

## POLICY COMMITTEE

(Online meeting)

**Tuesday, 30 March 2021 at 6.30pm**

**Committee Members:** The Chairman (Councillor Foster) and Councillors Barrett, Heseltine, Ireton, Lis, Madeley, Metcalfe, Morrell, Mulligan, Myers, Noland, Place, Rose and Wheeler. Plus 1 vacancy.

**Substitutes:** Conservatives – Councillors Handley, Moorby and Whitaker; Independents – Councillors Shuttleworth and Solloway (plus 1 vacancy); Labour – Councillor Mercer; Green – Brown.

Please note that due to Covid-19, this meeting will be held remotely and will be livestreamed here <https://www.youtube.com/channel/UCdfb6ZRbYnZ1-rRiILmjUwg>

**Exclusion of the Public** – In accordance with the Council's Access to Information Procedure Rules, Members are recommended to exclude the public from the meeting during consideration of agenda item 7 as it is likely that if Members of the public were present there would be disclosure to them of exempt information as defined in Paragraph 3 (relates to the financial or business affairs of any person including the Authority holding the information) of those Rules and Part 1 of Schedule 12A of the Local Government Act 1972 (as amended).

## AGENDA

- 1. Apologies for Absence and Substitutes** – To receive any apologies for absence and notification of substitutes.
- 2. Confirmation of Minutes** – To confirm the minutes of the meeting held on 2 March 2021  
(There is also an exempt minute which is not for publication).
- 3. Public Participation** – In the event that any questions/statements are received or members of the public attend, the public participation session will proceed for a period of up to fifteen minutes.
- 4. Declarations of Interest** – All Members are invited to declare at this point any interests they have in items appearing on this agenda, including the nature of those interests.

(Declarations should be in the form of: a “**disclosable pecuniary interest**” under Appendix A to the Council’s Code of Conduct, or “**other interests**” under Appendix B or under Paragraph 15 where a matter arises at the meeting which relates to a financial interest of a friend, relative or close associate.

A Member of Council who has a disclosable pecuniary interest must leave the room and not take part in the discussion or vote. When declaring interests under Appendix B or Paragraph 15 of the Code, Members must move to the public seating area, not vote, and speak only if members of the public are also allowed to speak at the meeting.)

**5. Quarter 3 Performance Monitoring Report** – Report of the Chief Finance Officer (s151 Officer)

Purpose of Report – To present performance highlights for Quarter 3 of the financial year 2020/21 in accordance with arrangements set out in the Council’s Performance Management Framework.

**6. Climate Emergency Strategic Plan Review** – Report of the Chief Executive

Purpose of Report – To present the outcome of the Council’s annual review of the Climate Emergency Strategic Plan.

**7. Craven Arts House** – Report of the Director of Services

Purpose of Report – To seek agreement to grant a lease of the Otley Street Prevention Centre to the Craven Arts Trust at a peppercorn rent.

**(Exempt item)**

**(Report to follow)**

**8. Items for Confirmation** – The Committee is asked to indicate whether any of the above items should be referred to Council for confirmation.

**9. Any other items** which the Chairman decides are urgent in accordance with Section 100B(4) of the Local Government Act 1972.

**10. Date and Time of Next Meeting** – Tuesday, 22 June 2021 at 6.30pm.

**Agenda Contact Officer:**

Guy Close, Democratic Services Manager  
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E-mail: [committees@cravendc.gov.uk](mailto:committees@cravendc.gov.uk)

## **POLICY COMMITTEE**

### **(Online Meeting)**

2 March 2021

**Present** – The Chairman, Councillor Foster and Councillors Ireton, Lis, Metcalfe, Mulligan, Myers, Noland, Place, Rose, Shuttleworth and Wheeler.

**Officers** – Chief Executive, Director of Services, Chief Finance Officer (s151 Officer), Strategic Manager for Planning and Regeneration, Solicitor to the Council and Monitoring Officer, Democratic Services Manager, Democratic Services and Scrutiny Officer, Environmental Services Manager, Communications, Customer Services and Partnerships Manager and Business Services Manager.

**Apologies for Absence and Substitutes** – An apology for absence was received from Councillor Heseltine. Notification was received that Councillor Shuttleworth was to substitute for Councillor Heseltine.

#### **Confirmation of Minutes –**

**Resolved** – The minutes of the Policy Committee meeting held on 2 February 2021 were confirmed as a correct record.

#### **Exclusion of the Public –**

**Resolved** – That in accordance with the Council's Access to Information Procedure Rules, the press and public is excluded for Minute POL.1128 on the grounds that it is not in the public interest to disclose the Category 3 exempt information (information which relates to the financial or business affairs of any particular person).

#### **Public Participation –**

In relation to Minute POL.1124, 'Support for Settle Swimming Pool', Pat Taylor, Chair of Trustees for Settle Area Swimming Pool and Mike Smith, a Trustee of Settle Area Swimming Pool, attended the meeting to speak in support of the request for funding that had been submitted.

#### **Declarations of Interest –**

In accordance with the Council's Code of Conduct, Councillor Myers declared a Paragraph 15 interest (any matter which relates to a financial interest of a friend, relative or close associate) in relation to Minute POL.1128 'Redevelopment of Former Council Depot Site, Langcliffe Quarry, Settle'. Councillor Myers withdrew from the meeting and did not take part in the debate or vote.

**Start:** 6.30pm

**Finish:** 7.50pm

### **Minutes for Report**

POL.1124

#### **SUPPORT FOR SETTLE SWIMMING POOL**

The Chief Executive submitted a report which outlined Settle Area Swimming Pool's plan for a health and well-being extension to safeguard the future of the pool and request funding support from Craven District Council.

The following information was appended to the report:

- Settle Area Swimming Pool Business Planning Review
- Settle Area Swimming Pool and future Community Health Hub – Business Plan (1 April 2020 to 31 March 2025).

An additional recommendation was proposed and seconded that Settle Area Swimming Pool submits annual audited accounts to Craven District Council for scrutiny by the Chief Finance Officer (s151 Officer).

**Resolved –**

- (1) That the revised business plan (Appendix B) which is presented in accordance with the resolution of the Policy Committee of 28 July 2020 (Appendix A) is noted.
- (2) That the Settle Area Swimming Pool ('SASP') request for funding is supported on the following basis:
- (3) That the £150k capital contribution from the Council towards the rebuilding costs, subject to settlement of appropriate funding documentation is confirmed.
- (4) That the Council underwrites up to £135k (for income generation and funding bids), by way of a loan, to provide cash flow support to enable progress with the scheme whilst community fundraising campaign takes place.
- (5) That the Solicitor to the Council (Monitoring Officer) in consultation with the Chief Finance Officer (s151 Officer) is authorised to enter into appropriate documentation on behalf of the Council to enable the above funding and to include a Loan Agreement with Settle Area Swimming Pool CIO.
- (6) That Settle Area Swimming Pool submits annual audited accounts to Craven District Council for scrutiny by the Chief Finance Officer (s151 Officer).

POL.1125      **REVENUE BUDGET MONITORING QUARTER 3 2020/2021**

The Chief Finance Officer (s151 Officer) submitted a report which set out the revenue budget position of the Council, based on the Quarter 3 review of income and expenditure to the end of December 2020.

The following information was appended to the report:

- Revenue budget by service area
- Green and amber items on the income and savings plan
- Earmarked reserve detail.

**Resolved –**

- (1) That the outturn revenue budget monitoring position as at 31 December 2020 is noted.
- (2) That the latest position of the savings achieved this quarter and identified as green in Appendix B and that these savings could be transferred to an earmarked reserve for support to the 2020/21 budget and beyond is noted.
- (3) That the Central Government COVID Grant Support and the estimated Sales, Fees and Charges Compensation receivable and the estimated contributions to support the future years' budgets and collection fund, shown in Appendix A are noted.
- (4) That the impact of the COVID pandemic and the significant impact it has had on income and the costs of the Council and it is likely some draw on reserves will be required in 2020/2021 continues to be noted. This apportionment will be delegated to the Chief Finance Officer (s151 Officer).

POL.1126      **CAPITAL PROGRAMME MONITORING QUARTER 3 2020/21**

The Chief Finance Officer (s151 Officer) submitted a report which set out the Council's Capital Programme position, based on the Quarter 3 review of income and expenditure to the end of December 2020.

A detailed analysis of the capital programme was appended to the report for Members' information.

**Resolved –**

- (1) That the Capital Budget position of the 2020/21 Capital Programme as at the 31 December 2020 is noted.
- (2) That the 2020/21 Capital Programme and the proposed funding – for the projects agreed at Quarter 3 are noted.

POL.1127      **ENVIRONMENTAL AWARENESS AND ENFORCEMENT PILOT**

The Director of Services submitted a report which sought approval for the Council to undertake a 3-month environmental awareness and enforcement pilot, utilising an environmental enforcement company.

**Resolved –**

- (1) That the pilot of an environmental awareness and enforcement campaign, utilising an external environmental enforcement company, for a period of 3 months beginning mid-April 2021 is approved.
- (2) That delegated authority is provided to the Director of Services to source an external environmental enforcement company to carry out the pilot on behalf of the Council, in line with the Council's Procurement Policy and Procedures is granted.
- (3) The Director of Services provides a report to Policy Committee on the outcome of the pilot scheme when complete.

POL.1128      **REDEVELOPMENT OF FORMER COUNCIL DEPOT SITE,  
LANGCLIFFE QUARRY, SETTLE**

(A separate excluded full minute has been prepared for this item. It is published (on pink paper) in an Appendix to Committee Members, relevant officers and others who are entitled to receive all details.)

**Any other items** – There were no late items of business to consider.

**Date and Time of Next Meeting** – Tuesday, 30 March 2021 at 6.30pm.

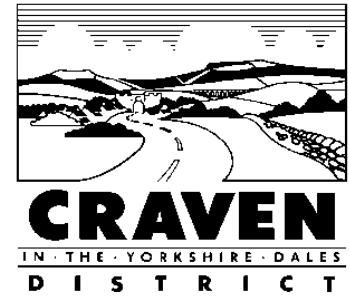
Chairman

Policy Committee – 30 March 2021

Quarter 3 Performance Monitoring Update

Report of the Chief Finance Officer

Lead Member – Councillor Patrick Mulligan,  
Financial Resilience



Ward(s) affected: All

1. Purpose of Report

1.1 To present performance highlights for Q3 of the financial year 2020/21 in accordance with arrangements set out in the Council's Performance Management Framework.

2. Recommendations – Members are recommended to:

2.1 Note and comment on performance highlights described in the report

3. Report

3.1 This report provides a quarterly summary of the Council's performance against agreed actions, indicators and targets.

3.2 Despite continuing challenges resulting from the pandemic response, the majority of Council Plan actions are still progressing as planned. Services returned updates for 19 actions. 13 of these actions (68.4%) were rated 'Green' and are progressing as planned. 2 actions have not yet started.

3.3 Our position in respect of Council Plan progress has not changed since Quarter 2.

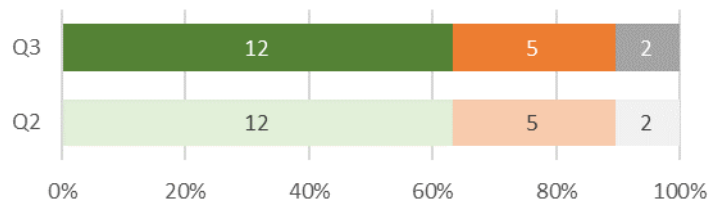


Chart: Council plan progress by RAG rating, Q2 and Q3 2020/21

3.4 The 4 actions rated 'Amber' are listed below:

- The **Town Hall development** still has a delayed completion date compared to the initial plan, however progress against the revised plan is

now very good and the redeveloped building and facilities should be ready to open to the public as restrictions are eased.

- We are working to stimulate demand for further broadband installations, however pace has not been as quick as we would like and it would appear unlikely that we will meet the 2022 target for **universal access to high-quality broadband**.
- The recycling rate decreased again in Quarter 3. We are very unlikely to be on track to achieve a **50% recycling rate**.
- We have not started a **Waste Education Programme**. We do now have a plan in place to assess our options. These will now be presented to Members after the purdah period has ended (in Q1, 2021/22).

3.5 Service performance highlights are listed in the report under ‘Quarter 3 Performance Summaries’.

3.6 Residual waste and recycling rates remain a particular challenge. The Waste Management Team have assessed options for working to improve awareness. These options will be presented to Policy Committee in Q1 2021/22.

3.7 The number of fly tipping incidents remains high but has reduced slightly on the previous quarter. The Environmental Health team are carrying out a new enforcement pilot to address the number of fly tipping and littering incidents.

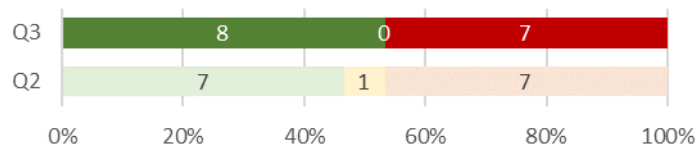


Chart: Service Performance KPIs by RAG rating, Q2 and Q3 2020/21

3.8 Sickness absence rates remain low across the Council. Rates of PDR completion are mostly high. The rate of PDR completion has improved since the data for Q3 was collected. This will be reflected in the Q4 / end of year report.

