

POLICY AND RESOURCES COMMITTEE

Thursday 19 June 2014 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

4 Minutes Public Pack, 03/04/2014 Policy and Resources Committee (Pages 3 - 8)

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 Delivering the Council's priorities 2014-2018

(Pages 9 - 22)

- 8 **Community Grants** (Pages 23 - 40)
- 9 **Proposed legislation changes re. combined authorities and economic prosperity boards** (Pages 41 - 62)
- 10 **Community Safety Partnership arrangements** (Pages 63 - 76)
- 11 **Exempt information**
Certain information in this report is considered to be exempt as defined in Paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972 (as amended) as the information relates to an individual.
- 12 **Sundry debt recovery procedures and commercial debt arrears** (Pages 77 - 92)

PART 'B' ITEMS - MATTERS REFERRED TO COUNCIL

- 13 **Exempt information**
Certain information in this report is considered to be exempt as defined in Paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972 (as amended), as the information relates to the financial or business affairs of a particular person.
- 14 **Ryedale Folk Museum - request for investment** (Pages 93 - 112)
- 15 **Any other business that the Chairman decides is urgent.**

Public Document Pack Agenda Item 4

Policy and Resources Committee

Held at Council Chamber, Ryedale House, Malton
on Thursday 3 April 2014

Present

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

Substitutes: Councillor Mrs E Shields (for Councillor Mrs L M Burr MBE)

By Invitation of the Chairman: Councillor Mrs Keal, Councillor Andrews

Overview & Scrutiny Committee Observers: Councillors Richardson and Wainwright

In Attendance

Audrey Adnitt, Paul Cresswell, Jos Holmes, Peter Johnson, Julian Rudd, Janet Waggott and Howard Wallis

Minutes

66 **Apologies for absence**

Apologies received from Councillor Mrs Burr.

67 **Minutes of the Policy & Resources Committee held on the 6th & 13th February 2014**

Decision

That the minutes of the meetings of the Policy & Resources Committee meetings held on the 6th February 2014 and the 13th February 2014 be approved and signed by the Chairman as a correct record.

68 **Minutes of the meeting of the Resources Working Party held on the 19th March 2014**

Decision

That the minutes of the Resources Working Party held on the 19 March 2014 be approved and signed by the Chairman as a correct record.

69 **Urgent Business**

The Chairman reported that there were no items to be considered at the meeting as a matter of urgency by virtue of Section 100B(94)(b) of the Local Government Act 1972.

70 **Declarations of Interest**

Councillor Acomb declared a personal, pecuniary and prejudicial interest in Item 12 (Milton Rooms Options Appraisal) as he was the Council's representative on the Milton Rooms Management Committee. Councillor Acomb advised that he had been granted a dispensation by the Monitoring Officer to speak and vote at the meeting.

Councillor Legard declared a personal, non-pecuniary but not prejudicial interest in Item 10 (Local Enterprise Partnership Funding) as his family resided by the A64.

Councillor Cowling declared a personal, non-pecuniary but not prejudicial interest in Item 14 (Revenue Write Offs) as she was acquainted with one of the parties involved.

PART 'B' ITEMS - MATTERS REFERRED TO COUNCIL

71 **Policy on Retail Relief for Business Rates**

Considered – Report of the Corporate Director (s151).

Recommendation to Council

That Council is recommended to approve:

(I) A Discretionary Business Rates Policy to award retail relief in accordance with Department for Communities and Local Government (DCLG) guidelines with the following additional provisions:

- (a) All ratepayers in England & Wales will be eligible for the reoccupation relief. However, any ratepayer that occupies 50 or more premises will not be eligible to receive the £1,000 retail relief;
- (b) Charity shops in receipt of 80% Mandatory Business Rates Relief shall not be granted discretionary relief.

(II) That Discretionary Retail Relief be awarded as follows:

- (a) Via delegated authority to Council Officers for 2014/15 and 2015/16 only;
- (b) That an application process is not a mandatory requirement, but that Officers reserve the right to request information in order to apply any award of relief.

72 **Ryedale Development Fund- Remaining Major Projects**

Considered – Report of the Head of Economy & Infrastructure

Recommendation to Council

That Council is recommended to approve funding from the RDF budget to each of the following initiatives:

- (i) £20,000 towards the progression of targeted A64 Improvements: and
- (ii) £3,000 towards the progression of the Malton to Pickering Cycle Route.

73 **Derwent Training Association Expansion**

Considered – Report of the Head of Economy and Infrastructure

Recommendations to Council

As follows:

- a. That Council is recommended to approve £30,000 investment in the DTA expansion project utilising funding from the New Homes Bonus Reserve.
- b. The Head of Paid Service is directed to work with local schools and businesses to raise awareness of apprenticeship opportunities available within Ryedale. This is then to be reported in the annual report to Council.

74 **Local Enterprise Partnership Funding**

Considered – Report of the Corporate Director (s151).

Recommendation to Council

That Council is recommended to approve a £20,250 contribution to the LEP towards the development of the Local Growth Team financed from the NHB Reserve.

75 **Exempt Information**

Resolved

That under Section 100(A)(4) of the Local Government Act 1972 that the public be excluded from the meeting for the following items as there will be a likely disclosure of exempt information as defined in Paragraph 3 of Part 1 of Schedule 12A of the Act as the information provided relates to the financial or business affairs of any particular person (including the authority holding that information).

76 **Milton Rooms Options Appraisal**

Considered – Report of the Head of Economy & Infrastructure

Decision

- (i) Members noted the progress made to date in respect of MRCT's review of governance, improved financial management, and production and adoption of a robust short-term business plan;
- (ii) That the financial proposal detailed in the paragraph 2.1 recommendation (ii) be approved.
- (iii) That, subject to Council approval of the Part B item below, Members approve the delegation to the Head of Economy and Infrastructure, in consultation with the Chairman of Policy and Resources Committee and subject to a period of 12 month consolidation and successful operation of the new MRCT, to award up to £25k of RDF Major Projects funding towards further development of proposals for the Milton Rooms complex.

Recommendation to Council

- (i) Council is recommended to support in principal the development of the Milton Rooms, accepting that the Council is almost certain to have to make a capital financial contribution and annual revenue contribution in the future.

77 **Leases of Orchard Fields & Lady Spring Wood**

Considered report of the Corporate Director

Decision

That Members agree to the leases in respect of Orchard Fields and Lady Spring Wood being handed back to the Fitzwilliam Estate.

78 Revenue Write Offs

Considered – report of the Senior Revenues Officer

Decision

It was agreed that the Business Rate and Council Tax debts over £5,000 tabled in the report for consideration be written off.

79 Sundry Debtor Write Offs

Considered – report of the Corporate Director (s151)

Decision

As follows:

- a. That Members approve to write off the Sundry Debts as detailed in the report.
- b. That Officers bring to the next meeting of the Policy and Resources Committee the Council's current position on sundry debts for Commercial Premises over 3 months old and current procedures for the pursuance of sundry debts.

80 Minutes of the meeting of the Senior Management Contracts Working Party held on the 11 March 2014

Decision

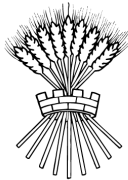
That the minutes of the Senior Management Contracts Working Party held on the 11 March 2014 be approved and signed by the Chairman as a correct record.

Recommendation to Council

- a. The s151 Officer role is removed from the Corporate Director role and the Chief Executive makes arrangements for the function to be delivered.
- b. The Corporate Director position is advertised at a salary of circa £70k and a Member Appointment Panel is established (to include the current membership of the senior contracts working party plus one member from the Liberal Party and one member from the Liberal Democrat Party) and authorised to recruit to that post.

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

There being no other business the meeting closed at 10.10pm.



REPORT TO:	POLICY AND RESOURCES
DATE:	19 JUNE 2014
REPORT OF THE:	CHIEF EXECUTIVE JANET WAGGOTT
TITLE OF REPORT:	THE COUNCIL'S PRIORITIES 2014-18
WARDS AFFECTED:	ALL

EXECUTIVE SUMMARY

1.0 PURPOSE OF REPORT

- 1.1 The purpose of this report is to present the delivery against the Council's priorities in 2013/14 to Council, summarise the challenges facing the Council for the next 12 months and to reaffirm the Aims and Strategic objectives of the Council Business Plan for 2014/15 within this context.

2.0 RECOMMENDATIONS

- 2.1 That members note the progress made by the Council in delivering its priorities in 2013/14 and agree the challenges to be faced in 2014/15 that become the aims and objectives
- 2.2 That members agree the Aims and Strategic Objectives of the Council Business Plan for 2014/18.

3.0 REASON FOR RECOMMENDATIONS

- 3.1 Members of the Council review the progress being made in delivering the Council's priorities at every committee cycle. This report is the annual review and is an element of the Council's performance management arrangements.
- 3.2 The Council Business Plan sets the strategic priorities for the Council for 2014 to 2018. The aims and strategic objectives are reviewed by members annually.

REPORT

4.0 BACKGROUND AND INTRODUCTION

- 4.1 The Council adopted a set of priorities in March 2009 in the Council Plan 2009-13, and reaffirms the Aims and Strategic Objectives annually. The Council Business Plan has been revised following a full review of the plan and the Council's delivery of its priorities undertaken in 2013/14. A review has also been undertaken of the

information reported to members at every committee cycle .

5.0 POLICY CONTEXT

- 5.1 The Council Business Plan is the key policy statement of the Council and is complimented by other plans such as the Financial Strategy and Service Delivery Plans and strategies. Links to these can be found at the end of this report.

6.0 CONSULTATION

- 6.1 The Council engages with the communities it represents throughout the year and in relation to all policy development. The intelligence gathered from all engagement activities informs the delivery of the Council Business Plan and the annual budget process.
- 6.2 This report will be considered by each of the Council's committees ahead of its consideration by Council in July 2014.

7.0 REPORT DETAILS

- 7.1 The Council adopted a set of priorities for 2009-13 which have been reaffirmed by Council annually. A review of the delivery of these, the context in which the Council operates and the challenges faced by the Council has been undertaken and the following priorities are proposed for the Council Business Plan for 2014-18 :

Aim 1: To meet housing need

Strategic Objectives:

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

Aim 2: To create the conditions for economic success

Strategic Objectives:

3. Place of opportunity – economic structure and supporting infrastructure
4. Opportunity for people – increasing wage and skills levels through the provision of more and better jobs.

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

Strategic Objectives:

5. Reducing waste - sustain existing high levels of dry recycling, promotion of home composting and monitoring the impact of charging for green waste
6. To protect and improve the quality of our local environment

Aim 4: To have safe and active communities

Strategic Objectives:

7. Working with partners, statutory and VCS, to improve health and wellbeing of communities

Aim 5: To transform the Council

Strategic Objectives:

8. To understand our communities and meet their needs
9. To develop the leadership, capacity and capability to deliver future improvements, considering options for alternative modes of delivery.

- 7.2 The work undertaken in reviewing the Council Business Plan includes:
- Review of the Council's performance in delivering its priorities and the key

- performance indicators used to monitor and report performance to members
- Review of the context in which the Council operates taking into account comparative data from a wide variety of sources.
- Analysis of the feedback received from consultation undertaken
- Consideration of the challenges which may face the place of Ryedale and its communities and the Council itself in the next 5 years

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

7.4 Attached at Annex A is a summary of the achievements made in delivering the Council's priorities in 2013/14 with the performance information for the Council Plan to March 2014. Some performance highlights for the year are:

Aim 1: To meet housing need

- Completed 211 new homes and maintained a five year supply of housing land
- Completion of two major capital projects in November 2013, Derwent Lodge and extension and refurbishment of Tara Park, utilising £1.5 million of external funding including additional funding from HCA to deliver some of our housing priorities and support the requirements and delivery of the local plan
- Successful procurement of a Handy Persons Scheme for Ryedale, being delivered in partnership with Scarborough Borough Council, for the benefit of vulnerable residents

Aim 2: Creating the conditions for economic success

- The adoption of the Local Development Framework –The Ryedale Plan – in September 2013. The plan provides the legal framework for all planning decisions in the Ryedale District until 2027.
- Through the Ryedale Development Fund, investment of £350k has been made in supporting apprenticeships and funding agreed for major schemes including, building the business case for junction improvements at the FERA site and A64 improvement schemes.
- Progression of the Ryedale Economic Action Plan through Local Growth Fund submissions for FERA, Malton AgriBusiness Parks and Rural Businesses and, for 2017 onwards, improvement of the A64.

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

- Start of works of the Pickering Flood defence scheme
- Successful implementation of the sustainable policy decision to charge for green waste

Aim 4: To have safe and active communities

- Commencement of major procurement of leisure service provision in Ryedale
- Successful operation of a community grants fund allocating £50k in 2013/14, with £45k funding available 2014/15
- Low levels of crime have been maintained

Aim 5: To Transform the Council

- Agreed a balanced budget with no increase in Council Tax
- Maintained levels of income including Council Tax and Business Rates, New Homes Bonus
- Successful implementation of the business hub
- Preliminary view of the optimum number of Members of Council indicated that 30

members is appropriate for Ryedale.

