

POLICY COMMITTEE

21st June 2022

Present – The Chairman, Councillor Foster and Councillors Barrett, Brockbank, Heseltine, Madeley, Metcalfe, Moorby, Mulligan, Noland, Ogden, Place and Rose.

Officers – Chief Executive, Chief Finance Officer (S151 Officer), Strategic Manager for Planning and Regeneration, Solicitor to the Council and Monitoring Officer, Finance Manager and Senior Democratic Services Officer.

Apologies for Absence – Apologies for absence were received from Councillors Morrell, Myers and Wheeler.

Confirmation of Minutes – The minutes of the Policy Committee meeting held on 5th April 2022 were confirmed as a correct record.

EXCLUSION OF THE PUBLIC

That, in accordance with the Council's Access to Information Procedure Rules, the public is excluded from the meeting during consideration of Minute POL.1192 marked\$) below on the grounds that it is not in the public interest to disclose the Category 3 exempt information (financial or business affairs of any particular person including the Council).

Public Participation –

There was no public participation.

Declarations of Interest –

There were no declarations of interest.

Start: 7.05 pm

Finish: 8.27pm

Councillor Mulligan left the meeting at 8.03pm.

Minutes for Report

POL.1181

REVENUE BUDGET MONITORING REPORT – QUARTER 4 2021/2022

The Chief Finance Officer submitted a report advising Members of the revenue budget position of the Council based on the quarter 4 review of income and expenditure to the end of March 2022.

The Council's financial position continued to be affected by the impacts of the pandemic. Some of the major income streams such as car parking and leisure that were significantly affected in the last financial year appear to be recovering albeit slowly by quarters 3 and 4.

The Policy Committee had previously made decisions that had given the Council more flexibility to deal with those issues during the 21/22 financial year including the carrying forward of some government COVID support grant.

Performance against service budgets and corporate items was a favourable forecasted draft underspend of £356k at the end of March 2022. The figure would be subject to a number of adjustments prior to a final overall outturn position. The adjustments were mainly related to drawing down funds from the Planning Reserve (to help fund expenditure relating to the Planning Improvement Plan) and also from the Government's Sales, Fees and Charges Income grant that compensated local authorities for lost income due to the pandemic.

The Council continued to hold a general fund unallocated balance of £995k but the implications of local government reorganisation in North Yorkshire would also need to be carefully considered for 2022/23.

Resolved – (1) That, the quarter 4 revenue budget monitoring position as at 31st March 2022 is noted.

(2) That, a revenue budget of £6,300 is carried forward for completion of revenue commitments in 2022/23 as identified in Appendix D to the report now submitted, is approved.

(3) That, the transfer of a balance of the revenue budget surplus to earmarked reserves is approved with the allocations being delegated to the Chief Finance Officer (S151 Officer), in consultation with the Lead Member for Financial Resilience is approved.

POL.1182 **CAPITAL PROGRAMME OUTTURN REPORT - 2021/2022**

The Chief Finance Officer submitted a report informing Members of the outturn position of the Council's capital programme for 2021/22 and the sources of funding.

Further to the Council agreeing a 2021/22 capital programme of £2,230k, a further £9,380k of carry forward from the 2020/21 programme as well as recognising the Langcliffe Quarry development, giving a revised programme of £13,362k.

Detailed information with an update on progress of the programme was shown in Appendix A to the Chief Finance Officer's report and at the 31st March 2022 expenditure on the programme was £7,978k.

Resolved - (1) That, the outturn position of the 2021/22 capital programme and how the programme has been financed is noted.

(2) That, the carry forward of £4,768,366 for the continuation of the 2021/22 capital projects in 2022/23 is confirmed.

POL.1183 **PERFORMANCE MONITORING REPORT – QUARTER 4**
2021/2022

The Chief Finance Officer presented performance highlighted for quarter four of the financial year 2021/22 in accordance with arrangements set out in the Council's performance management framework.

The majority of Council Plan actions were progressing as planned although four actions were not on track and rated as 'amber', these were:

- High speed broadband
- Fly tipping
- Risk management
- Recycling rates

Two actions were rated 'red'; a Cultural Apprenticeship Scheme was unlikely to start before vesting date for the new council for North Yorkshire; and Craven was unsuccessful in attempting to recruit a Waste Education Officer and therefore the Waste Education Programme was not on track.

Resolved – That, the performance highlights described in the report now submitted, are noted.

POL.1184 **ENERGY REBATE - PROPOSED DISCRETIONARY**
SCHEME

The Chief Finance Officer submitted a report seeking Members' approval to implement an 'Energy Rebate – Discretionary Scheme'. The Government had announced an Energy Rebate Scheme to

help protect households from rising energy costs in 2022/23 which was being administered by billing authorities. All eligible households within bands A to D were to receive a one-off payment of £150 which did not need to be repaid.

As well as the main scheme, the Government had made some monies available for local authorities to use to fund smaller scale discretionary award schemes for 7,000 eligible households in the remaining council tax bands E to H. Craven's funding allocation was £92,100 and each local authority was required to set its own discretionary scheme parameters. Were the Council to award £150 to all 7,000 households in bands E to H, it would cost £1.50m – significantly in excess of the £92,100.