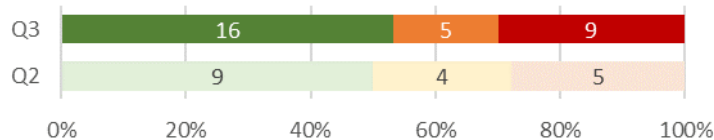


Chart: 'People' KPIs by RAG rating, Q2 and Q3 2020/21

- 3.9 The continuing impact of periods of lockdown as part of the pandemic response means that the net expenditure position for many services is significantly higher than expected, mostly due to the unavoidable loss of fees and charges income during the pandemic response as well as additional pressures on some services.

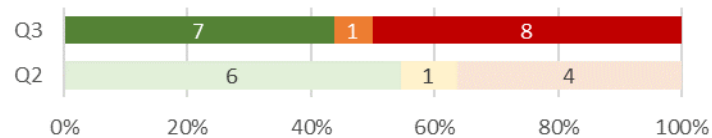


Chart: 'Finance' KPIs by RAG rating, Q2 and Q3 2020/21

#### **4. Financial and Value for Money Implications**

- 4.1 No financial or value for money implications apart from those already identified within the specific projects that form a part of this programme of activity.

#### **5. Legal Implications**

- 5.1 No legal implications.

#### **6. Contribution to Council Priorities**

- 6.1 This report describes our progress towards addressing all 4 priorities in the Council Plan.

#### **6.2 Impact on the declared Climate Emergency**

This report describes quarterly progress against Climate Emergency actions where those actions have been assigned to a specific service.

#### **7. Risk Management**

- 7.1 The Council's Risk Registers form part of the Performance Management Framework. There are no additional risks arising from this report.
- 7.2 **Chief Finance Officer (s151 Officer) Statement** – It is important that the council has effective performance monitoring arrangements in place.
- 7.3 **Monitoring Officer Statement** – A Monitoring Officer Statement is not required for this report.



**8. Equality Impact Analysis**

8.1 The Council's Equality Impact Assessment Procedure has been followed. An Equality Impact Assessment has not been completed on the proposals as completion of Stage 1- Initial Screening of the Procedure identified that the proposed policy, strategy, procedure or function does not have the potential to cause negative impact or discriminate against different groups in the community based on •age • disability •gender • race/ethnicity • religion or religious belief (faith) •sexual orientation, or • rural isolation.

**9. Consultations with Others**

9.1 Service Managers

**10. Background Documents**

10.1 None

**11. Appendices**

- Performance Overview Q3 2020-21.

**12. Author of the Report**

Name Rob Atkins, Exchequer & Performance Manager  
Telephone: (01756) 706464  
E-mail: RAtkins@cravenc.gov.uk

Note: Members are invited to contact the author in advance of the meeting with any detailed queries or questions.



## **Craven District Council**

### Performance Overview

Quarter 3 2020/21 (October-December)

DRAFT v3

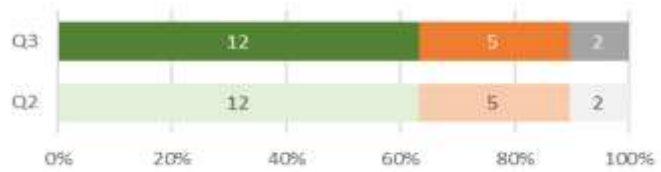
**Contact:** Rob Atkins, Performance & Exchequer Manager  
[ratkins@cravendc.gov.uk](mailto:ratkins@cravendc.gov.uk)

# Quarter 3 Performance Overview

## Council Plan

### Actions rated 'Amber' (not on track; a plan is in place)

- Town Hall redevelopment
- Access to high-speed broadband
- Cleaner Neighbourhoods (fly tipping)
- Improving recycling rates
- Waste education programme



## Service Performance

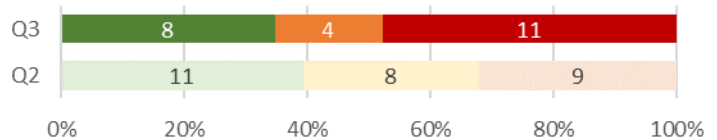
### Q3 Performance (Key areas for improvement)

- Fly Tipping
- Residual Waste & Recycling rates
- Leisure Membership and Attendance (strongly affected by pandemic response)



### Q3 Performance (Direction of Travel)

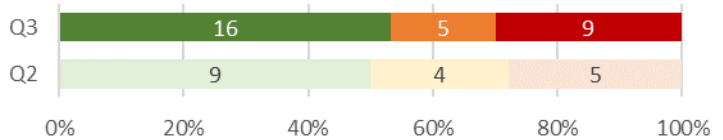
This chart shows that number of Service indicators where performance has improved (Green), declined (Red), or remained roughly the same (Amber)



## People

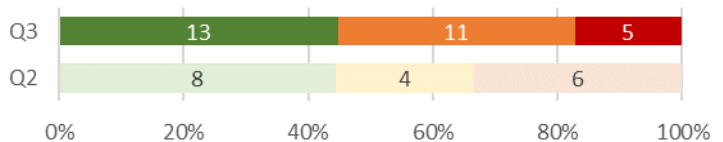
### Q3 Performance (Key areas for improvement)

- Completion of PDRs for some service areas (particularly Economic Development; Financial Management and Planning). Plans are in place; further improvement expected in Q4



### Q3 Performance (Direction of Travel)

This chart shows that number of People indicators where performance has improved (Green), declined (Red), or remained roughly the same (Amber)



## Finance

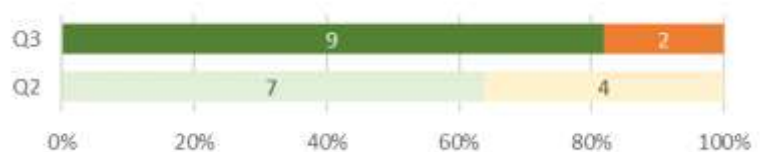
Expected outturn against budget low in areas reliant on high fee income (Craven Leisure; Parking Services; Waste Management). Expenditure on Planning also above budget, to address capacity issues. Most other areas managing service within budget.



## Climate Emergency

### Actions rated 'Amber' (a plan is in place)

- Options being reviewed for Waste Management Education Programme
- 'Low Carbon Investments' will be reviewed once a greater level of certainty about economic circumstances/options is available.



## Bereavement Services - Quarter Three Performance Summary

Our services returned to normal levels in Q2 following the much busier period during the early pandemic response, and this continued throughout most of Q3. Use of the crematorium has remained at slightly above normal levels, as we have been able to provide some capacity while Oakworth (Keighley) has been closed for refurbishment. In December use of Bereavement Services increased again due to the new spike in Covid-19 cases.

### Council Plan Progress

- There are no specific actions relating to Bereavement Services in the Council Plan

### Service Performance

<b>No. Cremations held (per quarter)</b> <b>400</b> ↑ up 31% on prev. Q    ↑ up 32% on Q3 2019	<b>Ave. Normal Crematorium Capacity used</b> <b>68%</b> ↑ up 26% pts on prev. Q    ↑ up 18% pts on Q3 2019
<b>No. Burials</b> <b>21</b>	<b>Compliments and complaints</b> <b>3 compliments / 1 complaint</b>

### People

<b>% PDRs completed on time</b> <b>86%</b> 14%pts below target    ● no change on prev. Q	<b>Ave. days absent through sickness</b> <b>0.0 days</b> 8.5 days below target    ● no change on prev. Q
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### Finance

### Internal Audit

<b>Forecast Net Expenditure against Budget</b> Forecast expenditure is £216,602 below budget  <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">Forecast (Net Income)</td> <td style="background-color: #4b7921; color: white; text-align: center; padding: 5px;">£673,613</td> </tr> <tr> <td style="border-top: 1px solid #ccc;">Budget (Net Income)</td> <td style="background-color: #666; color: white; text-align: center; padding: 5px;">£457,011</td> </tr> </table>	Forecast (Net Income)	£673,613	Budget (Net Income)	£457,011	No outstanding recommendations.  <h3 style="text-align: center;">Contract Management</h3> 3 contracts over £10k, total value £64k p.a.  All contracts have monitoring arrangements in place and were procured within Contract Procedure Rules.
Forecast (Net Income)	£673,613				
Budget (Net Income)	£457,011				

### Risk Management

7 risks on the risk register are monitored by Bereavement Services  
 2 risks are rated 'Amber'. Plans are in place to reduce exposure to these risks.

### Climate Emergency Strategic Plan

- **On Track – Woodland Memorial Site** – we intend to open a Woodland Memorial Site by 2024. We are currently looking for a suitable site to progress this project.
- Note that Bereavement Services will also benefit from the 'Decarbonising Skipton' project, with renewable energy generation facilities to be installed at our properties. This will include solar panels, a heat recovery system and connection to the Council's intelligent Buildings Energy Management System.

## Craven Leisure - Quarter Three Performance Summary

In Quarter 2 staff rose to the challenge of reopening services safely. The majority of our services were available to residents throughout the quarter, with appropriate changes to ensure that social distancing and hygiene measures could be observed. This included reopening the pool, and running fitness & studio sessions. During Quarter 3 we saw the imposition, and the relaxation, of further restrictions. This limited the number of sessions available and closure and uncertainty have had a further impact on membership. We believe that staff have been well supported at this difficult time, and sickness absence rates continue to be particularly low. We have also completed almost all PDRs.

Our projected net expenditure against budget continues to be very high. This is due to the loss of fee income from the closure of our services during the pandemic lockdown, as well as a continuing requirement to run services at a reduced level while the pandemic response continues

### Council Plan Progress

● We have continued work to **reduce health and wellbeing inequalities** despite the challenges resulting from Covid-19, including delivering some sessions over the Internet during this period and return to safe, socially distanced activity at the earliest opportunity.

### Service Performance

<p><b>Ave. Number of Members</b></p> <p style="font-size: 24pt;"><b>1759</b></p> <p>↓ 7.6% decrease on prev. Q   ↓ 22% on Q3 2019</p>	<p><b>Net No. New Members</b></p> <p style="font-size: 24pt;"><b>25</b></p> <p>↓ 54% decrease on prev. Q   on prev. Q</p>
<p><b>Casual Swimming Attendance</b></p> <p style="font-size: 24pt;"><b>1981</b></p> <p>↓ 456 down on prev. Q   ↓ 4144 down on Q3 2019</p>	<p><b>Fitness &amp; Studio Attendance</b></p> <p style="font-size: 24pt;"><b>386</b></p> <p>↓ 154 higher than prev. Q   ↓ 569 down on Q3 2019</p>

### People

<p><b>% PDRs completed on time</b></p> <p style="font-size: 24pt;"><b>94%</b></p> <p>6%pts below target   ● no change on prev. Q</p>	<p><b>Ave. days absent through sickness</b></p> <p style="font-size: 24pt;"><b>1.2 days</b></p> <p>6.9 days below target   ↑ 0.4 days higher than Q1</p>
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### Finance

**Forecast Net Expenditure against Budget**  
Forecast expenditure is **£541,278** above budget

Forecast	£609,780
Budget	£68,502

### Internal Audit

No outstanding recommendations.

### Contract Management

3 contracts over £10k, total value £78k p.a.  
Two contracts have monitoring arrangements in place and were procured within Contract Procedure Rules.  
One contract (Food and Beverage Supplies) has expired and is now **overdue**.

### Risk Management

7 risks on the risk register are monitored by Leisure Services. All risks have sufficient control measures in place.

### Climate Emergency Strategic Plan

● Following the success of the 'Decarbonising Skipton' bid, we will install renewable energy generation at Craven Leisure including a solar roof and the use of ground source heat pumps for pool heating.

## Cultural Services - Quarter Three Performance Summary

We have continued to provide services throughout the pandemic. Providing opportunities for engagement for our NLHF project has been a particular challenge while our buildings have been closed. There has been little opportunity to provide formal education engagement, however we have managed to transfer a lot of informal learning online and are seeing good engagement results. Similarly, volunteers have engaged with training sessions offered by the museum digitally, and staff/volunteers have attended online training and seminars throughout this year. Work on the Town Hall refurbishment is now progressing very well and we have begun the museum fit-out.

### Council Plan Progress

- The redevelopment of the **Town Hall** was slightly delayed by both issues relating to construction and due to reduced capacity on site during the covid-19 response, however there is a clear plan in place for the completion of this project. The majority of works have been handed over and the museum fit out is almost completed.
- We are on track with our plans to **stream live events into our rural communities**.
- Our work to **support the delivery of external festivals** has continued, including planning to support the 2021 Puppet Festival as a flagship partner.
- Work to establish a **Cultural Apprenticeship scheme** has not yet started

### Service Performance

<p><b>Informal Learning Engagement</b></p> <p><b>3939</b></p> <p>↑ 1266 above target</p>	<p><b>Formal Education Engagement</b></p> <p><b>54</b></p> <p>↓ 1862 below target    ↑ 25 since Q1 2020</p>
<p><b>Volunteer Engagement and Training</b></p> <p><b>83</b></p> <p>● on target    ↑ 26 higher than prev. Q</p>	

### People

<p><b>% PDRs completed on time</b></p> <p><b>67%</b></p> <p>33%pts below target</p>	<p><b>Ave. days absent through sickness</b></p> <p><b>0 days</b></p> <p>8.5 days below target</p>
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### Finance

**Forecast Net Expenditure against Budget**

Forecast expenditure is **£86,893** over budget

**£431,821**

**£344,928**

### Internal Audit

No specific Internal Audit recommendations.

