

POLICY COMMITTEE

6.30pm on Tuesday 18th June 2019

Belle Vue Suite, Belle Vue Square, Broughton Road, Skipton

Committee Members: The Chairman (Councillor Foster) and Councillors Barrett, Brockbank, Heseltine, Ireton, Lis, Madeley, Morrell, Mulligan, Myers, Noland, Place, Rose, Welch and Wheeler.

Substitutes : Conservatives – Councillors Handley, Metcalfe and Moorby; Independents – Councillors Pighills, Shuttleworth and Solloway; Labour – Councillor Mercer; Green – Councillor Brown.

AGENDA

1. **Apologies for absence and substitutes**
2. **Confirmation of Minutes (including confidential minute)** – 5th March 2019.
3. **Public Participation** - In the event that any questions/statements are received or members of the public attend, the public participation session will proceed for a period of up to fifteen minutes.
4. **Declarations of Interest** – All Members are invited to declare at this point any interests they have in items appearing on this agenda, including the nature of those interests.

(Note: Declarations should be in the form of:

a “***disclosable pecuniary interest***” under Appendix A to the Council’s Code of Conduct, or “***other interests***” under Appendix B or under Paragraph 15 where a matter arises at the meeting which relates to a financial interest of a friend, relative or close associate.

A Member of Council who has a disclosable pecuniary interest must leave the room and not take part in the discussion or vote. When declaring interests under Appendix B or Paragraph 15 of the Code, Members must move to the public seating area, not vote, and speak only if members of the public are also allowed to speak at the meeting.)

5. **Capital Programme Outturn 2018/2019** – Report of the Chief Finance Officer. Attached.

Purpose of Report – To inform Members of the outturn position of the Council’s capital programme for 2018/19 and the sources of financing.

6. **Performance Monitoring – Quarter 4 2018/2019** – Report of the Chief Finance Officer. Attached.

Purpose of Report – To present the Council’s performance monitoring report for quarter 4 2018/19 in accordance with arrangements set out in the Council’s Performance Management Framework.

7. **Business Rates Discretionary Rate Relief – Mobile Infrastructure** – Report of the Strategic Manager for Planning and Regeneration. Attached.

Purpose of Report – To (i) update Members on a proposal endorsed by Local Government North Yorkshire and York for a scheme to offer discretionary rate relief for new mobile phone infrastructure in the District and, (ii) seek a decision on whether the proposal is included within the District Council’s Discretionary Business Rate Relief Policy.

8. **Discretionary Rate Relief Policy** – Report of the Chief Finance Officer. Attached.

Purpose of Report – To introduce a refreshed and simplified Discretionary Business Rates Relief Policy.

9. **Empty Homes Strategy 2019 – 2024** – Report of the Director of Services. Attached.

Purpose of Report - To present the draft Empty Homes Strategy 2019-2024 and Appendices. The proposed strategy sets out the aim and objectives of Craven District Council (CDC) in addressing and reducing the number of empty homes in the district. It is supported by a revised procedure document which establishes a consistent and transparent approach to the application of powers of enforcement, in respect of empty homes, by the Council. The report concludes that real change will not be achieved without increased resources (both financial and staff) and proposes a potential solution to delivering the strategy.

10. **Forest of Bowland Area of Outstanding Natural Beauty Management Plan 2019-2024** – Report of the Strategic Manager for Planning and Regeneration. Attached.

Purpose of Report – To agree the adoption of the Forest of Bowland Area of Outstanding Natural Beauty Management Plan for the period 2019 – 2024.

11. **Developing the Natural Aire Project (DNAire)** – Report of the Strategic Manager for Planning and Regeneration. Attached.

Purpose of Report – To introduce the DNAire project to improve the routes along the River Aire, improve the ecology of the area, reintroduce salmon to the river Aire and develop new tourist assets and seek funding to support the project’s implementation.

12. **Leeds Liverpool Canal – Strategy for Public Art and Heritage Interpretation** – Report of the Strategic Manager for Planning and Regeneration. Attached.

Purpose of Report – To update Members on delivery of activity related to the improvement of the Leeds & Liverpool Canal corridor and to present proposals to enhance heritage and visitor interpretation along the Canal.

13. **Appointment to Sub-Committees and Panels** – Report of the Democratic Services Manager. Attached.

Purpose of Report - To consider the appointment of the Craven Spatial Planning Sub-Committee and the Craven Employees’ Consultative Group and to confirm or amend the terms of reference as appropriate.

14. **Items for Confirmation** – The Committee is asked to indicate whether any of the above items should be referred to Council for confirmation.

