



---

## COUNCIL

### **Council Summons and Agenda**

---

You are hereby summoned to attend an **Ordinary Meeting of Ryedale District Council** to be held in the **Council Chamber, Ryedale House, Malton on Thursday, 5 September 2019** at **6.30 pm** in the evening for the transaction of the following business:

#### **Agenda**

---

1 **Emergency Evacuation Procedure**

The Chairman to inform members of the public of the emergency evacuation procedure.

2 **Apologies for absence**

3 **Public Question Time**

4 **Minutes**

(Pages 5 - 28)

To approve as a correct record the minutes of the Ordinary Meeting of Council held on 27 June 2019.

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.

- 7 **Announcements**  
To receive any announcements from the Chairman, the Leader and/or the Head of Paid Service.
- 8 **To Receive any Questions submitted by Members Pursuant to Council Procedure Rule 10.2 (Questions on Notice at Full Council)**
- 9 **To Receive a Statement from the Leader of the Council and to Receive Questions and Give Answers on that Statement** (Pages 29 - 30)
- 10 **To consider for Approval the Recommendations in respect of the following Part 'B' Committee Items:**

#### **Policy and Resources Committee - 4 July 2019**

- a **Minute 28 - Funding for Malton, Norton and Old Malton Flood Alleviation Scheme** (Pages 31 - 42)

Note - An assessment of the impact of the scheme on climate change has been provided as requested by the Overview and Scrutiny Committee at its meeting on 24 July 2019.

#### **Policy and Resources Committee - 25 July 2019**

- b **Minute 32a - Responsibility for Planning Policy** (Pages 43 - 48)
- c **Minute 32b - Substitutes at Sub-Committees** (Pages 49 - 56)

Note - Once moved and seconded, this recommendation stands adjourned without discussion to the next Ordinary Meeting of Full Council, under Council Procedure Rule 23.2.

- d **Minute 32c - Management of Meetings** (Pages 57 - 76)

Note - Once moved and seconded, this recommendation stands adjourned without discussion to the next Ordinary Meeting of Full Council, under Council Procedure Rule 23.2.

- e **Minute 36 - Developing the Council Plan 2019/23** (Pages 77 - 106)
- f **Minute 39 - Treasury Management Annual Report 2018 - 2019** (Pages 107 - 120)
- 11 **Motions on Notice Submitted Pursuant to Council Procedure Rule 11**

#### **Motions Previously Referred to and Considered by Committees**

- a **Proposed by Councillor Paul Andrews and seconded by Councillor Raine**(Pages 121 - 126)

**Referred by Full Council on 27 June 2019 and considered by Planning Committee on 13 August 2019**

**(Officer report and recommendation from Planning Committee attached, details of motion below.)**

*“In view of the increase in traffic congestion at Malton/Norton likely to be generated by the imminent increase in the number of trains using the Level Crossing at Norton and other matters and the increase and/or likely increase in congestion in Malton/Norton resulting from new development and planned new development; and*

*In view of the impact or potential impact of new development on the quality of air within the Air Quality Management Area on and around Butcher Corner;  
and*

*In view of the adverse impact of the Ryedale Plan on the number of sites available for development by small local builders,*

*An independent planning consultant be appointed by the Council Chair in consultation with the Deputy Chief Executive; and*

*the consultant be given immediate and urgent instructions to do all necessary work (including public consultation and reference to any public examination) to advise on and to secure, so far as is practicable, the following:*

*The Ryedale Plan be revised as follows:*

- 1. To restrict the percentage of land to be allocated in Malton and Norton for residential development to zero for the rest of the plan period, following the grant of permission for 1,800 houses for the period commencing 1st April 2012;*
- 2. To reduce to zero the future proportion of employment land directed to Malton and Norton following the allocation of sites in the allocations document;*
- 3. To reduce the future proportion of employment and housing land directed to other Ryedale towns following the allocation of sites in the allocations document;*
- 4. To remove the requirement for a local occupancy condition for dwellings built or to be built in village envelopes;*
- 5. To expand the existing village envelopes and town development limits, initially to the areas which were included in village envelopes and town development limits prior to the last Ryedale Local Plan (dated 2002);*
- 6. In order to accommodate demand for development in excess of the numbers currently prescribed in the Ryedale Plan, to expand all village envelopes so as to accommodate at least 60% of all new development for the remainder of the plan period of the Ryedale Plan.*
- 7. To abolish service villages;*
- 8. The current local plans allocation document be revised to include a requirement that no land for new development shall be allocated in Malton/Norton unless it has direct access to a four-way intersection with the A64;*
- 9. The land allocated for development at Ryedale House be de-allocated;*
- 10. Such other modifications as may be necessary to deal with the above points and to ensure that the villages and country areas of Ryedale take their fair share of new development.”*

*N.B. Members will see that (with the exception of the Ryedale House site) the above proposals will not stop the allocation of sites already identified, but will protect Malton, Norton and other towns from any major developments which may come forward after the land currently identified is exhausted – as the plan now stands Malton and Norton will have to take 50% of all new development after the completion of the current district wide requirement of permissions for 3,000 houses plus 20%.*

*In the meantime, the liberalisation of the restrictions for development in the villages will take the pressure off Malton and Norton and other towns.*

**b Proposed by Councillor Oxley and seconded by Councillor Delaney**

*"In October 2015 Ryedale District Council approved a motion calling for a moratorium of 5 years on fracking.*

*Whilst there is still time to run on this moratorium we now have a new Council and it would seem appropriate to review our position.*

*There is still much debate and discussion on hydraulic fracturing and no definitive answers on the many implications of the process.*

*Given this, and taking into consideration the importance of tourism and the natural environment to people and the local economy, Ryedale District Council should extend the moratorium for the life of this Council.*

*As before the position to be reconsidered if sufficient evidence becomes available on the impact of the process."*

**12 Appointment of an Independent Remuneration Panel (Pages 127 - 128)**

Note – owing to the timing of the recruitment and appointment process for the Panel, this report has been brought direct to Full Council, without prior consideration at the Policy and Resources Committee.

**13 Any other business that the Chairman decides is urgent**



Stacey Bulet  
Chief Executive

## Council

---

Minutes of Proceedings

At the **Ordinary Meeting of the District Council of Ryedale** held in the **Council Chamber, Ryedale House, Malton** on **Thursday 27 June 2019**

## Present

---

Councillors Joy Andrews, Paul Andrews, Arnold, Bailey, Brackstone, Clark, Cleary (Chairman), Cussons MBE, Delaney, Docwra, Duncan, Frank (Vice-Chairman), Garbutt Moore, Goodrick, Graham, Hope, Di Keal, King, MacKenzie, Mason, Oxley, Potter, Raine, Raper, Riby, Thackray and Windress

## In Attendance

---

Beckie Bennett, Stacey Bulet, Simon Copley, Tony Galloway, Gary Housden, Glen McCusker, Lizzie Phippard and Phillip Spurr

## Minutes

---

### 13 Apologies for absence

Apologies for absence were received from Councillors Burr, Middleton and Wass.

### 14 Public Question Time

There were no public questions.

### 15 Minutes

The minutes of the Ordinary Meeting of Council held on 11 April 2019 were presented.

#### **Resolved**

That the minutes of the Ordinary Meeting of Council held on 11 April 2019 be approved and signed by the Chairman as a correct record.

### 16 Urgent Business

There were no items of urgent business which the Chairman considered should be dealt with as a matter of urgency by virtue of Section 100B(4)(b) of the Local Government Act 1972 (as amended).

### 17 Declarations of Interest

The Chairman advised that the declarations of all members of North Yorkshire County Council would be taken as given.

The following interests were declared:

Councillor Paul Andrews declared a personal non-pecuniary but not prejudicial interest in agenda item 10 (Leader's Statement) as a trustee of the Milton Rooms.

Councillor Mackenzie declared a personal non-pecuniary but not prejudicial interest in agenda item 12b (Motion on Notice re: dog warden role) as it was an area he worked in.

18 **Announcements**

The Chief Executive reported that the Council had not had a Deputy Monitoring Officer for some time and that she had appointed the Democratic Services Manager to this role.

The Chairman reminded Members that 3 minutes was the maximum amount of time for speeches and not a target, requesting them to be brief where possible, and ensure everyone was treated civilly and that there was quietness when others were speaking.

19 **To Receive any Questions submitted by Members Pursuant to Council Procedure Rule 10.2 (Questions on Notice at Full Council)**

There were no questions on notice.

20 **Business from the Annual Council Meeting on 16 May 2019: Representation on Outside Organisations**

Members considered a list of outside organisations and the appointment or nomination of representatives to serve on the various bodies.

**Resolved**

That the appointment or nomination of representatives to serve on outside organisations be as indicated in Annex A to these minutes.

21 **To Receive a Statement from the Leader of the Council and to Receive Questions and Give Answers on that Statement**

Councillor Duncan, the Leader of the Council, presented the following statement:

*"This chamber looks very different following the elections in May. We've lost long-serving and experienced members, but gained others with new perspectives and new ideas.*

*We find ourselves yet again in no overall control. But that does not mean no overall vision and direction.*

*There is lots to do, but I want to focus on four key items we must all urgently take responsibility for:*

- We have danced around the future of Ryedale House for too long. I recently toured this building and was shocked by its condition. It is unfit for purpose and quickly deteriorating after decades of neglect. We need to decide what its future will be before time is allowed to take an even greater toll.*
- Plans to relocate Malton's livestock market are controversial and costly. There are strong views around this chamber, but we must work to find a way forward. This council has pledged to take a look at the business case around the relocation, and what role we should play. It would be premature to end that work at this critical point and without finding the answers we are seeking.*
- The Milton Rooms has fantastic potential as a flagship venue in the heart of Ryedale. It should be seen by this council as an asset rather than a liability. We must continue our support, but with due consideration, of course, to ensuring value for Ryedale taxpayers.*
- And finally, but most importantly, we must rebuild the trust of our workforce. Ryedale District Council can achieve nothing without its team of staff. Yet we have let them down over recent years. Now we need to demonstrate our appreciation for their hard work and dedication, and remind ourselves that this council's greatest asset of all is its people.*

*In order to deliver over the next four years, on these items and others, we need to also look seriously at our own conduct and behaviour. The time for tricks, games, dithering and party political point scoring is over.*

*I have stated many times, and will state again, that Ryedale requires a "new approach" to doing business. Greater openness and transparency, improved collaboration and goodwill will be vital as we all work together to set policies in the interests of our district.*

*Finally - I wish every member of this council, in every political group, good luck throughout their term in office."*

The following questions were received on the Leader's Statement:

1. From Councillor Paul Andrews

*"I have actually given notice of this question. I am very pleased to read Councillor Duncan's statement and note his support for the Milton Rooms. I wonder if he is aware that the Milton Rooms applied to Ryedale earlier this year, I think in February, for a grant of £40,000 for improvements to the foyer and the toilets at the Milton Rooms which is the grounds for most of the complaints. The application was deferred for a consultant's report on various options, however I believe this report has been deferred for many months. You will be aware that a sum of*

*£400,000 has been earmarked for repairs and improvements to the Milton Rooms and £40,000 would come from this fund. I now understand that the Council has in mind a £3.5 million scheme for moving the cattle market on the basis of the report that went to Policy and Resources. Can you please Councillor Duncan, confirm that the fund earmarked for the Milton Rooms is not going to be applied to the cattle market scheme. Can you also let Members know when you anticipate that the Milton Rooms grant application for the improvements to the toilets and the foyer will be considered and if not at the next meeting, why not and whether or not there is any real issue... and could you also let them know if there is anything outstanding to the Milton Rooms committee in regards to that grant application which we may not have dealt with because I'm not aware of any?"*

The Leader replied:

*"Thank you for your question Cllr Andrews and thank you for the notice that you provided which has helped enable me to get a full response to your question. In answer to your question, yes there is a budget totalling £476,000. This budget is made up of a capital allocation of £321,000. You may remember and you'll know that this was match funding from Heritage Lottery Fund bid for the Milton Rooms redevelopment project. In addition there was a further £155,000 allocated for future conditions survey works based on a 30 year programme to 2046. Members will be aware but for the benefit of new members, the HLF bid was sadly unsuccessful and it was resolved that the capital allocation could be used for improvement projects to the Milton Rooms irrespective of the outcome of that HLF bid. The Milton Rooms Committee subsequently submitted an outline proposal to the Council for an alternative and much smaller project to improve the toilets, foyer and reception area in the Milton Rooms but I'm told that this was an estimated cost of £70,000 not £40,000. This project will be subject to approval by P&R and Full Council. You'd asked me in writing before the meeting about the Grants Working Party and the consideration at that meeting. To clarify, this isn't a grant application, it's through a capital allocation and therefore would come to P&R and then Full Council. I am hoping that this will be considered at a future P&R meeting very shortly. This hasn't happened yet but I would like it to come before us as soon as possible and at that chance we can also discuss more broadly I would hope what should happen in terms of the Council's collaboration with the Milton Rooms Committee trying to make the Milton Rooms into a destination at the heart of Ryedale as I mentioned in my Leader's Statement. Finally I can say that it is not the Council's intention at this time in terms of the decisions that we've taken to apply the capital allocation to the Milton Rooms to the cattle market scheme and indeed for the avoidance of doubt we have no plan yet decided about where we are heading in terms of the livestock market scheme. What P&R discussed and decided was that our officers should continue the work to look into what we should do as a Council and what our role should be. I hope that reassures*

*Councillor Andrews that the request by the Milton Rooms Committee will be considered as soon as possible and that the money that has been allocated for the Milton Rooms will stay allocated to the Milton Rooms.”*

Councillor Paul Andrews then asked the following supplementary question:

*“Could Councillor Duncan ensure that statement comes to me and also a copy goes to the press because I have a lot of volunteers and trustees to reassure that the Council is still interested in the Milton Rooms so I appreciate the statement. Thank you very much but please can we have that in writing? Can I ask if you can't give me a date now, can I please ask for that application which has been in since February to be considered, if at all possible, at the next P&R Committee meeting?”*

The Leader then replied:

*“I believe that what used to be the practice is that the answers that the Leader gives will be entered verbatim into the minutes - I don't know if that's still a practice? Simon's nodding his head, so that will be there and Councillor Andrews can point his Committee members in that direction. As for a date - it's not on the agenda for the 4 July extra-ordinary meeting of P&R but I will speak to our officers to see if that could be brought to the next meeting which I believe is the 25 July...I will endeavour that it's on there as an item of discussion at that meeting.”*

2. From Councillor Riby

*“Would Councillor Duncan please agree with me that Ryedale District Council represents Ryedale as a whole and my feeling as a new Councillor is that we seem a little bit obsessed. I know Malton is the centre of the area but not much is talked about outside the Malton area. The market for example is a key factor and I understand from the residents of Malton that it is time that it came out from the middle of the town. I have done some research and even the people that are participating in the market are not that eager for the council to put that much money in. With regard to the skulduggery in the past going on I as a new guy find it a bit strange that deals are done to such extent and his suggestion that you are not in control of this Council I would suggest is not quite correct as I watched the allocation of the Committee seats tonight and it seemed to be pretty spectacularly where everything was going to go. So my main point is would you agree that Ryedale District Council represents the whole area of Ryedale?”*

The Leader replied:

*“I will state very clearly that this Council is here to serve the whole of the district and I would encourage Members from all corners of it to make sure that what they would like to see in their areas is communicated to*

*myself, to the Committee Chairs and to our officers to ensure that that is taken forward in the work that we are doing. If there are particular projects then we need to hear about them and particular work that you would like us to focus on. In answering the second part of your question I will welcome suggestions from all Members regardless of political persuasion and regardless of the group that they may be a part of."*

3. From Councillor Potter

*"I'd just like to refer to the fourth bullet point which says "And finally, but most importantly, we must rebuild the trust of our workforce. Ryedale District Council can achieve nothing without its team of staff. Yet we have let them down over recent years." I'd like to ask, who is "we"? Does this mean iEse, certain Members and senior managers past and present who refused for years to take action on bullying or have we all failed the workforce?"*

The Leader replied:

*"This bullet point was put in there really to send a message to our workforce that we are there to support them. I've acknowledged in there as you've said that we must rebuild the trust of our workforce. This statement has been circulated to all members of staff, I sent it to them directly via email and going forward I would like this statement to be sent to all our members of staff, so that they know what this Council is doing on their behalf and on behalf of the district as well. I think there has been a disconnect between the officers of this Council, our workforce and also Members in this chamber and we can stand here tonight and debate and point fingers and look back or we can actually say that decisions that have been made in the past may not have been the right ones however, we are now going to look to the future in terms of making sure that our workforce is in the best place it possibly can be and this Council is in the best place as well, that it possibly can be. I hope that answers your question Councillor Potter."*

4. From Councillor Clark

*"Just to add to the end of that, I feel very strongly on the "we have let them down". Some of us were in this Council Chamber, fighting and creating so some of the things that were happening didn't happen. We have a reference later on which I'll pick up here and that is iEse did something. No - you cannot hide behind iEse did something. It is those of you who voted for it and to put us all into the collective "we" I personally object to. That out of the way, we did say to you before you took the leadership post that it would be very difficult to represent a Council that didn't have one party in overall control. Yet you state here the four key items we must all urgently. That's implying we're all together and all agreeing on the priorities. Don't think we are. Don't think I have the same priority that this should be Malton centric, as Councillor Riby*

*spotted earlier on. I don't think this is a trick, dithering, game or party politics at all. If anyone thinks that what I'm saying is party politics, good luck to them but dithering is something I've never been accused of but this might be the first one. Your priorities are not our priorities because if they were our priorities, top of the list you would have climate change and not a mention, and not a mention, not a mention of climate change. Affordable housing, not a mention of affordable housing. Not a mention of the A64, which we warned you of - oh no, that's hidden later in the papers. And not a mention of the bypass, circular road whatever it is for Malton at a mere £20 million that the Leader of this Council, representing all of us, supports. Now that's fine, I hope I'm not doing this again at the next Full Council meeting, so on that basis would you reconsider your... where we all urgently need to do and look at putting at the top of them, things for people, the people of Ryedale who aren't mentioned in this lot at all. And on that basis, would you please include climate change, would you please include affordable housing and would you please include services for the people of Ryedale."*

The Leader replied:

*"There are hundreds of possible items that could have been included in this statement. I have selected four things that I think are dominating our discussions at the moment as a Council, which are dominating our discussions at Committee meetings and which I think we need to actually have a decision made on as soon as possible. Lots of these we've decided in the past a certain course of action, we've then changed our minds and we're now left in the position where we don't have view as a Council and I would hope that we can make a decision on those as soon as possible. He mentions climate change, he mentions housing, he mentions services for the people of Ryedale. They are of course priorities for this Council but at the moment these are the things that I believe as Leader of this Council we need to be focussed on and that is what is represented in this statement."*

Councillor Clark then asked the following supplementary question:

*"These four items here in your reply, you said were items presumably that we've dithered on because we've changed our minds. My concern is that taking something like climate change, affordable housing etc. you may again change your mind. And on that basis we're asking you to not draw up where, and to quote your "these are four areas that dominate our discussions". Why are those four areas dominating your discussions and not ...and then the list of things that Council voted for unanimously and aren't in the four things that we should be doing."*

The Leader then replied:

*"Very shortly members of this Council will be involved in drawing up the Council Plan. Now previously our Council Plan ran to roughly one page*

*of A4, it did not in any depth describe the priorities that we had as Members. That will soon be coming forward for revision and at that chance all Members of this Council will have the opportunity to be able to feed into via our Committee what we should be focussing on as a Council and those are our priorities that our officers will work to deliver and ourselves as Members will be responsible for. I look forward to inviting all Members of this Council to be involved in that process when it comes round so really in terms of those priorities he's mentioned, that opportunity will be there and I welcome Councillor Clark's involvement."*

5. From Councillor Thackray

*"I want to jockey for position with Councillor Clark for number one spot on this list if I might. Currently we have HGVs passing two primary schools on Highfield Road putting children and their parents in danger for their life and personally I think that, and it may be a big ticket item but I think that two new roundabouts - one at Broughton Road and the other at Musley Bank should take priority over grandiose schemes for dualling the A64 or the southern bypass of Norton and Malton. Because this Council has sat in its hands, together with NYCC and allowed that to happen. It was predicted in 2011 that the HGV restriction, once in place, would reroute vehicles over Highfield Road and the officers took no action to avert that happening. It's now happening on a daily basis. It's demonising legitimate businesses who have been accused of putting people lives in danger when they can't get to their destination via any other route and I think that priority should be given immediately to dropping everything to resolve that problem. I can assure you that resolving that problem will not occur by reintroducing the HGVs into the centre of Malton over the level crossing. If you do that you will be breaking the law. You will be breaking European law and UK law and I say on your head be it if you think you're going to go down that road. Secondly, and this has come about really through a two hour conversation with a gentleman who will be familiar to many people here today, Mr Pat Foxtan, who has been contacting me for the last couple of weeks - we keep missing each other but today we managed to have at least two hours on the telephone and over the period - I mean I met Mr Foxtan here at a P&R meeting last year - and he's filled me in on a lot of the detail on the background of the livestock market scheme. Some Members will know the background to this, others will not. I think it's important that new Members do learn about the history of this scheme which has been going on for a long, long time and has mutated over that period of time from a relatively small Malton Livestock Market relocation scheme to something which I can only describe as now, having studied these documents very carefully ... I feel as though new Members may have fallen through a rabbit hole and we're into the mad hatters tea party... We have been told as new Members that the purpose of investing in this livestock market is to make a return on our investment. It's clearly fraught with danger but what I'd like to ask you tonight and you may have the authority or it may be somebody else that has the*

*authority, please make these documents public property so that the people of Ryedale can know what this Council is proposing. I would go further and say not only make the document public so that people can comment on it but if this Council goes so far as to risk investing tax payers money, please hold a referendum. Please ask the people of Ryedale what they would like their tax payers stockpile of money at Ryedale District Council invested in. My suspicion will be it will not be this scheme. Just to close, Mr Foxton told me that he came to Ryedale District Council asking for a contribution towards a modest scheme and was then told by Councillor Luke Ives that there was a £3.2 million underspend which could be diverted to this scheme. Mr Foxton assured me that the farmers do not want that money, did not want that money and if I interpret the timeline correctly... but I do want to ask the question, the question was from Mr Foxton, could you please organise a meeting for Members of P&R and other Members who wish to be present, to meet again with the farmers so that they can explain to the new Members, first and foremost, what it is they'd like us to do?"*

The Leader replied:

*"I think there were a few questions in there but I will try and address the points that you've raised. There will be a full discussion about the HGV ban tonight, this evening and Members will have the opportunity to air their views. There will also be a full discussion, or many discussions about the potential of Ryedale District Council investing money in a livestock market. You were there at the P&R meeting the other night which lasted 3 1/2 hours. We had a thorough discussion about all the items that were on the agenda and we will do so at other opportunities. You mentioned the report. As much information as can be released into the public domain - that will happen - I'm keen for that to happen. The reports that have been circulated to Members at the moment are marked as exempt, that is the judgment of our officers that they should be marked as that but as I say, as much information as can be should be released. I think that's just a general principle which we should abide by. You mentioned about a meeting with the farmers. I have had correspondence from...the same organisation and I have said...that at the moment I felt that a meeting might be too premature but I will be welcome for the Council to do that, so that all Members of Council have the opportunity to actually ask them about their proposal and they can state clearly what they are after in terms of co-operation from this Council. I hope that answers your question Councillor Thackray."*

Councillor Thackray then asked the following supplementary question:

*"It does but not to my satisfaction. I would like this document to be made public. I don't think that there's a single item in it that should be exempt. It's talking about what the profitability or lack of profitability of the scheme is. It gives a lot of background to the farming markets in the country, the markets regionally...What I'd like to know is, there's a list of people in*

*here who've been consulted, list of organisations, farmers, interested parties. According to Mr Foxton, they don't have this report - they contributed to the report but don't have the report. Could we ensure that the people who actually contributed to the actual creation of it are actually shown it."*

The Leader then replied:

*"This report was commissioned by the Council, you weren't a Member of this Council, I wasn't the Leader of this Council and I wasn't Chairman of the Policy and Resources Committee. It was commissioned, the results are now here, we are digesting those and we have to come to a conclusion on the basis of the information that we've got. The key point here is this report was commissioned by this Council, it's there for the Council to use in terms of making its decision and if you are concerned about who should have access to this document then that would be something that you should take up with the officers of this Council, it is not my decision over what information should be disclosed."*

22 **To consider for Approval the Recommendations in respect of the following Part 'B' Committee Items:**

**PLANNING COMMITTEE - 18 JUNE 2019**

**Minute 22 - The Ryedale Plan: Adoption of the Local Plan Sites Document and Policies Map**

It was moved by Councillor Goodrick and seconded by Councillor Windress that the following recommendations be approved and adopted.

