

POLICY COMMITTEE

6th June 2017

Present – The Chairman (Foster) and Councillors Brockbank, Dawson, Heseltine, Hull, Ireton, Jaquin, Lis, Morrell, Mulligan, Myers, 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), Strategic Manager – Planning and Regeneration, Environmental Services and Housing Manager, Communications and Partnerships Manager and Committee Administrator.

Former Democratic Services Manager : The Chairman drew the Committee's attention to the death today of Colin Iveson, former Democratic Services Manager. Mr Iveson started his career with Skipton Urban District Council before moving to Eden District Council for a short while and then returning to Craven District Council where he remained until his retirement at the end of 2012. The Chairman also paid tribute to the victims and their families of the recent terrorist attacks in Manchester and London. All Members were asked to stand and observe a minute's silence.

Councillor Heseltine also paid tribute to Mr Iveson, highlighting the high regard that all Members had for Mr Iveson's personal and professional qualities and his dedication to Craven District Council.

Apologies for absence were received from Councillors Barrett and Rose. Councillor Heseltine left the meeting at 6:55pm.

The minutes of the meetings held on 11th April and 23rd May 2017 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.832 below on the grounds that it is not in the public interest to disclose the Category 3 (financial or business affairs of any particular person, including the Council) exempt information therein.

Start: 6.30pm

Finish: 7:48pm

Minutes for Report

POL.828

PERFORMANCE MONITORING QUARTER 4 2016/2017

The Strategic Manager, Financial Services submitted a report presenting the Council's performance monitoring report for quarter 4 2016/17 in accordance with arrangements set out in the Council's performance monitoring framework.

Monitoring against the Council Plan showed that good progress had been made implementing the Council Plan actions. Fourteen had been assessed on target, three

projects had not started as they were not yet required. In relation to the indicators, seven of the nine with targets for 2016/17 had not reached the required goal.

Resolved – That, the report is noted.

POL.829 **REMODELLING OF THE COUNCIL'S HOMELESS HOSTEL
UNDER THE SHARED OWNERSHIP AND AFFORDABLE
HOMES PROGRAMME 2016-2021**

The Director of Services submitted a report asking Members to note the successful bid for £372,394 to the Homes and Communities Agency (HCA) towards the costs of remodelling Aireview House. In addition, Members were asked to approve the Council entering into contract with the HCA under its 2016-2021 Shared Ownership and Affordable Homes Programme (SOAHP) in order to access the grant award.

Proposals for remodelling the hostel included a modest extension. The new hostel comprised nine self-contained flats plus a meeting room, office, improved storage and communal lounge. The total scheme had been estimated at £750,000 funded from the Council's capital programme and the HCA grant.

Resolved – (1) That, the successful bid for £372,394 to the Homes and Communities Agency (HCA) towards the costs of remodelling Aireview House is noted.

(2) That, approval is given for the Council to enter into contract with the HCA under its 2016-2021 Shared Ownership and Affordable Homes Programme (SOAHP) to access the grant award.

POL.830 **HOMELESSNESS PREVENTION PROGRAMME – ROUGH
SLEEPER GRANT**

The Environmental Services and Housing Manager submitted a report advising Members of the successful funding bid for £162,000 to jointly deliver a joint rough sleeper project with Horton Housing.

The objective of the programme was to help new rough sleepers, or people at imminent risk of rough sleeping get the rapid support they needed to recover and move-on from a rough sleeping crisis.

The bid included details of organisations that currently worked with the Council and how that working relationship could be enhanced to provide a fully integrated approach. Horton Housing was the only organisation to express an interest and was in a position to act as a delivery partner to address the issue of rough sleeping. Horton Housing was already an existing provider for homeless clients and met the DCLG criteria of agencies who played a crucial role in helping those at risk of, or were already sleeping rough.

Resolved – (1) That, the Director of Services is authorised to accept the Homelessness Prevention Programme Rough Sleeper Grant and deliver the project.

(2) That, the Solicitor to the Council, is authorised, in consultation with the Director of Services to complete all necessary legal documentation with the delivery partner, Horton Housing Association.

(3) That, a report is presented to a future meeting of this Committee on the delivery of the project.

POL.831 **LEEDS CREDIT UNION PARTNERSHIP ARRANGEMENT –
PROJECT UPDATE**

The Director of Services submitted a report updating Members on the progress of the Craven District Council and Leeds Credit Union partnership arrangement.

Craven joined the credit union in 2015 so that the residents and people who worked in Craven could access financial services which offered affordable and responsible borrowing. Leeds Credit Union had provided 46 Craven members with £54,373 of low cost loans since October 2015. As at April 2017 the total number of new members was 88 (with 6 being Craven District Council staff members).

Resolved – That, the report is noted.

\$POL.832 **SHARED OWNERSHIP HOUSING DEVELOPMENT**

The Director of Services submitted a report informing Members of progress regarding the development of shared ownership housing on Council owned land and sought approval to develop a further three sites.

Resolved – That, this matter is deferred to the next meeting of this Committee in order that land values can be ascertained.

