

## POLICY COMMITTEE

7<sup>th</sup> March 2017

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

**Officers** – Chief Executive, Director of Services, Solicitor to the Council (Monitoring Officer), Strategic Manager – Financial Services (S.151 Officer), Environmental Services and Housing Manager, Communications and Partnerships Manager and Committee Administrator.

An apology for absence was received from Councillor Barrett.  
Councillor Madeley arrived at 6:45pm.

Start: 6.29pm

Finish: 7.56pm

The minutes of the Committee's meeting held on 14<sup>th</sup> February 2017 were confirmed and signed by the Chairman.

### **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.820 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.814 REVENUE BUDGET MONITORING – QUARTER 3 2016/17

The Strategic Manager – Financial Services submitted a report advising Members of the revenue budget of the Council, based on the quarter three review of income and expenditure to the end of December 2016.

Quarter three monitoring of the 2016/17 net revenue revised budget of £8,410 showed the Council's performance against budget was a projected underspend of £274k for the full financial year. This included £132.5k from the Council's income and savings plan shown in Appendix B attached to the report now submitted.

The revised budget figure, drawing on the corporate contingency included £25k allocated to cover the increased use of temporary staff working on the Local Plan and £15k to Legal Services for additional support.

The Council had a General Fund unallocated balance of £995k at 1<sup>st</sup> April 2016 and it was expected that this balance would remain in order to mitigate against risk of any unplanned movements from budgeted net expenditure levels and to cover day to day cash flow variances.

**Resolved** – (1) That, the revenue budget monitoring position as at 31<sup>st</sup> December 2016 is noted.

(2) That, it is noted that £132.5k of the savings expected to be achieved this year are identified as green in Appendix B to the report now submitted and that these savings will be carried forward to support future years' budgets.

(3) That, the transfer of £120k to the Future Years' Budget Reserve from the income and savings plan projects is approved.

(4) That, the transfer of £100k of the forecasted budget surplus to earmarked reserves as detailed in paragraph 5.6 of the report is approved.

POL.815 **PERFORMANCE MONITORING – QUARTER 3 2016/17**

The Strategic Manager – Financial Services submitted a report presenting the Council's performance and progress made in quarter three, in accordance with arrangements set out in the Council's performance management framework.

Monitoring against the Council Plan showed good progress had been made on implementing the Council Plan actions - ten had been assessed as being on target.

**Resolved** – That, the performance monitoring report for quarter three 2016/17 is noted.

POL.816 **END OF YEAR DISABLED FACILITIES GRANT BALANCE –  
TRANSFER OF FUNDS**

The Director of Services submitted a report seeking approval from Members to transfer the Council's uncommitted disabled facilities grant allocation for 2016/17 to North Yorkshire County Council for it to undertake associated disabled facilities grant work within the Craven District.

In March 2016 the Government significantly increased its Disabled Facilities Grant (DFG) allocations to local housing authorities and a new funding structure had meant that, for Craven, this had resulted in a significant increase in the 2016/17 DFG allocation from the previous £238,818 to £433,307.

Conversely, this has had a negative impact on North Yorkshire County Council's (NYCC) health and adult services budget for 2016/17 in relation to wide capital projects. NYCC had, therefore, asked each sub-regional local housing authority to assist by transferring likely forecasted underspends to enable them to deliver these projects.

It was forecasted that Craven's DFG actual and committed expenditure for 2016/17 would be £413,000 with £20,307 uncommitted.

Going forwards, it was likely that Craven's DFG allocation for 2017/18 would increase again and officers from all Districts within the sub-region were working with NYCC to develop a joint plan for future DFG expenditure and further proposals would be brought to a future meeting of this Committee for consideration.

**Resolved** – (1) That, the uncommitted amount of £20,307 is transferred from the Council's disabled facilities grant (DFG) allocation for 2016/17 to North Yorkshire County Council on condition that the County Council can demonstrate that the transfer amount will be spent on disabled facilities grant associated works for residents within the Craven District.

(2) That, delegated authority is given to the Environmental Services and Housing Manager to decide that the aforementioned condition is satisfied before the transfer amount is paid to North Yorkshire County Council.

POL.817 **EMBSAY CAR PARK - TRANSFER**

The Director of Services submitted a report seeking approval for the 25 year lease of Embsay Car Park to Embsay with Eastby Parish Council.

One of the objectives of the Council's Asset Management Plan was to ensure that assets were used to the benefit of the community and transfer ownership and/or management of assets into community use.

Discussions had been held with Embsay with Eastby Parish Council with a view to them leasing the car park in the village and, in doing so, ensuring continued use of the Council's assets by the community whilst reducing the Council's liabilities.

The car park was in the village centre and was currently had 29 free public parking spaces which were well used with peak occupancy between 76% and 110%. The car park had previously been identified as suitable for pay and display but North Yorkshire County Council withheld consent due to the potential impact of cars being parked on highways by villagers who did not have any parking facilities at their homes and the streets being double yellow lined. In addition, the Council's Select Committee had, in 2015, recommended that charges should not be introduced because of the negative impact charges would have on the Village Hall.

