

NORTH YORKSHIRE COUNTY COUNCIL

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# **QUARTERLY MEETING**

**11 November, 2015**

**Summons, Agenda, Minutes  
and Reports**

## QUESTIONS

**Council Procedure Rules 2.4 and 10** set out the procedures for asking questions at the County Council Meeting.

### 2.4 REPORTS, STATEMENTS AND QUESTIONS

- (a) Any reports of the Executive or committees shall, whenever possible, be printed and circulated to Members of the Council before the meetings at which they are to be considered.
- (b) The Leader of the Council may make a statement to the Council on any matters relevant to the Council and any portfolio holder (including the Leader if he/she holds a portfolio) or Chairman of any overview and scrutiny committee may make a statement to the Council on any matters relevant to that portfolio or the work of that overview and scrutiny committee. Members of the Council may, without notice, ask the Member who made the statement questions arising from matters raised in that statement or may ask any questions on matters in that portfolio not mentioned in the statement, but unless notice has been given by 10 am the previous day the person to whom the question has been put may respond in writing, with a copy being placed in Members' Group Rooms. The provisions of Council Procedure Rule 10 (b), (c), (d) and (e) shall apply to questions under this Council Procedure Rule.
- (c) No Member shall speak more than once or for more than two minutes on any statement made by the Leader or a portfolio holder or Chairman of the Scrutiny Board or of an Overview and Scrutiny Committee, except that one representative of each Group may speak for 5 minutes when responding to the statement made by the Leader. The Leader or portfolio holder or Chairman of the Scrutiny Board or of an Overview and Scrutiny Committee making the statement is not limited in the time allowed to make the statement or limited in time or frequency of speaking when responding to questions.

### 10. QUESTIONS BY MEMBERS

- (a) In addition to his/her right under Council Procedure Rule 2.4 to ask questions of the Leader or a portfolio holder or Chairman of an overview and scrutiny committee or in any report, a Member may ask the Chairman of any committee, other than an overview and scrutiny committee, any questions relating to the business of the Council or may ask the Chairman or nominated member of the North Yorkshire Police Authority, the North Yorkshire Fire and Rescue Authority, the North York Moors National Park Authority or the Yorkshire Dales National Park Authority, a question on the discharge of the functions of such Authority.
- (b) Every question shall be put and answered without discussion, but the person to whom a question has been put may decline to answer.
- (c) With the consent of the Chairman of the Council, the Member who has asked a question may ask a supplementary question arising out of the reply.
- (d) Where the information asked for in a question is contained in any of the Council's publications, it shall be deemed a sufficient reply if the publication containing the information is indicated.
- (e) Where the reply to any question cannot conveniently be given orally, it shall be deemed a sufficient reply if the answer is supplied to the Member asking the question as soon as reasonably possible and copies shall at the same time be placed in the Members' Group Rooms.
- (f) The Chairman shall call on Members to ask questions under this Council Procedure Rule in the order of respondent set out below and, within that order, in the order in which notice of questions was given to the Head of Legal and Committee Services by noon the previous day. In the absence of prior notice having been given, Members must inform the Chairman of their wish to ask a question and these will be called in the order received, but after questions of which prior notice was given.
- (g) The time limit for questions under this Council Procedure Rule for each respondent will be 5 minutes. Once the time allocated for any respondent has expired at any meeting, the Chairman shall not permit any further questions to be asked of that respondent under this Council Procedure Rule but, if a question or response has been started it may be completed, irrespective of the time limit, as may any response to any question being asked when the time limit is reached.

#### Order of questions

- (i) to the Chairman of the Standards Committee;
- (ii) to the Chairman of an Area Committee;
- (iii) to the Chairman of any other of the Council's committees;
- (iv) to the Chairman or other representative of:-
  - North Yorkshire Fire and Rescue Authority
  - North Yorkshire Police Authority
  - North York Moors National Park Authority
  - Yorkshire Dales National Park Authority



## NORTH YORKSHIRE COUNTY COUNCIL

### **PLEASE NOTE: Meeting commences at the earlier time of 10.00 am to facilitate an adjournment at approximately 10.50 to mark Remembrance Day**

You are hereby summoned to attend the Meeting of the County Council to be held at County Hall, Northallerton, on **Wednesday, 11 November 2015 at 10.00 am**, at which the following business will be transacted.