### Contract Management

8 contracts over £10k, total value £2.1m. All contracts have monitoring arrangements in place and were procured within Contract Procedure Rules.

### Risk Management

4 risks on the risk register are monitored by Cultural Services. 1 of these risks is a Corporate Risk (Craven Museum & Art Gallery). 1 risk is rated 'Amber' (Events Safety). A plan is in place to reduce exposure to this risk.

### Climate Emergency Strategic Plan

- As part of 'Decarbonising Skipton', we will install insulation and solar panels at the Town Hall.
- We have also reviewed our use of materials and will be using almost no single-use plastics in our online retail operation. We will also be moving to VegWare biodegradable containers for refreshments.

## Customer Services - Quarter Three Performance Summary

Following a mini restructure in Business Support the Customer Service Team Leader is now shared with the Business Support Service. The two teams are working together more closely so that during busy periods of time in Customer Services, Business Support staff can provide reception cover (when open) and likewise during busy times for Business Support members of the Customer Service team can help with admin support. Therefore, it makes sense for the Team Leader role to have oversight of the two services to understand the pressures both teams are facing. This arrangement has enabled savings of £60k to be made in the Business Support service.

### Council Plan Progress

No specific Council Plan actions

### Service Performance

**% Calls Answered**

**97.2%**

↑ 7.2% above target    ↑ 6.8 since Q2

**Emails received to 'Contact Us'**

**6427**

↑ 520% increase compared to Q3 2020

### People

**% PDRs completed on time**

**67%**

33%pts below target

**Ave. days absent through sickness**

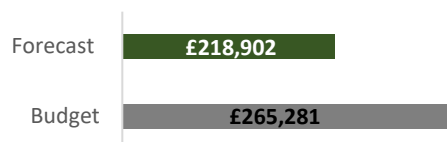
**0 days**

8.5 days below target

### Finance

**Forecast Net Expenditure against Budget**

Forecast expenditure is £49,995 below budget



### Internal Audit

No specific Internal Audit recommendations.

### Contract Management

No contracts on the contract register.

### Risk Management

3 risks on the risk register are monitored by Customer Services. All risks have sufficient control measures in place.

### Climate Emergency Strategic Plan

No specific actions

## Economic Development - Quarter Three Performance Summary

### Not updated for Quarter 3 – commentary and Key Performance Indicators reflect Quarter 2

Our Economic Development work has been progressing well. The Skipton Station Triangle masterplanning exercise has progressed, with a major architectural practice now appointed to carry out the first phase of the work. We are working to funder-imposed deadlines to implement some major schemes, including the redevelopment of the area around the Engine Shed Lane depot, and the Langcliffe Quarry redevelopment. The economic outlook is particularly challenging, and the number of residents claiming out of work benefits has risen significantly over the past 6 months. Note that our HR statistics for this period were affected by one period of longer-term absence.

#### Council Plan Progress

- The **production of a masterplan** for the Skipton Railway Station is progressing, the baseline evidence and data gathering has been completed. The consultancy team are starting to formulate ideas; with initial concepts discussed with the ward members for Skipton. Stakeholder consultation is scheduled to commence from Q3.
- With regard to **ensuring all businesses and residents have access to high-quality broadband**, a route to connect Langcliffe Quarry to the local hyperfast broadband connection has been identified with the network provider. This will, not only ensure that the businesses occupying the workspace to be created will have access to high quality information communication technology, but provides a connection to enable the network to extend other parts of north Craven.
- **Development and improvement of employment sites** in South Skipton/Engine Shed Lane and Langcliffe Quarry is progressing as planned. The contractor for the improvement of the highway network around Engine Shed Lane/Ings Lane has been appointed. Planning permission to develop Langcliffe Quarry as an enterprise centre is approved in principle; designs are being refined, together with preparation of a full application for ERDF grant.
- Development of further employment sites in Bentham, Ingleton, Settle and Threshfield has not yet started.

#### Service Performance

##### New Business Starts

**121**

↓ 19% decrease on Q2 2019

##### Claimant Count

**1150**

↑ 650 since Q2 2019

#### People

##### % PDRs completed on time

**0%**

100%pts below target ↓ 63%pts decrease on Q1

##### Ave. days absent through sickness

**29.3 days**

20.8 days above target ↑ 13.6 days increase

#### Finance

##### Forecast Net Expenditure against Budget

Forecast expenditure is **£25,026** above budget

**£446,814**

**£421,788**

#### Internal Audit

No outstanding Internal Audit requirements.

#### Contract Management

No ongoing contracts (some contracts for works, procured in compliance with Contract Procedure Rules).

#### Risk Management

No entries in Risk Register monitored by Economic Development

#### Climate Emergency Strategic Plan

The Economic Development team lead on a wide range of activities impacting the Climate Emergency Strategic Plan. Progress on these activities is described in detail in the Climate Emergency Strategic Plan review document.



## Environmental Health - Quarter Three Performance Summary

The team have continued to provide a high-quality service throughout 2020 despite the increased demands of the pandemic response.

There remains a particular concern around the number of fly-tipping incidents. Although the number in Q3 is a slight decrease on the first half of this year, it does remain high. This is likely to be related to either perceived or actual restrictions on appropriate waste disposal at this present time. As well as placing cameras at known hotspots and actively monitoring areas where incidence is particularly high, the Cleaner Neighbourhoods Team will soon be running an enforcement pilot programme with an experienced third-party provider.

### Council Plan Progress

● **Cleaner Neighbourhoods:** The number of dog fouling remains low, however the number of littering incidents has increased and despite an improvement the number of fly-tipping incidents remains high.

### Service Performance

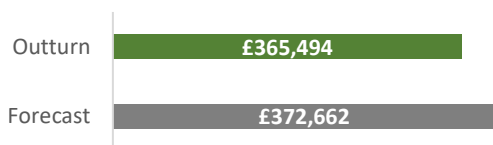
<p><b>Fly Tipping Incidents</b></p> <p style="font-size: 24pt; color: red;"><b>33</b></p> <p>↑ 23 above target ↓ 17 fewer than Q2 2020</p>	<p><b>Littering Incidents</b></p> <p style="font-size: 24pt; color: red;"><b>13</b></p> <p>↑ 9 more than Q2 2020</p>
<p><b>Dog Fouling Incidents</b></p> <p style="font-size: 24pt; color: red;"><b>8</b></p> <p>● no change on prev. Q</p>	

### People

<p><b>% PDRs completed on time</b></p> <p style="font-size: 24pt; color: orange;"><b>82%</b></p> <p>18%pts below target ● no change on prev. Q</p>	<p><b>Ave. days absent through sickness</b></p> <p style="font-size: 24pt; color: green;"><b>0 days</b></p> <p>8.5 days below target ↓ 1.9 day decrease on Q2 2019</p>
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### Finance

#### Forecast Net Expenditure against Budget



Forecast expenditure is £7,168 below budget

### Internal Audit

No specific Internal Audit recommendations.

### Contract Management

1 contract with a value above £10k, procured in accordance with Contract Procedure Rules.

### Risk Management

4 risks in the Council's operational risk registers. All risks have sufficient control measures in place.

### Climate Emergency Strategic Plan

No specific actions relating to Climate Emergency Plan.

## Financial Management - Quarter Three Performance Summary

Most actions and indicators are on track despite increased demands from the covid-19 recovery programme. Payment of invoices continues to be timely. We have seen a continued slight increase in the proportion of payments with an official order and we are continuing to work with Service Managers to improve this – whilst we accept that overall performance is still too low there have now been 4 consecutive quarters of improvement. Although of the team’s PDRs have now been completed these were not reviewed and improved in time to be reflected in Q3.

### Council Plan Progress

- The Council’s **financial plans remain robust**. A 2020/21 balanced budget has been agreed pending audit.
- The Council **continues to explore and exploit opportunities presented by grant funding and devolution**. A range of grants have been taken up. CDC jointly commissioned KPMG to explore devolution options.
- The team continues to support Members and Officers to understand the **financial impact of decision-making**.
- The team has promoted **understanding of the balance of risk and award**, agreeing a new Risk Appetite Statement and reviewing risk registers in light of the covid-19 response and recovery.

### Service Performance

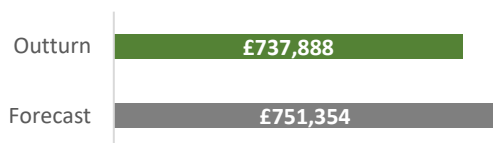
<p><b>% Invoices paid within 30 days</b></p> <p><b>96%</b></p> <p>● on target ↓ 1%pt decrease</p>	<p><b>% payments with an official order</b></p> <p><b>34%</b></p> <p>26%pts below target ↑ 3%pts improvement</p>
<p><b>No. NFI Matches outstanding (Payroll)</b></p> <p><b>13</b></p>	<p><b>No. NFI Matches outstanding (Creditors)</b></p> <p><b>216</b></p>

### People

<p><b>% PDRs completed on time</b></p> <p><b>9%</b></p> <p>91%pts below target ● no change on Q2 2020</p>	<p><b>Ave. days absent through sickness</b></p> <p><b>0 days</b></p> <p>8.5 days below target ↓ 4.2 days fewer than Q3 2019</p>
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### Finance

**Forecast Net Expenditure against Budget**  
Forecast expenditure is £13,466 below budget



### Internal Audit

1 recommendation is outstanding from Q4 2019/20, rated 'Amber' (review of Procurement Card Policy).

### Contract Management

9 contracts over £10k, total value £290k p.a.. All contracts have monitoring arrangements in place and were procured within Contract Procedure Rules.

### Risk Management

17 risks on the risk register are monitored by Financial Management. 3 of these are Corporate Risks. 2 risks are rated 'Amber' (Insurance, and Payroll Capacity). Plans are in place to reduce exposure to these risks.

### Climate Emergency Strategic Plan

- **On Track – Low Carbon Procurement** – A question on supplier action to reduce Carbon is included in the Council’s revised procurement policies. The Council is engaged in a regional LEP exercise to improve sustainable procurement.
- **Not yet started – Low Carbon Investments** – This will require a review of options, not yet resourced due to other immediate priorities (particularly the covid-19 response).

## Housing Needs Services - Quarter Three Performance Summary

We have continued to provide a comprehensive Housing Needs service, despite the increased challenges introduced by the Covid-19 response. Our bespoke rough sleeper service, delivered by Horton Housing, has helped to ensure that no-one slept rough in Craven during the pandemic response phase. There was an increased requirement for housing adaptations, and we made effective use of procurement flexibility granted by central government to ensure that all adaptations were made in a timely way, keeping residents safe at home and reducing pressure on the NHS.

### Council Plan Progress

● We have continued to work with partners to provide **improved support and intervention services for rough sleepers and those at risk of sleeping rough**. These services have been successfully delivered throughout the pandemic response.

### Service Performance

No. Supported at Pinder House this quarter

**8**

No. supported - Move On and Supported Lettings

**10**

The Council has entered into a contract with Horton Housing to provide supported accommodation for rough sleepers, which will run until the 30th June 2022. Horton will provide 10 units of supported housing at Pinder House, and in addition four new units of move on accommodation have been completed at Highfield Terrace in Skipton, and are due to be occupied in Q3. Horton also provide a supported lettings service (funded by MHCLG grant) to those rough sleepers who have moved onto their own tenancies. MHCLG have also approved 12 months funding for a Dual Diagnosis Nurse who will work this client group on tackling mental health and drug and alcohol issues. The drug and alcohol support service is currently out to tender.

In partnership with North Yorkshire County Council, the Council is also delivering a homeless prevention support service which provides assistance to any resident in Craven experiencing difficulties in their housing situation, with the aim of achieving positive outcomes and developing or sustaining a person's capacity to live independently within the community, thus preventing loss of their home or tenancy.

### People

Contracted services – no staff managed directly.

### Finance

**Forecast Net Expenditure against Budget**

Forecast expenditure is **£82,259** over budget

**£384,962**

**£302,703**

### Internal Audit

No specific requirements.

### Contract Management

4 contracts over £10k, total value £337k p.a. All contracts have monitoring arrangements in place and were procured within Contract Procedure Rules.

### Risk Management

No specific risks identified in the Risk Register.

### Climate Emergency Strategic Plan

● **On Track – Residential energy efficiency** – Our joint 'LAD2' bid with Better Homes Yorkshire was successful. This will provide further insulation and energy efficiency retrofit to residents on low incomes.

## Parking Services - Quarter Three Performance Summary

Parking Services began to return to normal in Quarter 2, following the suspension of enforcement due to covid-19 in Quarter 1. Car parks have been operational in Q3, however some usage has reduced due to the pandemic. This has resulted in reduced fee income.

We have been progressing towards encouraging a higher proportion of card payments. This change has increased benefits for both security and efficiency.

We were pleased to commission our first Electric Vehicle charging points in June; these have functioned well throughout the first six months. We have reviewed the usage of these charging points with our contracted supplier, Osprey, and have agreed that we will continue with our installation programme for further sites – 2 sites have been agreed and a further 3 are under consideration.

### Council Plan Progress

- Our EV charging point installation supports the Council Plan action 'Enabling the use of Electric Transport in Craven.'