15. **Any other items** which the Chairman decides are urgent in accordance with Section 100B(4) of the Local Government Act 1972.

Agenda Contact Officer: Vicky Davies, Committee Administrator
Tel: 01756 706486, Email: committees@cravendc.gov.uk
10 June 2019

If you would like this agenda or any of the reports listed in a way which is better for you, please telephone 01756 706494.

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- (i) the recording being conducted with the full knowledge of the Chairman of the meeting; and
- (ii) compliance with the Council's protocol on audio/visual recording and photography at meetings, a copy of which is available on request. Anyone wishing to record must contact the Agenda Contact Officer (details above) prior to the start of the meeting. Any recording must be conducted openly and not disrupt proceedings.

Emergency Evacuation Procedure - In case of an emergency or if the alarm sounds, leave the committee room and exit the building using the nearest available door. The assembly point is in the main square at the front entrance. An officer will take a roll call at that point. Please do not leave without telling the Chairman or the Democratic Services Section's representative.

POLICY COMMITTEE

5th March 2019

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

Also in attendance – Councillor Hull

Officers – Chief Executive, Director of Services, Chief Finance Officer (S151 Officer), Strategic Manager for Planning and Regeneration, Solicitor to the Council and Monitoring Officer, Communications, Customer Services and Partnerships Manager and Committee Administrator.

Start: 6.30pm

Finish: 9:10pm

Councillor Madeley left the meeting at 8.22pm.

Councillor Barrett left the meeting at 8.34pm.

Councillor Ireton left the meeting at 8.41pm.

Councillor Mulligan left the meeting at 8.45pm.

Councillor Place and Councillor Lis left the meeting at 9.09pm.

The minutes of the Policy Committee meeting held on 5th February 2019 were confirmed as a correct record and signed by the Chairman.

Exclusion of the Public –

Resolved – That in accordance with the Council's Access to Information Procedure Rules, the press and public is excluded from the meeting during the consideration of \$POL.985, \$POL.990 and \$POL.991 on the grounds that it is not in the public interest to disclose Category 3 (financial or business affairs of any particular person (including the Council)) exempt information.

Minutes for Report

POL.981 PERFORMANCE MONITORING REPORT – QUARTER 3 **2018/19**

The Chief Finance Officer submitted a report presenting the Council's performance monitoring report for 2018/19 quarter three 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. Twelve had been assessed as on target and three were on amber as some elements of the projects were behind schedule. Data relating to all the six benefits and planning indicators showed that four were not achieving their target, however Members were informed that there had been some good progress in the last couple of months.

Resolved – That, the progress and outcomes achieved are noted.

POL.982 INTRODUCTION OF ELECTRIC VEHICLE CHARGING **POINTS**

The Director of Services submitted a report providing Members with an update on the issue of electric vehicle charging points and the procurement of services for the installation and management (including financial implications and locations) of the charging points. The provision of charging points also required an amendment to the Council's Parking Places Order.

In July 2018, this Committee resolved to introduce electric vehicle charging points on Council owned car parks and gave delegated authority to the Director of Services to commence the procurement of services for the installation and management of charging points.

The Council received five proposals and the pre-determined evaluation criterion was applied to each submission and a company that most closely met the specification was selected.

The investment required by the company for the installation of two charging points including the infrastructure etc. was circa £70k and the Council would receive a percentage profit share on electric charge fees paid in exchange for a lease of two parking bays.

Consideration was given to the location and number of charging points and it was recommended that the High Street car park would be the most convenient for accessing other services such as shops and refreshment facilities. The charging bays would be the equivalent size to disabled bays and best sited adjacent to a wall or fence. A plan attached to the report showed the proposed location of the charging bays and this would involve locating two disabled bays elsewhere on the car park.

The estimated cost of providing the charging points was estimated at £2,450 and this would be met out of existing budgets. Should the pilot prove successful the next step would, subject to viable business cases, be to provide charging points at other car parks in the District.

Resolved – (1) That, the implementation of two electric vehicle charging points at the High Street (Skipton) car park based on the outcome of the procurement process is approved.

(2) That, the amendments to the current Parking Order set out in the draft Craven District Council (Off Street Parking Places) and Consolidation (Amendment) (Electric Vehicle Charging Points) Order 2019 attached to the report now submitted is approved.

(3) That, delegated authority is given to the Director of Services in consultation with the Council Solicitor to publish the proposed amendments for statutory consultation in accordance with The Road Traffic Regulation Act 1984 (as amended) and associated regulations.

