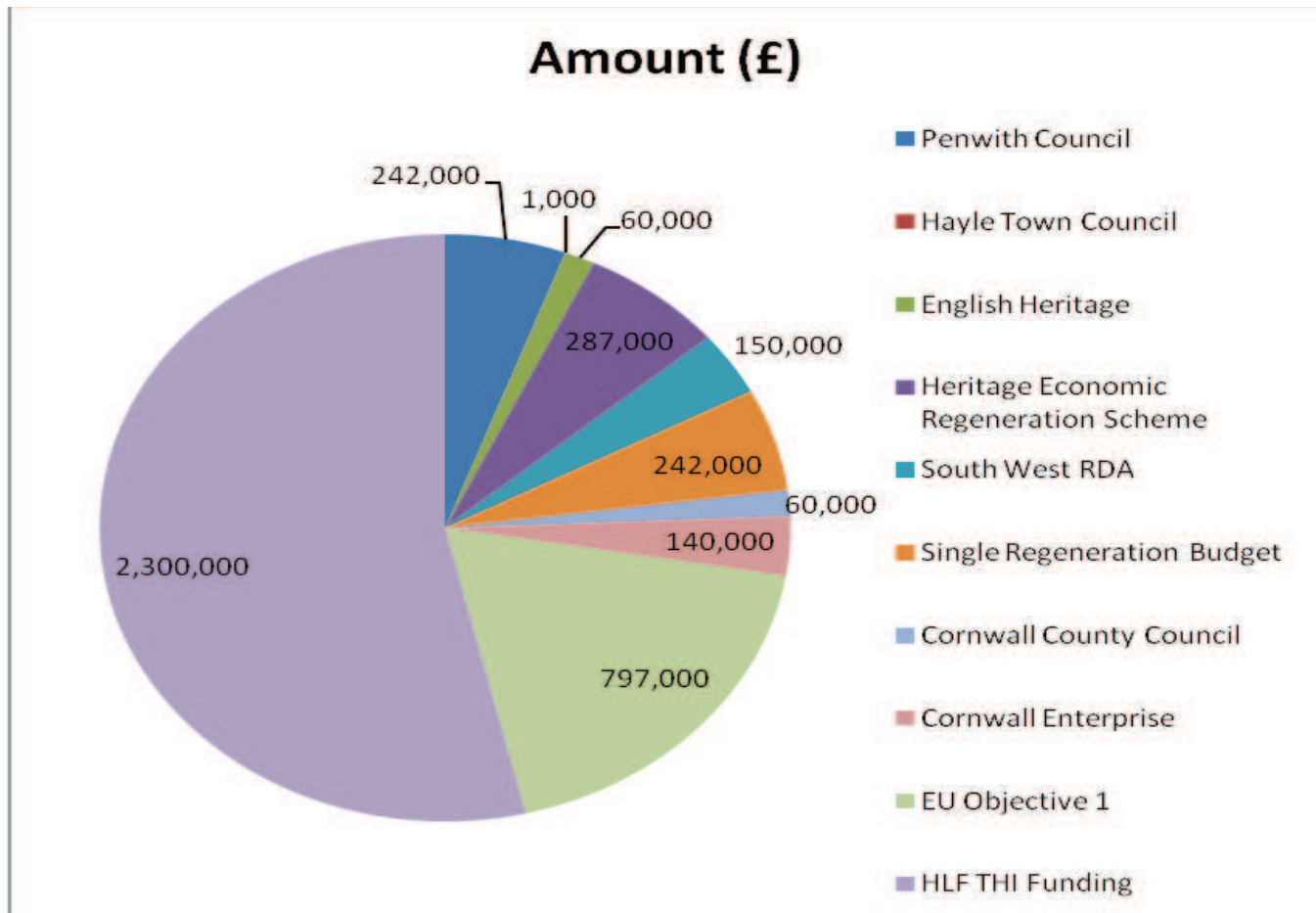
heritage site into one ownership.

The PRT Steering Group then met the Chief Executive of Penwith Council and persuaded him that the proposals that had been drawn up for the site were sensible and deliverable. He agreed that until such time as PRT could set up the Harvey's Foundry Trust to do the job, the Council would be an 'accountable body' to funders for delivering the project and would set up an officer team. This was a crucial breakthrough.

The Council, on behalf of the shadow Foundry Trust and with advice from it and PRT, retained consultants to do the feasibility studies, business plans, conservation studies, public consultations and architectural drawings. This led to successful formal funding applications and construction on Phase I began in November 2002 and was completed in August 2004.



Investment



Graph showing investment sources for Phase I and II of Harvey's Foundry

Shortly after becoming involved in the project PRT convened a meeting of potential funders. This was a key milestone as by the end of the meeting there were offers of funding support from the South West of England Regional Development Agency (South West RDA), English Heritage, Cornwall Enterprise, Hayle Town Council and both the County and District Councils. This secured the investment needed to make the project happen. The graph above shows the exact amounts of funding contributed by each organisation.

The £2.3million acquired from the Townscape Heritage Initiative for Phase II was linked to the larger Townscape Heritage Initiative programme taking place in the wider area.

Current cost estimates for Phase III are at nearly £3million. So far the project has been successful in securing £1,518,997 from the European Regional Development Fund (ERDF) and will raise £1,000,000 from a community asset transfer loan from Unity Bank. The remainder will be met by other sources, including Cornwall Council as part of its State Aid budget for Historic Buildings.

Regeneration Outcomes

To date the project has:

- restored the Grade II* listed former Drawing Office
- constructed 8000sq ft of enabling development in the form of new build workspace at Dowren House.
- restored the Foundry Farm buildings to provide craft/art workshops.

In total **78,931 sq ft** of historical buildings have been regenerated.

Phase I concentrated on restoring the Grade II* former Drawing Office, now John Harvey House, and the construction of new build workspace. This reflected the economic nature of the funding programme and the need to generate a cash flow for the Trust. This phase cost £1.98million and can accommodate 51 jobs.

John Harvey House now contains part of the County Records Office, with tailor made storage, and contains many important records from the Foundry, including original drawings.

Phase II focused on the regeneration of Foundry Farm and the Old Drawing Office and was an important part of the wider Townscape Heritage Initiative (THI) in Hayle, which resulted in investment of £4.1million in the town and the refurbishment of the main square, the shopping area and parts of the harbour. The THI programme is a clear demonstration of the power of Harvey's to act as a catalyst for the regeneration of the wider area.

The renovated Foundry was also a key contributor to Cornwall's success in achieving World Heritage status for the Cornwall and West Devon Mining Landscape in 2006.

'The heritage regeneration aspects have been particularly positive at Harvey's Foundry...indeed the substantial and ongoing commitment to the regeneration of Harvey's Foundry is beleived to have been instrumental in securing the World Heritage site inscription.'
Hayle THI Evaluation Report

Phase III is now being planned and will involve the restoration of further buildings to create more work space for up to 100 people and heritage information facilities, including restoring an original Goonvean Steam Pumping Engine. It will regenerate the remaining buildings on the site, including the main Foundry building and the Foundry Barn.



Top: One of the regenerated live/work units which was formally a store room
Bottom: Plaque highlighting the work of The Prince's Regeneration Trust

Sustainability Outcomes

Through the regeneration of 78,931 sq ft of historical buildings, **860,006 kg** of carbon has been saved compared to if the same floor area had been created with new build. This is enough to:

- fly around the world 84 times
- fill the inside of 860 average homes
- fill up 5160 double decker buses

Foundry Farn has also been sympathetically renovated and wherever possible local materials and traditional building techniques have been used such as cob walling, lime rendering, slating, lead work and traditional carpentry. Cobbles and cast iron columns from within the site have been reclaimed and reused, green oak was used for balconies and Cornish slate was used for the roofing. High levels of insulation were also introduced in the roofes.

The Harvey's Foundry site has a green travel plan and a recycling scheme and car parking is limited on site, to encourage the use of public transport.