Minutes for Decision

POL.833 **CAPITAL PROGRAMME OUTTURN – 2016/2017**

The Strategic Manager, Financial Services submitted a report informing Members of the outturn position of the Council's capital programme for 2016/17 and the sources of financing. The total capital programme was £3,687K and total expenditure for the financial year was £1,344,079k. The report identified the projects which would not be completed in 2016/17 and therefore required to be carried forward to the 2017/18 – 2019/20 programme. These projects had been confirmed at a value of £2,008k.

RECOMMENDED – (1) That, the outturn position of the 2016/17 capital programme is noted.

(2) That, the financing of the 2016/17 capital programme is noted.

(3) That, the carry forward of £2,008,462 for the continuation of 2016/17 projects in 2017/18 is confirmed.

POL.834 **INTERIM OUTTURN REVENUE BUDGET MONITORING
REPORT – QUARTER 4 2016/17**

The Strategic Manager, Financial Services 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 2017.

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 £5,786k in earmarked reserves as at 1st April 2016 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 31st March 2017, is noted.

(2) That the £135,180 of the savings achieved this year and identified as green in Appendix B is noted and that these savings have been transferred to an earmarked reserve for support to the 2017/18 budget and beyond.

(3) That a revenue budget carry forward of £124,485 for completion of revenue commitments in 2017/18 and identified in Appendix D is confirmed.

(4) That, a contribution of an additional £76,000 to the Business Rates Contingency Reserve is confirmed.

(5) That, the transfer of the balance of the revenue budget surplus to earmarked reserves is confirmed and the allocations to be delegated to the Strategic Manager – Financial Services (S.151 Officer).

POL.835

REVIEW OF PILOT WARD MEMBER GRANTS SCHEME

The Chief Executive submitted a report in relation to a review of the Ward Member Grant scheme that had been piloted during 2016/17 as a replacement for the Community Grants Programme whereby grants were considered and determined by the Community Grants Sub-Committee. The new scheme gave each District Councillor their own budget of £1,000 which allowed them to respond to local needs by recommending the allocation of small amounts of money to support projects or activities that benefited the communities they represented. Councillors could also pool their allocation for schemes that benefitted a town or neighbourhood rather than an individual Ward.

Overall, £26,465.62 had been allocated and £3,534.38 remained unspent. The review found that there had been a better geographical spread of projects across the District compared to the Community Grants Scheme. Every Ward in the District had benefitted, particularly more grass roots type projects who wouldn't have necessarily applied under the old scheme.

RECOMMENDED – (1) That, the contents of the report are noted.

(2) That approval is given to run the scheme in 2017/18 in place of the community grants programme.

(3) That, a cap of £2k is introduced for the maximum amount of funding jointly awarded by Councillors.

(4) That, a budget of £30k for the scheme which is £1k per Councillor and a supplementary estimate of £15k to be funded from the New Homes Bonus is approved.

(5) That, in order to make administering joint applications easier, approval is given to changes to documents in Appendix C as now submitted.

POL.836

SKIPTON TOWN HALL – BAR AND CATERING PROVISION

The Strategic Manager, Planning and Regeneration submitted a report updating Members on the outcome of the expression of interest process that sought a partner to establish bar and catering provision in Skipton Town Hall and to set out an interim approach to create bar provision.

Skipton Town Hall had been undergoing a redevelopment programme and a feasibility study had concluded that in order to generate and sustain potential audience levels the main concert hall the main concert hall required a number of improvements. The study highlighted the limited bar and

catering provision and that the provision of permanent pre/post and intermissions bar and catering facilities were pivotal to the sustainability of the hall.

It was understood that the companies who had expressed an interest in the venture, had decided not to proceed due to the opportunity being a partnership rather than a straight tender with an attached confirmed value.

In the meantime, as plans to develop the venue continued, a suitable crush/interval bar was still required and it was recommended that an interim solution would be for the Council to undertake a basic bar fit out at an estimated cost of £18,500 and that this space was used to provide an interval bar using the Council's own casual front of house team. It was envisaged that once works were completed in the rest of the building and tenants were in place at 17-19 High Street, the bar/café partnership opportunity should be revisited.

RECOMMENDED – (1) That, the outcome of the expression of interest process to seek a partner to provide bar and catering services is noted.

(2) That, the interim option for the provision of interval bar facilities in the Town Hall is agreed and that authorisation is given for basic works to go ahead.

POL.837

LOAN TO CRAVEN COLLEGE FOR FOUR YEARS

The Strategic Manager, Financial Services submitted a report seeking Member approval to enter into a commercial loan arrangement with Craven College to provide £400,000 of loan funding towards the development of their Animal Management Centre which was estimated to cost £1.6m.

The development presented a significant opportunity for the College to upgrade the estate and reduce operating costs whilst improving the learner experience for existing and new students. The loan would comply with State Aid Regulations and a formal loan agreement

RECOMMENDED – (1) That, approval is given to four year loan funding of £400,000 to Craven College.

(2) That, approval is given to a supplementary estimate of £400,000 to the Council's capital programme, to be funded from internal cash resources.

(3) That, delegated authority is given to the Solicitor to the Council and Monitoring Officer and to the Strategic Manager – Financial Services (S.151 Officer) to enter into the necessary arrangements with Craven College for the loan terms.

(4) That, the proposed change to the Council's Minimum Revenue Provision (MRP) policy to allow for the subsequent debt liability to be written down as the loan is repaid is approved.

Chairman