7.5 Challenges for 2014/15

Aim 1: To meet housing need

a) Affordable Housing Delivery

- To maintain delivery of new affordable homes in the current economic climate and deliver more than 300 affordable homes by 2015. Developments on site or with permission are expected to deliver around a further 200 additional affordable units during 2014/15 and 2015/16.
- The LEP have identified a stretch target of 250 new homes for Ryedale a year for the next 5 years, whilst also maintaining a 5 year land supply, in line with government policy. Recent experience has demonstrated that the most effective form of delivery of affordable homes is through the delivery of market led housing schemes – in order to maintain new housing supply, permissions need to be granted to developers for major housing schemes.
- Maximising income from New Homes Bonus through permissions for new housing and reducing numbers of empty homes.
- Preparation of LDF Sites Documents for publication in February 2015
- Helmsley Plan to be published, examined and adopted by December 2014
- Maximise opportunities to support housing delivery through funding initiatives such as Local Growth Fund, Get Britain Building
- Thoroughly investigate innovative ways of building and local delivery of affordable homes in Ryedale.
- CIL examination and links to Housing and infrastructure by December 2014

b) Making best use of existing housing stock

- Promoting grants and loans schemes and service available to improve private sector housing stock
- Reducing the number of empty properties in the District and maximising income from New Homes Bonus

c) Preventing Homelessness

- Managing the impact of changes to the welfare benefits system on vulnerable residents
- Maintaining progress with initiatives focussed on meeting the housing needs of younger people

d) Enabling Independent Living

- Expand the customer base and services offered by Ryecare whilst maintaining the service for existing customers.
- Disabled facilities grants
- Handy person scheme
- Housing Solutions partnership
- Managing the impact of changes to the welfare benefits system, educating landlords and supporting the use of Discretionary Housing Payments

Aim 2: Creating the conditions for economic success

- a) To have the Community Infrastructure Levy scheme examination in the autumn 2014
- b) To build a business case and secure implementation of major projects in the Ryedale Economic Action Plan, including securing Local Growth Fund and LEP support, to include FERA, A64 improvements and Malton AgriBusiness Park, and other projects to meet the needs of market towns and villages
- c) To have the sites document and the Helmsley Development Plan Document prepared to compliment the LDF

- d) To secure a sustainable future for the Milton Rooms
- e) Brambling Fields – assess and introduce traffic management measures to make effective use of the improved junction
- f) Progress initiatives to improve the skills match between the local workforce and the needs of local employers, including apprenticeship schemes.

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

- a) To maintain the level of Garden Waste subscriptions at or above 35%
- b) Maintain the percentage of dry recycling collected with the consequential reduction in waste sent to landfill.
- c) Reviewing garden waste collections and tonnages following implementation of our sustainable policy to charge for green waste
- d) Increase the take up of home composting
- e) Respond to changes in the public health system to ensure that there is the capacity to meet local needs influencing better care fund and integration, managing the impact for Ryedale
- f) Continue to work to alleviate pockets of flooding in Ryedale, working in partnership with other agencies to address problems in market towns and villages and contributions towards pumping stations
- g) Progressing the development of the York and North Yorkshire Waste Partnership.

Aim 4: To have safe and active communities

- a) Continue to maintain low levels of crime through local delivery whilst the structural changes to community safety partnerships are implemented across North Yorkshire
- b) Complete the procurement process for the leisure contract with the appointment of a provider to deliver the Council's leisure services and manage a successful transition to the new arrangements which encourages take up and improved service.
- c) Continue to support improvements in reducing the levels of obesity in the District.
- d) Provide community grants to support the solutions proposed by the market towns, villages and parishes.
- e) Allocate funds, as appropriate, to CAB to commission and deliver the services required in Ryedale to support vulnerable people
- f) To offer support for the continued provision of urgent care at Malton Hospital.

Aim 5: To Transform the Council

- a) To maximise the opportunities to achieve efficiencies and meet the needs of customers through the further of the development of the Business Hub
- b) To deliver a balanced budget in 2014/15 and plan for meeting future financial challenges, including generating projected income.
- c) Make effective use of the New Homes Bonus funding
- d) To meet the ongoing challenges presented to the Council by the finance reforms including localisation of Council Tax, business rates and the implementation of Universal Credit
- e) Improve processing times for benefits claims and maintain these in line with national targets – 30 days for new claims and 10 days for change of circumstance
- f) Prepare for Individual electoral registration, the elections of May 2015 and induction programme for new members.
- g) Rolling programme of investment to Council owned property – Ryedale House and the Depot to maximise income by attracting other tenants
- h) Continue to work with NYCC, other Districts and partners to deliver services

8.0 IMPLICATIONS

8.1 The following implications have been identified:

- a) Financial

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

- b) Legal
There are no significant legal implications arising from this report
- c) Other
There are no significant other implications arising from this report.

Janet Waggott
Chief Executive

Author: Clare Slater, Head of Corporate Services
Telephone No: 01653 600666 ext: 347
E-Mail Address: clare.slater@ryedale.gov.uk

Background Papers:

Council Plan 2009 -13
Delivering the Council Plan Reports – Reported quarterly to Policy and Resources Committee

Background Papers are available for inspection at:
www.ryedale.gov.uk

[The Ryedale Plan](#)

[The Ryedale Housing Strategy Action Plan](#)

[The Ryedale Economic Action Plan](#)

[The Ryedale Sports Strategy](#)

[Safer Ryedale Partnership Plan](#)

[RDC Financial Strategy 2013 -17](#)

[RDC Financial Strategy 2014-18](#)

Service Delivery Plans are available on Covalent

Performance reports presented to Policy and Resources and Overview and Scrutiny Committees and are available on the Council's website

Delivery of the Council's Priorities 2013/14

1. Housing Need							
Status	Code	Current Value	Last Update	Indicator Name	Improvement	Current Target	
✓	BS RB 181	12.6 days	March 2014	Time taken to process Housing Benefit/Council Tax Benefit new claims and change events - Accumulative	Aim to Minimise	20.0 days	
✓	FP 7	211	2013/14	Net additional homes provided	Aim to Maximise	200	
✓	FP 8	89.2%	2013/14	Supply of deliverable housing sites	Aim to Maximise	100.0%	
✓	HS 1	97.0%	Q4 2013/14	Homeless applications on which RDC makes decision and issues notification to the applicant within 33 working days (was LPI 70)	Aim to Maximise	100.0%	
✓	HS 2	2.68 weeks	2013/14	Length of stay in temporary accommodation (B&B, weeks) Average	Aim to Minimise	4.00 weeks	
✓	HS 5	6	Q4 2013/14	Number of Homeless Applications	Aim to Minimise	18	
✓	HS 8	346	2013/14	Prevention of Homelessness through Advice and Proactive Intervention (values and targets are per quarter, not accumulative)	Aim to Maximise	154	
✓	HS 10a	26%	2013/14	% Households in Ryedale in Fuel Poverty (10%)	Aim to Minimise	26%	
✓	HS 14	7.36	2013/14	Affordability Ratio	Aim to Minimise	8.59	
✗	HS 11	253	2013/14	Empty Domestic Properties (New Homes Bonus Annual Return)	Aim to Minimise	329	
✗	HS 17	49	2013/14	Number of affordable homes delivered (gross)	Aim to Maximise	75	

Page 15

a) Affordable Housing Delivery

The Council has an annual target of 75 new affordable homes – around a third of the new homes planned each year for Ryedale. 49 new affordable homes have been completed in 2013/14. This compares to 94 units delivered in 2012/13 and 95 units delivered in 2011/12 and 52 in 2010/11. 238 new affordable homes have been developed over the past 3 years, towards the aspiration of delivering 300 new affordable homes in the 4 years to 2015. A total of 211 new homes were completed in Ryedale in 2013/14, making the Council one of very few in North Yorkshire to achieve the build rates identified in its Local Plan and at rate of over 200 units a year for the second year running.

b) **Making best use of existing housing stock**

Ryedale was the only authority in North Yorkshire to make capital resources available from its own reserves for continuing the grants and loans schemes in 2013/14. These fund a range of private sector housing grants and loans to help meet the housing needs of vulnerable and low income people in private sector housing – be this to get empty properties back into residential use or to adapt homes so that a person can continue to live there as their health and mobility change.

The Joint Home Improvement Agency between Ryedale and Scarborough has delivers the Councils Disabled Facilities Grants Scheme has made 99 awards in 2013/14 .

Comparative figures for the number of empty homes in Ryedale which have been unoccupied for more than 6 months will be calculated in October 2014 as part of the claim for New Homes Bonus. It is anticipated that performance will be maintained

c) **Preventing Homelessness**

The number of homelessness acceptances has decreased from 18 households in 2012/13 to 15 households in 2013/14. 346 households have been prevented from becoming homeless, representing a 16% increase over the last 12 months. 97.1% of homeless cases were assessed within the statutory requirement of 33 days.

The number of households in temporary accommodation has reduced from 6 in March 2013 to 5 in March 2014, this reduction reflects the continued success of the Young People's Homelessness Partnership.

The average length of stay in temporary accommodation has remained at 19 weeks in 2013/14.









Enabling Independent Living

Telecare continues to develop and officers are working closely with health and adult Services to ensure services become more efficient. Ryecare aims to install equipment within 48 hours to ensure clients are able to leave hospital and return to their homes as soon as possible.

e) **Supporting those on low income**

During the last year the council has helped 3,666 residents to pay their rent. Council Tax benefit has been replaced by the Local Council Tax Support Scheme which was successfully implemented in April 2013. Collection rates for Council Tax have been maintained at a rate of 98.48% for 2013/14.

The Council has supported the delivery of significant changes in the benefits system as part of the wider welfare reform programme being implemented by the government. The Council is also managing the impact of welfare reforms on our customers.

2. Economic Success						
Status	Code	Current Value	Last Update	Indicator Name	Improvement	Current Target
	EC 10	1.3%	April 2014	Total Job Seeker Allowance Claimants Aged 16 - 64	Aim to Minimise	3.8%
	EC 12a	91.7%	2013/14	% Ryedale population qualified - NVQ1 or equivalent	Aim to Maximise	81.9%
	EC 12b	79.9%	2013/14	% Ryedale population qualified - NVQ2 or equivalent	Aim to Maximise	68.72%
	EC 12c	53.1%	2013/14	% Ryedale population qualified - NVQ3 or equivalent	Aim to Maximise	50.88%
	EC 12d	40%	2013/14	% Ryedale population qualified - NVQ4 or equivalent	Aim to Maximise	30.96%
	EC 40	81	2013/14	Employment Rate	Aim to Maximise	74.7
	EC 13a	£425.00	2013/14	Gross weekly earnings by workplace	Aim to Maximise	£450.00
	EC 13b	£417.60	2013/14	Gross weekly earnings by residency	Aim to Maximise	£468.00

a) Improving Infrastructure

The expansion of the York Road Business Park at Malton is underway with employers already on site. Several other key employment sites gained planning permission and are now implemented, including the Yorkshire Baker at Norton and the Ryedale Exhibition and Leisure Village at Pickering. Work has also begun on Jack berry House at Malton to provide vital facilities to support the horse racing industry and strengthen the importance of Malton and Norton to the industry. Through close work with the Y, NY & ER LEP major economic schemes are being progressed at the FERA site at Sand Hutton and at the Malton Agribusiness Park, both of which will result in hundreds of new jobs. Discussions are underway to enhance the existing engineering park at Kirkbymoorside and to secure future investment in the A64 to upgrade the route east of York. Planning permission has been supported in principle for a new supermarket at Malton, to supplement the new store with permission on the Livestock market site.

b) Local Development Framework

The LDF Local Plan Strategy was adopted following examination in September 2013. The Local Plan Sites Development Plan Document (DPD) and the Helmsley Plan DPD are being prepared for publication in 2014/15.

c) Supporting Local Businesses

Ryedale has been represented on the LEP and the Ryedale business forum continues to develop. The Head of Economy and Infrastructure has been seconded part-time to the LEP to support the development of bids to the Growth Fund and to provide strategic advice on Housing for the sub-region.

Improvement in levels of unemployment for young people with reduced numbers of JSA claimants in the 18-24 category

Continued support for local businesses takes place through provision of advice, including the application of regulations eg compliance with air quality requirements, food hygiene regulations and health and safety at work. Working with the LEP, a Pop up Business Advice Café has been held in Pickering, the location for the Council's hugely successful Opportunity knocks event. A skills summit involved many partners, including all senior schools and many employers and education providers. An enhanced tourism website provides improved marketing and booking facilities for Ryedale providers and the Council continues to consider applications for business rates relief to support local employers in appropriate circumstances. Tourist advice facilities have been modernised and streamlined. .

d) **Ryedale Economic Strategy**

The Council agreed to support economic development by allocating £350k of New Homes Bonus Money to the following major schemes:

- Milton Rooms - £25k in principle approval to support the management to develop the business
- New Livestock Market - £25k loan to support the development of a business plan for the scheme
- Fera - £25k to support the development of a viable scheme to improve access to the site from the A64 and thereby enable further development of the site
- A64 Improvements - £20k for a study to identify options to improve the A64 between Norton and Scarborough and Crambeck and Musley Bank

e) **Visitor Information Review**

The review of visitor information was completed in 2013/14.

