

Scrutiny Review of Governance Arrangements for Services with North Yorkshire County Council	
<p>Terms of Reference (approved on 4 October 2018)</p> <p>Aims of the Review:</p> <p>Priority 1:</p> <p>To review and understand the governance arrangements for services with North Yorkshire County Council (NYCC) covering:</p> <ul style="list-style-type: none"> - Human Resources including Organisational Development, Employment Support Service (Payroll) and Health and Wellbeing (Occupational Health) - Section 151 Officer and other Financial services - Chief Executive (RDC) and Assistant Director (NYCC) <p>The review also aims to define and understand the various types of agreement the Council has with others for services and/or support services included in the Council's Contracts Register covering value, start/review dates and term.</p> <p>Priority 2:</p> <p>To consider a generic framework to ensure consistency and to be applied to any other future service delivery models</p> <p>Why has this review been selected?</p> <p>Overview and Scrutiny Committee selected this topic for the next scrutiny review on 14 June 2018 as a priority given recent arrangements for shared services being entered into with NYCC following the delegation being approved. (Appendix A for decision record, click on hyperlinks for minutes).</p> <p>Council 28.6.18 minute 19</p> <p>Council 15.3.18 Minute 76</p>	<p>At the meeting of the Overview and Scrutiny committee on 4 October 2018, the draft terms of reference for the review of governance arrangements for services with NYCC were approved.</p> <p>On 25 October 2018, the Chair reported that he had received a document from the Head of HR on the appraisal arrangements for the new Chief Executive.</p> <p>The Chair agreed to circulate the document to committee members and asked for feedback on this as soon as possible.</p>

Who will carry out this review?

The review will be carried out by a task group including:

- A minimum of 3 members of the O and S committee Cllrs Acomb, Clark and Jowitt (but open to all members of O and S) agreed on 25 July 2018
- Support will be provided by the Delivery and Frontline Services Lead, the Senior Commissioning Officer and the Projects, Programmes and Performance Officer
- With input from other officers as required

How the review will be carried out?

The task group will examine the existing shared service arrangements in place at the Council. These will be compared with other best practice examples of shared service arrangements to understand how these ensure good governance arrangements are in place, how effective they are and the benefit of applying them to the NYCC arrangements to ensure that robust governance is in place for performance management and value for money.

The review will explore other shared service arrangements already in operation including the Better Together model in place between NYCC and Selby DC. It will also examine other relevant agreements with a view to identifying common themes as well as researching best practice guidance on shared service delivery models. Any findings will inform any recommendations together with enabling the development of a generic framework to be applied to all future agreements where the Council buys in services or enters into arrangements for alternative service delivery models.

What are the expected outputs?

It is expected that the task group will produce a report, summarising the evidence they have gathered to enable a proposed way forward for the governance arrangements for services with NYCC.

<p>The aim is to ensure the governance arrangements are sound, consistent and are being applied properly within a robust framework and performance management is in place.</p> <p>A proposed governance framework may include:</p> <p>Is there a process to follow when an issue or service is identified as requiring action or if alternative delivery models represent best value?</p> <p>Are the appropriate decision making processes in place and robust?</p> <p>Is there an appropriate signed agreement in place?</p> <p>Is the agreement fit for purpose?</p> <p>Is there a delivery plan?</p> <p>How are the outcomes of the agreement being measured?</p> <p>Are there adequate controls and KPIs in place to ensure any actions are identified and implemented?</p> <p>What are the mechanisms for remedy or withdrawal if the agreement fails?</p> <p>Are there any recommendations to improve or change any of the arrangements (the outcome of the scrutiny review)</p> <p>Timescales</p> <p>It is anticipated that the group will conclude the outcomes of the review by January 2019. Progress reports will be submitted to the Committee at regular intervals during the review.</p>	
<p>Scrutiny Review of Provision of Swimming Lessons in Ryedale District Councils Swimming Pools link to final report</p>	
<p>Terms of Reference (approved 2 Nov 17)</p> <p>Aim of the Review:</p>	<p>The Scrutiny Review Final Report and Recommendations were agreed at the Policy and Resources Committee on 12 June 2018 and at Full Council on 28 June 2018.</p>

To consider the current 10 year contract between RDC and Everyone Active and understand

- the provision of swimming lessons
- the potential consequences for swimming clubs and

Why has this review been selected?

The issue of swimming lesson provision was raised at Scrutiny Committee on 5 October 2017 by Everyone Active as part of their annual report to the committee.

Ryedale Swimming Club attended this committee and raised concerns about the planned changes Everyone Active were going to make to the provision of swimming lessons.

