

OVERVIEW AND SCRUTINY COMMITTEE

Thursday 3 December 2015 at 6.30 pm

Council Chamber, Ryedale House, Malton

Agenda

1 Emergency Evacuation Procedure.

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

2 Apologies for absence

3 Minutes from the meeting held on the 1 October 2015

(Pages 3 - 6)

4 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.

5 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.

6 Report of Everyone Active on the first year of the Leisure contract for Ryedale District Council

(Pages 7 - 8)

7 Customer Complaints Q2 2015/16

(Pages 9 - 12)

8 Delivering the Council Plan Report

(Pages 13 - 20)

- 9 **Timetable of meetings 2016-17** (Pages 21 - 24)
- 10 **Scrutiny Review Topic** (Pages 25 - 58)
- 11 **Decisions from other Committees**
Policy and Resources Committee held on Thursday 26 November (to follow)
- 12 **Any other business that the Chairman decides is urgent.**

Overview and Scrutiny Committee

Held at Council Chamber, Ryedale House, Malton
on Thursday 1 October 2015

Present

Councillors Acomb, Joy Andrews, Cussons, Duncan, Evans, Gardiner, Jowitt, Shields
(Vice-Chairman) and Wainwright (Chairman)

In Attendance

Clare Slater, Will Baines, Jos Holmes and Inspector Andy Everitt.

Minutes

32 **Apologies for absence**

Apologies were received from Councillor Sanderson.

33 **Minutes of the meeting held on 25 June 2015**

Decision

That the minutes of the meeting of the Overview and Scrutiny Committee held on 25 June 2015 be approved and signed by the Chairman as a correct record.

34 **Urgent Business**

The Chairman informed the committee that the KPMG review of the decision on Wentworth Street Car Park was nearing completion and would be presented to a future meeting of the Overview and Scrutiny (Audit) Committee

35 **Declarations of Interest**

There were no declarations of interest.

36 **Safer Ryedale Local Delivery Group Plan**

Considered – Report of the Safer Ryedale Local Delivery Group Plan.

Decision

That Members note the report and plan actions.

37 **Delivering the Council Plan Report**

Considered – Delivering the Council Plan report.

Decision

That the report be noted.

38 Corporate Risk Register

Considered – Corporate Risk Register.

Decision

That the report be noted.

39 Annual Letter from the Local Government Ombudsman

Considered – Annual Letter from the Local Government Ombudsman.

Decision

That the contents of the letter be noted.

40 Customer Complaints Q1 2015-16

Considered – Customer Complaints Q1 2015-16.

Decision

That the report be noted.

41 Fuel Poverty and Affordable Warmth Scrutiny Review

Considered – Report of the Head of Corporate Services.

Decision

That the final version of the report be agreed.

That the recommendations arising from the review be agreed.

That the three topics suggested be scoped out for the next topic of the Scrutiny Review for the next meeting.

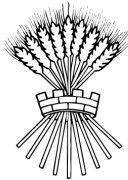
42 Decisions from other Committees

The minutes of the Policy and Resources Committee held on 24 September 2015 were presented.

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

There being no other business, the meeting closed at 8:45pm.

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REPORT TO:	OVERVIEW AND SCRUTINY COMMITTEE
DATE:	3 DECEMBER 2015
REPORT OF THE:	CORPORATE DIRECTOR PHIL LONG
TITLE OF REPORT:	REPORT OF EVERYONE ACTIVE ON THE FIRST YEAR OF THE LEISURE CONTRACT FOR RYEDALE DISTRICT COUNCIL
WARDS AFFECTED:	ALL

EXECUTIVE SUMMARY

1.0 PURPOSE OF REPORT

- 1.1 To provide to Members a presentation by Everyone Active of their achievements within the first year of the contract and future plans for the next year.

2.0 RECOMMENDATION

- 2.1 It is recommended that following the presentation Members provide feedback to officers on their wishes as to the content and frequency of reporting of the leisure contract to the Committee.

3.0 REASON FOR RECOMMENDATION

- 3.1 To ensure Members are kept informed of the progress of the leisure contract.

4.0 SIGNIFICANT RISKS

- 4.1 There are no significant risks in receiving this report or presentation.

REPORT

5.0 BACKGROUND AND INTRODUCTION

- 5.1 Following the decision by Council on 7 March 2013 to undertake the procurement of Ryedale's leisure services contract, a tendering exercise was undertaken. The new leisure providers, Sports and Leisure Management Ltd, trading as Everyone Active, took over the running of the facilities in October 2014.

6.0 POLICY CONTEXT

- 6.1 Council Priorities 2014-18 Aim 4: To have active communities where everyone feels

welcome and safe.

7.0 CONSULTATION

7.1 No consultation has taken place on the content of this report.

8.0 REPORT DETAILS

8.1 A report and presentation by Everyone Active was made to Committee on 9 April 2015, which outlined the achievements within the first six months of the contract.

8.2 Everyone Active has undertaken a number of major investments in the facilities since taking over responsibility for the facilities. These include a new 35 station gym and fitness centre at Ryedale Pool, an extension of the existing gym at Derwent Swim and Fitness Centre and investment in new equipment at Ryedale Sports Centre.

8.3 In addition to the above investments there have been a number of other changes based around swimming lessons, timetables and opening times, staffing, membership etc, all which will be covered in the presentation to Members.

8.4 Through funding from North Yorkshire County Council, Everyone Active launched a Tier 2 Lifestyle Weight Management Programme on 16 November 2015. The programme is aimed at supporting overweight and obese adults to loose weight and sustain weight loss. The Programme will form an integral part of the local weight management care pathway.

9.0 IMPLICATIONS

9.1 The following implications have been identified:

a) Financial

All the investments made to the facilities are within the cost of the contract and at no extra cost to the Council

b) Legal

None

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

None

Phil Long
Corporate Director

Author: Steven Richmond, Health and Environment Manager
Telephone No: 01653 600666 ext:244
E-Mail Address: steve.richmond@ryedale.gov.uk

Background Papers:
Nil

Complaints Q2 2015-16

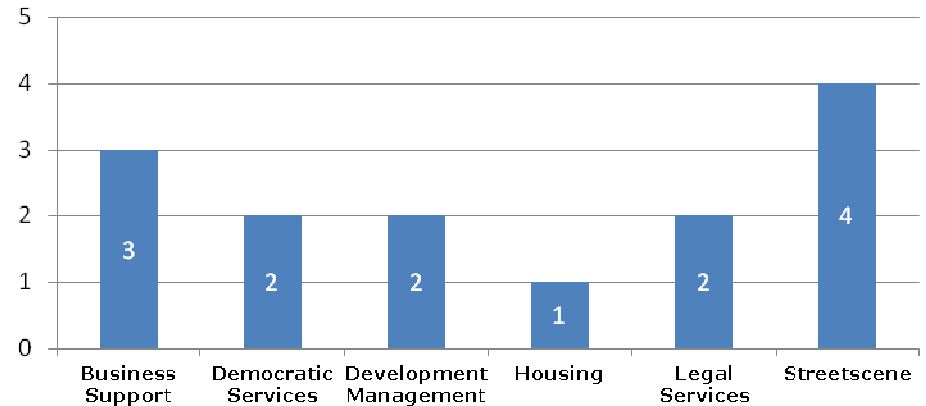
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Complaint Type Description