Page 18

High Quality Environment						
Status	Code	Current Value	Last Update	Indicator Name	Improvement	Current Target
	DM 2	31.6%	2013/14	Planning appeals allowed	Aim to Minimise	33.0%
	HE 13	76%	2013/14	% of Food establishments in the area broadly compliant with food hygiene law	Aim to Maximise	72%
	SS 16	33.64%	2013/14	% of Household Waste Composted	Aim to Maximise	30.00%
	SS 35	-6.0%	2011/12	% CO2 reduction from LA operations.	Aim to Minimise	Baseline
	SS 192	52.7%	2013/14	% of household waste sent for reuse, recycling and composting	Aim to Maximise	49.70%
	SS 36	1,837	2012/13	Tonnes of CO2 from LA operations	Aim to Minimise	Baseline
	SS 15	19.02	2013/14	% of Household Waste Recycled	Aim to Maximise	20.00%
	SS 17	+6.29%	2012/13	Household Waste Collection - % change in kilograms per head	Aim to Minimise	0.25%
	DM 157a	52.00%	2013/14	Processing of planning applications: Major applications (13 weeks)	Aim to Maximise	70.00%
	DM 157b	56.70%	2013/14	Processing of planning applications: Minor applications (8 weeks)	Aim to Maximise	80.00%
	DM 157c	74.85%	2013/14	Processing of planning applications: Other applications (8 weeks)	Aim to Maximise	93.00%

a) **Waste and Recycling**

The level of performance in relation to waste reduction and recycling targets has been maintained in 2013/14 with data to be verified in July 2014.

b) **Streetscene savings**

Streetscene services have continued to be a key contributor to the delivery of efficiencies for the Council. Following a decision by Council, the team have successfully launched charging for collection of green waste and have already met the participation target set of 35%, attracting £230K of additional revenue for the Council with positive indications that this target could be exceeded.

c) **Reducing the Risk of Flooding**

In order to help reduce the risks of flooding following the 2012/13 floods a multi-agency flood group was set up in 2013. These include representatives from key agencies-North Yorkshire County Council, Ryedale District Council, Environment Agency, Yorkshire Water and Network Rail. Actions taken include:

- Fostering of a Coordinated and partnership approach to reducing the flood risk
- Inclusion of Malton and Norton in North Yorkshire County Strategic Flood Risk Management Plan, including action plan
- Reviewed Malton and Norton Multi-Agency Emergency Flood Response Plan
- Inspected Malton and Norton key flood defence assets and remedial works undertaken
- Identified Malton and Norton flooding 'hot spots' and developed priority action plan
- Preliminary design of Church Street, Norton flood response measure
- Consultant's Brief for flood risk study to several sites in Malton and Norton to include;
 - Old Malton Road area
 - Castlegate area
 - Norton Road/Mill Beck area
 - Welham Road area

Work on Pickering Slowing the Flow flood defence scheme started on 28th October 2013, with initial site set-up and clearance works being completed during the period to the end of the year. On the 6th January 2014 construction work started in earnest to build the flood storage reservoir. The project is on track to complete in September/October, despite the recent very wet weather. Unfortunately there has been unavoidable cost increases reported regarding the scheme, linked to free clay being unavailable, combined with the need for some design changes to the spillway (essential for Reservoirs Act approval), legal fees with the NYMR and unforeseen extra access works. The total additional cost over and above the original contingency is some £400,000. The Environment Agency are confident that they remain manageable and are exploring a variety of options available for the provision of the extra funding required. Meetings are to be arranged with RDC and NYCC to discuss the potential of additional contributions.

d) **Air Quality**

Air Quality Progress Report submitted to DEFRA with an evaluation of the progress made against the Malton Air Quality Action Plan.

e) **Private Water Supplies**

In depth risk assessments were introduced this year leading to the improvement of private water supplies with reports to the Drinking Water

Inspectorate on progress made.

f) **Managing Development**

Investment has been made in the Managing Development Team to improve enforcement services and reduce planning application processing time


g) **Responsible dog owners**

The council have introduced an award scheme -Caught doing it right – in conjunction with Safer Ryedale to positively reward and highlight responsible dog ownership in relation to dog fouling. The scheme has been successful to date and several awards have been made, In addition the Council is working with the Dogs Trust to provide free micro-chipping at a number of venues around Ryedale prior to compulsory introduction in 2016

h) **Percentage Co2 reduction from LA operations**

Previous target set was for three years, based on national guidance. Target and base data to be reviewed 2014/15 following changes and additions to council assets as previously indicated.

4. Active Safe Communities

Status	Code	Current Value	Last Update	Indicator Name	Improvement	Current Target
	HE 10	23.6%	2013/14	Adult participation in sport and active recreation. Sport England Active People Survey-Annual	Aim to Maximise	22.3%
	EC 77	2,220	March 2014	Total Crime in Ryedale	Aim to Minimise	

Page 20
 Aim 4: To have safe and active communities

a) **Investing in Sport and Recreation**

A Sports Strategy/Action Plan for Ryedale has been adopted by Members at Council in May 2013. Work is ongoing to complete the procurement process for the leisure contract with the appointment of a service provider to deliver the Council’s leisure services and manage a successful transition to the new arrangements which encourages take up and improved service.

- On 23 December 2013 a notice was published in the Official Journal of the European Union inviting expressions of interest from potential partners to operate, manage and maintain the Sport and Leisure Facilities within Ryedale (“the Project”).
- The Council is following the competitive dialogue procedure and pre-qualified a long list of Bidders who responded to the notice. Those Bidders were reduced to a shortlist of three Bidders following the Invitation to Submit Outline Proposals (ISOP) stage. Following Further Dialogue with each Bidder, those Bidders will be invited to submit their Final Tenders (ITSFT).
- ITSFT documents will be issued to Bidders on Friday 6th June 2014 and represent the completion of the Further Dialogue stage, the purpose of which is to evaluate the Bidders’ detailed proposals and identify the Bidder which can best meet the Council’s needs and objectives for the Project. Date of return for bids is 25th June 2014.

b) **Maintaining Low Crime Levels**

The district continues to have the lowest crime rate of all districts within North Yorkshire and is currently in 1st position within the Most Similar CSP group

nationally. The Community Safety Partnership 'Priorities for Action' for 2013/14 are:

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








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

c) Supporting the Community and Voluntary Sector

The commissioning Board allocated £50k of funding to the voluntary and community sectors through grants in 2013/14. Schemes supported included:

- Village Halls – Thornton le Dale, Lastingham, Wrelton
- Ryedale Community Garden – Nawton and Beadlam
- Terrington Play Area
- Duggleby community garden
- Live Music Now – Songs and scones

Support for Parish Planning continues and a number of the projects supported through grants were identified as community priorities through this process. Communities recently engaged in Community Led Planning include Farndale, Rosedale, Thornton le Dale and Marishes, Oswaldkirk, Huttons Ambo, Kirby Misperton, Appleton le Moors, Lastingham and Spaunton. Communities planning to refresh their plans in 2014/15 include Slingsby, and Terrington,

Transforming the Council						
Status	Code	Current Value	Last Update	Indicator Name	Improvement	Current Target
	BS RB 11	98.48%	March 2014	% of Council Tax collected	Aim to Maximise	98.21%
	BS RB 12	99.13%	March 2014	% of Non-domestic Rates Collected	Aim to Maximise	98.50%
	DS 2d	46.54%	2011/12	Percentage turnout for elections - District	Aim to Maximise	43.06%
	BS AS 3	89%	2013/14	Payments made using electronic channels	Aim to Maximise	85%
	BS AS 1 RDC	37%	2013/14	Service enquiries resolved at first point of contact (telephone)	Aim to Maximise	40%
	BS MD 1	72.9%	March 2014	Standard searches done in 5 working days	Aim to Maximise	90.0%
	HR A 01 R	9.89 days	2013/14	Average number of Working Days Lost Due to Sickness Absence per FTE, RYEDALE	Aim to Minimise	7.50 days

a) Balancing the Budget

Budget savings of almost £3m have been achieved through service redesign and efficiency savings over the last four years including the one -11, Going

for Gold and Round 3 programmes. This included redesign of services, partnership working and maximising opportunities as they present themselves. The budget for 2014/15 was again balanced without an increase in levels of Council Tax. The approach for the 2015/16 budget and beyond is currently under review.

b) **Optimising Technology**

Efficiencies were achieved by maximising the benefit of investment in IT and improved systems. This will continue in 2014/15 through the development of services delivered within the Business Hub.

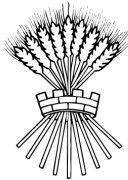
The Council achieved PSN compliance and launched a new website.

c) **Responding to Legislation**

The Council continues to work with partners in preparing for the implications of new legislation such as the Localism Act, Police Reform and Social Responsibility Act, Welfare Reform Act and the Health and Social Care Act. The new burdens placed upon the Council as a result of new legislation have been considerable and will continue to present challenges.

d) **Supporting Democracy**

The annual canvass was completed successfully and preparation for Individual electoral registration continue. The European Elections in May 2014 were organised successfully and included a new location for the count ahead of and in anticipation of the triple election in May 2015 – General, District and Parish elections.



PART A:	MATTERS DEALT WITH UNDER DELEGATED POWERS
REPORT TO:	POLICY AND RESOURCES
DATE:	19 JUNE 2014
REPORT OF THE:	HEAD OF ECONOMY AND INFRASTRUCTURE JULIAN RUDD
TITLE OF REPORT:	COMMUNITY GRANTS
WARDS AFFECTED:	ALL

EXECUTIVE SUMMARY

1.0 PURPOSE OF REPORT

1.1 To agree proposals for the operation of the Community Grant scheme.

2.0 RECOMMENDATIONS

2.1 It is recommended that:

- (i) The Community Grant Scheme as outlined becomes operational; and
- (ii) Policy and Resources Committee appoint a Community Grants Working Party to recommend projects for grant support to Policy and Resources Committee on a bi-annual basis.

3.0 REASON FOR RECOMMENDATIONS

3.1 To enable Council to invest in appropriate small-scale, community-based projects.

4.0 SIGNIFICANT RISKS

4.1 There are no significant risks.

5.0 POLICY CONTEXT AND CONSULTATION

5.1 The scheme delivers on Council Aim 4: Active Communities.

5.2 Consultation has taken place with the 2013/14 Community Grants Working Party to ascertain if any changes in criteria or operational practice are required. No changes were recommended by the Chairman.

5.3 The recommendations made in this report are consistent with the recommendations made by the Overview and Scrutiny Committee through the review of support for the

voluntary and community sector.

REPORT

6.0 REPORT DETAILS

- 6.1 Budgetary provision of £45,000 has been made to operate a Community Grants scheme in 2014/15.
- 6.2 In 2013/14, a Community Grants scheme was operated, with 29 projects receiving funding. Projects covered diverse areas including:
- Sports and recreation (such as playing fields, sports groups)
 - Health and social care (such as counselling or support for older people.)
 - Community Buildings (village halls)
 - Heritage and local interest (such as WW1 memorial book).
- 6.3 The scheme was well received by community groups, enabling small-scale, community-based schemes to come to fruition and larger schemes to attract match funding. All projects had some element of match funding. It was oversubscribed at each funding round.
- 6.4 The Community Grants Working party met twice in the year to consider applications and make recommendations to Commissioning Board.
- 6.5 Following consultation with the Community Grants Working Party, it is proposed to continue this process with the Policy and Resources Committee in 2014/15 and beyond (NB the availability of funding for Community Grants in 2015/16 and beyond will be determined through Budget setting and the allocation of any other appropriate resources).
- 6.6 The draft application form for the Community Grants in Annex B.
- 6.7 The proposed timescale of the process during 2014/15 is:

Application closing date	Community Grants Working Party meet	P&R Decision
Round 1 29 August 2014	W/B 8 September 2014	25 September 2014
Round 2 2 nd January 2015	W/B 19 January 2015	5 February 2015

7.0 IMPLICATIONS

- 7.1 The following implications have been identified:
- a) Financial
£45,000 is allocated to the Community Grants scheme in the 2014/15 budget. The allocation of funding towards a Community Grant scheme in subsequent years will be considered as part of setting the Council's budget.
- b) Legal
A grant agreement, in the form of a grant offer letter is made with each award, to ensure that the funding is spent on the approved project.

8.0 NEXT STEPS

- 8.1 The date of the Community Grant Working Party will be confirmed by its Chair. The grant will be launched as soon as possible to ensure community groups have time to develop their projects in time for the first round in September 2014.

Julian Rudd
Head of Economy and Infrastructure

Author: **Jos Holmes, Economy and Community Manager**
Telephone No: 01653 600666 ext: 240
E-Mail Address: jos.holmes@ryedale.gov.uk

This page is intentionally left blank

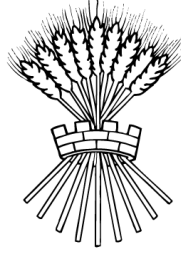
COMMUNITY GRANTS RISK MATRIX – ANNEX A

Issue/Risk	Consequences if allowed to happen	Likelihood	Impact	Mitigation	Mitigated Likelihood	Mitigated Impact
Lack of funding to accommodate all grant requests	Reputational risk to local authority	5	C	Expectation management by RDC and CaVCA officers. Detailed discussion with officers prior to application is recommended.	3	A
Projects awarded funding do not proceed	Waste of public funds	4	C	Project appraisal will review deliverability of project and match funding.	2	B
Potential for replacement of statutory / public funding cuts	RDC taking on the responsibility for funding services cut by other public bodies	3	C	Small scale nature of this scheme not likely to attract large scale applications. Funding for 1 year only is possible.	3	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

This page is intentionally left blank

**RYEDALE
DISTRICT
COUNCIL**



**COMMUNITY
GRANT**

**DRAFT FOR POLICY AND RESOURCES COMMITTEE
19 JUNE 2014
ANNEX B**

APPLICATION FORM & GUIDANCE

The Community Grant is open to any Ryedale community based organisation or group, for projects that make a positive impact on the community owned or managed facilities and activities in Ryedale, such as village halls, play areas, sports facilities, village owned shops and activities that support the local community.

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

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

- Town or Parish councils (and other organisations with tax raising powers) or organisations already in receipt of core funding or service level agreements are not eligible to apply.
- All applications will be appraised by Officers of the Council or appointed external advisors and presented to the Council's Policy and Resources Committee for approval following recommendations from the Community Grant Working Party. The relevant Ward Councillor will also be consulted. Information on the application form and supporting documents may be disclosed to the public.
- Applications will be considered for capital and revenue projects, which meet the eligibility criteria.
- A grant of up to £5,000 or 25% of eligible project costs (whichever is the lesser) will be considered.
- For funding requests of up to £1,000, 100% grant funding will be considered (i.e. a possible full project cost grant). Priority will be given to those applications which can demonstrate added value by attracting match funding
- Projects must be completed by March 2017.
- 2-14/15 applications will be considered by the Policy and Resources Committee at two meetings; 25 September 2014 and 5 February 2015. Applications will be received throughout the year and funding will be allocated on a first come, first served basis. Completed applications must therefore be submitted by **29 August 2014** and **2 January 2015**.
- All successful applicants will be required to submit an evaluation report to the Council at the end of the project.
- All applications must be made on the attached application form and must be accompanied by the following documents:
 - Signed constitution or rules as adopted by the Chair
 - 2 years audited accounts for existing groups or 3-6 months bank statements for new organisations in lieu of accounts
 - Any relevant Business Plans or Annual Reports, supporting evidence such as parish plans and/or community questionnaires.
 - 2 quotes for items of capital expenditure, demonstrating value for money

If you require any advice or help in completing the form or wish to discuss an idea prior to submitting an application please contact:

Gail Cook
Community Partnerships Officer
Economy and Community Unit
Ryedale District Council
Ryedale House
Malton
YO17 7HH

Tel: 01653 600666 ext 314 Email: gail.cook@ryedale.gov.uk

Community Grant

What can you apply for?

