



POLICY AND RESOURCES COMMITTEE

Thursday 6 June 2019 at 6.30 pm

Council Chamber, Ryedale House, Malton

Agenda

1 Emergency Evacuation Procedure

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

2 Apologies for absence

3 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.

4 Minutes

(Pages 3 - 4)

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.

PART 'A' ITEMS - MATTERS TO BE DEALT WITH UNDER DELEGATED POWERS OR MATTERS DETERMINED BY COMMITTEE

6 Delivering the Council Plan

(Pages 5 - 18)

7 Appointment of Working Parties and Sub Committees

(Pages 19 - 38)

8 Exempt information

That under Section 100(A)(4) of the Local Government Act 1972 that the public be excluded from the meeting for consideration of Appendix 2 of Item 8 and for consideration of Item 9 as there will be a likely disclosure of exempt information as defined in Paragraph 3 of Part 1 of Schedule 12A of the Act as the information provided relates to the financial or business affairs of any particular person (including the authority holding that information).

9 Malton to Pickering Cycle Route Funding Award (Pages 39 - 62)

10 Affordable Housing (Pages 63 - 76)

11 Livestock Market update (Pages 77 - 80)

12 Any other business that the Chairman decides is urgent. (Pages 81 - 84)

Policy and Resources Committee

Held at Council Chamber, Ryedale House, Malton
on Tuesday 28 May 2019

Present

Councillors Steve Arnold (Vice-Chairman), Burr MBE (Substitute), Delaney, Docwra, Duncan (Chairman), Frank, King, Potter (Substitute), Thackray and Wass

Overview & Scrutiny Committee Observers: Councillors Brackstone and Clark

In Attendance

Tony Galloway, Anton Hodge, Nicki Lishman and Phillip Spurr

Minutes

1 Apologies for absence

Apologies for absence were received from Councillor J Andrews, Councillor Potter substituted and Councillor Riby, Councillor Burr substituted.

2 Declarations of Interest

There were no declarations of interest.

3 Minutes

Decision

That the minutes of the meeting of the Policy and Resources Committee held on 14 March 2019 be approved and signed by the Chairman as a correct record.

Voting record

2 For
8 Abstentions

4 Urgent Business

There were no items of urgent business.

PART 'A' ITEMS - MATTERS TO BE DEALT WITH UNDER DELEGATED POWERS OR MATTERS DETERMINED BY COMMITTEE

5 Draft Revenue Outturn 2018-2019

Decision

That:

- i) The contents of the report be noted;
- ii) Surplus income from Business Rates of £760k be transferred to the Business Rates Equalisation Reserve;

iii) Remaining Surplus Balance of £631k be transferred to the General Reserve, with an endorsement that some amount of this be earmarked for economic development and it be noted that a further report on this will come back to the Committee in due course.

Voting record

8 For

2 Abstentions

6 Any other business that the Chairman decides is urgent.

There being no items of urgent business, the meeting closed at 7.10 pm.



PART A:	MATTERS DEALT WITH UNDER DELEGATED POWERS
REPORT TO:	POLICY AND RESOURCES COMMITTEE
DATE:	6 JUNE 2019
REPORT OF THE:	DEPUTY CHIEF EXECUTIVE
TITLE OF REPORT:	DELIVERING THE COUNCIL PLAN – PROGRESS REPORT
WARDS AFFECTED:	ALL

EXECUTIVE SUMMARY

1.0 PURPOSE OF REPORT

- 1.1 To provide details of progress to Elected Members on Delivering the Council Plan showing the status of key performance indicators comparing actual performance indicators (PIs) against target for the period up to the end of March 2019.

2.0 RECOMMENDATIONS

- 2.1 It is recommended that Members:
- (i) note the progress report and the high number of PIs performing at or above target and,
 - (ii) note the specific actions for the four indicators with either an amber or red status

3.0 REASON FOR RECOMMENDATIONS

- 3.1 To inform Elected Members of progress in delivering the council's objectives and where applicable, identify any specific areas where progress for individual PIs has not been achieved together with further explanation and details of planned management action to address performance. The detailed Delivering the Council Plan Progress Report is attached at Appendix 1.

4.0 SIGNIFICANT RISKS

- 4.1 No significant risks have been identified

5.0 POLICY CONTEXT AND CONSULTATION

- 5.1 The Delivery of the Council Plan Report shows performance across all the Council's Corporate Priorities: Sustainable Growth, Customer and Communities and One Ryedale.

6.0 REPORT DETAILS

- 6.1 The report attached at Appendix 1 shows the status of key performance indicators comparing actual performance indicators (PIs) against target.
- 6.2 There is 1 PI with a red status and 3 with an amber status and the report provides commentary regarding the current position and the steps being taken to improve or examine the indicators as applicable. Following the publication of the last report, the Percentage of Council Tax Collected PI has moved from amber to green status, with the Number of affordable homes delivered PI moving from red to green status.
- 6.3 Officers continue to work on improving the current performance management reporting arrangements to include refreshing and updating targets which will be the subject of a further report to Elected Members as work progresses.

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, Crime & Disorder)
None

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Background Papers:
None

Delivering the Council Plan Overview – Appendix 1

Status	Performance Indicator	Lead Officer
	Standard searches carried out within 10 working days	Angela Jones
	Speed of processing new claims for Council Tax Support	Angela Jones
	% of Non-domestic Rates Collected	Angela Jones
	Customer Complaints resolved within 5 working days	Angela Jones

SUSTAINABLE GROWTH

This Council wants to do all it can to create the conditions for economic success in our area. We also want Ryedale residents to have the skills, opportunities and living conditions that allow them to benefit from a healthy local economy and enjoy a good quality of life. A supply of local labour with the right skills is also essential for our businesses.

To guide our policies, proposals and priorities we monitor our relative performance in terms of the key baseline issues of: Employment and benefit claimant levels, Wage levels, Qualifications and education, Supply of homes (market and affordable) and housing sites. Housing affordability, including fuel poverty, and dealing with homelessness. Where local performance doesn't reflect our ambitions for our economy and communities, we will work with the appropriate partners to seek to address this through the most deliverable means.

To support both our businesses and our communities we also need new homes, particularly affordable homes for local people. We can only influence and seek to facilitate these matters in partnership with others.

In the Housing team, the performance indicators across North Yorkshire have been refreshed in accordance with the Homelessness Reduction Act. The reports and data have been established and a year-end position included in this report.

The Local Plan Sites Document was examined with hearing sessions held in September and October 2018. It is expected that the Inspectors report will be received in May 2019.

CUSTOMERS AND COMMUNITIES

In terms of supporting the growth agenda and by meeting the needs of customers, the Council has continued to determine major planning applications in a timely manner with 100% of major applications determined in time and/or agreed extensions of time.

In addition all application types, including 'Minor' applications (91.7%) and 'Other' applications (91.9%) are exceeding their respective performance target levels for the 2018/19 year

On Standard Searches carried out within 10 working days, the target shows an AMBER status at the end of 2018-19. Measures are in place to improve performance in this area, with extra resources now in place and trained up to cope with demand.

The speed of processing New Claims for Council Tax Support is at AMBER status, with action underway to mitigate the external factors which negatively influence the Council's performance.

Customer complaints resolved within 5 working days shows a RED status at the end of March 2019.

Out of the 60 customer complaints received in 2018/19, 36 were resolved within 5 working days.

Further work is underway to improve the alerts sent to managers to generate quicker responses.

ONE RYEDALE

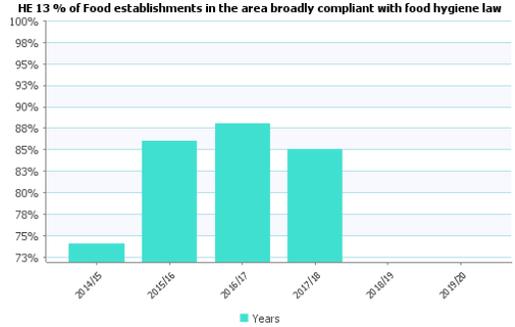
At the end of Q4, the collection rate of Non-Domestic Rates is slightly below target, showing an AMBER status.

FOI response rates have significantly improved, achieving a 93.2% response rate in this quarter against a 90% target, following training of new staff to build resilience in this service area for the future.

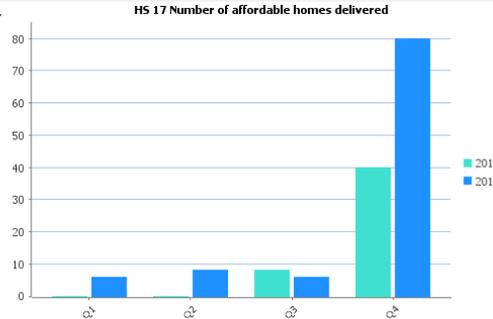
SUSTAINABLE GROWTH

- Promoting a strong economy with thriving business and supporting infrastructure
- Capitalising on our culture, leisure and tourism opportunities
- Managing the environment of Ryedale with partners
- Enabling the provision of housing that meets existing and anticipates future need
- Minimising homelessness, improving the standard and availability of rented accommodation and supporting people to live independently

ENVIRONMENT – GARY HOUSDEN

Traffic Light	Short Name	Latest Note	Latest Actual Result	Latest Target	Last Update	Trend Chart														
	% of Food establishments in the area broadly compliant with food hygiene law	<p>The “broadly compliant” performance Indicator is defined as the percentage of food establishments within the local authority area that are broadly compliant with food law. The assessment is based on a scoring system that is defined in the national Code of Practice. When officers inspect a food business they rate the business with respect to several aspects. Three of those aspects namely the standard of hygiene, the structural standard and the confidence in management are awarded numerical values and if any one of them falls below a prescribed level then the establishment is judged to be non broadly compliant.</p> <p>The 2018/19 annual return is still to be calculated to be submitted to DEFRA by the end of May 2019.</p>	85%	72%	2017/18 result	<p>HE 13 % of Food establishments in the area broadly compliant with food hygiene law</p>  <table border="1"> <caption>Data for Trend Chart: % of Food establishments in the area broadly compliant with food hygiene law</caption> <thead> <tr> <th>Year</th> <th>Percentage</th> </tr> </thead> <tbody> <tr> <td>2014/15</td> <td>74%</td> </tr> <tr> <td>2015/16</td> <td>87%</td> </tr> <tr> <td>2016/17</td> <td>89%</td> </tr> <tr> <td>2017/18</td> <td>85%</td> </tr> <tr> <td>2018/19</td> <td>-</td> </tr> <tr> <td>2019/20</td> <td>-</td> </tr> </tbody> </table>	Year	Percentage	2014/15	74%	2015/16	87%	2016/17	89%	2017/18	85%	2018/19	-	2019/20	-
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2019/20	-																			