That Council be recommended to adopt the Local Plan Sites Document and Policies Map as part of the development plan for Ryedale.

An amendment was moved by Councillor Paul Andrews and seconded by Councillor Thackray:

*"Allocation SD4 (Ryedale House) be removed from the Plan."*

Upon being put to the vote the amendment was lost.

Voting Record

2 For  
24 Against  
1 Abstention

Upon being put to the vote the motion was carried.

**Resolved**

That Council adopt the Local Plan Sites Document and Policies Map as part of the development plan for Ryedale.

Voting Record

24 For

1 Against

2 Abstentions

Note: Councillor Paul Andrews requested that his vote against the motion be recorded.

**LICENSING COMMITTEE - 18 JUNE 2019**

**Minute 8 - Licensing Act 2003 - Delegations**

It was moved by Councillor Windress and seconded by Councillor Goodrick that the following recommendations be approved and adopted.

That the Council be recommended to amend the Scheme of Delegation for Officers in the Council's constitution to reflect the delegations determined by the Licensing Committee.

Upon being put to the vote the motion was carried.

**Resolved**

That Council agree to amend the Scheme of Delegation for Officers in the Council's constitution to reflect the delegations determined by the Licensing Committee.

Voting Record

27 For

0 Against

0 Abstentions

**23 Motions on Notice Submitted Pursuant to Council Procedure Rule 11**

**Proposed by Councillor Paul Andrews and seconded by Councillor Raine**

*"In view of the increase in traffic congestion at Malton/Norton likely to be generated by the imminent increase in the number of trains using the Level Crossing at Norton and other matters and the increase and/or likely increase in congestion in Malton/Norton resulting from new development and planned new development; and*

*In view of the impact or potential impact of new development on the quality of air within the Air Quality Management Area on and around Butcher Corner; and*

*In view of the adverse impact of the Ryedale Plan on the number of sites available for development by small local builders,*

*An independent planning consultant be appointed by the Council Chair in consultation with the Deputy Chief Executive; and*

*the consultant be given immediate and urgent instructions to do all necessary work (including public consultation and reference to any public examination) to advise on and to secure, so far as is practicable, the following:*

*The Ryedale Plan be revised as follows:*

- 1. To restrict the percentage of land to be allocated in Malton and Norton for residential development to zero for the rest of the plan period, following the grant of permission for 1,800 houses for the period commencing 1st April 2012;*
- 2. To reduce to zero the future proportion of employment land directed to Malton and Norton following the allocation of sites in the allocations document;*
- 3. To reduce the future proportion of employment and housing land directed to other Ryedale towns following the allocation of sites in the allocations document;*
- 4. To remove the requirement for a local occupancy condition for dwellings built or to be built in village envelopes;*
- 5. To expand the existing village envelopes and town development limits, initially to the areas which were included in village envelopes and town development limits prior to the last Ryedale Local Plan (dated 2002);*
- 6. In order to accommodate demand for development in excess of the numbers currently prescribed in the Ryedale Plan, to expand all village envelopes so as to accommodate at least 60% of all new development for the remainder of the plan period of the Ryedale Plan.*
- 7. To abolish service villages;*
- 8. The current local plans allocation document be revised to include a requirement that no land for new development shall be allocated in Malton/Norton unless it has direct access to a four-way intersection with the A64;*
- 9. The land allocated for development at Ryedale House be de-allocated;*
- 10. Such other modifications as may be necessary to deal with the above points and to ensure that the villages and country areas of Ryedale take their fair share of new development.”*

*N.B. Members will see that (with the exception of the Ryedale House site) the above proposals will not stop the allocation of sites already identified, but will protect Malton, Norton and other towns from any major developments which may come forward after the land currently identified is exhausted – as the plan now stands Malton and Norton will have to take 50% of all new development*

*after the completion of the current district wide requirement of permissions for 3,000 houses plus 20%.*

*In the meantime, the liberalisation of the restrictions for development in the villages will take the pressure off Malton and Norton and other towns.*

Under Council Procedure Rule 11.4, the motion stood automatically referred to the Planning Committee.

**Proposed by Councillor Garbutt Moore and seconded by Councillor Mackenzie**

*“The T2020 restructure programme left Ryedale without a dog warden.*

*This council wants to fully understand the implications of this decision on cases of:*

- *Dog fouling*
- *Cruelty against dogs*
- *Stray dogs*
- *Dangerous dogs*

*and assess whether Ryedale should re-instate the position of a dedicated dog warden.*

*It therefore calls on the Overview and Scrutiny Committee to look into this at its next meeting.”*

The proposer of the motion amended the wording with the consent of the seconder and the meeting to replace “Overview and Scrutiny” with “Policy and Resources”.

Under Council Procedure Rule 11.4, the motion stood automatically referred to the Policy and Resources Committee.

**Proposed by Councillor Goodrick and seconded by Councillor Graham**

*“Poor road connectivity is holding Ryedale back, suppressing wages and stunting economic growth. Our only strategic road, the A64, is “significantly stressed” according to Highways England.*

*This council therefore renews its commitment to the dualling of the A64 between York and Scarborough.*

*But time is of the essence. The Department for Transport will decide this Autumn on its investment priorities, meaning we have just three months to persuade the Government.*

*We urgently request that the Leader of Council, the Deputy Leader of Council and our officers work with local authorities, business leaders and MPs to pull together the strongest case.*

*Failure to do so could mean the dualling fails to progress for at least five years. This council does not want to miss out on this window of opportunity to solve the A64 bottleneck once and for all."*

An amendment was moved by Councillor Paul Andrews and seconded by Councillor Keal:

Insert (at the end of the fourth paragraph) *"to include four way intersections at Musley Bank and Broughton Road at Malton."*

Upon being put to the vote the amendment was lost.

#### Voting Record

7 For

14 Against

6 Abstentions

A second amendment was moved by Councillor Clark and seconded by Councillor Joy Andrews:

*"In view of the present Climate Change situation this item is deferred for 5 years then reassessed if appropriate."*

Upon being put to the vote the amendment was lost.

#### **Recorded vote**

##### For

Councillors Joy Andrews, Brackstone, Clark and Potter

##### Against

Councillors Paul Andrews, Arnold, Bailey, Cleary, Cussons, Delaney, Docwra, Duncan, Frank, Garbutt Moore, Goodrick, Graham, Hope, Keal, King, Mackenzie, Oxley, Raine, Raper, Riby and Windress

##### Abstentions

Councillors Mason and Thackray

A third amendment was moved by Councillor Potter and seconded by Councillor Brackstone:

*"No action is taken by RDC on dualling the A64 until it has been through all council procedures including a climate change assessment."*

Upon being put to the vote the amendment was lost.

#### **Recorded vote**

##### For

Councillors Joy Andrews, Brackstone, Clark, Keal, Mason, Potter, Thackray and Windress

Against

Councillors Paul Andrews, Arnold, Bailey, Cleary, Cussons, Delaney, Docwra, Duncan, Frank, Garbutt Moore, Goodrick, Graham, Hope, King, Mackenzie, Oxley, Raine and Riby

Abstention

Councillor Raper

A fourth amendment was moved by Councillor Duncan and seconded by Councillor Oxley:

*After “This council therefore renews its commitment to the dualling of the A64 between York and Scarborough”, ADD... “and other improvements in between.”*

Upon being put to the vote the amendment was carried.

Voting Record

23 For

0 Against

4 Abstentions

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

**Resolved**

That Council:

- (i) renews its commitment to the dualling of the A64 between York and Scarborough and other improvements in between.
- (ii) urgently requests that the Leader of Council, the Deputy Leader of Council and officers work with local authorities, business leaders and MPs to pull together the strongest case.

**Recorded vote**

For

Councillors Paul Andrews, Arnold, Bailey, Cleary, Cussons, Delaney, Docwra, Duncan, Frank, Garbutt Moore, Goodrick, Graham, Hope, Keal, King, Mackenzie, Mason, Oxley, Raine, Raper, Riby and Windress.

Against

Councillors Joy Andrews, Brackstone, Clark, Potter and Thackray

Abstentions

None

Note: Councillors Mackenzie and Windress left the meeting at 9.40pm.

**Proposed by Councillor Keal and seconded by Councillor Arnold**

*“That an extraordinary meeting of Council be arranged in autumn 2019 to confer the title of Honorary Alderman of Ryedale District Council upon Elizabeth Shields, Brian Maud and Robert Wainwright, pursuant to the provisions of Section 249 of the Local Government Act 1972, in recognition of the eminent service rendered by them as Councillors of the Ryedale District Council.”*

Councillor Arnold also recorded thanks to Linda Cowling for her years of service and contribution to the Council.

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

### **Resolved**

That an extraordinary meeting of Council be arranged in autumn 2019 to confer the title of Honorary Alderman of Ryedale District Council upon Elizabeth Shields, Brian Maud and Robert Wainwright, pursuant to the provisions of Section 249 of the Local Government Act 1972, in recognition of the eminent service rendered by them as Councillors of the Ryedale District Council.

### Voting Record

25 For

0 Against

0 Abstentions

**Proposed by Councillor Mason and seconded by Councillor Keal**

### ***“This Council***

- 1. Notes that the ‘Special Report on Global Warming of 1.5°C’ by the Intergovernmental Panel on Climate Change in October 2018, (a) describes the enormous harm that a 2°C average rise in global temperatures is likely to cause compared with a 1.5°C rise, and (b) confirms that limiting Global Warming to 1.5°C may still be possible with ambitious action from national and sub-national authorities, civil society and the private sector.*
- 2. Notes with concern that the impacts of climate change are already causing serious damage to communities both at home and abroad.*
- 3. Congratulates the government in committing the UK to legally binding targets for carbon reduction and recognises that all levels of government have a duty to act and take a lead on actions within their power.*
- 4. Recognises that a growing number of local authorities have already passed ‘Climate Emergency’ motions.*
- 5. Recognises that local plans need to be compliant with the National Planning Policy Framework (NPPF) which require local plans to “help to: shape*

*places in ways that contribute to radical reductions in greenhouse gas emissions, minimise vulnerability and improve resilience...”*

6. *Recognises it will take political will, resources and policy change to tackle climate change and that strong policies to cut emissions also have associated health, wellbeing and economic benefits.*

**We call on this council to**

- a. *Declare a ‘Climate Emergency’ that requires urgent and immediate action to achieve net zero carbon emissions across Ryedale by 2030*
- b. *Establish a Climate Change and Environment Committee (CCEC) to design the policy framework and deliver a climate emergency action plan for net zero emissions by 2030.*
- c. *Establish a Climate Change Partnership Working Group by autumn 2019 involving councillors, residents, community groups, academics, businesses and other relevant parties to advise the CECC*
- d. *Recommend that the Chief Executive employs a climate change and environment officer to work with and support councillors and officers to drive forward the climate change action plan.*
- e. *Ensure that all Council committees consider, in this council term, low carbon design and construction, energy efficiency and renewable energy generation as well as the impact of climate change when reviewing council policies, plans and strategies and that all approaches are in line with a shift to zero carbon by 2030*
- f. *Take a leadership role in offering vision, direction and support to empower residents, community groups, businesses, partner organisations and other relevant stakeholders to take appropriate action to tackle climate change”*

Under Council Procedure Rule 11.4, the motion stood automatically referred to the Overview and Scrutiny Committee.

Note: Councillor Arnold left the meeting at 9.55pm and Councillors Cussons and Frank left the meeting at 10.10pm.

**24 NYCC Consultation: HGV Weight Restriction on Norton Level Crossing**

The Head of Planning and Regulatory Services submitted a report (previously circulated) which sought agreement of a consultation response on the future of the HGV weight restriction on Norton Level Crossing.

Councillor Duncan moved and Councillor Raper seconded the recommendations in the report:

That the proposed response at Appendix 1 of the report be agreed as the District Council's response to the consultation.

An amendment was moved by Councillor Duncan and seconded by Councillor King:

DELETE paragraph 11

DELETE in paragraph 12: *"Whilst the movement of HGV's past primary schools and in small villages is not ideal, the District Council is not aware that these roads are unsuitable for HGV traffic or that this has resulted in any deterioration in road safety in these areas. Additionally, there are no air quality issues with these wider areas."*

DELETE paragraph 13 and ADD: *"In the face of these concerns and uncertainty over the extent to which improving air quality can be attributed to the restriction itself, the District Council finds no evidence to be able to recommend that the restriction continues on a permanent basis beyond August 2019."*

DELETE paragraph 15 and ADD: "A full copy of the draft 2019 Annual Status Report is attached to this letter."

DELETE paragraph 16

Upon being put to the vote the amendment was lost.

#### **Recorded vote**

##### For

Councillors Bailey, Delaney, Docwra, Duncan, Garbutt Moore, King and Oxley

##### Against

Councillors Joy Andrews, Paul Andrews, Brackstone, Clark, Hope, Keal, Mason, Potter, Raine, Raper and Thackray

##### Abstention

Councillors Cleary, Goodrick, Graham and Riby

Upon being put to the vote, the motion was then carried.

#### **Resolved**

That the proposed response at Appendix 1 of the report be agreed as the District Council's response to the consultation.

#### **Recorded vote**

##### For

Councillors Joy Andrews, Paul Andrews, Brackstone, Clark, Keal, Mason, Potter, Raine, Raper and Thackray

##### Against

Councillors Delaney, Duncan, King and Oxley

Abstention

Councillors Cleary, Goodrick, Graham and Hope

Note: Councillors Bailey, Docwra, Garbutt Moore and Riby left the meeting at 10.45pm.

25 **Any other business that the Chairman decides is urgent**

There being no other business, the meeting closed at 11.05pm.

This page is intentionally left blank

## REPRESENTATION ON OUTSIDE ORGANISATIONS

ORGANISATIONREPRESENTATIVES2019 – 2023**COMMUNITY & VOLUNTARY SECTORS**

Ryedale Citizens' Advice Bureau (All Wards)	Representative: Cllr Graham Substitute: Cllr Middleton
Ryedale Community Transport – Ryecat Project (All Wards)	Representative: Cllr Docwra Substitute:
Ryedale YMCA Board of Management (All Wards)	Representative: Cllr Arnold Representative: Head of Paid Service or Nominated Representative Substitute:

**LEISURE/ARTS/CULTURAL**

Harrison Collection Trust (Dales Ward)	Representative: Substitute:
Malton Community Sports Centre Finance and Premises Governors (All Wards)	Representative: Cllr Middleton Substitute:
Milton Rooms Management Committee (Malton Ward)	Representative: Cllr Delaney Substitute: Cllr King
Ryedale Folk Museum (Dales Ward)	Representative: Cllr Frank Substitute:
Ryedale Tourism Advisory Board (All Wards)	Representative: Cllr Oxley Substitute: Cllr Cleary
Welcome to Yorkshire Annual General Meeting (All Wards)	Representative: Cllr Docwra Substitute: Cllr Windress

**LOCAL GOVERNMENT**

District Councils' Network (All Wards)	Representative: Leader of Council or Chairman of Policy and Resources Committee if no Leader
---	--

Local Government Association - SPARSE (All Wards)	Representative: Cllr Arnold (No substitutes permitted)
Local Government Association General Assembly (All Wards)	Representative: Chairman of Policy and Resources Committee (No substitutes permitted)
Local Government North Yorkshire & York (All Wards)	Representative: Leader of the Council or Chairman of Policy and Resources Committee if no Leader Substitute: Deputy Leader of the Council or Vice Chairman of Policy and Resources Committee if no Deputy Leader
North York Moors National Park Authority (Wards: Ampleforth, Cropton, Dales, Helmsley, Kirkbymoorside, Pickering West, Sinnington, Thornton Dale)	Representative: Cllr Bailey Representative: Cllr Frank
North Yorkshire County Council – Scrutiny of Health Committee (All Wards)	Representative: Cllr Clark Substitute: Cllr Keal
North Yorkshire, City of York and East Riding Strategic Housing Board (All Wards)	Representative: Cllr Goodrick Substitute: Cllr Windress
Yorkshire & Humber Local Authority Employers’ Association (All Wards)	Representative: Cllr Duncan Substitute: Cllr Arnold
Yorkshire Leaders’ Board (All Wards)	Representative: Leader of the Council or Chairman of Policy and Resources Committee if no Leader Substitute: Deputy Leader of the Council or Vice Chairman of Policy and Resources Committee if no Deputy Leader

**PARTNERSHIPS/JOINT COMMITTEE**

North Yorkshire Building Control Partnership (All Wards)	Representative: Cllr Goodrick Substitute: Cllr Windress
Police, Fire and Crime Panel (All Wards)	Representative: Cllr Middleton

White Rose Home Improvement Agency  
Partnership  
(All Wards)

Representative: Chairman of Policy and  
Resources Committee  
Substitute: Vice Chairman of Policy and  
Resources Committee

## PLANNING/ECONOMY/ENVIRONMENT

Howardian Hills Area of Outstanding  
Natural Beauty - Joint Advisory  
Committee  
(Wards: Amotherby, Ampleforth, Derwent,  
Helmsley, Hovingham, Ryedale South  
West, Sheriff Hutton, Sinnington)

Representative: Cllr Graham  
Representative: Cllr Docwra  
Substitute: Cllr Mason

Malton & Norton Area Partnership Board  
(Wards: Malton, Norton East and Norton  
West)

Representative: Cllr Mackenzie  
Substitute: Cllr King

North Yorkshire and York Spatial Planning and  
Transport Board  
(All Wards)

Representative: Cllr Goodrick  
Substitute: Cllr Raper

Parking and Traffic Regulations outside London  
(PATROL)  
(All Wards)

Representative: Chairman of Policy and  
Resources Committee

Reserve Forces & Cadet Association for  
Yorkshire and the Humber

Representative: Cllr Graham  
Substitute: Cllr Oxley

Vale of Pickering Internal Drainage  
Board  
(Wards: Amotherby, Ampleforth, Cropton,  
Derwent, Helmsley, Hovingham,  
Kirkbymoorside, Malton, Norton East,  
Norton West, Pickering East, Pickering West,  
Rillington, Sherburn, Sinnington,  
Thornton Dale)

Representative: Cllr Cussons  
Representative: Cllr Potter  
Substitute: Cllr Thackray

York, North Yorkshire and East Riding  
Local Enterprise Partnership:

- Infrastructure Programme Board  
(All Wards)

Representative: Cllr Arnold

## POLICE

Safer Ryedale Delivery Team  
(All Wards)

Representative: Cllr Clark  
Representative: Cllr Hope  
Substitute: Cllr Paul Andrews  
Substitute: Cllr Raper

**Community & Police Consultation Groups:**

Kirkbymoorside and Helmsley  
(Wards: Ampleforth, Dales, Helmsley,  
Kirkbymoorside, Sinnington)

Representative: Cllr Cussons  
Substitute: Cllr Riby

Malton and Norton  
(Wards: Malton, Norton East, Norton West)

Representative: Cllr King  
Substitute: Cllr Keal

Malton Rural East  
(Wards: Derwent, Rillington, Sherburn, Wolds)

Representative: Cllr Garbutt Moore  
Substitute: Cllr Raper

Malton Rural West  
(Wards: Amotherby, Hovingham,  
Ryedale South West, Sheriff Hutton)

Representative: Cllr Docwra  
Substitute: Cllr Hope

Pickering and Area  
(Wards: Cropton, Pickering East, Pickering  
West, Thornton Dale)

Representative: Cllr Wass  
Substitute: Cllr Brackstone

## **Leader's Statement**

Our district faces a number of significant economic challenges: low wages, high house prices and poor connectivity. We must step up our action against these issues by attracting investment, securing jobs and ensuring our district stays affordable for future generations. Four months into this council, we're already making progress:

## **Economic development**

Under the leadership of our new programme director, we are assembling a dedicated economic development team of five (its four new posts) officers who will work to support business, attract tourists, shape our arts offer and boost our market towns. This extra resource will hopefully pay almost immediate dividends, with projects expected to come forward very shortly.

## **LEP**

We have secured a seat on the Board of the Local Enterprise Partnership for the first time. The challenge is, as always, to identify key schemes and prepare 'shovel ready' bids for consideration. We've already successfully received funding in recent years, but we can do better by being more ambitious.

## **A64**

Dualling the A64 is the key infrastructure priority for Ryedale. The Government unveiled last month a £22m upgrade including safety improvements at Crambeck and Rillington. But there is still no decision yet on the dualling between Hopgrove and Barton Hill. Tom Paul, CEO of Kingspan, is the new chair of the A64 Growth Partnership and we're working closely together to make the strongest possible case along with councillors, businessmen and representatives of our tourist industry.

## **Housing**

Our Local Plan is now sealed, and we are lucky as an authority to have a plan stretching to 2027. Work begins now on reviewing our Plan to ensure it remains fit for purpose into the future. Ryedale District Council is also expanding its own housing stock, with the former Railway Tavern in Norton to be transformed into seven self-contained flats. We need to decide if this is a project we wish to emulate elsewhere, and exactly what this council's role in housing supply should be in the future.

## **Our staff**

The council is working to set the highest standard as an employer in its own right. We are seeking to 'grow our own', with our HR manager developing policies and procedures aimed at attracting and retaining talent, recruiting a cohort of graduate trainees and providing a new package of benefits to our employees.

There is still more to do, and I welcome the input from all members as we work to ensure Ryedale is a great place to live, visit and do business.

This page is intentionally left blank



---

**REPORT TO: FULL COUNCIL**

**DATE: 5 SEPTEMBER 2019**

**SUBJECT: PART 'B' REFERRALS FROM POLICY AND RESOURCES  
COMMITTEE ON 4 JULY 2019**

---

**28 Funding for Malton, Norton and Old Malton Flood Alleviation Scheme**

Considered – Report of the Head of Waste and Environmental Services

**Recommendation to Council**

That Council approves;

A 20% contribution towards the Malton, Norton and Old Malton Flood Alleviation Scheme (MNOMFAS) up to a maximum of £320,000 from the New Homes Bonus Reserve.

**Voting record**

Unanimous

This page is intentionally left blank



---

<b>PART B:</b>	<b>RECOMMENDATIONS TO COUNCIL</b>
<b>REPORT TO:</b>	<b>POLICY AND RESOURCES COMMITTEE</b>
<b>DATE:</b>	<b>4 JULY 2019</b>
<b>REPORT OF THE:</b>	<b>HEAD OF WASTE AND ENVIRONMENTAL SERVICES BECKIE BENNETT</b>
<b>TITLE OF REPORT:</b>	<b>FUNDING FOR MALTON, NORTON AND OLD MALTON FLOOD ALLEVIATION SCHEME</b>
<b>WARDS AFFECTED:</b>	<b>MALTON AND NORTON</b>

---

## **EXECUTIVE SUMMARY**

### **1.0 PURPOSE OF REPORT**

- 1.1 This report seeks a decision from Elected Members as to whether they wish to commit up to 20% funding, equivalent to a maximum of £320,000 from the New Homes Bonus Reserve, as the Council's contribution towards the delivery of the Malton, Norton and Old Malton Flood Alleviation Scheme (MNOMFAS) with whole scheme costs now forecast to be £1.6m.

### **2.0 RECOMMENDATION**

- 2.1 To recommend to Council:
- a) A 20% contribution towards the Malton, Norton and Old Malton Flood Alleviation Scheme (MNOMFAS) up to a maximum of £320,000 from the New Homes Bonus Reserve.

### **3.0 REASON FOR RECOMMENDATION**

- 3.1 On 8 December 2016, following the Scrutiny Review of the Council's role in Flood Management, Council resolved that they may consider that funding be allocated from the New Homes Bonus towards the funding gap of £1.8m of the approved DEFRA Grant in Aid scheme for the alleviation of flooding in Malton, Norton and Old Malton and that any contribution should be upto 20% of the funding gap (Minute No 37).
- 3.2 Over the past two years work to progress the business case for the Malton, Norton and Old Malton Flood Alleviation Scheme (MNOMFAS) has continued. Detailed designs have been developed which has resulted in options to deliver a rationalised scheme with whole scheme costs now estimated at £1.6m (previously £3m).
- 3.3 Partner contributions, previously made in principle, are expected to fully fund the rationalised scheme therefore the Council is now being asked to confirm their level of funding which is a condition of the business case to secure £500,000 growth funding from the LEP.