- Complaints regarding conduct, attitude and actions of employees = 3
- Delays in responding or complaints about the administrative process = 5
- Dissatisfaction with the way Council policies are carried out = 2
- Failure to achieve standards of service = 2
- Failure to provide a service = 2

Complaints by Service Unit



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Business Support (BS)

Summary of Complaint	Complaint Type	Complaint Remedy	Additional Action	Ward	Stage of Complaint	Opened Date	Closed Date	Total
Dissatisfaction with Council Tax	Delays in responding or complaints about the administrative process	Explanation Given		Thornton Dale	Initial complaint	02-Sep-2015	10-Sep-2015	3
Dissatisfaction with Customer Service	Complaints regarding conduct, attitude and actions of employees	Explanation Given		Malton	Initial complaint	03-Sep-2015	08-Sep-2015	
Dissatisfaction with Benefits Administration	Delays in responding or complaints about the administrative process	Written Apology		Norton East	Initial complaint	08-Sep-2015	09-Sep-2015	

Democratic Services (DS)

Summary of Complaint	Complaint Type	Complaint Remedy	Additional Action	Ward	Stage of Complaint	Opened Date	Closed Date	Total
Dissatisfaction with Electoral Registration Addresses	Delays in responding or complaints about the administrative process	Explanation Given		Helmsley	Initial complaint	17-Aug-2015	17-Aug-2015	2
Electoral Roll Registration	Delays in responding or complaints about the administrative process	Explanation Given		Thornton Dale	Initial complaint	28-Sep-2015	28-Sep-2015	

Development Management (DM)

Summary of Complaint	Complaint Type	Complaint Remedy	Additional Action	Ward	Stage of Complaint	Opened Date	Closed Date	Total
Dissatisfaction with Site Visits	Dissatisfaction with the way Council policies are carried out	Explanation Given		Cropton	Formal complaint	30-Jul-2015	02-Nov-2015	2
Dissatisfaction with Approved Planning Application	Dissatisfaction with the way Council policies are carried out	Explanation Given		Ryedale South West	Formal complaint	17-Aug-2015	08-Sep-2015	

Housing (HS)

Summary of Complaint	Complaint Type	Complaint Remedy	Additional Action	Ward	Stage of Complaint	Opened Date	Closed Date	Total
Dissatisfaction with Customer Service and Communication	Delays in responding or complaints about the administrative process	Written Apology		Malton	Formal complaint	14-Jul-2015	27-Jul-2015	1

Legal Services (LS)

Summary of Complaint	Complaint Type	Complaint Remedy	Additional Action	Ward	Stage of Complaint	Opened Date	Closed Date	Total
Dissatisfaction with Customer Service & Communication	Complaints regarding conduct, attitude and actions of employees	Explanation Given		Derwent	Initial complaint	09-Jul-2015	23-Jul-2015	2
Councillor Comments	Complaints regarding conduct, attitude and actions of employees	No Action Required		None Given	Initial complaint	21-Sep-2015	25-Sep-2015	

Streetscene (SS)								
Summary of Complaint	Complaint Type	Complaint Remedy	Additional Action	Ward	Stage of Complaint	Opened Date	Closed Date	Total
Concern over Car Park Signage	Failure to achieve standards of service	Specific Action		Pickering West	Initial complaint	30-Jul-2015	31-Jul-2015	4
Dissatisfaction with refuse collection	Failure to provide a service	Explanation Given		Helmsley	Initial complaint	14-Aug-2015	14-Aug-2015	
Complaint about flooding	Failure to achieve standards of service	Explanation Given		Sherburn	Initial complaint	14-Aug-2015	18-Aug-2015	
Tree and Hedgerow Management	Failure to provide a service	Specific Action	Trees and hedges will be cut by Streetscene	Malton	Initial complaint	23-Sep-2015	01-Oct-2015	

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Council Plan 2015-20

Generated on: 27 October 2015

1. Employment Opportunity & Economic Success													
	EC 10	EC 12a	EC 12b	EC 12c	EC 12d	EC 13a	EC 13b	EC 40					
2. Housing Need													
	HS 10a	HS 10b	HS 11	HS 14	BS RB 3	FP 7	FP 8	HS 1	HS 2	HS 5	HS 8	BS RB 2	HS 17
3. High Quality Environment													
	DM 157a	DM 2	HE 13	SS 15	SS 17	SS 35	SS 36	DM 157b	DM 157c	SS 192	SS 16		
4. Active Safe Communities													
	EC 77	HE 10											
Transforming the Council													
	BS AS 3	BS BI 2	BS RB 11	BS RB 12	BS AS 1 RDC	HR A 01 R	BS MD 1						

Key
 Data Only Indicator for monitoring trend
 Performance is improving
 Performance has stayed the same
 Performance has got worse

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Agenda Item 8

1. Employment Opportunity & Economic Success

		EC 10	Total Job Seeker Allowance Claimants Aged 16 - 64			
Current Value	0.6%	September 2015	Previous value	0.8% April 2015	Data is published annually	
Yorkshire & Humber 2.2% GB 1.6%						

		EC 12a	% Ryedale population aged 16-64 qualified - NVQ1 or equivalent			
Current Value	83.1%	Jan-Dec 2014	Previous value	91.9% Jan-Dec 2013	Data is published annually	
Ryedale had 24,300 residents between January-December 2014 aged 16-64 studying at NVQ1 level and above. Young people achieve level 1 and 2 NVQ's in order to improve their career prospects. The council has targeted resources through various apprenticeships. This level is a stepping stone to future learning opportunities.						

		EC 12b	% Ryedale population aged 16-64 qualified - NVQ2 or equivalent			
Current Value	67.5%	Jan-Dec 2014	Previous value	80% Jan-Dec 2013	Data is published annually	
Ryedale had 19,700 residents between January-December 2014 aged 16-64 studying at NVQ2 level and above. Young people achieve level 1 and 2 NVQ's in order to improve their career prospects. The council has targeted resources through various apprenticeships. This level is a stepping stone to future learning opportunities.						

		EC 12c	% Ryedale population aged 16-64 qualified - NVQ3 or equivalent			
Current Value	54.4%	Jan-Dec 2014	Previous value	53.2% Jan-Dec 2013	Data is published annually	
The percentage of Ryedale residents aged 16-64 reaching NVQ3 and above continues to grow, with 15,900 attaining the qualification from January-December 2014. This puts Ryedale above the North Yorkshire and Yorkshire and The Humber average for this level of qualification.						

		EC 12d	% Ryedale population aged 16-64 qualified - NVQ4 or equivalent			
Current Value	41%	Jan-Dec 2014	Previous value	40.1% Jan-Dec 2013	Data is published annually	
Ryedale performance is well above the North Yorkshire and Yorkshire and The Humber average for this level of qualification.						

		EC 13a	Gross weekly earnings by workplace			
Current Value	£414.00	2014/15	Previous value	412.60 2013/14	Data is published annually	
Ryedale has the lowest level of earnings by workplace in Yorkshire and the Humber.						

