

POLICY COMMITTEE

7th June 2016

Present – The Chairman (Foster) and Councillors Barratt, Brockbank, Dawson, Heseltine, Ireton, Jaquin, Lis, Madeley, Morrell, Mulligan, Myers, Place, Welch and Whitaker (substitute for Hull).

Officers – Chief Executive, Director of Services, Corporate Head of Business Support, Solicitor to the Council (Monitoring Officer), Strategic Manager – Financial Services (S.151 Officer), Strategic Manager – Planning and Regeneration, ICT and Transformation Manager, Assets and Commercial Services Manager, Business Services Manager, Revenues and Benefits Manager, Housing and Environmental Health Manager, Project Officer, Community Safety Co-ordinator and Committee Administrator.

An apology for absence was received from Councillor Hull.
Councillor Heseltine left the meeting at 7.36pm.

Start: 6:30pm

Finish: 7.46pm

The minutes of the Committee's meeting held on 12th April 2016 were confirmed and signed by the Chairman.

EXCLUSION OF THE PUBLIC

Resolved - That, in accordance with the Council's Access to Information Procedure Rules, the public is excluded from the meeting during consideration of Minute POL.761 (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).

Minutes for Report

POL.752

ENERGY REPAYMENT LOANS

The Director of Services submitted a report seeking approval from Member to enable Sheffield City Council's administration of the Regional Home Appreciation Loan on behalf of the Council to include the Regional Energy Repayment Loan scheme.

The purpose of the loan was to help tackle excess cold and fuel poverty across the region and because the warm front heating and insulation grant has now finished there would be no national scheme in England to support vulnerable households. Although there was no new Government funding, the value of loans redeemed over the years has built up to enable further small loans to be advanced across the regions. The proposed allocated for Craven was in the region of £23,000.

This scheme provided interest free loans up to £3,000 to qualifying householders.

Resolved – (1) That, the Council discharge its function of administering energy repayment loans to the Executive of Sheffield City Council.

(2) That, the amendment of the Craven Housing Renewal Policy to include provision for energy repayment loans is approved.

POL.753

PERFORMANCE MONITORING – QUARTER 4 2015/16

The Strategic Manager – Financial Services submitted a report presenting the Council's performance monitoring report for quarter 4 2015/16 in accordance with arrangements set out in the Council's performance management framework.

Monitoring against the Council Plan showed that good progress had been made on implementing the Council Plan actions with 15 of the 24 on target, 6 projects had some elements behind schedule and 3 were either behind schedule or not started with 1 of those not yet required.

Resolved – That, the report is noted.

POL.754

SHARED OWNERSHIP DEVELOPMENT

The Director of Services submitted a report updating Members concerning the progress made on the delivery of a pilot scheme to develop shared ownership housing, the submission of a funding application to the Homes and Communities Agency and the preparation of a more detailed proposed first phase of a delivery programme.

Resolved – (1) That, the report is noted.

(2) That, the acceptance of the HCA funding of £72,000 by agreeing to enter into an HCA grant agreement is approved.

POL.755

STRATEGIC PARTNERSHIP UPDATE

The Corporate Head - Business Support submitted a progress report regarding the establishment of a strategic partnership between Craven and Selby Councils and a commercial partner for the delivery of Revenue, Benefits and ICT services.

It had become evident through the competitive dialogue process that the one interested company did not meet the Councils' aspirations for the project and Project Board considered it appropriate to stop the current procurement process and reconsider other options for the services.

Resolved – (1) That, it is noted that officers have completed the first round of competitive dialogue in the procurement process authorised by the decision of Policy Committee on 3rd November 2015.

(2) That, having considered the submissions received, it is agreed not to proceed to stage 2 of the process or seek approval to proceed to final tenders.

POL.756

SUB-COMMITTEES AND PANELS : APPOINTMENT

The Corporate Head of Business Support submitted a report asking Members to consider appointing two sub-committees and a consultative group.