Many local authorities had developed schemes that target band E to H households that were in receipt of certain benefits and given the level of allocated funding it was difficult to arrive at any other method that would make appropriate use of the funding.

The Chief Finance Officer proposal was to award a grant to households in band E to H in which one of the liable parties was in receipt of certain qualifying benefits:

- Income Support
- Job Seeker's allowance (income based)
- Employment Support Allowance (income related)
- Working Tax Credit
- Universal Credit
- Housing Benefit
- Council Tax Reduction

Based on the information held by the Council, were the Council to operate on a first come first served basis, some deserving households could miss out. To mitigate that, the Council could either award a smaller grant of say £120 or underwrite any expenditure in excess of the £92,100 Government funding. The amount was estimated to be in the region of £22,000. This additional cost would be funded from underspends from the 2021/22 revenue budgets.

Resolved – (1) That, a payment of £150 is made to eligible households (funded from the grant allocation of £92,100) with any additional funding required topped up by the Council.

(2) That, delegated authority is given to the Council's S.151 Officer (in consultation with the Leader and Lead Member for Financial Resilience to sign off the details of the scheme and implement any subsequent amendments that may be required.

POL. 1185

SKIPTON CIRCULAR WALK PROJECT

The Strategic Manager for Planning and Regeneration submitted a report that explored options to deliver the Skipton Circular Walk and in particular the stage from Gargrave Road to White Hills Lane. The report established out some aims and assumptions of the route, some options that had been developed and then finally recommendations about how it could proceed. The report suggested that external funding would be sought to deliver elements of the scheme and that match funding and underwriting of the project would be provided by the Council.

During the course of the ensuing discussion, Committee Members asked a number of questions and raised concerns about whether the project would be seen as value for money as there was no apparent rush to go ahead with the scheme at this moment, and it was

Resolved – (1) That, the Skipton circular walk project is not proceeded with at this time.

POL. 1186

ROUGH SLEEPER ACCOMMODATION AND SUPPORT

The Director of Services submitted a report seeking approval from Members to commission accommodation and support services for rough sleepers in the Craven District.

One of the Housing and Homelessness Strategy Action Plan's strategic priority was to support homeless and vulnerable households and the Council's Housing Options Service aimed to reduce health and wellbeing inequalities by working with partners to provide improved support and intervention services for rough sleepers and those at risk of sleeping rough.

Services to rough sleepers were currently provided from a hub located at Pinder House, Skipton, offering assessment, supported accommodation, outreach and day services. Funding was a combination of rough sleeper grant from the Department for Levelling Up, Housing and Communities (DLUHC) and rental income from the supported housing units.

In addition to the provision provided at Pinder House, the rough sleeper grant funded a tenancy sustainment worker who supported rough sleepers who had moved into their own tenancies and a drug and alcohol recovery worker.

All of the above mentioned contracts expired in 2022 and for services to continue a procurement process would be required. DLUHC had confirmed funding of £437,903 had been awarded to the Council for three years from 1st April 2022 to 31st March 2025. However, the supported housing element of the grant was insufficient to fund the services at its current level and it was recommended that the shortfall was met by using monies held in homelessness budgets up to a maximum of £110,000 over the three-year period.

Resolved – (1) That, delegated authority is given to the Director of Services in consultation with the Solicitor to the Council to negotiate, award and enter into contract(s) for Rough Sleeper Accommodation and Support Services following a procurement process.

(2) That, delegated authority is given to the Director of Services in consultation with the Solicitor to the Council and s151 Officer to enter into a Memorandum of Understanding with the Department for Levelling Up, Housing and Communities (DLUHC).

(3) That, the use of money held in homelessness budgets to fund the shortfall in grant receipt is approved.

POL. 1187

HORIZON PROJECT – HERITAGAMES

The Strategic Manager for Planning and Regeneration submitted a report seeking approval for Craven District Council to be part of the transnational European HORIZON Project – HeritaGames which aimed to enrich the understanding of the cultural heritage of rural areas as represented in video games. By accurately reflecting local culture in games that were accessed globally it was hoped that the video games would become a source of information that symbolised those places and cultures to people from different backgrounds around the world.

The HeritaGames would bring together universities, IT, design and research companies together with three local authorities including Craven, to address the role of gaming in culture and in shaping European societies and re-connect heritage places to younger people. Details of the partnership were included in the Strategic Manager's report and it was noted that as most of the project would be delivered by the new North Yorkshire Council, discussions had taken place with the LGR to seek support for the project going forward into the new authority.

Resolved – (1) That Craven District Council be allowed to participate in the HORIZON Project – HeritaGames

(2) That, the Director of Services is authorised, in consultation with the Solicitor to the Council and s151 Officer, to enter into a funding agreement with partner organisations if the funding bid is successful.

(3) That the Director of Services is authorised, in consultation with the Solicitor to the Council and s151 Officer, to enter into a MOU or other agreement with North Yorkshire County Council for the delivery of the project.