HOUSING – PHILLIP SPURR

Traffic Light	Short Name	Latest Note	Latest Actual Result	Latest Target	Last Update	Trend Chart															
New PI	Total number of households approaching Ryedale District Council for assistance	Some low level advice is being provided by Horton through their drop in, therefore not included in the figures. Change of IT system and legislation in April 2018 has led to	479	500	Result for 2018/19																
New PI	Average time spent in temporary accommodation for those owed a main housing duty		141 days	-	Result for 2018/19																
New PI	Average time spent in B&B for those owed a main housing duty		0 days	-	Result for 2018/19																
New PI	Number of households where we were satisfied that they were homeless or at risk of homelessness		190 households	-	Result for 2018/19																
New PI	Number of successful preventions		102	-	Result for 2018/19																
	Number of affordable homes delivered	<p>In 2018/19 the Council completed 100 affordable homes in Ryedale. This was mainly made up of the 61 apartments at the Extra Care development at Bransdale View in Helmsley delivered in Q4, but also included Section 106 schemes in Malton, Helmsley, Sheriff Hutton, Thornton-le-Dale and Rillington.</p> <p>This figure exceeded the Council's annual target of 75 affordable homes, however, over the last three years the total of homes delivered is 192, giving</p>	100	75	Cumulative result for 2018/19 as of Q4 2018/19	 <table border="1"> <caption>HS 17 Number of affordable homes delivered</caption> <thead> <tr> <th>Quarter</th> <th>2017/18</th> <th>2018/19</th> </tr> </thead> <tbody> <tr> <td>Q1</td> <td>0</td> <td>5</td> </tr> <tr> <td>Q2</td> <td>0</td> <td>8</td> </tr> <tr> <td>Q3</td> <td>8</td> <td>5</td> </tr> <tr> <td>Q4</td> <td>40</td> <td>80</td> </tr> </tbody> </table>	Quarter	2017/18	2018/19	Q1	0	5	Q2	0	8	Q3	8	5	Q4	40	80
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Traffic Light	Short Name	Latest Note	Latest Actual Result	Latest Target	Last Update	Trend Chart
		an average of 64 affordable homes per annum.				

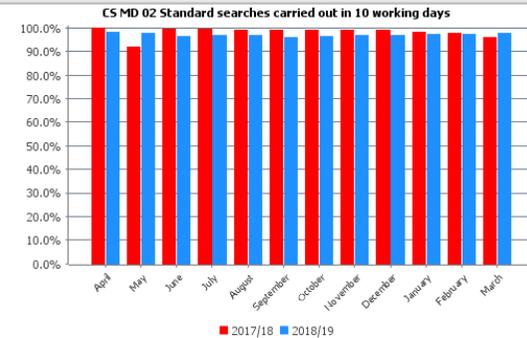
CUSTOMERS AND COMMUNITIES

- Designing all of our services with the customer at the heart of everything we do
- Making the best use of resources to ensure maximum benefit for all customers and communities across the district, particularly the most vulnerable
- Helping our partners to keep our communities safe and healthy
- Supporting communities to identify their needs, plan and develop local solutions and resilience

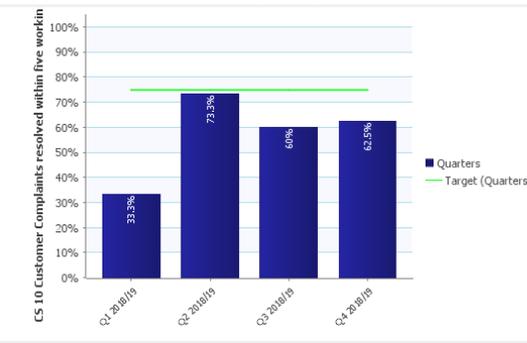
CUSTOMER SERVICES - ANGELA JONES

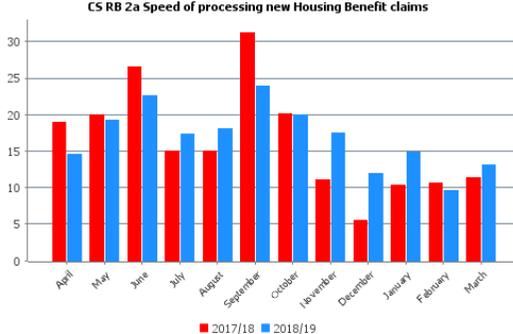
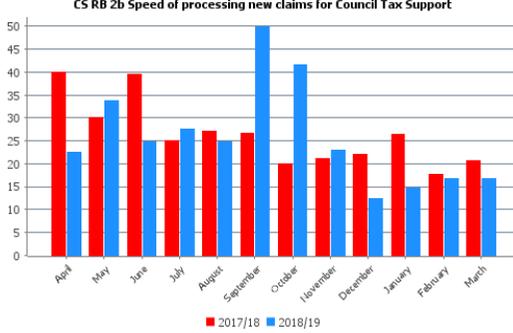
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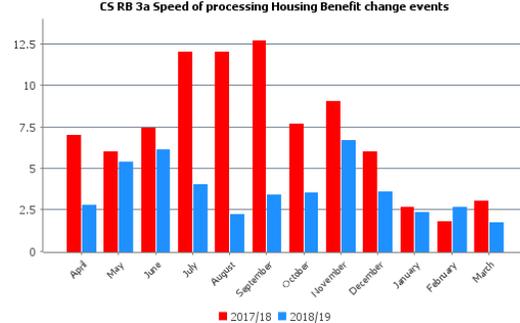
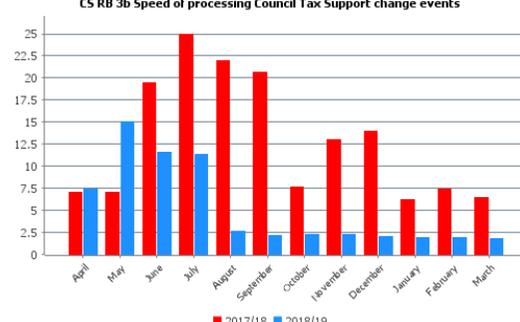
	Standard searches carried out in 10 working days	This indicator has been subject to variations due to staff shortages causing the turnaround times to drop. Additional resources are being sought to address this temporary situation..	96.1%	100.0%	2018/19 result	
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	Customer Complaints resolved within five working days	There has been a dip in response times due to changes in management and recording structures and processes. A more robust system for monitoring of complaints is being introduced.	60%	75%	2018/19 result	
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Traffic Light	Short Name	Latest Note	Latest Actual Result	Latest Target	Last Update	Trend Chart
	Speed of processing new Housing Benefit claims	<p>Performance continues to be under the set target. To maintain and improve performance, staff continue to encourage citizens to provide all the required information at first point of contact so it can be actioned as it is received.</p> <p>To put this in context, the latest available national statistics for the speed of processing this indicator is an average of 20 days.</p>	16.9 days	21 days	Average result for 2018/19 as of March 2019	
	Speed of processing new claims for Council Tax Support	<p>The improved processing performance of the Council Tax Support New Claims is a result of the fully operational automation process in the Northgate system. The indicator is to be split into two further indicators from April 2019 to show the performance of CTS Universal Credit New Claims and CTS Non Universal Credit New Claims (dealt with by Ryedale DC)</p> <p>CTS Non Universal Credit New Claims: 15.26 days CTS Universal Credit New Claims: 27.66 days</p> <p>To put this in context, the latest available statistics for the speed of processing this indicator across North & East Yorkshire is an average of 23.74 days.</p>	25.71 days	25 days	Average result for 2018/19 as of March 2019	

Traffic Light	Short Name	Latest Note	Latest Actual Result	Latest Target	Last Update	Trend Chart																																							
	Speed of processing Housing Benefit change events	<p>Staff continue to encourage citizens to provide all the required information at first point of contact so it can be actioned as soon as it is received.</p> <p>To put this in context, the latest available national statistics for the speed of processing this indicator is an average of 8 days.</p>	3.69 days	12 days	Average result for 2018/19 as of March 2019	<p>CS RB 3a Speed of processing Housing Benefit change events</p>  <table border="1"> <caption>CS RB 3a Speed of processing Housing Benefit change events</caption> <thead> <tr> <th>Month</th> <th>2017/18</th> <th>2018/19</th> </tr> </thead> <tbody> <tr><td>April</td><td>7.0</td><td>3.0</td></tr> <tr><td>May</td><td>6.0</td><td>5.5</td></tr> <tr><td>June</td><td>7.5</td><td>6.0</td></tr> <tr><td>July</td><td>11.5</td><td>4.0</td></tr> <tr><td>August</td><td>12.0</td><td>2.0</td></tr> <tr><td>September</td><td>13.0</td><td>3.5</td></tr> <tr><td>October</td><td>7.5</td><td>3.5</td></tr> <tr><td>November</td><td>9.0</td><td>6.5</td></tr> <tr><td>December</td><td>6.0</td><td>3.5</td></tr> <tr><td>January</td><td>2.5</td><td>2.0</td></tr> <tr><td>February</td><td>1.5</td><td>2.5</td></tr> <tr><td>March</td><td>3.0</td><td>1.5</td></tr> </tbody> </table>	Month	2017/18	2018/19	April	7.0	3.0	May	6.0	5.5	June	7.5	6.0	July	11.5	4.0	August	12.0	2.0	September	13.0	3.5	October	7.5	3.5	November	9.0	6.5	December	6.0	3.5	January	2.5	2.0	February	1.5	2.5	March	3.0	1.5
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	Speed of processing Council Tax Support change events	<p>Staff continue to encourage citizens to provide all the required information at first point of contact so it can be actioned as soon as it is received.</p> <p>The improved performance is a result of the fully operational automation process in the Northgate system.</p> <p>To put this in context, the latest available statistics for the speed of processing this indicator across North & East Yorkshire is an average of 3.69 days.</p>	5.16 days	12 days	Average result for 2018/19 as of March 2019	<p>CS RB 3b Speed of processing Council Tax Support change events</p>  <table border="1"> <caption>CS RB 3b Speed of processing Council Tax Support change events</caption> <thead> <tr> <th>Month</th> <th>2017/18</th> <th>2018/19</th> </tr> </thead> <tbody> <tr><td>April</td><td>7.0</td><td>7.0</td></tr> <tr><td>May</td><td>7.0</td><td>15.0</td></tr> <tr><td>June</td><td>19.5</td><td>11.5</td></tr> <tr><td>July</td><td>24.5</td><td>11.5</td></tr> <tr><td>August</td><td>22.0</td><td>2.5</td></tr> <tr><td>September</td><td>20.5</td><td>2.5</td></tr> <tr><td>October</td><td>7.0</td><td>2.5</td></tr> <tr><td>November</td><td>12.5</td><td>2.5</td></tr> <tr><td>December</td><td>14.0</td><td>2.5</td></tr> <tr><td>January</td><td>6.0</td><td>2.5</td></tr> <tr><td>February</td><td>7.0</td><td>2.5</td></tr> <tr><td>March</td><td>6.0</td><td>2.5</td></tr> </tbody> </table>	Month	2017/18	2018/19	April	7.0	7.0	May	7.0	15.0	June	19.5	11.5	July	24.5	11.5	August	22.0	2.5	September	20.5	2.5	October	7.0	2.5	November	12.5	2.5	December	14.0	2.5	January	6.0	2.5	February	7.0	2.5	March	6.0	2.5
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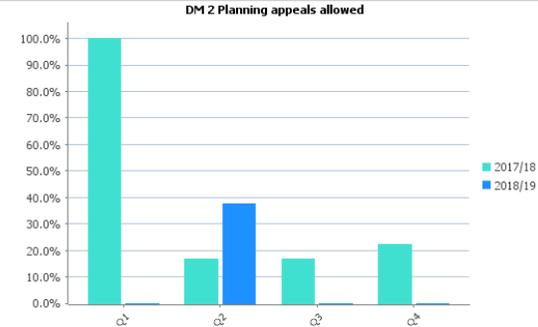
OPERATIONS - BECKIE BENNETT