The Council incurred annual costs of £690 in business rates together with a small amount allocated to reserves for maintenance, plus officer time spent on inspections and support services. The term of the lease would be 25 years with an annual rent of £25, reviewed every 5 years. The annual cost saving to the Council would be in the region of £900 giving a total of around £22,500 over the 25 year term.

**Resolved** – (1) That, Embsay Car Park is transferred to Embsay with Eastby Parish Council in accordance with the agreed heads of terms for lease as set out in the appendix to the report now submitted.

(Councillor Shuttleworth declared an Appendix B interest in the above item and moved to the public gallery during the debate and voting thereon.)

POL.818

### **SKIPTON AND SOUTH CRAVEN DEMENTIA ACTION ALLIANCE**

The Chief Executive submitted a report seeking approval to join the Skipton and South Craven Dementia Action Alliance as part of the Council's commitment to becoming a dementia friendly authority.

A local dementia action alliance was seen as a vehicle to developing dementia friendly communities by bringing together regional and local organisations and businesses. There were currently 299 local alliances across the UK and to become a member organisations had to commit to a short action plan. As part of a previous report to this Committee on health and wellbeing, Members approved an action plan which included working towards becoming a dementia friendly authority.

It was estimated that 1045 people were living with dementia in Craven, which was 2% of the Authority's population.

**Resolved** – (1) That, the work undertaken so far to develop Skipton and South Craven Dementia Action Alliance is noted.

(2) That, the action plan detailed in appendix A to the report now submitted which Craven District Council will submit in order to be a member of Skipton and South Craven Dementia Action Alliance together with signing up to the National Dementia Action Alliance is approved.

(3) That, Councillor Linda Brockbank is appointed as Member Champion for Dementia as part of the Resilient Communities Lead Member role and Sharon Hudson as lead officer as detailed in the Dementia Action Alliance Action Plan.

(4) That, support is given to Craven becoming a Dementia Friendly District.

Minutes for DecisionPOL.819 CAPITAL PROGRAMME MONITORING – QUARTER 3 2016/17

The Strategic Manager – Financial Services submitted a report advising Members of the capital programme position of the council based on the quarter three review of income and expenditure to the end of December 2016.

The Council approved the 2016/17 capital programme of £1,531k in February 2016. The inclusion of slippage of £1,500k from the 2015/16 programme plus previously approved supplementary estimates of £832k were also added to the programme together with the removal of £23k for a terminated project gave a total capital programme of £3,840k,

Details of the resources available to fund the capital programme together with a forecast of future receipts and programme costs were identified in the report. Due to continued reliance on capital receipts to fund expenditure over the medium term, approval to commence 2016/17 projects, together with progress on projects within the programme, was being monitored by the Corporate Leadership Team.

Resolved – (1) That, the capital budget monitoring position as at 31<sup>st</sup> December 2016 and the additions to the programme are noted.

**RECOMMENDED** - (2) That, a supplementary estimate of £10k for the Pool Café refurbishment project is approved.

\$POL.820 ACQUISITION OF SECTION 106 SHARED OWNERSHIP DWELLINGS

The Director of Services submitted a report reviewing the Council's acquisition of shared ownership properties developed under Section 106 Agreements and recommended the purchase of up to five further shared ownership homes.

This Committee had previously approved the acquisition of two shared ownership homes which were purchased in July 2016 using Section 106 monies. In addition the Council had used fallback provisions on one occasion to step in where, on completion there had been no housing association to buy Section 106 homes. It does this by taking a commuted sum in lieu of one or more homes originally earmarked as affordable.

The purchase of Section 106 affordable homes was considered a success and for the first time in many years, the Council was involved in the direct provision of affordable houses, offering a viable alternative for first time buyers. For the Council, they represented value for money and generated rental income and future capital receipts.

It was proposed that the Council acquired up to five more shared ownership Section 106 dwellings and by having the necessary approval from Members, the Council could quickly agree contracts with developers as opportunities arose. It was estimated that £350,000 would be needed to acquire the dwellings and pay associated costs.

**Resolved** – (1) That, the review of the Council's acquisition and sale of three Section 106 shared ownership properties as detailed in paragraphs 4.1 to 4.4 of the report now submitted is noted.

**RECOMMENDED** - (2) That, the purchase of a further five Section 106 shared ownership dwellings at a location(s) across the District to be agreed in accordance with paragraph 2.4 of the report now submitted is approved.

(3) That, the five Section 106 shared ownership dwellings are acquired with affordable housing commuted sums received prior to the purchase completing or, if insufficient commuted sums are available, with capital

resources to a maximum of £100,000, subject to repayment of this sum to the Council on first sale.

(4) That, approval is given for the Director of Services in consultation with the Leader, the Lead Member for Housing and the relevant Ward Member(s) and S.151 Officer to identify which Section 106 shared ownership dwellings are acquired.

Chairman