#### 4.0 SIGNIFICANT RISKS

- 4.1 There is a significant risk and experience confirms that repeat flooding events will continue to affect Malton, Norton and Old Malton. A series of alleviation measures have been identified which will improve the response to flooding and serve to reduce the impact and flood risk affecting these communities.

#### 5.0 POLICY CONTEXT AND CONSULTATION

- 5.1 This report relates to all the Council's priorities; managing the environment of Ryedale with partners and supporting improvements to enhance and deliver sustainable growth; making the best use of resources to ensure maximum benefit for all customers and communities and building capacity in partnership.

### REPORT

#### 6.0 REPORT DETAILS

- 6.1 At its meeting on 8 December 2016, the Council made a number of decisions following the Scrutiny Review of the Council's role in Flood Management including the consideration of a funding allocation from the New Homes Bonus towards the funding gap of £1.8m of the approved DEFRA Grant in Aid Scheme for the alleviation of flooding in Malton, Norton and Old Malton and that any contribution should be to a maximum of 20% of the funding gap (Minute No 37).
- 6.2 The Council, at its meeting on 6 December 2018, also approved additional revenue funding of £13,000 (to provide 50% funding totalling £25,000) to support a shared one year fixed term contract for a joint Flood Risk Management Project Manager with NYCC (Minute No 50).
- 6.3 NYCC as Lead Flood Risk Management Authority, commissioned consultants to make progress with the MNOMFAS which identified a series of actions and further detailed designs have resulted in a series of options to deliver a rationalised scheme with whole scheme costs now valued at £1.6m (previously £3m).
- 6.4 Since April 2019, the Project Manager has been working closely with consultants progressing with detailed designs to enable specifications to be produced and contractors to be commissioned to implement and deliver specific alleviation measures.
- 6.5 The projected rationalised scheme forecast costs are presented below:

EXPENDITURE TYPE	£
<b>Business case preparation</b>	30,000
<b>Designs/permissions/surveys</b>	10,000
<b>Malton measures</b>	436,408
<b>Norton measures</b>	681,086
<b>Old Malton measures</b>	457,352
<b>TOTAL FORECAST COSTS</b>	<b>1,614,846</b>

- 6.6 The scheme will deliver a series of outcomes and further details of the expected deliverables are shown in Appendix 1.

- Local Property Level Protection
  - Retro-fitting of sustainable drainage to enhance the street scene and reduce the volume of water entering the combined sewer
  - Capital improvements to Riggs Road Drain, Old Malton
  - Improve Local Flood Warning Procedures and Telemetry
  - Construct Permanent Chambers for Temporary Pumps
  - Control of Surface/Ground Water Flowpaths, Castlegate/Sheepfoot Hill
- 6.7 Whilst there are still business cases to submit to secure funding, the original commitments from a combination of partners including NYCC, Environment Agency, Local Enterprise Partnership Growth Fund contribution and RDC are now forecast to fully fund the MNOMFAS.
- 6.8 NYCC have also progressed with work to support the business case to secure growth funding totalling £500,000 from the LEP and one condition of this funding is to demonstrate funding commitments by December 2019.
- 6.9 Other work planned this year will also involve engaging residents and local stakeholders to identify areas that may attract additional funding or property level resilience measures which can be implemented to reduce the risk and/or impacts from future ground water flooding in Malton, Norton and Old Malton.
- 6.10 Member workshops and an annual stakeholder event are also planned to raise awareness of the work being undertaken to improve the response to flooding and reduce the impact in the community.

## **7.0 IMPLICATIONS**

7.1 The following implications have been identified:

- a) Financial  
Capital: A contribution up to a maximum of £320,000 (20% of the rationalised scheme value of £1.6m) would be required from the New Homes Bonus Reserve if Elected Members approve the funding commitment.
- b) Legal  
It is a condition of the Malton, Norton and Old Malton Flood Alleviation Scheme Business Case to secure £500,000 LEP Growth Funding that partner funding commitments are secured before December 2019.
- c) Other (Equalities, Staffing, Planning, Health & Safety, Climate Impact, Environmental, Crime & Disorder)  
The alleviation measures which would be delivered through the MNOMFAS serve to provide assurance to the community that there is a multi-agency flood risk management commitment to delivering improved resilience measures to efficiently and effectively deal with secondary ground water flooding to protect up to 50 properties affected in Malton, Norton and Old Malton when periods of heavy rainfall affect the district. There are also environmental and economic benefits from the investment to deliver improvements to keep the highway network flowing and incorporate sustainable improvements.

## **8.0 NEXT STEPS**

8.1 Elected members will be kept informed of progress with the MNOMFAS and details of the stakeholder event will also be shared once arrangements are confirmed.

**Beckie Bennett**  
**Head of Waste and Environmental Services**

**Author:** Beckie Bennett, Head of Waste and Environmental Services  
**Telephone No:** 01653 600666 Ext: 43483  
**E-Mail Address:** [beckie.bennett@ryedale.gov.uk](mailto:beckie.bennett@ryedale.gov.uk)

**Background Papers:**

**Scrutiny Review of the Councils Role in Flood Management considered by Council on 8 December 2016**

**Additional Funding for a Flood Risk Management Project Manager Report to Council on 6 December 2018**

## MALTON, NORTON AND OLD MALTON FLOOD ALLEVIATION SCHEME

## Anticipated Project Deliverables

Benefits	Description
Local Property Level Protection	The provision of bespoke property level resilience measures to those residential and business premises at greatest risk will ensure that there is a last line of defence if for water levels do rise and cause a threat to property.
Retro-fitting of sustainable drainage to enhance the street scene and reduce the volume of water entering the combined sewer	Given that the improvements to the sewer system are entirely unaffordable and the work to enable would far exceed the scale of the problem, the only measures available to attempt to alleviate the issue is to provide property level resilience to those properties at most significant risk and to attempt to reduce the volume of surface water accessing the sewer adding to the issue. Flood schemes inevitably require a period of time following the works to pass before confidence is raised that the measures have made a difference. In the case of this scheme, where measures enable a better more managed response as opposed to a tangible “solution”, this is an even bigger risk. It is therefore desirable to the economic aspiration of the scheme and the future viability of the area that demonstrates there has been a perceivable improvement – it is considered that using sustainable drainage solutions and greening of the street scene is an excellent complimentary way of combining the outcomes and stimulating the raised confidence.
Capital improvements to Riggs Road Drain, Old Malton	In 2017 a comprehensive drainage study was undertaken in Old Malton which demonstrated improvements that could be made to the performance of the culverted watercourse, which outfalls into the River Derwent
Improve Local Flood Warning Procedures and Telemetry	It has been identified that improved locational specific telemetry and monitoring devices – e.g. CCTV cameras to look at the level of water at County Bridge, markers and gauges for monitoring levels in drains would also enable an accurate and quicker emergency response.
Construct Permanent Chambers for Temporary Pumps	At the time of writing estimates demonstrate this to be the most cost beneficial solution

	<p>for improving the pumping arrangements. It would permit the speed of the coupling of pumps to be quickened, which has proven vital to the prevention of internal property flooding.</p>
<p>Control of Surface/Ground Water Flowpaths, Castlegate/ Sheepfoot Hill</p>	<p>This measure would be complimentary to the project and it is not expected that this will significantly alter levels although there would clearly be some effect.</p>



## CLIMATE CHANGE IMPACT ASSESSMENT

Date	August 2019	Project Name	MALTON, NORTON AND OLD MALTON FLOOD ALLEVIATION SCHEME
------	-------------	--------------	--

Ref	Project scheme benefits	Scheme element	Work Location	Climate Change Impact of Carrying out the Works	Climate Change Impact of Not Carrying out the works
001	Property Level Protection	Protect 43 properties from surface water flooding which are at a >than 1 in 10 chance of flooding each year	Malton, Norton and Old Malton	One off construction, delivery and installation of required products to implement specific property level resilience works to reduce flood risk and reduce the subsequent energy consumption levels associated with recovery from flooding	Recurring flood risk affecting a significant number of properties where residents will continue to need to respond to the impacts of their properties being flooded involving relocating, using dehumidifiers and repairing damage to properties and as a consequence resulting in an increased level of energy consumption.
002	Improve local flood warning procedures and telemetry	CCTV operation	Malton and Old Malton	<p>Ongoing Electric consumption 24/7 operation</p> <p>An improvement to the current flood management arrangements by installing CCTV to provide early warning of flooding in Malton and Old Malton reducing the number of miles travelled between each location to regularly monitor water levels</p> <p>The ability to deploy pumps into position quickly reduces the number of pumps actually required to manage the water levels, reduces diesel consumption and avoids the need to implement road closures and traffic diversions.</p>	<p>Frequent physical monitoring of water levels at each location by each agency throughout the day and night during flooding events, using vehicles and fuel.</p> <p>The numbers pumps being deployed will continue to be as now, at the height of the pumping during the floods in 2015/16 in excess of 25 pumps were operating.</p> <p>The risk of needing to close roads will remain especially County Bridge which requires traffic diversions between Norton and Malton. As an example, running one pump for 24 hours uses 40 litres of diesel which produces 106kgs of carbon. By comparison, one diesel powered car travelling an additional 6 miles following a diversion produces 2kgs of carbon. The pump output is therefore equivalent to 50 cars following a 6 miles diversion. Based on a 12 hour traffic survey in January 2018 covering movements across the level crossing where 14,500 vehicle movements were recorded this equates to 29,000kgs of carbon if all these vehicles were diverted due to County Bridge being closed.</p>



## CLIMATE CHANGE IMPACT ASSESSMENT

Ref	Project scheme benefits	Scheme element	Work Location	Climate Change Impact of Carrying out the Works	Climate Change Impact of Not Carrying out the works
003	Construct permanent chambers for temporary pumps	Construction phase	Malton, Norton and Old Malton	One off improvement works to install purpose-built infrastructure to speed up the deployment of pumps and minimise vehicle movements involving construction (brackets, pipework, concrete)	No change to current deployment of pumps which requires frequent vehicle movements journeys to and from each location to set up the pumps.
004		Operations of pumps during flooding	Malton, Norton and Old Malton	Reduced numbers of pumps required during flooding events which will reduce the fuel use during periods of pumping.  <i>Note: The future pump replacements will ensure the most fuel efficient pumps are added to the pump inventory.</i>	The number of mobile pumps will continue to be as now to manage flooding events in accordance with the M, N and OM Pumping Plan.
006	Capital improvements to Riggs Road drain, Old Malton	Surveying underground culvert from Riggs Road drain	Old Malton	One off exercise involving contractor vehicle movements to survey the drainage system and identify any improvements that may be possible within the culvert to reduce the flood risk associated with surface water flooding and increase the effectiveness of the emergency response.	Properties will continue to be affected as now by flooding from ground surface water. Unable to determine any improvements that may be possible within the culvert to reduce the flood risk associated with surface water flooding and therefore unable to increase the effectiveness of the emergency response.
007		Jetting and silt removal or culvert	Old Malton	One off exercise to reduce any build-up of silt that may be contributing towards surface water flooding to reduce future flood risk involving jetting and removal of silt from culvert by transporter vehicle	Properties will continue to be affected as now by flooding from ground surface water. Unable to reduce any build-up of silt that may be contributing towards surface water flooding to reduce future flood risk.
008		Capital improvements to Riggs Road drain culvert	Old Malton	Identification of any capital improvement works reliant on the completion of the survey in 006	Properties will continue be affected as now by flooding from ground surface water. Unable to determine any improvements if the survey is not completed.
009	Control of surface water	Flow paths	Castlegate/ Sheepfoot Hill, Malton	One off improvement works to create flow paths to reduce the flood risk to properties affected by ground surface water involving construction.	Properties will continue to be affected as now by flooding from ground surface water.



## CLIMATE CHANGE IMPACT ASSESSMENT

Ref	Project scheme benefits	Scheme element	Work Location	Climate Change Impact of Carrying out the Works	Climate Change Impact of Not Carrying out the works
010	Rain garden – Sustainable drainage system project	Site preparation	Castlegate, Malton	One off improvement works to create a sustainable environment to slow the flow of water and reduce flood risk involving traffic movements, works machinery	Properties will continue to be affected as now by flooding from ground surface water.
011		Site construction	Castlegate, Malton	The creation of a rain garden will involve planting trees to improve diversity and the visual aspects of Castlegate. It is estimated that one tree planted will store 720kgs of carbon over its lifetime (based on 40 years) technically referred to as sequestration. The number of trees to be planted is currently not known.	Properties will continue to be affected as now by flooding from ground surface water.

### COMMUNITY IMPACT ASSESSMENT

The Malton, Norton & Old Malton Flood Alleviation Scheme is a project partnership between North Yorkshire County Council, Ryedale District Council, Environment Agency, York/North Yorkshire/East Riding Enterprise Partnership, Malton/Norton Town Councils and Yorkshire Water.

The Scheme delivers social value through tangible improvements which provides assurance to the community affected that there is a multi-agency flood risk management commitment to delivering improved resilience measures to efficiently and effectively deal with secondary ground water flooding when periods of heavy rainfall affect the area.

A number of deliverable solutions and tangible benefits would be implemented through the Scheme to improve the speed of the multi-agency flood management response in Malton, Norton and Old Malton and to reduce the flood risk affecting 126 residential and 23 commercial properties who are currently affected by a 1 in 10 chance of flooding in any given year. These improvements include permanent infrastructure to speed up the deployment of temporary pumps, channel surface water, improve existing draining and property level resilience measures to reduce the flood risk affecting individual properties. Complementary sustainable draining measures, including the provision of a rain garden, to reduce the volume of surface water entering the combined sewer which will minimise the need for road closures, reduce miles travelled following diversions, stimulate investment in the area, build confidence and improve the economic status of the towns.

This page is intentionally left blank



---

**REPORT TO: FULL COUNCIL**

**DATE: 5 SEPTEMBER 2019**

**SUBJECT: PART 'B' REFERRALS FROM POLICY AND RESOURCES COMMITTEE ON 25 JULY 2019**

---

### **32a Responsibility for Planning Policy**

Councillor Duncan moved and Councillor Arnold seconded that the responsibility for planning policy be moved from the Planning Committee to Policy and Resources Committee and the Constitution be amended as required. Policy and Resources Committee would then appoint a working party made up of members of both the Planning Committee and Policy and Resources Committee to consider planning policy.

#### **Recommendation to Council**

That the responsibility for planning policy be moved from the Planning Committee to Policy and Resources Committee and the Constitution be amended as required. Policy and Resources Committee to appoint a working party made up of members of both the Planning Committee and Policy and Resources Committee to consider planning policy.

#### **Voting record**

6 For

3 Against

1 Abstention

This page is intentionally left blank



---

<b>PART B:</b>	<b>RECOMMENDATIONS TO COUNCIL</b>
<b>REPORT TO:</b>	<b>CONSTITUTION WORKING PARTY</b>
<b>DATE:</b>	<b>22 JULY 2019</b>
<b>REPORT OF THE:</b>	<b>DEMOCRATIC SERVICES MANAGER SIMON COPLEY</b>
<b>TITLE OF REPORT:</b>	<b>RESPONSIBILITY FOR PLANNING POLICY</b>
<b>WARDS AFFECTED:</b>	<b>ALL</b>

---

## **EXECUTIVE SUMMARY**

### **1.0 PURPOSE OF REPORT**

- 1.1 To advise the Constitution Working Party of the changes to the Constitution which would be required if responsibility for planning policy were moved from Planning Committee to Policy and Resources Committee.

### **2.0 RECOMMENDATION(S)**

- 2.1 To decide whether to recommend to Council that the responsibility for planning policy be moved from Planning Committee to Policy and Resources Committee, with the associated changes to the Constitution required to do this as set out in this report.

### **3.0 REASON FOR RECOMMENDATION(S)**

- 3.1 At its meeting on 20 June 2019, the Constitution Working Party requested a report setting out what changes would be required to the Constitution if the responsibility for planning policy were moved from Planning Committee to Policy and Resources Committee.

### **4.0 SIGNIFICANT RISKS**

- 4.1 There are no direct risks with advising on the changes that would be required to the Constitution.
- 4.2 There may be potential risks to consider in making a decision about where the responsibility for planning policy sits. Planning Committee has experience of using planning policy and the associated detailed knowledge of planning matters (although Policy and Resources Committee could receive further training in this area). Policy and Resources Committee could however look at planning policy alongside economic, housing and environmental policy and provide a separation between the policy and regulatory functions. Given that Planning is a facilitator and enabler of the

Council's/District's growth aspirations, Policy and Resources Committee can be seen as the appropriate place to ensure the synergies with other key areas are made, especially as the Local Plan review process commences, which has to be anchored by joined-up thinking across the Council and could be facilitated through Policy and Resources Committee.

## **5.0 POLICY CONTEXT AND CONSULTATION**

- 5.1 Planning policy historically sat with the Policy and Resources Committee but was moved to Planning Committee in March 2013. The reasons given for the move in the officer report at that time are as follows:

*The Planning Committee is primarily responsible the determination of planning applications. The transfer of responsibility for the Council's Planning Policy function to the same group of Members (who have received specialist Planning training) will assist in the development of emerging policy and assist in the consistent delivery of planning policy through individual planning decisions made by the same committee.*

*The Council's Planning Committee is comprised of 15 Members and is the largest of the Council's committees. The transfer of responsibility for the Planning Policy function to this committee will enable more Members to be involved in the debate concerning planning policy recommendations to Full Council.*

- 5.2 The Planning Committee is now the same size as the Policy and Resources Committee, both having 10 Members, so the second of these points no longer applies.

- 5.3 This report outlined the risks as follows:

*There are no significant risks associated with this re-allocation of responsibilities. Policies and proposals will still be subject to the same level of rigorous debate and any new policy will still be referred to Council as the final decision maker.*

- 5.4 If responsibility is transferred back to the Policy and Resources Committee, it will continue to be the case that any new policy will still be referred to Council as the final decision maker.

- 5.5 In other fourth option (committee system) councils in North Yorkshire, such as Richmondshire and Craven, responsibility for planning policy sits with their equivalent of the Policy and Resources Committee.

## **REPORT**

### **6.0 REPORT DETAILS**

- 6.1 Article 7 of the Constitution relates to the Policy and Resources, Planning and Licensing Committees. The first two paragraphs read:

#### **7.1 The Policy and Resources Committee**

*The Council will appoint a Policy and Resources Committee responsible for policy including budget formulation, Community related issues, Economy and the Environment. The functions attributed to those Committees are set out in Part 3 of this Constitution entitled "Responsibility for Functions".*

## 7.2 **The Planning Committee**

*The Council will appoint a Planning Committee which will be responsible for dealing with planning applications and related matters and Planning Policy. The functions of the Committee are set out in Part 3 of this Constitution entitled "Responsibility for Functions".*

- 6.2 Therefore an amendment would be required to move the reference to planning policy from paragraph 7.2 to 7.1.
- 6.3 The terms of reference for Planning Committee are set out in Part 3 of the Constitution. These include the following section:

### **Planning Committee (Policy)**

3. (a) *To make recommendations to Council in relation to the approval or adoption of a plan or strategy comprising plans or alterations which together constitutes the Development Plan.*
- (b) *To determine all matters in the following stages of the production of Development Plan Documents in the Local Plan:*
- (i) *Preparation Stage – the evidence base and arrangements for community involvement; publication of preparatory draft documents and associated public consultation.*
- (c) *To advise and make recommendations to Council upon the following stages of production of Development Plan Documents:*
- (i) *Approval of any full draft development plan document for initial consultation.*
- (ii) *Approval of any Proposed Submission Document prior to submission to the Secretary of State.*
- (iii) *Adoption of Development Plan Documents following the Inspector's report and recommended modifications after the Examination.*
- (d) *In relation to the Neighbourhood Planning documents and the CIL charging schedule:*
- (i) *To determine all matters as relevant in the preparation, production, publication of Neighbourhood Planning documents and to advise Council as to the subsequent adoption of Neighbourhood Planning documents as covered by the Neighbourhood Planning Regulations 2012 (Neighbourhood Areas; Neighbourhood Forums; Community Right to Build Organisations; Neighbourhood Development Plans; Neighbourhood Development Orders and Community Right to Build Orders).*
- (ii) *To advise and make recommendations to Council in respect of the preparation, consultation and production of the CIL preliminary draft charging schedule.*

- (iii) *To advise and make recommendations to Council in respect of the preparation, production, consultation and approval of the draft CIL charging schedule to be submitted for examination and thereafter subsequent adoption.*
- (e) *To consider and make recommendations to Council on the adoption of Supplementary Planning Documents.*
- (f) *To determine matters upon related projects and studies to the Local Plan or to make recommendations to Council.*
- (g) *To consider and comment on behalf of the Council in respect of the Regional Strategy Local Development Frameworks, Neighbourhood Planning documents and other relevant plans or consultation exercises by Government, local authorities or other relevant bodies.*
- (h) *To give detailed consideration and to make recommendations to Council in respect of all other planning policy matters such as the designation of Conservation Areas and amendments to their boundaries and the designation of locally listed buildings.”*

6.4 An amendment would be required to move this section to the terms of reference for the Policy and Resources Committee.

## **7.0 IMPLICATIONS**

7.1 The following implications have been identified:

- a) Financial  
None.
- b) Legal  
None.
- c) Other (Equalities, Staffing, Planning, Health & Safety, Environmental and Climate Change, Crime & Disorder)  
None.

**Simon Copley**  
**Democratic Services Manager**

**Author:** Simon Copley, Democratic Services Manager  
**Telephone No:** 01653 600666 ext: 43277  
**E-Mail Address:** [simon.copley@ryedale.gov.uk](mailto:simon.copley@ryedale.gov.uk)

**Background Papers:**  
The Constitution.

**Background Papers are available for inspection at:**  
[www.ryedale.gov.uk](http://www.ryedale.gov.uk)



---

**REPORT TO:** FULL COUNCIL

**DATE:** 5 SEPTEMBER 2019

**SUBJECT:** PART 'B' REFERRALS FROM POLICY AND RESOURCES COMMITTEE ON 25 JULY 2019

---

### **32b Substitutes at Sub Committees**

Items 5b and 5c were considered together.

#### **Recommendation to Council**

That Council be recommended, through Policy and Resources Committee, to approve the changes set out in Appendix 1 of this report to make explicit provision for substitutes at the Corporate Governance Standards Sub-Committee specifically and at sub-committees generally.

#### **Voting record**

8 For

1 Against

This page is intentionally left blank



---

<b>PART B:</b>	<b>RECOMMENDATIONS TO COUNCIL</b>
<b>REPORT TO:</b>	<b>CONSTITUTION WORKING PARTY</b>
<b>DATE:</b>	<b>22 JULY 2019</b>
<b>REPORT OF THE:</b>	<b>DEMOCRATIC SERVICES MANAGER SIMON COPLEY</b>
<b>TITLE OF REPORT:</b>	<b>SUBSTITUTES AT SUB-COMMITTEES</b>
<b>WARDS AFFECTED:</b>	<b>ALL</b>

---

## **EXECUTIVE SUMMARY**

### **1.0 PURPOSE OF REPORT**

- 1.1 To recommend changes to the Constitution to make explicit provision for substitutes at the Corporate Governance Standards Sub-Committee specifically and at sub-committees generally.

### **2.0 RECOMMENDATION(S)**

- 2.1 That Council be recommended, through Policy and Resources Committee, to approve the changes set out in Appendix 1 of this report to make explicit provision for substitutes at the Corporate Governance Standards Sub-Committee specifically and at sub-committees generally.

### **3.0 REASON FOR RECOMMENDATION(S)**

- 3.1 The Overview and Scrutiny Committee has requested that the Constitution be reviewed to make explicit provision for substitutes at the Corporate Governance Standards Sub-Committee.
- 3.2 When agreeing its work programme, the Constitution Working Party agreed to also look at explicit provision for substitutes at sub-committees generally.

### **4.0 SIGNIFICANT RISKS**

- 4.1 There are no significant risks associated with this report. Clarity of arrangements for substitutes at sub-committees assists with ensuring that meetings can go ahead and business be dealt with in a timely manner when Members are unable to attend or have a conflict of interest in participating.

### **5.0 POLICY CONTEXT AND CONSULTATION**

5.1 The context in which these proposals are made is covered in section 3 of this report.

## REPORT

### 6.0 REPORT DETAILS

6.1 The terms of reference in Part 3 of the Constitution set out the composition of the Corporate Governance Standards Sub-Committee as follows:

- (i) *The Corporate Governance Standards Sub-Committee shall comprise three Members of the Overview and Scrutiny Committee.*
- (ii) *Political proportionality is not applied for the Corporate Governance Standards Sub-Committee.*

6.2 Whilst this does not prevent the appointment of substitutes, it makes no explicit provision for their appointment.

6.3 It is therefore proposed that point (i) above is amended to add the wording, “*with up to three named substitutes.*” As political proportionality does not apply, any substitute could cover for any member of the sub-committee.