Who will carry out the review?

The review will be carried out by a task group including:

- A minimum of 2 members of the O and S committee (but open to all members of O and S)
- Support will be provided by the Delivery and Frontline Services Lead, the Senior Commissioning Officer and the Projects, Programmes and Performance Officer
- With input from other officers as required, including the Monitoring Officer

How the review will be carried out?

The task group will consider the current contractual arrangement between the Council and Everyone Active and in particular the terms relating to pool activities and the provision of swimming lessons.

The review will include consultation with Everyone Active and two swimming clubs, Derwent Valley and Ryedale Swimming Clubs.

What are the expected outputs?

The recommendations, agreed at the Overview and Scrutiny committee meeting on 10 May were:

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

Recommendations 1-3 were made as a Part B item to the meeting of Policy and Resources Committee on 12 June 2018 and then to Full Council on 28 June 2018 as they required a decision to change existing policy.

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

Resolved at Council on 28 June 2018

That Council agree the final report attached as Appendix 1, which included the following recommendations:

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

<p>It is expected that the task group will produce a report, summarising the evidence they have gathered to enable a proposed way forward for the provision of swimming lessons.</p> <p>Timescale</p> <p>Progress reports will be submitted to the committee if required during the review.</p>	<ol style="list-style-type: none"> 2. Everyone Active (EA) and the swimming clubs work together to ensure a smooth transition pathway from Everyone Active lessons to Club sessions. 3. Council considers an incremental increase in the specified hire charge per hour to the swimming clubs. 4. In the event of any negotiations to do with E.A. no commitment or decisions will be taken without reference to Overview and Scrutiny and its relevant knowledge. <p><u>Voting Record</u> 27 For 0 Against 0 Abstentions</p>
<p>Scrutiny Review of Staff Survey Results</p>	
<p>Work in progress</p>	<p>Professor John Raine and Mrs Eileen Dunstan, both with considerable research experience at the Institute of Local Government Studies, University of Birmingham, were commissioned to assist with evidence-gathering as part of this Scrutiny Review. All staff were invited to share their experience working for the Council in confidence by 6 April 2018.</p> <p>At the meeting of the Overview and Scrutiny Committee on Thursday, 14 June, the committee agreed that Members:</p> <p style="padding-left: 40px;">(i) continue the scrutiny review into the staff survey results</p> <p>At the meeting of the Overview and Scrutiny Committee on Thursday 25 October, the Chair made the following statement:</p> <p>Barry Khan, the Assistant Chief Executive (Legal and Democratic Services) for North Yorkshire County Council, has been appointed to be Deputy Monitoring Officer to advise the Corporate Governance</p>

	<p>Standards Sub-Committee. This sub-committee will deal with any issues relating to Members that arise from the findings of Professor John Raine's Bullying Report. The sub-committee will consider any complaints under the Members Code of Conduct.</p> <p>As agreed at a previous meeting of Overview and Scrutiny, the Chair has given a copy of Professor John Raine's report to the Chief Executive.</p> <p>This will enable her to use it in reference to employment matters arising from the report. Stacey Burlet will report back to Overview and Scrutiny early in the New Year.</p>
<p>Scrutiny Review of Meeting Start Times and Management of Meetings - link to final report</p>	
<p>Recommendations - As agreed by Overview & Scrutiny</p>	
<p>(i) That the Constitution be amended to change the order of business for Full Council to put items for decision first;</p> <p>(ii) That the Constitution be amended to bring forward the guillotine, so that it takes effect after 3 hours;</p> <p>(iii) That the Constitution be amended to require corrections to the minutes to be submitted in writing in advance of the meeting;</p> <p>(iv) That working practices be amended so that questions to officers have to be dealt with ahead of, rather than during, meetings of Full Council;</p> <p>(v) That the Constitution be amended to require the circulation of the Leader's Statement with the agenda;</p> <p>(vi) That working practices be amended to stop reading out the Leader's Statement at meetings of Full Council.</p>	<p>On 21 September 2017 Policy and Resources Committee referred these recommendations to the Constitution Working Party.</p>
<p>Scrutiny Review of the Councils Role in Flood Management considered by Council on 8 December 2016 - link to final report</p>	
<p>Recommendations as agreed by Council</p>	