### Service Performance

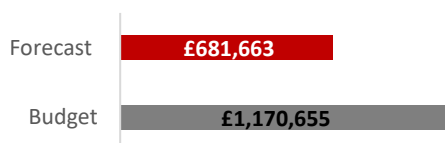
<b>Pay &amp; Display Income</b> <b>£276,100</b> ↑ £407,047 higher than Q2 2020 ↓ £145,879 on Q3 2019	<b>Permit Income</b> <b>£13,851</b> ↓ £6,399 on Q3 2019
<b>Faults Raised</b> <b>10</b> ↓ 8 lower than Q2 2020 ↓ 9 lower than Q3 2019	<b>% Payments made by Card vs Cash</b> <b>44.7%</b> (Q2 2020)

### People

No directly employed staff (enforcement is via shared service contract)

### Finance

**Forecast Net Income against Budget**  
 Forecast income is £488,992 below budget



### Internal Audit

No outstanding recommendations.

### Contract Management

Enforcement services delivered via a significant shared service contract with Harrogate Borough Council. 3 other contracts in place, either via framework or open competitive tender.

### Risk Management

No specific risks on the Council's Risk Registers

### Climate Emergency Strategic Plan

- EV charging point successfully installed. Usage of the charging point was strong in the first half of 2020/21; further charging points planned as a result. Parking Services also supported the Yorkshire Dales National Park Authority to access ORCS grant funding for EV charge points for villages inside the National Park area.

## Planning - Quarter Three Performance Summary

We acknowledge that our performance in processing planning applications is currently not as good as it should be. We invited the LGA to carry out a Peer Review focussing specifically on our Planning services. This is now complete. We are already acting on early feedback received from the review and have started to change structures and processes for determining planning applications. Some improvement can be seen in Q3, particularly for Minor Applications; we expect to see more of an improvement in Q4.

### Council Plan Progress

● The **Local Plan** was successfully adopted. We have started preparing for the next iteration, with a review to be completed by 2025. We are working on Supplementary Planning Documents and Monitoring Papers which support the Local Plan and its implementation.

### Service Performance

<p><b>Major applications processed within timescale</b></p> <p><b>75%</b></p> <p>15%pts above target ● no change on Q2 (3 of 4 applications determined within timescale)</p>	<p><b>Minor applications processed within timescale</b></p> <p><b>67%</b></p> <p>2%pts above target ↑ 19%pts improvement (37 of 55 applications determined within timescale)</p>
<p><b>Other applications processed within timescale</b></p> <p><b>65%</b></p> <p>15%pts below target ↑ 9%pts improvement (46 of 71 applications determined within timescale)</p>	

### People

<p><b>% PDRs completed on time</b></p> <p><b>29%</b></p> <p>71%pts below target ↑ 29%pts improvement</p>	<p><b>Ave. days absent through sickness</b></p> <p><b>0.1 days</b></p> <p>8.4 days below target ● no change on prev. q.</p>
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### Finance

**Forecast Net Expenditure against Budget**  
Forecast expenditure is **£277,233** above budget

**£624,148**

**£346,915**

### Internal Audit

No outstanding Internal Audit recommendations.

### Contract Management

No current contracts on the Contract Register.

### Risk Management

3 risks on the Risk Register are owned by Planning. 1 risk is currently rated **Amber** (Performance below Government targets). An appropriate plan is in place to address this.

### Climate Emergency Strategic Plan

The Planning Policy team lead on a range of activities impacting the Climate Emergency Strategic Plan. Progress on these activities is described in detail in the Climate Emergency Strategic Plan.

## Revenues and Benefits - Quarter Three Performance Summary

Throughout the pandemic the Revenues and Benefits Team who have continued to step up to make sure that our businesses and residents received the financial support that have needed. Despite the large volume of additional work the team have continued to improve on the time to process Change of Circumstances requested, and have collected the majority of tax and rates. The time to process new claims has increased slightly this quarter due to the number and volume of additional tasks carried out during the pandemic period.

### Council Plan Progress

No specific council plan actions

### Service Performance

Time to process Change of Circumstances

**2.6 days**

4.4 days below target ↓ 0.8 days improvement

Time to process new claims

**28.1 days**

7.1 days above target ↑ 4.3 days increase

No. Council Tax Support Claims

**2759**

Tax and Rates collected

**83.6%** of Council Tax collected

**81.0%** of Non Domestic Rates collected

### People

% PDRs completed on time

**93%**

7%pts below target ↓ down 7%pts on prev. Q

Ave. days absent through sickness

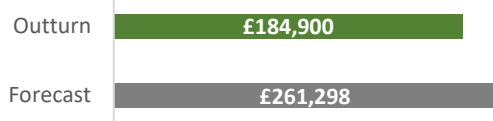
**0.1 days**

8.4 days below target ↑ 0.1 days increase

### Finance

Forecast Net Expenditure against Budget

Forecast expenditure is £76,398 below budget



### Internal Audit

No outstanding Internal Audit recommendations.

### Contract Management

No external contracts over £10k.

### Risk Management

4 risks on the risk register are monitored by Revenues and Benefits. All 4 risks have appropriate mitigation in place.

### Climate Emergency Strategic Plan

No specific actions in the Climate Emergency Strategic Plan.

## Waste Management - Quarter Three Performance Summary

Throughout the Covid-19 response our Waste Management team have continued to collect all refuse and recycling safely and professionally. The team continue to receive a great many compliments from members of the public regarding the service that they are providing at this time. We have continued to apply high safety standards to our work, and this was confirmed following a successful visit to Engine Shed Lane by the Health and Safety Executive (HSE) who confirmed that our arrangements are safe. Unfortunately recycling rates are still not improving as quickly as we would like. This challenge appears to have become greater during the pandemic as some residents appear to have found advice for the safe disposal of waste somewhat confusing. Residual waste rates have also been high during the pandemic. We have now dedicated some resource to assessing our options for waste education and behaviour change. The pandemic response resulted in additional costs and in a large reduction in chargeable commercial waste collections. These unavoidable factors have continued to result in a continuing overspend in Q3. However, income from trade waste and a reduced reliance on agency staff have slightly recovered the position compared to Q1 and Q2. We have now completed almost all PDRs for the service.

### Council Plan Progress

- We are not currently making sufficient progress towards achieving a **50% recycling rate**.
- Our opportunities for delivering a **Waste Education Programme** are now being assessed. The presentation of an options paper to Policy Committee has been delayed by the Purdah period and will now be presented in Q1 2021/22. Publicity has already been increased with an article on the website and a press release.

### Service Performance

<p><b>Residual waste – average volume per household</b></p> <p style="text-align: center; font-size: 1.2em; color: red;"><b>127.3kg</b></p> <p style="text-align: center; color: red;">44kg above target ↑ 6.5kg increase</p>	<p><b>% Waste recycled</b></p> <p style="text-align: center; font-size: 1.2em; color: red;"><b>40.6%</b></p> <p style="text-align: center; color: red;">(estimated)</p> <p style="text-align: center; color: red;">9.4%pts below target ↓ 3.1%pts decrease on Q1</p>
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### People

<p><b>% PDRs completed on time</b></p> <p style="text-align: center; font-size: 1.2em; color: green;"><b>98%</b></p> <p style="text-align: center; color: green;">2%pts below target ↑ 84%pts improvement</p>	<p><b>Ave. days absent through sickness</b></p> <p style="text-align: center; font-size: 1.2em; color: green;"><b>7.4 days</b></p> <p style="text-align: center; color: green;">0.6 days below target ↑ 2.1 days increase</p>
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### Finance

### Internal Audit

<p><b>Forecast Net Expenditure against Budget</b></p> <p>Forecast expenditure is <b>£15,314</b> above budget</p> <div style="margin-top: 10px;"> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 10%; padding: 2px;">Forecast</td> <td style="width: 90%; padding: 2px;"> <div style="border: 1px solid black; background-color: #8b4513; color: white; padding: 2px; text-align: center;">£1,618,447</div> </td> </tr> <tr> <td style="padding: 2px;">Budget</td> <td style="padding: 2px;"> <div style="border: 1px solid black; background-color: #666; color: white; padding: 2px; text-align: center;">£1,603,133</div> </td> </tr> </table> </div>	Forecast	<div style="border: 1px solid black; background-color: #8b4513; color: white; padding: 2px; text-align: center;">£1,618,447</div>	Budget	<div style="border: 1px solid black; background-color: #666; color: white; padding: 2px; text-align: center;">£1,603,133</div>	<p>No outstanding Internal Audit recommendations.</p> <hr/> <p style="text-align: center; background-color: #e0e0e0; padding: 2px;"><b>Contract Management</b></p> <p>6 contracts over £10k, total value £1.03m p.a. All contracts have monitoring arrangements in place and were procured within Contract Procedure Rules. Contracts for fuel and vehicle spares have <b>expired</b>; a new procurement exercise is planned</p>
Forecast	<div style="border: 1px solid black; background-color: #8b4513; color: white; padding: 2px; text-align: center;">£1,618,447</div>				
Budget	<div style="border: 1px solid black; background-color: #666; color: white; padding: 2px; text-align: center;">£1,603,133</div>				

### Risk Management

6 risks on the Risk Register are owned by Waste Management. All risks currently have appropriate mitigation.

### Climate Emergency Strategic Plan

- On Track** – 3 actions in place to improve the fuel efficiency of the Waste Management fleet ( ● **Route Optimisation**, ● **Electric Components** and ● **Smaller Compaction Vehicles**). All 3 actions are being progressed.
- Options now being assessed for a **Waste Management Education Programme**

# Central Services – Key Performance Indicators

Assets & Commercial Services	
People	
% PDRs completed on time <b>100%</b> On target Same as prev. Q	Ave. days absent through sickness <b>0.5 days</b> 8 days below target ↑ 0.4 days increase
Finance	
<b>Forecast Net Expenditure against Budget</b> Forecast expenditure is £14,550 below budget	

Business Support Services	
People	
% PDRs completed on time <b>60%</b> 40%pts below target Same as prev. Q	Ave. days absent through sickness <b>0 days</b> 8.5 days below target No change
Finance	
<b>Forecast Net Expenditure against Budget</b> Forecast expenditure is £58,432 below budget	

Legal Services	
People	
% PDRs completed on time <b>67%</b> 33%pts below target Same as prev. Q	Ave. days absent through sickness <b>0 days</b> 8.5 days below target No change
Finance	
<b>Forecast Net Expenditure against Budget</b> Forecast expenditure is £18,164 over budget	

Human Resources	
People	
% PDRs completed on time <b>100%</b> On target Same as prev. Q	Ave. days absent through sickness <b>0 days</b> 8.5 days below target No change
Finance	
<b>Forecast Net Expenditure against Budget</b> Forecast expenditure is £29,108 over budget	



### For qualitative indicators:

**Green** – Progress is as expected according to the Service Plan

**Amber** – Progress is delayed and will not be delivered in the timescales described in the Service Plan, but a plan is in place to ensure that the outcome will be delivered

**Red** – Progress is delayed and there is currently no plan to deliver the outcome

**Grey** – Work on this Council Plan priority has not yet started (and was not yet expected to start)

### For quantitative indicators:

**Green** – Performance is at or above agreed target

**Amber** – Performance is below target but within agreed 'amber' range (or within 5% where a range has not been agreed)

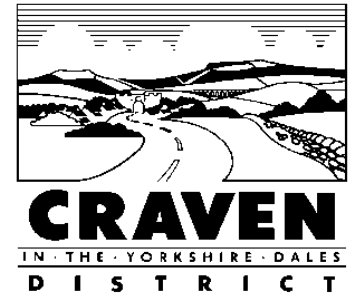
**Red** – Performance is below target and below the agreed 'amber' range (or 5% or more where a range has not been agreed)

## **Policy Committee – 30 March 2021**

### **Climate Emergency Strategic Plan Review 2021/22**

#### **Report of the Chief Executive**

#### **Lead Member – Councillor Carl Lis, Greener Craven**



**Ward(s) affected: All**

#### **1. Purpose of Report**

- 1.1 To present the outcome of the Council's annual review of the Climate Emergency Strategic Plan.

#### **2. Recommendations – Members are recommended to:**

- 2.1 Note progress on the activity identified in the Climate Emergency Strategic Plan 2020-2030.
- 2.2 Note and agree the specific actions identified as a result of the review.
- 2.3 Delegate responsibility to the Chief Executive, in consultation with the Leader of the Council, to make any further minor amendments to the revised Climate Emergency Strategic Plan and to its presentation prior to publication on the Council website.

#### **3. Report**

- 3.1 The Council has made significant progress in working to address its own emissions, particularly via the approval and funding of the Decarbonising Skipton project. The Council has also made good progress on tree planting and has budgeted plans in place to reduce emissions for the Waste Management service.
- 3.2 Providing these developments continue to progress successfully, the Council should now remain on target for Greenhouse Gas emissions reduction until 2023/24. Further improvements will need to be planned to continue our positive progress beyond 2023/24.
- 3.3 Some elements of the District-wide plan are progressing well. The Council and its partners are on track to implement a public Electric Vehicle charging infrastructure with access to public EV charging points in all towns and most larger villages by the end of 2021/22. There is substantial progress on tree-planting and other natural capital/biodiversity improvement work across the District.

3.4 However, an increase in the scale and pace of improvement is required to meet our ambition for Carbon Neutrality across the District by 2030. We will need to focus on practical approaches to accelerate both the improvement of energy efficiency measures and the volume of renewable energy produced, particularly for our SMEs (including agricultural businesses) as well as for our considerable domestic energy use which is higher per household than the national average.