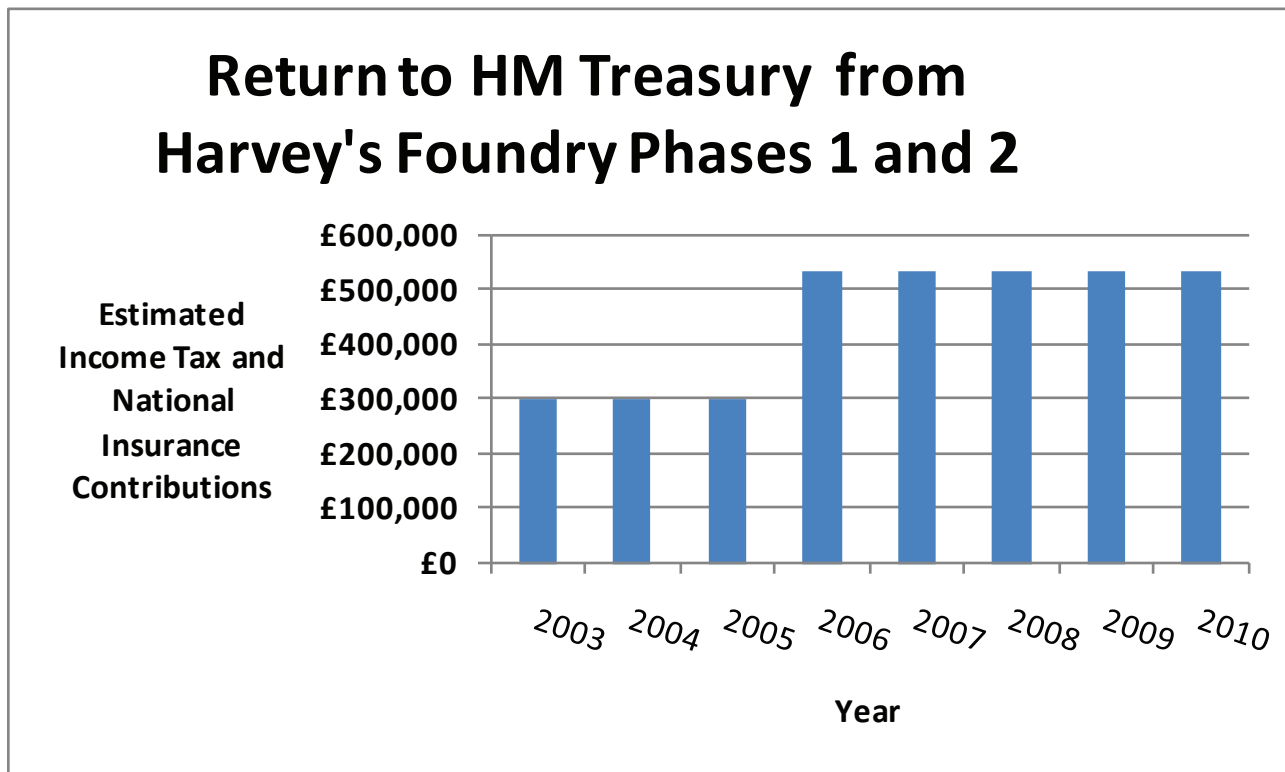
Social Outcomes

The community has benefited from the project at Harvey's, both through employment and business opportunities on site and through the creation of community space. During construction 32 new jobs were created on site and 11 long term unemployed people were given apprenticeships through the project.

The community has benefitted from the regenerated space at John Harvey House which has been used for local exhibitions, rehearsals of the samba band, and by the Town's Twinning Association. The Archive in the Brewery Office also provides a vital resource for people to discover the history of their communit



Economic Outcomes



Breakdown of the additional return to Treasury each year from income tax and national insurance payments from Harvey residents and businesses.

Due to the regeneration of Harvey's Foundry existing businesses expanded and new businesses were founded. To date:

- 46 business units created
- 20 businesses based at Harvey's, plus 1 charity and 1 community partnership organisation
- 11 businesses started up and 13 expanded as a result of the business space provided at Harvey's
- 112 people employed on site

As can be seen in the graph above, there has been a substantial amount of additional income tax and national insurance contributions from new jobs created at Harvey's, a total of **£3,030,438.32** between 2003 and 2010.

In the same period the return to the council in business rates from the businesses based at Harvey's was an additional **£151,388.30**.

Awards

The success of the regeneration scheme at Harvey's has resulted in a number of awards. Foundry Farm won a Civic Trust Commendation for Sustainable Development and a Gold Green Apple Environmental Award. The project as a whole also received a Royal Institute of British Architects (RIBA) commendation.



People Case Study:

Ben Easterling - Business Owner at Harvey's Foundry



Name:
Ben Easterling

Job:
Partner

Company:
Citrus Print
Solutions

Staff:
4 full time staff

Ben set up Citrus Print Solutions in February 2008 from an office at the bottom of his garden, along with his brother-in-law and business partner Gordon. Citrus Print Solutions is an innovative company offering labelling and ticketing services across the South West.

Ben and Gordon were looking for an office so that they could invite customers to come and visit them. They found one at Dowren House, part of the Harvey's Foundry complex, and moved in in August 2008. The office where Ben and Gordon are based was created as part of the enabling development to raise the funding for the regeneration of the heritage buildings at Harvey's and also met an urgent need to provide good value workspace in central Hayle.

Since moving to the site, Ben and Gordon's business has doubled in size and they are just about to welcome a fourth person to their team. Turnover has doubled since the firm moved to Harvey's.

Ben says:

'The community side is brilliant. It is quite a friendly atmosphere, a bit of banter over the tops of the balconies, borrowing coffee and tea bags - it is like a little neighbourhood!'

'Being in Hayle has put us more central to the customer base and made it more convenient for seeing customers...so it has been useful in that respect'

'Everybody loves the building. Everyone says how impressed they are with the layout and the look of it all'

People Case Study:

Emma Jane Hill - Silversmith based at Harvey's Foundry



Name
Emma Jane Hill

Job
Silversmith

Company
Emma Jane Hill
Contemporary
Jewellery

Emma trained as a silversmith and set up Emma Jane Hill Handmade Contemporary Jewellery. She was working from a workshop in her garden and juggling silversmithing with her part time business cleaning holiday lets.

Emma moved into a regenerated unit at Foundry Farm in December 2008 and has recently moved into a different unit just next door to her original base. The unit where she is now based used to be the fire engine shed which was part of the historic Foundry Farm at Harvey's and was converted into a workspace as part of the regeneration scheme at Harvey's.

Emma likes being at Harvey's because *'It is nice to have somewhere to come and be creative.'*

Emma says:

'Some of the other workshops I went to look at were really quite uninspiring, quite grey, and bland, and the new ones were just kind of like concrete blocks, and the only other older ones I went to look at were kind of stuck out in the middle of nowhere.'

'We have got a nice mix of people, and you bump into people in the car park, and we all kind of pass ideas, talk about what we are up to.'

'Well everyone always says it's lovely and everyone always comments on the space. I have the doors open on this one and I can work outside here, which is also quite nice because people like to come and see you working.'

People Case Study:

Gavan Goulder - Photographer and Owner of 'The Day That' Business based at Harvey's Foundry.



Name:
Gavan Goulder

Job:
Photographer

Company
The Day That
www.thedaythat.co.uk

Staff:
3 full time staff

Gavan Goulder is the brains behind the photography company 'The Day That'. 'The Day That' is a completely unique company; Gavan and his colleagues go out and take fine art landscape photographs every single day at dawn so people can see what the world looked like on the morning of a special event, like the day they got married or the day they had a baby, or even the day they turned 21 or 50.

Gavan started the business from his home and quickly needed a permanent outside workspace in order to expand his successful venture. Gavan moved into a unit in the renovated Foundry buildings in 2007 and has since moved into an even bigger unit on site, to accommodate his growing business.

Gavan now employs two other people and the business is going from strength to strength and they trade all over the world. They have recently sold to Australia, New Zealand, all over Europe and the Middle East, all from their little office at Harvey's. Gavan loves being based at Harvey's: 'We were looking for something to run the business from, we went to see a few places, none of them ticked the boxes, and this one ticked every box'.

Why Harvey's? Gavan says:

'It's the feeling that we're in an historical space. We know the history that it used to be the stores, and it's just a good feeling that these could have been bulldozed down, and they could have put up some horrible brand new houses that nobody wants to live in, but instead the buildings have been regenerated and people can use them again.'

It's great for a small business that's really trying to move forward.'

People Case Study:

Volunteering at Harvey's Foundry



Name:
Georgina Scofield,
John Farrer and
Roger Jeff

Role:
Volunteers

Project:
Hayle Community
Archive

John has lived in Hayle for 40 years and has been a volunteer with the Hayle Community Archive project since it started about 3 years ago. Georgina has been a long standing volunteer for the Hayle Town Trust and has been volunteering with the Archive since it started. Roger retired 2 years ago and volunteers with the project to keep himself busy and to help the community.

John, Georgina, Roger and a group of 3 other volunteers have been working to make a database of all the photographs and records on the history of Hayle, and making these available online for everyone to see. Members of the group are involved in cataloguing the information and making exhibitions about Hayle's history, based around the archive material. The Group also works with local schools to teach them about the history of the area.