POL. 1188

CRAVEN DISTRICT OF SANCTUARY

The Chief Executive submitted a report seeking approval from Members to take forward a number of recommendations to enable Craven District Council to become a District of Sanctuary. City of Sanctuary UK was an umbrella organisation, whose vision was the creation of a culture of welcome, compassion and inclusion across every sphere and sector of society to ensure that wherever sanctuary seekers went they would find people who would welcome them with understanding.

Craven had a long history of welcoming refugees displaced through conflict, war and persecution and the District had a number of long established and community groups that supported refugees and asylum seekers.

The City of Sanctuary Local Authority network was launched in December 2020 and in becoming a member, authorities were committed to working towards the 'Council of Sanctuary' award. The Council proposed the development of an action plan setting out the steps the Council would take to make Craven a 'District of Sanctuary'.

- Resolved** – (1) That, the signing of the City of Sanctuary supporting organisation pledge by the Chief Executive is approved.
- (2) That, the Committee recognise and support the work of Craven Refugee Support Network.
- (3) That, joining the City of Sanctuary Local Authority Network as a non-awarded member is approved.
- (4) That, a voluntary annual donation to City of Sanctuary of £250 for the next 5 years is approved.
- (5) That, working with City of Sanctuary, local refugee support groups and partners to develop an Action Plan for the council with the intention of submitting an application for the Council of Sanctuary Award is approved.
- (6) That, Councillor Rose is appointed as the District of Sanctuary Member Champion.

POL. 1189

LEGACY SUB-COMMITTEE

The Solicitor to the Council (Monitoring Officer) submitted a report asking Members to consider the appointment of a Legacy Sub-Committee and confirm or amend a draft terms of reference as appropriate.

Craven District Council were approaching their final year as an authority and the Council Chair had proposed a legacy scheme to formally recognise organisations and individuals who had demonstrated they had provided an exemplary service to the Craven District.

- Resolved** – (1) That, a Legacy Sub-Committee is appointed to recognise organisations and individuals who, in the opinion of the authority, have rendered eminent services to the Craven District.
- (2) That, a membership of seven and three named substitutes is appointed, to include Council Officers, Chair and Vice-Chair of Council, Leader of the Council, Group Leaders, Lead member for Resilient Communities and one Member from the Opposition.
- (3) That, the draft terms of reference attached to this report as Appendix 1 are approved.

POL. 1190

APPOINTMENT TO SUB-COMMITTEES AND PANELS

The Solicitor to the Council (Monitoring Officer) submitted as report asking Members to consider the appointment of the Craven Spatial Planning Sub-Committee and the Craven Employees' Consultative Group for the 2022/2023 municipal year and to confirm or amend the terms of reference as appropriate.

- Resolved** – (1) That the Craven Spatial Planning Sub-Committee is re-appointed for 2022/23, with a membership of seven and three named substitutes, comprising the Deputy Leader of the Council Councillor Brockbank and Councillors Myers, Pringle, Rose, Shuttleworth, Staveley and Sutcliffe. Substitutes: Councillors Madeley, Mulligan, Solloway.
- (2) That the Craven Employees' Consultative Group is re-appointed for 2022/23, with a membership of five, comprising the Leader of the Council Councillor Foster and Councillors, Brown, Madeley, Myers and Solloway.

Minutes for Decision

POL.1191

ADOPTION OF THE GOOD DESIGN SUPPLEMENTARY PLANNING DOCUMENT AND THE RURAL WORKERS' DWELLINGS SUPPLEMENTARY PLANNING DOCUMENT

The Strategic Manager for Planning and Regeneration submitted a report presenting the final version of the Good Design Supplementary Planning Document and the Rural Workers' Dwellings Supplementary Planning Document (SPD) and other required documents following two, four week periods of consultation with the public and stakeholders during 2021 and 2022.

The Craven Local Plan was adopted in November 2019 and the Council's Local Development Scheme 2020 update set out that a Good Design SPD would be prepared and adopted by the Council. The SPD's provided further guidance for development of specific sites, or on particular issues such as design as well as being used as a material consideration in planning decisions, though they were not part of the development plan.

Recommended – (1) That, the Good Design SPD and Rural Workers' Dwellings SPD set out at Appendices A and E respectively to this report is adopted.

(2) That, the Adoption Statements for the Good Design SPD and Rural Workers' Dwellings SPD set out at Appendices B and F respectively to this report is approved.

(3) That, Approval of the Consultation Statements for the Good Design SPD and the Rural Workers' Dwellings SPD set out at Appendices C and G respectively to this report is approved.

(4) That, the screening reports for the Strategic Environmental Assessment and Habitat Regulations Assessment on the Good Design SPD and Rural Workers' Dwellings SPD set out at Appendices D and H respectively to this reports are approved.

(5) That, delegated authority is granted to the Strategic Manager for Planning and Regeneration to make any necessary minor amendments/corrections to the above documents, to publish them on the Council's website and inform those people and organisations who asked to be notified on the adoption of the SPDs.

\$POL.1192

REDEVELOPMENT OF FORMER COUNCIL DEPOT SITE, LANGCLIFFE QUARRY, SETTLE

[A separate minute has been prepared for this item for those persons entitled to have the information]

Date and Time of Next Meeting – 13th September 2022.

Chairman