Traffic Light	Short Name	Latest Note	Latest Actual Result	Latest Target	Last Update	Trend Chart															
🟢	% of Household Waste Recycled	This percentage is an estimate until verified on Waste Data Flow.	21.01%	20.00%	Quarter 4 2018/19 result	<p>55 15 % of Household Waste Recycled</p> <table border="1"> <caption>55 15 % of Household Waste Recycled</caption> <thead> <tr> <th>Year</th> <th>Q1</th> <th>Q2</th> <th>Q3</th> <th>Q4</th> </tr> </thead> <tbody> <tr> <td>2017/18</td> <td>~19.5%</td> <td>~20.5%</td> <td>~22.5%</td> <td>~26.5%</td> </tr> <tr> <td>2018/19</td> <td>~20.5%</td> <td>~19.5%</td> <td>~21.5%</td> <td>21.01%</td> </tr> </tbody> </table>	Year	Q1	Q2	Q3	Q4	2017/18	~19.5%	~20.5%	~22.5%	~26.5%	2018/19	~20.5%	~19.5%	~21.5%	21.01%
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🟢	% of Household Waste Composted	This percentage is an estimate until verified on Waste Data Flow.	24.36%	23.00%	Quarter 4 2018/19 result	<p>55 16 % of Household Waste Composted</p> <table border="1"> <caption>55 16 % of Household Waste Composted</caption> <thead> <tr> <th>Year</th> <th>Q1</th> <th>Q2</th> <th>Q3</th> <th>Q4</th> </tr> </thead> <tbody> <tr> <td>2017/18</td> <td>~32.5%</td> <td>~31.5%</td> <td>~21.5%</td> <td>~8.5%</td> </tr> <tr> <td>2018/19</td> <td>~30.5%</td> <td>~30.5%</td> <td>~27.5%</td> <td>24.36%</td> </tr> </tbody> </table>	Year	Q1	Q2	Q3	Q4	2017/18	~32.5%	~31.5%	~21.5%	~8.5%	2018/19	~30.5%	~30.5%	~27.5%	24.36%
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2018/19	~30.5%	~30.5%	~27.5%	24.36%																	
🟢	Residual household waste - kg per household	<p>This percentage is an estimate until verified on Waste Data Flow.</p> <p>The 2018-19 full year estimate is 450.52 kg/hh</p>	109.60kg/hh	112.50kg/hh	Quarter 4 2018/19 result	<table border="1"> <caption>Residual household waste - kg per household</caption> <thead> <tr> <th>Quarter</th> <th>Actual Result</th> <th>Target</th> </tr> </thead> <tbody> <tr> <td>Q1 2018/19</td> <td>118.10kg/hh</td> <td>112.50kg/hh</td> </tr> <tr> <td>Q2 2018/19</td> <td>113.24kg/hh</td> <td>112.50kg/hh</td> </tr> <tr> <td>Q3 2018/19</td> <td>109.58kg/hh</td> <td>112.50kg/hh</td> </tr> <tr> <td>Q4 2018/19</td> <td>109.60kg/hh</td> <td>112.50kg/hh</td> </tr> </tbody> </table>	Quarter	Actual Result	Target	Q1 2018/19	118.10kg/hh	112.50kg/hh	Q2 2018/19	113.24kg/hh	112.50kg/hh	Q3 2018/19	109.58kg/hh	112.50kg/hh	Q4 2018/19	109.60kg/hh	112.50kg/hh
Quarter	Actual Result	Target																			
Q1 2018/19	118.10kg/hh	112.50kg/hh																			
Q2 2018/19	113.24kg/hh	112.50kg/hh																			
Q3 2018/19	109.58kg/hh	112.50kg/hh																			
Q4 2018/19	109.60kg/hh	112.50kg/hh																			

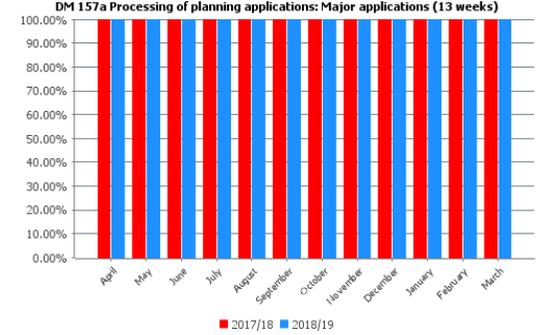
PLANNING - GARY HOUSDEN

Traffic Light	Short Name	Latest Note	Latest Actual Result	Latest Target	Last Update	Trend Chart
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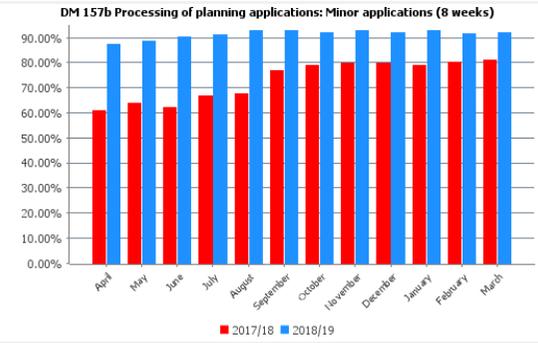
✔	Planning appeals allowed	As with previous years, the overall number of appeals is very low so the performance out turn can be volatile. 2018-19 - 3 out of 15 appeals allowed	20%	33.0%	2018/19 result	
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✔	Processing of planning applications: Major applications (13 weeks)	We are currently performing at 100%, with all 21 major applications received in this year processed within the 13 week time period. Whilst this performance can be volatile due to small numbers, we are currently well above target level of 70%.	100.00%	70.00%	2018/19 result	
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✔	Processing of planning applications: Minor applications (8 weeks)	In the light of the team still operating with a vacancy since April 2018 this is considered to be a remarkably high level of performance. 193 minor applications received during the year.	91.70%	80.00%	2018/19 result	
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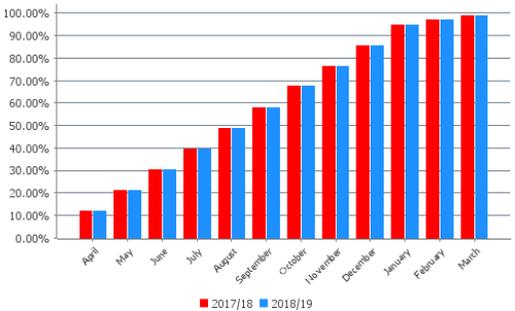
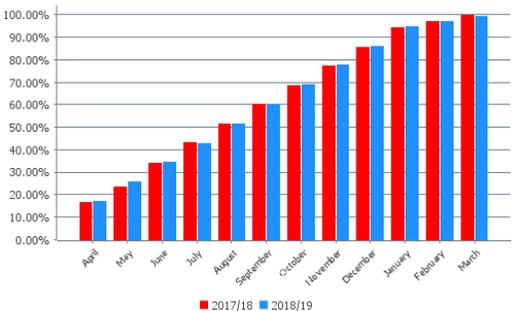


Traffic Light	Short Name	Latest Note	Latest Actual Result	Latest Target	Last Update	Trend Chart																																							
🟢	Processing of planning applications: Other applications (8 weeks)	There is currently a vacancy in the team and we are yet to fully launch the more streamlined way of working for 'other applications' that should also lead to an improvement in application turn around. 344 applications have been received in the year.	91.90%	90.00%	2018/19 result	<p>DM 157c Processing of planning applications: Other applications (8 weeks)</p> <table border="1"> <caption>DM 157c Processing of planning applications: Other applications (8 weeks)</caption> <thead> <tr> <th>Month</th> <th>2017/18 (%)</th> <th>2018/19 (%)</th> </tr> </thead> <tbody> <tr><td>April</td><td>82.00</td><td>88.00</td></tr> <tr><td>May</td><td>85.00</td><td>90.00</td></tr> <tr><td>June</td><td>88.00</td><td>92.00</td></tr> <tr><td>July</td><td>85.00</td><td>90.00</td></tr> <tr><td>August</td><td>82.00</td><td>88.00</td></tr> <tr><td>September</td><td>82.00</td><td>88.00</td></tr> <tr><td>October</td><td>82.00</td><td>88.00</td></tr> <tr><td>November</td><td>85.00</td><td>90.00</td></tr> <tr><td>December</td><td>82.00</td><td>88.00</td></tr> <tr><td>January</td><td>85.00</td><td>90.00</td></tr> <tr><td>February</td><td>85.00</td><td>90.00</td></tr> <tr><td>March</td><td>85.00</td><td>90.00</td></tr> </tbody> </table>	Month	2017/18 (%)	2018/19 (%)	April	82.00	88.00	May	85.00	90.00	June	88.00	92.00	July	85.00	90.00	August	82.00	88.00	September	82.00	88.00	October	82.00	88.00	November	85.00	90.00	December	82.00	88.00	January	85.00	90.00	February	85.00	90.00	March	85.00	90.00
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ONE RYEDALE

- Working together as One Ryedale, members and staff share the PROUD values and behaviours
- Utilising assets in supporting the delivery of priorities
- Developing business opportunities for the council and optimise income
- Building capacity and influencing policy in partnership
- Enabling services through the innovative use of ICT
- Delivering the Towards 2020 programme and anticipating further savings required to 2022