Georgina has seen the positive effect that the archive project has on the local community: *'I think it's made our community closer, I have quite a lot of contact with the children because we did have a problem with vandalism, but involving the children has kind of mitigated that.'*

The Archive Project is based in the Old Brewery Office which was restored as part of the regeneration of the Harvey's Foundry site. The office is the base of the archive volunteers and also home to the Hayle Oral History Project.

The office is open to the public twice a week and attracts both tourists and local people who are interested in finding out more about the history of Hayle.

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Case Study:

Sowerby Bridge Wharf, West Yorkshire

Sowerby Bridge Wharf in West Yorkshire is located at the junction of the Rochdale Canal with the Calder and Hebble Navigation and was a major canal trans-shipment point in the 18th and 19th centuries. With the closure of the Rochdale canal and subsequent declining trade the Wharf closed in the 1950s and the buildings were left to fall into disuse and in some cases dereliction.

Case Study:

Sowerby Bridge Wharf (Sowerby Bridge, West Yorkshire)



Sowerby Bridge was a major transport hub in the 18th and 19th centuries.

Introduction to the project

Sowerby Bridge Wharf is a group of 18th century stone-built canal buildings. Situated at the junction of the Rochdale Canal and the Calder and Hebble Navigation, the Wharf was a major transport hub until it lost its role when the Rochdale arm closed. With its original role now gone businesses closed and the buildings fell into neglect, with the local Sea Scouts being the only group still making regular use of the site.

The site consists of four main warehouses; No. 1 Warehouse, No. 2 Warehouse, Salt Warehouse and No. 4 Warehouse. No. 4 Warehouse is Grade II* listed, and was on the Buildings At Risk Register, while the other Warehouses are listed Grade II. The site also contains ancillary buildings, such as the Gate House, which was the original weighing house for cargo, Wharf House, which was the entrance lodge, and the overlookers' Calder House, which dates from 1779.

The site was already in a bad state of repair when British Waterways acquired it in 1948 during nationalisation but was then left to continue to decay. It remained empty until 1973 when a local person took on the lease at 1/3rd of the open market value in return for a commitment to repair all the buildings.

Over time improvements were made by sub-tenants and the Salt Warehouse Trust but the site still remained decrepit and under-used. In the early 1990s British Waterways realised that the site leaseholder would never be able to repair all the buildings and made efforts to find a new way forward. The tenant decided to offer his lease for sale, attracting the interest of various developers, British Waterways and the sub-tenants.

The sub-tenants were anxious to protect their businesses which they had built up over the years but were uncertain about how to go about this and the steps to take.

The Prince's Regeneration Trust's Involvement



Regenerated No. 4 Warehouse, complete with wet dock and No. 4 and Salt Warehouses undergoing renovation

In 1996 The Prince's Regeneration Trust (PRT) was approached for help by some of the Wharf's sub-tenants. PRT adopted the Wharf as one of its projects and, together with the tenants, started to develop a strategy to regenerate the site.

PRT created a new body, the Sowerby Bridge Wharf Partnership, a non-legal but formal grouping of key stakeholders. This included local community and business groups, English Heritage, Yorkshire Forward, principal tenants, civic societies and PRT. All parties signed a non-legal agreement setting out shared objectives that the Wharf would be developed for purely commercial activity.

A Planning Day was then held to develop a vision for the entire Wharf. The Planning Day agreed that stakeholders wanted to keep the existing uses and utilise the vacant space to create new, high-value jobs. It also wanted to create a visitor destination so that others could share the beauty of the place.

A second Planning Day was held to further develop proposals for the two key buildings, Salt Warehouse and No. 4 Warehouse, both empty and seriously at risk. A mix of business uses, to include a restaurant, offices and workshops, was agreed and consultant proposals to develop the site for apartments and build a two-storey car park, were comprehensively rejected. Calderdale Council endorsed this approach, particularly as unemployment in Sowerby Bridge at the time was 10% and the area needed an employment boost.

However, the Partnership then struggled to develop a fundable project because of the requirement by British Waterways to secure rates of return on the site that were too high for a heritage building. PRT's Fred Taggart gave evidence to the Commons Select Committee on the Environment and Transport as to why this approach was unacceptable with the result that the Committee's chair, Gwyneth Dunwoody MP, took her committee to look at the site. The Committee accepted PRT's argument and made it clear that the government should be helping British Waterways to regenerate its historic buildings.

This decision enabled PRT to help the business members of the Partnership to buy out the head lease from British Waterways on No. 1 and No. 2 Warehouses, as well as the ancillary buildings so that the majority of the site was in one ownership. The Partnership could then start the regeneration of this part of the Wharf which encouraged British Waterways to regenerate the Warehouses remaining in their possession.

PRT guided the Partnership through the complicated stages of developing a strategy for the site and then delivering it, which included carrying out feasibility studies, conservation studies, funding applications, negotiations with funders and statutory agencies, and marketing the vision.

Investment

In total the Wharf has attracted public and private sector investment totalling just over £3.8 million. As a result of this the Wharf has been transformed into a vibrant mixture of offices, workshops, retail outlets, canal boat wet-dock and restaurants.

Public Sector Investment

Up to 2007 public investment in the Wharf amounted to £2.7 million. This does not include the amount that British Waterways also invested in No. 4 and Salt Warehouses, the figures for which have never been released.

Public investment includes:

- £300,000 from Yorkshire Forward and Calderdale Council to construct a new stone-set access road with street lighting, drainage and cabling, which helped to open up the site.
- £56,000 from Yorkshire Forward, the local authority and the Single Regeneration Budget (SRB) for a feasibility study.
- £150,000 over 3 years from the Conservation Area Partnership, an English Heritage scheme, which enabled the land at the rear of the garage to be restored.
- Financial help from the Sports Lottery Fund for new premises for the Sea Scouts, formerly based in the Salt Warehouse.
- In December 2003 a £700,000 Heritage Lottery Fund Grant, together with British Waterways investment and £71,000 from English Heritage, raised the £2.1 million needed for the two warehouses.

Private Sector Investment

Following the public sector investment private investment started to flow in, demonstrating to the catalytic effect of the heritage scheme. This resulted in a further £1.16 million investment to regenerate the other heritage buildings on site including:

- £8000 into Wharf House
- £62,000 on repairs to No. 1 and No. 2 Warehouse
- £150,000 into No. 2 Warehouse
- £250,000 into Calder House
- £100,000 into the Moorings
- £100,000 into Temujin Restaurant
- £220,000 into 12.04 Restaurant
- £101,000 in buying the head-lease and adjacent freehold land
- £5,200 on repairs to the Gatehouse
- £4,350 on repairs to No. 4 Warehouse

There was a separate public subscription fund raising campaign for the Jack o'the Locks sculpture at the entrance to the Wharf. The sculpture was done by a local artist and gave the Wharf a landmark statue which subsequently became an icon for the Wharf.



The sculpture at the entrance to the Wharf and inside a regenerated Warehouse

Regeneration Outcomes

As a result of the project all the buildings on site have been regenerated and transformed into a mix of offices, workshops, restaurants, cafes and a canal boat wet-dock.

Some of the key regeneration outcomes are:

- **34,200 square feet** of vacant heritage building floorspace refurbished

- A new access road and street lighting, creating access to the Wharf to enable new development.

- The oldest building in Sowerby Bridge, the Wharf Garage which dates back to 1540, was restored and the area around it cleared of scrap and gas holders.

Before the project the Warehouses were substantially unused and derelict with no windows, drainage or heat and cement asbestos roofs. Now they are restored and home to thriving businesses.

All stakeholders have benefitted from the regeneration of the Wharf. British Waterways gained a long-term investment to generate income and has fulfilled its obligation to conserve important heritage buildings. The tenants have long-term security for their businesses. The local authority has regenerated the town, conserved buildings and improved facilities for leisure on the canal. English Heritage has helped save a Grade II* Building at Risk. Yorkshire Forward has facilitated and funded economic regeneration.

Regeneration has not just been limited to the Wharf site; the project has had a knock on effect to the wider area of Sowerby Bridge itself, regenerating the main high street and making it into a leisure and entertainment destination.

'Everyone we know, because we live locally, even a valley or two over, comes to Sowerby Bridge to go out now...I think the restaurants and things down there have really helped to make Sowerby Bridge actually have people come in to it from outside. And everybody comes now. ...it's had a knock-on effect on the whole street, the main road and everything...it's a real centre now for social stuff.'

Liz and John Bolton, Calder House Dental Care

'When you talk to people outside of the area who know Sowerby Bridge of old and they talk about the old mill

days and textiles and one thing or another they say that it has been lifted and they are quite impressed by that....I think it [Sowerby Bridge Wharf project] started something, there's a momentum. it appears when you walk down to the town, things are improving.'