		EC 13b	Gross weekly earnings by residency			
Current Value	£424.80	2014/15	Previous value	412.60 2013/14	Data is published annually	
Although an increase in weekly pay compared to last year - Ryedale still has the lowest Gross weekly earnings in Yorkshire and Humber.						

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		EC 40	Employment Rate - aged 16-64	
Current Value	84.5%	2014/15	Previous value 81% 2013/14	Data is published annually
2014-15: GB 72.7% Y&H 71.0%				

2. Housing Need

		BS RB 3	Speed of processing - changes of circumstances for HB/CTB claims	
Current Value	6 days	October 2015	Current Target 12.0 days	
The addition of two extra staff has improved the speed of processing any changes of circumstances to well within the target range.				

		FP 7	Net additional homes provided	
Current Value	261	2014/15	Current Target 200	
During 2014-15, 261 additional homes were provided, which exceeded the target figure of providing 200 additional homes. see the Strategic Housing Land Availability assessment for predictions for future delivery http://www.ryedaleplan.org.uk/attachments/article/132/SHLAA_Part1_2015_v2.pdf				

		FP 8	Supply of deliverable housing sites	
Current Value	118.0%	2014/15	Current Target 100.0%	See Annual Monitoring Statement and Strategic Housing Land Availability Assessments. Target five year housing supply= 100%
Supply = 5.92 years taking into account undeveloped allocations.				

		HS 1	Homeless applications on which RDC makes decision and issues notification to the applicant within 33 working days (was LPI 70)	
Current Value	100.0%	Q2 2015/16	Current Target 100.0%	Target is to decide on all applications within 33 days
Between the 1/7/2015 and 30/9/15, 12 homeless applications were made. All 12 of these had a decision made within 33 days of application receipt.				

		HS 2	Length of stay in temporary accommodation (B&B, weeks) Snapshot	
Current Value	3.00 weeks	Q2 2015/16	Current Target 4.00 weeks	Target: National maximum allowable is 6 weeks. Local target of 4 weeks
During quarter 2 of 2015-16, 5 households were accommodated in B & B, the average stay was 21 nights				




		HS 5	Number of Homeless Applications	
Current Value	12	Q2 2015/16	Current Target 13	Total number of applications for 2014/15 = 30
Twelve homeless applications were received between 01/07/2015 and 30/09/2015				




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		HS 8	Prevention of Homelessness through Advice and Proactive Intervention (values and targets are per quarter, not accumulative)		
Current Value	42	Q2 2015/16	Current Target	39	Target is to achieve 10% improvement in numbers of preventions year on year
Between 01/07/2015 and 30/09/2015 there were 42 homelessness preventions through the Local Authority					
		HS 10a	% Households in Ryedale in Fuel Poverty (10% income measure)		
Current Value	26%	2013/14	Current Target	27.9%	Target is to improve on previous years performance
Results published June 2014. Est. no. of households 23,090 of which 6,446 in fuel poverty.					
		HS 10b	% Households in Ryedale in Fuel Poverty (Low Income High Cost)		
Current Value	10.6%	2013/14	Current Target	11.9%	Target is to improve on previous years performance
Updated May 2015: 2013-14 - Est No. of households 23,046 and 2,440 households in fuel poverty					
		HS 11	Empty Domestic Properties		
Current Value	243	2014/15	Current Target	249	Target is to improve on previous years performance
This is the figure used to claim New Homes Bonus calculated in October 2015.					
		HS 14	Affordability Ratio		
Current Value	7.36	2013/14	Current Target	8.65	Target is to improve on previous years performance
North Yorkshire 7.20, England 6.45					
		BS RB 2	Speed of processing - new HB/CTB claims		
Current Value	23 days	October 2015	Current Target	25.0 days	
		HS 17	Number of affordable homes delivered (gross)		
Current Value	17	Q2 2015/16	Current Target	38	35% of market housing target would result in 70 affordable homes arising from 200 net additional homes.
Only 17 affordable homes completed to date, however with predicted housing delivery for 2015/16 of 263, the target should be achieved by the end of the year.					




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3. High Quality Environment




		DM 157a	Processing of planning applications: Major applications (13 weeks)			
Current Value	79.00%	October 2015	Current Target	70.00%	Targets originally set under Planning Delivery Grant regime	

		DM 2	Planning appeals allowed			
Current Value	0.0%	Q2 2015/16	Current Target	33.0%	Target based on national averages and benchmarking	
The national performance level is consistently in line with the target figure of 33%, performance for Ryedale has varied because of the relatively low number of appeals received. However the current level of appeals allowed at 20%, well below the target.						

		HE 13	% of Food establishments in the area broadly compliant with food hygiene law			
Current Value	74%	2014/15	Current Target	72%	Target is to improve on previous year. Assessments of premises undertaken using risk based scoring and national guidance. 17% of premises are low risk and not accessed and by default not compliant under the national definition for this indicator.	
A total of 624 Food Establishments were broadly compliant in 2014-15						

		SS 15	% of Household Waste Recycled			
Current Value	21.31%	2014/15	Current Target	20.00%	Target set following analysis of previous performance levels	
Performance continues to improve slightly but priority is now to maintain this level of performance						

		SS 17	Household Waste Collection - % change in kilograms per head			
Current Value	-1.38%	2014/15	Current Target	0.25%	Target is to improve on previous years change	
2014-15 463.03 kg/per household and 423.31 kg/per head for Household Waste.						

		SS 35	% CO2 reduction from LA operations.			
Current Value	-12.5%	2014/15	Current Target	-7.5%	Target set for three years, based on national guidance. To be reviewed following analysis of performance to date	
Reduction is mainly due to the local swimming pools contract being taken over by Everyone Active. The data is collated using the bills of the properties being paid for by RDC.						

		SS 36	Tonnes of CO2 from LA operations			
Current Value	1,418	2014/15	Current Target	1,622	Target set for three years, based on national guidance. To be reviewed following analysis of performance to date	
Reduction is mainly due to the local swimming pools contract being taken over by Everyone Active. The data is collated using the bills of the properties being paid for by RDC.						

		DM 157b	Processing of planning applications: Minor applications (8 weeks)			
Current Value	75.70%	October 2015	Current Target	78.00%	Targets originally set under Planning Delivery Grant regime	
Performance has been improving for some months and this Trend is continuing. Customer satisfaction has increased on previous years						

		DM 157c	Processing of planning applications: Other applications (8 weeks)			
Current Value	86.70%	October 2015	Current Target	90.00%	Targets originally set under Planning Delivery Grant regime	
Performance has been improving for some months and this trend is continuing. Customer satisfaction has increased on previous years						

		SS 192	% of household waste sent for reuse, recycling and composting			
Current Value	48.07%	2014/15	Current Target	49.70%	National target to achieve 50% by 2020	
Reduction largely due to the introduction of charges for garden waste collection						






















		SS 16	% of Household Waste Composted			
Current Value	26.76%	2014/15	Current Target	30.00%	Target set following analysis of previous performance levels	
Reduction largely due to the introduction of charges for garden waste collection .						