CUSTOMER SERVICES - ANGELA JONES																																													
Traffic Light	Short Name	Latest Note	Latest Actual Result	Latest Target	Last Update	Trend Chart																																							
🟢	% FOI Requests responded to within 20 working days	<p>During 2018/19, 697 out of 741 FOIs received were responded to within 20 working days.</p> <p>The average response time for responding to a Freedom of Information request was 7.50 days.</p>	94.06%	90%	2018/19 result	<p>CS 05 % FOI Requests responded to within 20 working days</p> <table border="1"> <caption>CS 05 % FOI Requests responded to within 20 working days</caption> <thead> <tr> <th>Month</th> <th>2017/18 (%)</th> <th>2018/19 (%)</th> </tr> </thead> <tbody> <tr><td>April</td><td>95.00</td><td>98.00</td></tr> <tr><td>May</td><td>95.00</td><td>98.00</td></tr> <tr><td>June</td><td>85.00</td><td>95.00</td></tr> <tr><td>July</td><td>72.00</td><td>95.00</td></tr> <tr><td>August</td><td>78.00</td><td>92.00</td></tr> <tr><td>September</td><td>75.00</td><td>92.00</td></tr> <tr><td>October</td><td>85.00</td><td>98.00</td></tr> <tr><td>November</td><td>90.00</td><td>98.00</td></tr> <tr><td>December</td><td>80.00</td><td>95.00</td></tr> <tr><td>January</td><td>88.00</td><td>95.00</td></tr> <tr><td>February</td><td>95.00</td><td>98.00</td></tr> <tr><td>March</td><td>95.00</td><td>95.00</td></tr> </tbody> </table>	Month	2017/18 (%)	2018/19 (%)	April	95.00	98.00	May	95.00	98.00	June	85.00	95.00	July	72.00	95.00	August	78.00	92.00	September	75.00	92.00	October	85.00	98.00	November	90.00	98.00	December	80.00	95.00	January	88.00	95.00	February	95.00	98.00	March	95.00	95.00
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	% of Council Tax collected	Since the introduction of legislation to allow ratepayers to pay over 12 months, the in-year collection rate between the months of April to January is generally lower than the year before. This is due to an increase in uptake of those that want to pay over 12 months as opposed to 10 months.	98.81%	98.73%	2018/19 result	<p>CS RB 11 % of Council Tax collected</p>  <table border="1"> <caption>CS RB 11 % of Council Tax collected</caption> <thead> <tr> <th>Month</th> <th>2017/18</th> <th>2018/19</th> </tr> </thead> <tbody> <tr><td>April</td><td>12.00%</td><td>12.00%</td></tr> <tr><td>May</td><td>22.00%</td><td>22.00%</td></tr> <tr><td>June</td><td>30.00%</td><td>30.00%</td></tr> <tr><td>July</td><td>40.00%</td><td>40.00%</td></tr> <tr><td>August</td><td>48.00%</td><td>48.00%</td></tr> <tr><td>September</td><td>58.00%</td><td>58.00%</td></tr> <tr><td>October</td><td>68.00%</td><td>68.00%</td></tr> <tr><td>November</td><td>78.00%</td><td>78.00%</td></tr> <tr><td>December</td><td>88.00%</td><td>88.00%</td></tr> <tr><td>January</td><td>95.00%</td><td>95.00%</td></tr> <tr><td>February</td><td>98.00%</td><td>98.00%</td></tr> <tr><td>March</td><td>98.73%</td><td>98.81%</td></tr> </tbody> </table>	Month	2017/18	2018/19	April	12.00%	12.00%	May	22.00%	22.00%	June	30.00%	30.00%	July	40.00%	40.00%	August	48.00%	48.00%	September	58.00%	58.00%	October	68.00%	68.00%	November	78.00%	78.00%	December	88.00%	88.00%	January	95.00%	95.00%	February	98.00%	98.00%	March	98.73%	98.81%
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	% of Non-domestic Rates Collected	NNDR collection rates/previous year debt levels can be prone to volatile and significant changes due to the value of debt which can be raised when the valuation office agency assess/reassess premises.	99.49%	99.56%	2018/19 result	<p>CS RB 12 % of Non-domestic Rates Collected</p>  <table border="1"> <caption>CS RB 12 % of Non-domestic Rates Collected</caption> <thead> <tr> <th>Month</th> <th>2017/18</th> <th>2018/19</th> </tr> </thead> <tbody> <tr><td>April</td><td>18.00%</td><td>18.00%</td></tr> <tr><td>May</td><td>25.00%</td><td>25.00%</td></tr> <tr><td>June</td><td>35.00%</td><td>35.00%</td></tr> <tr><td>July</td><td>45.00%</td><td>45.00%</td></tr> <tr><td>August</td><td>52.00%</td><td>52.00%</td></tr> <tr><td>September</td><td>60.00%</td><td>60.00%</td></tr> <tr><td>October</td><td>70.00%</td><td>70.00%</td></tr> <tr><td>November</td><td>78.00%</td><td>78.00%</td></tr> <tr><td>December</td><td>85.00%</td><td>85.00%</td></tr> <tr><td>January</td><td>92.00%</td><td>92.00%</td></tr> <tr><td>February</td><td>95.00%</td><td>95.00%</td></tr> <tr><td>March</td><td>99.56%</td><td>99.49%</td></tr> </tbody> </table>	Month	2017/18	2018/19	April	18.00%	18.00%	May	25.00%	25.00%	June	35.00%	35.00%	July	45.00%	45.00%	August	52.00%	52.00%	September	60.00%	60.00%	October	70.00%	70.00%	November	78.00%	78.00%	December	85.00%	85.00%	January	92.00%	92.00%	February	95.00%	95.00%	March	99.56%	99.49%
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PART A:	MATTERS DEALT WITH UNDER DELEGATED POWERS
REPORT TO:	POLICY AND RESOURCES COMMITTEE
DATE:	6 JUNE 2019
REPORT OF THE:	CHIEF EXECUTIVE STACEY BURLET
TITLE OF REPORT:	APPOINTMENT OF WORKING PARTIES AND SUB- COMMITTEES
WARDS AFFECTED:	ALL

EXECUTIVE SUMMARY

1.0 PURPOSE OF REPORT

1.1 To appoint working parties and sub-committees of the Policy and Resources Committee.

2.0 RECOMMENDATION(S)

2.1 It is recommended that:

- (i) The terms of reference for working parties and sub-committees of the Policy and Resources Committee attached at Appendix 1 of this report be approved;
- (ii) That members and substitutes be appointed to working parties and sub-committees of the Policy and Resources Committee based on the suggested allocation of seats set out in Appendix 2.

3.0 REASON FOR RECOMMENDATION(S)

3.1 Working parties allow informal and detailed discussion of specific areas of work, such as budget proposals and financial matters, grant applications and the Constitution, prior to the Policy and Resources Committee considering these items.

3.2 Sub-Committees allow a smaller group of Members to make decisions on often complex and confidential staffing matters.

3.3 The recommendations in this report put arrangements in place for working parties and sub-committees to assist the Policy and Resources Committee in carrying out its duties.

4.0 SIGNIFICANT RISKS

4.1 There are no significant risks associated with the recommendations in this report.

5.0 POLICY CONTEXT AND CONSULTATION

5.1 The membership of sub-committees must be political proportional, under the Local Government & Housing Act 1989.

REPORT

6.0 REPORT DETAILS

6.1 Early each municipal year, in June, the Policy and Resources Committee appoints working parties and sub-committees to support it in carrying out its business. Sub-committees have decision making powers, delegated by the Policy and Resources Committee, and are public meetings (except where it is agreed to move into exempt session), whilst working parties are advisory private meetings and can only make recommendations back to the Policy and Resources Committee for consideration. This is summarised in the table below. As these are discretionary bodies, which have to be appointed each year, there are no terms of reference included in the Constitution.

Sub-Committees	Working Parties
Have decision making powers, delegated by the Policy and Resources Committee	Are advisory and can only make recommendations back to the Policy and Resources Committee for consideration
Are public meetings (except where it is agreed to move into exempt)	Are private meetings

6.2 At its meeting on 14 March 2019, the Policy and Resources Committee agreed written terms of reference for its working parties and sub-committees. This was intended to provide clarity regarding the roles of these meetings for both Members and officers.

6.4 These terms of reference for the working parties and sub-committees are attached as Appendix 1 and need to be approved again as part of the process of appointing these bodies for the new municipal year.

6.5 Appointments of member and substitutes to the working parties and sub-committees also required approval and a suggested allocation of seats is set out in Appendix 2.

7.0 IMPLICATIONS

7.1 The following implications have been identified:

- a) Financial
There are no financial implications, other than expenses which may be claimed by Members for attendance at these meetings.
- b) Legal
The legal implications in relation to the Local Government & Housing Act 1989 are set out above.

- c) Other (Equalities, Staffing, Planning, Health & Safety, Environmental and Climate Change, Crime & Disorder)
There are no staffing implications, other than the requirement to support and attend these meetings.

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

Background Papers:
None

Background Papers are available for inspection at:
Not applicable.

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TERMS OF REFERENCE: RESOURCES WORKING PARTY

MEMBERSHIP:

The size and membership is determined by the Policy and Resources Committee.

[Note: Political Groups may wish to consider appointing the same Members to the Resources Working Party as to the Policy and Resources Committee.]

FUNCTIONS:

- (i) To receive financial management information and monitor the Council's revenue and capital budgets;
- (ii) To make recommendations to the Policy and Resources Committee on matters relating to the Council's financial position and other resources matters;
- (iii) To provide views to officers, if requested, on potential items of business for the Policy and Resources Committee, which relate to finance, assets, resources, reserves management, performance management and policy formulation.

CALLING OF MEETINGS:

The provisions of the Committee Procedure Rules in the Council's Constitution apply to the calling of meetings.

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TERMS OF REFERENCE: GRANTS WORKING PARTY

MEMBERSHIP:

The size and membership is determined by the Policy and Resources Committee.

FUNCTIONS:

To make recommendations to the Policy and Resources Committee on:

- (i) Community grants
- (ii) Flood grants
- (iii) Section 106 grants
- (iv) Any other community based grants

CALLING OF MEETINGS:

The provisions of the Committee Procedure Rules in the Council's Constitution apply to the calling of meetings.

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TERMS OF REFERENCE: CONSTITUTION WORKING PARTY

MEMBERSHIP:

The size and membership is determined by the Policy and Resources Committee.

FUNCTIONS:

To review and make recommendations to the Policy and Resources Committee on any proposed changes to the Constitution.

CALLING OF MEETINGS:

The provisions of the Committee Procedure Rules in the Council's Constitution apply to the calling of meetings.