POL.983 **PARKING PLACES ORDER AMENDMENT – ABANDONED
VEHICLES**

The Director of Services submitted a report asking Members to approve an amendment to the Parking Places Order in order to provide clarity and thereby strengthen the ability of the Council in dealing with abandoned vehicles on its car parks, particularly where vehicles may need to be removed from the car park.

It was proposed that an additional clause be added to the current Parking Places Order, as set out in the appendix to Director of Services' report, in order to provide the necessary clarity to deal with abandoned vehicles for parking management purpose, should the need arise.

Resolved – (1) That, the amendments to the current Parking Order set out in the draft Craven District Council (Off Street Parking Places) and Consolidation (Amendment) (Abandoned Vehicles) Order 2019 attached to the report now submitted is approved.

(2) That, delegated authority is given to the Director of Services in consultation with the Council Solicitor to publish the proposed amendments for statutory consultation in accordance with regulation.

POL.984 **COMMUNITY HOUSING FUND - UPDATE**

The Director of Services submitted a report reviewing Council expenditure from monies received from the Government's Community Housing Fund. The report also updated Members on the progress of specific community led housing schemes across Craven which had benefited from this funding.

The purpose of the Community Housing Fund was to enable and facilitate community led housing opportunities and Craven had been awarded £605,964. Across North Yorkshire an amount had been top sliced from each local authority's allocation (£18,179 for Craven). This had been used to support a North Yorkshire and East Riding wide 'hub' to provide services and advice to newly forming community groups across the whole area for two years.

Although new groups continued to emerge, at January 2019, a total of five community groups had benefited from the Community Housing Fund in Craven:

- Carleton in Craven
- Burton in Lonsdale
- Otley Street Arts Group
- Skipton Town Council
- Hartley Educational Foundation, Long Preston

Out of the £605,964 awarded to the Council, £513,209 was still available and it was likely that the Council could be prevented from accessing the second wave of Government funding until the first phase funding had been fully allocated to community led housing projects.

Resolved – That, how the Community Housing Fund has, and is being used within the Council's District to increase the level of affordable housing is noted.

(Councillors Dawson, Heseltine and Jaquin declared an interest in the above item as they were Members of Skipton Town Council).

\$POL.985 **JOINT VENTURE – DEVELOPMENT OF LAND AT BACK GATE,
INGLETON**

The Director of Services and Solicitor to the Council (Monitoring Officer) submitted a report presenting an outline business case for the development of Council owned land at Back Gate, business case.

(A separate excluded full minute has been prepared for this item. It is published (on pink paper) in an Appendix to Members, relevant officers and others who are entitled to all details.)

(Councillor Mulligan declared an Appendix B interest in the above item and left the room taking no part in the discussion or voting thereon as he was a director of Craven Barnfield Regeneration Ltd.)

Minutes for Decision

POL.986 **REVENUE BUDGET MONITORING Q3 2018/19**

The Chief Finance Officer submitted a report advising Members of the revenue budget position of the Council based on the quarter 3 review of income and expenditure to the end of December 2018.

The forecasted revenue budget surplus for the financial year was £123k, however the volatility of the Council's income streams could mean that any reduction in the estimated income could reduce the surplus to a deficit. The general fund balance was £995k and this would assist in mitigating against the risk of unplanned movements from budgeted net expenditure levels as well as the changes in local government funding. The Council had £6,342k in earmarked reserves at 1 April 2018 with budgeted and in year contributions of £553k, less utilisation in 2018/19 or a commitment for future year's use of £2,078k meant an estimated balance at 31st March 2019 of £4,817k.

RECOMMENDED – (1) That, the revenue budget position as at 31st December 2018 is noted.

(2) That, £18k of the savings achieved this quarter and identified as green in Appendix B to the report now submitted are noted and that these savings will be

transferred to an earmarked reserve for support to the 2019/20 budget and beyond.

(3) That, the Council's Long Term Financial Strategy is amended to take account of the 'green' savings in 2019/20 and beyond where these are not currently allowed for in the budget.

(4) That, the supplementary estimate of £50k to continue to fund the work associated with the latter stages of the Local Plan is approved.

(5) That, the transfer of a proportion of the current balance of the revenue budget surplus to earmarked reserves is approved and that the allocations are delegated to the Chief Finance Officer (S.151 Officer).

POL.987

CAPITAL PROGRAMME MONITORING Q3 2018/19

The Chief Finance Officer submitted a report informing Members of the Council's capital programme position, based on the quarter 3 review of income and expenditure to the end of December 2018.