Resolved – (1) That the Craven Spatial Planning Sub-Committee is re-appointed for 2016/17, with a membership of seven and three named substitutes, comprising the Deputy Leader of the Council (in lieu of the Leader), Leaders from the Independent and Labour Groups, Chairman of Planning and three other Conservative Councillors to ensure political proportionality (to be nominated by the Group) with terms of reference as shown in the Appendix to the report submitted.

(2) That the Craven Employees' Consultative Group is re-appointed for 2016/17, with a membership of four, comprising the Leader of the Council, one other Conservative

(to be nominated by the Group), 1 Independent (Heseltine or substitute) and 1 Labour (Madeley, or substitute), with terms of reference as shown in the Appendix to the report submitted.

(3) That the Community Grants Sub-Committee is re-appointed for one meeting only in 2016/17, with a membership of nine comprising six conservatives (to be nominated by the Group), 2 Independents (Morrell and Solloway) and 1 Labour (Madeley), with terms of reference as shown in the Appendix to the report submitted.

POL.757 **APPOINTMENTS TO OUTSIDE BODIES : APPOINTMENTS WITH OFFICE**

The Committee was asked to consider a request that for 2016/17 Councillor Thompson be appointed to the Yorkshire Dales Leader Programme Executive Group in lieu of the Lead Member for Enterprising Craven. This appointment would normally go with the lead office.

Resolved – That, Councillor Thompson is appointed to the Yorkshire Dales Leader Programme Executive Group in lieu of the Lead Member for Enterprising Craven for the 2016/17 municipal year.

POL.758 **MEETINGS : START TIME**

Further to Minute CL.884/15-16, the Committee was asked to agree the normal start time for its meetings for the remainder of the current municipal year.

Resolved – That 6.30pm is retained as the normal start time for meetings of this Committee in 2016/17.

Minutes for Decision

POL.759 **CAPITAL PROGRAMME 2015/16 - OUTTURN**

The Strategic Manager - Financial Services (S.151 Officer) submitted a report informing Member of the outturn position of the Council's capital programme for 2015/16 and the sources of financing.

At the start of 2015/16 the Council had available £2,226k of capital resources to fund its capital programme. During the year, £1,090k of additional resources were generated.

Total expenditure for 2015/16 was £1,329,839, added to this, projects committed but not fully defrayed or commenced amounted to £1,064,820 and it was requested that this amount was carried forward to 2016/17.

RECOMMENDED – (1) That, the outturn position of the 2015/16 capital programme is noted.

(2) That, how the 2015/16 capital programme has been financed, is noted.

(3) That, the carry forward of £1,560,000 for completion of 2015/16 projects in 2016/17 is confirmed.

POL.760 **BUDGET MONITORING 2015/16 – INTERIM OUTTURN**

The Strategic Manager – Financial Services (S.151 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 2016.

The general fund reserve balance stood at £995k and this would assist in mitigating against the risk of unplanned movements from budgeted net expenditure levels, as well as the impact of changes in local government funding.

The Council had £5,615k in earmarked reserves as at 1st April 2015 and it was proposed that contributions to the specific earmarked reserves for the funding of capital or revenue projects going forward including: vehicles; IT, buildings; planning; and enabling efficiencies..

RECOMMENDED – (1) That, the interim outturn revenue budget monitoring position as at 31 March 2016 is noted.

(2) That, £100,165 of the savings achieved this year and identified as green in Appendix B is noted and that these savings will be transferred to an earmarked reserve for support to the 2016/17 budget and beyond.

(3) That, £25,000 is carried forward to increase the 2016/17 contingency to £100,000.

(4) That, a revenue budget of £149,189 is carried forward for completion of revenue commitments in 2016/17 and identified in Appendix D to the report now submitted, is approved.

(5) That, a contribution of an additional £375,000 to the business rates contingency reserve is approved.

(6) That, the transfer of the balance of the revenue budget surplus to earmarked reserves is approved and that the allocations are delegated to the Strategic Manager – Financial Services (S151 Officer).

\$POL.761

SUPPLEMENTARY CAPITAL ESTIMATES

The Director of Services submitted a report asking Members to consider business cases to support approval of capital funds for projects that were currently on the Council's reserve list in the 2016/16 capital programme, namely the revamp and potentially externally leasing out the Leisure Centre Café at Aireville Park, new Spinning Bikes at Craven Pool and Leisure Centre and a replacement music/media system at the Crematorium.

