

POLICY COMMITTEE

31st October 2017

Present – The Chairman (Foster) and Councillors Brockbank, Dawson, Heseltine, Hull, Ireton, Jaquin, Lis, Madeley, Morrell, Mulligan, Myers, Rose 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. Electoral Services Officer and Committee Administrator.

An apology for absence was received from Councillor Barrett.

Also in attendance – Councillor Staveley, Chairman of Select Committee.

Start: 6.30pm

Finish: 8.27pm

The minutes of the Committee's meeting held on 11th September 2017 were confirmed and signed by the Chairman.

Minutes for Report

POL.869

PUBLIC PARTICIPATION

Mr Andrew Mears from Skipton BID addressed the Committee regarding car parking within Skipton. He explained that car parking had been a priority for the original Skipton BID and anticipated that the free Sunday car parking on Cavendish Street during January and February 2018 would increase footfall in the town and benefit local businesses. Mr Mears stated that the scheme would be underwritten by Skipton BID but hoped that the scheme would be a success and could be repeated.

POL.870

CAVENDISH STREET FREE PARKING INITIATIVE IN PARTNERSHIP WITH SKIPTON BID

The Director of Services submitted a report seeking approval to vary a Parking Order to allow free parking on Cavendish Street, Skipton between 9am and 6pm on each Sunday in January and February 2018 to support an initiative by the Skipton Business Improvement District (BID) to increase Sunday trading.

A retail intelligence company used by the BID had identified that footfall on Sundays during January and February 2017 was considerably lower than on a Saturday and in the New Year. The BID were undertaking a promotional campaign to increase awareness of what Skipton had to offer and had asked the Council if they would support the initiative by offering free parking on each Sunday in January and February 2018. The BID had agreed to underwrite the loss of income from car parking and the cost of the statutory public notice to a maximum of £3,000.

It was hoped that the joint initiative would attract more local residents to Skipton town centre on what was a traditionally quiet period of the year and for shoppers to make most of the high street.

The Chairman thanked Skipton BID for all their hard work and effort to promote the various activities and shops Skipton had to offer and hoped the initiative would attract an increased footfall.

Resolved – (1) That, approval is given to make an alteration to the pay and display parking arrangements on Cavendish Street, Skipton to allow free parking on Cavendish Street, Skipton, between the hours of 09.00 and 18.00 on each Sunday in January and February 2018.

(2) That, delegated authority is given to the Director of Services to give formal notice under Section 35c of the Road Traffic Regulation Act 1984 to vary the Craven District Council (Off Street Parking Places) and (Consolidation) Order 2017.

POL.871 **SELECT SHARED OWNERSHIP WORKING GROUP'S SHARED OWNERSHIP REVIEW REPORT**

Councillor David Staveley, Chairman of the Select Committee presented the Committee's Shared Ownership Working Group's findings on its review which had considered the strategy for the delivery of shared ownership in order to establish an understanding of the process involved and what lessons, if any, could be learned from the experience to date.

Shared ownership was a key component in the Government's plan to tackle the housing shortage and significant levels of investment was available to deliver affordable homes which should bode well for the Council's aspirations to deliver affordable shared ownership homes and provide an income stream in support of its revenue budget.

To date the Council had acquired three Section 106 affordable homes and authority was in place to purchase a further five Section 106 dwellings across the District.

The Policy Committee thanked the Chairman and Members of the Working Group for undertaking the review, and it was

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

POL.872 **COMMUNITY GOVERNANCE REVIEW – PARISH COUNCILS**

The Chief Executive submitted a report setting out the results of a community governance review of electoral arrangements in parish councils with fewer than seven councillors to examine whether the number of councillors should be increased to the NALC recommended minimum of seven councillors.

The review followed a request from Thornton-in-Craven Parish Council to increase their number of councillors from five to seven, in order that it might more effectively carry out its business. Twelve other parish councils had fewer than seven members. The Electoral Commission stressed the importance of having an appropriate number of councillors to take decisions effectively on behalf of the area.

The consultation resulted in only eleven responses covering eight small parish councils and the comments suggested that there was not a general demand for an increase in the size of councils. There also appeared to be a consensus that in some parishes it was difficult to find people interested in standing as councillors which would lead to uncontested elections and increased co-option. Members felt that this was a real problem and wanted to see more being done to revitalise the grass roots of the democratic process and encouraging young people to get involved.