4. Active Safe Communities

		EC 77	Total Crime in Ryedale			
Current Value	139	October	Current Target			

		HE 10	Adult participation in sport and active recreation. Sport England Active People Survey-Annual			
Current Value	28.2%	2014/15	Current Target	23.6%	Target is to improve on previous years performance	
Ryedale has shown a 5.2% increase in adult participation in sport and active recreation since October 2005.						

5. Transforming the Council

		BS AS 3	Payments made using electronic channels	
Current Value	95%	October 2015	Current Target 85%	Target is set to maintain performance
Electronic channels include web, telephone and Direct Debit.				
		BS BI 02	% FOI Requests responded to within 20 working days	
Current Value	100%	September 2015	Current Target 90%	
54 out of 54 FOIs responded within 20 working days				
		BS RB 11	% of Council Tax collected	
Current Value	58.43%	September 2015	Current Target 57.57%	Target is set to maintain performance
Q2 2015-16 Collection rates are in line with the previous years performance				
		BS RB 12	% of Non-domestic Rates Collected	
Current Value	61.01%	September 2015	Current Target 60.28%	Target is set to maintain performance
Q2 2015-16 Collection rates are in line with the previous years performance				
		BS AS 1 RDC	Service enquiries resolved at first point of contact (telephone)	
Current Value	48%	2015/16	Current Target 50%	Target is for year on year improvement
Total figure is not representative, as current lengthy call logging procedure means staff are unable to log the high volume of calls received during periods of peak call times.				
		BS MD 1	Standard searches done in 5 working days	
Current Value	13.0%	September 2015	Current Target 90.0%	Target is set to maintain performance
Late responses from NYCC and high number of searches				
		HR A 01 R	Average number of Working Days Lost Due to Sickness Absence per FTE, RYEDALE	
Current Value	0.70 days	October 2015	Current Target 0.63 days	Target is North Yorkshire average for 2009

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**RYEDALE
DISTRICT
COUNCIL**



PART B:	RECOMMENDATIONS TO COUNCIL
REPORT TO:	POLICY AND RESOURCES COMMITTEE
DATE:	26 NOVEMBER 2015
REPORT OF THE:	COUNCIL SOLICITOR ANTHONY WINSHIP
TITLE OF REPORT:	TIMETABLE OF MEETINGS 2016-2017
WARDS AFFECTED:	ALL

EXECUTIVE SUMMARY

1.0 PURPOSE OF REPORT

1.1 This report presents the draft timetable of meetings for 2016-2017 for approval.

2.0 RECOMMENDATION

2.1 That Council is recommended to approve the timetable of meetings for 2016-2017, attached as Annex A to this report.

3.0 REASON FOR RECOMMENDATION

3.1 To provide a timetable for all decision making, advisory and overview and scrutiny meetings for use by Members, officers, the public and other interested parties.

4.0 SIGNIFICANT RISKS

4.1 There are no significant risks relating to this recommendation.

5.0 POLICY CONTEXT AND CONSULTATION

5.1 A timetable of meetings is agreed and published for each municipal year. This is an essential part of making the Council's decision making process open and accessible to all interested parties. Management Team have been consulted on the draft timetable of meetings for 2016-2017.

REPORT

6.0 REPORT DETAILS

6.1 The draft timetable of meetings, attached as Annex A of the report, has been based on the meeting cycle used in 2015-16.

OVERVIEW AND SCRUTINY COMMITTEE 3 DECEMBER 2015 - FOR INFORMATION

- 6.2 The schedule at Annex A takes account of particular reporting requirements relating to the Annual Governance Statement and Statement of Accounts. No meetings have been scheduled to coincide with Maundy Thursday (13 April 2017), the Ryedale Show (26 July 2016) and the County Council Elections (4 May 2017). Mondays have also been kept free of meetings as this is when the majority of parish and town councils meet.
- 6.3 Members have the option to approve, amend or reject the draft timetable of meetings attached at Annex A. If the current draft timetable is not acceptable to Members, an alternative will need to be agreed.

7.0 IMPLICATIONS

- 7.1 The following implications have been identified:
- a) Financial
The costs of meetings within the Council are built into existing budgets.
 - b) Legal
None.
 - c) Other (Equalities, Staffing, Planning, Health & Safety, Environmental, Crime & Disorder)
None. An equality impact assessment was carried out five years ago when start times to meetings were reviewed.

8.0 NEXT STEPS

- 8.1 Once the timetable of meetings has been approved it will be published on the Council's website using the Modern.gov committee management system.

Anthony Winship Council Solicitor

Author: Simon Copley, Democratic Services Manager
Telephone No: 01653 600666 ext: 277
E-Mail Address: simon.copley@ryedale.gov.uk

Background Papers:

None.



TIMETABLE OF MEETINGS MAY 2016 TO MAY 2017

COMMITTEE	MAY 2016	JUN	JULY	AUG	SEPT	OCT	NOV	DEC	JAN 2017	FEB	MAR	APR	MAY	Day
Council	19*		7		1	6		8		21 Tues	2**	6	18*	Thurs
Policy & Resources		16			22		24			2	23			Thurs
Scrutiny		23			29			1		16	30			Thurs
Audit			28		21 Wed		3		26			20		Thurs
Planning Committee and Licensing Committee		7	5	2 & 31 Wed	27	25	22	20	17	14	14	11	9	Tues (6pm)
Resources Working Party					8		10		19		16			Thurs
Parish Liaison Meeting		8				19								Wed (7pm)
Member Development					7	12	9	7	11***		8	5		Wed

All meetings start at 6.30pm unless otherwise indicated.

NOTES

- * Annual Council at 3 pm
- ** Reserve date for business not transacted on 21 February 2017
- *** Budget Briefing

ELECTIONS

4 May 2017 – North Yorkshire County Council Election

Bank Holidays

Spring Bank Holiday	- Monday 30 May 2016
Late Summer Bank Holiday	- Monday 29 August 2016
Christmas Bank Holiday	- Monday 26 & Tuesday 27 December 2016
New Year's Day Holiday	- Monday 2 January 2017
Council Offices closed	- Saturday 24 Dec 2016 to Monday 2 Jan 2017 inclusive
Easter	- Friday 14 and Monday 17 April 2017
May Day	Monday 1 May 2017

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REPORT TO:	OVERVIEW AND SCRUTINY COMMITTEE
DATE:	3 DECEMBER 2015
REPORT OF THE:	HEAD OF CORPORATE SERVICES
TITLE OF REPORT:	SCRUTINY REVIEW TOPIC
WARDS AFFECTED:	ALL

EXECUTIVE SUMMARY

1.0 PURPOSE OF REPORT

- 1.1 To present members of the committee with some suggestion for the scope of the next scrutiny review

2.0 RECOMMENDATIONS

- 2.1 That members agree the topic and scope for the next scrutiny review, with a presentation and terms of reference to be presented to the next meeting

3.0 SIGNIFICANT RISKS

- 3.1 There are no risks associated with the report

4.0 BACKGROUND AND INTRODUCTION

- 4.1 The Committee has recently concluded a review of Fuel Poverty and Affordable Warmth and is now in a position to commission the next scrutiny review.

5.0 CONSULTATION

- 5.1 The review chosen will include analysis of engagement with customers, residents and partners and may include additional engagement activity depending on the topic and the final scope.