Gary Sifleet CMS Consultancy

'I just can't believe how vibrant Sowerby Bridge is now. When I was at school it was a really industrial sort of place, it was awful, really murky and horrible and I just think its vibrant now.'

Lisa Van Ges Tel, Warehouse 12.04 Restaurant

The Trust has shown that it is able to conserve and reuse some of our really wonderful redundant heritage buildings and at the same time make a massive contribution to wider social and economic regeneration.



The Wharf before and after regeneration

Sustainability Outcomes

Through the regeneration of the 34,200 sq ft of heritage buildings, **372,631.9kg of carbon** has been saved, compared to if the same floor area had been created through new-build. This is enough to:

- fly around the world 36 times
- fill the inside of 372 average homes
- fill 2235 double decker buses

Local materials have also been used on site wherever possible. For example, in No. 2 Warehouse 42 new windows and 6 new loading floors were all sourced locally. Recycled wood was also used for shutters, which were made by local tradesmen.

No. 1 and No. 2 Warehouses used the Green Business Network to get recycled carpet squares, which were second-hand from the land registry in Durham.

The buildings were also repointed using local lime mortar from an ecological building supplier and local companies were used to put the ceiling tiles in and supply all the ceiling lights and flood lights.

The landlords in No. 2 Warehouse are currently investigating installing low voltage lighting and individual thermostats for tenants.

Social Outcomes

The local community has benefitted from the regeneration of the Wharf through more job opportunities, more resources and the knock-on regeneration of the wider area. The project has regenerated the community of Sowerby Bridge, which previously had suffered from 10% unemployment. By January 2010, after the Wharf had been regenerated and despite the recession, unemployment was down to 5.6%.

Before the project the Wharf enjoyed one brief period of popularity in the 1970s with the opening of the Moorings Pub. However, this didn't help the rest of the Wharf or Sowerby Bridge itself. Many of the residents of Sowerby Bridge weren't even aware that the Wharf existed.

There is now visual evidence of the knock-on effect of the Wharf regeneration with a number of new businesses and enterprises opening up along the high street of Sowerby Bridge. These are being supported by the visitors who now come to the Wharf.

'It is a sought-after area now, whereas when I was here 11 years ago people used to ask me 'why are you opening a restaurant down on Sowerby Bridge for?'. But I could

see the development process going on.

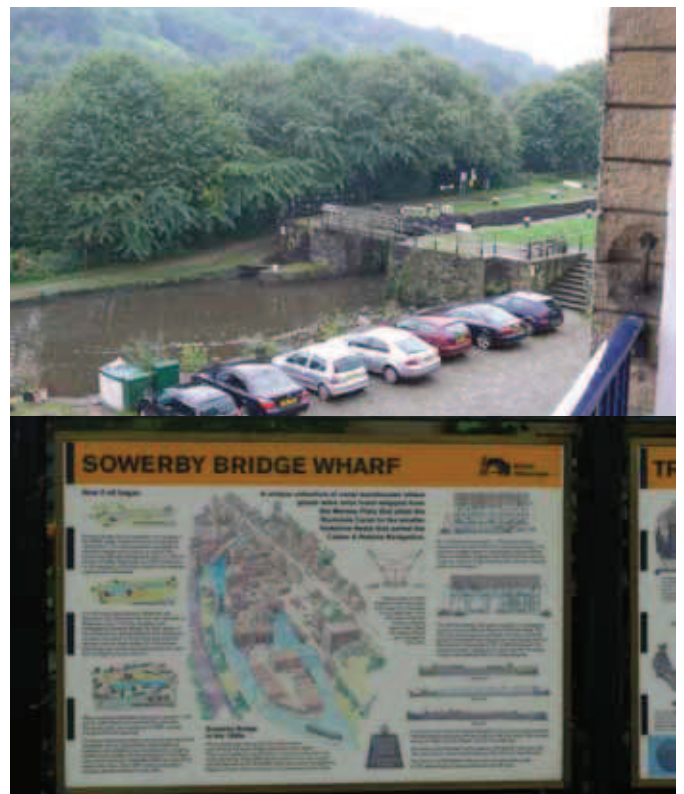
The development here has knocked on into Sowerby Bridge and further on so we've created wealth, generated incomes and also jobs.'

David Johnson, Temujin Restaurant

As well as the knock-on regeneration other social outcomes include heritage boards around the site to explain the history of the Wharf. There are also plaques explaining how the project was funded and the public is able to access all areas of the site, use the businesses and enjoy the canal facilities.

Volunteers now also play a part in the Wharf. About twice a year 20 people come from the Calderdale Leisure Services Department to plant up the back car park. Calder Future, part of the Green Business Network, also cleans the canal and plants wildflowers along the canal.

Overall the Wharf regeneration has had many positive effects on the local community including the regeneration of Sowerby Bridge itself, improved the sense of community and access to leisure opportunities around the canal.



The regenerated canal and one of the heritage boards around the canal

Economic Outcomes



The lift on Warehouse 4, an example of combining new build with heritage buildings, and one of the refurbished business units

Economic outcomes of the regenerated Wharf include:

- 19 business units created.
- 270 jobs created.
- 7 start-up businesses started at the Wharf.
- Expansion of existing businesses; for example, Shire Cruisers' fleet expanded from 2 boats to 18.
- Total return to Her Majesty's Treasury from 2007 to 2010 in additional national insurance and income tax contributions (based on 270 employees) is **£4,895,802**, or £1,631,934 a year.
- Additional revenue for the local council from business rates between 2007 to 2010 was **£274,518.99**, or £91,506.33 a year.

The project also catalysed private sector investment in the surrounding area. There has been a significant increase in the number of tourists and also major investment in housing, restaurants and shops in Sowerby Bridge. The local authority estimates this additional investment to be around **£28 million**, creating a further 350 jobs and an uplift in property values.

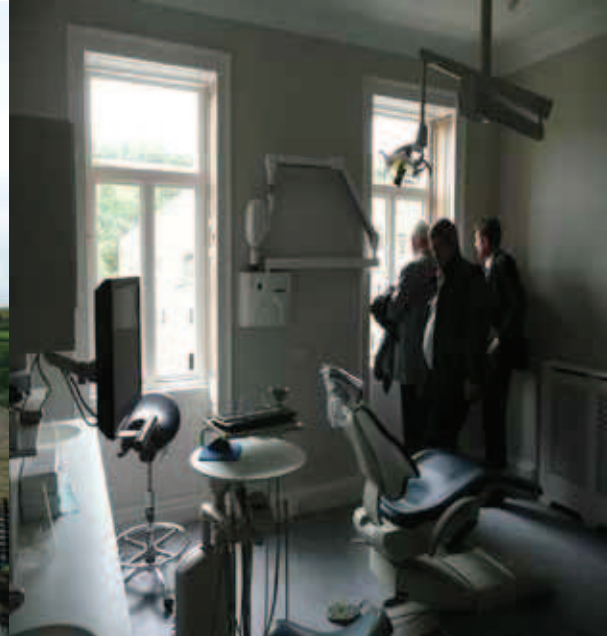
Awards

The scheme won the 2005 Waterways Trust and British Urban Regeneration Association (BURA) Historic Environment Award. This was due to the end to end approach taken, with the warehouses being conserved and regenerated in a way that retained their character, whilst incorporating the advancements and resulting benefits of modern design.

The project also won a Civic Trust Award for environmental innovation.

People Case Study:

Liz and John Bolton - Calder House Dental Care, Sowerby Bridge Wharf



Names:

Liz and John Bolton

Job

Dentist and
Practice Manager

Company

Calder House
Dental Care

Staff

10

Calder House Dental Care was a new private dental practice set up in Calder House in Sowerby Bridge Wharf in 2007 by Liz and John Bolton. Liz has been a dentist for nearly 15 years, moving from the NHS to a mixed practice before deciding to open her own private practice. John, her husband, is the practice manager.

At the start Liz began by working 3 days a week before increasing to 4.5 days a week a few months later. After 18 months they recruited an associate dentist to join the practice and they are now on 6 full dental days with a chiropractor operating from the surgery as well. The Practice now has 2,300 patients and 10 staff.

Liz and John found Calder House while it was still being renovated so they were able to work with the landlord to get all the services needed for a dental surgery, such as suctions and airlines, tucked away into the fabric of the building.

Liz and John say:

'We were looking for somewhere nice to work and easy to get to...there was no contest! When we came here we were like - that's it!