In addition, condition inspections at car parks across the District had identified repairs and re-lining were required at 4 car parks.

RECOMMENDED – (1) That, a supplementary capital estimate of £110,500 to be funded from capital receipts and buildings reserve is approved.

(2) That, a net favourable supplementary revenue estimate of (£12,860) in 2016/17 rising to (£57,200) from 2017/18 is approved.

(3) That, contributions to the building reserve commencing in 2017/18 of £22,000 per annum to return the investment costs for use on future projects are approved.

CUSTOMER ACCESS AND DIGITAL STRATEGY

The ICT and Transformation Manager submitted a report asking Members to approve a Customer Access and Digital Strategy. Digital facilities were essential to the delivery and transformation of all the Council's Services. In addition, the Strategy assisted in ensuring the Council continued to maintain and handle its information assets appropriately.

RECOMMENDED – (1) That, the Customer Access and Digital Strategy along with the approach and standards defined therein as set out in Appendix A to the report now submitted, are approved.

POL.763

PROCUREMENT AND DELIVERY OF REGENERATION PROJECTS

The Assets and Commercial Services Manager submitted a report asking Members to approve the commencement of the procurement of a private sector supplier to form an 'equity' joint venture using the competitive dialogue process.

The Council had been investigating how it could deliver regeneration schemes whilst also generating an investment return and discussions had taken place with a private developer who had worked successfully with some East Lancashire authorities on regeneration projects.

The report highlighted several potential regeneration projects which required further detailed appraisals once a 'joint venture' partner had been selected.

RECOMMENDED – (1) That, the commencement of the procurement of a private sector supplier to form an 'equity' joint venture using the competitive dialogue process is approved.

(2) That, a supplementary revenue estimate of up to £25,000 funded from the enabling efficiencies reserve to meet external procurement and legal support and set up costs is approved.

(3) That, a further report is submitted to this Committee to inform Members of the outcome of the first stage of the process to select one of the respondents to the advertisement to enter into a joint venture and to approve the selected partner.

POL.764

DISCRETIONARY BUSINESS RATES RELIEF SCHEME

The Corporate Head – Business Support submitted a report proposing the introduction of a policy permitting discretionary reductions of business rates under S44a of the Local Government Finance Act (LGFA) 1988. These short term reductions would help qualifying businesses stay in the District thereby supporting Enterprising Craven initiatives and the Council's Financial Strategy.

RECOMMENDED – (1) That, the introduction of a policy permitting discretionary reductions of business rates under Section 44a of the Local Government Finance Act (LGFA) 1988 is approved.

(2) That, delegated authority is given to the Corporate Head – Business Support to approve on-going minor adjustments to this policy in future years.

(Councillor Welch declared an Appendix B interest in the above item as he paid business rates.)

POL.765

ANTI-SOCIAL BEHAVIOUR CRIME AND POLICING ACT 2014

The Corporate Head – Business Support submitted a report advising Members on the measures available to deal with anti-social behaviour as set out in the Anti-Social Behaviour Crime and Policing Act 2014 and sought approval for delegation of the powers available to the Council to named senior officers so that the provisions of the Act could be affectively applied across the District.

The Act replaced the previous 19 powers available to predominately the police and local council with 6 more flexible powers (five of which could be applied by local councils).

Resolved – (1) That, the powers available in the Act are noted and that they should be implemented by the Council with immediate effect.

(2) That, delegation of the exercise of these powers and duties under the Act to the Director of Services and the Corporate Head - Business Support, who will consult with relevant ward councillors is approved.

(3) That, delegation of the exercise of the powers - to the Director of Services and the Corporate Head - Business Support, to authorise in writing appropriately qualified and competent officers to issue Community Protection Notices, and/or Fixed Penalty Notices for breaches of Community Protection Notices and Public Space Protection Orders is approved.

RECOMMENDED - (4) That, the terms of reference for the Select Committee to enable it to review the effectiveness of any Public Space Protection Orders annually. Any review will need to be subject to consultation.

Chairman