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TERMS OF REFERENCE: APPEALS PANEL SUB-COMMITTEE

MEMBERSHIP:

The size and membership is determined by the Policy and Resources Committee.

The membership must comply with political proportionality requirements under the Local Government & Housing Act 1989.

FUNCTIONS:

To consider and determine any staff appeals against dismissal under the Council's disciplinary, capability and attendance policies.

CALLING OF MEETINGS:

The provisions of the Committee Procedure Rules in the Council's Constitution apply to the calling of meetings.

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TERMS OF REFERENCE: CORPORATE PEER CHALLENGE IMPROVEMENT PLAN WORKING PARTY

MEMBERSHIP:

The size and membership is determined by the Policy and Resources Committee.

FUNCTIONS:

To review progress on the Corporate Peer Challenge Improvement Plan and recommend any actions required to the Policy and Resources Committee.

CALLING OF MEETINGS:

The provisions of the Committee Procedure Rules in the Council's Constitution apply to the calling of meetings.

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TERMS OF REFERENCE: APPOINTMENTS SUB-COMMITTEE

MEMBERSHIP:

The size and membership is determined by the Policy and Resources Committee.

The membership must comply with political proportionality requirements under the Local Government & Housing Act 1989.

FUNCTIONS:

To deal with all matters relating to senior management contracts except those reserved to Full Council, including:

- (i) Recruitment and appointment
- (ii) Pay and performance
- (iii) Grievances
- (iv) Appointment of the Panel to consider any disciplinary action, under the Officer Employment Procedure Rules in the Council's Constitution.

To make recommendations to Full Council on any matters relating to senior management contracts reserved to Full Council.

CALLING OF MEETINGS:

The provisions of the Committee Procedure Rules in the Council's Constitution apply to the calling of meetings.

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TERMS OF REFERENCE: SENIOR MANAGEMENT CONTRACTS WORKING PARTY

MEMBERSHIP:

The size and membership is determined by the Policy and Resources Committee.

FUNCTIONS:

To discuss and make recommendations, to either the Policy and Resources Committee or the Appointments Sub-Committee, on all matters relating to senior management contracts, including:

- (i) Recruitment and appointment
- (ii) Pay and performance
- (iii) Grievances
- (iv) Appointment of the Panel to consider any disciplinary action, under the Officer Employment Procedure Rules in the Council's Constitution.

CALLING OF MEETINGS:

The provisions of the Committee Procedure Rules in the Council's Constitution apply to the calling of meetings.

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To make appointments to the following Working Parties/Sub-Committees for the ensuing year, until such time as new appointments are made, as follows:

Senior Management Contracts Working Party / Appointments Sub-Committee

2 Conservative Members:

Substitutes:

1 Ryedale First Independent Member:

Substitutes:

1 Liberal Member:

Substitutes:

1 Independent Member:

Substitutes:

1 Liberal Democrat:

Substitutes:

Resources Working Party

The same membership as the Policy and Resources Committee

Grants Working Party

2 Conservative Members:

Substitutes:

1 Ryedale First Independent Member:

Substitutes:

1 Liberal Member:

Substitutes:

1 Independent Member:

Substitutes:

Sub Committee – Appeals Panel

3 named Members:

Conservative:

Ryedale First Independent:

Other:

In the absence of any of these Members, the panel to consist of 3 Members (1 Conservative, 1 Ryedale First Independent, 1 Other) to be appointed by the Chief Executive in consultation with the Chairman of Policy and Resources, or in the Chairman's absence, the Vice Chairman. The panel to meet as and when required.

Constitution Working Party

Chairman of Council and Group Leaders.

Corporate Peer Challenge Improvement Plan Working Party

To be the same membership as the Resources Working Party.

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PART A:	MATTERS DEALT WITH UNDER DELEGATED POWERS
REPORT TO:	POLICY AND RESOURCES COMMITTEE
DATE:	06 JUNE 2019
REPORT OF THE:	PROGRAMME DIRECTOR FOR ECONOMIC DEVELOPMENT, BUSINESS & PARTNERSHIPS PHILLIP SPURR
TITLE OF REPORT:	MALTON TO PICKERING CYCLE ROUTE: FUNDING AWARD
WARDS AFFECTED:	AMOTHERBY, MALTON, NORTON EAST, NORTON WEST, PICKERING EAST, PICKERING WEST

EXECUTIVE SUMMARY

1.0 PURPOSE OF REPORT

- 1.1 To inform Members that, following the successful submission bid for funding, the Council has received an offer of funding for the implementation of the Malton to Pickering Cycle Route and to seek the necessary authority to proceed to implementation.

2.0 RECOMMENDATION(S)

- 2.1 It is recommended that Members:

(i) authorise officers to accept the funding offer and to enter into a funding agreement with the Rural Payments Agency

(ii) approve the procurement of consultants and contractors to deliver the project

3.0 REASON FOR RECOMMENDATION(S)

- 3.1 The Council has received a grant offer of over £628k to deliver this project. Members previously approved the Council acting as the applicant for this funding and lead organisation for subsequent implementation, as well as funding for detailed project development work.

- 3.2 Acceptance of the funding and implementation of the project will enhance the cycling provision for residents and tourists, encouraging greater uptake of physical activity with consequent improvements to public health. It is also likely to contribute towards reduced congestion and carbon emissions and therefore have a positive impact in relation to climate change.

- 3.3 Officers have worked closely with Ryedale Cycle Forum, North Yorkshire Council, Sustrans and consultants (WSP) for over a year to develop the detailed project proposals which were the subject of this funding bid. Failure to accept the funding on offer is likely to have a negative reputational impact on the Council and could make it

more difficult to secure such funding in the future.

4.0 SIGNIFICANT RISKS

4.1 By accepting the offer of funding and entering into the funding agreement, the Council is committing itself to the terms and conditions of the grant funding. This would mean that:

- The Council would be responsible for any cost increases. This risk will be mitigated by appointing consultants who will use cost management measures throughout the construction process.
- Errors in grant claims could lead to penalties being applied. This risk could be mitigated by ensuring that staff resources to the project to ensure that the risk of errors is minimised.

4.2 Successful implementation of this project will require the investment of a significant amount of officer time, particularly from:

- the economic development service relating to overall project management and administration, including appointment and management of consultants, procurement, selection and management of contractors, liaison with NYCC Highways and Rights of Way teams, compiling and submitting grant claims and project monitoring reports; and
- the finance service – particularly the provision of detailed financial information and evidence to support grant claims.

4.3 Unless additional staff resources are secured to support project implementation there is a significant risk that this will impact upon the ability to undertake other key tasks or deliver other priority initiatives.

5.0 POLICY CONTEXT AND CONSULTATION

5.1 The proposed project contributes directly to delivery of the following Council Priorities:

- Sustainable Growth - in particular "Promoting a strong economy with thriving business and supporting infrastructure" and "Capitalising on our culture, leisure and tourism opportunities"
- Customers and Communities - "helping our partners to keep our communities safe and healthy" and "supporting communities to identify their needs, plan and develop local solutions and resilience"

5.2 It also contributes to the Ryedale Economic Action Plan 2016 - 2020 Priority 5 - Connected Economy under the Priority Project "Enhanced communication links including cycle, high speed broadband and mobile phone connectivity"

5.3 The project is fully in accordance with the recommendations outlined in the Councils Scrutiny Review into Climate Change as adopted by Council (11 April 2019) and in particular recommendation under 3d "Foster the use of alternatives to fossil fuels for travel through promotion of public transport, walking and cycling."

5.4 Consultation on the draft Feasibility Report was undertaken in May 2015 with Ward Members, County Councillors and Parish Councils representing those areas through, which the proposed cycle route passes, as well as with the Local Access Forum. Consultation responses have been considered and incorporated into revised proposals where appropriate. Follow-up consultation was undertaken by consultants during April 2018 on more detailed proposals following initial project development prior to finalising proposals.

- 5.5 Responses to the above consultations were supportive but also highlighted a need to ensure that the needs of horse riders were considered. The original feasibility study proposed that new off-road sections of the route would be of sealed surface tarmac construction, however, feedback identified that this construction would not be suitable for the many existing equestrian users. These concerns have been addressed in developing the detailed scheme designs and the off-road bridleway sections will now be upgraded to a good quality crushed stone surface, instead of sealed surface tarmac, to address this concern. Feedback from the NYCC Rights of way team is that this construction is also easier and cheaper to maintain.

REPORT

6.0 REPORT DETAILS

Background

- 6.1 Members approved funding towards a feasibility study into this project in 2014 and, subsequently, approved funding of up to £75k for the costs of project development work and for the Council to act as applicant and lead partner for subsequent implementation of the project (*Council 12 Oct 2017, Minute 45 referring to P&R 21 Sept 2017, Minute 27*).
- 6.2 Following the above approval officers also secured a contribution of £15,000 from NYCC towards project development costs, resulting in a total budget for project development costs and ineligible costs of £90,000.
- 6.3 To date the Council has expended approximately £46k on project development leaving approximately £44k available to cover the costs of further project development and ineligible costs. At this stage it is not anticipated that this budget will be exceeded.
- 6.4 Project development has been overseen by a project steering group incorporating representatives from:
- RDC (lead partner and client)
 - Ryedale Cycle Forum
 - NYCC Highways Area Office
 - NYCC Public Rights of Way team
 - Sustrans
- 6.5 The project constitutes works to quiet country roads and bridleways, including drainage and signage, between Malton and Pickering. Off road sections will be excavated and resurfaced with appropriate materials to ensure a robust and easily maintainable surface which is suitable and accessible for the widest range of route users. Highway sections will be brought up to a standard suitable to be signed as a cycle route, including repairing and resurfacing as necessary. **Plans at Appendix 1.**

Project Development

- 6.6 Officers developed a project brief in consultation with the Steering Group and WSP were then appointed by the Council, via NYCC's consultancy framework contract, to undertake project development work. WSP completed the detailed designs and cost estimates which have been included in the Full Business Case submitted to the Rural Payments Agency (RPA) as a bid for funding from the Rural Development Programme for England (RDPE).
- 6.7 The original project proposal was to develop a cycle route between Malton and Pickering, on existing roads and bridleways, which would become part of the National Cycle Network (or NCN). During detailed project development work, it became

apparent that it would not be possible to design the scheme to meet the NCN standards for the following two stretches of the route:

- i) Great Habton Road – Kirby Misperton – particularly if this section becomes busier with heavy vehicles from the KM8 fracking site.
- ii) Kirby Misperton to Lendales Lane (east of Kirby Misperton).