Applications will be considered for projects requiring capital or revenue funding. These are the costs of tangible and lasting items such as buildings, fixed equipment, insulation or disability access and can include refurbishment and major improvements. . Example projects include;

- Provision of a new community facility
- Schemes which improve the standards of provision or increase participation
- The acquisition and adaptation of existing buildings or facilities
- Community ventures which increase community activity and participation

Priority will normally be given to those bids which:

- Attract partnership or match funding.
- Are initiated by community based organisations or groups.
- Are supported by evidence of need such as consultation or a parish plan.
- Can demonstrate community support and participation, for example through offers of help in kind.

How much can you apply for?

You can apply for up to £5,000, although the maximum grant will be 25% of your project costs. Applications for up to £1,000 are eligible for 100% of project costs. The amount of grant being requested must be clearly stated on the application form. This will be a competitive process and we anticipate that demand will exceed the funding available. Projects of an exceptional nature may be awarded a higher level of funding.

Ineligible Expenditure

- Any expenditure that takes place prior to grant approval, including planning fees and professional fees
- Existing running costs of your organisation and existing salary costs
- Fundraising
- This funding is not intended to replace existing statutory funding or for projects that have previously been funded by other organisations, such as highways improvements, school facilities.

Priorities

The resources available under the Council's grant programmes are constantly under pressure and every year the budget is over subscribed with requests for funding. All applications for grants will be assessed against the priorities on page 1. Projects which contribute to these would be considered as high priority schemes:

Priority will normally be given to those bids which:

- Attract partnership or match funding.
- Are initiated by community based organisations or groups.
- Are supported by evidence of need such as consultation or a parish plan.
- Can demonstrate community support and participation, for example through offers of help in kind.

How to apply

Applicants are required to apply formally for a grant using the application form attached.

2014/15 applications will be considered by the Commissioning Board on 23 January 2014 and 20 March 2014. The following deadlines will apply.

29 August 2014 for a decision on 25 September 2014.

2nd January 2015 for a decision on 5th February 2015.

All applications over £250 must be accompanied by the following:-

- A copy of the signed constitution or rules for your organisation as adopted by the Chair
- 2 years' audited accounts for existing organisations or 3-6 months bank statements for newer organisations
- Copies of all offers of match funding (or identify where the remaining funding for the project is coming from)
- 2 quotes for items of expenditure, demonstrating value for money

Applications for **capital** grant aid over £250 should additionally be supported by the following:-

- Copies of deeds, lease agreements or other title documents;
- Copies of all plans, estimates, schedules or work, tenders, and specifications of work;
- Copy of all planning approvals where appropriate;

Applications for capital or revenue **under** £250 must provide

- Copy of signed constitution or rules
- Bank statement or accounts from the previous year.

Email links to documentation available on the web can be included in your application.

Getting Help

If you need help filling in the form or require assistance with developing your application, please contact the Economy and Community team at Ryedale District Council. Officers can also direct you to other agencies and funding bodies who may be able to help with your project.

The primary contact is:

Gail Cook

Community Partnerships Officer

Tel: 01653 600666 ext 314

Email: gail.cook@ryedale.gov.uk

We would recommend you make contact prior to completing the application form.

Site Visits

Before an application can be considered by the Council, the applicant organisation will be contacted by an officer of the Council and capital projects will be discussed on site.

How we assess your application

If your application is complete and includes all the information requested and your organisation is eligible for consideration, we will assess your organisation and project against the following criteria:-

Your organisation

- Is well managed and financially sound
- Would be able to manage the project if a grant was awarded
- Reflects the community it serves
- Takes into account the needs and aspirations of the community in its work.

Your project:

- Contributes to the delivery of the Council's stated aims
- Responds to a clearly identified need and has community support, and this should be evidenced with research such as a parish plan or village appraisal or offers of help in kind
- Will deliver clear outcomes for the communities of Ryedale and the impact of the project has been anticipated and is supported by evidence
- Has a budget which is accurate and reasonable with a realistic plan to secure matching funding.
- Has a clear and realistic projection of income for the future maintenance of the facility and a plan for its future operation
- Includes details of how it will be monitored and evaluated i.e. how will you show that the project has delivered the desired outcomes in Ryedale and share lessons learned?
- Must be deliverable by March 2016.

Monitoring

We will monitor the impact of all projects funded by the Council. This will demonstrate the "result" of awarding grant aid and benefit to the communities of Ryedale. Aspects of your project which will need monitoring may include:-

- The benefits the project has achieved
- How many people or organisations have benefited

When we award a grant and before the grant begins, we will agree with you the things we would like you to monitor. We may also request materials such as photographs which may use in future to promote the work of the fund or share best practice.

If you are successful

We will send you a grant offer letter detailing the amount, term and any special conditions of the award. You must agree to abide by the Council's standard grant conditions when accepting any award.

Standard Grant Conditions

- No work must be started or firm contracts made in respect of any project before the grant application has been considered and a written offer of grant received.
- In urgent cases, at the request of the applicant and with prior consent of the Council, some schemes may proceed before the application for grant aid has been considered. In such cases the applicant will be notified by letter specifying the work which may be undertaken "without prejudice" to the application.
- Not less than two competitive tenders should be obtained for all capital schemes
- In respect of projects involving the purchase of, or improvements to land or property there must be no outstanding loans, mortgages or charges on, or in respect of the land or property involved unless under full guarantee against foreclosure.
- If the application relates to land or property which is not owned by the applicant organisation there should be not less than 10 years unexpired security of tenure at the date of the grant application, although a shorter term may be acceptable in some cases.
- The Council may use the project for publicity purposes and case studies may be prepared by the Council in consultation with the applicant.

Payment of Grant

Grants are paid retrospectively for capital projects, by bank transfer, with notification being sent to the chairman of the organisation or other appointed official as specified on the application form. Therefore, in order for grant payments to be made, it is essential that we have your bank details (section 11 on the application form) and for the organisation to send copies of all relevant receipted invoices to the Council at the point of claiming the grant. It is possible for interim payments to be made on receipt of appropriate invoices or certificates. Work may be inspected before payments are made. Grants are paid in advance for revenue projects.

Your Commitment

In order to achieve the best return for the Ryedale community from the grants we award the Council expects the following from grant recipients:-

- That you undertake to monitor and evaluate your service or project and its benefit to the Ryedale community.
- To adhere to the principles of equal opportunities
- That you undertake to deliver a high quality of service
- Recognition of the funding contributed by Ryedale District Council in promotional material
- Providing information for inclusion in case studies

Our Commitment

In order to provide a service which delivers grant aid to the voluntary sector in a fair and appropriate way we undertake the following:-

- To monitor and evaluate our service to ensure we provide the best service we can
- To assess all eligible applications against our criteria
- To acknowledge applications and answer letters within 5 working days of receipt
- To ensure that no applicant receives less favourable treatment for any reason

If you are not satisfied with the outcome of your application

Please contact the Economy and Community Team and we will arrange for an officer to visit your project to discuss possible ways to take your scheme forward.

If you wish to make a formal complaint about the application process or administration of your award you can contact the Complaints Officer by phone on 01653 600666 or by email at complaints@ryedale.gov.uk.

RDC Community Grant Application Form

Ref No CG _____ **Date received** _____ (for office use only)

1. Project Title

Organisation Details

2. Name of applicant organisation

3. Official or registered address of applicant organisation

Postcode

Telephone number

E-mail address

4. Name of main contact regarding this application

Position within organisation

5. Does this person have official authority to submit this application? Yes No

6. Address for contact person if different from question 3

Postcode

Telephone number

E-mail address

7. When was your organisation established or incorporated?

8. Type of Organisation _____

If a Registered Charity – please give number _____

VAT registration number, if any _____

9. Is this application from a consortium of organisations Yes No

If Yes, which organisations are included in the consortium?

Membership and usage

10. Are you a membership organisation? Yes No

If yes, is membership open to all? _____

What is your current membership? _____

What are the annual membership fees? _____

11. Bank account details
Account name and sort code.

Bank/Building Society Name

Address

Project Details

12. Where will the project take place?

13. When do you expect the project to:

Start _____ Finish _____

14. Please summarise your project (100 words max)

14. Why is the project needed?

15. Please give details of any consultation undertaken in planning your project with either the wider community or target audience for the project – what community support to you have? eg: parish plan or questionnaire.

16. Please indicate how you will measure the success and impact of your project

17. How does your project meet the aims of the Council?

18. Please give details of any special fundraising activities for the project

For Capital Projects Only

19. Is planning permission required?

Yes No

If yes, please indicate the status of any applications with dates

applied for granted
Outline, Full, Listed building

20. Does your organisation own the property for which you are seeking a grant?

Yes No

If no, do you have a lease on the property?

Yes No

Please give the name of the person or organisation who owns the building

The length of any lease & unexpired term.

22 Project Budget

Capital Costs (list items of expenditure)	AMOUNT £
Eg: site clearance	Eg £500
VAT	
Total Capital Cost (a)	
Revenue Costs	AMOUNT £
Total Revenue Cost (b)	
Total Cost (a+b)	

INCOME (please specify how you will pay for the project)	AMOUNT £
Ryedale District Council Community Facility Grant requested	
Own Funds	
Local Fundraising	
VAT (if you are able to reclaim it)	
In Kind	
Total Income (c)	

Please note, your Total Costs (a+b) must equal your Total Income (c). The grant requested must not be more than £5,000 or 25% of Total Costs (a + b), unless you are requesting a grant of up to £1,000.

Declaration I declare that:

- The information on this application form and the supporting information enclosed with it is accurate to the best of my knowledge
- The project falls within my organisation's purposes
- My organisation has power to accept a grant subject to the grant conditions as stated

The application form should be signed by the Chairman or Chief Executive of the applicant organisation.

Signed

Name & Position

Date

Checklist

Please check that the following are included with your application

Copy of your constitution, e.g. trust deed, Memorandum and Articles of Association, set of rules

Two years audited or otherwise certified accounts including your last complete financial year (if required)

Details of any research, or consultation, which has informed the development of the project

Evidence of match funding commitments, formal grant offer letters

Two competitive estimates for all capital works

Relevant plans and drawings

Business Plans and Annual report (if required)

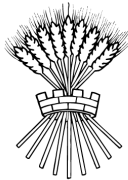
Please return completed forms to:

Gail Cook
Community Partnerships Officer
Economy & Community Unit
Ryedale District Council
Ryedale House
Malton
YO17 7HH

Tel: 01653 600666 ext 314

Email: gail.cook@ryedale.gov.uk

This page is intentionally left blank



PART A:	MATTERS DEALT WITH UNDER DELEGATED POWERS
REPORT TO:	POLICY AND RESOURCES
DATE:	19 JUNE 2014
REPORT OF THE:	HEAD OF ECONOMY AND INFRASTRUCTURE JULIAN RUDD
TITLE OF REPORT:	PROPOSED LEGISLATION CHANGES RE COMBINED AUTHORITIES AND ECONOMIC PROSPERITY BOARDS
WARDS AFFECTED:	ALL

EXECUTIVE SUMMARY

1.0 PURPOSE OF REPORT

- 1.1 To agree a Ryedale District Council response to current proposals to amend legislation relating to combined authorities and economic prosperity boards.

2.0 RECOMMENDATION

- 2.1 It is recommended that the 'proposed comments' within this report be forwarded to DCLG as the response of this Council to the proposal to amend legislation relating to combined authorities and economic prosperity boards.

3.0 REASON FOR RECOMMENDATION

- 3.1 To safeguard the interests of the economy, businesses and residents of Ryedale and the functional economic area within which it falls.

4.0 SIGNIFICANT RISKS

- 4.1 There are no significant risks.

5.0 POLICY CONTEXT AND CONSULTATION

- 5.1 This matter relates to Council Aim 2: 'To create the conditions for economic success in Ryedale'.
- 5.2 This report is in response to a consultation by Government with local authorities, LEPs, the CBI, the LGA and the Institute of Directors on potential legislative changes regarding the establishment of combined authorities. No formal local consultation has been undertaken to inform this Council's response.

REPORT

6.0 REPORT DETAILS

Background

- 6.1 The Local Democracy, Economic Development and Construction Act 2009 enables the creation of Combined Authorities (CAs) and Economic Prosperity Boards (EPBs). CAs are a type of authority which may be set up, by the Secretary of State, at the request of local authorities in a specified area in order to undertake joint functions relating to effective delivery of sustainable economic development and regeneration, including transport. Some provisions are taken from the Local Transport Act 2008, including the power to transfer the functions of an integrated transport authority to the combined authority. EPBs are subject to the same statutory process, and can pool economic development and regeneration powers, but not assume transport duties. Both are intended to be sub-regional structures designed to support growth, and, in the case of CAs, transport. EPBs and CAs operate within the wider framework of national policies, regional strategies and sustainable community strategies.
- 6.2 The Department for Communities & Local Government recently launched a consultation to seek views on proposals to amend legislation relating to CAs & EPBs. The consultation has arisen from the Government's response to the Heseltine Review. This stated that they would set out a "view of a future where local authorities put economic development at the heart of all they do; collaborating, including with private sector partners across a functional economic area", including reviewing legislation regarding the forming and operation of CAs and EPBs.
- 6.3 The consultation paper (attached at Annex A) invites comment on proposed changes to the primary legislation regarding CAs and EPS, which the Government believes would fulfil its commitment to amend legislation as described above. The consultation also invites views as to whether any further changes in addition to those set out in the paper are necessary to deliver this aim.