6.0 REPORT DETAILS

- 6.1 The members of the committee suggested three subject areas for the possible scope for a number of possible scrutiny reviews which can be found below:
- 6.2 Topic 1: To revisit the scrutiny review of the role the Council plays in supporting the voluntary and community sector, agreed by the members of the Overview and Scrutiny Committee on 4th October 2012. The final report is attached at Annex A.

Lead Officer for the review:
Jos Holmes, Economy and Community Manager

The review could include:

- Review of the current funding and policy environment
- RDC support provided since the review and possible future role
- Impact of original review
- Impact of RDC support and the value to the sector of different types of support
- Analysis of grants by type and location
- Links to other programmes e.g. NYCC Stronger Communities,
- Links to CIL and S106 agreements and Public Open Space
- Contribution of the VCS to the delivery of Council Priorities
- Impact and reach into communities of the grants offered by RDC

Timing:

It is estimated that this review would require 6 months, if it is to include some engagement and consultation with the Voluntary and Community Sector.

Recommendations could include:

- A clear policy and with resources for supporting the voluntary and community sector with a view to 2020
- Clear links between support offered and delivery of the Councils priorities

6.3 Topic 2: What property do we own, what do we use it for and how much does it cost and should the Council keep or sell it?

Lead officer for the review:
Beckie Bennett, Head of Environment, Streetscene and Facilities

The review could consider:

- The property currently owned by the Council
- The use made of Council property by the Council or others
- The cost of the current portfolio of property to the Council
- An appraisal of the options available to use, let or dispose of property within the Councils portfolio, linked to the future provision of council services

Timing:

It is estimated that this review would take six months and could follow the review of the support for the VCS, starting in April 2016 and making recommendations to Policy and Resources in September 2016

Recommendations could include:

- A new asset management strategy including a vision, principles and strategic objectives, linked clearly to the delivery of the Councils priorities.

6.4 Topic 3. To review the role of the Council in supporting improvement in levels of road safety in Ryedale, developing an understanding of what the issue is and where and what the Council can help to do about it?

The review could include:

- A review of multi agency working through the Safer Ryedale partnership, 95 Alive and the Speed Management Protocol.
- Study of the latest reports by the Department of Transport on rural road safety
- A review of the statistics available on road safety

- Study of the community safety plan and related delivery plans including activity commissioned by the Police and Crime Commissioner through the 95 Alive Partnership and NYCC Road Safety education service.
- Analysis of recent engagement activity undertaken

Timing:

It is estimated that this review could be concluded within 6 months.

Recommendations could include:

- Improved integration of road safety interventions from various agencies
- Identify resources to develop interventions.

7.0 NEXT STEPS

7.1 Dates of future meetings of the Scrutiny Committee are as follows:

- 18 February 2016
- 7 April 2016
- 23 June 2016
- 29 Sept 2016
- 1 December 2016
- 16 February 2017
- 30 March 2017

Members will need to select a topic for the next review and also to consider the pacing of any preferred reviews and the resources available to support reviews undertaken.

Clare Slater
Head of Corporate Services

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

Background Papers:

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Scrutiny Review

Support for the Voluntary and Community Sector

RYEDALE
DISTRICT
COUNCIL



DRAFT

Overview and Scrutiny Committee
October 2012

Executive Summary

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

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

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

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

Key findings included:

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

The Committee made the following recommendations:

Key Recommendation

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

Detailed Recommendations:

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

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

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

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Scope of the review

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

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

The review will try to answer the following questions:

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

Membership of the committee

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

Meeting dates of the Scrutiny Review Task Group:

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

Scrutiny Review Task Group supporting officers:

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

Methodology

The Committee/Task Group approached the review through:

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

Findings

The research undertaken highlighted the following key findings:

Profile of the Voluntary and Community Sector in Ryedale

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

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

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

Volunteering in Ryedale

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

Prime Minister, Liverpool, 19 July 2010.

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

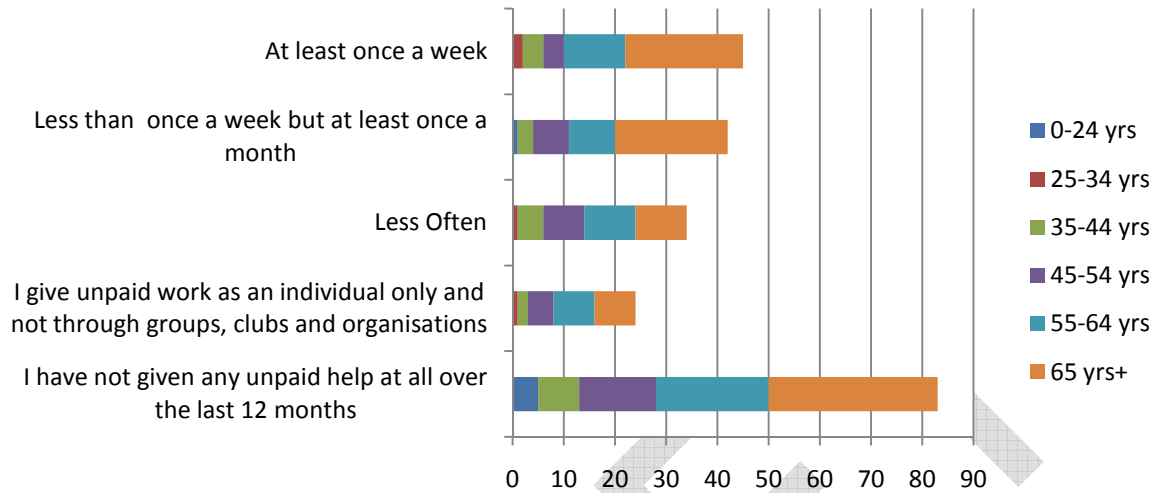
1. Encouraging social action
2. Public service reform
3. Community empowerment

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

Big Society theory presumes that there is a latent untapped capacity for volunteering, and therefore, volunteers could provide services and support that a streamlined public sector can no longer offer. Ryedale has one of the highest levels of volunteering in the country which means that there could be less capacity for an increase in levels of volunteering in Ryedale than other areas. This could have an impact on the sustainability of VCS organisations in future as big society policies are embedded.