6.4 The Committee Procedure Rules in Part 4 of the Constitution make the following provisions for the appointment of sub-committees:

#### 25B. SUB-COMMITTEES

- (i) *Every standing committee appointed may appoint sub-committees for purposes to be specified by that committee.*
- (ii) *The Chairman of a standing committee shall be an ex officio member of every sub-committee appointed by that standing committee and shall be ex officio chairman of such sub-committee.*
- (iii) *If the chairman of a sub-committee is absent from a meeting of the sub-committee another member of the sub-committee chosen by the members of the sub-committee present shall preside.*
- (iv) *With the exception of the Licensing Committee, a standing committee may appoint members who do not serve on that standing committee to serve on a sub-committee.*

6.5 Similarly this does not prevent the appointment of substitutes, nor does it make explicit provision for their appointment.

6.6 It is proposed that a point (v) is added to this procedure rule, to read, “*Substitutes may be appointed to sub-committees, subject to any relevant training requirements being fulfilled.*”

6.7 The Committee Procedure Rules set out the following provisions with regards to substitutes:

#### 28. SUBSTITUTE MEMBERS OF COMMITTEES

##### 28.1 Number

*For each Committee where substitution is applicable, the maximum number of substitutes in respect of each Political Group at any meeting shall be 50% of that Group's membership on the relevant Committee, rounded up if necessary, subject to a minimum of two.*

## **28.2 Powers and duties**

*Substitute Members will have all the powers and duties of any ordinary Member of the committee but will not be able to exercise any special powers or duties exercisable by the person for whom they are substituting. Substitute Members shall abide by any voting restrictions which would have applied to the Member for whom they are substituting.*

## **28.3 Substitution**

*Substitute Members may attend meetings in that capacity only:*

- (i) to take the place of the ordinary Member for whom they are the designated substitute;*
- (ii) where the ordinary Member will be absent for the whole of the meeting; and*
- (iii) after notifying the Proper Officer by 12 noon on the day of the meeting of the intended substitution.*

## **28.4 Overview and Scrutiny Committee**

*Substitution shall not apply to the Overview and Scrutiny Committee.*

**28.5** *Where a Member of Overview and Scrutiny Committee has acted as a named substitute at any Policy Committee they may not subsequently scrutinise any decision in which they have been involved.*

## **28.6 Licensing Committee and Licensing Sub-Committee**

*Substitution shall not apply to the Licensing Committee and Licensing Sub-Committee.*

6.8 These provisions make no reference to sub-committees.

6.9 It is proposed that the title of this procedure rule is changed to be, "*Substitute Members of Committees and Sub-Committees*", and that the references to "*committee*" in 28.1 and 28.2 be changed to "*committee or sub-committee*".

6.10 Appendix 1 of this report summarises all of the proposed changes, with additional wording shown in italics.

## **7.0 IMPLICATIONS**

7.1 The following implications have been identified:  
a) Financial  
None.

- b) Legal  
None.
  
- c) Other (Equalities, Staffing, Planning, Health & Safety, Environmental and Climate Change, Crime & Disorder)  
None.

**Simon Copley**  
**Democratic Services Manager**

**Author:** Simon Copley, Democratic Services Manager  
**Telephone No:** 01653 600666 ext: 43277  
**E-Mail Address:** [simon.copley@ryedale.gov.uk](mailto:simon.copley@ryedale.gov.uk)

**Background Papers:**  
The Constitution.

**Background Papers are available for inspection at:**  
[www.ryedale.gov.uk](http://www.ryedale.gov.uk)

## **APPENDIX 1 – SUMMARY OF PROPOSED CHANGES TO THE CONSTITUTION**

### **PART 3 OF THE CONSTITUTION – TERMS OF REFERENCE: CORPORATE GOVERNANCE STANDARDS SUB-COMMITTEE**

#### **3. Composition of the Corporate Governance Standards Sub-Committee**

- (i) The Corporate Governance Standards Sub-Committee shall comprise three Members of the Overview and Scrutiny Committee, *with up to three named substitutes*.
- (ii) Political proportionality is not applied for the Corporate Governance Standards Sub-Committee.

### **PART 4 OF THE CONSTITUTION – COMMITTEE PROCEDURE RULES**

#### **25B. SUB-COMMITTEES**

- (i) Every standing committee appointed may appoint sub-committees for purposes to be specified by that committee.
- (ii) The Chairman of a standing committee shall be an ex officio member of every sub-committee appointed by that standing committee and shall be ex officio chairman of such sub-committee.
- (iii) If the chairman of a sub-committee is absent from a meeting of the sub-committee another member of the sub-committee chosen by the members of the sub-committee present shall preside.
- (iv) With the exception of the Licensing Committee, a standing committee may appoint members who do not serve on that standing committee to serve on a sub-committee.
- (v) *Substitutes may be appointed to sub-committees, subject to any relevant training requirements being fulfilled.*

#### **28. SUBSTITUTE MEMBERS OF COMMITTEES AND SUB-COMMITTEES**

##### **28.1 Number**

For each Committee *or Sub-Committee* where substitution is applicable, the maximum number of substitutes in respect of each Political Group at any meeting shall be 50% of that Group's membership on the relevant Committee *or Sub-Committee*, rounded up if necessary, subject to a minimum of two.

##### **28.2 Powers and duties**

Substitute Members will have all the powers and duties of any ordinary Member of the committee *or sub-committee* but will not be able to exercise any special powers or duties exercisable by the person for whom they are substituting. Substitute Members shall abide by any voting restrictions which would have applied to the Member for whom they are substituting.

##### **28.3 Substitution**

Substitute Members may attend meetings in that capacity only:

- (i) to take the place of the ordinary Member for whom they are the designated substitute;
- (ii) where the ordinary Member will be absent for the whole of the meeting; and
- (iii) after notifying the Proper Officer by 12 noon on the day of the meeting of the intended substitution.

#### 28.4 Overview and Scrutiny Committee

Substitution shall not apply to the Overview and Scrutiny Committee.

28.5 Where a Member of Overview and Scrutiny Committee has acted as a named substitute at any Policy Committee they may not subsequently scrutinise any decision in which they have been involved.

#### 28.6 **Licensing Committee and Licensing Sub-Committee**

Substitution shall not apply to the Licensing Committee and Licensing Sub-Committee.



**REPORT TO:** FULL COUNCIL

**DATE:** 5 SEPTEMBER 2019

**SUBJECT:** PART 'B' REFERRALS FROM POLICY AND RESOURCES COMMITTEE ON 25 JULY 2019

### 32c Management of Meetings

#### Recommendation to Council

- (1) That recommendation (i) of the final report of the Scrutiny Review on Meeting Start Times and Management of Meetings, below, is not approved.  
*Recommendation: (i) That the Constitution be amended to change the order of business for Full Council to put items for decision first.*
- (2) That recommendation (ii) of the final report of the Scrutiny Review on Meeting Start Times and Management of Meetings, below, is not approved.  
*Recommendation: (ii) That the Constitution be amended to bring forward the guillotine, so that it takes effect after 3 hours.*
- (3) That recommendation (iii) of the final report of the Scrutiny Review on Meeting Start Times and Management of Meetings, below, is not approved.  
*Recommendation: (iii) That the Constitution be amended to require corrections to the minutes to be submitted in writing in advance of the meeting.*
- (4) That recommendation (iv) of the final report of the Scrutiny Review on Meeting Start Times and Management of Meetings, below, is not approved.  
*Recommendation: (iv) That working practices be amended so that questions to officers have to be dealt with ahead of, rather than during, meetings of Full Council.*
- (5) That recommendation (v) of the final report of the Scrutiny Review on Meeting Start Times and Management of Meetings, below, is approved so that the Rules of Procedure are amended to include provision for members to receive a written statement from the Leader of Council with the agenda.  
*Recommendation: (v) That the Constitution be amended to require the circulation of the Leader's Statement with the agenda.*
- (6) That recommendation (vi) of the final report of the Scrutiny Review on Meeting Start Times and Management of Meetings, below, is approved and it is confirmed by Council that it is preferable for the Leader's Statement not to be read out at meetings save for in exceptional circumstances.  
*Recommendation: (vi) That working practices be amended to stop reading out the Leader's Statement at meetings of Full Council.*
- (7) That written notice of questions on the Leader's Statement at Council is not required.
- (8) That indicative timings for items of business on meeting agendas are not introduced.

#### Voting record

8 For

1 Against

This page is intentionally left blank



---

<b>PART B:</b>	<b>RECOMMENDATIONS TO COUNCIL</b>
<b>REPORT TO:</b>	<b>CONSTITUTION WORKING PARTY</b>
<b>DATE:</b>	<b>22 JULY 2019</b>
<b>REPORT OF THE:</b>	<b>DEMOCRATIC SERVICES MANAGER SIMON COPLEY</b>
<b>TITLE OF REPORT:</b>	<b>MANAGEMENT OF MEETINGS (INCLUDING SCRUTINY REVIEW REPORT)</b>
<b>WARDS AFFECTED:</b>	<b>ALL</b>

---

## **EXECUTIVE SUMMARY**

### **1.0 PURPOSE OF REPORT**

- 1.1 This report presents the final report of the scrutiny review on meeting start times and management of meetings for consideration by the Constitution Working Party.
- 1.2 It also presents other recommendations identified in the Constitution Working Party's work programme relating to the management of meetings.

### **2.0 RECOMMENDATION(S)**

- 2.1 To make recommendations to Council, through the Policy and Resources Committee, on each of the recommendations in the final report from the Overview and Scrutiny Committee:
- (i) That the Constitution be amended to change the order of business for Full Council to put items for decision first;
  - (ii) That the Constitution be amended to bring forward the guillotine, so that it takes effect after 3 hours;
  - (iii) That the Constitution be amended to require corrections to the minutes to be submitted in writing in advance of the meeting;
  - (iv) That working practices be amended so that questions to officers have to be dealt with ahead of, rather than during, meetings of Full Council;
  - (v) That the Constitution be amended to require the circulation of the Leader's Statement with the agenda;

- (vi) That working practices be amended to stop reading out the Leader's Statement at meetings of Full Council.
- 2.2 To make a recommendation to Council, through the Policy and Resources Committee, as to whether written notice should be given of questions on the Leader's Statement at Council.
- 2.3 To make recommendations to Council, through the Policy and Resources Committee, on the use of indicative timings for items of business on meeting agenda.
- 3.0 REASON FOR RECOMMENDATION(S)**
- 3.1 To consider the findings from the scrutiny review and other items relating to the management of meetings.
- 4.0 SIGNIFICANT RISKS**
- 4.1 Any risks identified and discussed as part of the review are included in the findings in the main report.
- 5.0 POLICY CONTEXT AND CONSULTATION**
- 5.1 At the time of the review links were made to the corporate aim "to transform the Council" and the strategic objectives "to know our communities and meet their needs" and "to develop the leadership, capacity and capability to deliver future improvements".

## **REPORT**

### **6.0 REPORT DETAILS**

- 6.1 The meeting of Full Council on 8 December 2016 resolved that the Overview and Scrutiny Committee carry out a review of meeting start times.
- 6.2 The meeting of Full Council on 21 February 2017 resolved that the remit of this review be broadened to cover the efficient management of meetings of Full Council.
- 6.3 The scrutiny review was completed and the report was submitted to the Policy and Resources Committee on 21 September 2017, which referred it to the Constitution Working Party.
- 6.4 The Constitution Working Party did not meet until 20 June 2019. At this meeting it reviewed the scrutiny report and requested that it be considered at its next meeting, on 22 July 2019, along with other items in its work programme relating to the management of meetings.
- 6.5 The report from the scrutiny review is attached and its recommendations are listed above.
- 6.6 A related item in the Constitution Working Party's work programme was whether written notice should be given of questions on the Leader's Statement at Council.
- 6.7 A further item relating to the management of meetings, which came from the Democratic Services and Governance health check, was that consideration be given

to the use of indicative timings for items of business on meeting agenda.

## **7.0 IMPLICATIONS**

7.1 The following implications have been identified:

a) Financial

There are no direct financial implications arising from this report.

b) Legal

There are no legal implications arising from this report

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

There are no other implications arising from this report. An equality impact assessment has been conducted in relation to meeting start times.

### **Simon Copley Democratic Services Manager**

**Author:** Simon Copley, Democratic Services Manager  
**Telephone No:** 01653 600666 ext: 43277  
**E-Mail Address:** [simon.copley@ryedale.gov.uk](mailto:simon.copley@ryedale.gov.uk)

### **Background Papers:**

Minutes of Full Council on 8 December 2016 and 21 February 2017

Minutes of Overview and Scrutiny Committee on 16 February 2017, 30 March 2017, 20 April 2017 and 22 June 2017

Minutes of Policy and Resources Committee on 21 September 2017

Minutes of Constitution Working Party on 20 June 2019

The Constitution

### **Background Papers are available for inspection at:**

[www.ryedale.gov.uk](http://www.ryedale.gov.uk)

This page is intentionally left blank

# Scrutiny Review

## Meeting Start Times & Management of Meetings

RYEDALE  
DISTRICT  
COUNCIL



Overview and Scrutiny Committee  
April 2017

## **Executive Summary**

This Report sets out the results of a review of meeting start times and management of meetings. This review has been carried out by Ryedale District Council's Overview and Scrutiny Committee.

The aim of the review was to consider meeting start times as requested by Full Council on 8 December 2016, and to also consider the efficient running of proceedings at Full Council, including the length of meetings, as requested by Full Council on 21 February 2017.

The Committee made the following recommendations:

### **To Policy and Resources Committee and then on to Full Council:**

- (i) That the Constitution be amended to change the order of business for Full Council to put items for decision first;
- (ii) That the Constitution be amended to bring forward the guillotine, so that it takes effect after 3 hours;
- (iii) That the Constitution be amended to require corrections to the minutes to be submitted in writing in advance of the meeting;
- (iv) That working practices be amended so that questions to officers have to be dealt with ahead of, rather than during, meetings of Full Council;
- (v) That the Constitution be amended to require the circulation of the Leader's Statement with the agenda;
- (vi) That working practices be amended to stop reading out the Leader's Statement at meetings of Full Council.

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

# CONTENTS

Scope of the review	4
Membership of the committee	5
Methodology	5
Findings	6
Recommendations	6
Annexes	8

## Scope of the review

The terms of reference for the Review were agreed at the Overview and Scrutiny Committee on the 16 February 2017 and revised on 30 March 2017. (See Annex A)

The aim of the review was to consider meeting start times as requested by Full Council on 8 December 2016, and to also consider the efficient running of proceedings at Full Council, including the length of meetings, as requested by Full Council on 21 February 2017.

The scope of the review covered the following:

The implications of both the current meeting start times and possible changes to these, including:

- What were the equalities impacts on Members, Officers and members of the public of daytime and evening meetings, and could these be mitigated?
- What were Members expectations around meeting start times when they decided to stand for election, and should any changes only be introduced at the beginning of a new term and with sufficient notice ahead of elections?
- What was the capacity of the organisation to support evening meetings and what was the impact on both Members and Officers in terms of quality of decision making and work the following day?

The options for improving time management at Full Council meetings, in terms of efficient running of proceedings and reducing the length of meetings, including:

- Was business dealt with in the right order at Full Council or should it be rearranged to put items for decision at the start of the agenda?
- Should the guillotine be brought forward or enforced more rigidly, rather than often extended, at Full Council meetings? When the guillotine falls should debate end on the item being considered and the vote taken?
- Would a timed agenda be helpful at Full Council meetings?
- Should amendments to the minutes be submitted in advance?
- Should amendments be submitted in advance?
- Should any questions to officers be dealt with ahead of the meeting instead of during the meeting?
- Would any measures proposed balance the efficient running of the meeting and the improved quality of decision making earlier in the evening, with the need to debate issues sufficiently thoroughly to reach sound decisions and to represent the views of residents in the democratic process and to hold the ruling group to account?

## **Membership of the committee**

Current : G Acomb (Vice Chairman), D Cussons, K Duncan, B Gardiner, T Jainu-Deen, E Jowitt, D Keal (Chairman), M Potter, J Sanderson, R Wainwright.

Meeting dates of the Scrutiny Review Task Group:

09/03/17 Considered information relating to start times of meetings, including an equality impact assessment, Members' expectations when standing for election, the capacity of the organisation and impact on quality of decision making.

30/03/17 Considered the results of the survey of other local authorities on meeting start times, and the pros and cons of various options for improved management of meetings.

Scrutiny Review Task Group supporting officers:

Simon Copley (Principal Specialist Democracy)

Will Baines (Programmes, Projects & Performance Officer)

Beckie Bennett (Delivery & Frontline Services Lead)

Clare Slater (Deputy Chief Executive)

## **Methodology**

The Committee/Task Group approached the review through:

- A discussion of the implications of meeting start times, including consideration of the equalities impact assessment, and a survey of other similar local authorities;
- An assessment of the pros and cons of different options to improve management of meetings.

## Findings

The research undertaken highlighted the following key findings:

### Meeting Start Times

- That the equality impact assessment, which covered Members, Officers and members of the public, indicated that different start times suited different groups of people and that any changes to start times were at worst neutral from an equalities perspective;
- That any change to meeting start times should only take place at an election so that any potential candidates had due notice;
- That daytime meetings may discourage younger and working age people from standing for election;
- That meetings running late into the evening has a detrimental impact on the quality of work of both Members and Officers, both at the meeting and the next day;
- That both the Corporate Peer Challenge report and the Independent Person have made reference to the lateness of meetings;
- That a survey undertaken of other councils in North Yorkshire and in Ryedale's "family group" (results attached as Annex B) indicates a range of start times, with the main reason for daytime meetings being to complete business during the normal working day and for evening meetings to allow Members and members of the public who work to attend meetings;
- That type of arrangement, presence/size of majority and length of meeting could also be influencing factors in relation to start times.

### Recommendations

The Committee decided to present their findings on meeting start times but not to make any recommendations for further consideration.

### Management of Meetings

A range of mechanisms were discussed for making meetings of Full Council more efficient as follows:

- *Changes to the order of business to put items for decision first* - Part B minutes and officer reports would be first, then motions on notice, followed by questions and the Leader's Statement. This would prioritise the most urgent and most important items of business to ensure the decisions were taken to keep the Council running on the date required, with sufficient time and when Members and officers were least tired. The flexibility for the Chairman to vary the order of business could still be retained.
- *Bringing forward the guillotine* - 3 hours was considered a reasonable amount of time for a meeting, although there was some risk that a backlog of business could arise which would have to be carried forward to the next meeting.

- *Enforcing the guillotine more rigidly* - Discretion needed to be retained to deal with this on a case by case basis, depending on the importance of the business, and ensuring it wasn't enforced solely for political reasons.
- *The guillotine taking immediate effect, with debate ending and a move to the vote* - This could curtail debate on key issues at an arbitrary time and effect the quality of the decision made.
- *Timed agenda* - Whilst this could help focus everyone's mind on dealing with the business efficiently and avoid filibustering and repetitive/similar amendments, it would be problematic assigning timings and ensuring there was no political interference in this. Similarly debate could be curtailed at an arbitrary time and the quality of decisions could be effected.
- *Submitting amendments to the minutes in advance of the meeting* - No reasons could be identified as to why this would not be a workable measure as any amendments to minutes could be anticipated in advance.
- *Submitting amendments in advance of the meeting* - The benefits of this including saving time at meetings and avoiding repetitive/similar amendments, allowing officers to provide advice on the legality and costings involved, allowing the Chairman to take a view on any procedural matters, and providing Members with written copies of amendments and time to consider them in advance. The disadvantages included not being able to take account of matters raised in debate and respond to these through drafting amendments, removing the flexibility to propose alternatives, and restricting the operation of Full Council, as the principal decision making forum in a fourth option authority. It was noted that this change could be made by political agreement between Group Leaders, rather than by constitutional requirement, with discretion still left with the Chairman to accept amendments at the meeting where they could not have been reasonably anticipated in advance.
- *Questions to officers ahead of, rather than during, the meeting* - Ryedale was unusual in allowing questions to officers during meetings of Full Council. Dealing with these in advance of the meeting would save time. It was not always possible for officers to fully answer questions without notice at meetings and this change would allow the attendance of fewer officers at meetings and the knock on impact on performance with tiredness next day after late finishes.
- *Circulate the Leader's Statement with the agenda* - This would allow the Statement to be available to Members well in advance of the meeting, to assist them in formulating questions, and also to make it available to the public well ahead of the meeting. Enforcing the constitutional requirement that questions be only about the content of the Statement and no other matters would also save time.
- *Stop reading out the Leader's Statement at the meeting* - No other document attached to the Council agenda is read out for the recording. All documents are available to the public online, including the Leader's Statement. This change would save time at meetings.

It was noted that there was a need to ensure mechanisms to support the efficient running of meetings did not curtail democratic debate on the key issues that matter to Ryedale and its residents.

## **Recommendations**

### **To Policy and Resources Committee and then on to Full Council:**

- (i) That the Constitution be amended to change the order of business for Full Council to put items for decision first;
- (ii) That the Constitution be amended to bring forward the guillotine, so that it takes effect after 3 hours;
- (iii) That the Constitution be amended to require corrections to the minutes to be submitted in writing in advance of the meeting;
- (iv) That working practices be amended so that questions to officers have to be dealt with ahead of, rather than during, meetings of Full Council;
- (v) That the Constitution be amended to require the circulation of the Leader's Statement with the agenda;
- (vi) That working practices be amended to stop reading out the Leader's Statement at meetings of Full Council.

## **Annexes**

### **Annex A - Terms of Reference**

### **Annex B - Survey Results on Meeting Start Times**

## Terms of Reference - Scrutiny Review of Meeting Start Times & Time Management at Meetings

<p><b>Aim of the Review</b></p>	<p>To consider meeting start times as requested by Full Council on 8 December 2016, when it considered the timetable of meetings for 2017-18 and resolved:</p> <ul style="list-style-type: none"> <li>(i) That Council approve the timetable of meetings for 2017-2018, attached as Annex A of the report.</li> <li>(ii) That we refer this matter [of meeting start times] to O&amp;S for further discussion and production of a report to be considered by P&amp;R and then Full Council.</li> </ul> <p>To also consider the efficient running of proceedings at Full Council, including the length of meetings, as requested by Full Council on 21 February 2017, when it considered recommendations from the Corporate Governance Standards Sub-Committee and resolved:</p> <p>That practices around electronic voting and time management at Full Council meetings be improved as follows:</p> <ul style="list-style-type: none"> <li>(a) Any Member leaving a meeting early, to notify the Chairman when they depart and return their voting unit to the front of the room, and the time of their departure to be recorded in the minutes;</li> <li>(b) That the O&amp;S Review into the start times of meetings also looks at the efficient running of proceedings at Full Council to include the length of meetings.</li> </ul>
<p><b>Why has this review been selected?</b></p>	<p>The issue of meeting start times was raised at Full Council, when the following amendment was moved:</p> <p><i>"That Full Council and Planning Committee should start at 6pm.</i></p> <p><i>That all other meetings start at 4pm.</i></p> <p><i>That these changes take effect from 18 May 2017."</i></p> <p>The amendment was lost when put to the vote, so the existing meeting start times were continued for 2017-18.</p> <p>However a further amendment proposed that O&amp;S review the issue looking to the longer term.</p> <p>An informal review of start times was last carried out in December 2010 by the Corporate Director (s151). However there have been changes to the membership of the Council and the way in which it operates since then.</p> <p>The issue of time management at Full Council meetings was raised by the Corporate Governance Sub-Committee at a meeting on 9 February 2017 and subsequently included in its recommendations to Full Council.</p>

<b>Who will carry out the review?</b>	<p>The review will be carried out by a task group including:</p> <ul style="list-style-type: none"> <li>• A minimum of 2 members of the O and S committee (but open to all members of O and S)</li> <li>• Support will be provided by the Democratic Services Manager</li> <li>• With input from other officers as required, including the Monitoring Officer</li> </ul>
<b>How the review will be carried out?</b>	<p>The task group will consider the implications of both the current meeting start times and possible changes to these. Potential questions that could be considered in scoping the review include:</p> <ul style="list-style-type: none"> <li>• What are the equalities impacts on Members, Officers and members of the public of daytime and evening meetings, and can these be mitigated? [An equality impact assessment has already been carried out and can be made available to the task group.]</li> <li>• What were Members expectations around meeting start times when they decided to stand for election, and should any changes only be introduced at the beginning of a new term and with sufficient notice ahead of elections?</li> <li>• What is the capacity of the organisation to support evening meetings and what is the impact on both Members and Officers in terms of quality of decision making and work the following day?</li> </ul> <p>The task group will consider options for improving time management at Full Council meetings, in terms of efficient running of proceedings and reducing the length of meetings. Potential questions that could be considered in scoping the review include:</p> <ul style="list-style-type: none"> <li>• Is business dealt with in the right order at Full Council or should it be rearranged to put items for decision at the start of the agenda?</li> <li>• Should the guillotine be brought forward or enforced more rigidly, rather than often extended, at Full Council meetings? When the guillotine falls should debate end on the item being considered and the vote taken?</li> <li>• Would a timed agenda be helpful at Full Council meetings?</li> <li>• Should amendments to the minutes be submitted in advance?</li> <li>• Should amendments be submitted in advance?</li> <li>• Should any questions to officers be dealt with ahead of the meeting instead of during the meeting?</li> <li>• Would any measures proposed balance the efficient running of the meeting and the improved quality of decision making earlier in the evening, with the need to debate issues sufficiently thoroughly to reach sound decisions and to represent the views of residents in the democratic process and to hold the ruling group to account?</li> </ul>
<b>What are the expected outputs?</b>	<p>It is expected that the task group will produce a report, summarising the evidence they have gathered.</p>

**Timescale**

It is anticipated that the group will conclude the outcomes of the review by June 2017. Progress reports will be submitted to the committee if required during the review.