The Council approved the 2018/19 capital programme of £3,164k in February 2018. Subsequently, £4,704k of slippage from the 2017/18 was included and supplementary estimates of £2,185k for new projects were added to the programme giving a revised capital programme of £10,023k.

The Chief Finance Officer's report detailed the progress of the programme and the possibility that a number of projects were likely to be slipped into the 2019/20 programme and that slippage was estimated to be £5,990,377k.

RECOMMENDED – (1) That, the capital budget position of the 2018/19 capital programme as at the 31st December 2018 is noted.

(2) That, a supplementary estimate of £50,000 to fund the works on the Cross Hills Village Plan is approved.

(3) That, a supplementary estimate of £20,000 to fund additional works on the Aireville Park Playground is approved and this is to be funded by additional external funding.

(4) That, the 2018/19 capital programme and the proposed funding, including the supplementary estimates for new projects agreed in quarter three are noted.

POL.988

ATTRACTING YOUNGER PEOPLE TO CRAVEN ACTION PLAN

Further to Minute POL.924/18-19, the Strategic Manager for Planning and Regeneration submitted a report that introduced an action plan for the Attracting Younger People Programme and requested that the Council made a financial contribution to delivering aspects of the action plan.

The Action Plan, developed by Craven District Council, Eden District Council, Richmondshire District Council, South Lakeland District Council and the Yorkshire Dales National Park Authority set out a range of objectives and listed a range of actions related to housing, better jobs, community services and promoting the Dales. It was anticipated that the action plan would evolve as actions were completed and new requirements and opportunities were identified.

The reasons for the loss of younger people from Craven and the wider Yorkshire Dales were varied and the action plan had concentrated on a holistic approach with the following objectives:

- Create at least 400¹ new dwellings in a range of tenures, sizes, types and prices.

¹ New YDNP target = 55 p.a. Added 10 p.a. for new area of National Park.

- Increase the number and quality of jobs, so as to increase gross value added (GVA) by 10%².
- Deliver at least one significant economic development project in each of Craven, Eden, Richmondshire and South Lakeland.
- Connect Grassington, Hawes, Reeth, Sedbergh, and their surrounding 'service villages', to fibre-to-the-premises broadband, and secure at least the Universal Service Obligation (10 mbps) for the rest of the National Park.
- Provide basic mobile phone coverage across the National Park, and ensure 4G (or better) services are available on all networks in Grassington, Hawes, Reeth, Sedbergh and their surrounding service villages.
- Seek to retain access to local services — like primary schools and GP surgeries — that are essential to the long-term viability of local communities.
- Undertake a 5-year programme of measures to promote the National Park as a place to live for younger, working age households.

The action plan was well received by Members and during the ensuing debate, concern was expressed in the loss of younger people from Craven and they were keen for the Council to be proactive and positively promote Craven and what it had to offer. Members also commented that rural school rolls were in decline resulting in school closures because they were not economically viable. Additionally, Members noted that Craven whilst having high employment, had a low wage economy that affected young people's ability to be able to afford to buy their own home in the District and more affordable homes were needed.

RECOMMENDED – (1) That, the contents of the Attracting Younger People Action Plan are approved.

(2) That, a contribution of £20,000 is allocated from the New Homes Bonus reserve towards the delivery of the Attracting Younger People Action Plan.

(3) That, the Chief Executive in conjunction with the Leader of the Council agrees with partner authorities how the budget shall be used.

(4) That, the Leader of the Council is appointed to the Yorkshire Dales Attracting Younger People Families Group until Annual Council 2019 and thereafter the appointment to go with the office of Leader of the Council.

POL.989

POTENTIAL TOUR DE YORKSHIRE 2020 START IN SKIPTON

The Chief Executive submitted a report asking Members to consider putting Skipton forward as a potential host location for the 2020 Tour de Yorkshire (TdY). The TdY was a legacy of the 2014 Tour de France Grand Depart and was recognised as one of the pre-eminent European cycle races. The TdY had continued to grow and brought many economic benefits to the region.

The 2020 TdY was being held over four days from 30th April to 3rd May and hosting a start in Skipton on one of those days would enable a route to be planned that would predominantly take in the Three Peaks of the Yorkshire Dales National Park, an area which had not previously featured in the race and would showcase the iconic landscape to the world.

The Yorkshire Dales National Park had already committed an allocation of up to £50k from their Opportunities Fund, as a potential contribution towards the start of the 2020 TdY in Skipton, with the proviso that the route would take in a large part of the National Park. Other potential sponsors and

² Currently £400 million (Employment-based GVA estimates, 2016, Cumulus Consultants)

partners were being sought to minimise the direct cost to the Council. The Council would also work with Welcome to Yorkshire on various aspects, particularly media coverage.