It feels nice and you can look out and see the views and there's lots going on down [on the Wharf] and all the patients walk in and just go 'wow!', but they all want it to be their house! They also look out the window and go 'I didn't know all this was down here' and they spend a lot of time looking round afterwards

We get all sorts of stories from patients [about the Wharf] and all sorts of folklore..there is a lot of feedback and it makes people more attached to us as a business

Patients would like to know more about [the heritage importance of the site]...we were trying to compile a file on it....apparently there was a dentist here in the 1800s before dentists had to be registered professional. He was pre the dental registry - about 1856!

People Case Study:

Lisa Van Ges Tel - Warehouse 12.04, Sowerby Bridge



Name
Lisa Van Ges Tel

Job
Owner

Organisation
Warehouse 12.04
Restaurant

Staff
20

Lisa Van Ges Tel runs Warehouse 12.04 Restaurant, which opened in August 2010, with her husband David and business partners Lee and Sarah. Lee and Sarah already have a company called Blue Moon Pubs and own four other pub restaurants, but this is Lisa and David's first restaurant venture, despite both having worked in the hospitality sector for years.

Lisa says:

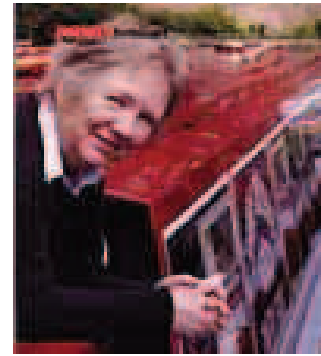
'It's an absolutely gorgeous place to work. I find it so tranquil down here....we're by the water and the water's quite soothing. I just think it's a really, really lovely place to work; I love the building, I love the environment, I love the surroundings, I love the other business people, they come in and eat here frequently, and it's just a really nice place to be. I've always liked it, I liked it before we even came along really.'

People think it's a stunning business. But it is, isn't it? I think it's been actually refurbished just so beautifully and they have just kept all the, sort of the ornate pieces, the beams and the floor.

Everybody who walks in here just smiles...we're so lucky to work in somewhere that is just so stunning'

People Case Study:

Nigel and Susan Stevens - Shire Cruisers, Sowerby Bridge



Name

Nigel and Susan
Stevens

Job

Directors

Organisation

Shire Cruisers

Staff

7 full time
employees and 6
part time

Shire Cruisers, a canal boat rental company, was set up in 1973 with two boats. Nigel and Susan Stevens took over in 1980 and were some of the tenants who formed the original Salt Warehouse Trust.

Their business is based in Salt Warehouse and makes use of the original wet-dock. When they first moved into the Warehouse it was in a dilapidated state.

Nigel says:

'There was no heating, no lighting, holes in the windows...not much of a roof, there was an asbestos cement roof which had lots of holes in it and was fine except for when it was windy because bits blew away...so it was completely hopeless, the building was beyond knackered and it was very difficult existing in the bottom floor because rain would come in. What we've got now bears no comparison.'

As their business expanded the Stevens acquired other companies based at the Wharf including a boat builder, moorings operation and chandler. Now their main business is the hire fleet, which consists of 18 boats, but they also run the moorings, carry out boat repairs and repainting private boats as well as fitting out their own boats.

As well as being part of the Wharf Partnership the Stevens were also key in the campaign to restore the Rochdale canal and were thrilled when it was reconnected to the national network in Sowerby Bridge in 1995 and then all the way through in 2002.

On the Salt Warehouse Nigel says:

'We are very fond of [the building]. I can't imagine working anywhere else'

People Case Study:

Justine Stevenson & Cheryl Davies - Primo PR, Sowerby Bridge Wharf



Name
Justine Stevenson

Job
Partner

Organisation
Primo PR

Staff
2

Justine Stephenson is joint partner in Primo PR, a public relations agency.

Primo moved to Sowerby Bridge Wharf in January 2010. They were previously based in the LCWhitely centre in Halifax, a serviced office which didn't give them the opportunity to show the individuality and personality of their business.

Primo works with Digital Consortium and Totally Locally who are also based at the Wharf.

Justine says:

'It has opened up opportunities because a lot of the businesses [at the Wharf] want to work with somebody close by

This building is amazing...it's a really nice space. It's been really well done in terms of refurbishment and everything. But it's old and it's quirky. It's got fantastic features and it's centrally located. ...it's just in fantastic surroundings so what's not to love? It's just fabulous, we absolutely love being here...it's the best place I've worked, ever.

It's very inspiring. You know to just look out and see what there is, it's very inspiring, but it's also very grounding as well to know that you're here and this business is here and the building has been here for lots of years and it's just nice to be part of that really.

It's like a community really. And as part of that you can be as much a part of it or not, as you want to be.

We've had a couple of clients who have said 'we've got office envy'. They love it, and they think it really reflects us and our business, they just think it's the perfect place for us to be.'

People Case Study:

Chris Sands & Nigel Goddard - Totally Locally, Sowerby Bridge Wharf



Name
Chris Sands and
Nigel Goddard

Job
Directors

Organisation
Totally Locally

Staff
2

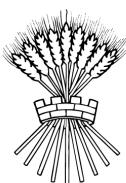
Totally Locally started as an initiative funded by Calderdale Council to help businesses through the recession, particularly small businesses and small shops. It encourages people to shop locally in order to encourage further growth in the local economy.

The directors, Chris Sands and Nigel Goddard, argue that if everyone spends an extra £5 a week in their local area it equates to an extra £40 million into the area each year. This is because local shops are usually connected to each other through supply chains. For example, Sowerby Bridge local post office has 29 local suppliers and a couple of them have another 20 local suppliers each. So, by supporting one local shop shoppers are supporting the entire network and local area.

Chris and Nigel moved to the Wharf in August 2010. They say:

'It's probably the most feel good place that we've worked...I think it's got a really good feeling. I love it

We're in a listed building, but that, there's something about that building that's magical...it sounds very spiritual doesn't it? The lady downstairs said that every day she comes here she feels like she's on holiday and that's what I feel like as well. I love coming to work!'



PART B:	RECOMMENDATIONS TO COUNCIL
REPORT TO:	POLICY AND RESOURCES COMMITTEE
DATE:	14 FEBRUARY 2013
REPORT OF THE:	HEAD OF ECONOMY AND INFRASTRUCTURE JULIAN RUDD
TITLE OF REPORT:	RYEDALE DEVELOPMENT FUND
WARDS AFFECTED:	ALL

EXECUTIVE SUMMARY

1.0 PURPOSE OF REPORT

1.1 To consider the allocation of the £370K Ryedale Development Fund (RDF).

2.0 RECOMMENDATIONS

2.1 That Council is recommended to approve that:

- (i) RDF funding be allocated for the following:
 - a) Ryedale Employment Initiative £150K
 - b) RDC Apprentice Scheme £100K
 - c) Ryedale Business and Skills Initiative £20K
 - d) Ryedale Major Projects £100k;
- (ii) the distribution of funds under the 'Ryedale Employment Initiative' be made by the Council following an assessment of applications by the Policy and Resources Committee;
- (iii) that the RDC apprentice scheme and 'Ryedale Business' and 'Skills Initiative' as outlined in the report be implemented; and
- (iv) RDF funding towards the development of 'Ryedale Major Projects' be considered through a report to a future meeting of the Policy and Resources Committee, with a recommendation to Council.

3.0 REASON FOR RECOMMENDATIONS

3.1 The re-convened meeting of Council on 20 November resolved in relation to the use of the 2012/13 allocation of New Homes Bonus:

'That Council approve in principle that the entire allocation, subject to making

provision for continuation of CCTV and Norton Skateboard Park, of £439,779 is ringfenced into a Ryedale Development Fund for spending on projects which deliver or protect employment within Ryedale. The allocation of this funding to be made by Council based on recommendations from the Policy and Resources Committee.'

- 3.2 The 6 December 2012 meeting of the Policy and Resources Committee considered the outline details of a range of potential projects for inclusion within the Ryedale Development Fund (RDF). It resolved that:

'That following consideration of the potential uses for the Ryedale Development Fund, the following projects were prioritised:

- a. Development and investigation of potential economic projects.
- b. Derwent Training Association expansion
- c. Apprenticeship Development + expanded RDC employment package (combined).
- d. Youth Enterprise
- e. Ryedale Economic Focus

Detailed reports on these priorities would be brought to future meetings of the Committee, in order to make recommendations to Council on the allocation of part of the fund.'

- 3.3 The uses for funding that are detailed in Annex A reflect this resolution, taking account of the recently agreed Ryedale Economic Action Plan and discussions with potential partner organisations. These also take account of national and local initiatives and opportunities, including the role of this Council as a significant employer in Ryedale.