This page is intentionally left blank

Council	Council Meeting Start Time	Time of day	Setup	Constitution Length of Meetings	Totals	
City of York	6:30pm	Evening	Leader and Cabinet	All Council meetings to end after 3 hours, 40 minutes unless extended by agreement of the Council Vote at 3 hours to adjourn, or may be earlier at the Chairman's discretion. Must end before 7:30pm Adjourn after 3 hours unless majority vote to continue	Morning	1
Craven	7pm	Evening	Committee System		Afternoon (until 5pm)	3
East Riding	2pm	Afternoon	Leader and Cabinet		Evening (after 5pm)	6
Hambleton	2pm	Afternoon	Leader and Cabinet	Adjourn after 3 hours unless majority vote to continue. Also a 10 minute break after two hours Adjourn after 3.5 hours unless majority vote to continue Adjourn after 3 hours unless majority vote to continue		
Harrogate	5:30pm	Evening	Leader and Cabinet			
North Yorkshire	10:30am	Morning	Leader and Cabinet			
Richmondshire	6:30pm	Evening	Committee System			
Ryedale	6:30pm	Evening	Committee System			
Scarborough	2pm	Afternoon	Leader and Cabinet			
Selby	6pm	Evening	Leader and Executive			

CIPFA Family Group	Council Meeting Start Time	Time of day	Setup	Constitution Length of Meetings	Totals	
Babergh	5:30pm	Evening	Leader and Strategy Committee	The duration of any meeting shall be at the absolute discretion of the Chairman Adjourn after 4 hours unless majority vote to continue	Morning	1
Cotswold	10am	Morning	Leader and Cabinet		Afternoon (until 5pm)	2
Derbyshire Dales	6pm	Evening	Committee System	Adjourn after 2.5 hours unless majority vote to continue Adjourn after 3 hours unless majority vote to continue	Evening (after 5pm)	10
Eden	6:45pm	Evening	Leader and Executive			
Maldon	7:30pm	Evening	Committee System	The duration of any meeting shall be at the absolute discretion of the Chairman Adjourn after 3 hours unless majority vote to continue Adjourn after 3 hours unless majority vote to continue		
Malvern Hills	7pm	Evening	Committee System			
Melton	6:30pm	Evening	Committee System			
Mendip	6:30pm	Evening	Leader and Cabinet			
North Dorset	6pm	Evening	Leader and Cabinet			
Ribble Valley	6:30pm	Evening	Committee System			
South Hams	2pm	Afternoon	Leader and Executive			
Staffs Moorlands	6:30pm	Evening	Leader and Cabinet			
West Devon	4:30pm	Afternoon	Committee System			

**Comments received as reasons for meeting start times**

**Morning**

Complete business during the working day  
No need for staff to work into evening

**Afternoon**

Complete business during the working day  
Councillors who work full-time able to take afternoon off to attend

**Evening**

Public able to attend and participate  
Councillors working full-time are able to attend

This page is intentionally left blank



---

**REPORT TO:** FULL COUNCIL

**DATE:** 5 SEPTEMBER 2019

**SUBJECT:** PART 'B' REFERRALS FROM POLICY AND RESOURCES COMMITTEE ON 25 JULY 2019

---

**36 Developing the Council Plan 2019/23**

Considered – report of the Chief Executive

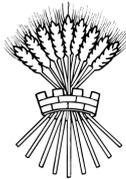
**Decision**

That this be a Part B item, to enable all elected Members of Ryedale District Council to decide the process and the outcome.

**Voting record**

4 For  
3 Against  
3 Abstentions

This page is intentionally left blank



---

<b>PART A:</b>	<b>MATTERS DEALT WITH UNDER DELEGATED POWERS</b>
<b>REPORT TO:</b>	<b>POLICY AND RESOURCES COMMITTEE</b>
<b>DATE:</b>	<b>25 JULY 2019</b>
<b>REPORT OF THE:</b>	<b>CHIEF EXECUTIVE STACEY BURLET</b>
<b>TITLE OF REPORT:</b>	<b>DEVELOPING THE COUNCIL PLAN 2019-2023</b>
<b>WARDS AFFECTED:</b>	<b>ALL</b>

---

## **EXECUTIVE SUMMARY**

### **1.0 PURPOSE OF REPORT**

- 1.1 This report outlines the proposed process for developing a new Council Plan so that it can be put in place as soon as possible and act as a strategic framework for progressing Council business over this four year administrative term.
- 1.2 The reports also suggests a proposed layout for the Plan and asks for feedback on an initial set of priorities so they can be worked up further.

### **2.0 RECOMMENDATION(S)**

- 2.1 That Elected Members endorse the approach for developing, reviewing and refreshing the 2019-2023 Council Plan over the current administrative term.
- 2.2 That Elected Members provide any specific advice and guidance on:
- (i) the proposed set of draft priorities for the 2019-2023 Council Plan, attached as Appendix 3 to this report
  - (ii) the proposed layout of the 2019-2023 Council Plan, as detailed at paragraph 6.8 of this report
  - (iii) the proposed process and timeline for developing the 2019-2023 Council Plan, as detailed at paragraphs 6.3 and 6.4 of this report.

### **3.0 REASON FOR RECOMMENDATION(S)**

- 3.1 A Council Plan is an essential part of a Council's strategic planning framework, providing a map that guides Council business and resource allocation.

Appendix 1 shows the other essential aspects of a robust strategic planning framework with an example of a timeline for developing, reporting, reviewing and refreshing each strand.

- 3.2 Ryedale's approach to its strategic planning framework requires improvement. The recent LGA Peer Review Revisit and a Healthcheck into our approach indicated that there was a lack of focus on strategic and longer-term goals. Many staff also report that the current Council Plan lacks clarity and does not drive Committee or Council business, or determine how resources are allocated.
- 3.3 It should also be noted that most Council Plans are fully rewritten every 4 years, with refreshed versions being published annually alongside a summary of achievements made that year. This is an important aspect of Council business as showing progress against the Plan gives Elected Members and staff the opportunity to celebrate successes and put renewed focus on areas needing additional impetus. It also demonstrates to local communities that we are making good use of public money.

#### **4.0 SIGNIFICANT RISKS**

- 4.1 Not having a functioning Council Plan risks continued criticism from external bodies that Ryedale is lacking strategic focus and/or not delivering best value. It may also negatively impact on staff motivation, as a consequence of not having a clear routemap for progressing Council business and guiding how Council resources are allocated. It also weakens performance management and monitoring, as there will be a lack of focus on the aspects of Council business that matter most.
- 4.2 There is a risk associated with the accelerated approach to developing the initial Council Plan for 2019-2023 in that usually the content of a Plan would be informed by significant levels of intelligence (for example, involving public and partner consultation as well as the involvement of staff and Elected Members). It is recommended that this aspect of development be phased in during the annual refresh of this plan in year 2 given there is a need for a clear strategic routemap now.

#### **5.0 POLICY CONTEXT AND CONSULTATION**

- 5.1 The Council Plan 2019-2023 will act as the strategic routemap of the organisation. Activities and projects will still need to pay due regard to any statutory, legislative, constitutional and best value 'tests' prior to progression.
- 5.2 Policy changes and consultation may also give rise to the need for Plan alterations. Where this occurs, this will be picked up in the annual refresh process.
- 5.3 The District Council is here to serve local people across Ryedale and support all of our communities, alongside those visiting, working and doing business

here, to live healthy and pleasant lives in a vibrant and safe environment. As the Council operates in complex organisational landscape, some aspects of the proposed Plan will be about influencing and working with others to achieve our goals.

## **REPORT**

### **6.0 REPORT DETAILS**

6.1 Council Plans differ in style and content. Commonly, they articulate key priorities to be achieved over an administrative term and the milestones that are seen to be of most significance for delivery. Once in place, they act as a guide for resource allocation and performance monitoring.

6.2 The most effective plans contain:

- (i) A statement of ambition - an example of what this could look like for Ryedale is attached as Appendix 2.
- (ii) Key priorities, ideally limited in number - potential priorities for Ryedale are attached at Appendix 3 which are being proposed so they can be utilised as the 'starter for ten' during the consultation period
- (iii) The underpinning reasons for priorities – an example of the type of information to be drawn upon for Ryedale is attached as Appendix 4
- (iv) How progress will be measured; usually this is articulated through articulating any significant milestones (e.g. the opening date of a major project / capital build) or key performance indicators that require continued Elected Member focus through the administrative period (e.g. affordable housing).

### **Process for developing the Ryedale Council Plan for 2019-2023**

6.3 It is proposed that a series of workshops are held in August and September, which will involve partners, staff and Elected Members, to:

- (i) Test out the ambition statement, making any suggestions for alteration and/or improvement
- (ii) Test out the proposed priorities, making any suggestions for alterations and / or improvement as well as suggesting the inclusion of any additional priorities
- (iii) Discuss the information that exists and which serves as a rationale for priorities
- (iv) Discuss how progress might be measured, making suggestions for inclusion in the finalised plan

6.4 The information from the workshops will inform a draft Council Plan 2019-2023, which will be presented to the Policy and Resource Committee in September 2019. The target date for presentation to Council would be October 2019, subject to the outcome of decision-making at the Policy and Resources Committee.

- 6.5 Any agreed Council Plan would then inform the budget setting process (Medium Term Financial Strategy) and performance management cycle.

### **Proposed statement of ambition and priorities**

- 6.6 The proposed statement of ambition attached at Appendix 2 should be aspirational and reflect Ryedale Council's ambitions for local people and place. Statements are usually very high level and feel authentic.
- 6.7 The priorities attached as Appendix 3 have been drafted to reflect a range of information including manifesto commitments; Council decisions; policy change and use of intelligence (including initial feedback from staff and partners as well as performance information, statistics and data).

### **Proposed layout of the Plan**

- 6.8 As well as the statement of ambition being at the forefront of the document, it is proposed that each priority is covered very simply in less than 2 pages through:

- (i) Stating the priority
- (ii) Explaining why we are focusing on it
- (iii) Saying what we hope to achieve (milestones)
- (iv) Saying how we'll measure progress on it (KPIs).

- 6.9 The Plan will also state that there will be an annual review and refresh of the Plan, which include a progress report of achievement.

## **7.0 IMPLICATIONS**

- 7.1 The following implications have been identified:

- a) Financial  
Any agreed Council Plan will have financial implications and will guide resource allocation.
- b) Legal  
It is essential that the organisation complies with all relevant statutory, legislative and constitutional matters when executing the delivery of its Council Plan.
- c) Other (Equalities, Staffing, Planning, Health & Safety, Environmental and Climate Change, Crime & Disorder)  
Equalities, staffing, health and safety, and policy matters such as environmental and climate change will inform the content of and execution of the Council Plan once agreed.

**Author:** Stacey Burlet, Chief Executive  
Telephone No: 01653 600666 ext 200  
E-Mail Address: [Stacey.burlet@ryedale.gov.uk](mailto:Stacey.burlet@ryedale.gov.uk)

**Background Papers:**  
Ryedale District Plan (current version)

**Background Papers are available for inspection at:**  
[www.ryedale.gov.uk](http://www.ryedale.gov.uk)

This page is intentionally left blank

# Strategic Planning

	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar
<b>Council Plan</b>		P&R Committee Development report	Council Plan consultation and development. This would become the review and refresh period in subsequent years and progress update/actions would be gathered			P&R Final Draft & full Council approval of Council Plan / refreshed Plan	Production of annual progress report	P & R receives annual progress report	Full Council approval of annual progress report			
<b>MTFS</b>	Ongoing discussions – Heads of Service / Directors / DCX & Finance / Strategic Management Board informed by Council and Committee decisions, statutory and legislative priorities etc.					Develop consultation	Public budget consultation	Briefings - Draft settlement	P&R Committee – Budget Strategy Final draft	Full Council approval		
<b>Shaping the future (Modern Council) programme</b>	SMB awayday prioritise programmes	Programme & Project Briefs for prioritised areas				Business Cases to Strategic Management Board/Committees (as appropriate)			Programme mobilisation			
	Delivery of existing projects and reviews that have been agreed by SMB or Committees											
<b>Service Planning</b>	Monitor and review Service and Team Plans						Develop Service and Team Plans linked to the Council Plan and any other requirements		Draft Plans presented to SMB	Final Service and team plans in place to deliver Council Plan priorities and other requirements		
<b>Performance Management Cycle</b>		Q4 Performance and Finance report		Q1 Performance and Finance report				Q2 Performance and Finance report		Q3 Performance and Finance report		Individual appraisals

This page is intentionally left blank

## **Appendix 2 - Statement of Ambition Example – Ryedale District Council Plan 2019-2023**

Ryedale District is a beautiful rural area, with proud and unique local communities who are working with the Council and other partners like the County Council, Police, National Park and Local Enterprise Partnership to maintain and strengthen our high quality of life so it is experienced by everyone.

Ryedale is Yorkshire's Food capital. Located close to York, the area is characterised by some of the most stunning and dramatic landscapes in the country and welcoming and thriving market towns. These are enjoyed by local people, visitors and, increasingly, those relocating to our special and distinctive place.

We want to ensure that Ryedale continues to be one of the best places in the country to live and visit through supporting all of our local communities to thrive. We also want to inspire people to live healthy, fulfilled lives, so they can actively contribute to their communities and enjoy the wonderful places they live in. To this end, we will enable and promote cultural, physical and community activities and events to happen and flourish.

We have a range of businesses working in Ryedale - from micro enterprises working in a variety of sectors, including food and drink production, farming and tourism, to the leading research and development agency, FERA, and clusters of highly specialised enterprises focused on agri-tech and high tech engineering. We want to create the conditions for supporting all of these businesses to excel, creating jobs and raising wages for local people, and generating benefits for the local economy. This includes the aim of encouraging talented people to stay in the area, bringing up their families and working, living and spending locally.

As a Council, we will use our powers to champion social justice and support those who are most in need wherever we can. This includes enabling more local people to access affordable housing where needed. Other initiatives will aim to ensure that people are warm, have the food they need and access to the advice and resources available to them.

We will also take action as a Council to ensure that we practice what we preach. As we are proud of our place and want to ensure that future generations can enjoy it, our aspiration is to look to encourage and embrace new technology and solutions that promote a greener, cleaner and healthier Ryedale. This includes supporting digital and clean technology, renewable energy and biodiversity initiatives and considering our environmental impact in the delivery of our activities.

Finally, we are absolutely committed as a Council to a small and mighty approach. We are operating in a context where the Council has faced unprecedented reductions in funding from Central Government and a changing political environment. This means it more important than ever to work collaboratively with our communities, partners and stakeholders so that the communities of Ryedale benefit and get their share of opportunities locally and nationally. It's also critical that all of our services and the

organisation offer best value. Spending public money in the best possible way will involve maintaining a focus on reducing our operating costs and generating additional income to support the maintenance of local services and deliver exciting new projects.

Elected Members and our workforce will all work together to deliver the actions needed to achieve our ambitions and plans over the next four years.

We will update you on our progress every year to show you what we've achieved.

## **Appendix 3 – Draft Priorities for the Council Plan 2019-2023**

### ***A great place to grow business, work and visit***

**We will promote and deliver economic growth, working with businesses and creating high quality, high paying jobs that benefit all of Ryedale's communities**

**We will support the prosperity of our attractions and market towns through promoting Ryedale as a 'must experience' place for food, family days out and the great outdoors.**

### **A great place to live**

**We will support access to housing, setting exceptional standards in homelessness prevention and affordability.**

**We will promote health and well-being across Ryedale's communities so everyone has the opportunity to enjoy and contribute to the place they live in.**

**We will use our power and resources to keep Ryedale's environment clean, green and safe.**

### ***Shaping the future***

**We will act commercially and be business-like, investing in new technology, initiatives and infrastructure where this benefits local people and represents good use of public money.**

**We will coordinate and collaborate with partners, joining up our work programmes and resources where this brings benefits for local people and communities.**

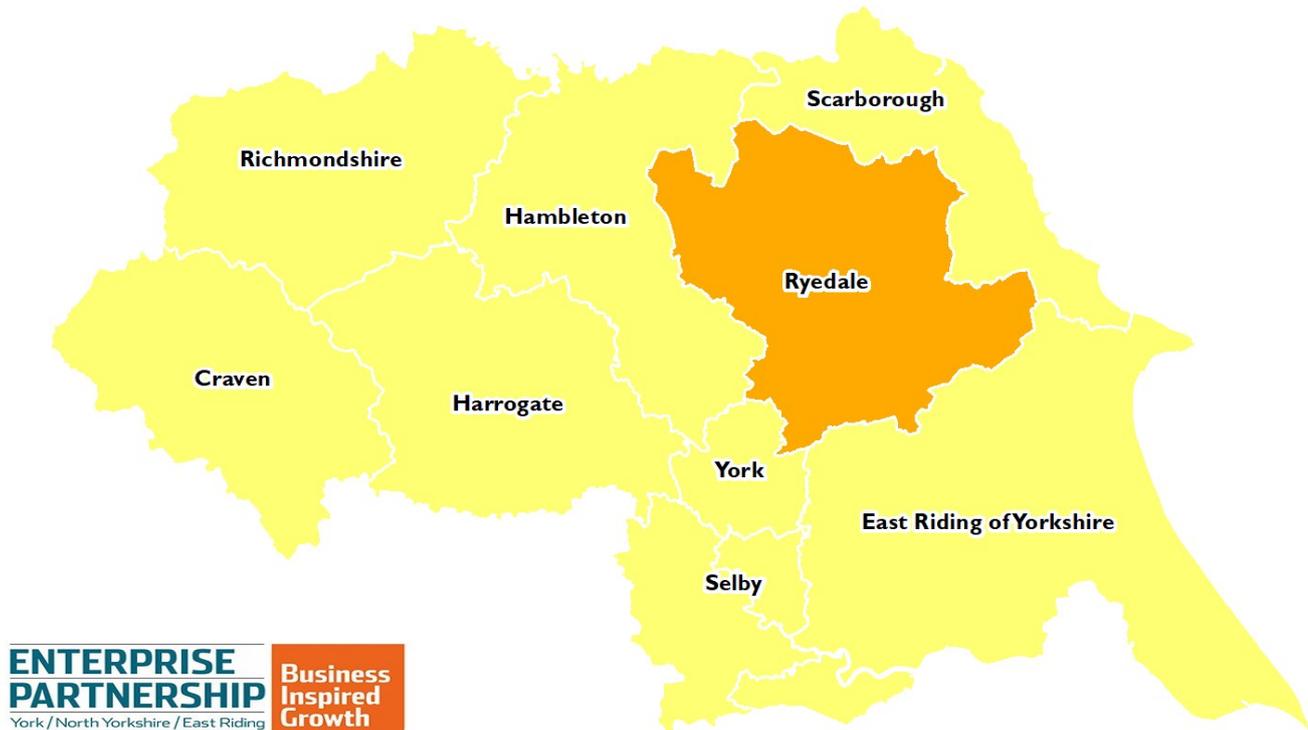
This page is intentionally left blank

## Appendix 4 – Ryedale Economic Profile – Example of Evidence Base

This Ryedale profile presents economic information from official national sources that intend to analyse current economic performance and establish the role the area plays across the broader York, North Yorkshire and East Riding (YNYER) LEP economy. This will provide a baseline to support the identification of existing strengths, future challenges and opportunities for economic development.

**Ryedale District** sits within the broader non-metropolitan county of North Yorkshire covering an area of approximately 582 square miles and is home to 54,300 people (or 0.3 people per hectare). This district was classified as being 98.3% rural according to the 2011 ONS Rural-Urban Classification and includes the towns of Malton, Norton-on-Derwent, Helmsley, Pickering and Kirkbymoorside.

**Ryedale** in the context of the YNYER Local Enterprise Partnership (LEP) area.



This brief report will monitor progress against headline performance indicators against a range of themes to support the evaluation of LEP activities in promoting growth, raising productivity and boosting employment across the local economy.

YNYER HEADLINE PERFORMANCE SCORECARD	Ryedale	CHANGE	+/-	YNYER	DATE
Working age population (ages 16-64)	31,500	+100 (-0.7%)	↓	-0.2%	2017
Population aged 16-30	7,800	-100 (-1.2%)	↓	-1.4%	2017
Total output (GVA), £	1,235million	+65 m (+5.6%)	↑	+2.9%	2016
Gross Value Added (Balanced) per head by Local Authority	23,092	+1039 (+4.7%)	↑	+2.2%	2016
VAT-registered business stock	4,015	+50 (+1.3%)	↑	+2.2%	2017
Total number of jobs	26,000	+1,000 (+4.0%)	↑	+1.7%	2016
Employment rate (% of 16-64 working age population)	24,600	+900 (+6.6%)	↑	-3.3%	2018
Working age people educated to Level 3+	17,600	-800 (+0.7%)	↑	+0.1%	2017
Net additional dwellings (housing completions)	321	+75 (+30.5%)	↑	+20.2%	2017
Residence-based full time gross annual median earnings, £	23,095	-78 (-0.3%)	↓	+0.6%	2017

Demography

**£22,951** median annual pay 2017  
(-1% on 2016)



# CHALLENGES

**45.2%** of the population of Ryedale travel to work by car

Housing affordability score is higher than the regional and national averages.