Should the Council's application for Skipton to be a host location be successful, a further report would be put before the Policy Committee setting out in more detail the anticipated costs and likely Council contribution but £180,000 would initially have to be put aside to underwrite the whole event.

Members discussed the report in detail and after a lengthy debate, it was

RECOMMENDED – (1) That, Skipton is put forward as a potential host town for a Tour de Yorkshire 2020 start.

(2) That, should Skipton be chosen as a host town for the 2020 start, £180k is set aside from the New Homes Bonus localism reserve, in order to underwrite the total costs associated with the event.

(3) That, the Committee notes that a more detailed report will be brought back to a future Policy Committee should Skipton be chosen as a host location and following detailed negotiations with the race organisers and potential sponsors and partners.

(Councillor Barrett, Madeley and Mulligan voted against the recommendation and asked that their vote be recorded.)

\$POL.990

FUTURE HIGH STREET FUND (SKIPTON)

The Strategic Manager for Planning and Regeneration submitted a report which proposed the submission of a Future High Street Fund application for Skipton and sought agreement of the key themes related to the funding bid.

(A separate excluded full minute has been prepared for this item. It is published (on pink paper) in an Appendix to Members, relevant officers and others who are entitled to all details.)

\$POL.991

JOINT VENTURE – DEVELOPMENT OF LAND AT AIREDALE AVENUE, SKIPTON

The Director of Services and Solicitor to the Council (Monitoring Officer) submitted a report presenting an outline business case for the development of Council owned land at Airedale Avenue, Skipton and sought approval to proceed to the next phase of the development.

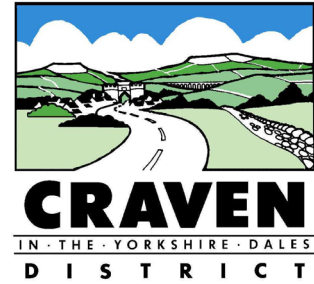
(A separate excluded full minute has been prepared for this item. It is published (on pink paper) in an Appendix to Members, relevant officers and others who are entitled to all details.)

(Councillor Heseltine voted against the recommendation and asked that this be recorded. Councillor Mulligan declared an Appendix B interest in the above item as he was a director of Craven Barnfield Regeneration Ltd and left the room taking no part in the discussion or voting thereon.)

Chairman

Policy Committee – 18th June 2019

CAPITAL PROGRAMME OUTTURN REPORT – 2018/19



Report of the Chief Finance Officer (s151 officer)

Lead Member – Financial Resilience: Councillor Mulligan

Ward(s) affected: All

1. **Purpose of Report**

- 1.1 To inform Members of the outturn position of the Council's capital programme for 2018/19 and the sources of financing.

2. **Recommendations**

- 2.1 Members note the outturn position of the 2018/19 capital programme;
- 2.2 Members note how the 2018/19 capital programme has been financed.
- 2.3 Members confirm the carry forward of £3,864,142 for the continuation of 2018/19 projects in 2019/20

3. **Background Information**

- 3.1 The Council agreed the 2018/19 Capital Programme of £3,164k on 6th February 2018. On 7th August 2018 the Council endorsed the recommendation from Policy Committee for the Capital Programme to include £4,704k of slippage from the 2017/18 Programme. Adjustments to the programme approved in Q1, Q2 and Q3 give a revised Capital Programme of £10,204k
- 3.2 Members have been updated with quarterly programme monitoring reports throughout the year, the last of which showed the position as at 31st December 2017 (quarter 3) when total expenditure was forecast to be £2,084k. The final outturn is £3610K
- 3.3 As part of the year end process it was identified that a total of £3,864k of slippage is required into the 2019/20 programme. The majority of this slippage is in relation to the Redevelopment of Town Hall/Museum and the CDC and other (not HLF) funded elements at £1,671k. A summary of all projects requesting slippage can be seen in Appendix B.

4. Final Outturn

- 4.1 Total expenditure for 2019/20 is £3,642,911. Appendix A shows the outturn against budget for projects within the programme.
- 4.2 Managers of projects, on which expenditure totalling £1,276,039 which has been committed but not fully defrayed or commenced, have submitted requests for this to be budget carried forward to 2019/20 and these are included in the total slippage value. This information is shown at Appendix A and is summarised in Table 1.