4.0 SIGNIFICANT RISKS

- 4.1 These proposals for use of the RDF are based upon the REAP and discussions with partner organisations and local businesses. They reflect the priority areas identified by the 6 December 2012 meeting of this Committee. These factors, together with the measurable outcomes and timescales and risk levels identified in Annex A, plus the planned reviews after Years 1 and 2, mean that there are no significant risks associated with the report.

5.0 POLICY CONTEXT AND CONSULTATION

- 5.1 The Council has a corporate aim of creating the conditions for economic success. The detailed approach of the Authority is set out in the Ryedale Economic Action Plan 2012-15 (REAP). This identifies a range of actions under the headline objectives of 'To have economic structure and supporting infrastructure in place' and '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'. The actions from the REAP are attached at Annex B. The REAP was informed by the outcome of consultations with local businesses and organisations during 2012.
- 5.2 The proposed target areas of spend in Annex A take account of the priorities in the REAP, together with those of the York and North Yorkshire and East Riding Local Economic Partnership (LEP).

REPORT

6.0 REPORT DETAILS

- 6.1 To identify the most effective and efficient uses of a 'Ryedale Development Fund' officers held discussions with the York, North Yorkshire and East Riding Local Economic Partnership (LEP) and other key economic partners and considered funding and other initiatives that are currently available for economic development purposes, such as the 'Growing Places' fund. Consideration was also given to lessons learnt through earlier initiatives, such as the Council's Business Grants Scheme in 2010.
- 6.2 The resulting list of options for the use of the Ryedale Development Fund were presented to the December 2012 meeting of this Committee and five priority areas (listed in 3.2 above) were identified for further investigation and development.
- 6.3 Officers have considered these priority areas and have taken account of Member's views. Further discussions have been held with a number of partners and with some local businesses, and some expressions of interest were received for potential projects. Officers have sought to develop a flexible approach that takes account of risk and of the expected outcomes and rate of delivery.
- 6.4 The table at Annex A sets out four proposed strands for the Ryedale Development Fund, three of which are recommended to be put to Council for approval at this stage. The fourth strand, Ryedale Major Projects, is recommended for further consideration through a report to a future meeting of this Committee.
- 6.5 Annex A identifies the detail of the proposed streams, their timeframe, expected outputs, proposed budget, expected spend profile and the risk to delivery. The four proposed streams are:

a) Ryedale Employment Initiative £150K

- This initiative is a competitive process whereby companies and organisations bid for funding in return for a guaranteed delivery of employment, including apprenticeships, over a specified period of time. The funding could be used to support the costs of an apprentice or employee - or could be used to fund equipment or capital expenditure (such as proposals for additional training space that this Committee supported in December 2012) - that could be shown to deliver comparable benefits, in terms of a guaranteed job / apprenticeship over a specified minimum period of time.
- Applicants would be able to seek further support through the National Apprenticeship Scheme, where applicable. Officers would work with companies and organisations to assist in their appraisal of each application and recommend those that delivered the best value for money, taking account of the number and quality of posts being provided, together with any other material factors identified in the agreed criteria for the scheme.
- Companies and organisations from across Ryedale District could apply, including those in the North York Moors National Park.
- Officers have been in discussion with colleagues at other authorities regarding the detail of similar schemes offered. It is proposed that, should Members support the principle of the Ryedale Employment Initiative, that the criteria and detailed approach to be followed be agreed at the 4 April 2013 meeting of this Committee. This will allow additional weighting to be given to appropriate

factors e.g. opportunities for younger people, including recent graduates, and / or specific sectors etc.

- Member should note that under employment law it is not possible to restrict the take up of posts to people living in Ryedale – however, locational factors tend to mean that apprentice posts in particular will be taken up by local people.

b) RDC apprentice scheme £100K

- A variant of the RDC employment package that was supported by this Committee in December 2012. This expanded £100K scheme will see the employment of up to 10 apprentice posts within the Authority over a two year period.
- In addition, in order to deliver streams a), c) and d) to full benefit, a 2-year graduate placement (£28K per annum) is required within economic development. This graduate post is not included within the proposed RDF package of £370K but could be given consideration when Members allocate the 2013/14 NHB income of £707K.

c) Ryedale Business and Skills Initiatives £20K

- To support the following events and actions and initiatives resulting from these activities:
 - § Ryedale Skills Summit in Spring 2013 e.g. mentoring support, with business planning, investigate potential for short-term use of empty premises to accommodate new businesses.
 - § Ryedale Business week
 - § Rural Innovation Summit, in partnership with FERA and the LEP

d) Ryedale Major Projects

- Working in cooperation with partner organisations, to undertake the necessary investigatory work and project development to advance major capital projects (to provide employment and economic growth) to the point of construction. This detailed information is required in order to establish the costs, viability, deliverability and value of major projects and is also essential in order to make robust bids for funding sources such Growing Places and, if available, the District Council's capital programme. This would fund technical studies and investigations, including transport and highways studies, architectural and design work, site investigations into issues such as ground conditions, ecology, arboriculture, flood risk. It would also be used to fund feasibility investigations, where required. Wherever available, officers would utilise external funding sources to cover such costs, in preference to drawing upon this pot.
- The prospective projects to be advanced are identified in Annex A. Given the extensive list of potential projects is considered that these should be refined through a further report to a future meeting of this Committee, with a recommendation to Council then made on the spend in relation to this work area.

7.0 IMPLICATIONS

7.1 The following implications have been identified:

a) Financial

These proposals, once implemented, would utilise the £370K of NHB that was allocated to the RDF. The £370K is drawn from the 2012/13 NHB allocation of £439,779. A further allocation of £707,942 will be available for allocation and utilisation from April 2013.

RDC NHB Allocations	2011/2012 NHB	2012/2013 NHB	2013/2014 NHB
Year 1	214,540	214,540	214,540
Year 2	-	225,239	225,239
Year 3	-	-	268,163
Total Received/Due	214,540	439,779	707,942

- b) Legal
Compliance with employment law is an important consideration in setting the criteria of the Ryedale Employment Scheme.
- c) Other (Equalities, Staffing, Planning, Health & Safety, Environmental, Crime & Disorder)
These initiatives seek to enhance employment and training opportunities in Ryedale to the benefit of both Ryedale employers and residents, including the vulnerable and isolated.

Julian Rudd
Head of Economy and Infrastructure

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Background Papers:
None.

ANNEX A

Ref	Project	Project Timeframe	Output	Budget	Spend Profile		Risk to delivery
					2013/14	2014/15	
To be considered at Council 7 March 2013							
a	Ryedale Apprenticeship and Employment Scheme: <ul style="list-style-type: none"> • Revenue and capital projects that will deliver apprenticeships and jobs • Competitive bidding process assessment criteria to include cost per apprentice place, security, prospects of employment. • Criteria and process to be agreed at 4 April 2013 P&R. • Companies and organisations from across Ryedale District could apply – including those in the North York Moors National Park. 	2013 to 2015	Minimum of 7 apprentice places a year (14 in total)	£150k	£75k	£75k	Medium
b	RDC Apprentice Scheme – up to 10 apprentice posts	2013 to 2015	Up to 5 apprentices in each year	£100K	£50k	£50k	Low
c	Ryedale Business and Skills Initiatives: <ul style="list-style-type: none"> • Skills summit • Influencing schools enterprise agenda • Addressing skills gaps in Ryedale • Rural Innovation Conference with FERA • Ryedale Business Week 	2013 to 2015	<ul style="list-style-type: none"> • Skills summit • Innovation • Conference • Increased participation in vocational training • Alignment between training providers and employers 	£20K	£10k	£10k	Low
Total				£270k	£135k	£135k	

To be considered following further project development work – to be considered at Council 16 May 2013							
d	Ryedale Major Projects: <ul style="list-style-type: none"> • Bring forward Derwent Park as major mixed use site • Expansion of Derwent Training to support engineering sector – potential to add managed workspace • FERA Applied Innovation Campus • Further A64 improvements – junctions/safety/journey time • High speed broadband to Ryedale Business Parks • KMS engineering park • Malton Livestock Market • Malton Public Realm • Milton Rooms as a hub for the creative economy • Provision of employment land at Pickering • Public transport facilities at Malton and Norton 	2013 to 2015	At least 3 major schemes in progress by 2015	£100K	£30k	£70k	High
	Total			£100k	£30k	£70k	

Items a,b and c will be evaluated after year one with a report to Policy and Resources Committee. Item d will be evaluated after year two.

The Ryedale Economic Action Plan – Aims, Objectives and Actions

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.

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 at York Road (Malton) potentially in partnership with Derwent Training Association.
- 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. Continued development of the A64 junction to open up employment land in Norton.
- Further A64 improvements to 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.