It was proposed that, subject to final consultation, the number of councillors be increased from five to seven in respect of the following parishes:

- Draughton;
- Farnhill;
- Thornton-in-Craven; and
- Threshfield

Resolved – That approval is given to proceed, subject to final consultation, with increasing the number of councillors from 5 to 7 in respect of the following councils only: Threshfield, Farnhill, Draughton and Thornton-in-Craven, with implementation from the next ordinary dates of election.

POL.873 **TRANSFER OF PUBLIC CONVENIENCES AT HALL STREET CAR
PARK, CROSS HILLS**

The Director of Services submitted a report seeking approval for the public conveniences at Hall Street car park, Cross Hills to be transferred to Glusburn and Cross Hills Parish Council. The Parish Council currently lease the public conveniences and although the toilets were open, it cost the Parish considerable expense which they would like to reduce by redeveloping the site to better suit their needs.

However, the Parish Council were not prepared to spend money on redeveloping a site that was not theirs and therefore, had requested that the site be donated to them. No other sites in the centre of Cross Hills were suitable for public conveniences and as the Council had no plans to take back liability for the toilets and wanted to ensure the facilities remained open in the longer term, it seemed a suitable solution for both parties.

Resolved – (1) That, the freehold for the public conveniences at Hall Street car park, Cross Hills, as shown hatched blue on the site plan attached to the report now submitted, be transferred to Glusburn and Cross Hills Parish Council for £1.00 and that they be retained as public conveniences.

(2) That, the Director of Services is authorised to transfer the public conveniences at Hall Street car park, Cross Hills, to Glusburn and Cross Hills Parish Council.

POL.874 **TRANSPORT FOR THE NORTH – EMERGING STRATEGIC
TRANSPORT PLAN**

The Strategic Manager for Planning and Regeneration submitted a report highlighting the issues arising from the work of Transport for the North (TfN) in developing a strategic transport plan and investment programme for the North of England and how it affects Craven.

Seven strategic development corridors had been defined and TfN and Transport Authority partners had agreed to proceed with feasibility work on three corridors during 2017/18 and the Central Pennines East-West corridor had been chosen as one of the three. The corridor broadly extended from Lancashire through to West Yorkshire, North Yorkshire, East Riding and Hull and included links to Liverpool City Region, Atlantic Gateway, Greater Manchester, Leeds North West Quadrant to North Yorkshire's East coast.

As soon as the draft strategic transport had been published, the Council aimed to pursue the following points.:

- Stress the importance of the A65 and the potential of the Leeds/Morecambe and Settle/Carlisle in connection LEP sub-regions;
- Require that the central trans-pennine corridor has a fair assessment of all alternative routes so that the Skipton to Colne line receives a fair comparison with the Calder line;
- That the wide socio-economic case for the Skipton/Colne line is promoted especially for economic uplift in East Lancashire;
- That a comprehensive central trans-pennine road corridor plan is created in order to support the long term phased development of the corridor, similar to the work on the A64 partnership; and
- That there is clarity on how the Leeds City Region NW Quadrant scheme will effectively connect to the Central Lancashire Corridor without Craven becoming a bottle neck.

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

(2) That, approval is given to write to both North Yorkshire County Council and Transport for the North, in consultation with the Lead Member and Group Leaders, setting out the issues arising from the report now submitted.

POL.875

BREATHING SPACE LOAN SCHEME

The Director of Services submitted a report asking for Members' approval to join the Breathing Space Loan Scheme, a homeless prevention scheme for home owners. The scheme operated by Wakefield Metropolitan District Council on behalf of local authorities across Yorkshire and the Humber region to enable loans to be offered to owner occupiers who were in difficulty with their mortgage and/or secured loan due to a change in circumstances. The loan would enable homeowners stay in their own home thereby preventing homelessness.

Resolved – (1) That, Craven District Council join the Breathing Space Loan Scheme and enter into an agreement with Wakefield Metropolitan District Council regarding the administration of this scheme.

(2) That, the discharge of the Council's function of the payment of loans under the Breathing Space Scheme is delegated to the Executive of Wakefield Metropolitan District Council.

(3) That, the Director of Services and the Solicitor to the Council are authorised to complete the relevant legal documents on behalf of the Council.

Minutes for Decision

POL.876

CONFIRMATION OF THE COUNCIL TAX BASE 2018/2019

The Chief Finance Officer submitted a report seeking approval of the Council Tax Base for the 2018/19 financial year. The Committee were advised that the formula used to calculate the base had been updated to take account of both the technical changes to council tax discounts and exemptions and the change from council tax benefit to local council tax reduction schemes.

