

POLICY COMMITTEE

13th December 2016

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

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, Business Services Manager and Member Services Manager.

Apologies for absence were received from Councillors Heseltine and Madeley.
Councillor Lis arrived at 6.45pm.

Start: 6pm

Finish: 7:15pm

The minutes of the Committee's meeting held on 1st November 2016 were confirmed and signed by the Chairman.

Minutes for Report

POL.791 REVENUE BUDGET MONITORING QUARTER 2 2016/17

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

Quarter two monitoring of the 2016/17 net revenue revised budget of £8,410 showed the Council's performance against budget was a projected underspend of £342k for the full financial year. This included £12.3k from the Council's income and savings plan shown in Appendix B attached to the report now submitted.

The revised budget figure included the requested £42k supplementary estimate needed to fund the Local Plan works in 2016/17 as at quarter two.

The Council had a general fund unallocated balance of £995k at 1st 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 30th September 2016 is noted.

(2) That, it is noted that £12.3k 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 for support to the 2017/18 budget and beyond.

(3) That, the Council's Long Term Financial Plan be amended to take account of the 'green' savings in 2017/18 and beyond where these are not currently allowed for in the budget.

(4) That, the impact of the supplementary estimate required to fund the additional Local Plan works in 2016/17 is noted.

(5) That, the transfer of £212k of the forecasted budget surplus to earmarked reserves as detailed in paragraph 5.6 of the report is approved.

POL.792 **CAPITAL PROGRAMME MONITORING QUARTER 2**
2016/17

The Strategic Manager – Financial Services submitted a report advising Members of the capital programme position of the Council, based on the quarter two review of income and expenditure to the end of September 2016.

The Council approved the 2016/17 capital programme of £1,531 in February 2016. The programme had increased by £832k following works starting on the Skipton Town Hall roof with works on the Concert Hall due to commence in quarter 3. Other capital projects included Kildwick churchyard, improvements to the pool's café and spinning bikes, Ingleton Village Plan, several Council car parks and improvements at the Crematorium.

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.

Resolved – (1) That, the capital budget monitoring position as at 30th September 2016 and the additions to the programme are noted.

POL.793 **PERFORMANCE MONITORING QUARTER 2 2016/17**

The Strategic Manager – Financial Services submitted a report presenting the Council's performance and progress made in quarter two, 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. Fourteen has been assessed as on target, three had not started as they were not yet required. Data was available for the nine quarterly indicators attached to the Council and five were shown as below target.

Resolved – (1) That, the performance monitoring report for quarter 2 2016/17 is noted.

POL.794 **TREASURY MANAGEMENT MID-YEAR REPORT 2016/17**

The Strategic Manager – Financial Services submitted a report updating Members on the treasury activity undertaken in the first six months of the year in the context of current and forecast economic climates. The Council managed its cash flows, banking and capital market transactions in accordance with the CIPFA Code of Practice on Treasury Management which had been adopted by the Council in March 2012.

The report provided an economic update for the first part of 2016/17 and gave a forecast of future interest rates. The Strategic Manager for Financial Services (S.151 Officer) advised that the Council held £16.5m of investments as at 30th September 2016 and a current account balance of £1.175m. Returns on investments had been slightly greater than anticipated and, additionally, investment income had been boosted by a discount of £14,730 on the annual pensions' contribution as a result of making an advance payment. The total investment income received from all sources was £58,350 as at 30th September 2016 with the total budgeted investment return for the full year being £100,000 which is 67% over budget. The Council's capital financing requirement for 2016/17 was £5.676m after utilising £0.321m of funds set aside as the Minimum Revenue Provision.

Resolved – (1) That, the treasury management mid-year report for 2016/17 is noted.

POL.795 **FEES AND CHARGES 2017/18**

The Strategic Manager – Financial Services submitted a report presenting the fees and charges for the 2017/18 financial year in line with the revised fees and charges policy which was approved by Policy Committee in 2015.

The policy provided that discretionary fees and charges for a number of core areas would need Policy Committee approval, with the remainder being approved under delegated authority by the Council's Corporate Leadership Team in consultation with the relevant Lead Member. The Licensing Committee continued to be responsible for approving fees and charges in relation to the Council's licensing obligations which included hackney carriages. Certain fees had to be set in accordance with statute, whilst other services such as car parking and leisure facilities were at the discretion of the Council.

In discussing the fees and charges, Members commented on the Select Committee's working group on waste management which had examined the cost of delivering the garden waste collection service, the proposed increase for 2017 and whether all relevant costs had been taken into account in establishing the original fee (£24). Members requested that the Select Committee be asked to keep the cost of the garden waste collection service under review.

Resolved – (1) That, subject to the amendment of the fee for garden waste being increased to £29.50 in 2017/18 and look to recover full costs in 2018/19, approval is given to the discretionary fees and charges for 2017/18 as set out in the report.

(2) That, the discretionary fees and charges that are subject to delegated authority approval are noted.

Minutes for Decision

POL.796

CRAVEN LOCAL PLAN – OBJECTIVELY ASSESSED HOUSING NEED – SHMA UPDATE 2016

The Strategic Manager – Planning and Regeneration submitted a report presenting the findings of the updated Strategic Housing Market Assessment 2016 on objectively assessed housing need for the Craven housing market area and to seek approval for a recommended housing requirement for the Craven Plan area for the purposes of preparing the next draft of the emerging Craven Local Plan for informal consultation.

This Committee previously approved (ratified by Council), an objectively assessed need for housing of an average of 290 dwellings per year for the Craven district based on the information available and that a housing target across the Craven planning authority area based on the objectively assessed need of 5,120 net new dwellings for the 2012-2032 plan period, representing an average of 256 dwellings per year.