<p>1. That RDC commits £12,000 funding (up to a maximum of 20%) to resource a project manager to progress delivery of the Malton, Norton and Old Malton Flood Study project and drive partnership working, and seeks match funding from the partners of the Malton and Norton Project Group</p>	<p>NYCC have commissioned consultants to make progress with the MN and OM flood study which may identify the need for additional PM support.</p> <p>A report is being considered at P&R on 22 November 2018 recommending a 50% contribution is made towards a one-year fixed term contract for Flood Management Project Manager Post with NYCC which will go to Full Council on 6 December 2018.</p>
<p>2. RDC commits £2.5k (20%) funding towards a CCTV monitoring survey to understand the drainage system in Old Malton.</p>	<p>A CCTV survey in Old Malton commissioned by NYCC has now been completed and details will be made available in due course. RDC has contributed £2,000 towards this CCTV survey.</p>
<p>3. That Natural Flood Management (NFM) considerations should be integral to all local flood management solutions and that RDC continues to facilitate links across the various partners and interested stakeholders endorsing a whole catchment approach</p>	<p>The Yorkshire Derwent Partnership Board are currently developing a whole catchment area set of plans with specific delivery task groups in place to achieve outcomes eg Ryevitalise and a RDC rep attends, with a key objective of these projects being to develop natural flood management solutions.</p> <p>The Ryevitalise Landscape Partnership are currently in the development phase of a range of exciting projects supported by the Heritage Lottery Fund, North York Moors National Park and partners and are planning consultation over the coming months - follow this link to find out more and complete a short questionnaire</p>
<p>4. That RDC allocates a sum of £50,000 to a grant fund to support local flood solutions which will be allocated through Resources Working Party (similar to the arrangements for the allocation of Community Grants) where the criteria for allocation will also be agreed. Town and Parish Councils would be eligible to apply (including Malton and Brawby), as should any fully constituted community group, with any grant conditional on the preparation of a Community Resilience Plan to ensure sustainability and linkage to NYCC and other flood risk management partner organisations. Any contribution RDC makes towards a local solution involving equipment is on the basis that:</p>	<p>All Parish and Town Councils have been informed of the availability of grant funding to support local flood solutions.</p> <p>Work is continuing, with several meetings already planned, to support the development of projects which may be eligible and to ensure links to NYCC and community resilience plans.</p> <p>The opportunity to apply for a flood grant is now open and communities have been invited to submit their applications for grant funding to enable the development of solutions with support from the relevant authorities.</p>

<p>a) The community group or parish council engage with NYCC to set up a community resilience group (CRG) with a Community Resilience Plan (CRP)</p> <p>b) The CRG undertake training and take responsibility for deploying and insuring the pump with sign off from NYCC</p> <p>c) That the Resources Working Party make recommendations to the Policy & Resources Committee on the grant applications for this fund, and that the criteria be similar to that used for the Community Grant applications ie;</p> <p>i. Grant must not exceed £5000.00 or 25% of the total cost - whichever is the lowest</p> <p>ii. Grants up to £1000 may be 100% of the total cost.</p> <p>iii. In certain circumstances the above criteria may be waived if it is felt that an application will be of exceptional benefit to a community.</p> <p>5. That the above spending be funded from the New Homes Bonus Reserve</p>	<p>Two flood grant applications were approved at Policy and Resources on 21 September -one for Malton and one for Brawby.</p> <p>A third flood grant application has been made by Norton Town Council was approved by Policy and Resources on 23 November 2017.</p> <p>A total of £32,700 has been awarded from the £50,000 grant fund to date.</p> <p>A report is being considered at P&R on 22 November recommending a top-up to the Flood Grant Fund which will go to Full Council on 6 December 2018</p> <p>.</p>
<p>6. That Council may consider that funding be allocated from the New Homes Bonus towards the funding gap of £1.8m of the approved GiA scheme for the alleviation of flooding in Malton, Norton and Old Malton. That any contribution should be to a maximum of 20% of the funding gap.</p>	<p>The further work commissioned by NYCC to progress the M, N and OM Study will provide more detailed costings to inform future stakeholder engagement to bridge the funding gap. A bid to the LEP Growth Fund is now being progressed by NYCC to provide a business case for this project.</p>
<p>Scrutiny Review of Assets - link to final report considered by Council 08.09.2016</p>	
<p>Recommendations - As agreed by Council</p>	
<p>The Council policy on the management of property assets is as follows:</p>	<p>A new asset management strategy is being developed by officers to enable the delivery of this policy.</p>