6.8 The main concern relates to the potential for conflict between cyclists and motor vehicles given that these are de-limited 60mph stretches of road. Sustrans current guidance currently states that National Cycle Network (NCN) Routes “**should be suitable for use by a novice adult cyclist, a family with young children, or a sensible unaccompanied 12 year old**”. It is understood that Sustrans are currently undertaking a review of their NCN Guidance and it is anticipated that the requirements to meet NCN Standards are, if anything, likely to become stricter.

6.9 Despite the best efforts of officers to seek a compromise solution to enable the route to be classed as NCN (which inevitably resulted in some delays to project development), this has not been possible within the set timescales of the RDPE funding availability and as such the funding bid highlighted that this was the case and included the following statement:

“Further work is therefore required to identify and develop a deliverable alternative to this section of route. This will involve local negotiation to secure access to 3rd party land and resolving this will, unfortunately, be beyond the timescales of the current funding opportunity. As a result this stretch of the route will not now meet NCN standards as part of this project.

The project steering group have, however, decided to progress with this application to deliver **all other sections of the route**, as this will still result in a major improvement in cycling and tourism infrastructure for the District.

Ryedale Cycle Forum will continue with the necessary discussions, negotiations and investigations to secure an alternative solution for this section of route that will ensure that it is suitable for young families. This will be delivered as soon as possible subject to reaching agreement with landowners and securing the necessary funding for implementation. Once achieved then the whole route can have NCN status.”

6.10 Should the KM8 fracking site become operational, the related Community Fund may provide a suitable source of funding for further project enhancement or alternative off-road route development.

6.11 The project steering group and Ryedale Cycle Forum will continue to explore options for further route enhancements, including off-road options, which could help the route to meet NCN standards. It is proposed that some of the remaining project development budget will be used to support this process. At this stage, it is therefore not certain that the route will become part of the National Cycle Network, however, the route will still represent a significant improvement to cycling infrastructure in the District.

6.12 Further discussions are also required to finalise agreement a specific section of route around a farm north east of Kirby Misperton. Initial meetings have been held with the farmer where the route would benefit from diversion of the existing bridleway away from an operational farmyard. Discussions have been positive as diversion of the route would be of mutual benefit to users of the route and to the farmer (it would reduce the risk of conflicts resulting from users passing through an operational farmyard). Officers would then seek the formal diversion of the existing bridleway to avoid the farmyard. It is worth stressing, however, that an enhanced cycle route could still be

delivered even if the diversion is not agreed – the route would simply follow the line of the existing route through the farmyard. Whilst this would not be ideal, it would still enable a significant improvement on existing provision to be implemented.

Offer of Funding

- 6.13 Officers received an offer of funding totalling £628,219.73 on 22 May 2018. The offer is open up until 2 July 2018 and so, if the Members would like the Council to pursue this opportunity, the Council must accept the offer and return a signed grant agreement by that date otherwise the offer will automatically lapse. The letter is attached at **Appendix 2 (exempt)**.

Proposals for procurement

- 6.14 The proposed work will take place on the NYCC's highways and rights of way network and it is therefore essential that the County Council are satisfied that the consultants and contractors are suitably qualified and experienced. It is therefore proposed to appoint consultants and contractors using the County Council's appropriate framework contracts.

7.0 IMPLICATIONS

- 7.1 The following implications have been identified:

a) Financial

The Council will be responsible for any cost increases incurred on the project.

Failure to comply with grant conditions, failure to submit grant claims in accordance with instructions or by the specified deadline, and any errors in the grant claims could result in penalties being applied. This could result in grant claims being delayed, reduced, withheld or rejected.

If the Council breaches the terms of the funding agreement then the RPA could demand repayment of the grant, which would then be treated as a debt owing by the Council to the RPA.

The grant funding will be paid in arrears following submission of fully evidenced grant claims, to be submitted at three set points during the project. This means that the Council will need to stand the project cash flow between initial project expenditure and the grant being paid following submission of grant claims.

b) Legal

The Council would have to comply with all grant conditions as set out in the grant offer letter and terms and conditions.

It is expected that the Council will need to prepare and enter into a Section 278 agreement to enable us to undertake roads on NYCC's highway network.

Legal agreements will be required with consultants/contractors.

The Council will not take on any additional long term maintenance liability for the proposed cycle route – maintenance would continue to be the responsibility of NYCC.

c) Other

- Staffing - Successful implementation of this project will require the investment of a significant amount of officer time, particularly from:

- i) the economic development service relating to overall project management and administration, including appointment and management of consultants, procurement, selection and management of contractors, liaison with NYCC Highways and Rights of Way teams, compiling and submitting grant claims and project monitoring reports; and
 - ii) the finance service – particularly the provision of detailed financial and evidence to support grant claims.
- Delivery of the project will have a positive effect upon:
 - i) Equality – by making more of the proposed route available for those with disabilities;
 - ii) The environment – by encouraging greater uptake of non-motorised forms of transport and providing greater opportunities for physical recreation the project will contribute towards a reduction in congestion and improved air quality;
 - iii) Climate change – as above, the project will encourage greater uptake of non-motorised forms of transport with a resulting reduction in carbon emissions.

8.0 NEXT STEPS

8.1 Should the recommendations of this report be adopted the next steps will be to progress the project implement the cycle route project including:

- Accept offer letter and enter into funding agreement
- Procurement and appointment of consultants and contractors (most likely using pre-tendered NYCC framework contracts)
- Progress discussions with landowner regarding diversion of bridleway
- Progress formal diversion process for bridleway
- Develop marketing strategy for route
- Plan and hold a programme of business engagement workshops to identify how local businesses can maximise opportunities arising from the route

Phillip Spurr

Programme Director Economic Development, Business & Partnerships

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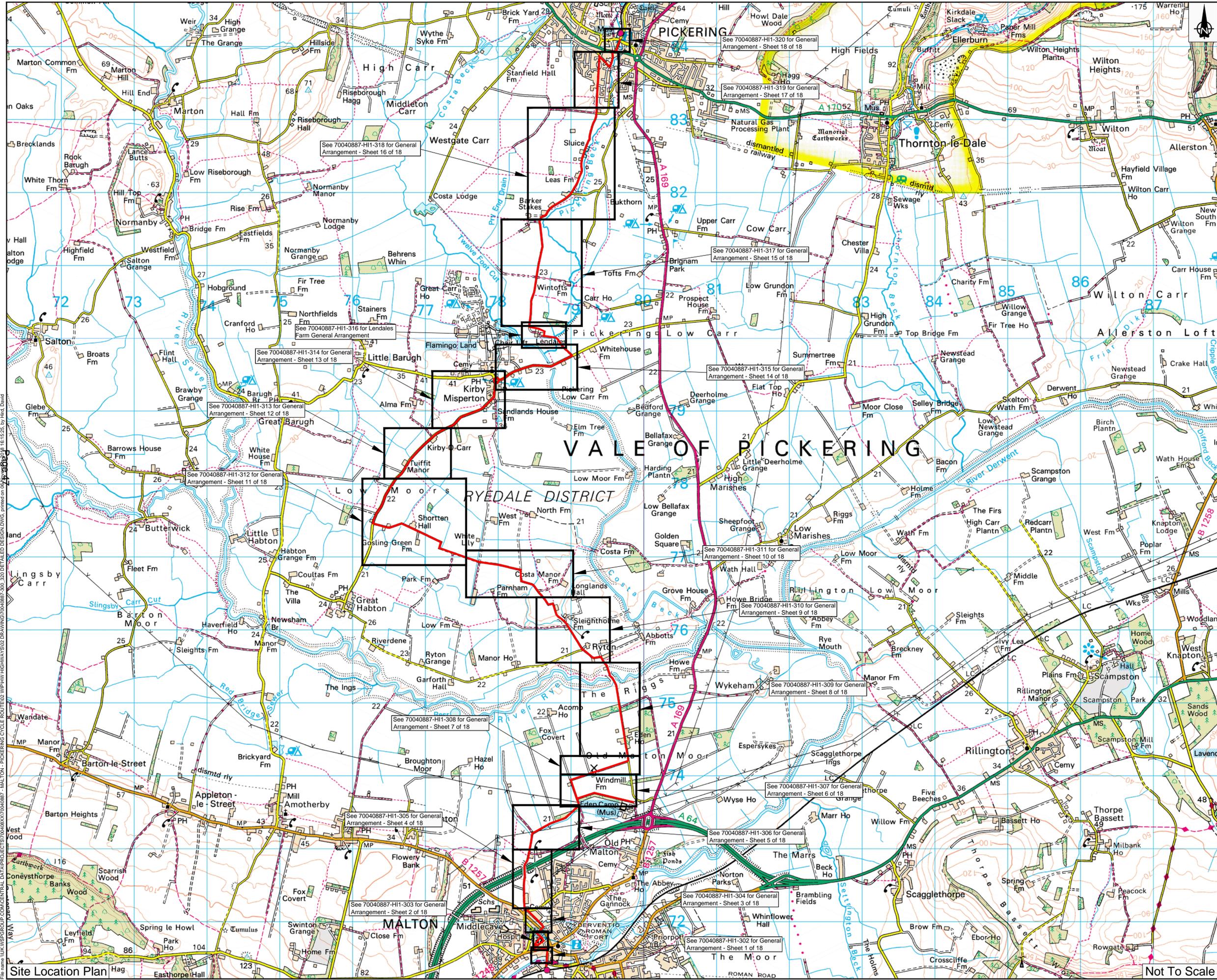
Background Papers:

Include any referenced papers

Background Papers are available for inspection at:

- [Scrutiny Review on Climate Change \(21 March 2019, Minute 103\)](#)
- [Council Approval to project development recommendations, 12 Oct 2017 – Minute 45 \(referring to below P&R recommendations\)](#)
- [Policy & Resources Minutes 21st Sept 2017 – see Minute 27 relating to project](#)