Recording is allowed at County Council, committee and sub-committee meetings which are open to the public, please give due regard to the Council's protocol on audio/visual recording and photography at public meetings, a copy of which is available to download below. Anyone wishing to record is asked to contact, prior to the start of the meeting, the Assistant Chief Executive (Legal and Democratic Services) whose details are shown at item 4 of this Agenda. We ask that any recording is clearly visible to anyone at the meeting and that it is non-disruptive. <http://democracy.northyorks.gov.uk>

### **BUSINESS**

1. To move that the **Minutes of the meeting of the County Council held on 22 July 2015** having been printed and circulated, be taken as read and be confirmed and signed by the Chairman as a correct record.  
**(Pages 1 to 7)**
2. **Chairman's Announcements** - Any correspondence, communication or other business brought forward by the direction of the Chairman of the Council.
3. **A Statement by the Leader of the Council**  
**(Pages 8 to 11)**
4. **Public Questions or Statements**

Members of the public may ask questions or make statements at this meeting if they have given notice to Barry Khan, Assistant Chief Executive (Legal and Democratic Services) – contact: [barry.khan@northyorks.gov.uk](mailto:barry.khan@northyorks.gov.uk)) by **midday on 6 November 2015**, three working days before the day of the meeting. Each speaker should limit themselves to 3 minutes on any item.

If you are exercising your right to speak at this meeting, but do not wish to be recorded, please inform the Chairman who will instruct anyone who may be taking a recording to cease while you speak

5. To consider the **report and recommendations of the Executive** and make decisions on them.

**Report only (Pages 12 to 24)**  
**Appendix 1 to the Report (Pages 25 to 44)**  
**Appendix 2 to the Report (Pages 45 to 50)**

- Proposals for Revision to County Council guidance on Transport Issues including Standards for Parking for Developer Funded works within North Yorkshire
- Household Waste Recycling Centre policy amendments
- Appointments to Committees and Outside Bodies

6. To consider the **report and recommendations of the Audit Committee** and make a decision on them.

**(Pages 51 to 58)**

- Annual Report

7. **Statements of Executive Members**, in the order set out below, **followed by Statements by the Chairmen of the Overview and Scrutiny Committees**  
**(Pages 59 to 89)**

**Executive Members:**

- (a) Children and Young People's Services responsibilities for schools and early years. (Portfolio holder: County Councillor Arthur Barker).
- (b) Stronger communities, public health, Legal and Democratic Services and the role of area committees. (Portfolio holder: County Councillor David Chance).
- (c) Highways, road safety, access to the countryside (including Broadband, mobile phone coverage) public transport (Portfolio holder: County Councillor Don Mackenzie)
- (d) Waste Services, Library and Information Services, economic development, rail strategy, trading standards (Portfolio holder: County Councillor Chris Metcalfe).
- (e) Children and Young People's Services with responsibility for foster and adoption, children's social care and prevention (Portfolio holder: Janet Sanderson)
- (f) Adult social care and health integration (Portfolio holder: Clare Wood)
- (g) Central services specifically Finance and HR issues (Portfolio holder: County Councillor Gareth Dadd).

**(Statement not yet available – to follow)**

**Overview and Scrutiny Committee Chairmen:**

- (h) Scrutiny Board (Chairman: County Councillor Elizabeth Casling).
- (i) Transport, Economy and Environment Overview and Scrutiny Committee (Chairman: County Councillor Andrew Backhouse).
- (j) Scrutiny of Health Committee (Chairman: County Councillor Jim Clark).
- (k) Young People Overview and Scrutiny Committee (Chairman: County Councillor Janet Jefferson).
- (l) Care and Independence Overview and Scrutiny Committee (Chairman: County Councillor Patrick Mulligan).

- (m) Corporate and Partnerships Overview and Scrutiny Committee (Chairman: County Councillor Derek Bastiman).

Members of the Council may, without notice, ask the Member who made the statement questions arising from matters raised in that statement or may ask any questions on matters in that portfolio not mentioned in the statement, but **unless notice has been given by 10 am on 10 November 2015**, the person to whom the question has been put may respond in writing, and this is then circulated to all Members.