A5 Malton public realm improvements

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.

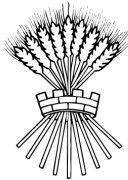
B5 Sector specific support:

- 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 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.

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

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PART B:	RECOMMENDATIONS TO COUNCIL
REPORT TO:	POLICY AND RESOURCES COMMITTEE
DATE:	14 FEBRUARY 2013
REPORT OF THE:	HEAD OF PLANNING AND HOUSING GARY HOUSDEN
TITLE OF REPORT:	COMMITTEE RESPONSIBILITY FOR PLANNING POLICY RECOMMENDATIONS
WARDS AFFECTED:	ALL

EXECUTIVE SUMMARY

1.0 PURPOSE OF REPORT

- 1.1 This report seeks approval for changes to the Constitution to transfer responsibility for the Planning Policy function from Policy and Resources Committee to Planning Committee.

2.0 RECOMMENDATION

- 2.1 That Members recommend to Council the changes to the Constitution outlined in Annex A to transfer responsibility for making recommendations to Council on Planning Policy from the Policy and Resources Committee to the Planning Committee.

3.0 REASON FOR RECOMMENDATION

- 3.1 The Planning Committee is primarily responsible the determination of planning applications. The transfer of responsibility for the Council's Planning Policy function to the same group of Members (who have received specialist Planning training) will assist in the development of emerging policy and assist in the consistent delivery of planning policy through individual planning decisions made by the same committee.
- 3.2 The Council's Planning Committee is comprised of 15 Members and is the largest of the Council's committees. The transfer of responsibility for the Planning Policy function to this committee will enable more Members to be involved in the debate concerning planning policy recommendations to Full Council.

4.0 SIGNIFICANT RISKS

- 4.1 There are no significant risks associated with this re-allocation of responsibilities. Policies and proposals will still be subject to the same level of rigorous debate and

any new policy will still be referred to Council as the final decision maker.

5.0 POLICY CONTEXT AND CONSULTATION

5.1 Planning Policy affects all five of the Council's priorities.

5.2 Consultation has taken place with the Chairmen of both the Planning Committee and the Policy and Resources Committee. Both are supportive of the approach set out in this report.

REPORT

6.0 REPORT DETAILS

6.1 This report proposes a transfer of responsibility for the Planning Policy function from Policy and Resources Committee to Planning Committee. In accordance with the Constitution, all final decisions on the Policy Framework will be taken by Full Council, based on recommendations from Committee, in Part B minutes.

6.2 For the reasons set out in paragraphs 3.1 and 3.2 above it is considered that the responsibility for the council's Planning Policy functions should transfer from Policy and Resources Committee to the Planning Committee.

6.3 The allocation of the responsibilities for committees is detailed in the Council's constitution. Minor changes are required and these are set out in Annex A.

7.0 IMPLICATIONS

7.1 The following implications have been identified:

a) Financial
None

b) Legal
The recommendations within this report and the suggested terms of reference incorporating a referral to Council in respect of Development Plan Documents are in accordance with the Council's constitution and the Council's general powers and duties under the Local Government Acts and the Local Authorities (Committee System) (England) Regulations 2012.

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

Gary Housden
Head of Planning and Housing

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Background Papers:
None

Constitutional Reference	Change
Part 1 – How Decisions Are Made	To remove the words in italics below: “The Council has a Policy and Resources Committee responsible for policy including <i>Planning Policy</i> and budget formulation...” To add the words in italics below: “The Planning Committee deals with planning applications and related matters, <i>and Planning Policy.</i> ”
Part 2 – Article 7 para 7.1	To remove the words in italics below: “The Council will appoint a Policy and Resources Committee responsible for policy including <i>Planning Policy</i> and budget formulation...”
Part 2 – Article 7 para 7.2	To add the words in italics below: “The Council will appoint a Planning Committee which will be responsible for dealing with planning applications and related matters, <i>and Planning Policy.</i> ”
Part 3 – Responsibility for Council Functions para 1.0(e)	To add the words in italics below: “receiving reports and recommendations from the Policy and Resources Committee, Commissioning Board, <i>Planning Committee</i> , Overview and Scrutiny Committee and any other Committee.”
Part 3 – Terms of Reference: Planning Committee	To add under the heading “Functions” the following words: “ <i>Planning Committee (Regulatory).</i> ”
Part 3 – Terms of Reference: Planning Committee	Delete the following words from Functions paragraph 1: “with the exception of” Add the following word to replace the words deleted from paragraph 1: “including”
Part 3 – Terms of Reference: Planning Committee	To add a function 3: “ <i>Planning Committee (Policy)</i> 3. (a) To make recommendations to Council in relation to the approval or adoption of a plan or strategy comprising plans or alterations which together constitutes the Development Plan. (b) To determine all matters in the following stages of the production of Development Plan Documents in the Local Plan:

	<ul style="list-style-type: none"> (i) Preparation Stage – the evidence base and arrangements for community involvement; publication of preparatory draft documents and associated public consultation. <p>(c) To advise and make recommendations to Council upon the following stages of production of Development Plan Documents:</p> <ul style="list-style-type: none"> (i) Approval of any full draft development plan document for initial consultation. (ii) Approval of any Proposed Submission Document prior to submission to the Secretary of State. (iii) Adoption of Development Plan Documents following the Inspector’s report and recommended modifications after the Examination. <p>(d) In relation to the Neighbourhood Planning documents and the CIL charging schedule:</p> <ul style="list-style-type: none"> (i) To determine all matters as relevant in the preparation, production, publication of Neighbourhood Planning documents and to advise Council as to the subsequent adoption of Neighbourhood Planning documents as covered by the Neighbourhood Planning Regulations 2012 (Neighbourhood Areas; Neighbourhood Forums; Community Right to Build Organisations; Neighbourhood Development Plans; Neighbourhood Development Orders and Community Right to Build Orders).
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	<ul style="list-style-type: none"> (ii) To advise and make recommendations to Council in respect of the preparation, consultation and production of the CIL preliminary draft charging schedule. (iii) To advise and make recommendations to Council in respect of the preparation, production, consultation and approval of the draft CIL charging schedule to be submitted for examination and thereafter subsequent adoption. (e) To consider and make recommendations to Council on the adoption of Supplementary Planning Documents. (f) To determine matters upon related projects and studies to the Local Plan or to make recommendations to Council. (g) To consider and comment on behalf of the Council in respect of the Regional Strategy Local Development Frameworks, Neighbourhood Planning documents and other relevant plans or consultation exercises by Government, local authorities or other relevant bodies. (h) To give detailed consideration and to make recommendations to Council in respect of all other planning policy matters such as the designation of Conservation Areas and amendments to their boundaries and the designation of locally listed buildings.”
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PART B:	RECOMMENDATIONS TO COUNCIL
REPORT TO:	POLICY AND RESOURCES COMMITTEE
DATE:	14 FEBRUARY 2013
REPORT OF THE:	COUNCIL SOLICITOR - ANTHONY WINSHIP HEAD OF HEALTH AND ENVIRONMENT – PHIL LONG
TITLE OF REPORT:	MEMBER INFORMATION AND COMMUNICATION
WARDS AFFECTED:	ALL

EXECUTIVE SUMMARY

1.0 PURPOSE OF REPORT

- 1.1 To review arrangements for Member information and communication in the light of changes to security compliance requirements, and also, as part of this review, to consider the need to replace IT equipment and consider options for paperless meetings.

2.0 RECOMMENDATIONS

- 2.1 That Council be recommended to approve that:

- (i) all Members must use Ryedale issued equipment and Ryedale email addresses for transacting Council business electronically with effect from 1 October 2013;
- (ii) subject to sufficient funding being identified, the Members of the Overview and Scrutiny Committee pilot the use of hybrid laptops for all Council meetings they attend during 2013; and
- (iii) a report on the pilot to be considered by Council in January 2014, with a view to full implementation for all members on or before the start of the 2014/15 civic year.

3.0 REASON FOR RECOMMENDATIONS

- 3.1 (i) To meet security and data protection compliancy requirements, removing a significant risk.
- (ii) To provide replacement equipment which is both secure and portable, with a wide range of functionality, and remove current inefficiencies involved in supporting many different products.

- (iii) To support the delivery of the financial and environmental benefits associated with paperless meetings.