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- Notes:
- This drawing is to be read in conjunction with all the contract documentation, appendices and the following drawings:-
 - 70040887-HI1-301 - Location Plan
 - 70040887-HI1-302 - General Arrangement. Sheet 1 of 18
 - 70040887-HI1-303 - General Arrangement. Sheet 2 of 18
 - 70040887-HI1-304 - General Arrangement. Sheet 3 of 18
 - 70040887-HI1-305 - General Arrangement. Sheet 4 of 18
 - 70040887-HI1-306 - General Arrangement. Sheet 5 of 18
 - 70040887-HI1-307 - General Arrangement. Sheet 6 of 18
 - 70040887-HI1-308 - General Arrangement. Sheet 7 of 18
 - 70040887-HI1-309 - General Arrangement. Sheet 8 of 18
 - 70040887-HI1-310 - General Arrangement. Sheet 9 of 18
 - 70040887-HI1-311 - General Arrangement. Sheet 10 of 18
 - 70040887-HI1-312 - General Arrangement. Sheet 11 of 18
 - 70040887-HI1-313 - General Arrangement. Sheet 12 of 18
 - 70040887-HI1-314 - General Arrangement. Sheet 13 of 18
 - 70040887-HI1-315 - General Arrangement. Sheet 14 of 18
 - 70040887-HI1-316 - Lendales Farm General Arrangement
 - 70040887-HI1-317 - General Arrangement. Sheet 15 of 18
 - 70040887-HI1-318 - General Arrangement. Sheet 16 of 18
 - 70040887-HI1-319 - General Arrangement. Sheet 17 of 18
 - 70040887-HI1-320 - General Arrangement. Sheet 18 of 18
 - 70040887-WSP-C-DS01-DS72 - Sign Schedules
 - 70040887-WSP-R-WS01-CS06 - Sign Schedules

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REV	DATE	BY	DESCRIPTION	CHK	APP

DRAWING STATUS: **S0 - WORK IN PROGRESS**



Dale House, Mount View, Standard Way Business Park,
Northalerton, DL6 2YD, UK
wsp.com



PROJECT: **Malton - Pickering Cycle Route**

TITLE: **General Arrangement Location Plan**

SCALE @ AT: As Shown	CHECKED: CD	APPROVED: DJM
PROJECT NO: 70040887-HA1	DRAWN: DMH	DATE: August 2018

DRAWING NO: **70040887-HI1-301** REV: **0**

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File Name: LUKVISOGROUP\CENTRAL DATA\PROJECTS\70040887-MALTON-PICKERING CYCLE ROUTE\02 MIP\PHU HIGHWAYS\02 DRAWINGS\70040887-301-GENERAL ARRANGEMENT LOCATION PLAN.dwg, 16/12/2018 16:12:25 by: Haha, David

Site Location Plan

Not To Scale

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Proposed Malton - Pickering Cycle Route (showing direct links with key tourism assets and existing cycle routes)

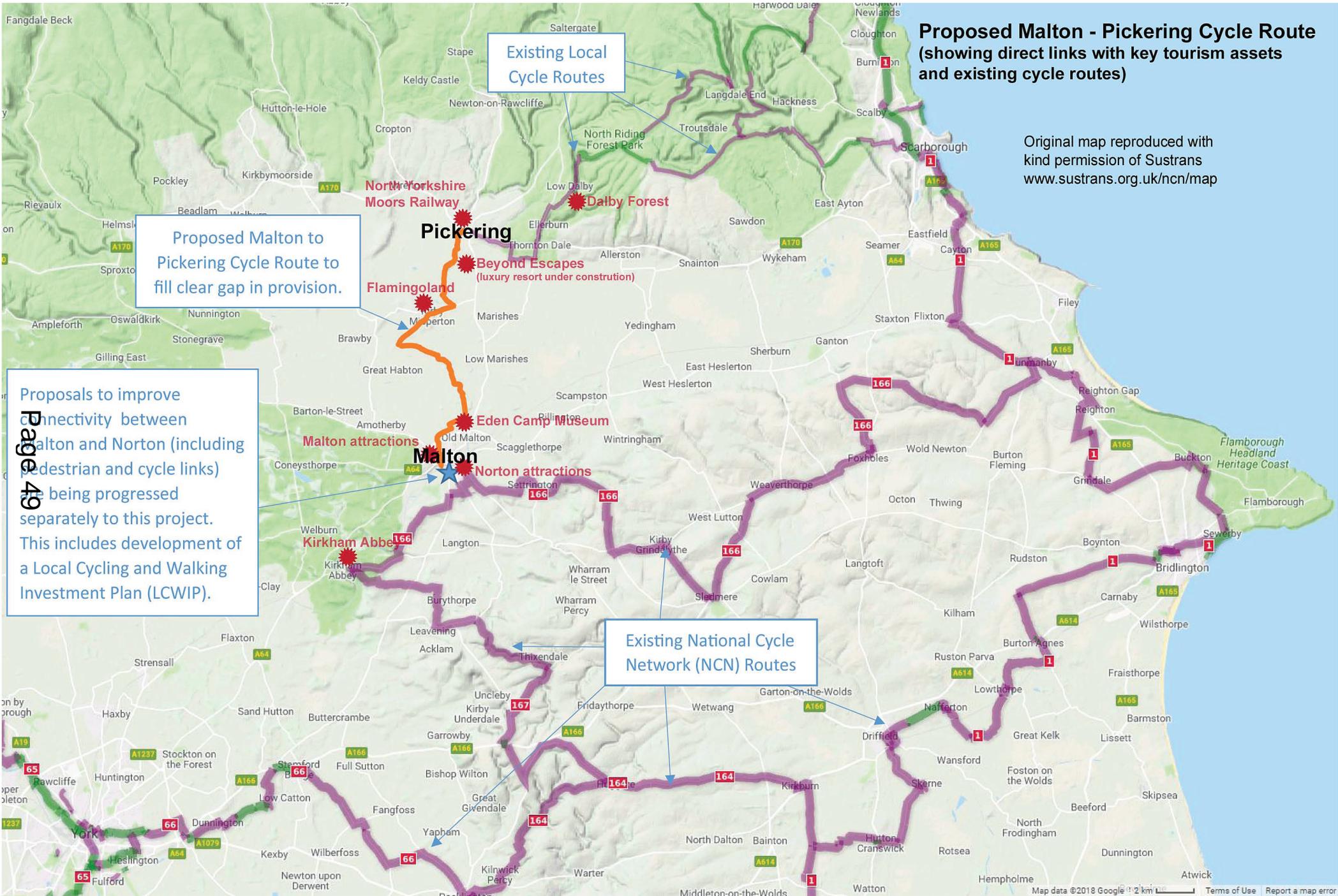
Original map reproduced with kind permission of Sustrans
www.sustrans.org.uk/ncn/map

Existing Local
Cycle Routes

Proposed Malton to
Pickering Cycle Route to
fill clear gap in provision.

Proposals to improve
connectivity between
Malton and Norton (including
pedestrian and cycle links)
being progressed
separately to this project.
This includes development of
a Local Cycling and Walking
Investment Plan (LCWIP).

Existing National Cycle
Network (NCN) Routes



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By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

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PART A:	MATTERS DEALT WITH UNDER DELEGATED POWERS
REPORT TO:	POLICY AND RESOURCES COMMITTEE
DATE:	06 JUNE 2019
REPORT OF THE:	PROGRAMME DIRECTOR FOR ECONOMIC DEVELOPMENT, BUSINESS & PARTNERSHIPS PHILLIP SPURR
TITLE OF REPORT:	MALTON LIVESTOCK MARKET – UPDATE
WARDS AFFECTED:	ALL

EXECUTIVE SUMMARY

1.0 PURPOSE OF REPORT

- 1.1 The purpose of this report is to inform Members of the feasibility work undertaken to date on proposals for the future of the Malton Livestock Market, and to highlight the need for further work to be completed to determine the preferred way forward.

2.0 RECOMMENDATION(S)

- 2.1 It is recommended that Members:

(i) note the feasibility work completed to this point

(ii) agree for additional work to be undertaken (as set out at s.7.3), advise Officers upon any further assessments that may be required, and agree that a further report to be brought back to Policy & Resources Committee for consideration as soon as possible

3.0 REASON FOR RECOMMENDATION(S)

- 3.1 The Malton Livestock Market is the last surviving livestock market in Ryedale and for many decades has been central to the district's economy, cultural heritage and identity. It is clear, however, that the existing facility is increasingly not fit for purpose and that a decision needs to be taken upon the market's long term future.

- 3.2 At its meeting in July 2018 Planning & Resources Committee resolved (Minute 21):

That the Council approves in principle to lead the development of a relocated Livestock Market for Ryedale conditional upon:

- a) the preparation of a business case for the new Malton Livestock Market and
- b) the preparation of a detailed specification for the new Malton Livestock Market, to include additional facilities to support sustainability and deliver a return to the Council and a revised cost plan based upon this.

That £150,000 to be made available to support the development of a business case, specification and procurement exercise for the preferred Option

- 3.3 Subsequent to this, it was agreed at P&R Committee in November 2018 (Minute 49) to recommend to Full Council that £50,000 be made available to commission a two stage independent options appraisal identifying a preferred option for the relocation of the livestock market. This recommendation was agreed by Full Council in December 2018 (Minute 50), with agreement that the options appraisal should consider a food hub, including abattoir.
- 3.4 Align Property Partners were commissioned to undertake this options work, completing two reports – a Phase 1 Options Appraisal (completed March 2019) and a Phase 2 Business Case (completed April 2019) which recommended that the Council supports a relocation of the livestock market to Eden Camp Business Park.
- 3.5 This report summarises the key findings of the Align work, seeks views from Members upon the project and recommends that additional work is undertaken, with a further report brought back to this Committee at the earliest possible opportunity.

4.0 SIGNIFICANT RISKS

- 4.1 The Malton Livestock Market is greatly valued by the local farming and wider community. Its presence in Ryedale provides a focus for the sale and purchase of livestock, helping to reduce food miles and encouraging the trend towards local food production. It is a key element in Ryedale's land economy and it provides a social focus for the farming community and wider Ryedale population.
- 4.2 As set out in detail in the Policy & Resources Committee report of July 2018 a functioning and successful livestock market aligns with the Council Priority to promote Sustainable Growth, Local Plan strategy objectives around jobs, businesses and the land-based economy, and the Ryedale Economic Action Plan objective of developing Eden Camp Business Park as a centre for agri-business.
- 4.3 If no sustainable forward strategy is identified for the livestock market shortly there is a possibility that the current short-term lease arrangements will be terminated and the market closes with all of the associated economic, social and reputational risks that this could bring to Malton, Ryedale and the Council.
- 4.4 The proposed way forward identified in the Align reports of a relocation of the livestock market identifies the need for significant financial investment from the Council and a key role for RDC in future governance arrangements.
- 4.5 Given the scale of any potential Council investment in building and managing the asset going forward financial due diligence is critical to inform any future decision. Further due diligence work is required on this issue, together with additional work on potential governance arrangements.

5.0 POLICY CONTEXT AND CONSULTATION

- 5.1 The policy context is as briefly outlined above.
- 5.2 Significant consultation has already been undertaken upon this issue – both with the Policy & Resources Committee (July 2018) and by Align Property Partners in the production of their two reports (see s.5 of the Phase 1 Options Appraisal report for consultation details).