3.5 A detailed description of progress across the District and specific updates for every identified area of activity are available in the attached report.

#### **4. Financial and Value for Money Implications**

4.1 Work to address the Climate Emergency is either funded via service budgets (for example, the vehicle replacement programme) or on case-by-case basis (for example, the Decarbonising Skipton project). There is therefore no additional Value for Money implication arising as a result of this report.

#### **5. Legal Implications**

5.1 No legal implications

#### **6. Contribution to Council Priorities**

6.1 This report presents a review of the Climate Emergency Strategic Plan, which is central to our achievement of 'Carbon Neutral Craven'.

#### **6.2 Impact on the declared Climate Emergency**

This report presents a review of the Climate Emergency Strategic Plan, which outlines the full range of actions that Craven District Council and partners are taking to address the Climate Emergency.

#### **7. Risk Management**

7.1 No additional risks arising from this report.

7.2 **Chief Finance Officer (s151 Officer) Statement** – A Chief Finance Officer (s151 Officer) Statement is not required for this report.

7.3 **Monitoring Officer Statement** – A Monitoring Officer Statement is not required for this report.

#### **8. Equality Impact Analysis**

8.1 An Equality Impact Analysis was completed for the Climate Emergency Strategic Plan 2020-2030

**9. Consultations with Others**

- 9.1 The Council has consulted via an engagement event that was advertised in the local press, on local radio and via the Council website. Residents were also consulted on the Council priority 'Carbon Neutral Craven' as part of the Council's annual budget consultation. All key partners are consulted on an ongoing basis via the Craven Climate Action Partnership.

**10. Background Documents**

- 10.1 None

**11. Appendices**

- Climate Emergency Strategic Plan 2020-2030 - Review of progress 2020/21.

**12. Author of the Report**

Name: Rob Atkins  
Telephone: Exchequer and Performance Manager  
E-mail: [ratkins@cravenc.gov.uk](mailto:ratkins@cravenc.gov.uk)

Note: Members are invited to contact the author in advance of the meeting with any detailed queries or questions.



# Craven District Council

Climate Emergency Strategic Plan 2020-2030

Review of progress 2020/21

**Lead Member:** Councillor Carl Lis, Greener Craven

**Contact:** Rob Atkins, Performance & Exchequer Manager

[RAtkins@cravenc.gov.uk](mailto:RAtkins@cravenc.gov.uk)

**Review of progress 2020/21**

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**Review of progress 2020/21**

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**Review of progress 2020/21**

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## Review of progress 2020/21

### 1. Highlights

- The Council has made significant progress in working to address its own emissions, particularly via the approval and funding of the Decarbonising Skipton project. The Council has also made good progress on tree planting and has budgeted plans in place to reduce emissions for the Waste Management service. Providing these developments continue to progress successfully, the Council should now remain on target for Greenhouse Gas emissions reduction until 2023/24. Further improvements will need to be planned to continue our positive progress beyond 2023/24.
- Some elements of the District-wide plan are progressing well. The Council and its partners are on track to implement a public Electric Vehicle charging infrastructure with access to public EV charging points in most towns, larger villages and major tourist destinations by the end of 2021/22. There is substantial progress on tree-planting and other natural capital/biodiversity improvement work across the District.
- However, an increase in the scale and pace of improvement is required to meet our ambition for Carbon Neutrality across the District by 2030. We will need to focus on practical approaches to accelerate both the improvement of energy efficiency measures and the volume of renewable energy produced, particularly for our SMEs (including agricultural businesses) as well as for our considerable domestic energy use which is higher per household than the national average.
- As we recover from the Coronavirus pandemic there is a shared ambition across the District to focus on a 'green recovery'. This includes the developing the use of our town centres to encourage and support lifestyles that are socially, economically and environmentally sustainable.
- To achieve Carbon Neutrality will require a substantial shift in the way that we travel across the District. We will need continue to work together with partners to create walking, cycling and public transport networks that enable and encourage a move away from private vehicles, and to accelerate the adoption of Electric Vehicles where private vehicles are still required for mobility and access.

## Review of progress 2020/21

### 2. Craven District Council – Achieving Carbon Neutrality for the Council’s own operations

#### 2.1 What have we done to address our own emissions in 2020/21?

- We successfully submitted a bid to the European Regional Development Fund for our ‘Decarbonising Skipton’ project (see ‘What are we doing next?’, below, for details).
- We have reduced energy use in our day-to-day operations. A change to ways of working during the pandemic reduced the use of energy in our offices. It is likely that some use of energy has been displaced to home working, particularly during the winter period when the additional domestic heating may have outweighed the benefit of reduced energy use on our estate. However, the IT team have used this opportunity to roll out energy efficient laptops to all remaining members of staff still using desktop PCs at the point of the first ‘stay at home’ order. These laptops use roughly half of the energy of the 40 desktop PCs that were still in use, and this will result in a saving of almost 2 tonnes of CO<sub>2</sub> equivalent GhG emissions per year. We have also continued to replace traditional lighting with LED lighting whenever this is taken out of use as part of our replacement programme.
- The Council’s gas contract with Corona Energy has been renewed, via the Yorkshire Purchasing Organisation (YPO). The new contract includes a range of options for carbon reduction from our gas supply including buying Renewable Energy Generation of Origin Certificates for any or all of our properties. We are currently exploring the most effective and cost-effective options to take up.
- Use of personal vehicles for work across the Council has reduced dramatically during the period of the pandemic, resulting in a net reduction of c. 15 tonnes of CO<sub>2</sub> equivalent GhG emissions from fuel use. In response, the Council has introduced measures to support and encourage what is likely to be longer-term progression towards flexible working, with a part-time parking permit offer and additional equipment for working from home issued to staff where required. As we move out of pandemic restrictions it is likely that many staff will return to the office more frequently, however we will continue to support a greater degree of flexible working and there will continue to be a long-term reduction in fuel use for commuting.
- We have continued to promote Cyclescheme, to encourage active travel; despite the limited need for commuting this was taken up by 3 members of staff in 2020/21.
- One Council fleet vehicle has been replaced on the rolling replacement programme. This was replaced with an electric vehicle (a Nissan ENV-200 van).
- The Town Hall and Museum have reviewed their operations for sustainability. The new Town Hall café will now use recyclable ‘Vegware’ glasses, and the new online retail operation will use packaging that is almost entirely plastic-free and is entirely recyclable.

**Review of progress 2020/21**

- All Council and Committee reports now include a section describing the impact of the decision on the declared Climate Emergency.
- The Council's procurement policy has been updated so that all suppliers bidding for work with Craven District Council are asked a compulsory question about their contribution to addressing the Climate Emergency.
- The Council exceeded its tree planting target for 2020/21. 7,000 trees were planned; over 9,000 were planted, mainly in Aireville Park.

## Review of progress 2020/21

### 2.2 What are we doing next to address our own emissions?

The Council has made significant progress towards reducing our emissions resulting from the production of heat, light and power for own operations. The reduction in energy use across our estate caused by change in usage during the Coronavirus pandemic and our planned and funded improvements for 2021/22 - 2022/23 mean that we should remain on track to meet our targets for the reduction in energy use from buildings until 2024. The Council (or its successor organisation) will need to plan for further improvements from 2024 onwards to ensure that we remain on an improvement trajectory aligned to the Paris Agreement targets:

- Funding has now been agreed for the 'Decarbonising Skipton' programme. This £1.2m programme (part-funded by the European Regional Development Fund) will install:
  - Improved insulation across the Council's estate.
  - An intelligent buildings energy management system with public view dashboards.
  - Almost 1800 m<sup>2</sup> of Solar PhotoVoltaic panels.
  - Ground Source Heat Pump heating for Craven Leisure.
  - A heat recovery system for our Bereavement Services site at Waltonwrays.
  - Air source heat pumps for offices at the new Engine Shed Lane waste management depot.
  - (in partnership with Yorkshire Housing) A combination of insulation measures and air source heat pumps for 28 Yorkshire Housing properties on the Greatwood Estate.
- The Waste Management team have budgeted to include three smaller compaction vehicles for refuse collection in their rolling vehicle replacement programme for 2021/23, with delivery of all three vehicles expected in the first half of 2022. This will also allow a further, substantial reconfiguration of collection rounds, providing a significant reduction in fuel use with associated financial and carbon benefits.
- All of the 11 Affordable Housing properties that we currently plan to build in 2021/22 will be built to the BREEAM 'Very Good' standard for energy efficiency, and will include Solar PV panels and electric vehicle charging points as standard.

## Review of progress 2020/21

### 2.3 What do we still need to do to stay on track to reduce our own emissions?

- We need to identify more opportunities for tree planting and habitat creation so that we can meet our carbon sequestration target. Trees need to be planted within the next 3 years to provide a net carbon benefit by 2030; the earlier the planting takes place, the higher the net benefit will be by the target date. The Council will work with partners to identify further opportunities for tree planting across the District.
- ‘Decarbonising Skipton’ is a substantial programme of work that should ensure that we meet our carbon reduction targets from our own emissions up until 2024. To continue to progress beyond 2024 we need to identify further practical options for buildings efficiency improvements and plan for these in enough detail to confidently submit future funding bids. Options for further substantial future improvements include replacing any remaining legacy heating systems, and the rationalisation of office space use.
- Our plans for reducing the climate impact of the Waste Management fleet currently run until 2023 and rely on the purchase of smaller vehicles and on route optimisation to achieve the planned reduction in fuel use. Fleet decarbonisation will need to accelerate from 2024 onwards in order for us to meet our fuel reduction target. The continuing introduction of new electric, hydrogen and hybrid Refuse Collection Vehicle options into the market and the rapid reduction in the cost of these technologies means that a full assessment close to 2024 may present better options than are currently available. The likely introduction of a compulsory food waste collection in the forthcoming Environment Bill may help to reduce the carbon footprint of the District overall, but it will present an additional challenge to achieving carbon reductions for our Waste Management fleet.
- Services need to continue to review their own operations for sustainability and identify opportunities for incremental improvements that are enabled by technological advances (as our IT, Property Services, Housing Needs Services and Cultural Services teams have done in 2020/21).
- As local markets develop we need to periodically review our procurement policies so that we can increasingly choose to work with suppliers who share our commitment to a circular, net zero economy.
- The Council should continue to consider more energy efficient opportunities for affordable housing developments, including Passivhaus and equivalent options, which are likely to become more economically viable as the required technologies develop.

## Review of progress 2020/21

### 3. Working together with partners to address emissions across the District

**Across the District** some of our partners have made good progress on decarbonising their operations and some promising developments are planned, however the pace of change is currently unlikely to be fast enough to meet our ambition to become Carbon Neutral across the District by 2030. CDC and our partners will need to identify more opportunities to decarbonise day-to-day activities more rapidly if we are to meet this ambition and remain within a target trajectory aligned to the Paris Agreement.

#### 3.1 What has Craven District Council done in 2020/21 to help to address emissions across the District?

- The Council installed its first EV charge points in early 2020, in partnership with its contracted supplier Osprey. These initial installations were rapid charging points for Skipton's High Street car park. Osprey use 100% renewable energy for their supply, maximising the carbon reduction impact of our installations. At least 2 more installations are planned for 2021/22 (Ashfields, Settle and Coach Street, Skipton), with a further 3 village locations under consideration. Our partners at the Yorkshire Dales National Park Authority have installed EV charging points at a further 6 locations in Craven (these installations were part-funded by an application to the On-Street Residential Charging Scheme submitted by CDC. Together with planned installations from private sector providers (notably the Bolton Abbey Estate), most towns, larger villages and major tourist destinations in the district will have at least 2 public access EV charger sockets installed by the end of 2021/22.
- The Council, in partnership with the Canal and Rivers Trust, completed the upgrade of a section of the Leeds-Liverpool canal towpath between Gargrave and Kildwick to provide an accessible route for walking and cycling.
- The efficiency of the Council's own affordable housing development portfolio has been reviewed. Our upcoming developments will include solar panels, insulation to the BREEAM 'Very Good' standard, and Electric Vehicle charging points. We will continue to review opportunities to further improve this.
- The Craven Local Plan 2012-2032 was adopted in November 2019 and includes a range of requirements that help to steer development towards greater energy efficiency, biodiversity and more efficient travel. Alongside this, the Council's Planning Policy Spatial Planning Team have drafted a 'Good Design' Supplementary Planning Document which includes descriptions of energy efficiency and renewable features required or encouraged by the Council when considering the design of a development project.
- A review of the Local Plan is to be completed by November 2024 and the monitoring work necessary to prepare for that review has already started. The review is likely to call for the next Local Plan to go further, including additional measures to encourage and support development across the plan area that are more energy efficient and enable low-carbon lifestyles.