The Current Consultation: Proposals relating to combined authority and economic prosperity board legislation

- 6.4 The Heseltine Review of economic growth in the UK ('No Stone Unturned in the Pursuit of Growth' (2012)) outlined a policy agenda that put increased emphasis on the role of Functional Economic Areas (FEAs) in securing increased economic productivity and prosperity. To strengthen FEAs, Lord Heseltine recommended that Government should 'remove all legislative barriers that are preventing local authorities from collaborating within FEAs' including legislation relating to CAs and EPBs, as part of a wider agenda on local growth and fiscal devolution.
- 6.5 This consultation outlines that the Government regard the amendment of legislation relating to CAs and EPBs as a key policy in enabling local authorities within FEAs to create 'opportunities for greater collaboration and increased economic development'. The proposals, which are outlined below, seek to increase the flexibility associated with the establishment of CAs and EPBs, removing restrictions preventing local authorities from joining CAs and EPBs within their FEA, amending how CAs exercise their functions, their administration and scrutiny.

Proposal 1 - To enable councils with non-contiguous boundaries to form or join combined authorities or economic prosperity boards

- 6.6 Under current legislation, local authorities that do not share a contiguous boundary are unable to form or join CAs or EPB. The Act currently requires that no part of the CA or EPB area is separated from the rest of it by one or more local government

boundary, requiring that the local authorities that make up the CA or EPB area have contiguous boundaries. For instance, current legislation restricts the City of York Council from being anything more than a non-voting member of the newly formed West Yorkshire CA (Bradford, Wakefield, Calderdale, Kirklees and Leeds).

- 6.7 The legislation also requires that there is no local government area that is surrounded by local government areas that are within the CA or EPBs, but the 'surrounded' local government area is not within the CA or EPB, preventing a 'doughnut shape' CA or EPB being formed. For example, this would prevent a CA or EPB covering North Yorkshire with the exception of the City of York Council.
- 6.8 The Government proposes to remove this restriction and allow local authorities that are in the **same** FEA without contiguous boundaries to form or join a CA or EPB. The Government believes the change would remove a significant barrier to collaboration across a FEA – the area over which the local economy and its key markets operate – and which will not necessarily align with administrative boundaries. They also highlight the need to ensure that no council is forced into joining a CA or EPB due to the change, and that significant safeguards are built into the proposals to prevent adverse effects from the establishment of the CA or EPB on those local authorities which choose not to be a member, either by choice or because they are not in the FEA.

Question 1: Do you agree with proposal 1?

a) What benefits, if any, do you see from making the change?

Proposed response

The benefits of this approach, in terms of sharing of resources, are significantly outweighed by the risks of this proposed approach.

b) What risks, if any, do you see from the change and how can these be mitigated?

Proposed response

Given the circumstances and the geography of the North Yorkshire and surrounding area, the local risks of this change are:

- This would not reflect the true nature of functional economic areas, where the housing market, transport links, travel to work areas, skills provision and other key aspects of economic activity occur across shared boundaries. In reflection of this, the planning for growth - and for improvement of infrastructure to accommodate development – should also occur across shared boundaries, as reflected in the duty to cooperate.*
- In North Yorkshire, this has the clear potential to introduce a new layer of complexity and hinder positive, collaborative and properly aligned planning for infrastructure delivery and growth.*
- This would not reflect local identities and would be counter to communities and businesses perceptions of civic identity and local infrastructure priorities.*
- Confusion between the roles and boundaries of LEPs and combined authorities, to the detriment of strategic planning and sharing of resources within some LEPs.*

Proposal 2 - To enable a county council to become a member of a combined authority or economic prosperity board with respect to a defined part of its area

- 6.9 In line with the non-contiguous restrictions, under section 103 (6) of the 2009 Act, it is not possible for only part of a county council area to become part of a combined authority. A county council cannot form a CA or EPB unless this includes all the district authorities within its boundaries.

- 6.10 The proposed change would enable a county council, such as North Yorkshire, to become a member of a CA or EPB in relation to a defined part of its area. The defined part of the county council would be the same area as that of the district councils that also wish to be members of the CA or EPB. This would allow a county council to become a member of a CA or EPB with respect to part of its administrative area, without requiring that all of the district authorities within the county are included as members of the CA or EPB. The county council would retain its statutory duties in relation to growth and transport for the remaining district authority areas.
- 6.11 The Government states that councils that come forward with a proposal for a CA or EPB for only part of a county council's administrative area must demonstrate how this will impact upon the remaining area of the county council, and how the remaining area would operate the functions efficiently and effectively. This would inform the Secretary of State's consideration of the extent to which effective and convenient government is secured, as required by the Act (para 23).

Question 2: Do you agree with proposal 2?

a) What benefits, if any, do you see from making the change?

Proposed response

The benefits of this approach, in terms of sharing of resources, are significantly outweighed by the risks of this proposed approach.

b) What risks, if any, do you see from the change and how can these be mitigated?

Proposed response

Given the circumstances and the geography of the North Yorkshire and surrounding area, the local risks of this change are:

- The danger of an unequal provision of resources across the County would be particularly high, with a well-catered for urban hinterland profiting to the disadvantage of more remote rural areas.*
- This would be a disruptive and complicating form of governance in two-tier areas with established roles and joint working.*

Proposal 3 - To enable a combined authority or economic prosperity board to deliver different services in different parts of its area

- 6.12 Under current legislation, a CA must deliver the same economic development, regeneration and transport functions across the authorities that are members of the CA. Similarly, an EPB must exercise economic development and regeneration functions across the whole of its area. This has particular implications in two-tier areas, where responsibilities for transport, economic development and regeneration are split between county and district authorities. Under current legislation, a combined authority must hold the same responsibilities relating to transport, regeneration and economic development across the whole of its area, and cannot provide transport services for one district area, and not another.
- 6.13 The proposed changes would allow a CA or EPB to deliver its functions on a 'patchwork basis'. In a two-tier area if a district council joined the CA or EPB and the county council did not, the county council could retain control of transport and other county level functions and the CA would only take over functions relating to economic development and regeneration that are held at district level. Similarly, where a county council wishes to join a CA or EPB, but one or more of the district councils do not, the CA would only assume responsibility for those transport, economic development and regeneration functions that are held at county level in relation to those districts that do not wish to join.

Question 3: Do you agree with proposal 3?

a) What benefits, if any, do you see from making the change?

Proposed response

This approach may suit the politics of individual authorities; however, any localised advantage is significantly outweighed by the risks identified below.

b) What risks, if any, do you see from the change and how can these be mitigated?

Proposed response

The major risks are:

- This is fragmented approach is contrary to the aim of coordination and planning for growth across functional economic areas.*
- This would lead to a confusing patchwork of arrangements that is likely to be detrimental to democratic participation and understanding and to the involvement of the private sector at a strategic level. Given the further complication of LEP boundaries that did not reflect these arrangements, and concern in certain areas regarding the accountability of LEPs themselves, it would be increasingly difficult to engage with businesses and plan between local authorities, particularly adjoining authorities in two-tier areas.*

Proposal 4 - To simplify the administrative processes involved in making changes to an existing combined authority or economic prosperity board

- 6.14 Currently, the process for establishing a combined authority requires a local authority or authorities to carry out a review which may recommend the establishment of a CA for their area, or including their area. They must publish a “scheme” to this end. Publication of the scheme requires the consent of the local authority areas covered by it.
- 6.15 The Secretary of State must consult the authorities that would be covered by the combined authority, and must be satisfied that the establishment of a CA will contribute to economic development and transport policy: The Secretary of State may make an order establishing a CA for an area only if, having regard to a scheme prepared and published under section 109, the Secretary of State considers that to do so is likely to improve—
- (a) the exercise of statutory functions relating to transport in the area
 - (b) the effectiveness and efficiency of transport in the area
 - (c) the exercise of statutory functions relating to economic development and regeneration in the area, and
 - (d) economic conditions in the area.
- There is also a requirement that in making the order, the Secretary of State must have regard to the need:
- (a) to reflect the identities and interests of local communities, and
 - (b) to secure effective and convenient local government.
- 6.16 A Draft Order is then laid and Parliamentary approval is required before the Order can be made, establishing the CA or EPB. The same process is required before changes can be made to CA or EPB, for example, in order to amend the functions, change the boundaries of, or dissolve a CA or EPB board.
- 6.17 The Government is seeking views on the above process for establishing and making changes to an existing CA or EPB. The consultation argues that simplifying or reducing these processes could decrease the administrative inconvenience of some of the procedural requirements, bringing forward more rapid change, more effective and convenient government, greater efficiency and economic growth. The consultation does not provide specifics on how they intend to amend processes or procedures, and seeks suggestions from authorities.

Question 4: Do you agree with proposal 4, and if so what procedural simplifications and changes would you wish to see?

a) What benefits do you see arising from such changes?

Proposed response

Given concerns raised in response to the proposals within this consultation this Authority considers there to be very limited benefits to the introduction of such procedural changes.

b) What risks, if any, do you see from such changes and how can these be mitigated?

Proposed response

The major risk is that changes would be introduced, without due consideration and input from affected authorities and partners, that would be counter to joint working to improve infrastructure and facilitate growth, particularly with two-tier areas.

Proposal 5 – clarify scrutiny arrangements in combined authorities and economic prosperity boards

- 6.18 Existing CAs and EPBs have one or more overview and scrutiny committees which hold members of a CA or EPB to account. Brandon Lewis MP stated during a recent Parliamentary debate that “Good governance practice will mean that such committees will be politically balanced, enabling appropriate representation of councils’ minority parties”; however, there is no legal requirement for minority party representation in the orders.
- 6.19 Following this statement and the establishment of four CAs in April 2014, the Government wrote to the CAs setting out guidance on good practice with regards to overview and scrutiny committees. The orders provide that each CA must set up at least one overview and scrutiny committee, made up of at least one councillor from each member authority. No councillor who is a member of the CA itself may sit on the overview and scrutiny committee.
- 6.20 The Government acknowledges that current evidence suggests that existing CAs are following good practice, but proposes to place guidance on a statutory footing “to reinforce the confidence all have in the effectiveness and accountability of CAs and EPBs”. Accordingly, the Government believes that legislation for CAs and ESP should be amended to mandate that every CA or EPB has one or more overview and scrutiny committee(s), which would be constituted and operate in accordance with the good practice issued in April 2014. The Government is proposing to change legislation to ensure this requirement will in future apply to every CA and EPB, including those already established.

Question 5: Do you agree with this proposal to change legislation?

Proposed response

Support in principle, although it is not clear how such arrangements would work in two-tier areas.

Question 6: Do you have any further changes that you would like to see made to combined authority and economic prosperity board legislation, in particular to ensure that current policy as described in this document can be given full effect? If yes, please explain what these are and why you think they are necessary.

Proposed response

It is vital that any changes introduced regarding CAs and EPB require due consideration to be given to the impact of any proposed changes on all of the areas affected, including the remaining parts of counties not included within the new body.

7.0 IMPLICATIONS

7.1 The following implications have been identified:

- a) Financial
No current financial implications given that these proposals are at consultation stage.
- b) Legal
No current legal implications given that these proposals are at consultation stage.

Julian Rudd
Head of Economy and Infrastructure

Author: Julian Rudd, Head of Economy and Infrastructure

Telephone No: 01653 600666 ext: 218
E-Mail Address: julian.rudd@ryedale.gov.uk

This page is intentionally left blank



Department for
Communities and
Local Government

Proposal to amend legislation relating to combined authorities and economic prosperity boards

Consultation

© Crown copyright, 2014

Copyright in the typographical arrangement rests with the Crown.

You may re-use this information (not including logos) free of charge in any format or medium, under the terms of the Open Government Licence. To view this licence, www.nationalarchives.gov.uk/doc/open-government-licence/ or write to the Information Policy Team, The National Archives, Kew, London TW9 4DU, or email: psi@nationalarchives.gsi.gov.uk.

This document/publication is also available on our website at www.gov.uk/dclg

If you have any enquiries regarding this document/publication, email contactus@communities.gov.uk or write to us at:

Department for Communities and Local Government
Eland House
Bressenden Place
London
SW1E 5DU
Telephone: 030 3444 0000

For all our latest news and updates follow us on Twitter: <https://twitter.com/CommunitiesUK>

April 2014

ISBN: 978-1-4098-4224-8

Contents

Chapter 1 – Introduction	4
<ul style="list-style-type: none">• Why we are consulting• Who we are consulting• How to respond	
Chapter 2 – Proposed changes to combined authority and economic prosperity board legislation	8
<ul style="list-style-type: none">• To enable councils with non-contiguous boundaries to form or join a combined authority or economic prosperity board• To enable a county council to join with respect to a defined part of its area a combined authority or economic prosperity board• To enable a combined authority or economic prosperity board to deliver different services in different parts of its area• To simplify the administrative processes involved in making changes to an existing combined authority or economic prosperity board• To clarify scrutiny arrangements in combined authorities and economic prosperity boards• Other proposed changes• Summary of consultation questions	
Chapter 3 – Next Steps	13

Chapter 1- The Consultation

Why we are consulting

1. In its White Paper response to the Heseltine review¹, the Government set out a “view of a future where local authorities put economic development at the heart of all they do; collaborating, including with private sector partners across a functional economic area.²” Such collaboration by councils is an important priority for Government.
2. In its guidance around Growth Deals, the Government has recognised that councils establishing combined authorities under the Local Democracy, Economic Development, and Construction Act 2009 (“the Act”) can be an effective way of collaborating over a functional economic area. Through a combined authority councils across the functional economic area can streamline and integrate their joint working on economic development and transport, increasing the transparency and accountability of their joint decision taking. Similarly, establishing under the Act an economic prosperity board, which has responsibility for economic development but not transport, can also be an effective, transparent, and accountable means of collaboration.
3. Accordingly, as the Government has explained to Parliament in the recent debates on the Orders providing for the establishment of four combined authorities³ in April 2014, where the local choice is for collaboration through a combined authority, and if the Secretary of State considers that the statutory conditions have been met, he will invite Parliament to approve the necessary Order for the establishment of the proposed combined authority. The same approach applies for economic prosperity boards. In short, the opportunity to establish a combined authority or economic prosperity board is an important element of the Government’s policies for growth.