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

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



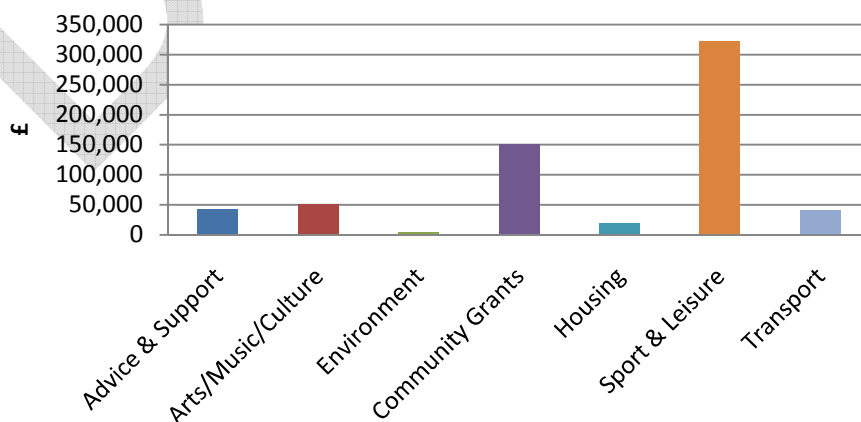
Current profile of the Council’s support for the Voluntary & Community Sector

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

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

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

Analysis of Grant Spend VCS organisations 2012-2013



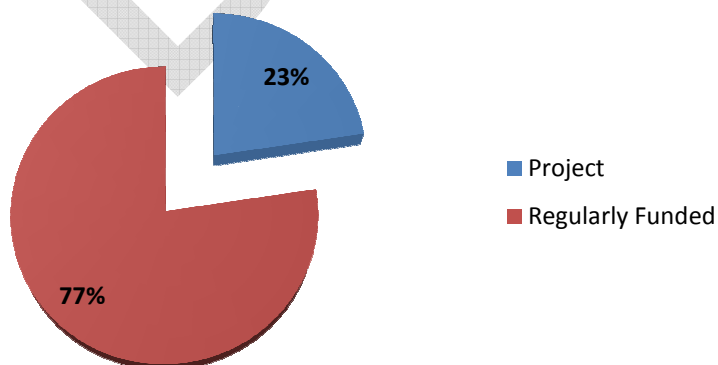
A more detailed breakdown of the organisations funded is detailed below:

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

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

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

Analysis of funding type 2012-13



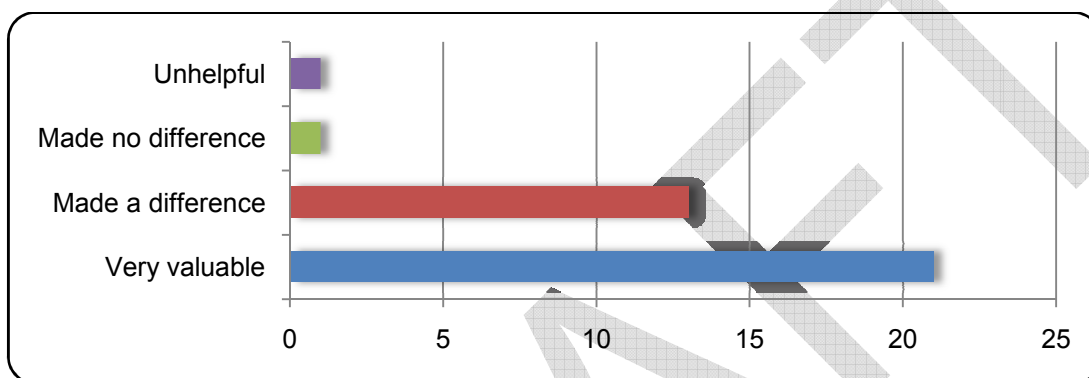
The Council also offers non-financial support, in the form of officer support for development work, helping with grant applications, funding option advice, CRB checks, equipment for tidy groups & waste disposal from litter picks, consultation and design work for parish plan groups.

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

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

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

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



Other funding organisations in the Ryedale area

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

- North Yorkshire County Council
- North York Moors National Park
- Howardian Hills AONB
- European funds in the form of LEADER.
- Sport England,
- Arts Council England
- Museums Development funded through Arts Council
- Broadacres
- Yorventure
- Key Fund Yorkshire
- Two Ridings Community Foundation
- BIG Lottery
- Lloyds TSB

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

Summary of findings from Consultation activities

The following themes emerged from the consultation:

Officer Support and advice

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



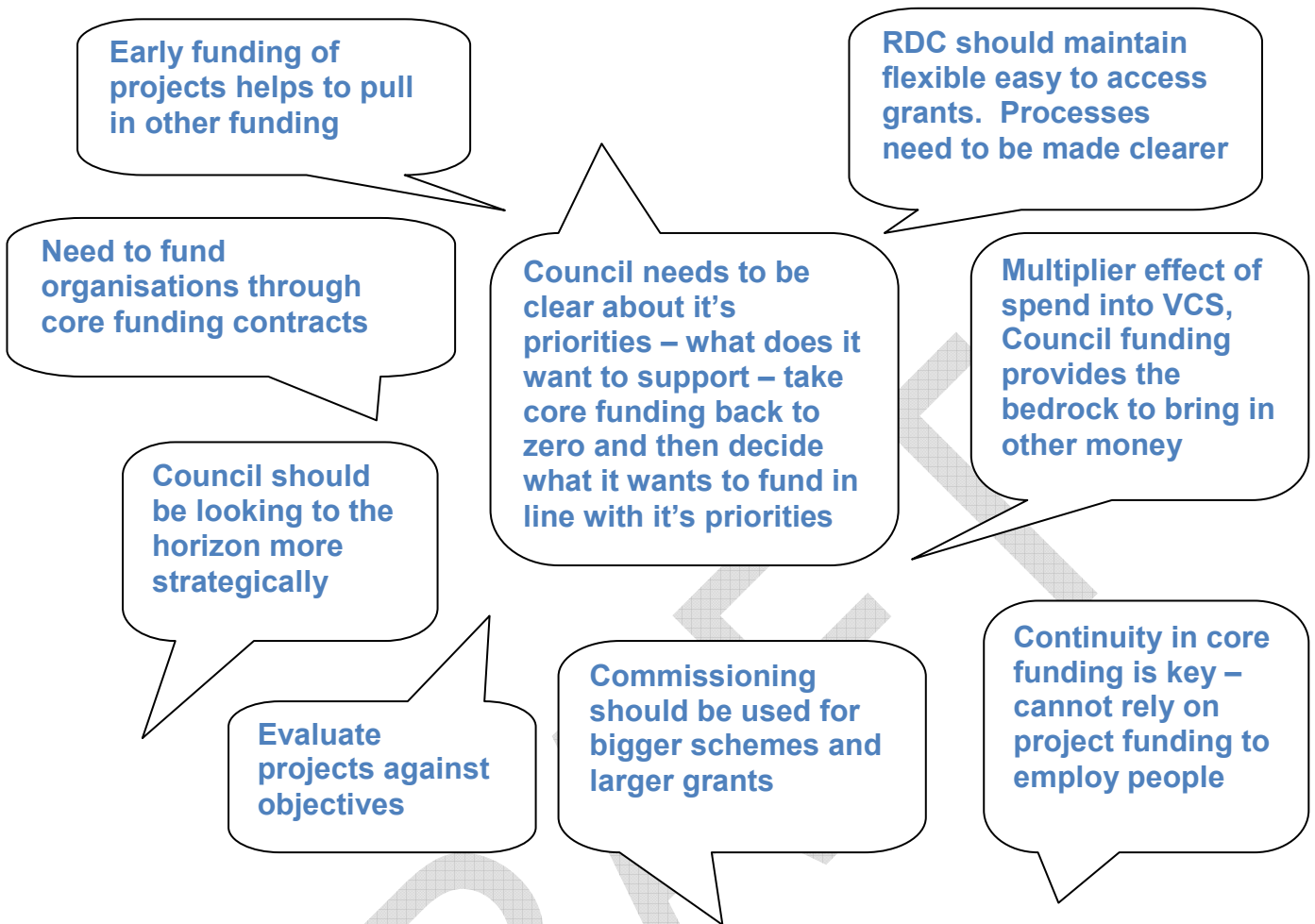
Recommendation

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

Funding and Grants

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

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



Recommendations

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

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

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

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

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

Maintain a small grants element in all grant programmes.