## Review of progress 2020/21

### 3.2 What action is planned next across the District to address Carbon emissions?

- As part of the 'Decarbonising Skipton' project 28 homes on the Greatwood Estate will benefit from insulation retrofitting. 9 these homes will have Air Source Heat Pumps installed for low-carbon, energy efficiency heating. As part of the Better Homes Yorkshire consortium, the Council has also provisionally been awarded Green Homes Grant funding to improve the standard of insulation and install energy efficient heating for low income households.
- In partnership with North Yorkshire County Council, CDC were successful in applying for £6.5m of Transforming Cities Fund funding to improve the area immediately around Skipton station, to provide cycling and walking infrastructure improvements, better bus access, EV Charging Points and cycle storage. The initial designs for this development are currently available for consultation.
- The Council have also appointed partners to complete a masterplanning exercise for a wider area centred on Skipton Station, with a view to redeveloping this area to support and encourage low-carbon lifestyles in the centre of Skipton in the future. Initial consultation exercises are being held.
- Our partners, the Yorkshire Dales National Park Authority (YDNPA), were successful in applying to the Public Sector Decarbonisation Scheme to install further renewable generation measures across their estate. In addition to existing renewable energy technology this will fund solar panels and low energy lighting for buildings at Grassington and at Malham. The YDNPA is already operationally carbon neutral and is aiming to become substantially carbon negative.
- The 'Carbon Neutral Churches Together in Craven' group are investigating options for energy efficiency improvements and renewable energy generation for 5 churches in the District. If successful, this project will demonstrate an approach to energy efficiency improvement that can be used by Churches across the District.
- The Environment Agency, together with the White Rose Forest, are advancing plans to introduce Natural Flood Management measures in the Aire catchment area. This is intended to include over 1.2 million trees to be planted in the Craven area.
- The Environment Agency are working with the Broughton Hall Estate to plan and implement a large programme of Natural Flood Management and biodiversity measures, including substantial tree planting activity. A large area of tree planting has already been completed.
- The Yorkshire Dales Millennium Trust recently received a grant of £250k for a new tree planting programme, with a particular focus on exploring effective methods for planting without plastic tree guards alongside the removal and reuse or recycling of existing guards.
- Work by the Aire Rivers Trust on the DNAire programme is continuing.

## Review of progress 2020/21

### 3.3 What do Craven District Council and its partners still need to address?

To increase the scale and pace of change across the District, the Council will need to work with partners to identify and act on opportunities for energy efficiency improvements and renewable energy generation opportunities. In 2021/22 these activities will include:

- Small to Medium-sized Enterprises (SMEs) contribute the majority of Craven's economic output. There are 3420 SMEs in Craven, employing a total of approximately 15,000 people and with a total annual turnover of £1.7bn. Many SMEs could benefit financially from installing energy efficiency measures, as well as achieving a Carbon saving. We will work with partners to help SMEs to identify opportunities for investment in energy efficiency, renewable energy and other measures that will provide a longer-term cost saving for their business as well as contributing to our shared environmental goals.
- The Council are supporting, and have contributed funding towards, a Local Energy Asset Representation study for North Yorkshire. This will provide a detailed map of opportunities for improving medium- and larger-scale renewable energy and other energy infrastructure measures within the District and should help to enable the production of Local Area Energy Plans.
- Our local communities have started to prioritise action to address the Climate Emergency. 3 more Parish Councils (Clapham, Cononley and Ingleton) declared Climate Emergencies over the past year, joining Settle and Skipton Town Councils who had already declared. CDC will provide additional support for Parish Councils and other groups by providing more detailed and consistent information about the options available to them for improving their impact on Greenhouse Gas emissions, including how to access funding for specific projects.
- To achieve targets for Carbon Reduction across the District some shift away from personal vehicle use towards the use of public transport would certainly be required. The District is fortunate to have the Settle-Carlisle and Leeds-Morecambe rail lines forming the central spine of a public transport network, serving most larger settlements in the District. With some improvements in rail timetabling, and greater attention to connecting bus (and potentially shared taxi) services it should be possible to develop a network which provides access to education, work and social activities for the majority of residents in Craven as well as reliable car-free tourist access to the Dales. A report has been prepared by members of the Craven Climate Action Partnership, by experts from local transport user groups and from Leeds University, which describes how such an integrated transport system could be achieved.
- The Council acknowledges the importance of preserving existing mature trees. We have expanded and continue to expand the use of Tree Preservation Orders and welcome further recommendations from partners and the public to identify important trees and area of woodland.



Review of progress 2020/21

Appendix A – Assessment of progress against all plan actions

**Carbon Neutral Energy**

<p><b>CNE01 - Renewable Energy Contracts</b></p>	<p>Some progress</p>	<p>Our new gas contract includes renewable energy and carbon reduction options and we are currently exploring the most effective and cost-effective option to take up, with a start date of April 2022 at the latest.</p> <p><i>Action for 2021/22: Review renewable energy options available within the new contract and select the most effective and cost-effective options. (CDC)</i></p>
<p><b>CNE02 - Improve energy use in buildings</b></p>	<p>Good progress</p>	<p>We have reviewed energy use across our estate using the most accurate metering and billing data currently available to us. The Decarbonising Skipton project will include a Buildings Energy Management system and public view energy monitoring, alongside the substantial energy efficiency and renewable energy generation improvements planned as part of the project.</p> <p><i>Action for 2021/22: Implement the 'Decarbonising Skipton' project (CDC)</i></p>
<p><b>CNE03 - Low Energy Lighting</b></p>	<p>Some progress</p>	<p>Our facilities team have been installing low energy LED lighting in place of traditional lighting as it is replaced as part of the rolling replacement programme. There are few remaining opportunities for this improvement and in future this action will form part of 'Improve Energy Use in Buildings'.</p>
<p><b>CNE04 - Low Energy Appliances</b></p>	<p>Good progress</p>	<p>The recent replacement of all remaining desktop PCs with low energy use laptops means that all appliances in use across the Council's offices now have a high energy efficiency rating. There will still be further opportunities for improvement as technology advances, but in future this action will be addressed as part of 'Improve Energy Use in Buildings'.</p>
<p><b>CNE05 - Insulation of Council Buildings</b></p>	<p>Good progress</p>	<p>The Council will be installing substantial improvements to buildings insulation as part of the 'Decarbonising Skipton' project.</p>

**Review of progress 2020/21**

		<i>Action for 2021/22: Implement the 'Decarbonising Skipton' project (CDC)</i>
<b>CNE06 - Renewable Energy for CDC Operations</b>	Good progress	<p>Renewable energy measures to be installed as part of the 'Decarbonising Skipton' project include almost 2000m2 of Solar PV, Air Source Heat Pumps, a Ground Source Heat Pump heating for Craven Leisure and a heat recovery system for our Waltonwrays site.</p> <p><i>Action for 2021/22: Implement the 'Decarbonising Skipton' project (CDC)</i></p>
<b>CNE07 Low Carbon Rural Development</b>	Limited progress	<p>Although the Council ran a successful competition to design a near-Passivhaus affordable housing unit suitable for the Yorkshire Dales National Park area, we have not yet been successful in identifying a suitable site to build the first units based on this model. This action will be moved to 'Zero Carbon Development' in the revised plan.</p> <p><i>Action for 2021/22: Identify a suitable location to build the first 'demonstrator' units for our low carbon Rural housing design.</i></p>
<b>CNE08 High Planning Standards for Energy</b>	Some progress	<p>The Local Plan adopted 2020 and the forthcoming supplementary planning document describe the range of energy efficiency measures that the Council expects developers to consider. The development of the next Local Plan (for 2025) will present further opportunities to improve this. This section will be reported in 'Carbon Neutral Development' in future.</p>
<b>CNE09 - Support and Promote Renewable Energy</b>	Limited progress	<p>The Council has completed a number of small-scale actions to promote and encourage the uptake of renewable energy, including hosting a Masters placement student to develop a framework for identifying suitable renewable energy options in rural communities, and promoting and supporting bids to the Rural Community Energy Fund. However, the increase in renewable energy across the District over the past year has been limited to a low number of small-scale (mainly domestic) installations.</p> <p><i>Action for 2021/22: Work with community partners to compile and share practical</i></p>

**Review of progress 2020/21**

		<i>options for community climate action, including renewable energy generation (CDC/Partners).</i>
<b>CNE10 - Increase Home Energy Efficiency</b>	<b>Some progress</b>	<p>Via the Better Homes Yorkshire consortium the Council has been able to access grant funding that will be used to improve the energy efficiency of the homes of low-income houses across the District.</p> <p><i>Action for 2021/22: Complete all insulation and energy efficiency retrofit work funded by ECO-flex and the Green Homes Grant in Craven (Better Homes Yorkshire)</i></p>
<b>CNE11 - 'Close the Door'</b>	<b>No Progress</b>	<p>It has not been possible to effectively promote the 'close the door' campaign during the Coronavirus pandemic.</p> <p><i>Action for 2021/22: If appropriate (depending on public health advice), promote 'close the door' to retail businesses, in autumn 2021 (CDC).</i></p>

Review of progress 2020/21

**Carbon Neutral Development**

<p><b>CND01 – Zero Carbon Housing</b></p>	<p>Some progress</p>	<p>Our new affordable housing developments have solar panels, a high standard of insulation and EV charging points. We will continue to review our development portfolio for further opportunities to improve.</p>
<p><b>CND02 – Zero Carbon Regeneration</b></p>	<p>No Progress</p>	<p>There have been no JV regeneration projects this year.</p>
<p><b>CND03 – Lower Carbon Planning</b></p>	<p>Some progress</p>	<p>The Local Plan adopted 2019 includes a range of measures to require and encourage lower carbon development. We will work continue to raise awareness of the measures described in the Local Plan and in the forthcoming Good Design Supplementary Planning Document.</p>

Review of progress 2020/21

Travel and Transportation

<p><b>TRT01 - EV Charging Network</b></p>	<p>Good progress</p>	<p>CDC installed its first EV charge points in Skipton High Street car park in 2020. This installation has been a success, and further charging points will be installed in Ashfield, Settle and Coach Street, Skipton in 2021/22 with a further 3 village sites under consideration.</p> <p>In 2020/21 the Yorkshire Dales National Park Authority installed EV charging points in 6 village car park locations in the District, in addition to the existing EV points at their Grassington location. CDC accessed the On-Street Residential Charging Scheme on behalf of the YDNPA to part-fund this scheme.</p> <p>Alongside installations from private sector partners, this should result in a network of EV charging points with at least 2 sockets in <i>almost</i> every town, larger village and major tourist destination across the District.</p> <p><i>Actions for 2021/22:</i></p> <ul style="list-style-type: none"> <li>• <i>Complete our review of future car park installations, with our contracted EV charge point provider (CDC).</i></li> <li>• <i>Promote options for enabling further EV chargepoint installations in public parking locations, workplaces and tourist accommodation (CDC/partners)</i></li> </ul>
<p><b>TRT02 – Electric Vehicle Charging in New Developments</b></p>	<p>Some progress</p>	<p>The Local Plan adopted 2019 includes guidance regarding expectations for Electric Vehicle Charging points in new developments. There is some evidence that this is starting to have an impact, with some residential charging points included in recent applications. We will continue to promote to and work with developers to ensure that the expectations described in the Local Plan are understood and acted upon.</p>
<p><b>TRT03 - Safer Walking and Cycling Network</b></p>	<p>Some progress</p>	<p>Planned improvements to the Leeds-Liverpool Canal Towpath were completed successfully and on time. The upgraded towpath is already proving a popular, accessible walking and cycling route.</p>

**Review of progress 2020/21**

		<p>North Yorkshire County Council’s contractors WSP have completed a Local Walking and Cycling Infrastructure Plan for the Skipton area. This provides an evidence base and outline plans for suitable infrastructure improvements for an area between Kildwick, Gargrave and Embsay. The availability of this detailed evidence base and plan should substantially increase the likelihood that any future bids for central government funding for walking and cycling infrastructure projects should be successful.</p> <p>Substantial improvements for walking and cycling access to the Skipton Station area will be implemented as part of the £6.5m ‘Transforming Cities Fund’ programme, in partnership with North Yorkshire County Council.</p> <p>Proposals for a small amount of cycle parking in Skipton town centre have been prepared as part of the Heritage Action Zone plan and suitable funding has been identified. This installation is subject to planning permission. Cycle parking facilities in Skipton town centre remain somewhat limited and further opportunities for installing facilities should be identified.</p> <p>Improvements planned by CDC and NYCC do not currently consider the need for improvements to infrastructure in the North of the District or in rural areas. ACE Settle and Area are reviewing cycling infrastructure and the provision of cycling facilities in the Settle area. Some activity to identify and promote cycle routes in and around the National Park area has been completed by YDNPA and by Sustrans. Feedback from the Craven Climate Action Partnership group suggests that further work to build on this and develop a viable cycling network for safe leisure cycling in rural Craven would be welcomed.</p> <p><i>Actions for 2021/22:</i></p> <ul style="list-style-type: none"> <li>• <i>Complete the Transforming Cities Fund consultation and implement planned improvements to walking and cycling infrastructure (CDC/NYCC).</i></li> <li>• <i>Install identified cycle parking in Skipton Town Centre and identify further opportunities for improving</i></li> </ul>
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**Review of progress 2020/21**

		<p><i>cycle parking and storage facilities (CDC/partners)</i></p> <ul style="list-style-type: none"> <li>• <i>Build on existing work by Sustrans and YDNPA to identify and promote a network of safe rural cycle routes and work with partners to identify infrastructure improvements and activities that will improve the safety and confidence of cyclists using them (CDC/partners)</i></li> </ul>
<b>TRT04 - Support Staff Transition to ULEVs</b>	<b>No progress</b>	<p>This action was not progressed in 2020/21.</p> <p><i>Action for 2021/22: Investigate the possibility of offering a reduced rate parking permit for staff driving a ULEV.</i></p>
<b>TRT05 - Improve car-free access to Skipton</b>	<b>Some progress</b>	<p>Both the ‘Transforming Cities Fund’ and ‘Skipton Station Triangle Masterplan’ activities including substantial activity to improve car-free access to Skipton.</p> <p>This activity requires substantial changes to infrastructure that can only be completed in partnership with NYCC and with regional partners.</p>
<b>TRT06 - A coordinated approach to Public Transport improvement</b>	<b>Some progress</b>	<p>The District is fortunate to have the Settle-Carlisle and Leeds-Morecambe rail lines forming the central spine of a public transport network, serving most larger settlements in the District. With some improvements in rail timetabling, and greater attention to connecting bus (and potentially shared taxi) services it should be possible to develop a network which provides access to education, work and social activities for the majority of residents in Craven as well as reliable car-free tourist access to the Dales.</p> <p>A report has been drafted by members of the Craven Climate Action Partnership, by experts from local transport user groups and from Leeds University, which describes how such an integrated transport system could be achieved. The Partnership group is facilitating a conversation between all interested parties about this report which could form the basis of District-wide recommendations to commissioners and funders.</p>
<b>TRT07 - Incentivise active staff travel</b>	<b>Some progress</b>	<p>CDC has continued to offer and promote Cyclescheme to employees. 3 colleagues</p>

**Review of progress 2020/21**

		purchased new bicycles via the scheme in 2020/21.
<b>TRT08 - Car sharing and car clubs</b>	<b>No progress</b>	This action was not progressed in 2020/21. <i>Action for 2021/22: Invite a car club provider to speak to members, officers and community groups about the possibility and practicality of offering car club provision in the District.</i>
<b>TRT09 - Incentivise Low Emissions Taxis</b>	<b>No progress</b>	This action was not progressed in 2020/21. <i>Action for 2021/22: Complete a report for Licensing Committee describing options for positive incentives to taxi owners to take up Low Emissions Vehicles.</i>
<b>TRT10 - Low Carbon Fleet</b>	<b>Good progress</b>	The maintenance team van has been replaced with a Nissan ENV-200 electric van. We will continue to review the rolling replacement programme for opportunities to replace vehicles with lower emissions alternatives; this is dependent on the availability of suitable alternatives within the available budget.