Increasing **+65 population**,  
Decreasing **working age population**  
Challenging to **retain young people**, with a perception of limited **career development opportunities**

One of the highest **housing affordability gaps** in Northern England  
Delivering **connectivity, infrastructure and services** in a sparse area with very **low population density**

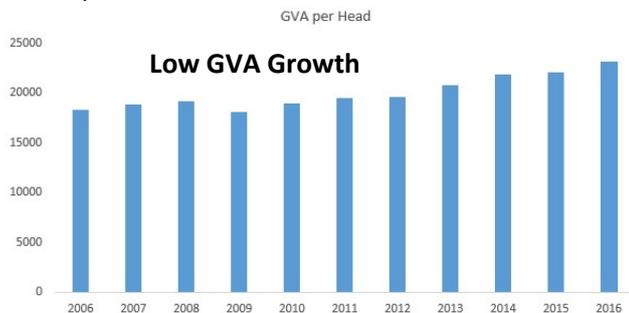


**Lower than Regional and England Figures**



**+65 population** has increased by **+22.1%** between 2017 and 2007

Economy



16 to 64 Population



Small overall population increase of **1.4%** in 16 - 64 population between 2001 - 2017 but there have been large levels of fluctuation

**Dependence on a small number of large employers, limiting economic resilience**  
**Below average wages**  
**High dependence on traditional low paid sectors**

**41%** of population aged 16-64 educated to level NVQ4+

**18%** population aged 16-64 educated to level NVQ3 only

**30%** population aged 16-64 educated to level NVQ2 only

Place

**5%** District have Ultrafast broadband and **78%** have Superfast broadband - both under England levels



**32% of people** employed in professional, associate professional and technical occupations

Quality of Life

Accessing services in a **sparse geography**  
Understanding the **real terms fall in earnings**



Facilitating an **inclusive and fair society**

Since 2008, wages have risen **2.2%**, while the national price of goods has risen by **24.3%** (ONS, BoE)

**11.2%** of homes in fuel poverty, higher than the LEP and National average but lower than the Regional average

## DEMOGRAPHY



### GENERAL POPULATION (2017)



**54,311 Ryedale population** **7,788** population aged 16.

**30** **57,857 YNYER** **55,619,430 England** **192,544 YNYER**

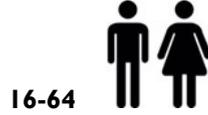
**31,485 Ryedale working age population (ages 16-64)**

**696,475 YNYER** **34,950,950 England**



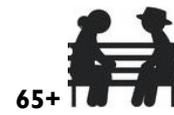
Ages 0-15

**15.58%**  
16.5%  
19.0%  
19.1%



16-64

**57.97%**  
60.1%  
62.6%  
62.8%



65+

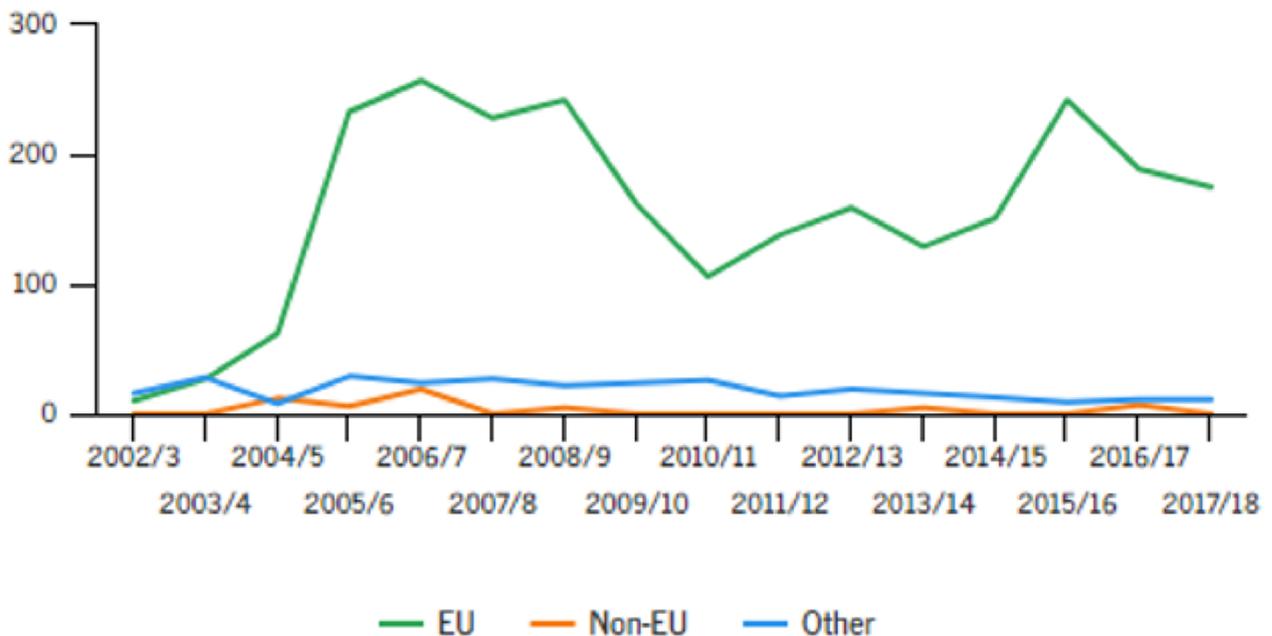
**26.45%**  
23.2%  
18.4%  
18.0%

**Ryedale**  
**YNYER**  
**Region**  
**England**

Source: Mid-Year Population Estimates, 2017

## NINo REGISTRATIONS - EU / NON EUROPEAN UNION / OTHER (2018)

### RYEDALE



Source: DWP, 2018

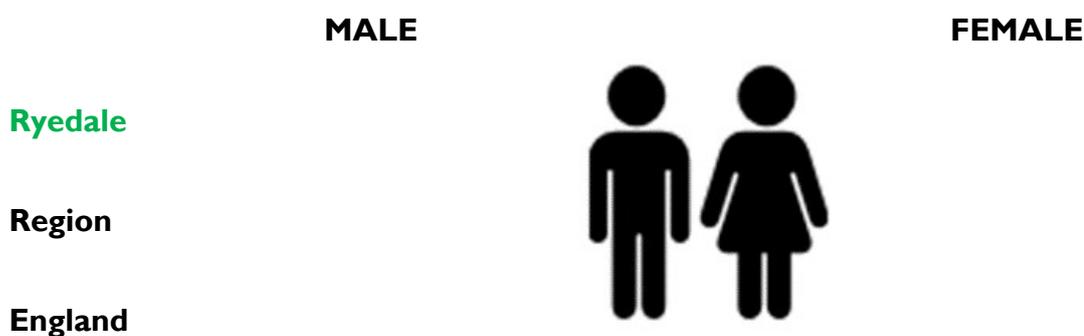
This graph shows adult overseas nationals entering the UK through National Insurance Number (NINo) registrations. A NINo is required by any overseas national looking to work or claim benefits in the UK, including those who are self employed or students working part time. The data shows the comparative difference between EU immigration and non-EU immigration, highlighting the changes that may occur after Brexit.

### ETHNIC BREAKDOWN - PERCENTAGE OF ALL USUAL RESIDENTS (2011)

	White	Mixed Ethnic Groups	Asian/ Asian British	Black/ African/ Caribbean/	Other Ethnic Group
Ryedale	98.7%	0.6%	0.5%	0.2%	0.1%
YNYER LEP	97.0%	0.9%	1.5%	0.4%	0.2%
Region	88.8%	1.6%	7.3%	1.5%	0.8%
England	85.4%	2.3%	7.8%	3.5%	1.0%

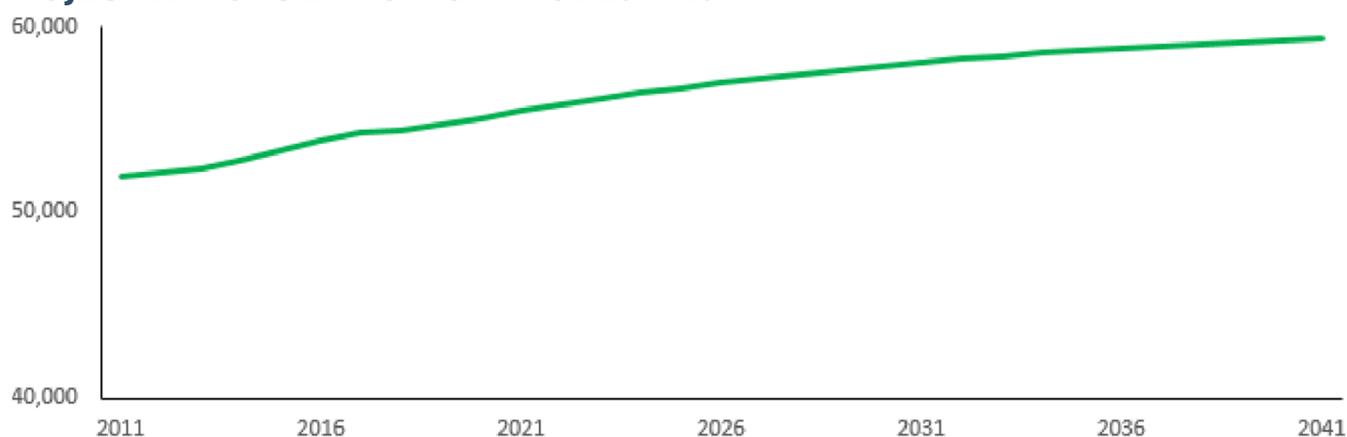
Source: Census, 2011

### LIFE EXPECTANCY (2017)



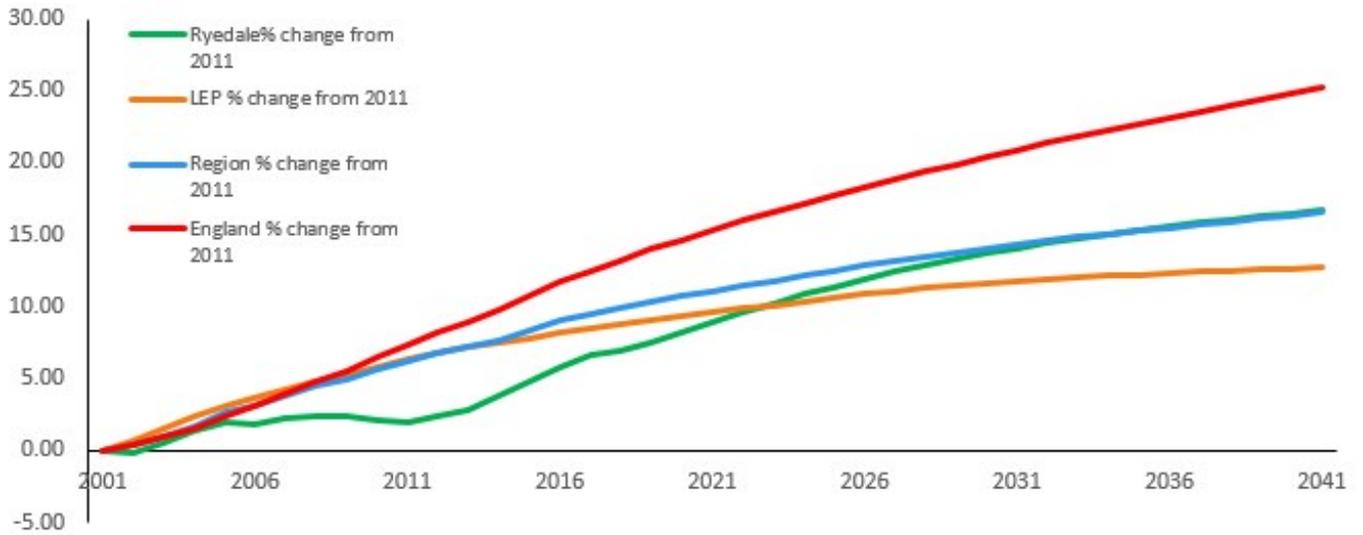
Source: ONS, 2017

### PROJECTED POPULATION CHANGE 2011-2041



Source: ONS, 2011-2041

## PERCENTAGE POPULATION GROWTH AND PROJECTIONS 2011-2041



Source: ONS, 2001-2041

Population estimates and projections give an indication of how the population has changed and will continue to change. The data indicates that Ryedale's population will continue to grow at an accelerated rate than previously was the case. In comparison the national population projections will accelerate at a much faster pace, suggesting that the population growth of the YNYER LEP area is set to increase at a much steadier rate.

## ECONOMY

### OUTPUT (2016)



**Ryedale: £1.2bn economy**

**+£65m GVA growth on 2015**

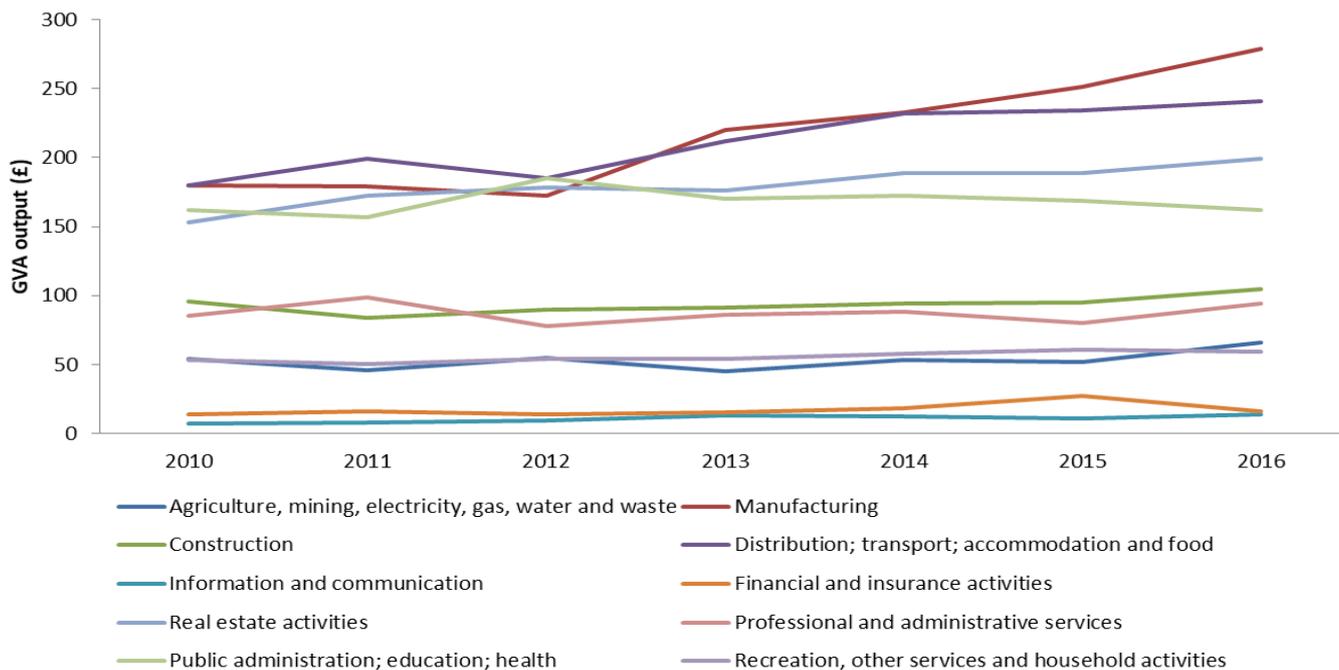
Source: ONS, 2017

#### Productivity comparison (2016)

		Ryedale	YNYER LEP	England
GVA per head (£)	2016	£23,092	£21,146	£27,108
GVA per hour worked (£)	2016	-	£27.50	£33.10
GVA per job filled (£)	2016	-	£42,378	£53,474

## GVA (£) BY INDUSTRY (BALANCED APPROACH) (2016)

### GVA (£) by industrial sector



Source: ONS, 2017

Gross value added (GVA) by industry (balanced approach), is the value generated by any unit engaged in the production of goods and services. The balanced approach combines the production (GVA(P)) and income (GVA(I)) approaches giving a more robust measure of productivity. The graph shows that in Ryedale the greatest value is generated by the manufacturing sector, while the lowest sector is information and communication.

## BUSINESS BASE (2017)

		Ryedale		YNYER LEP		Y&H Region		England
Total VAT-registered business stock	2017	4,015	-	62,285	-	-	-	-
0-9 employees	2017	3,505	87.1%	52,740	84.7%	82.6%		84.8%
10-49 employees	2017	445	11.1%	8,020	12.9%	14.0%		12.2%
50-249 employees	2017	55	1.4%	1,375	2.2%	3.0%		2.5%
250+ employees	2017	10	0.2%	155	0.2%	0.4%		0.4%
Sole proprietorships	2017	990	24.7%	11,590	18.6%	16.2%		14.1%

Source: IDBR, 2017

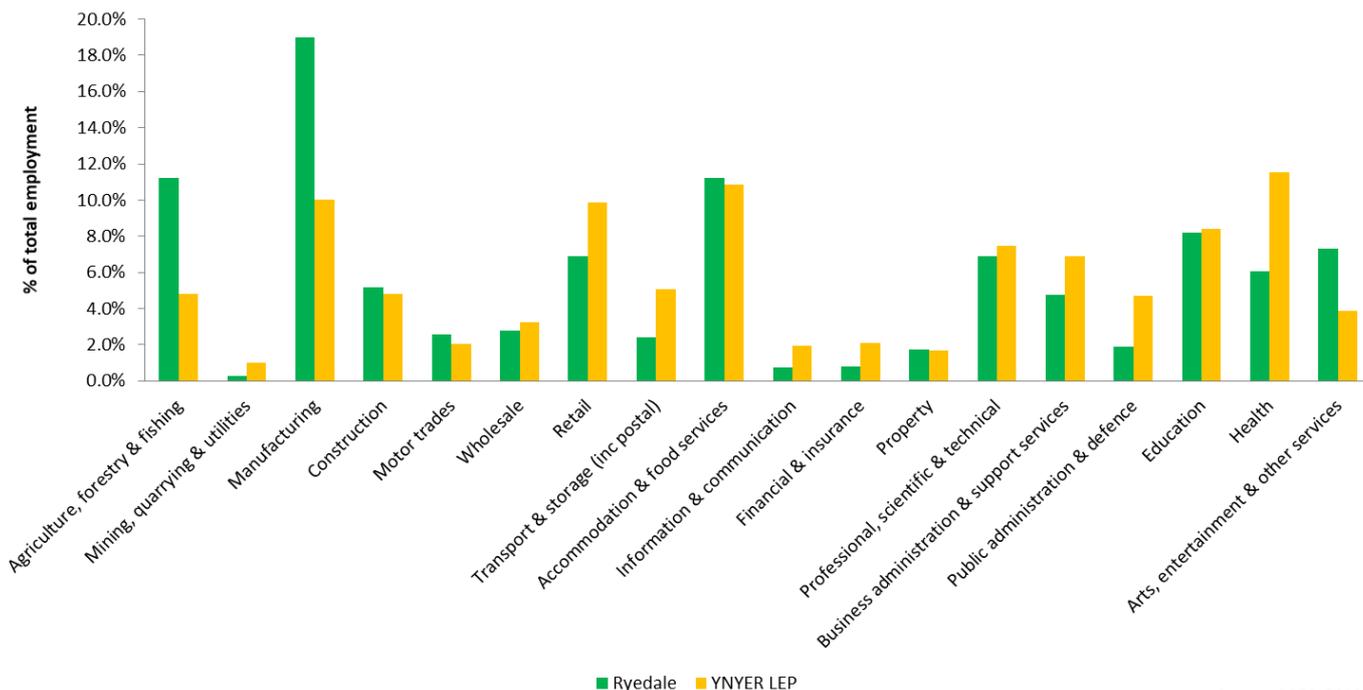
## BUSINESS DEMOGRAPHY (2016)

		Ryedale		YNYER LEP		Y&H Region		England
Active enterprises	2016	2,685		49,460		195,725		2,499,060
Enterprise birth rate (per 1,000 businesses)	2016	93.1		117.5		139.1		149.7
Enterprise death rate (per 1,000 businesses)	2016	85.7		98.1		113.1		116.5
Enterprise two-year survival rate (%)	2016	80.0		78.7		75.6		75.8
Enterprise five-year survival rate (%)	2016	44.2		46.4		43.2		44.0

Source: IDBR, 2017

## EMPLOYMENT BASE BY INDUSTRY (2017)

### Employment by industry



Source: BRES, 2018

Ryedale has an above average two-year business survival rate, higher than the LEP average, and a 5 year survival rate comparable to the national average. Employment in manufacturing, construction and accommodation and food services is proportionally higher in Ryedale than the LEP average, whereas the LEP area is higher in retail, health and transport and storage activities and highlighting the variations in the economy across the region.

## JOBS DENSITY (2016)



**32,000 jobs in Ryedale (2016)**

**1.03 jobs per**

**working age person**

**0.88 YNYER LEP; 0.85 England**

Source: ONS, 2017

## TOP 10 SPECIALIST INDUSTRIES (2017)

*sectors employing at least 200 people	Jobs	LQ
24: Manufacture of basic metals	600	10.52
01: Crop and animal production	3,250	8.91
10: Manufacture of food products	2,375	6.99
91: Libraries, archives and museums	600	6.77
22: Manufacture of rubber and plastic products	800	4.81
72: Scientific research and development	500	3.85
75: Veterinary activities	200	3.20
55: Accommodation	1,250	3.05
93: Sports activities and amusements	1,250	2.73
25: Manufacture of fabricated metal products	600	2.01

Source: BRES, 2018

## LABOUR MARKET

### EMPLOYMENT RATE (2018)

**Ryedale: 79.4%**

**YNYER: 77.3%**

**England: 75.1%**



### ECONOMIC ACTIVITY RATE (2018)

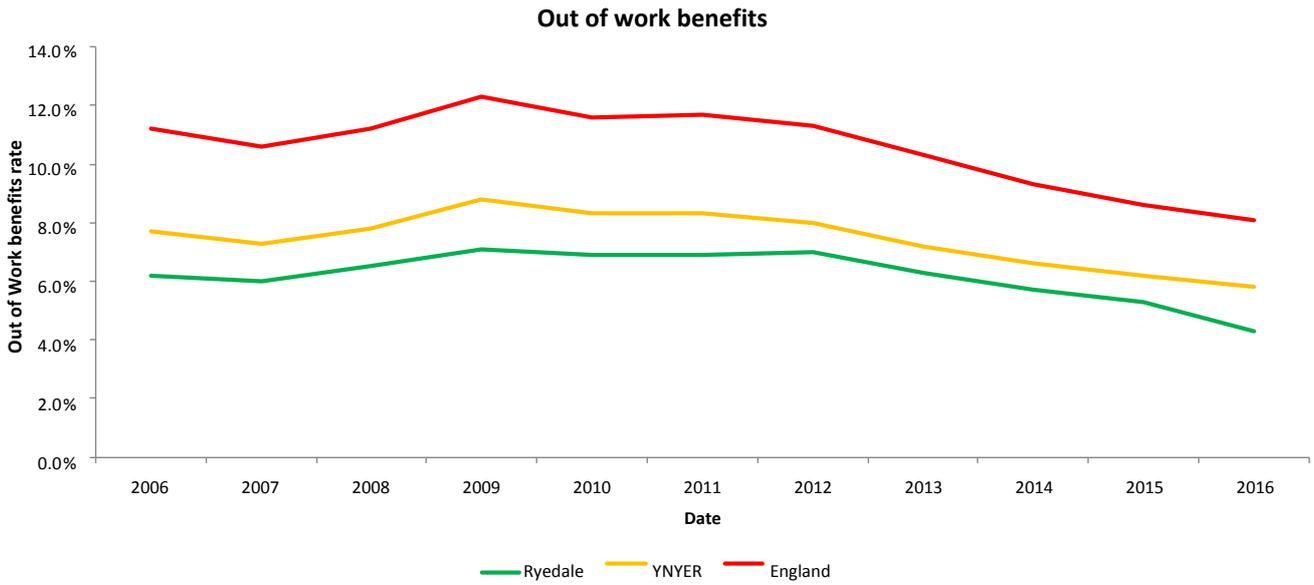
**Ryedale: 84.2%**

**80.2%**

**78.6%**



## OUT OF WORK BENEFITS (2018)



## TOP 5 SECTORS FOR EMPLOYMENT (2016)



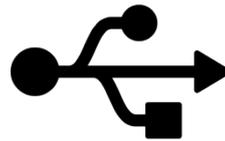
Public administration  
5,500 jobs



Education  
3,250 jobs



Manufacturing  
3,250 jobs



Information &  
communication  
2,375 jobs



Financial & insurance  
2,125

*Source: BRES, 2016*

## TOP 5 EMPLOYMENT GROWTH SECTORS (2016)



Manufacture of rubber  
and plastic products  
  
+725 jobs



Food and beverage  
services  
  
+500 jobs



Manufacture of fabri-  
cated metal products  
  
+200 jobs



Services to building and  
landscaping  
  
+175 jobs



Office administration  
  
+175 jobs

*Source: BRES, 2012-2016*

## OCCUPATIONS

Occupation type

Ryedale

YNYER

Yorkshire & Humber

England

<b>Managers, Directors and Senior officials</b>	12.9%	11.5%	9.7%	11.2%	        
<b>Professional Occupations</b>	19.7%	18.5%	17.9%	20.4%	
<b>Associate Prof &amp; Tech Occupations</b>	15.5%	14.1%	13.0%	14.7%	
<b>Administrative and Secretarial Occupations</b>	8.5%	10.1%	10.0%	10.3%	
<b>Skilled Trades Occupations</b>	18.3%	12.7%	11.4%	10.1%	
<b>Caring, Leisure and Other Service Occupations</b>	8.8%	8.2%	9.6%	8.9%	
<b>Sales and Customer Service Occupations</b>	4.6%	6.9%	8.1%	7.5%	
<b>Process, Plant and Machine Operatives</b>	5.7%	6.6%	7.6%	6.2%	
<b>Elementary Occupations</b>	6.0%	11.0%	12.1%	10.4%	

## SKILLS (2016)

Average Attainment 8 score per pupil (2015/16)

Ryedale: 51.1

YNYER: 51.8

England: 50.1



Average Progress 8 score per pupil (2015/2016) a A\* to

Ryedale: 0.12

YNYER: 0.05



England: -0.03

Percentage of pupils who achieved C (2015/16)

Ryedale: 64.7

67.8

England: 63.3



The average attainment 8 score is a calculation based on the average grades achieved across 8 subject areas, showing an overall score for educational attainment. Average progress 8 scores are measured between -1 and +1, these scores show how pupils attainment compares to the national average. Overall these scores show that Ryedale performs better than the

national average in both attainment and progression.