Communication

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

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

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

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

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

Elected members and officers often give out different messages!

Recommendations

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

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

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

Networking and Partnership Working

Organisations spend a lot of time chasing funding, filling out forms and promoting projects to different funding bodies. There can be duplication between the County Council, the Council and the RVA. The committee believes that there is scope for improved working with funding partners, holding joint meetings so the organisation can promote the project once instead of three times. Although, funding bodies probably not ready to pool funds and have one point of access.

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

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

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

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

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

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

Council needs to be more joined up with RVA

Recommendations

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

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

Supporting Volunteering

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

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

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

'Volunteer Skills Bank' – involve RDC staff as volunteers

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

Recommendation

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

Elected members

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

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

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

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

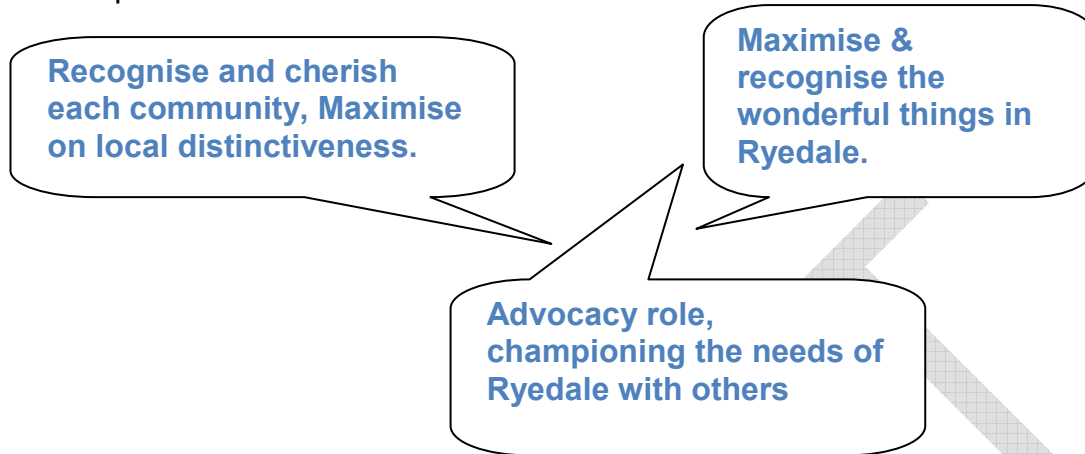
What value does this add and how much does it cost the Council?

Recommendation

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

Advocate & Champion for Ryedale

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



Recommendation

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

Future Threats

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

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

Recommendation

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

Recommendations

The recommendations agreed by the Overview and Scrutiny Committee are:

Key Recommendation

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

Recommendations to Commissioning Board

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

Recommendations to Policy & Resources Committee

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

Recommendations to Commissioning Board and Policy & Resources Committee

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

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

Recommendations to Management Team

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

Appendices

Appendix A - Terms of Reference

Appendix B – Consultation Café – full report

Appendix C – Funding Body Consultation – full report

Appendix D – Results of Citizen’s Panel survey

Supporting Documents

Localism

Big Society

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Appendix A - Terms of Reference

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

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

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

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Appendix B - Appendix B – Consultation Café – full report

Consultation Café Event
17th June 2012
Council Chamber

Attendees

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

Total Attendance

22

Councillors

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

Methodology

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

Topics for the Conversations

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

Key Findings

Support & Communication

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

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

Partnership working

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

Volunteers

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

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

Funding & Grant Schemes

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

Elected Members

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

Future

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

Appendix C – Funding Organisations Consultation – Findings

Present:

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

Findings:

Value

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

Risks

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

Funding and evaluation

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

Networking and Partnership working

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

Two things RDC should be doing:

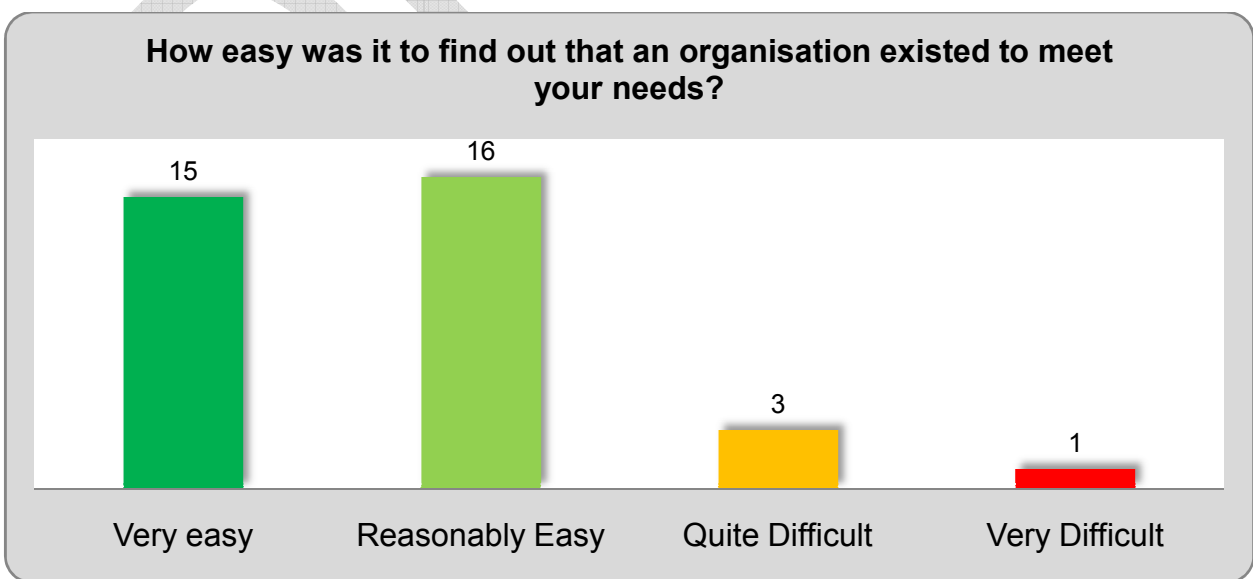
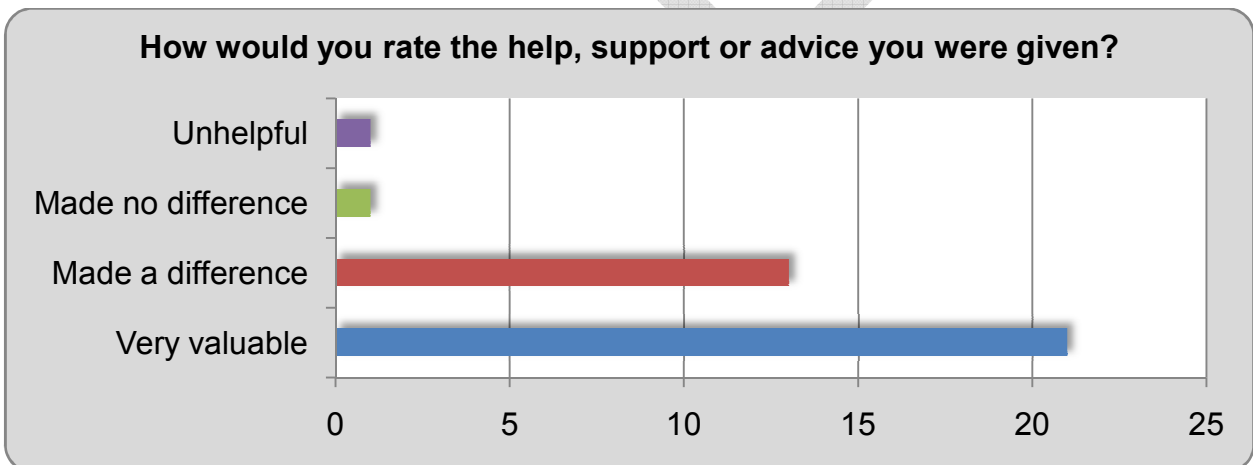
- Groups struggle with development support and who to go to for help – need a consistency of presence with resources available on the ground. RDC could provide directly or fund VCS to provide
- Council should be looking to the horizon more strategically