Members were advised that, in responding to the release of updated 2014 based household projections, the Council had commissioned consultants Edge Analytics to carry out an initial analysis of the data. That initial analysis had indicated a relatively modest reduction in the baseline dwelling requirement, but a more significant reduction in the dwelling requirement for job growth. An update to the 2015 Strategic Housing Market Assessment had therefore also been commissioned from arc4 consultants to review and recommend if adjustments needed to be made to the District's objectively assessed need (OAN) for housing for the Craven District. The updated SHMA had also examined market signals and the need for affordable housing before reaching conclusions as to whether the OAN needed to be adjusted.

In conclusion, the work carried out by arc4 had identified an objectively assessed need figure for the Craven Housing Market Area, which included that part of the District within the Yorkshire Dales National Park, of 214 dwellings per year (comprised of a baseline figure of 130, with a long-term migration adjustment to 188 and a further uplift of 26 to take account of market signals). This figure had taken account of the need to deliver more affordable and market housing for an increasing number of households, long-term trends in migration and supported economic growth. The full objectively assessed dwelling need over the Plan Period 2012-2032 (20 years) was therefore 4,280 dwellings.

Analysis by Edge Analytics indicated that around 15% of the Craven housing market area's dwelling requirements could be apportioned to the National Park, however, the Park Authority's draft Local Plan identified a target for the whole Park of 55 dwellings per annum, and did not propose a split to sub area levels. The Spatial Planning Manager explained that with a lack of confidence in the likelihood of the National Park Authority delivering a sufficient number of new dwellings within that part of its area in the Craven housing market area, and the associated risks to this Authority's local plan at examination, it had been concluded that the Council should seek to make provision within its local plan for 214 new dwellings per annum, with any National Park provision being additional to that figure, bearing in mind that the housing requirement should be seen as a minimum requirement.

On conclusion of the Committee's discussion, it was moved and

RECOMMENDED – (1) That, the 2016 updated SHMA into the evidence base of the Craven Local Plan, including its conclusion that the objectively assessed need for housing for the Craven Housing Market Area is 4,280 dwellings for the plan period 2012 to 2032 (at an average annual rate of 214 dwellings per annum) is noted and accepted.

(2) That, a minimum housing requirement target of 4,280 net new dwellings is adopted (for the purposes of preparation of a further draft of the Craven Local Plan for informal consultation) for the period 2012 to 2032 to meet the full objectively assessed housing need of the Craven Housing Market Area. This is a net annual average of 214 dwellings per year.

(3) That, a supplementary estimate of £42,180 for the Local Development Plan budget to meet costs associated with the additional period of informal consultation in February/March 2017 before the draft Local Plan is submitted for examination is approved.

POL.797

BEREAVEMENT AND LEISURE SERVICES – SUPPLEMENTARY REVENUE ESTIMATE

The Director of Services submitted a report requesting Members' approval for two credit supplementary revenue budget estimates for the bereavement and leisure services departments.

Although both leisure and bereavement services currently show close to, or reasonable levels of operating surpluses, with continuing Government funding cuts, requiring savings of up to £1m over the period 2018/19, it was necessary to consider new income generation and expected growth within the services. In order to address these issues, a suitable and fit for purpose resource level and structure was necessary otherwise future initiatives and growth within both services carried a higher than average risk of failure.

Reviews of both services had been undertaken to identify capacity, technical skills and resources needed to deliver high quality service whilst maximising income.

RECOMMENDED – (1) That, a credit supplementary revenue budget estimate of £575 for the financial year 2016/17, full year equivalent £6,900 for bereavement services is approved. This is additional income over and above an investment in the service of £43,600 as set out in paragraph 6.1.2 of the report now submitted.

(2) That, a credit supplementary revenue budget estimate of £2,100 for the financial year 2016/17, full year equivalent £25,200 for leisure services is approved. This is additional income over and above an investment in the service of £18,500 as set out in paragraph 6.1.2 of the report now submitted.

GREAT PLACES : CROSSING THE WATERSHEDS

The Strategic Manager – Planning and Regeneration submitted a report introducing the Great Places scheme which was a funding opportunity from the Arts Council and the Heritage Lottery Fund which aimed to put arts, culture and heritage at the heart of the future within twelve places across the country. Members were also asked for approval for Craven District Council to be the accountable body, should the funding application be successful.

The proposed area, for which an expression of interest had been submitted, covered all of Craven and South Lakeland District Councils, each made up of market towns and rural areas including the southern portions of two National Parks. The focus was the rural corridor linking Bolton Abbey in the south and Grasmere in the north, including the market towns of Skipton and Kendal.

The outline application sought £1,350,000 from the scheme and to secure this, partners had to find at least 10% match funding. Partners therefore, needed to find £150,000 over three years (£75,000 per local authority area).

In bringing the debate to a close, Councillor Myers thanked officers in putting together the bid for all their efforts.

RECOMMENDED – (1) That, approval is given for Craven District Council, in partnership with South Lakeland Council to submit a funding application for the Great Place scheme for £1,350,000.

(2) That, approval is given for £25,000 per year for three years to be earmarked for the Skipton Town Hall budget as match funding.

(3) That, approval is given for Craven District Council to be the accountable body for a Great Place scheme project.

(4) That, delegated authority is given to the Director of Services to agree terms and enter into an agreement with South Lakeland District Council and other appropriate organisations regarding the management and delivery of the Great Place scheme.

Chairman