<p>Vision: To optimise the use of the Councils property assets in supporting the delivery of the Councils priorities and delivering best value and value for money for the residents of Ryedale</p> <p>Policy: To achieve best value from each property asset by:</p> <ul style="list-style-type: none"> • Occupying an asset for the efficient delivery of Council services or • Renting to another to generate revenue income for the Council or • Disposing of any asset which achieves neither of the above and which could generate a receipt for the Council <p>Principles:</p> <ul style="list-style-type: none"> • To optimise the use of operational assets • That fewer operational buildings is lowest cost and lowest risk to service delivery • To manage the councils estate to achieve the best social, economic and environmental benefit for the communities of Ryedale • To dispose of underutilised assets • To acquire assets that would support the finances of the Council and delivery of the Council priorities • That the proceeds of the sale of any of the assets be used to support the delivery of the Council's priorities. • For disposal of any Council owned asset used for car parking, decisions should be made in the context of a car parking policy. 	<p>The Chief Executive reassured Members that officers would not dispose of any major assets without coming back to Council if the policy was adopted.</p> <p>Member Briefings on 11 January and 1 June 2017 linking the budget and assets.</p> <p>At the Policy and Resources Committee on 21 September 2017 it was resolved:</p> <p>That a clear direction be provided to officers to enable the work to be undertaken for decisions to be made by Council in February 2018 for the future of the Council's Asset portfolio, as follows:</p> <ol style="list-style-type: none"> a) That officers work with partners to participate in the OPE programme bid for North Yorkshire, to be submitted in November 2017 b) Ryedale House is no longer fit for purpose and the maintenance costs are prohibitively expensive. Officers are to prepare a business case to support a move to new premises which aims to deliver the following: <ul style="list-style-type: none"> • The preferred option of office accommodation on the site of the current Community House. • to develop proposals for a hub for public sector and voluntary and community sector partners, linked to the OPE programme. • When Ryedale House is no longer available, future meetings of Council to take place in the Milton Rooms and similar venues in Ryedale. <p>The brief for the public sector hub to include the following:</p>
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	<ul style="list-style-type: none"> • Members to have access to a dedicated small office to accommodate 6 people, potential to provide a Leader's office if required and space for committee meetings for 10 members, officers and public seating. <p>c) In the event the single public sector hub does not come to fruition, the option of locating to Harrison House is to also be considered.</p> <p>d) Housing to be built on the Ryedale House site, a proportion of which to be affordable, ensuring best value. The possibility of a joint development including neighbouring sites to be explored.</p> <p>e) The upper deck of Wentworth Street Car Park to be considered for housing as part of the OPE programme.</p> <p>f) The Council to consider relocating Streetscene services to the proposed Waste Transfer Station at Kirby Misperton.</p> <p>g) A review to take place of all Council assets to deliver the Council's Asset Management Policy.</p> <p>On 12 April 2018 a further report was agreed by Council:</p> <p>That Council agree the following:</p> <p>i) To lead the development of a Public Service Hub for Ryedale, as the principle location for Ryedale District Council services, with the aim of vacating Ryedale House by Autumn 2020, and committing £2.5m from the NHB reserve to the Capital Programme for the delivery of this scheme.</p> <p>ii) That £275,000 of this allocation be used to support the development of a scheme on the site of the current Community House and adjacent land as the preferred option, to completion of RIBA stage 4 (Technical Design). The decision to appoint a</p>
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	<p>contractor and commence to construction would be a further decision of Council.</p> <p>iii) To participate in the North Yorkshire Property Partnership, utilising the resources available through the NYPP, from the One Public Estate (OPE) programme, to support the development of the Public Service Hub for Ryedale.</p> <p>iv) That a Car Parking Strategy for Ryedale be commissioned in partnership with North Yorkshire County Council, with a budget of £75,000 to be allocated from the general reserve.</p> <p>v) That Members commit to working in partnership with the Milton Rooms Management Committee to enable the utilisation of the Milton Rooms for meetings of Council when the Council has relocated from Ryedale House, and that the capital allocation already agreed be used to support the improvements, regardless of the outcome of the bid to the Heritage Lottery Fund.</p> <p>vi) In agreeing that Ryedale House (RH) will be vacated by the Council and its tenants, Members support the development of detailed feasibility studies for housing development on the Ryedale House site, utilising both the OPE and Homes England funding. A further report will be brought to members when the feasibility work on the RH site and any available adjacent sites, has been developed.</p> <p>A progress report on the One Public Estate Projects for Ryedale House Site and the Public Service Hub will be considered by P&R on 29 November 2018 which will go to Full Council on 6 December 2018.</p>
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Scrutiny Review of Fuel Poverty in Ryedale - Link to final report
Scrutiny Review of Members Involvement in Outside Bodies and as Member Champions - Link to final report
Scrutiny Review of the Role the Council Should play in Supporting the Voluntary and Community Sector Link to final report
Scrutiny Review of Post Offices 2010-11 Link to final report