¹ Government’s response to the Heseltine Review, HM Treasury
https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/221902/PU1465_Govt_response_to_Heseltine_review.pdf

² Chapter 2.42, page 47, Government’s Response to the Heseltine Review

³ These are combined authorities in the four areas of Durham, Northumberland, and Tyne and Wear; Greater Merseyside; South Yorkshire; and West Yorkshire.

The statutory conditions set out in the Local Democracy, Economic Development and Construction Act 2009 (the Act)

The Secretary of State must consider whether establishing a combined authority or economic prosperity board is likely to improve:

- a. the exercise of statutory functions relating to transport in the area;
- b. the effectiveness and efficiency of transport in the area;
- c. the exercise of statutory functions relating to economic development and regeneration in the area; and
- d. economic conditions in the area.

Only c) and d) apply to the establishment of an economic prosperity board.

Further requirements of the Act

The Act also requires the Secretary of State to have regard to the need to reflect the identities and interests of local communities and to secure effective and convenient local government.

4. However, the existing legislation does not enable the policy as described above to be brought fully into effect. There are circumstances where councils in a functional economic area might wish to collaborate through the mechanism of a combined authority or economic prosperity board, and which would meet the statutory tests, but where the legislation would not allow this to happen. For example where some of the councils in a functional economic area have established a combined authority and another such council wishes to collaborate with them and wants to do so by joining the combined authority, if this latter council does not have a contiguous boundary with at least one of the councils in the combined authority it cannot, under the provisions of the Act, join the combined authority even though the statutory tests above would be met. Accordingly, the Government committed in its response to the Heseltine review to seek at the next available opportunity, the legislative provision necessary to ensure that the legislation is capable of giving full effect to the Government's policies on combined authorities and economic prosperity boards.
5. This consultation paper invites comment on certain proposed changes to the primary legislation regarding combined authorities and economic prosperity boards, changes which the Government believes would fulfil its commitment to amend legislation as described above. The paper also invites views as to whether any further changes are necessary to deliver this aim.
6. These proposed changes to the legislation are as follows:
 - a. To allow councils with non-contiguous boundaries to join or form combined authorities or economic prosperity boards.

- b. To allow county councils to become a member of a combined authority or economic prosperity board with respect to part of its area, that area being the same area as that of those district councils that wish to join or form an economic prosperity board or combined authority.
- c. To allow combined authorities and economic prosperity boards to exercise their functions on a patchwork basis across their area.
- d. To simplify the process for amending the functions, changing the boundaries or dissolving a combined authority.
- e. To require combined authorities and economic prosperity boards to have one or more overview and scrutiny committees constituted with a membership reflecting the political balance of the councils concerned.

Who are we consulting?

7. We are consulting the following groups of people:
 - a. The Local Government Association
 - b. All existing combined authorities
 - c. All principal Local Authorities
 - d. All Local Enterprise Partnerships
 - e. The Confederation of British Industry
 - f. The Institute of Directors

This paper is also available at <https://www.gov.uk/government/consultations/proposals-to-amend-legislation-relating-to-combined-authorities-and-economic-prosperity-boards> and we welcome the views of any individual who wishes to comment.

How to respond

8. Your response must be received by 24th June 2014. It can be sent by email to collaborate@communities.gsi.gov.uk or in writing to:

Mariam Razak
Department for Communities and Local Government
Zone 3/J1 Eland House
Bressenden Place
London, SW1E 5DU

Please title your response 'Response to consultation on proposal to amend legislation relating to combined authorities and economic prosperity boards'

Confidentiality and data protection

9. Any responses to this consultation may be made public. If you do not want all or part of your response or name made public, please state this clearly in the response. Any confidentiality disclaimer that may be generated by your organisation's IT system or

included as a general statement in your fax cover sheet will be taken to apply only to information in your response for which confidentiality has been specifically requested.

10. Information provided in response to this consultation, including personal information, may be subject to publication or disclosure in accordance with the access to information regimes (these are primarily the Freedom of Information Act 2000, the Data Protection Act 1998 and the Environmental Information Regulations 2004). If you want other information that you provide to be treated as confidential, please be aware that, under the Freedom of Information Act 2000, there is a statutory Code of Practice with which public authorities must comply and which deals, amongst other things, with obligations of confidence.
11. In view of this it would be helpful if you could explain to us why you regard the information you have provided as confidential. If we receive a request for disclosure of the information we will take full account of your explanation, but we cannot give an assurance that confidentiality can be maintained in all circumstances. The Department will process your personal data in accordance with the Data Protection Act 1998 and in the majority of circumstances this will mean that your personal data will not be disclosed to third parties.

Chapter 2

Proposals relating to combined authority and economic prosperity board legislation

12. This chapter looks at five situations likely to arise when the Government's policies on combined authorities and economic prosperity boards are being pursued, but for which the existing provisions of the Act do not, or do not adequately, cater. The chapter considers proposed changes to the provisions of the Act on combined authorities and economic prosperity boards – that is to Part 6 of the Act – so that the legislation would adequately provide for these situations. Views are invited on these proposed changes, all requiring one or more amendments to Part 6 of the Act. Views are also invited on whether any other changes to the existing legislative provisions would be necessary in order for Part 6 of the Act to provide for the Government's policies on combined authorities and economic prosperity boards to be fully given effect. Finally, views are invited on a proposal to specify further the overview and scrutiny arrangements that combined authorities should follow.

Proposal 1 - To enable councils with non-contiguous boundaries to form or join combined authorities or economic prosperity boards.

13. This change would enable local authorities that are in the same functional economic area but which do not have contiguous boundaries, to form or join a combined authority or economic prosperity board. This change would remove a significant barrier to collaboration across a functional economic area – the area over which the local economy and its key markets operate – and which will not necessarily align with administrative boundaries. It would be important to ensure that that no council is forced into joining a combined authority or economic prosperity board. Equally, it would be important that there are safeguards against adverse effects from the establishment of the combined authority or economic prosperity board which may fall on councils which are not members of the combined authority or economic prosperity board, either by choice or because they are not in the functional economic area.
14. The Act currently requires that no part of the combined authority or economic prosperity board area is separated from the rest of it by one or more local government areas that are not within the area. Practically, this has the effect of requiring that the local authorities that make up the combined authority or economic prosperity board area have contiguous boundaries. The legislation also requires that there is no local government area that is surrounded by local government areas that are within the area, but that is not itself within the area (that is, forming a doughnut shape).
15. By removing these requirements local authorities would be able to collaborate and partner across their functional economic areas, and build their own collaborative structures to increase efficiency and enable growth and productivity to be maximised in their area. However, the Government recognises the potential this gives to increase the adverse impacts on other areas not within the combined authority or economic prosperity board which we consider would need to be mitigated and safeguarded.

Question 1: Do you agree with proposal 1?

- a) **What benefits, if any, do you see from making the change?**
- b) **What risks, if any, do you see from the change and how can these be mitigated?**

Proposal 2 - To enable a county council to become a member of a combined authority or economic prosperity board with respect to a defined part of its area

- 16. This change would enable a county council in a two-tier area to become a member of a combined authority or economic prosperity board in relation to a defined part of its area. The defined part of the county council would be the same area as that of the district councils that also wish to be members of the combined authority or economic prosperity board. This would reduce barriers to the formation of combined authorities and economic prosperity boards by allowing a county council to become a member of a combined authority or economic prosperity board with respect to part of its area, without requiring that each of the district authorities within the county area are members.
- 17. In its White Paper response to the Heseltine review, the Government set out that it envisages a future in which combined authorities and economic prosperity boards can be formed across functional economic areas or a Local Enterprise Partnership area. However, as many Local Enterprise Partnerships and functional economic areas do not align with county boundaries, the Act prevents this vision from becoming a reality, and as such, can be a barrier to effective collaboration. By removing this barrier, a county will be able to become a member of a combined authority or economic prosperity board for a part of its area, creating opportunities for greater collaboration and increased economic development.
- 18. Where councils come forward with a proposal for a combined authority or economic prosperity board for their area that consists of a part of a county council's area, it will be important for the areas concerned to demonstrate how this will impact upon the remaining area of the county council, and how the remaining area would operate the functions efficiently and effectively. This would inform the Secretary of State's consideration of the extent to which effective and convenient government is secured, as required by the Act.

Question 2: Do you agree with proposal 2?

- a) **What benefits, if any, do you see from making the change?**
- b) **What risks, if any, do you see from the change and how can these be mitigated?**

Proposal 3 - To enable a combined authority or economic prosperity board to deliver different services in different parts of its area

19. This change to the Act would allow a combined authority or economic prosperity board to exercise different functions in different parts of its area. The current legislation requires a combined authority to deliver economic development, regeneration and transport functions across the whole of its area; and requires economic prosperity boards to exercise economic development and regeneration functions across the whole of its area.
20. In a two-tier area, responsibility for functions relating to transport, economic development and regeneration are split between the district councils and the county council. Under current legislation, a combined authority must hold the same responsibilities relating to transport, regeneration and economic development across the whole of its area, and cannot provide transport services for one district area, and not another. This change would remove this inflexibility, by allowing a combined authority to deliver its functions on a patchwork basis, so that if a district council chooses to join a combined authority but the county does not, the county could retain control of transport functions and any other functions held at county level, and the combined authority would only take over functions relating to economic development and regeneration which are held at district level. Similarly, where a county in a two-tier area wishes to join a combined authority or economic prosperity board, but one or more of the district councils that sit within its area do not, the combined authority would only assume responsibility for those transport, economic development and regeneration functions that are held at county level with respect to the district areas that do not wish to join.
21. This change would remove inflexibilities in the legislation which prevent councils from realising the benefits of a combined authority or economic prosperity board through increasing efficiency, productivity and profitability across their functional economic area or local enterprise partnership area.

Question 3: Do you agree with proposal 3?

- a) **What benefits, if any, do you see from making the change?**
- b) **What risks, if any, do you see from the change and how can these be mitigated?**

Proposal 4 - To simplify the administrative processes involved in making changes to an existing combined authority or economic prosperity board

22. We are also seeking views on the processes currently in place for making changes to an existing combined authority or economic prosperity board. Simplifying these processes could reduce the administrative inconvenience of some of the procedural

requirements involved in making changes to existing combined authority or economic prosperity board schemes.

23. Before a combined authority or economic prosperity board can be established, the Act requires councils to carry out a governance review, and if they find that that the formation of a combined authority or economic prosperity board would be likely to meet the statutory conditions as set out in the Act, prepare and subsequently publish a scheme. The Government undertakes a statutory consultation which informs the Secretary of State's consideration of whether the establishment of the combined authority or economic prosperity board would be likely to meet the statutory conditions set out in the Act (see page 5). A draft Order is then laid and Parliamentary approval is required before the Order can be made, establishing the combined authority or economic prosperity board. The same process is required before changes can be made to combined authority or economic prosperity board, for example, in order to amend the functions, change the boundaries of, or dissolve a combined authority or economic prosperity board.
24. Reducing and simplifying these procedures when modifying an existing combined authority or economic prosperity board could enable more rapid change, and as a result, more effective and convenient government, greater efficiency and economic growth.

Question 4. Do you agree with proposal 4, and if so what procedural simplifications and changes would you wish to see?

a) What benefits do you see arising from such changes?

b) What risks, if any, do you see from such changes and how can these be mitigated?

Proposal 5 – clarify scrutiny arrangements in combined authorities and economic prosperity boards

25. Existing combined authorities and economic prosperity boards have one or more overview and scrutiny committees which are important mechanisms for holding members of a combined authority or economic prosperity board to account. Such overview and scrutiny committees, with members drawn from the constituent and non-constituent councils concerned, have an important role in scrutinising in an open and transparent way, decisions taken or to be taken by the combined authority or economic prosperity board, and considering wider issues of potential concern to the combined authority or economic prosperity board. The outputs of such a scrutiny committee are public reports and recommendations to the combined authority or economic prosperity board, to which the combined authority or economic prosperity board may have regard.
26. Following the establishment of four new combined authorities in April 2014, the Government wrote to the combined authorities setting out guidance on good practice with regards to overview and scrutiny committees. Such good practice recommends

that members of overview and scrutiny committees are drawn from both constituent and non-constituent member authorities, with the aim of achieving political balance across the councils involved and that preferably, the Chairman of an overview and scrutiny committee should not be a member of the majority political party represented in the body's decision making forum. It is also good practice that where the overview and scrutiny committees produce recommendations and reports, these are considered and taken into account by the combined authority or economic prosperity board's decision making forum, so that the committee is able to provide oversight and hold the body to account for past decisions, as well as take an active role in influencing its future policy.

27. Whilst current evidence suggests that existing combined authorities are following this good practice, the Government believes that it would reinforce the confidence all have in the effectiveness and accountability of combined authorities and economic prosperity boards, if the following of this good practice was guaranteed. Accordingly, the Government believes that for the combined authority and economic prosperity board legislation fully to give effect to current Government policies as described above, it should be amended to require that every combined authority or economic prosperity board has one or more overview and scrutiny committees, which would be constituted and operate in accordance with the good practice described above. The Government is proposing to change legislation to ensure this requirement will in future apply to every combined authority and economic prosperity board, including those already established.

Question 5. Do you agree with this proposal to change legislation?

Other proposed changes

28. The aim of the proposed changes is to amend the Act so we can be confident that it will give full effect to the Government's localist policy described above. The proposed changes described in this chapter are those that the Government believes are necessary to achieve this. But we would welcome views on any other changes that may be necessary to give full effect to the Government's policies for combined authority and economic prosperity board.

Question 6: Do you have any further changes that you would like to see made to combined authority and economic prosperity board legislation, in particular to ensure that current policy as described in this document can be given full effect? If yes, please explain what these are and why you think they are necessary.