4.0 SIGNIFICANT RISKS

- 4.1 GCSX compliancy – The GCSX (Government Connect Secure Extranet) is a secure, private network. All local authorities in England and Wales and other public sector organisations that have a requirement for sharing information securely with local and central government departments are currently connected to GCSX. Not using it would compromise the ability to deliver key services, particularly within Revenues and Benefits in their ability to communicate with the DWP. Annual compliancy testing is undertaken by the GCSX to ensure that our local network infrastructure meets the increasingly strict GCSX security guidelines with ad-hoc compliancy assessments possible at any time in between. All of which can attract considerable financial penalties for Ryedale, as demonstrated elsewhere. Compliancy requirements, relating to the Code of Connection (CoCo) for the Department of Work and Pensions (DWP), have recently been tightened and the Council will at some point be inspected in regards to its compliancy.

- 4.2 Compliancy and data protection issues to be addressed around a number of areas of Members IT provision:
 - (i) Ryedale.gov.uk email addresses must not be auto-forwarded to a non-Ryedale email address under any circumstances.
 - (ii) Connectivity into the Ryedale network should be undertaken using a Ryedale issued device only.
 - (iii) Members not using the Council remote working connection are putting themselves and the Council at risk by storing Council data on their 'local' machines.
 - (iv) Connecting to 'public' wifi access points with mobile devices is not recommended, Mobile connectivity should be provided using closed network 3G instead.
 - (v) Council issued equipment must be used only for Council business.

- 4.3 Reputational risk around data protection breaches is high and the financial penalties issued are increasing, some being as much as £0.5m. Additionally failure to comply with CoCo and other data protection requirements could result in the removal of the link to the DWP, preventing the authority from undertaking its benefits function and also the proposed new electoral registration function, when individual registration is introduced from 2014 onwards.

Case Study 1. Worcestershire County Council fined £80,000 for an incident in March 2011 where a member of staff emailed highly sensitive personal information about a large number of vulnerable people to 23 unintended recipients. The Council failed to take appropriate measures to guard against the unauthorised processing of personal data. The council had also failed to properly consider an alternative means of handling the information, such as holding it in a secure system that could only be accessed by members of staff who needed to see it.

Case Study 2. Cheshire East Council fined £80,000 after it failed to use a secure mail system to pass on sensitive information. The breach occurred in May 2011 and involved a member of the council team sending an email to a voluntary worker on her personal email account, rather than using the councils secure system. While the employee at the council may have believed they were acting in good faith, a lack of training and appreciation of data protection regulations forced the data watchdog to issue the fine.

- 4.4 As the proposed approach in this report represents a considerable change to the way of working for Members, to mitigate against risk it is essential that adequate testing and training takes place and that the implementation of change is not rushed. The timescales proposed represent a flexible and pragmatic plan for the pilot to ensure the approach is the right one, facilitating compliance and supporting adaptation by Members.

5.0 POLICY CONTEXT AND CONSULTATION

- 5.1 The relevant policy context is the national security compliance requirements set out in the Code of Connection for the DWP, and the data protection requirements set out in the Data Protection Act 1998 and the Council's Data Protection Policy and other related policies.
- 5.2 The financial and environmental benefits of a move to paperless meetings support corporate aim 3 (to have a high quality, clean and sustainable environment) and corporate aim 5 (to transform Ryedale District Council).
- 5.3 There have been two meetings with the Group to discuss the approach to the issues outlined in this report and to demonstrate equipment. Separate meetings and discussions have also taken place with the Member Champion for IT.

REPORT

6.0 REPORT DETAILS

- 6.1 The tightening of security and data protection compliance requirements is a key driver for a review of Member information and communication. In order to comply with these requirements and avoid the risks detailed in section 4 of this report, all Members should use Ryedale issued equipment and Ryedale.gov.uk Email addresses to undertake all Council related business. This would in turn provide the following enhanced functionality for all Council Members:
1. Provides Members with access to Office 2007 enabling full compatibility with documents produced by the Council.
 2. Access to the Council's intranet, including exempt committee papers.
 3. Secure storage and back up of Members' data.
- 6.2 Additionally the current Member IT equipment is nearing the end of its lifespan and is due for replacement. The specification of equipment used by Members varies considerably, making support from the IT Helpdesk time consuming and sometimes inefficient. Standardisation would address this enabling a more efficient Help Desk

service to members. Similar issues exist with printers and print cartridges.

6.3 There are three basic options relating to renewal of hardware:

(i) Laptop

This is the most cost effective and robust option providing the opportunity to develop mobile and paper free working options.

(ii) Tablet – Touch screen device

This option offers the greatest portability with an increasing number of devices available and a rapidly changing market. This type of device is the most portable but the lack of a traditional keyboard (all input is undertaken using the touch screen) may restrict everyday usability.

(iii) Laptop Hybrid – Touch screen device with traditional keyboard

The hybrid laptop option, consisting of a tablet style touch screen with detachable traditional keyboard has the benefits of portability and up to 10 hours battery life. The addition of a traditional keyboard will enable full functionality for use with email and Microsoft Office.

It is the Windows 8 based hybrid laptop option which is recommended. The overall cost of each option is very similar, with a £650 budget per member, covering the investment in hardware, software and associated warranty.

6.4 There are connectivity considerations, no cost would be involved for connectivity of WIFI enabled devices (ie any of the hardware options) at Ryedale House or from Members' homes where personal wireless broadband arrangements are already in place. If mobility is a key factor, connectivity away from the above locations would incur an additional cost of £120 per year, per Member.

6.5 The replacement of equipment also provides the opportunity to allow Members to consider moving to a paperless approach to meetings. In the financial year 2011/12, £13,648 was spent on printing agendas and £2,084 on postage. Therefore even a partial move to paperless meetings would deliver financial savings.

6.6 In addition there are environmental benefits associated with this proposal. Approximately 3,410,000 sheets of paper were used for Council and committee papers in 2011/12 (1,364 boxes), so there would be a significant impact on paper use. Ink for the printers in reprographics is included as part of the service and support contract with the suppliers, rather than purchased separately, but toner cartridges would last 13% longer if all meetings went paperless as Council and committee agendas accounted for 13% of the copying carried out in 2011/12. An energy saving would also be achieved from the use of hybrid laptops rather than printing and postage of hard copy agendas. These devices use the latest Intel Atom processor which is particularly low in energy use and lends itself to the extended battery life seen in these machines. In addition where agendas are recycled after use, rather than retained, there would be a further energy saving.

6.7 Hybrid laptops would be used to facilitate the paperless meetings, with links to the agendas and reports being emailed to Members and officers when the documents are published online, through the modern.gov committee management system. Exempt documents could only be accessed by individuals with specific enhanced permissions, managed as part of the back office part of this system. A username and password would be required to enable access and maintain security.

6.8 Before any move to paperless working, a significant amount of set up and testing work would need to take place, both with the modern.gov system and the devices themselves. Additionally there would need to be extensive training for Members and officers around use of the new hybrid laptops, the use of Microsoft Office 2007 and how to use the devices for paperless meetings. Therefore it is not feasible for this to go live at the start of the 2013/14 financial or municipal year. Group Leaders proposed that the Overview and Scrutiny Committee pilot the use of hybrid laptops for paperless meetings and this could take place during 2013, with the possibility of going live across the board on or before the start of the 2014/15 Civic year.

7.0 IMPLICATIONS

7.1 The following implications have been identified:

a) Financial

An estimated cost for purchasing a hybrid laptop for each Member would be £650. The total cost would be £20k. At this time there is no budgetary provision. The 2013/2014 draft budget being considered by this Committee and then Council on the 26 February 2013 includes revenue funding to enable this project to go forward.

Recurrent savings could be delivered in relation to printing and postage costs. These would depend on how Members are provided with meeting papers.

b) Legal

It is essential for the Council to fully comply with security compliance requirements. A breach of these duties exposes the Council to significant risk.

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

There are no equalities implications associated with the proposals. Adaptive equipment could be provided for anyone requiring it.

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Background Papers:

None

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Member Information and Communication - RISK MATRIX – ANNEX A

Issue/Risk	Consequences if allowed to happen	Likelihood	Impact	Mitigation	Mitigated Likelihood	Mitigated Impact
Continued failure to comply with security requirements	Possible reputational damage. Fines up to £0.5m. Loss of connection to DWP, used for the benefits service and required for individual electoral registration.	See below (score before mitigation) 3	See below (score before mitigation) D	All Members use Ryedale issued kit and the logon to the Ryedale network.	See below (score after mitigation) 1	See below (score after mitigation) A
Failure of current hardware due to age	Operational issues for Members	3	C	All members are provided with new hardware	1	A
Technical or user problems during implementation due to inadequate testing or training	Problems at meetings, delays within the implementation process, dissatisfaction with the product and way of working, and adverse publicity	4	C	Timescales proposed allow time for all necessary training and testing, including a pilot with Overview and Scrutiny Members.	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

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