## Review of progress 2020/21

## Low Carbon Waste

<b>LCW01 - Efficient Route Planning</b>	Some progress	<p>Our routes were most recently reconfigured in 2019 to allow for the changes to lane end recycling collection. This has already resulted in some fuel efficiencies, however we have recently upgraded our route planning software and the purchase of 3 smaller compaction vehicles will present new route planning options. We believe that there is a substantial fuel saving available from the reconfiguration of routes for 2022/23.</p> <p><i>Action for 2021/22: Ensure that a plan is in place for route reconfiguration subsequent to the purchase of 3 smaller compaction RCVs.</i></p>
<b>LCW02 - Electric RCV Components</b>	Some progress	We are assessing all new Refuse Collection Vehicle purchases to ensure that, where viable, we purchase vehicles with electric components.
<b>LCW03 - Reduce average fuel consumption</b>	Good progress	The vehicle replacement programme now includes 3 smaller compaction Refuse Collection Vehicles (RCVs), to be purchased in early 2022. This will allow much improved optimisation of routes, as described in action LCW01.
<b>LCW04 - ULEV Vans</b>	Good progress	This activity is, in practice, identical to TRT10 and will be removed from future reporting.
<b>LCW05 - Anaerobic Digestion Facilities</b>	Some progress	CDC commissioned a study from NNFC to assess the viability of Anaerobic Digestion in Craven. The viability of Local Authority involvement in Anaerobic Digestion will be greatly increased if food waste collection is mandated in the forthcoming Environment Bill.
<b>LCW06 - Workplace Recycling</b>	Good progress	Mixed recycling is collected from all Council offices. Staff have introduced a 'Terracycle' recycling collection in the main office at Belle Vue Square.
<b>LCW07 - Reduce Waste in the Workplace</b>	Some progress	Our services continue to review their operations to ensure that waste is minimised. The pandemic has seen a reduction in the amount of waste produced by most services.

**Review of progress 2020/21**

<p><b>LCW08 - Retail Waste Reduction</b></p>	<p>Limited progress</p>	<p>WRAP continue to offer advice on retail waste reduction nationally, and this has been promoted by Officers to local businesses, on an ad-hoc basis.</p>
<p><b>LCW09 - Circular Craven</b></p>	<p>Some progress</p>	<p>CDC participated in the York and North Yorkshire Local Enterprise Partnership's 'Circular Yorkshire' month. We continue to promote the concept of a circular economy to businesses and community groups. There is currently no clear measure of the success of this activity.</p>
<p><b>LCW10 - Waste reduction advice</b></p>	<p>Limited progress</p>	<p>Officers and Managers in our waste management team provide ad-hoc advice on waste reduction to businesses.</p>

## Review of progress 2020/21

## Land and Nature

<b>LAN01 - Increase Tree Cover across Craven</b>	Good progress	Some partners are making very good progress on tree planting activity. The Yorkshire Dales Millennium Trust have already helped to plant trees 1.5 million trees across the Dales by 2020, and have recently been awarded a further £250k to plant another 26 hectares of woodland. The Environment Agency are actively working with landowners on their plan to plant c. 1.2 million trees in Craven as part of Natural Flood Management measures for the Aire Valley Basin. The Broughton Hall Estate / Broughton Hall Sanctuary have started a substantial tree planting programme. The Bolton Abbey Estate are also in the early stages of planning a substantial amount of planting. If this activity is completed, it should result in a good increase in tree cover across the District. All partners will need to work together to maintain momentum and focus to ensure that sufficient progress is maintained. Note that only trees planted within the next 3 years are likely to contribute to our 2030 net zero ambition.
<b>LAN02 - Increase Tree Cover across our estate</b>	Good progress	In 2019 the Council set a target of planting 7,000 trees across its estate during 2020/21. In practice, the Council has planted over 9,000 trees. Further planting is limited by available land.  <i>Action for 2021/22: The Council will assess and act on further opportunities for tree planting, including working in partnership with Town and Parish Councils.</i>
<b>LAN03 - Complete the DNAire biodiversity scheme</b>	Good progress	Work on the DNAire scheme has continued, with some adaptation to working conditions resulting from the pandemic. This work is led by the Aire Rivers Trust.
<b>LAN04 - National Park Habitats</b>	Good progress	The Yorkshire Dales National Park Authority continue to lead on, and progress, ambitious plans to preserve and improve the biodiversity of habitats across the National Park area.
<b>LAN05 - Diversify Land Use</b>	Limited progress	During the review day it was commented that this activity is not well-defined.

**Review of progress 2020/21**

		<i>Action for 2021/22: Work with partners to better define this action and describe expected progress.</i>
<b>LAN06 - Woodland Memorial Site</b>	Not yet started	A Woodland Memorial Site is planned by Bereavement Services. No suitable location has yet been identified.
<b>LAN07 - Promote native species</b>	Good progress	Partners across the District continue to work hard to promote the preservation and flourishing of native species, including the Yorkshire Dales Millennium Trust, the Yorkshire Dales National Park Authority, the Forest of Bowland AONB, the Aire Rivers Trust and the recently formed Yorkshire Rewilding Network. The Council has contributed directly by focussing on native tree planting, and through the shared stewardship of Gawflat Meadow (with Skipton Civic Society).
<b>LAN08 – Green and Blue Infrastructure Strategy</b>	NEW	Use the best available evidence to compile a Green and Blue Infrastructure Strategy for the Local Plan Area, describing our approach to maximising carbon sequestration, protecting and enhancing biodiversity from the best use of our natural resources.
<b>LAN09 - Conserve Greenfield Land</b>	NEW	Minimise the urbanisation of greenfield land, which acts as a carbon sink and reduces net CO2 emissions, by encouraging the reuse of brownfield land for new developments, including Council projects, and by preserving areas of natural, semi-natural and cultivated land, including Council land.

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**Use of Materials**

<p><b>UOM01 - Stop using Plastics at CDC</b></p>	<p>Some progress</p>	<p>Progress against this action has been difficult to measure during the pandemic. Some use of plastic has reduced in line with the overall reduction of activity, however the use of disposable PPE in some services is likely to mean that our use of plastic overall has not reduced.</p> <p>Cultural Services recent review of the use of materials for their online retail operation will result in very minimal plastic being used (the only plastic being used on launch will be recyclable mailer tube tops).</p>
<p><b>UOM02 - Reduce plastic use across the District</b></p>	<p>Progress unclear</p>	<p>Due to the pandemic, we do not have a reliable assessment of progress on this activity.</p>
<p><b>UOM03 - Reduce retail plastics</b></p>	<p>Progress unclear</p>	<p>Due to the pandemic, we do not have a reliable assessment of progress on this activity.</p>
<p><b>UOM04 – Locally Sourced Materials</b></p>	<p>NEW</p>	<p>Reduce transportation miles and therefore CO2 emissions by requiring the use of locally sourced building materials in new developments, including Council projects, wherever possible.</p>

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<p><b>CDC01 - Low Carbon Procurement</b></p>	<p>Good progress</p>	<p>Following a review of procurement policy in 2019/20, the Council introduced a compulsory question on emissions reduction for all tenders.</p> <p>The Council is also participating in a YNY LEP project to improve sustainable procurement across Yorkshire and the Humber. Recommendations from this project will be incorporated into the Council's biannual review of procurement policy, next due to take place in late 2021.</p> <p><i>Action for 2021/22: Complete the biannual review of Procurement Policy, considering the carbon impact of our purchasing decisions and in particular considering feedback from the YNY LEP review of regional sustainable procurement.</i></p>
<p><b>CDC02 - Low Carbon Investments</b></p>	<p>No progress</p>	<p>This action has not progressed as our Finance Team have been focussed on ensuring that financial support for businesses and communities is delivered effectively during the pandemic.</p>
<p><b>CDC03 - Sustainable Skipton</b></p>	<p>Some progress</p>	<p>Skipton Town Council have recently restarted their Sustainability Group, with the aim of realising the Town's net zero ambition and working towards United Nations Sustainable Development Goals.</p>
<p><b>CDC04 - Review policies for carbon impact</b></p>	<p>Good progress</p>	<p>CDC have formally adopted a new reporting template for committee reports which includes a specific item on the Climate Emergency. The impact on the declared Climate Emergency is now considered for every policy decision made by the Council.</p>
<p><b>CDC05 - Support Local Partnerships</b></p>	<p>Some progress</p>	<p>Officers have continued to support the Craven Climate Action Partnership throughout the pandemic, providing a forum for local organisations and climate action groups to share information and progress.</p> <p>Feedback suggests that partners would prefer this partnership to be formed with a better-defined structure and ownership. There may also be opportunities for closer partnership working with Town and Parish Councils across the District.</p>

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<p><b>CDC06 – Respond to Surveys and Consultations</b></p>	<p>Good progress</p>	<p>CDC Officers have routinely responded to national and regional consultations where response to the climate emergency is a factor.</p>
<p><b>CDC07 – Events Programme</b></p>	<p>Some progress</p>	<p>The opportunity for a full events programme has been limited by the pandemic, however the Council has organised a number of online events (including our Climate Emergency Strategic Plan review event, organised in conjunction with Skipton BID).</p> <p>Some partners have continued to offer a wide programme of online activities, particularly Action on the Climate Emergency Settle, and Friends of the Dales.</p> <p>Feedback from partners suggests that a better-coordinated District-wide programme of events and engagement activity would be welcomed.</p> <p><i>Action for 2021/22: Work with partners to establish a clearer communications and engagement plan for climate change and biodiversity activity across the District.</i></p>

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### Appendix C – Event Synopsis, Annual Climate Emergency Strategic Plan review event

(Note that this event was held on 17<sup>th</sup> January 2021. Some areas have progressed significantly in the 2 months between this event and the completion of this review; these developments are reflected in the main document)

## Event Synopsis – A Greener Skipton and the Dales

This event, jointly hosted by Craven District Council and Skipton Business Improvement District, kicked off the Council's annual review of the Climate Emergency Strategic Plan for the Craven District for 2021.

The event was attended by 87 people in total across the two sessions:

- 11 Craven District Councillors
- 7 Councillors from our Town and Parish Councils
- 3 of our major private sector employers
- 18 owners or employees of Small to Medium-sized Enterprises
- 14 representatives of local community groups
- 15 members or employees of local voluntary sector organisations
- 8 Craven District Council Officers
- 4 representatives from regional and national government agencies
- 5 university researchers
- 2 Councillors from neighbouring authorities

The event was started with opening remarks from **Councillor Carl Lis, Lead Member for Greener Craven**, who commented on the progress that the Council and its partners have already made and the distance that we still have to travel.

**Paul Shevlin, Chief Executive of Craven District Council** highlighted some of the Council's recent achievements (including exceeding the tree planting target, completing the Leeds-Liverpool Canal towpath upgrade, installing Electric Vehicle charging points, and starting work on new, energy efficient, affordable housing), as well as thanking partners for their contributions in the District's progress towards Carbon neutrality.

Our first session highlighted progress being made, and opportunities available to, **Sustainable Business and Enterprise** in Craven.

**Ben Wood, Sustainability Manager for Arla Foods** gave an overview of the work that Arla are doing to improve their environment impact, include large advances in reducing and improving the recyclability of packaging as well as innovative schemes such as 'powered by poo', which uses anaerobic digestion to produce biogas for the logistics fleet from cow manure.

**James Mason, Chief Executive of Welcome to Yorkshire** gave an overview of the organisation's current campaigns and priorities, including the #walkshire campaign, with a focus on activities that encourage sustainable and regenerative tourism.