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

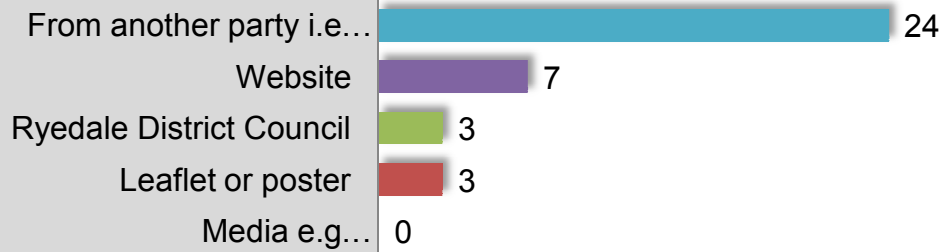
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Appendix D – Results of Citizen’s Panel survey

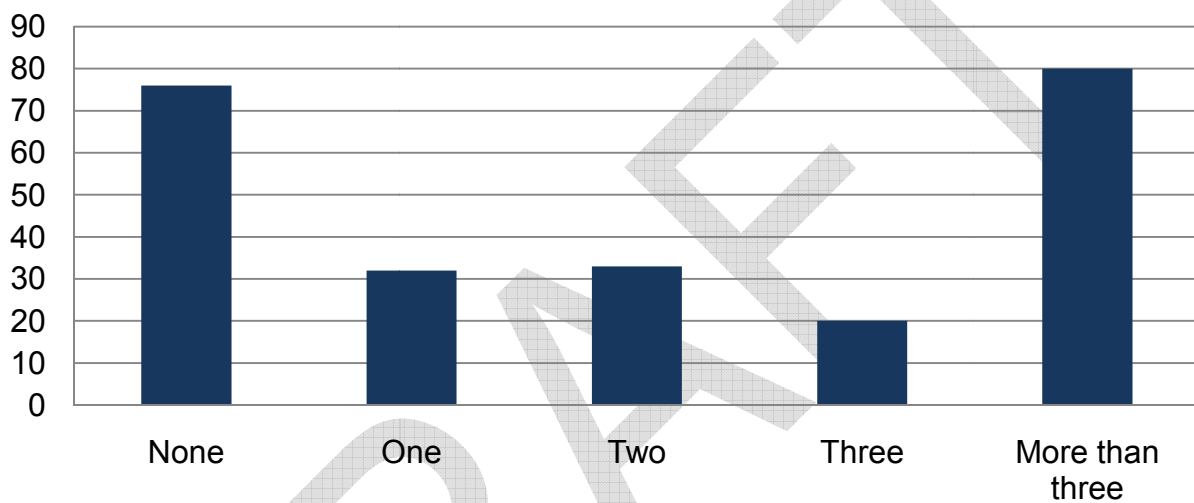
246 members of the Council’s Citizens Panel completed the questionnaire. 94 respondents feel that they know enough about voluntary and community organisations in Ryedale and the types of services they offer in order to benefit from them, 139 did not.



How did you find out about the organisation?



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



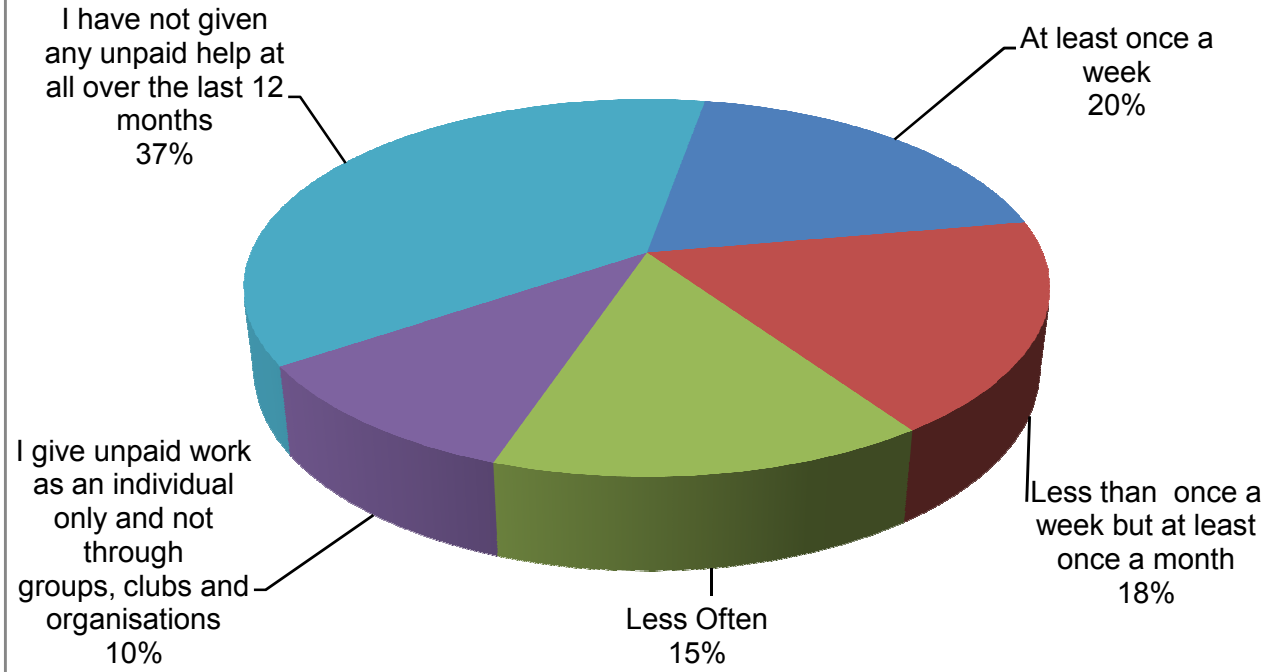
What type of event(s) have you attended?

Community Event	102
Fundraising	99
Music/Arts	62
Sports	33

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

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

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



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