Table 1: Capital Programme Outturn

	Revised Programme 2018/19 £	Outturn 2018/19 £	Slippage Requested 2018/19 £
Council Properties	2,671,838	1,243,403	1,159,987
ICT	290,211	89,285	189,263
Private Sector Hsg & Empty Homes	2,102,983	1,578,533	45,038
Recreation & leisure	4,799,940	475,521	2,387,211
Town/ Village Plans	126,850	64,207	62,643
Vehicle	212,000	191,962	20,000
Total Capital Programme Costs	10,203,822	3,642,911	3,864,142

Commercial Acquisitions Update

- 4.3 At the meeting of policy committee on 23 October 2018 members agreed that decisions taken under delegated powers to acquire commercial property are reported to the next meeting of Policy Committee in order for members to be updated.

In March under delegated powers the Council put in a speculative offer to purchase a burial site within the district. The offer was not of interest to the landowner who preferred a maintenance only contract rather than outright purchase. This option did not suit the Council and the offer was withdrawn.

5. Capital Programme Financing

- 5.1 Previously The Council has predominantly used capital receipts or borrowing to fund its capital programme. Capital receipts are a finite resource and the projects identified will eventually exceed the resources available. During the 18/19 year the funding of the programme utilised Grant funding for a number of projects where possible.
- 5.2 As part of the 2017/18 budget setting process it was planned to make contributions

to earmarked reserves and which are available to support the capital programme and other projects. The Long Term Financial Strategy assumes that these contributions will need to continue. In addition, as part of the 2018/19-year end, additional contributions are intended to be made from the in-year savings. The exact amounts will be confirmed as part of the Revenue Budget Outturn report.

- 5.3 A summary of the resources available to fund the capital programme are shown in table 2. The information in the table includes the funding for slippage to be carried forward to the 2018/19 programme.

Table 2: Capital Resources Available & Utilised to Fund 2018/19 Programme

	2018/19 Outturn £'000	2018/19 Slippage £'000	2019/20 Indicative £'000	2019/20 Revised prog. £'000
Capital Receipts at Start of Year (CRR)	2,419		2,643	2,643
In Year resources - (Capital Grants/receipts received)	1,237		2,634	2,634
Use of in Year Capital grants	1,466	1395	1,354	2,749
Use of Capital Receipts	678	393	0	393
Total Use of Capital Resources	2,144	1,788	1,354	3,142
Contribution From NHB Reserve	171	363	0	363
Contribution From Enabling Efficiencies Reserve	19	-	-	-
Contribution From Vehicles Reserve	192	0	212	212
Contribution from IT Reserve	88	189	75	264
Contribution from Buildings Reserve	97	55	122	177
Contribution from Other Reserves		0		-
Underwrite the Capital Funding to cover the external funding applications	-	1,469	-	1,469
Utilisation of Borrowing (MRP Capacity)	932	-	0	0
Total Use of Reserves/Borrowing	1,499	2,076	409	2,485
Forecasted Capital expenditure in year as per Appendix A	3,643	3,864	1,763	5,627
Capital Receipts at end of Year (CRR)	2,978		2,643	2,250

- 5.3 The funding analysis above reflects the utilisation of the resources that were made available for each project. Where these projects require slippage into 2019/20, the

funding will be slipped to match. Slipped projects can be seen in Appendix A and are summarised in Appendix B.

- 5.4 The Contribution from Other Reserves line represents the supplementary estimate for the Cremator Replacement Project. It is proposed that this will be funded from the Partial Exemption Reserve, but this will be confirmed when the funding of the programme is finalised later in the year.
- 5.5 The Shared Ownership Scheme is included in the table above for its funding allocation. Table 3 presents the project on an individual basis to show the performance over the year. The balance of the project, plus any capital receipts specific to the sale of properties (not shown in table 3), will be carried forward to fund further acquisitions.

Table 3: Shared Ownership Summary of Activity

Description	£ '000
FY2018/19 Agreed Resources	1,187
Valuation of works at Townend, Glusburn	(272)
Valuation of works at Burnroyd Avenue, Crosshills	(8)
Valuation of works at Harper Grove, Sutton	(268)
Valuation of works at North Parade, Skipton	(6)
Valuation of works at Hunters View, Raines Rd, Giggleswick	(226)
FY 2018/19 Expenditure	(780)
Resources to carry forward for 2019/20 developments	407

6. Implications

6.1 Financial and Value for Money Implications

At the start of 2018/19 the Council had available £2,419 of Capital Receipts to fund its capital programme. All financial implications are contained in the body of the report.