Summary of questions

Please answer each question below with respect to combined authorities and/or economic prosperity boards

Question 1: Do you agree with the proposal to enable councils with non-contiguous boundaries to form or join a combined authority or economic prosperity board?

- a) What benefits, if any, do you see from making the change?
- b) What risks, if any, do you see from the change and how can these be mitigated?

Question 2: Do you agree with the proposal to enable a county council to become a member of a combined authority or economic prosperity board with respect to a defined part of its area?

- a) What benefits, if any, do you see from making the change?
- b) What risks, if any, do you see from the change and how can these be mitigated?

Question 3: Do you agree with the proposal to enable a combined authority or economic prosperity board to deliver services on a patchwork basis?

- a) What benefits, if any, do you see from making the change?
- b) What risks, if any, do you see from the change and how can these be mitigated?

Question 4: Do you agree with the proposal to simplify the administrative processes involved in making changes to an existing combined authority or economic prosperity board?

- a) What benefits, if any, do you see from making the change?
- b) What risks, if any, do you see from the change and how can these be mitigated?

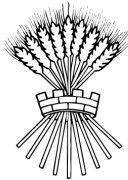
Question 5. Do you agree with this proposal to change legislation?

Question 6: Do you have any further changes that you would like to see made to combined authority and economic prosperity board legislation, in particular to ensure that current policy as described in this document can be given full effect? If yes, please explain what these are and why you think they are necessary.

Chapter 3

Next Steps

29. Following consultation, the Government will consider whether, and if so how, to proceed with seeking to change to the Act. It currently envisages that it may be possible to effect some of the proposed changes through a Legislative Reform Order, subject to satisfactorily completing the procedural requirements and the approval of Parliament. In considering responses, consultees may wish to have regard to this.
30. A Legislative Reform Order is a statutory instrument which can, under the powers of the Legislative and Regulatory Reform Act 2006, amend primary legislation independently of a Parliamentary Bill. A Legislative Reform Order can be used to enact deregulatory provisions, as well as to reduce or remove any burdens to which any person is subject as a result of any legislation. In the context of the Legislative and Regulatory Reform Act 2006, a burden is defined as: a financial cost; an administrative inconvenience; an obstacle to efficiency, productivity or profitability; or a sanction, criminal or otherwise, which affects the carrying on of any lawful activity.
31. If following this policy consultation the Government decides to seek a Legislative Reform Order to effect the changes to the Act, the first step will be a statutory consultation under the Legislative and Regulatory Reform Act 2006 on the proposed Order. Following and subject to that consultation, a draft Legislative Reform Order and explanatory documents would be laid before Parliament for scrutiny by each House through a Committee. Legislative Reform Orders need to be approved by both Houses of Parliament before they can be made. Legislative Reform Orders can take between six and eleven months, depending on the Parliamentary procedure, recess dates and other factors, from the point of the statutory consultation.



PART B:	RECOMMENDATIONS TO COUNCIL
REPORT TO:	POLICY AND RESOURCES
DATE:	19 JUNE 2014
REPORT OF THE:	HEAD OF ECONOMY AND INFRASTRUCTURE JULIAN RUDD
TITLE OF REPORT:	COMMUNITY SAFETY PARTNERSHIP ARRANGEMENTS
WARDS AFFECTED:	ALL

EXECUTIVE SUMMARY

1.0 PURPOSE OF REPORT

- 1.1 To seek approval for the merger of the Ryedale Community Safety Partnership (CSP) with 6 North Yorkshire CSPs to create the North Yorkshire Community Safety Partnership.

2.0 RECOMMENDATION(S)

- 2.1 That Council is recommended to approve:
- (i) The merger of the Ryedale CSP with 6 North Yorkshire CSPs to create the North Yorkshire Community Safety Partnership.(NYCSP)
 - (ii) That the Ryedale CSP Delivery Team, 'Safer Ryedale', becomes the Local Delivery Team for the NYCSP.

3.0 REASON FOR RECOMMENDATIONS

- 3.1 The proposal is made in the interests of efficiency and economy given the significantly reduced resources available for community safety in the County, alongside the background of significantly reduced budgets for most 'responsible authorities'. It will enable an improved strategic approach to community safety issues.
- 3.2 The Police and Crime Commissioner (PCC) has indicated that commissions for future community safety activity will be awarded to only 1 community safety partnership in North Yorkshire.
- 3.3 All responsible authorities are being requested to consider and agree to the proposal by the end of July 2014, with the combination taking effect no later than 30 September 2014, subject to the agreement of the Police and Crime Commissioner.

4.0 SIGNIFICANT RISKS

- 4.1 There is a risk that locally-based community safety activity will not be prioritised as the strategic decision making would be at the County level. However, by taking a full part in the development of the NYCSP, this potential risk is mitigated. Delivery would still be at the local level and Overview and Scrutiny retain the function to review all community safety activity.

5.0 POLICY CONTEXT AND CONSULTATION

- 5.1 Council Aim 4: Active Communities.
- 5.2 Consultation has been undertaken with Safer Ryedale Delivery Team. A report is being submitted to the Ryedale Strategic Partnership on 18th June (The Ryedale Strategic Partnership acts as the RCSP Board).

REPORT

6.0 REPORT DETAILS

- 6.1 The Crime and Disorder Act 1998 (as amended) requires the police force, local authorities, fire and rescue, probation and clinical commissioning groups (collectively known as the responsible authorities) to work together and with others to:
- a. Protect their local communities from crime and help people feel safer;
 - b. Deal with local issues like antisocial behaviour, drug or alcohol misuse and re-offending; and
 - c. Assess local crime priorities and consult partners and the local community about how to deal with them.
- 6.2 Currently there are six Community Safety Partnerships (CSPs) in North Yorkshire: Craven, Hambleton and Richmondshire, Harrogate, Ryedale, Scarborough and Selby. In addition, legislation requires that where there is more than one CSP in a county council area, there must also be a county-wide strategy group. This was the York and North Yorkshire Safer Communities Forum. In Ryedale, the Ryedale Strategic Partnership is the Board of the RCSP and Safer Ryedale is the Delivery Team. www.ryesafe.org.
- 6.3 Partners have been considering the nature and number of partnerships in recent years, including those relating to community safety. In January 2011 Local Government North Yorkshire and York agreed four principles for a new approach to partnerships:
- a. The minimum number and simplest of partnership structures, consistent with delivering the required outcomes and statutory requirements;
 - b. A North Yorkshire and York approach to county / sub-regional partnership structures as far as possible, recognising that a degree of pragmatism will be required given the different local authority structures in North Yorkshire and York;
 - c. Local partnerships, including shared community engagement arrangements, at the most appropriate local level; and
 - d. The use of task and finish groups to deal with particular issues, rather than standing thematic partnerships or sub-groups.
- 6.4 Until 2010 the Home Office provided funding to support the work of CSPs in England via the Government Offices for the Regions. From 2010 the Home Office funding

came via upper-tier local authorities such as North Yorkshire County Council. In addition, since 2010 the amount of Home Office funding for community safety has reduced considerably - in North Yorkshire from over £700k per annum to around £250k per annum. In April 2013 the Home Office transferred the funding to the Police and Crime Commissioners, as an integral part of their main grant from the Home Office rather than ring-fenced or separately identified for CSPs.

- 6.5 Prior to the election of Police and Crime Commissioners, the York and North Yorkshire Safer Communities Forum reviewed the future of partnerships concerned with community safety with a view to reducing cost and focusing local energy on a locally-based problem solving approach. Proposals focused on reducing the number of CSPs whilst maintaining local groups to ensure the effective delivery of a locally based problem solving approach.
- 6.6 Discussions have continued since, including with the PCC following her election in November 2012. The PCC has strongly supported and encouraged the principle of one CSP for North Yorkshire, alongside one CSP for York. She also encouraged local areas to develop appropriate solutions for their area, which is set out in the arrangements for the local delivery teams.
- 6.7 The proposal is to combine the six CSPs in North Yorkshire into one North Yorkshire Community Safety Partnership, supported by district-based Local Delivery Teams. Each of the responsible authorities will be represented at the North Yorkshire Community Safety Partnership. The Ryedale representative will be the Economy and Community Manager.
- 6.8 The draft constitution for the NYCSP is set out in Annex B; this will need to be agreed at the first meeting of the NYCSP.
- 6.9 The role of the NYCSP Chair and Deputy Chair is crucial and a 'role description' has been prepared (Annex C). It is important to note that the role has the duty to respond to any Domestic Homicide Reviews identified throughout the County.
- 6.10 Each district will have a Local Delivery Team that will develop appropriate responses to local issues. In Ryedale, it is recommended that the existing Safer Ryedale Delivery Team fulfils this role. This comprises officers from Ryedale District Council, North Yorkshire County Council, North Yorkshire Police, North Yorkshire Fire and Rescue, Yorkshire Housing, and North Yorkshire Probation, meeting quarterly to deliver the Safer Ryedale Action Plan. An invitation to all the relevant 'responsible authorities' and the voluntary sector will also be extended.

7.0 IMPLICATIONS

- 7.1 The following implications have been identified:
 - a) Financial
The funding from the PCC for the current six CSPs ends on 30 September 2014. Officers of the responsible authorities have already met as a shadow North Yorkshire CSP to start preparing a bid to the Police and Crime Commissioner for funding from October 2014, with an expected deadline for the bid of 30 June 2014.
 - b) Legal
 - i. Legislation allows for responsible authorities to propose a combination of CSPs in the interests of efficiency and economy. The power to approve a

combination now rests with the relevant Police and Crime Commissioner, but the request can only come from the responsible authorities. The Home Secretary would only be only involved if a proposed CSP would cover all or parts of more than one police force area.

- ii. All responsible authorities will need to agree to the proposal. There are currently 17 responsible authorities (police force, eight local authorities, fire and rescue authority, probation trust and six clinical commissioning groups), although the number will shortly increase to 18 when a national reorganisation of the probation service create a national probation service and regional community rehabilitation companies.
- iii. If any responsible authority does not agree to the proposal, the combination cannot go ahead in respect of the districts served by that responsible authority. However, the combination can still go ahead in respect of the districts not served by that responsible authority.

c) Other

This decision has no immediate staffing implications. PCC funding for Safer Ryedale, awarded until September 2014 is allocated to the Crime and Disorder Post. It is anticipated that the NYCSP bid to be commissioned, from September 2015 until March 2016, will replace this funding.

8.0 NEXT STEPS

- 8.1 If approved, the Safer Ryedale team will contribute to the development of the bid to the PCC on behalf of the NYCSP. At present, the key priorities across North Yorkshire are Anti-Social Behaviour and Problem Solving, Domestic Abuse and Drug and Alcohol related crime. Road safety issues will continue to be dealt with by the '95 Alive' Partnership.

Julian Rudd
Head of Economy and Infrastructure

Author: Jos Holmes, Economy and Community Manager
Telephone No: 01653 600666 ext: 240
E-Mail Address: jos.holmes@ryedale.gov.uk

COMMUNITY SAFETY RISK MATRIX – ANNEX A

Issue/Risk	Consequences if allowed to happen	Likelihood	Impact	Mitigation	Mitigated Likelihood	Mitigated Impact
Loss of locally based delivery	Increase in crime / fear of crime	4	D	Ensure RDC is proactive in the development of the NYCSP to secure resources for local delivery	2	B
Loss of funding to address crime issues and crime prevention	Increase in crime / fear of crime	4	D	We know funding levels for CSP activity will reduce. Mitigation is by ensuring the funding is targeted at priority issues and that commissions awarded across NY are delivered locally. This via Safer Ryedale and O&S function	4	B
Lack of partnership engagement	Loss of proactive work 'on the ground'	4	D	Safer Ryedale will continue to deliver on local issues, using partner's 'time' resources. Encourage commitment from responsible authorities.	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

This page is intentionally left blank

North Yorkshire Community Safety Partnership

Constitution

1 Background

- 1.1 The Crime and Disorder Act 1998 (as amended) requires the Police Service, Local Authorities, Fire and Rescue Authority, National Probation Service, Community Rehabilitation Company, and Clinical Commissioning Groups (collectively known as the responsible authorities) to work together and with others to:
 - a. Protect their local communities from crime and help people feel safer;
 - b. Deal with local issues like antisocial behaviour, drug or alcohol misuse and re-offending; and
 - c. Assess local crime priorities and consult partners and the local community about how to deal with them.
- 1.2 In the interests of efficiency and economy, the responsible authorities in the county of North Yorkshire have agreed to establish a single Community Safety Partnership (CSP) for North Yorkshire (to be known as the North Yorkshire Community Safety Partnership).
- 1.3 The purpose of the CSP is to bring together the responsible authorities, supported by other relevant organisations, to fulfil their statutory responsibilities to work together.
- 1.4 The CSP will be supported by district based Local Delivery Teams (LDTs).

2 Role and functions

- 2.1 The CSP will:
 - a. Input into the development of the Joint Strategic Intelligence Assessment (JSIA), in partnership with the LDTs.
 - b. Agree the Joint Strategic Intelligence Assessment for North Yorkshire.
 - c. Develop and agree a three year Community Safety Partnership Plan, updated annually, for reducing crime and disorder in North Yorkshire.
 - d. Monitor and evaluate activity undertaken to deliver the Plan.
 - e. Develop links and opportunities for collaborative working between the responsible authorities and other relevant organisations to deliver the most efficient and effective community safety services for the communities of North Yorkshire within available resources.
 - f. Agree the terms of reference of the LDTs.
 - g. Receive regular updates from each of the LDTs and provide updates in return.
 - h. Mitigate risks to community safety services by finding and implementing the most appropriate control measures.
 - i. Attract funding and resources from appropriate funding streams and/or organisations.