## 8. Council Procedure Rule 10 Questions

RICHARD FLINTON  
Chief Executive Officer

County Hall,  
NORTHALLERTON  
3 November 2015

BARRY KHAN,  
Assistant Chief Executive  
(Legal and Democratic Services)

## Meetings of the County Council - Evacuation in Emergency

Although it is very unlikely that there will be a fire, or any other emergency, on the day of a meeting of the County Council, it remains a possibility that such an emergency will arise. The following guidance notes are intended to assist Members of the Council and the public to evacuate the building safely, in such circumstances.

The Council Chamber, and the associated Public Gallery, pose a number of difficulties for rapid evacuation in an emergency, not least being the considerable number of people who can be in the Chamber and the Gallery at any time, but also because of evacuation routes from the building. If, in the case of a fire or other emergency, the main staircase were to be impassable, it would be necessary to evacuate the Council Chamber through the Public Gallery and, from there, down the staircase that leads from the Public Gallery to the central courtyard. It is not possible, however, to know which route is most appropriate, if an alarm is sounded, without a quick preliminary examination being made.

(a) Therefore, if the fire alarm is sounded during a meeting of the County Council:-

- the Democratic Services Manager (or another Democratic Services Officer) will act as Fire Evacuation Warden and will issue instructions on the appropriate exit to use, as soon as it is established by a Democratic Services officer whether the main staircase is clear of fire or obstruction;
- please leave your seat without delay, so that you are ready to leave the Chamber when the evacuation route is clear;
- if evacuation is via the main staircase, please leave the building by the main doors, but assemble on the south side car park (with Members' parking bays marked in red);
- if evacuation is via the Public Gallery, please leave the Chamber via the doors in the Labour/Liberal Democrat corner of the room, through the Public Gallery and down the staircase to the centre courtyard, from there via the courtyard gate to assemble in the north side car park (by the Superintendent's house on Racecourse Lane);
- Democratic Services staff will ensure that the Chamber and Public Gallery are cleared, that windows and doors are closed wherever possible, and will report to the Fire Evacuation Controller.

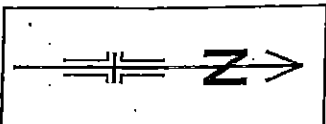
(b) If the fire alarm is sounded during Group meetings:-

- please close all windows and proceed to the nearest exit (subject to that being free of fire or other obstruction) closing any doors behind you;
- check that no-one has been left in the room in which you are meeting;
- assemble on the south side car park (with Members' parking bays marked in red); and
- ask one of the Group to report to the Fire Evacuation Controller who will be at the main entrance doors, (without re-entering the building) that the room you evacuated was clear of people.

(c) If you are in another room when the fire alarm is sounded, for example your Group Room, the Members' Lounge or Dining Room:-

- please ensure that no-one else remains in the room;
- check (as far as reasonably practicable) that windows and adjoining doors are closed;
- close the door after leaving the room and leave the building by the nearest exit
- then, without re-entering the building, report to the Fire Evacuation Controller at the main entrance doors that the room which you evacuated was clear of other persons.

(NOTE: These notes and the plan overleaf seek to do no more than give outline guidance to Members on action they should take if the fire alarm is sounded while they are in the building. It is not possible to provide detailed guidance which will cover every eventuality. The core purposes of the guidance note are to assist with the safe evacuation of all persons in the building and to ensure that the officer acting as Fire Evacuation Controller is able to give the Fire and Rescue Service, when they attend any fire, the best achievable information about whether any persons may remain in the building and, if so, their likely location. Every report of a room being clear of persons assists substantially in this task. The Democratic Services Manager will be pleased to receive any comments about these guidance notes, particularly as to how they might be improved).



Members  
Car Parking

Visitors  
Car Parking

Pond

Pond

**SOUTH SIDE  
CAR PARK**

Fire Assembly  
Point

MAIN  
EVACUATION ROUTE

Council  
Chamber

Fire Assembly  
Point

**NORTH SIDE  
CAR PARK**

SECONDARY  
EVACUATION ROUTE

El Sub Sid

# COUNTY HALL NORTHALLERTON

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