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**Selby Stocks, Senior Architect at Rural Solutions** described approaches to thinking about sustainable buildings and estate, including the interactions between different buildings and the use of efficient, innovative and sustainable materials.

**Colin Curtis, Managing Director of Support the Goals** gave an overview of the United Nations Sustainable Development Goals and how they are being used to identify and act on shared priorities for development, for businesses and public organisations of all sizes.

**David Smurthwaite, Strategic Director for Craven District Council** described CDC's approach planning the development of the area around the 'Skipton Station Triangle', ensuring the development of an area that has sustainable living designed in both for the near and longer term.

**Rob Atkins, Exchequer and Performance Manager for Craven District Council** explained CDC's new procurement policies which are aimed at ensuring local, sustainable procurement.

Our second session focussed on the contribution that our **communities** are making to the Climate Emergency response.

**David Howlett, Global Resilience Partnership** set the scene, describing the global challenges that we are facing and highlighting the importance of the upcoming COP26 Climate Conference.

**Colin Speakman, Vice Chair, Friends of Dalesbus** introduced a paper that has been drafted by a group of local transport experts from transport user groups and from Leeds University. 'Towards an Integrated, Sustainable Public Transport Network in Craven' describes a comprehensive approach that could be taken to ensuring that the District develops an integrated public transport that meets the travel needs of residents and visitors for work, study and social activities.

**Tess McMahon** from **Action on the Climate Emergency, Settle** described how the organisers of ACE Settle have developed, and continue to develop, a thriving network and programme of activities that supports and promotes community climate action in and around the Settle area.

**Andy Boyle**, the co-ordinator of **Otley Community Energy** and **Otley 2030** described how Otley is linking opportunities provided by local, regional and national initiatives together with private finance and community activity to form a comprehensive approach to the generation and use of energy (and more).

The final session of the day involved a series of group discussion, to gain feedback and reflection on the Council's progress so far and options for further developing and progressing the plan in future.

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### Key Notes from the Discussions

#### Carbon Neutral Energy

##### Craven District Council's estate and energy use

- If successful, the 'Decarbonising Skipton' bid for ERDF funding to install renewable energy generation across the Council's estate should enable the Council to exceed its energy reduction targets for Council services to 2023. Achieving the further energy savings required to continue to meet energy reduction targets beyond 2024 will require further activity. Our current target is for a 50% reduction of energy use from current levels by 2025.
- The Council should carry out initial preparation for future renewables projects and efficiency improvements, in anticipation of further funding becoming available.
- Some of the activities listed in the 'Carbon Neutral Energy' section of the plan will have a negligible impact on CDC's future energy use and should be removed or combined with other categories.

##### Community Energy Generation and Energy Efficiency

- A 'Local Area Energy Plan' approach could provide a good route to identifying opportunities for renewable energy generation development and efficiency improvements.
- A sub-group associated with ACE Settle are already looking at the possibility of a Local Area Energy Plan for the North of the District.
- Energy planning for the Skipton area could be linked to the 'Skipton Station Triangle' developments as this substantial redevelopment provides a unique opportunity to review the use of land and resources in this area.
- There are opportunities to access private finance, and hybrid community/private financing models for local renewable energy generation, which should be explored. There are also number of regional and local solar PV initiatives which could provide an opportunity for funding and development – the main local barrier being the availability of reasonably priced land suitable for such a development.

#### Carbon Neutral Development

##### A focus on liveable town and village centres

- It was generally acknowledged that the configuration of town and larger village centres is likely to change in the medium and longer term, not just as a result of the pandemic but also as a result of economic conditions. A move away from physical and traditional high street retail is increasing the challenge of operating business in town and village centres. This could present an opportunity for more sustainable living as more town and village centre space could be converted back to efficient and convenient residential use, supporting continuing sustainable and vibrant communities.
- The 'Skipton Station Triangle' area masterplan provides a specific opportunity to develop a sustainable community area, with efficient buildings, transport links, community facilities and local-scale renewable energy production potentially built into the design.

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- The Council and its partners should seek further opportunities to identify, support and encourage the transition for town and village centres to sustainable community hubs.
- Survey results so far suggest that the temporary pedestrianisation of Skipton High Street on market days has, on balance, been well received by the public and by local traders.

### Improving energy use in affordable housing developed by CDC

- The Council should consider targets for embodied carbon within its own developments. There would be an additional cost to improving the use of embodied carbon in housing developments. Councillors would need to be provided with clear information about the additional costs and benefits as the costs would be unlikely to be fully recouped through the sale of the property.
- The Council are currently applying BREEAM 'Very Good' standard to our new developments. There are two higher ratings than 'Very Good' available on the BREEAM framework and the Council should consider whether they could use them.
- There was a general agreement that the Council should be leading by example regarding construction standards.

### Improving energy use as part of the planning system

- The Council's ability to influence the energy efficiency of new large-scale housing developments is limited by national regulations. We should expect to see some improvements under current regulations. A reasonable, achievable target would be around 20%. This is because the current national strategy regarding domestic energy use is more focused on the decarbonisation of the national grid than it is on enforcing a 'fabric first' approach to buildings efficiency. The Council should continually review the emerging national policy landscape to ensure that all opportunities for further improvements are capitalised on.
- CDC are already asking for timber-framed construction on larger sites, to ensure the maximum embodiment of carbon.
- Urban footprint: there is a tension between social expectations in our District, and ideal land use footprints for higher efficiency. Comfortable housing standards are generally perceived, locally, as having a low-density footprint whereas more efficient housing tends to be higher density. Does the Council have a clear position on this?
- There are opportunities in the current Local Plan to promote improvements that don't require a wait until 2025. The Council should be explicit about the linkages between Climate Emergency Strategic Plan priorities and the policy statements in the Local Plan. The Good Design SPD (currently in development) will provide further opportunities to explicitly define expectations regarding efficiency, energy generation and carbon embodiment.
- There is already a strategic focus on efficiency in the Local Plan (e.g. ensuring proximity to services).

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### Preparation and support for retrofit

- Readiness for energy efficiency retrofit across the District is low, and particularly for those owning and living in older-style properties. The Council should consider what options are available for promoting retrofit and accessing funding to support it.
- Can the Council better promote the Green Homes Grant?
- Could the Council and its partners identify and enable whole street or community retrofits? Is it possible to learn from examples where this has been successful elsewhere?

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### Travel and Transportation

#### Public Transport

- There is a clear need and demand for an improvement in Public Transport across the District to enable sustainable lifestyles that are not dependent on personal vehicle use for all day-to-day activities.
- The system is fortunate to have a good rail network across the District which could, with a few small additions and changes to the timetable, form the hub of a local system that can be relied upon for most day-to-day purposes (work, education, social activities).
- Communities not on the rail network rely on the diminishing bus network, which requires greater reconfiguration to be reliable enough to displace motor vehicle journeys.
- There may be considerable potential for share taxi schemes within the District.
- It was noted that the District Council does not have statutory powers in this area. The document prepared by the group of transport specialists and experts in advance of this meeting could form the basis of a good, comprehensive strategy and plan.
- This does require some further consultation with, for example, Leeds-Morecambe Community Rail Partnership, and the Settle-Carlisle Development Company.
- The role (and potential role) of Community Transport operators should also be further considered. Providers of Community Transport often have significant capacity that is not always used as well as it could be.
- Welcome to Yorkshire's #walkshire campaign will include walking routes with clear links to public transport, and is a clear opportunity to promote access to the Dales and to activities in the surrounding area without the use of private vehicles.

#### Active Travel

- The Skipton Area Local Cycling and Walking Infrastructure Plan commissioned by NYCC is being developed, and should provide detailed plans for larger-scale infrastructure improvements in the Skipton area.
- Smaller improvements (e.g, cycle parking) and improvements outside of the Skipton area are not well covered, and the Craven Climate Action Partnership have set up a sub-group to investigate and act on this.
- There is also a need to raise general awareness of safer cycling, and continue to offer cycle training and information.
- The Covid-19 pandemic will have resulted in a large cohort of children who have not accessed 'bikeability' training, and we need to make sure that arrangements are in place for them to catch up.

#### Electric Vehicles

- It was noted that there is likely to be a continuing need for some residents to regularly use private cars even in the long-term, particularly in very rural locations and for residents with mobility issues. Although there are environmental challenges in

### **Review of progress 2020/21**

their production, Electric Vehicles do usually represent a considerable energy cost saving over their lifetime when compared with a fossil fuel vehicle.

- The YDNPA are rolling out EV charging points across most car parks within the National Park area in the District.
- CDC are currently discussing the possibility of further points in CDC car parks with our contracted supplier, Osprey.
- A range of financial incentives are still available to install EV charge points at homes and outside workplaces.

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### Zero Carbon Waste

#### Fuel use by the Waste Management fleet

- New route planning software has been purchased and as the lane end collection reconfiguration ends the Council will use this software to calculate more efficient routes. The Waste Management Team believe that a substantial fuel saving is available just through optimisation.
- One small compaction Refuse Collection Vehicle is being purchased this year, for use in the North of the District. If this proves to be successful then a further 2 vehicles will be purchased in 2022/23. We believe that this will result in a further, substantial fuel saving.
- Engine Shed Lane redevelopment is this year. The redeveloped depot will include facilities for charging and for servicing electric vehicles. The depot itself includes a solar PV roof and high standard of materials efficiency.

#### Waste Education, Behaviour and Public Realm

- The Council is already committed to providing a programme of 'Waste Education'.
- Any activity by the Council and its partners should reference both the waste hierarchy and the Environment Bill.
- The plan should include clear statistics for the volume of waste produced and managed.
- This is the only area of the plan where progress has reversed during the pandemic. Residual waste volumes have increased and recycling contamination rates have gone up. Some communities have also experienced negative consequences from increased fly-tipping and inappropriate refuse disposal.
- There is, specifically, a large amount of waste associated with the clothes industry. The partnership could consider a plan to ensure that clothing is reused, recycled and new clothing is sustainable, across the District.

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### Land and Nature

#### Tree Planting

- CDC has exceeded its tree planting target for the first year of the plan, but doesn't own much more land suitable for tree planting. The only sizeable plot of land is at Low Demesne, Ingleton, which is yet to be assessed for suitability.
- Partners with large tree planting programmes include the Broughton Hall Estate, YDNPA and the Environment Agency, with a combined tree planting target of circa 100 times that of the Council's direct tree planting target.
- There is substantial pressure to avoid adding plastic tree guards to the environment, and the Yorkshire Dales Millennium Trust have been awarded funding for a programme to trial plastic-free tree planting at scale in the Dales area.

#### Green Infrastructure

- Many 'Green Resources' have multiple functions, and management across the District might be best coordinated via a Green Infrastructure Strategy.
- Green Infrastructure programmes are already co-ordinated across the District (particularly by YDNPA and by the EA); this work has the potential to form the basis of a Green Infrastructure Strategy.
- There is currently little District-level collaboration on local food growing (i.e. community food growing schemes). Could this be something to investigate?
- There may be the opportunity to source 'green' local materials for construction and for industry (e.g. timber, hemp).

#### Biodiversity

- The CDC Planning Policy team are working on a Biodiversity Supplementary Planning Document, which should better articulate the Council's expectations around biodiversity in planning.
- The Council has funded and promoted biodiversity on sites that it owns, including in the management of the Crematorium site and on Gawflatt Meadow.
- There is increasing interest in 'rewilding'-type activity, both for biodiversity and for potential economic benefits under the new regulatory and subsidy framework for land use. The recently established Yorkshire Rewilding Network may provide valuable connections and advice to advance this.

### Use of Materials

- The wording of the existing sections should be sharpened to ensure a focus on eliminating the use of Single Use Plastics.
- Work with partners could be broadened to include the reduction of material use, perhaps capitalising on work that retailers in the District are already doing in this area.



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### Our Council

#### Communication and Engagement

- The plan still needs a communication and engagement strategy associated with it. This should include the use of social media. It should also include specific activity to engage with Children and Young People, and particularly in the co-design and planning of local action.
- We need to ensure that the Plan actions are threaded through all of the Council's work (i.e. ensure that the new policies to include the Climate Emergency in committee reports, in performance reporting and in procurement exercises are being acted upon by Councillors and Officers).
- It would be useful to have a website for the Craven Climate Action Partnership, to share information and publicise events, opportunities and progress.

#### UN Sustainable Development Goals (SDGs)

- The UN SDGs provide a clear framework for global action against a range of development headings. The Climate Emergency Strategic Plan aligns well with the Sustainable Development Goals. A range of key partners are signed up to explicitly work towards SDGs, including some of our major employers (including Skipton Building Society and Arla), and Skipton Town Council.
- A community-led session could be held, to identify alignments between the Plan and the SDGs.

#### Measurement

- The Council needs to ensure that it includes a clear range of measures and targets in this iteration of the plan.

#### Co-ordination

- The Council (and indeed the wider partnership) need to give careful consideration to the most appropriate scale and scope for co-ordinating activity. Which activities are best co-ordinated by the Council, and which are more appropriate to be led by a wider partnership? Is Craven District the right geography for all of the partnership activity, or is it smaller or larger than that (e.g. splitting activity between North Craven and the Skipton Area, or broadening it to include the Dales beyond Craven). How can we ensure that momentum and local co-ordination continues beyond the upcoming Local Government Reorganisation?