- j. Agree the utilisation of funding and other resources attracted by the CSP.
- k. Provide advice and feedback to the Police and Crime Commissioner to support the development of the Police and Crime Plan and commissioning strategy.
- l. Communicate and consult with the communities of North Yorkshire in partnership with the LDTs, on community safety matters and ensure any feedback received follows an appropriate channel to influence the work of the CSP.
- m. Take the lead with regard to Domestic Homicide Reviews, in accordance with national guidance.

3 Membership of the CSP

3.1 Meeting support:

- a. Chair - from one of the responsible authorities, elected annually by the representatives of the responsible authorities, working to a role description agreed by the representatives of the responsible authorities.
- b. Deputy Chair - from one of the responsible authorities, elected annually by the representatives of the responsible authorities, working to a role description agreed by the representatives of the responsible authorities.
- c. Secretariat support for meetings of the CSP - provided by North Yorkshire County Council.

3.2 Responsible Authorities:

- a. Airedale, Wharfedale and Craven Clinical Commissioning Group
- b. Craven District Council
- c. Hambleton District Council
- d. Hambleton, Richmondshire and Whitby Clinical Commissioning Group
- e. Harrogate and Rural District Clinical Commissioning Group
- f. Harrogate Borough Council
- g. Humberside, Lincolnshire, and North Yorkshire Community Rehabilitation Company
- h. National Probation Service
- i. North Yorkshire County Council
- j. North Yorkshire Fire and Rescue Authority
- k. North Yorkshire Police
- l. Richmondshire District Council
- m. Ryedale District Council
- n. Selby District Council
- o. Scarborough and Ryedale Clinical Commissioning Group
- p. Scarborough Borough Council
- q. South Lakes Clinical Commissioning Group
- r. Vale of York Clinical Commissioning Group

- 3.3 Representatives of responsible authorities:
- a. Every responsible authority will be represented by one person with the requisite authority necessary to direct activity related to community safety.
 - b. A representative may nominate a named substitute with appropriate seniority and knowledge to attend and act in their absence.
 - c. One person cannot represent more than one responsible authority.
 - d. Representatives of responsible authorities shall receive agendas, papers and minutes of CSP meetings.
 - e. Representatives of responsible authorities shall have the right to speak and vote on all items at all meetings.
 - f. With the specific agreement of the CSP, more than one person from a responsible authority may receive agendas and papers for CSP meetings and attend meetings; however only one representative from each responsible authority may vote at meetings.
- 3.5 Relevant organisations:
- a. Office of the Police and Crime Commissioner
 - b. North Yorkshire (Local) Criminal Justice Board
 - c. North Yorkshire Youth Justice Service
 - d. North Yorkshire and York Forum or nominated representative from the voluntary and community sector
 - e. Safer York Partnership
 - f. Other organisations as agreed from time to time by the responsible authorities
- 3.6 Representatives of relevant organisations:
- a. Every relevant organisation will be represented by one person appointed by the organisation with the requisite authority necessary to direct activity related to community safety.
 - b. A representative may nominate a named substitute with appropriate seniority and knowledge to attend and act in their absence.
 - c. Representatives of relevant organisations shall receive agendas, papers and minutes of CSP meetings.
 - d. Representatives of relevant organisations shall have the right to speak on all items at all meetings but not to vote at meetings.

4 Meetings and other arrangements

- 4.1 The CSP shall meet at least three times a year on dates agreed by the CSP. Additional meetings may be called by the Chair and shall be called upon the request of representatives of at least four responsible authorities.
- 4.2 Meetings will be quorate if representatives of at least at six responsible authorities are present.
- 4.3 Every reasonable effort will be made to ensure that decisions are taken by consensus. In the event of a consensus not being reached, a decision will be reached by a simple majority of representatives of responsible authorities present and voting at the meeting, with each responsible authority having one vote. In the event of it not being possible to reach a decision by a simple

majority of members present and voting, the Chair will have an additional casting vote. Voting shall be by show of hands.

- 4.4 In the absence of both the Chair and Deputy Chair, the representatives of the responsible authorities present will, as the first item of business, appoint one of themselves to chair the meeting.
- 4.5 The Chair will determine the content and structure of meeting agendas. Any member may suggest items for inclusion on the agenda by contacting the Chair at least ten working days before the meeting. Items not identified on the agenda may be raised by representatives under the 'Any Other Business' agenda item at the CSP meeting.
- 4.6 Agendas and papers for a meeting should normally be circulated five working days before the meeting is due to take place. The minutes of a meeting should normally be circulated within ten working days after the meeting.
- 4.7 All information included with agendas, papers and minutes of meetings must comply with all relevant public information legislation.
- 4.8 If any dispute or difference arises, members are expected to respect each other's views and seek to identify and deal with the issues of concern. If necessary, the Chair will identify a mutually acceptable person or process to guide the relevant members to a resolution.
- 4.9 All representatives of responsible authorities and all representatives of relevant organisations must declare any interests which could influence the decisions they make as part of the CSP.
- 4.10 The CSP may establish sub-groups to deliver specific pieces of work. Every sub-group must have terms of reference agreed by the CSP that clarify the remit, purpose and membership; and must be disestablished once the purpose has been achieved.
- 4.11 Whilst the work of the CSP may influence the decision and policy making of the responsible authorities and relevant organisations, the responsible authorities and relevant organisations appreciate that they are independent of each other and need to make their own decisions in relation to the work of the CSP in accordance with their own authority's or organisation's procedures. These responsibilities cannot be delegated to the CSP. Each representative therefore remains accountable to their own authority or organisation.

5 Local Delivery Teams

- 5.1 A Local Delivery Team (LDT) will exist for each of the districts in North Yorkshire. One LDT may work across more than one district by mutual agreement between the responsible authorities in those districts.
- 5.2 The purpose of the LDT is to bring together the operational managers of the responsible authorities, supported by other relevant organisations, to

coordinate and ensure the delivery of the North Yorkshire Community Safety Partnership Plan in the district, in particular to:

- a. Protect their local communities from crime and disorder, and help people feel safer;
- b. Deal with local issues like antisocial behaviour, drug or alcohol misuse, re-offending and crime prevention; and
- c. Assess local crime and disorder priorities and consult partners and the local community about how to deal with them.

5.3 As a minimum the LDT will:

- a. Input into the development of the Joint Strategic Intelligence Assessment (JSIA) and the North Yorkshire Community Safety Partnership Plan.
- b. Coordinate the activity of responsible authorities and other relevant organisations to ensure the delivery of the North Yorkshire Community Safety Partnership Plan in the district.
- c. Share relevant local information and knowledge, including that supplied by the Office of the Police and Crime Commissioner and the Police.
- d. Maintain a problem solving approach; working in partnership to identify and mitigate the impact of crime and disorder issues on the locality or victim and to promote crime prevention activities.
- e. Provide regular updates to and receive regular updates from the North Yorkshire Community Safety Partnership.
- f. Advise the North Yorkshire Community Safety Partnership on key matters relating to local community safety to support the development of strategic themes and priorities.
- g. Monitor and respond to emerging trends and issues that require a quick delivery response.
- h. Support partners and the community to deliver community safety solutions and projects in a timely and expedient manner.
- i. Work collaboratively with North Yorkshire Community Safety Partnership, delivery partners commissioned by the Office of the Police and Crime Commissioner, and other LDTs to ensure enhanced, effective and efficient joined up delivery at district level.
- j. Provide regular updates to the relevant local authority crime and disorder overview and scrutiny committee(s).

5.4 Membership:

- a. Core (voting) membership will comprise operational managers from the responsible authorities.
- b. Representatives (operational managers) of other relevant organisations (for example the voluntary and community sector) may be co-opted, as agreed by the core membership.
- c. Others as agreed by the core membership.

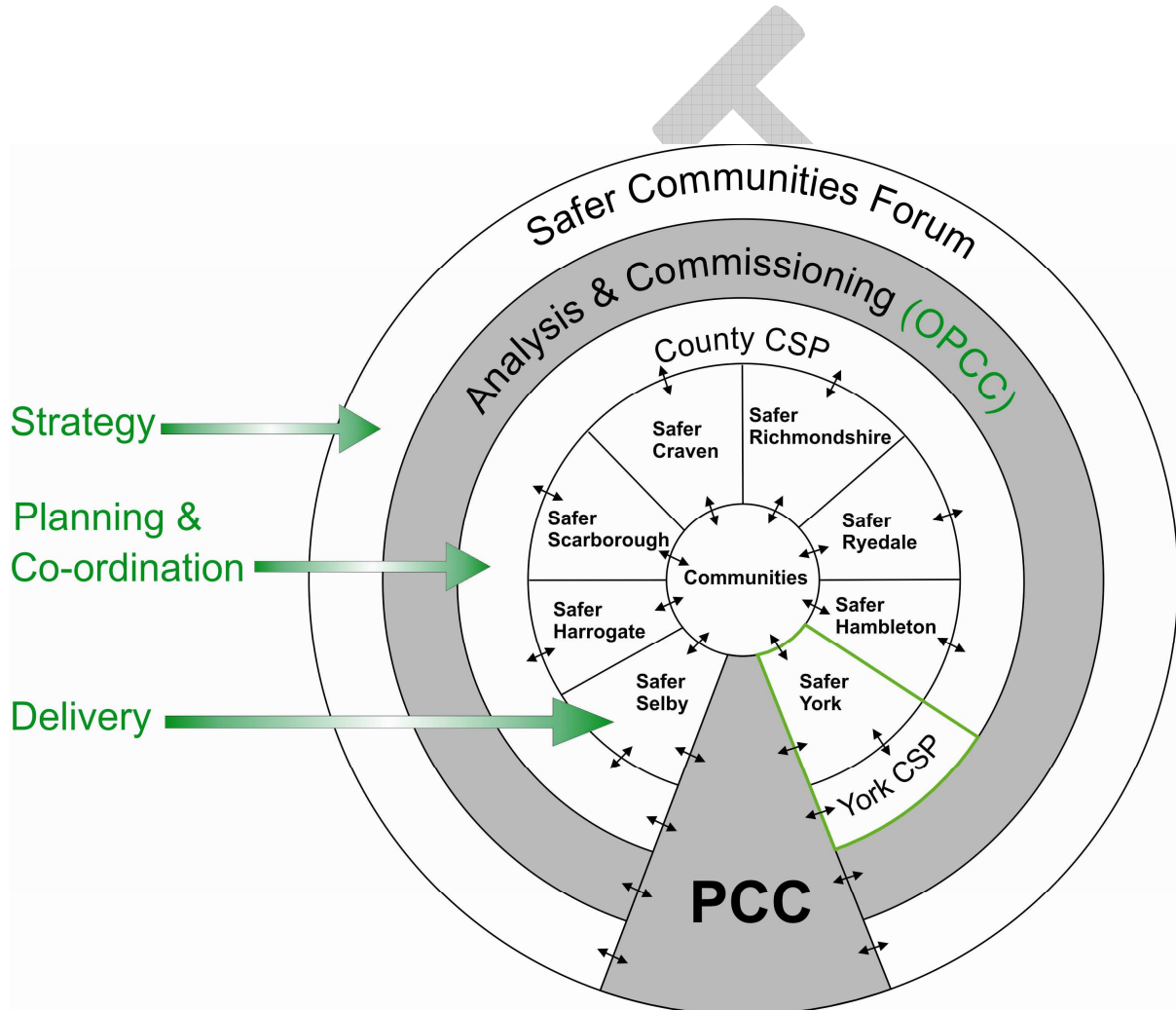
5.5 Each LDT will agree its own arrangements with regard to:

- a. Appointment of Chair and Deputy Chair
- b. Administrative support
- c. Frequency of meetings
- d. Quorum

- e. Decision making
- f. Content of agenda
- g. Circulation of papers / action logs
- h. Resolution of disputes and differences
- i. Declaration of interests
- j. Task and finish groups

6 Constitution

- 6.1 This constitution will be reviewed by the CSP as necessary, but not less than every two years. All changes to the constitution must be agreed by the CSP.



NOTE: Safer Communities Forum will now take the form of consultative themed events held by the PCC – the first one being around Mental Health Issues.

Role description for Chair and Deputy Chair of the North Yorkshire Community Safety Partnership

1 Background

- 1.1 The constitution of the North Yorkshire Community Safety Partnership (CSP) states that the Chair and Deputy Chair should be from one of the responsible authorities, elected annually by the representatives of the responsible authorities, working to a role description agreed by the representatives of the responsible authorities. The Chair and Deputy Chair should be from different responsible authorities.
- 1.2 This role description is adapted from “Delivering Safer Communities: A guide to effective partnership working”, published by the Home Office in 2007.

2 Chair

- 2.1 The Chair will act as a figurehead for the CSP and ensure that the CSP maintains momentum in its development and delivers against its identified priorities.
- 2.2 In particular, the Chair will ensure that:
 - The CSP is focussed on achieving its role and functions.
 - The CSP reaches clear decisions.
 - There are clear lines of accountability within the CSP and back to the responsible authorities and relevant organisations.
 - The CSP priorities are communicated, in particular to the Police and Crime Commissioner.
 - The CSP actively manages performance, understanding current performance, setting delivery targets and evaluating results.
 - The CSP engages appropriately with the Local delivery Teams.
 - Responsible authorities and relevant organisations are aware of their representatives who fail to attend three consecutive meetings of the CSP.
 - The CSP implements the national guidance in respect of Domestic Homicide Reviews.
- 2.3 The Chair will, in most cases, act as the spokesperson for the CSP as a whole with specific initiatives / projects referred to the Chair of the appropriate sub-group.

3 Deputy Chair

- 3.1 The Deputy Chair will assist the Chair and may undertake particular tasks as agreed with the Chair. The Deputy Chair will act as Chair in the absence of the Chair.

This page is intentionally left blank

Document is Restricted

This page is intentionally left blank

Document is Restricted

This page is intentionally left blank

Document is Restricted

This page is intentionally left blank

Agenda Item 14

Document is Restricted

This page is intentionally left blank

Document is Restricted

This page is intentionally left blank

Agenda Item 14

Document is Restricted

This page is intentionally left blank