RECOMMENDED – (1) That, in accordance with the Local Authorities (Calculation of Tax Base) (England) Regulations 2012 the amount calculated by Craven District Council as its tax base for the whole of the area for 2018/19 financial year is set at 22,455.

(2) That, the amount calculated by Craven District Council as the tax base for each of its Parishes for the 2018/19 financial year is that as set out in Appendix A to the report now submitted.

POL.877

APPLICATION TO THE DEPARTMENT FOR COMMUNITIES AND LOCAL GOVERNMENT FOR A NORTH YORKSHIRE 100% BUSINESS RATES RETENTION PILOT IN 2018/19

The Chief Finance Officer submitted a report seeking confirmation for Craven District Council to be part of an application to the Department for Communities and Local Government (DCLG) for a North Yorkshire and East Riding of Yorkshire 100% business rates retention pilot in 2018/19.

The Government was looking from a wide spread of different types of pilot, which would be for one year only, with a particular focus on applications from rural areas as well as two-tier areas.

Pools were required to submit a governance agreement setting out how the pooling arrangements would work in terms of financial distribution and service provision and evidence how business rates income growth would be shared.

The Chief Finance Officer indicated that initial calculations showed that, based on a worst case scenario of Craven in the current rates pool, the Council could be £180k better off with the 100% rates retention pilot. With the best case scenario, the Council could be £140k better off with the 100% rates retention pilot.

RECOMMENDED – That, Members agree with the action taken that Craven District Council as a member of the North Yorkshire Business Rates Pool is part of the North Yorkshire and East Riding of Yorkshire submission to the Department of Communities and Local Government to become a 100% Business Rates pilot in 2018/19.

POL.878

SETTLE TOWN ACTION PLAN

The Strategic Manager for Planning and Regeneration submitted a report informing Members of proposals to help improve the trading environment in Settle and seek the Council's support to facilitate delivery by approving the balance of the funding set aside in the New Homes Bonus Infrastructure Reserve.

Funding of £400,000 (£100,000 per settlement) had been allocated to support the delivery of a series of projects aimed at stimulating the transformation of retail centres including Settle.

The upgrading of the public conveniences on Whitefriars car park had already been completed due to the town hosting the 2016 Tour of Yorkshire and subsequent discussions to develop the rest of the action plan had identified four key priorities:

- Physical regeneration – to create an attractive recreational experience for visitors and residents based around Castleberg Crag;
- Accessibility – improving traffic flow to and around the town centre and directing pedestrians throughout the town by improvements in signage;
- Market development – developing the weekly market and improving the shopping experience throughout the town centre; and
- On-line marketing and promotion – creating a more proactive and cohesive approach to communicating the qualities of the town and supporting the businesses in the town and locality.

Delivery would be overseen by the Settle Town Team, whose membership included Craven District Council, North Yorkshire County Council, Settle Chamber of Trade and Settle Town Council.

RECOMMENDED – (1) That, the proposals as set out in section 4 of the report now submitted to help improve the trading environment of Settle town centre are endorsed.

(2) That, a sum of £96,000 from the Council's New Home Bonus Infrastructure Reserve to support delivery of the proposals and give delegated authority to the Director of Services, in consultation with the Lead Member for Enterprising Craven and Ward Members for Settle and Ribblesbanks to agree how the monies are assigned.

(3) That, subject to 2.2 above, permission is given for the monies to be drawn down from the New Homes Bonus reserve in the form of a supplementary estimate of £25,000 to be included in the Council's budget for this financial year, and that the balance (£71,000) is included in the Council's budget for the financial year 2018/19.

POL.879

TEMPORARY ACCOMMODATION PLACEMENT POLICY

The Director of Services submitted a report requesting that Members' adopt a Temporary Accommodation Placement Policy. Local authorities had a duty to provide temporary

accommodation to homeless households accepted as unintentionally homeless and in priority need. Additionally, local authorities should, as far as reasonably practicable place households in its own area or as close as possible to where the applicant was previously living.

The Policy had been developed in accordance with relevant legislation and case law, in particular the Supreme Court had recommended that each local authority should have a publicly available policy for allocating temporary accommodation which clearly explained the factors to be taken into account. The Policy provided guidance to staff ensuring a consistent and transparent approach.

RECOMMENDED – (1) That, the Temporary Accommodation Placement Policy is approved.

(2) That, delegated authority is given to the Director of Services, in consultation with the Lead Member for Affordable Housing to make amendments to the Policy to reflect any changes in primary legislation, statutory guidance or case law.

Chairman