6.3 Legal implications – None Relevant

6.4 Contribution to Council Priorities

Capital investment in appropriate projects contributes directly to most corporate priorities.

6.5 Risk Management

There are risks inherent with the recommendations specified in this report. If the request for the previously approved funding not be approved, it will mean the

immediate cessation of key projects that are currently underway. This will mean that the resources utilised to date will be lost, with no benefit for The Council being generated. There is also the potential that this will forgo future benefits, both economic and social to The Council and the District as a whole.

6.6 Equality Impact Assessment

The Council's Equality Impact Assessment Procedure **has been** followed. An Equality Impact Assessment **has not** been completed on the proposals as completion of **Stage 1- Initial Screening** of the Procedure identified that the proposed policy, strategy, procedure or function **does not have** the potential to cause negative impact or discriminate against different groups in the community based on •age • disability •gender • race/ethnicity • religion or religious belief (faith) •sexual orientation, or • rural isolation.

7. Consultations with Others – None

8. Access to Information : Background Documents

None

9. Author of the Report

James Hordern – Senior Accountant
Telephone: 01756 706316
E-mail: JHordern@cravendc.gov.uk

10. Appendices

Appendix A – Capital programme detailed analysis
Appendix B – Capital Slippage requests summary 2018/19

Capital Programme 2018/19

Service Unit	Description	Budget Officer	Account Code	Total Programme 2018/19 £	Expenditure at Q4 2018/19 £	Remaining Budget 2018/19 £	Slippage Requested 2018/19 £	Outturn 2018/19 £	Q4 Comments - including timeline for procurement and delivery & Justification
Assets & Commercial Services - Car Parking	Parking payment machine replacement	Hazel Smith	6009	46,800	46,008	792	-	46,008	Project now complete - no further expenditure expected.
Assets & Commercial Services - Car Parking	- 4 Year programme of maintenance of the Council Car Parks	Hazel Smith	6010	2,200	2,200	-	-	2,200	Project complete - no further expenditure due
Environmental Services & Housing	Remodelling of Aireview House	Wyn Ashton	6022	293,097	292,343	754	-	292,343	The remodelling works for the hostel have now been completed however the final accounts for the project will not be known until Q1 of 2019/20. An accrual based on a prudent estimate has been included in the accounts.
Assets & Commercial Services - Property	- Skipton Town Hall - Phase III Works * year two subject to grant funding	Darren Maycock	6023	681,549	1,200	680,349	679,149	1,200	Contrator appointment due shortly, VE on-going.
Assets & Commercial Services - Property	Skipton Town Hall – Bar & Café Facilities	Darren Maycock	6024	23,837	-	23,837	-	-	No progress made while other Town Hall projects are underway.
Assets & Commercial Services - Property	* Shared Ownership	Stanislav Andryszewski	6026 - Purchases 7666 - Sales	1,187,000	780,492	406,508	-	780,492	
Assets & Commercial Services - Property	Redevelopment of Town Hall/Museum HLF	David Smurthwaite	6032	507,702	305,564	202,138	202,138	305,564	
Assets & Commercial Services - Property	Redevelopment of Town Hall/Museum 2017/18 - 2018/19 HLF BID	David Smurthwaite	6032	3,428,120	-	3,428,120	1,469,346	-	
Assets & Commercial Services - Property	Skipton Depot Project	Stanislav Andryszewski	6036	239,870	49,050	190,820	190,820	49,050	Works on-going. Site investigation recently completed. Final layout agreed. Work to commence on retaining wall in 2019/20. Balance to be carried forward.
Assets & Commercial Services - Bereavement Services	Refurb of Waltonwrays Outbuildings	Darren Maycock	6044	13,000	-	13,000	13,000	-	Schedule of works will be planned to start following clearing of building as part of digitisation project, work not planned to start until Q1/Q2 2019/20.