Source: APS 2018

### Apprenticeship starts by sector

**120 apprenticeships starts 2015 to 2016.**

**40 in Engineering and Manufacturing**

33% of apprenticeship starts

**20 in Retail and Commercial Enterprise**

17% of apprenticeship starts

**20 Agriculture, Horticulture and Animal Care**

17% of apprenticeships

Source: DFE 2018

### Highest level of qualification (ages 16-64)



**40.7%** people

educated to NVQ Level 4+

YNYER average: 38.6% England

average: 38.3%

**18.0%** people educated to NVQ Level 3

YNYER average: 18.6% England average: 17.3%

**3.3%** people with an apprenticeship

YNYER average: 4.2% England average: 2.9%

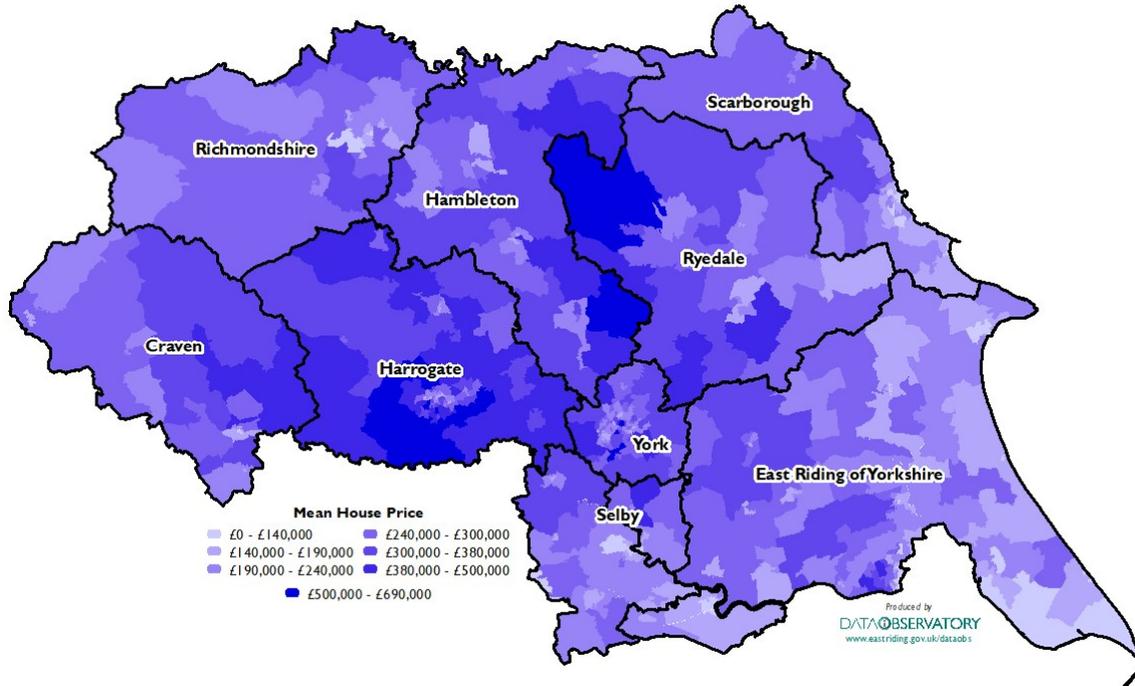
**0%** people with no qualifications

YNYER average: 6.0% England average: 7.6%



# PLACE

## MEAN HOUSE PRICE



The most expensive housing in the LEP area is located centrally in Harrogate and York within the Leeds commuter belt. The most affordable housing is can be found along the coast in the East Riding of Yorkshire, Scarborough and parts of Ryedale.

## HOUSING AFFORDABILITY RATIO (2018)

## NET ADDITIONAL DWELLINGS PER 1,000 POPULATION (2018)



321 Dwellings:

Net Additional

Ryedale: 5.9

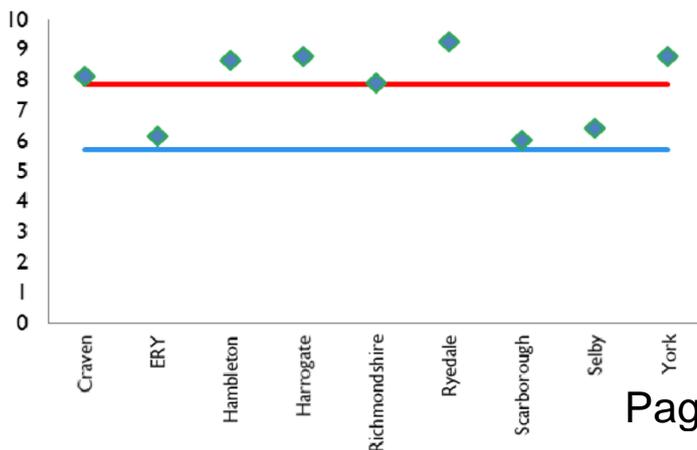
LEP: 3.7

Net Additional  
4,320 Dwellings:

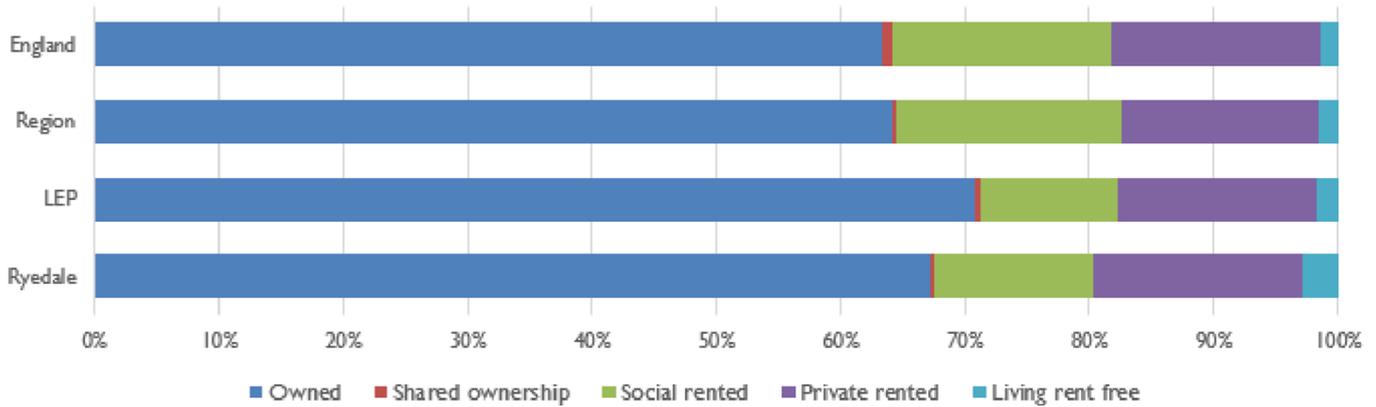
Source: ONS 2018

The housing affordability ratio supports the mean house price map above. The highest housing affordability ratio in 2017 was Ryedale at 9.31, while the lowest is recorded in Scarborough at 6.03.

All values are above the regional housing affordability ratio however East Riding of Yorkshire (6.18), Scarborough (6.03) and Selby (6.45) are all below the England ratio value (7.9).



## TENURE (2011)



Source: Census, 2011

## TRAVEL TO WORK SELF-CONTAINMENT/ METHOD OF TRAVEL TO WORK (2011)

INFLOW

**12,000 (63%)** Ryedale workers live in Ryedale

**1,300 (7%)** Ryedale workers live outside of the LEP

OUTFLOW

**12,000 (65%)** Ryedale residents work in Ryedale

**1,600 (9%)** Ryedale residents work outside of the LEP

Top 5 Residential locations of Ryedale		Top 5 Workplace locations of Ryedale Residents	
Scarborough	2,000 (11%)	York	2,100 (11%)
York	1,700 (9%)	Scarborough	1,300 (7%)
East Riding of Yorkshire	1,000 (5%)	Hambleton	500 (3%)
Hambleton	500 (2%)	East Riding of Yorkshire	500 (2%)
Hull	300 (1%)	County Durham	400 (2%)

Source: Census, 2011

	Work from Home	Driver/ Passenger in Car or Van	Cycle	On Foot	Train	Bus
Ryedale	8.0%	45.2%	2.1%	9.5%	0.7%	1.1%
LEP	4.8%	44.4%	2.9%	9.7%	1.3%	2.5%
Region	2.9%	42.5%	1.6%	7.4%	1.5%	5.3%
England	3.5%	40.1%	1.9%	6.9%	3.5%	4.9%

Source: Census, 2011

Travel to work statistics show the significant movement of Ryedale workers and residents between the Scarborough and York economies, highlighting the extent to which Ryedale's economy is connected with these areas. The use of a car as the method of travel to work in Ryedale is significantly higher than the national average due to the rural geography.

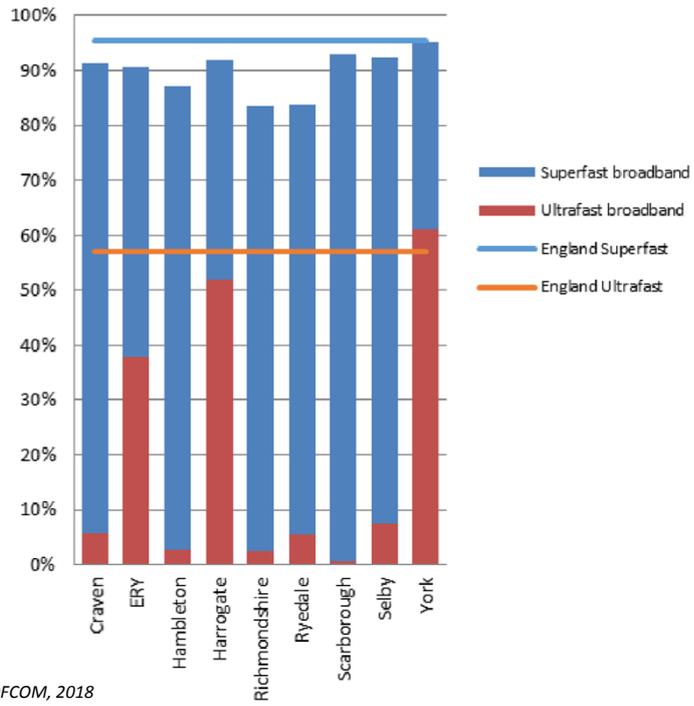


## BROADBAND AND 4G COVERAGE (2018)

Local Authority	Percentage 4G Coverage
Craven	41.3%

Richmondshire	46.0%
Scarborough	56.3%
Ryedale	58.7%
Harrogate	73.1%
Hambleton	82.7%
ERY	85.3%
Selby	93.1%
York	96.2%

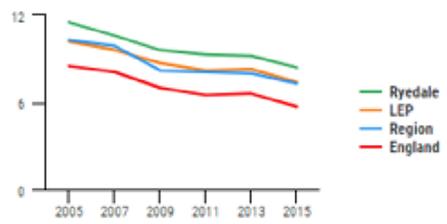
No area in the LEP has 100% broadband and 4G coverage. The greatest coverage of 4G and ultrafast broadband is in York. Scarborough has the lowest coverage of ultrafast broadband and Craven has the lowest 4G signal.



Source: OFCOM, 2018

Source: OFCOM, 2018

### CO<sub>2</sub> EMISSIONS (TONNES PER CAPITA) (2016)

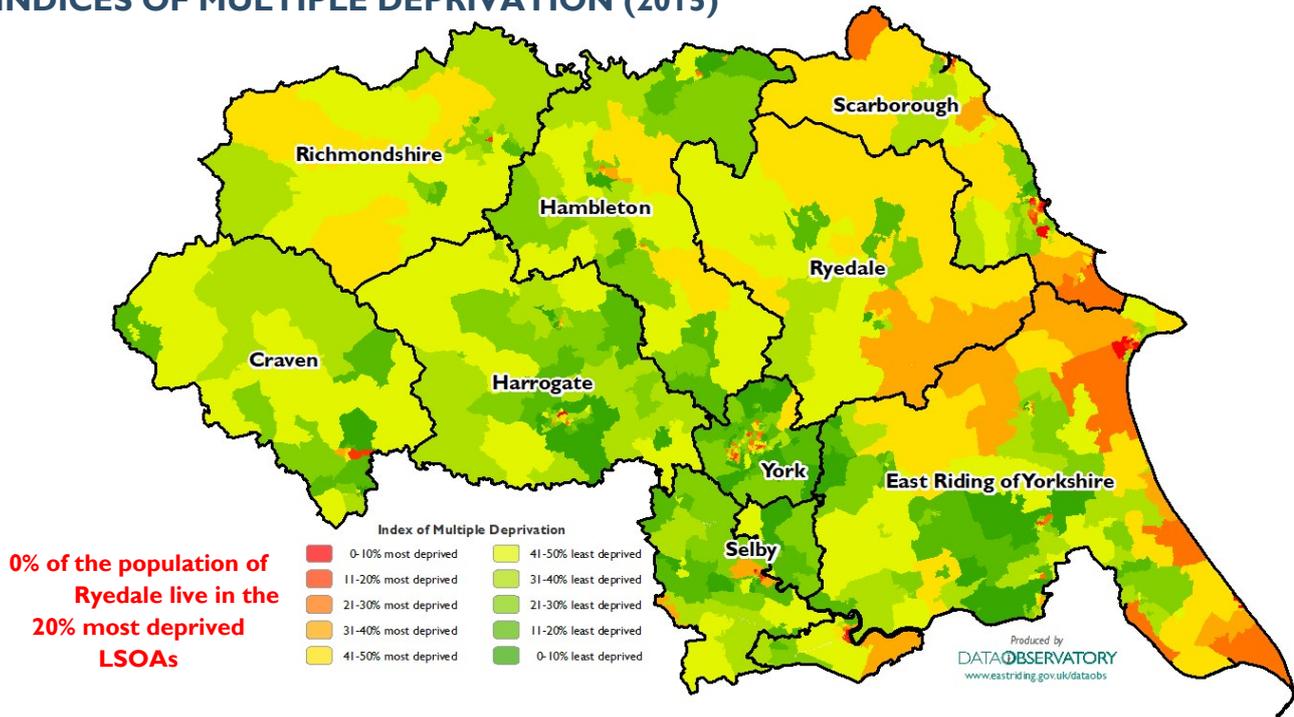


**Ryedale: 7.9**  
**LEP: 7.1**  
**Region: 6.9**  
**England: 5.3**

Source: Department for Business, Energy and Industrial Strategy, 2016

# QUALITY OF LIFE

## INDICES OF MULTIPLE DEPRIVATION (2015)

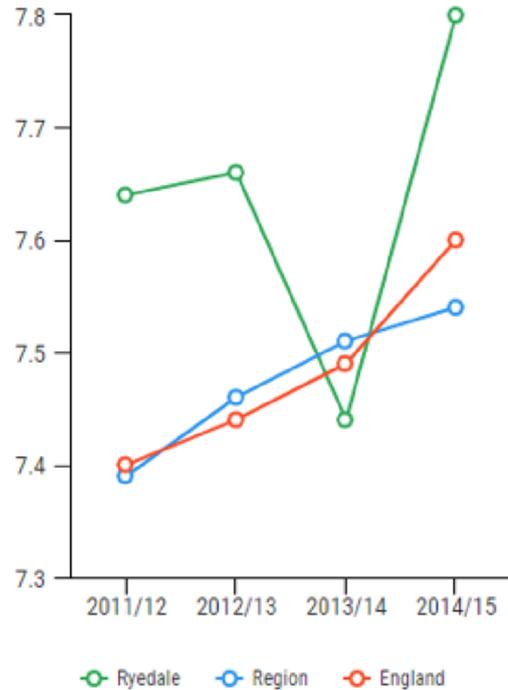
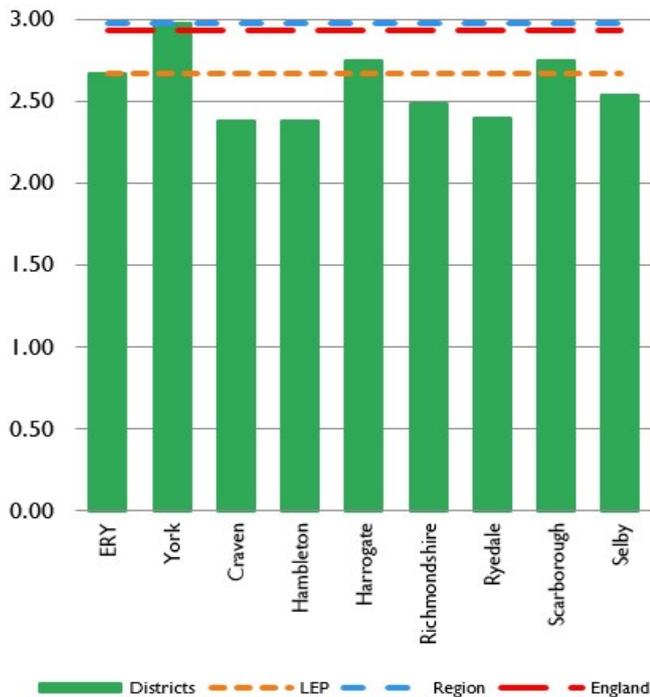


Across the YNER LEP area, 6.0% of the population live in the 20% most deprived LSOAs compared to 31.5% of the population that live in the 20% least deprived LSOAs. The areas of deprivation appear to be centred along the coastal areas of the LEP area. Within Ryedale, 0% of the population live in the 20% most deprived LSOAs, although the deprivation rankings do worsen towards the eastern side of the district.

## WELLBEING (2015)

### AVERAGE ANXIETY RATING (OUT OF 10)

### AVERAGE LIFE SATISFACTION RATING (OUT OF 10)

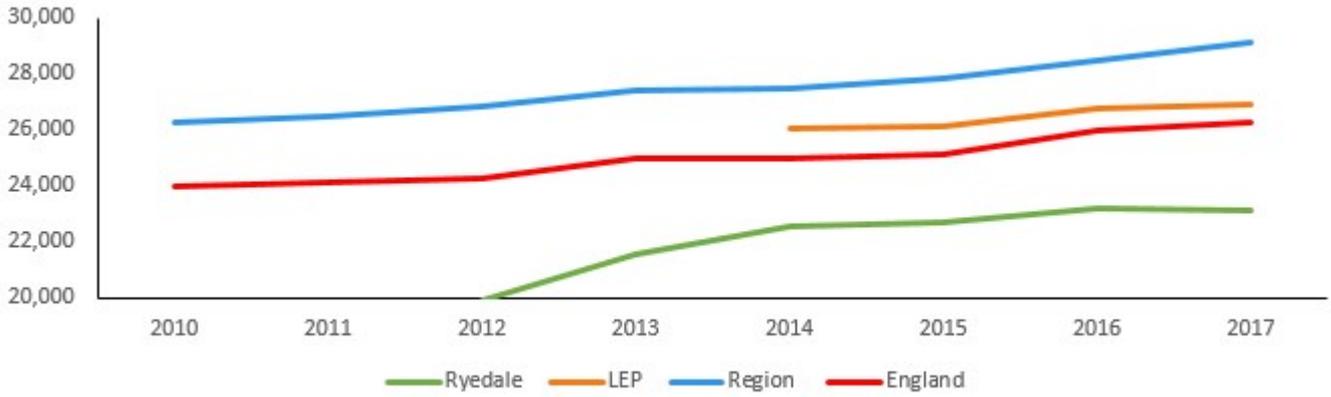


The LEP as a whole has a lower Average Anxiety Rating (2.67) than the national figure of 2.93. York has an anxiety rating equal to the regional level of 2.97, which is higher than the national figure of 2.93.

Ryedale has a higher life satisfaction rating than both the regional and the national figures and has increased over the past year by 0.38. This suggests a rapid increase in perceived life satisfaction, which is supported by a low anxiety rating.

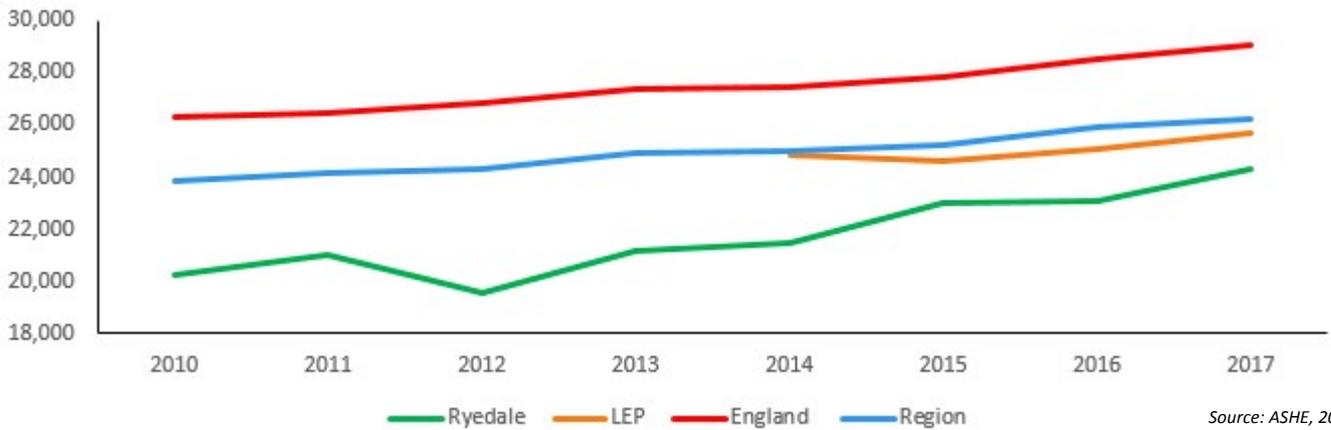
## EARNINGS

### RESIDENCE BASED EARNINGS (FULL TIME GROSS ANNUAL MEDIAN PAY) (2017)



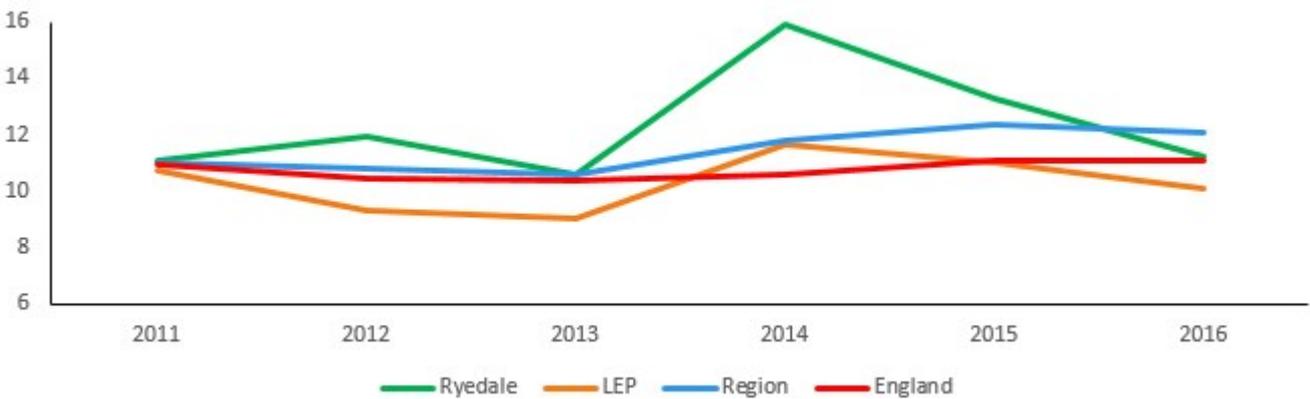
Source: ASHE, 2017

### WORKPLACE BASED EARNINGS (FULL TIME GROSS ANNUAL MEDIAN PAY) (2017)



Source: ASHE, 2017

### FUEL POVERTY (% OF FUEL POOR HOUSEHOLDS) (2016)



Source: Department for Business, Energy and Industrial Strategy, 2016

## PERCENTAGE OF FUEL POOR HOUSEHOLDS (2016)



### **Ryedale:**

Ryedale has a higher percentage of fuel poor households when compared to the regional average, suggesting a lower quality of life and higher cost of living in the area.

### **LEP:**

The LEP geography shows an increase in the percentage of fuel poor households by nearly 3% between 2013-2014. Similarly, the region has increased by 1.5% between 2013-2015.