REPORT

6.0 REPORT DETAILS

6.1 Background

- 6.2 In July 2018 a report was presented to Policy & Resources Committee on the future of

the livestock market, with the report noting that planning permission was granted in March 2015 for a new livestock market and associated commercial development at land off Edenhouse Lane, Old Malton (ie. Eden Camp Business Park).

6.3 The Policy & Resources Committee report considered three options for the future of the livestock market – a ‘Do Nothing’ Option and two redevelopment options at Eden Camp Business Park - Option 1, a livestock market-only development requiring an estimated capital contribution from the council of £2.2m; and Option 2, a livestock market and ancillary development at Eden Camp BP requiring an estimated Council contribution of £3.2m.

6.4 Policy & Resources Committee resolved in July 2018 (Minute 21) to support the livestock market and ancillary development option (Option 2) agreeing:

That the Council approves in principle to lead the development of a relocated Livestock Market for Ryedale conditional upon:

- a) the preparation of a business case for the new Malton Livestock Market and
- b) the preparation of a detailed specification for the new Malton Livestock Market, to include additional facilities to support sustainability and deliver a return to the Council and a revised cost plan based upon this.

That £150,000 to be made available to support the development of a business case, specification and procurement exercise for the preferred Option

6.5 Subsequent to this it was agreed at P&R Committee in November 2018 (Minute 49) and Full Council in December 2018 (Minute 50) that £50,000 be made available to commission a two stage independent options appraisal identifying a preferred option for the relocation of the livestock market.

6.6 Align Property Partners were commissioned to complete two reports:

- Phase 1 – Options Appraisal Report (completed March 2019)
- Phase 2- Business Case Report (completed April 2019)

6.7 Phase 1 Options Appraisal Report

6.8 The Phase 1 report highlighted the importance of the livestock market to Ryedale as central to the district’s land based economy and cultural identity.

6.9 The report made it clear (s.3.7) that while the current market is performing well, it may no longer be fit for purpose and so to maintain its position for the next fifteen years a new site/enhanced facility is required.

6.10 The original scope of the report was to consider a range of options, including a food hub and abattoir. Ultimately, four options were considered in detail – ‘Do Nothing’; ‘Negotiate to stay in existing location and premises’; ‘Relocate to Eden Camp Business Park’; and, ‘Relocate Market to another Location’ - concluding (s.7.3) that relocation to Eden Camp BP was by far the strongest option.

6.11 To maximise financial viability the report recommended a livestock market and ancillary development, with total scheme costs ranging from £3.96m to £5.90m, dependent upon the development chosen. A funding deficit (stated to be funded by the Council) was identified ranging from £2.66m - £4.60m.

6.12 The report highlighted that the direct financial returns from the scheme were modest (2.65%-3.70% per annum [s.8.7] dependent upon the preferred option), but highlighted the importance of the relocation beyond a simple commercial development.

6.13 The report recommended a shared partnership governance model, with income divided between the Council, farmers and auctioneers based upon contributions made to the capital cost of the scheme.

6.14 Phase 2 Business Case Report

6.15 The Phase 2 Report reflected the findings of Phase 1 presenting more detailed information on the scheme's strategic case and vision, the wider livestock market market, size and scope of the proposed development, capital cost, governance, finance, and other issues. This confirmed that a minimum investment of around £2.7m would be required (assuming that other contributions of £1.3m were available) and this equates to around 50% of the Council's capital reserve or nearly 20% of the Council's total non-earmarked reserves. The rate of return quoted is around 3-4%.

7.0 NEXT STEPS

7.1 The work undertaken by Align is clear that the preferred way forward is for a relocated livestock market with ancillary development at Eden Camp Business Park. A significant funding shortfall has been identified for each development proposal, with the Council identified as meeting this funding gap. A clear independent business case would also need to ascertain the certainty of other funding available for the project and the consequent risks if this was not available.

7.2 It is clear that any scheme will generate only a modest direct financial return, but it is also apparent that the scheme could bring a range of social, environmental, economic, cultural and catalytic benefits.

7.3 In order to move forward it is recommend that Officers continue to undertake further due diligence on the project, reviewing a range of issues including project funding and governance. As part of this work further engagement will be required with key project stakeholders. Any further issues identified by Members will also be reviewed. At the conclusion of this additional work a further report will be brought back to Policy & Resources Committee at the earliest possible opportunity for a decision to be made on the way forward.

8.0 IMPLICATIONS

8.1 Financial and legal issues are referenced throughout this report and will be subject to further due diligence work, as will climate, environmental, equalities and other matters.

Phillip Spurr

Programme Director, Economic Development, Business & Partnerships

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Background Papers:

Align property Partners - Phase 1 Options Appraisal Report (March 2019)

Align Property Partners – Phase 2 Business Case Report (April 2019)

Both reports have been circulated separately to Members



PART A: MATTERS DEALT WITH UNDER DELEGATED POWERS

REPORT TO: POLICY AND RESOURCES COMMITTEE

DATE: 06 JUNE 2019

**REPORT OF THE: PROGRAMME DIRECTOR FOR ECONOMIC DEVELOPMENT, BUSINESS & PARTNERSHIPS
PHILLIP SPURR**

**TITLE OF REPORT: TOUR DE YORKSHIRE – START/FINISH TOWN
EXPRESSION OF INTEREST**

WARDS AFFECTED: ALL

EXECUTIVE SUMMARY

1.0 PURPOSE OF REPORT

1.1 The purpose of this report is to determine whether Members support RDC submitting an Expression of Interest (EoI) to host a Start or Finish of a future edition of the Tour de Yorkshire (TdY) cycle race.

2.0 RECOMMENDATION(S)

2.1 It is recommended that Members:

- (i) advise whether they would support RDC submitting an EoI to host a Start/Finish of a future edition of the TdY, and to confirm the preferred location for that Start/Finish.

3.0 REASON FOR RECOMMENDATION

3.1 Welcome to Yorkshire, the regional tourism body that is responsible for organising the TdY, has invited EoIs from towns wishing to host a Start or Finish of the race from 2020 onwards. EoIs must be submitted to Welcome to Yorkshire by Friday 14th June.

3.2 The purpose of this report is to gain a view from Members upon whether RDC should submit an EoI to host a future Start/Finish and, if so, which town(s) would be the preferred location. (It is recommended that any EoI specifies a Start/Finish not for 2020, but for 2021 onwards).

4.0 REPORT

4.1 REPORT DETAILS

4.2 Flowing out of the region's success in hosting 2014 Tour de France Grand Depart Welcome to Yorkshire, together with Amaury Sport Organisation (ASO – the organiser of a range of high profile sporting events including the Tour de France), launched the Tour de Yorkshire cycle race in 2015.

4.3 Originally a three day Men's only event, the TdY has now grown to be a four day Men's

race and a two day Women's race which are now the country's foremost cycle events watched in 2018 (2019 event data are not yet available) by some 2.6 million spectators generating, according to a Leeds Beckett University study, a £98m boost to the region's economy.

- 4.4 The event is held on the Thursday-Sunday of the early May Bank Holiday weekend each year. It is part of cycling's Europe Tour and it attracts some of the very biggest names in the world of cycling including, in 2019, four time Tour de France winner, Chris Froome, and world champions Mark Cavendish and Lizzie Deignan.
- 4.5 The Tour de Yorkshire is a significant direct economic driver; it raises the profile of the region, its towns, villages and communities on a national and international level; it provides an opportunity for business and community engagement; and it can help inspire people to take up more active lifestyles.
- 4.6 The TdY has passed through Ryedale district three times (in 2015 it passed through Malton on its way from Selby to York; in 2016 it passed through Kirbymoorside and Helmsley on its way from Middlesbrough to Scarborough; and in 2017 it passed through Malton and Pickering on its way from Bridlington to Scarborough). It is a much sought after event with towns bidding to act as a Start or Finish location. Welcome to Yorkshire has invited Eols from towns seeking to host a Start/Finish from 2020 onwards, with Eols to be submitted by 14th June.

5.0 IMPLICATIONS

- 5.1 The Tour de Yorkshire provides an unrivalled opportunity to promote Ryedale on a national and international stage and this is something which should be grasped. The timing of hosting the event is, however, crucial and in making a decision to submit an Eol Members should be aware of key implications.

5.2 Financial Implications

- 5.2 The fee for hosting a Start or Finish of the Men's race only is £100,000. For the combined Men's and Women's races the Hosting Fee is £125,000. This fee covers the physical infrastructure necessary to stage the event (eg. podium, big screen, VIP facilities, Start/Finish infrastructure, etc), together with the expertise of Welcome to Yorkshire and ASO in advising on race delivery.
- 5.3 In addition to the Hosting Fee, host towns will be required to fund a range of other costs including traffic management, stewarding, security, barriers, welfare facilities, communications marketing and promotion, complementary events, community and business engagement, etc. Some of these activities are mandatory (eg traffic management, stewarding), others such as marketing and community/business engagement are discretionary, but are nevertheless vital to ensure engagement and that the full benefits of the event are maximised.
- 5.4 It is difficult to place a definitive cost on these activities but allowing £50,000- £60,000 for event delivery - in addition to the Hosting Fee of £100,000/£125,000 - is a reasonable assumption to make (ie total costs of £150,000 - £185,000).
- 5.5 **Should a bid be made the Council will be required to identify which is the preferred town(s) to host a Start/Finish. Member views are sought on this, but any it should be noted that any bid will be subject to detailed Welcome to Yorkshire evaluation.**
- 5.6 **Staffing Implications**
- 5.7 Organising an event of this nature is a significant resource undertaking. There is no

current capacity within the Council to undertake core event management functions which would therefore mean appointing an external partner to deliver the event. Irrespective of utilising external resources significant management time will be required to oversee delivery, as will significant capacity for marketing/promotion/business and community engagement/complementary activities, etc.

5.8 This being the case, it is recommended that RDC does submit a bid for Ryedale to host a Start/Finish of the TdY, but in bidding it should be made clear that the bid is for 2021 onwards by which time the new Economic Development Team, including event officer, will be well embedded and important relationships built with key partners.

5.9 It should be noted that even if Ryedale does not submit a bid to be a Host Town for 2020 should the race come through any part of the district next year a very large amount of work will still be needed around marketing/promotion/engagement/on day delivery, which will require significant resourcing. It is expected that Welcome to Yorkshire will advise 'on route' districts of their involvement in September/October at which time a decision will need to be taken upon capacity and the need to engage external resource.

5.10 Other Implications

5.11 Any Start/Finish Host Town is required to enter into a legal agreement with Welcome to Yorkshire/ASO.

5.12 Environmental, climate change, equalities and other issues will be considered as part of the detailed planning of any future event in Ryedale.

Phillip Spurr

Programme Director, Economic Development, Business & Partnerships

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Background Papers:

None.

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