### **Region:**

### **England:**



---

**REPORT TO:** FULL COUNCIL

**DATE:** 5 SEPTEMBER 2019

**SUBJECT:** PART 'B' REFERRALS FROM POLICY AND RESOURCES COMMITTEE ON 25 JULY 2019

---

**39 Treasury Management Annual Report 2018 - 2019**

Considered – report of the Chief Finance Officer (s151)

**Recommendations to Council**

That Council be recommended to:

- (i) Note the annual treasury management report for 2018/19; and
- (ii) Approve the actual 2018/19 prudential and treasury indicators in this report.

**Voting record**

Unanimous

This page is intentionally left blank



---

<b>PART B:</b>	<b>RECOMMENDATIONS TO COUNCIL</b>
<b>REPORT TO:</b>	<b>POLICY AND RESOURCES COMMITTEE</b>
<b>DATE:</b>	<b>24 JULY 2019</b>
<b>REPORT OF THE:</b>	<b>CHIEF FINANCE OFFICER (s151) – ANTON HODGE</b>
<b>TITLE OF REPORT:</b>	<b>TREASURY MANAGEMENT ANNUAL REPORT 2018-19</b>
<b>WARDS AFFECTED:</b>	<b>ALL</b>

---

## **EXECUTIVE SUMMARY**

### **1.0 PURPOSE OF REPORT**

1.1 The Council is required by regulations issued under the Local Government Act 2003 to produce an annual treasury management review of activities and the actual prudential and treasury indicators for 2018/19. This report meets the requirements of both the CIPFA Code of Practice on Treasury Management (the Code) and the CIPFA Prudential Code for Capital Finance in Local Authorities (the Prudential Code).

### **2.0 RECOMMENDATIONS**

- 2.1 That Council is recommended to:
- (i) Note the annual treasury management report for 2018/19; and
  - (ii) Approve the actual 2018/19 prudential and treasury indicators in this report.

### **3.0 REASON FOR RECOMMENDATIONS**

3.1 The Council has adopted the Code. A provision of the Code is that an annual review report must be made to the Full Council relating to the treasury activities of the previous year.

### **4.0 SIGNIFICANT RISKS**

4.1 There are significant risks when investing public funds especially with unknown institutions. However, by the adoption of the CIPFA Code and a prudent investment strategy these are minimised. The employment of Treasury Advisors also helps reduce the risk.

### **5.0 POLICY CONTEXT AND CONSULTATION**

- 5.1 The Council has adopted the CIPFA Code of Practice on Treasury Management in Local Authorities and this report complies with the requirements under this code.
- 5.2 The Council uses the services of Link Asset Services – Treasury Solutions (Link) to provide treasury management information and advice.

## REPORT

### 6.0 REPORT DETAILS

6.1 During 2018/19 the minimum reporting requirements were that the full Council should receive the following reports:

- An annual treasury strategy in advance of the year (Council 22 February 2018)
- A mid year (minimum) treasury update report (Audit, Overview & Scrutiny Committee 25 October 2018)
- An annual review following the end of the year describing the activity compared to the strategy (this report).

6.2 The regulatory environment places responsibility on members for the review and scrutiny of treasury management policy and activities. This report is therefore important in that respect, as it provides details of the outturn position for treasury activities and highlights compliance with the Council's policies previously approved by Members.

6.3 This Council also confirms that it has complied with the requirement under the Code to give prior scrutiny to all the above treasury management reports by the Overview and Scrutiny Committee before they were reported to the full Council.

6.4 This report summarises:

- Capital activity during the year;
- Impact of this activity on the Council's underlying indebtedness (the Capital Financing Requirement);
- Reporting of the required prudential and treasury indicators;
- Summary of interest rate movement in the year;
- Detailed borrowing activity;
- Detailed investment activity.

#### **The Council's Capital Expenditure and Financing 2018/19.**

6.5 The Council undertakes capital expenditure on long-term assets. These activities may either be:

- Financed immediately through the application of capital or revenue resources (capital receipts, capital grants, revenue contributions etc.), which has no resultant impact on the Council's borrowing need; or
- If insufficient financing is available or a decision is taken not to apply resources, the capital expenditure will give rise to a borrowing need.

6.6 The actual capital expenditure forms one of the required prudential indicators. The table below shows the actual capital expenditure and how this was financed.

	2018/19 Actual (£)	2017/18 Actual (£)
<b>Total Capital Expenditure</b>	<b>842,383</b>	<b>852,664</b>
Resourced by:		
Capital receipts	18,592	86,468
Capital grants and contributions	615,307	652,324
Capital reserves	208,484	113,871
External Borrowing	-	-
Total	842,382	852,664

### The Economy and Interest rates

6.7 The Council's treasury advisors Link Asset Services – Treasury Solutions (Link) summarised the key points associated with economic activity in 2018/19 as follows:

- Brexit negotiations have been a focus of much attention during the year;
- UK growth in 2018 was weak initially and then strengthened during the year before falling again in the final quarter;
- As expected the MPC raised Bank Rate from 0.50% to 0.75% on 2 August 2018;
- No further rate rises were expected until uncertainties regarding Brexit were resolved; and
- CPI inflation was on a falling trend throughout the year;

6.8 Deposit rates at the start of 2018/19 have gradually increased, as the rate increases in Q3 17/18 and Q2 18/19 have filtered through into investments placed by the Treasury Fund. As expected, there were no further base rate increases during the final quarter, with the final outturn position at £196k, against a forecast of £168k at Q3.

### Overall Treasury Position as at 31 March 2019

6.10 The Council's opening and closing treasury position for the financial year was as follows (excluding finance leases):

	31 March 2019 Principal	31 March 2018 Principal
Total Debt	£1.59m	£1.63m
CFR	£1.62m	£1.66m
Over/(Under) borrowing	<b>-£0.03m</b>	<b>-£0.03m</b>
Total Investments	£22.25m	£19,78m
Net Debt	<b>-£22.22m</b>	<b>-£19.75m</b>

### The Strategy for 2018/19

6.11 The Treasury Management Strategy for 2018/19 was approved by members at full Council on 22 February 2018.

6.12 The expectation for interest rates incorporated within the Annual Treasury Management Strategy for 2018/19 was based on officers' views at that time, prepared with assistance from the Council's Treasury Management Advisor (Link Asset Services) and supported by a selection of City forecasts.

6.13 The interest rates for the UK were expected to be as follows:

**Bank Base Rate** was expected to rise from 0.50% to 0.75%. This increase was pushed back from May to August 2018 due to weak GDP growth. It was not expected that Bank Rate would increase again in 2018/19 as a result of the major uncertainty surrounding Brexit.

**PWLB Borrowing rates** were forecast to rise gradually throughout the next three years in all periods. Variable and short term rates were expected to be the cheaper form of borrowing over the period.

6.14 Based on the above, the Strategy adopted by the Council for 2018/19 was as follows:

**a) Long Term Debt to Finance Capital Expenditure (borrowing strategy 2018/19)**

2018/19 was expected to continue as a year of low bank interest rates, extending the current opportunity for the Council to utilise an internal borrowing strategy. Borrowing in advance of need within the constraints of the Prudential Code and approved Prudential Indicators would only be considered in exceptional circumstances.

Consideration would be given to financing capital expenditure by taking borrowing from PWLB/money markets, but the key treasury strategy was to postpone borrowing and maintain an under borrowed position to avoid the cost of holding higher levels of investments and to reduce counterparty risk.

In considering this option however, day to day cash flow constraints and the loss of longer term interest stability would also be taken into account together with the possibility of having to replace the internal borrowing with external borrowing in a subsequent year at higher interest rates.

**b) Investment of Surplus cash (investment strategy 2018/19)**

The County Council's investment priorities are firstly the security of capital and secondly the liquidity of its investments. The highest return would then be sought provided that proper levels of security and liquidity are achieved. The investment risk appetite of the County Council is low in order to give priority to the security of investments.

**The Borrowing Requirement and Debt**

6.13 The Council's underlying need to borrow to finance capital expenditure is termed the Capital Financing Requirement (CFR) (excluding borrowing by finance leases).

	31 March 2017 Actual	31 March 2019 Budget	31 March 2019 Actual
Total CFR	£1.659m	£1.624m	£1.624m

**Borrowing Rates in 2018/19**

6.14 The movement in relevant UK market interest rates for the year was as follows:

**a) For Bank Rate**

	%
From 1 April 2018 to 1 August 2018	0.50
From 2 August 2018 to 31 March 2019	0.75

**b) For PWLB rates (Inclusive of the 0.20% discount rate)**

Item	Range during Year %	Start of Year %	End of Year %	Average in Year %
Fixed Interest Maturity				
1 Year	1.28 – 1.64	1.48	1.48	1.50
5 Years	1.50 – 2.07	1.84	1.55	1.80
10 Years	1.80 – 2.50	2.22	1.85	2.19
25 Years	2.33 – 2.93	2.55	2.40	2.65
50 Years	2.16 – 2.79	2.27	2.23	2.46

**Borrowing Outturn for 2018/19**

6.15 No new borrowing was undertaken during the year and scheduled repayments were made. At the end of the financial year the debt portfolio was as follows:

Lender	Principal	Type	Interest Rate	Maturity
PWLB	£1.00m	Maturity	3.69%	45 years
PWLB	£0.59m	EIP	2.99%	14 years

**Investment Rates in 2018/19**

6.16 Deposit rates continued into the start of 2018/19 at previously depressed levels but then slowly increased after the 2 November.

Item	Range during Year	Start of Year	End of Year	Average during Year
	%	%	%	%
7 day LIBID	0.35 – 0.59	0.36	0.57	0.51
1 month	0.37 – 0.61	0.39	0.61	0.54
3 month	0.48 – 0.81	0.59	0.72	0.68
6 month	0.59 – 0.92	0.70	0.83	0.79
1 year	0.75 – 1.06	0.88	0.94	0.94

## Investment Outturn for 2018/19

- 6.17 The Council's investment policy is governed by MHCLG guidance, which has been implemented in the Annual Investment Strategy approved by the Council on 22 February 2018. This policy sets out the approach for choosing investment counterparties, and is based on credit ratings provided by the three main credit rating agencies supplemented by additional market data (such as rating outlooks, credit default swaps, bank share prices etc).
- 6.18 The investment activity during the year conformed to the approved strategy and the Council had no liquidity difficulties.
- 6.19 The following table shows the result of the investment strategy undertaken by the Council and the relative performance of the internally managed funds against the 7-day LIBID un-compounded rate benchmark:

	Average Total Investment (£)	Gross Rate of Return	Net Rate of Return	Benchmark Return
<b>Internally Managed:</b>				
Temporary & On-Call Investments	£6.355m	0.56%	n/a	n/a
Fixed Term Deposits	£18.155m	0.88%	n/a	0.51%

- 6.19 **The interest received by the Council from investments in 2018/19 totalled £196k; this compares to an original estimate of £55k.**
- 6.20 The Council's investment position is organised by the Finance Section in order to ensure adequate liquidity for revenue and capital activities and security of investments. Procedures and controls to achieve these objectives are well established both through Member reporting detailed in the summary, and through officer activity detailed in the Treasury Management Practices. At the beginning and the end of 2018/19 the Council's investments position was as follows:

	31 March 2019 (£)	31 March 2018 (£)
Internally Managed Investments	22,250,142	19,776,864

- 6.21 The maturity of the investment portfolio was as follows;

	31 March 2019 (£)	31 March 2018 (£)
On-call Investments	350,142	2,676,864
Fixed Term Deposits:		
Repayable within 1 month	1,000,000	0
Repayable 1 month to 3 months	6,400,000	2,500,000
Repayable 3 months to 6 months	10,500,000	12,600,000
Repayable 6 months to 12 months	4,000,000	2,000,000
Repayable 12 months to 24 months	0	0
<b>Total</b>	<b>22,250,142</b>	<b>19,776,864</b>

- 6.22 Investments were placed with the following institutions:

Type of Institution	31 March 2018 (£)	31 March 2018 (£)
UK Clearing Banks	4,475,142	12,776,864
Foreign Banks	3,000,000	4,000,000
Building Societies	3,000,000	3,000,000
Local Authorities	11,500,000	0
Total	22,250,142	19,776,864

### Compliance with Treasury Limits

6.23 During the financial year the Council operated within the treasury limits and Prudential Indicators set out in the Council's Treasury Management Strategy Statement (annex B).

## 7.0 IMPLICATIONS

7.1 The following implications have been identified:

- a) Financial  
The results of the investment strategy effect the funding of the capital programme.
- b) Legal  
There are no legal implications within this report
- c) Other (Equalities, Staffing, Planning, Health & Safety, Climate Change, Environmental, Crime & Disorder)  
There are no additional implications within this report.

**Anton Hodge**  
**Chief Finance Officer (s151)**

**Author:** Michelle Oates – Senior Accountant  
**Telephone No:** 01653 600666 ext: 392  
**E-Mail Address:** [michelle.oates@ryedale.gov.uk](mailto:michelle.oates@ryedale.gov.uk)

**Background Papers:** None

This page is intentionally left blank

## TREASURY MANAGEMENT ANNUAL REPORT 2018/19 - RISK MATRIX – ANNEX A

Issue/Risk	Consequences if allowed to happen	Likelihood	Impact	Mitigation	Mitigated Likelihood	Mitigated Impact
Credit risk - associated with investing with financial institutions that do not meet the credit rating criteria.	Could mean loss of principal sum and interest accrued.	<b>2</b>	<b>D</b>	In response to the economic climate the Council continue to adopt a more stringent credit rating methodology.	<b>1</b>	<b>D</b>
Market risk - Selection of wrong type of investment for higher return.	The poor performance of the chosen investment.	<b>3</b>	<b>B</b>	The number of investment options have been kept to a minimum within the investment strategy.	<b>2</b>	<b>B</b>
Liquidity risk - Use of fixed term deposits and / or instruments / investments with low marketability may mean a lack of liquidity	Unable to take advantage of better investment options. Funds are unavailable to cover capital spend.	<b>1</b>	<b>B</b>	The maturity profile has shortened for investments. Short and medium term cash flow management ensures funds are available when needed.	<b>1</b>	<b>B</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

## PRUDENTIAL AND TREASURY INDICATORS

## Prudential Indicators

	2017/18 Actual	2018/19 Estimate	2018/19 Actual
Capital Expenditure	£0.853m	£2.016m	£0.842m
Net borrowing requirement	-£17.89m	-£11.19m	-£20.42m
Capital Financing Requirement as at 31 March (incl. leases)	£2.05m	£1.96m	£1.82m
Annual change in Capital Financing Requirement	-£0.214m	-£0.09m	-£0.23m

## Treasury Management Indicators

	2017/18 Actual	2018/19 Original	2018/19 Actual
<b>Authorised Limit for external debt -</b>			
borrowing	N/a	£10.0m	N/a
other long term liabilities	N/a	£ 1.0m	N/a
Total	N/a	£11.0m	N/a
<b>Operational Boundary for external debt -</b>			
borrowing	N/a	£5.0m	N/a
other long term liabilities	N/a	£0.4m	N/a
Total	N/a	£5.6m	N/a
<b>External debt</b>	£1.63m	£1.59	£1.59m
<b>Upper limit for fixed interest rate exposure</b>			
Net principal re fixed rate investments	N/a	100%	N/a
<b>Upper limit for variable rate exposure</b>			
Net principal re variable rate investments	N/a	50%	N/a
<b>Upper limit for total principal sums invested for over 364 days</b> (per maturity date)	N/a	£1.0m	N/a

This page is intentionally left blank



---

**REPORT TO:** FULL COUNCIL  
**DATE:** 5 SEPTEMBER 2019  
**SUBJECT:** PART 'B' REFERRALS FROM PLANNING COMMITTEE ON 13 AUGUST 2019

---

**63 Notice of Motion - The Ryedale Plan**

**Recommendation**

**MOTION REJECTED** – as recommended

Voting Record  
8 For  
1 Against  
1 Abstentions

In accordance with the Members Code of Conduct Councillor Cleary declared a personal non-pecuniary but not prejudicial interest.

This page is intentionally left blank



---

<b>PART B:</b>	<b>RECOMMENDATIONS TO COUNCIL</b>
<b>REPORT TO:</b>	<b>PLANNING COMMITTEE</b>
<b>DATE:</b>	<b>13 AUGUST 2019</b>
<b>REPORT OF THE:</b>	<b>HEAD OF PLANNING AND REGULATORY SERVICES GARY HOUSDEN</b>
<b>TITLE OF REPORT:</b>	<b>NOTICE OF MOTION – THE RYEDALE PLAN</b>
<b>WARDS AFFECTED:</b>	<b>ALL</b>

---

## **EXECUTIVE SUMMARY**

### **1.0 PURPOSE OF REPORT**

1.1 For members to consider the Motion and to recommend a response to Council.

### **2.0 RECOMMENDATION**

2.1 It is recommended to Council that:

- (i) The Motion is rejected for the reasons outlined in this report.
- (ii) The policies proposed in the Motion are considered and tested through the development plan review process.

### **3.0 REASON FOR RECOMMENDATION**

3.1 As written the motion is considered to be unlawful and presents a number of significant risks to the Council. The motion would pre-empt and pre-determine the Local Plan review process. It also proposes an unlawful delegation.

### **4.0 SIGNIFICANT RISKS**

4.1 The Council would be unable to demonstrate that the proper plan making process had been followed. This would give rise to a serious risk of revisions to the plan being found unsound by a planning inspector, resulting in significant costs and delay to the lawful review and adoption of the development plan. It could also result in reputational damage to the Council as a whole.

### **5.0 POLICY CONTEXT AND CONSULTATION**

5.1 The Motion has been considered within the context of the legislation and national policy covering the plan-making process and the Council's constitution.

## 6.0 REPORT DETAILS

6.1 The Notice of Motion was submitted to Full Council on 27 June 2019. The Motion relates to the review of the Local Plan and was automatically referred to this Committee by Council.

6.2 The details of the Motion are included in Appendix 1 to this report. The Motion seeks the appointment of a planning consultant whose instruction would be to do all necessary work to advise on and to secure so as far as is practicable, ten policy revisions to the Ryedale Plan. The motion raises issues relating to the:

- Development Plan process
- Council's appointment procedure

### Development Plan process

6.3 Any review of the Ryedale Plan needs to follow the statutory process which is in place to ensure that plans are prepared on an objective and transparent basis. This demands that technical evidence, sustainability appraisal and consultation with stakeholders are used to identify and test policy options and, to inform and justify policy choices.

6.4 As written, the Motion pre-empts the plan review process. An instruction that seeks to revise the plan to include ten changes to policy appears to pre-determine the approach to the identification and assessment of future policies. Review of the development plan is a statutory process that begins with using evidence to inform future policy choices. It is not about identifying policies and then finding the evidence to support the policies and to justify retrospectively why those policies are proposed.

6.5 If the Council fails to follow the statutory process for reviewing a development plan, it would be acting unlawfully. Moreover, the process by which these policies in the Motion have been selected could not be justified or rigorously defended. Failure to follow the proper plan making process would mean that a revised plan would fail to meet the tests of 'soundness' applied as part of the examination process. The Council would not be in a position to adopt the new policies and time and resources would have been wasted.

### Council's appointment procedure

6.6 The text of the motion includes the following proposal:

*"An independent planning consultant be appointed by the Council Chair in consultation with the Deputy Chief Executive"*

6.7 The proposal is unlawful because a single Councillor does not have legal authority under Section 101 of the Local Government Act 1972 (as amended) to take action under the Council's powers. The Council's Contract Procedure Rules also prohibit a single member from entering into a contract (Rule 27.1.1) The District Council may delegate to a committee, a sub-committee or an Officer and relies on Officers to instruct planning consultants having followed appropriate procedures. An unlawful delegation has the potential to render void any action taken in pursuance of it.

6.8 Members are also reminded that where a consultant's fee is likely to be above the

threshold of £50,000, this would trigger procurement process.

## **7.0 IMPLICATIONS**

7.1 The following implications have been identified:

a) Financial

There is a limited existing budget for plan-making work. A budget for a review of the Local Plan is not yet agreed.

b) Legal

The motion is considered to be unlawful for the reasons outlined in the report. The Council's solicitors have provided advice in response to the Motion and external legal advice has also been sought. Legal advice has informed the recommendations of the report.

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

The motion has direct implications for planning and the Council's ability to maintain an up to date development plan.

## **8.0 NEXT STEPS**

8.1 The forthcoming review of the plan will ensure that a range of future policy options are identified and tested through the statutory process. A timetable for the forthcoming review of the plan will be brought to members in the autumn. There is no reason why the process cannot be used to consider and test the policies proposed in the Motion.

**Gary Housden**

**Head of Planning and Regulatory Services**

**Author:** Jill Thompson, Planning and Development Manager  
**Telephone No:** 01653 600666 ext: 43327  
**E-Mail Address:** [jill.thompson@ryedale.gov.uk](mailto:jill.thompson@ryedale.gov.uk)

### **Background Papers:**

National Planning Policy Framework

The Town and Country Planning (Local Planning) (England) Regulations 2012

Ryedale District Council. Council Constitution.

### **Background Papers are available for inspection at:**

<https://www.gov.uk/government/publications/national-planning-policy-framework--2>

<http://www.legislation.gov.uk/uksi/2012/767/made>

<https://www.ryedale.gov.uk/your-council/strategies-plans-policies/constitution.html>

This page is intentionally left blank



---

<b>REPORT TO:</b>	<b>COUNCIL</b>
<b>DATE:</b>	<b>5 SEPTEMBER 2019</b>
<b>REPORT OF THE:</b>	<b>DEMOCRATIC SERVICES MANAGER SIMON COPLEY</b>
<b>TITLE OF REPORT:</b>	<b>APPOINTMENT OF AN INDEPENDENT REMUNERATION PANEL</b>
<b>WARDS AFFECTED:</b>	<b>ALL</b>

---

## **EXECUTIVE SUMMARY**

### **1.0 PURPOSE OF REPORT**

- 1.1 To recommend to Council the appointment of an Independent Remuneration Panel to make recommendations about the allowances to be paid to Councillors.

### **2.0 RECOMMENDATIONS**

- 2.1 It is recommended that Council approves:
- (i) that an Independent Remuneration Panel be established in accordance with the Local Authorities (Members' Allowances) (England) Regulations 2003;
  - (ii) that Stuart Green, John Richardson and Sally Ann Smith be appointed to serve on the Independent Remuneration Panel;
  - (iii) the Term of Office for Members of the Panel be until 5 September 2024;
  - (iv) that an allowance of £20 be payable for each meeting.

### **3.0 REASON FOR RECOMMENDATIONS**

- 3.1 To comply with the requirements of the Local Authorities (Members' Allowances) (England) Regulations 2003.

### **4.0 SIGNIFICANT RISKS**

- 4.1 There are no significant risks associated with the appointment of the Independent Remuneration Panel.

### **5.0 POLICY CONTEXT AND CONSULTATION**

- 5.1 Appointing an independent remuneration panel and determining a scheme of allowances is not directly related to the corporate policies or priorities of the Council.

However it is considered that since Parliament requires local authorities to have a Members' Allowance Scheme it is important that the scheme is updated and reviewed when required.

## **REPORT**

### **6.0 REPORT DETAILS**

- 6.1 Regulation 20 of The Local Authorities (Members' Allowances) (England) Regulations 2003 (as amended) requires the District Council to establish an Independent Remuneration Panel to make recommendations to the Council about allowances payable to Members of Ryedale District Council.
- 6.2 The panel shall not include any member who is also a member of an authority in respect of which it makes recommendations or is a member of a committee or sub-committee of such an authority.
- 6.3 A recruitment and selection process has taken place. Following assessment at interview, three applicants are recommended for appointment.
- 6.4 Policy and Resources Committee, at its meeting on 25 July 2019, was advised of the requirement for the Independent Remuneration Panel to review the use of an index for the annual adjustment of allowances and make a recommendation to Full Council.
- 6.5 A meeting of Policy and Resources Committee on 4 July 2019 had also requested the Panel to consider whether an allowance should be paid to the Council's representative on the Police, Fire and Crime Panel.
- 6.6 These matters will be considered by the Panel once appointed.

### **7.0 IMPLICATIONS**

- 7.1 The following implications have been identified:
- a) Financial  
There are no material financial implications of appointing an Independent Remuneration Panel.
  - b) Legal  
None.
  - c) Other (Equalities, Staffing, Planning, Health & Safety, Environmental and Climate Change, Crime & Disorder)  
None.

**Simon Copley**  
**Democratic Services Manager**

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

**Background Papers:**  
None.