Service Unit	Description	Budget Officer	Account Code	Total Programme 2018/19 £	Expenditure at Q4 2018/19 £	Remaining Budget 2018/19 £	Slippage Requested 2018/19 £	Outturn 2018/19 £	Q4 Comments - including timeline for procurement and delivery & Justification
Assets & Commercial Services - Bereavement Services	Cremator replacement	Hazel Smith	6049	1,082,000	839,381	242,619	-	839,381	It has completed as much of their installation & commissioning work as they are able without the power upgrade work being completed. The upgrade completion has continued to be stalled and challenging with Northern Powergrid and third party agreements.
Assets & Commercial Services - Craven Leisure	To refurbish and replace existing fitness kit	Hazel Smith	6113	225,000	203,334	21,666	21,666	203,334	There are some small items of work/expenditure outstanding which has slowed since the Leisure Services Manager has been off sick. This has now been picked back up and due for completion. However, it is unlikely that all expenditure will be complete in this financial year now and would request that the remaining budget is carried forward into 2019/20 for completion within the next few months.
Economic Development	Leeds Liverpool Canal - Improving Connectivity in the Southern Dales	Sharon Sunter	6129	225,000	-	225,000	225,000	-	On-site works scheduled to commence from September 2019.
Communication & Engagement	New Playground at Aireville Park	Darren Maycock / Sharon Hudson	6132	201,820	223,385	(21,565)	-	223,385	Project complete. Retention owing.
Waste Management	Vehicle Lift Project	Wyn Ashton	6136	20,000	-	20,000	20,000	-	There has been no expenditure on the this project because of the proposed re-modelling of the existing Waste Management Depot. Expenditure will not take place until re-modelling commences in 2019/20

Service Unit	Description	Budget Officer	Account Code	Total Programme 2018/19 £	Expenditure at Q4 2018/19 £	Remaining Budget 2018/19 £	Slippage Requested 2018/19 £	Outturn 2018/19 £	Q4 Comments - including timeline for procurement and delivery & Justification
Economic Development	Ingleton Village Plan	Sharon Sunter	6138	62,643	-	62,643	62,643	-	License agreements signed and final designs agreed with the Parish Council. The order for the manufacture and installation to be issued in June 2019.
Economic Development	Crosshills Plan	Sharon Sunter	6139	64,207	64,207	-	-	64,207	Litter bins have been ordered. Glusburn Parish Council have provided a contribution of £1,300 towards the costs.
Environmental Services & Housing	Disabled Facilities Grants	Wyn Ashton	6145	622,886	505,698	117,188	45,038	505,698	From 1st April 2018 to 31st March 2019 - We have increased Grant completion rates by 76%. During 2017/18 53 grants totalling £ 331,328 have completed (compared to 30 in 2018/19) with 11 grants currently on site (accruals) valued at £76,321. There are also 9 grants which have been approved (slippage into 2019/20) valued at £ 45,038. Together with payments in respect of eligible administration costs (8% of allocation) at £ 46,310 the total spend is estimated to be £ 492,389. We request a 20% contribution from Registered Providers towards DFG works in their properties. This has raised £ 33,237 thus reducing our overall spend to £ 459,152. In the pipeline (enquiries to take forward in 2019/20) we have 23 enquiries valued at an estimate of £196,000.
Financial Management	Payroll System improvements	James Hordern	6200	12,000	-	12,000	12,000	-	
Information Services	Computer Replacement Programme	Darren Maycock	6210	20,000	20,000	-	-	20,000	Project Complete.
Information Services	IDOX Implementation	Darren Maycock	6266	24,881	5,485	19,396	19,396	5,485	
Information Services	Network & Firewall Replacement 2016-2020	Darren Maycock	6275	70,000	58,337	11,663	-	58,337	Still on track for completion - delays in WiFi at Town Hall mean that the project will be carried forward to 2019/20.
Waste Management	InCab Communications and Web Portal Systems	Wyn Ashton / Darren Maycock	6276	24,780	5,463	19,317	19,317	5,463	Expenditure will not be achieved in Q4. The only expenditure thus far has been revenue expenditure of £9000. Capital expenditure will be in Q1 & Q2 of 2019/20
Waste Management	Web Portal Systems	Wyn Ashton / Darren Maycock	6276	26,000	-	26,000	26,000		Expenditure will not be achieved in Q4. The only expenditure thus far has been revenue expenditure of £9000. Capital expenditure will be in Q1 & Q2 of 2019/20
Assets & Commercial Services - Property	Integrated Asset Management System	Darren Maycock	6277	16,550	-	16,550	16,550	-	This project will not be delivered within the current financial year, slipped to 2019/20

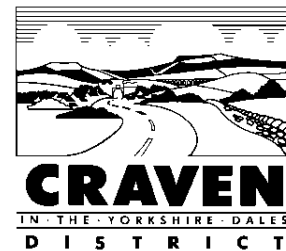
Service Unit	Description	Budget Officer	Account Code	Total Programme 2018/19 £	Expenditure at Q4 2018/19 £	Remaining Budget 2018/19 £	Slippage Requested 2018/19 £	Outturn 2018/19 £	Q4 Comments - including timeline for procurement and delivery & Justification
Waste Management	Vehicle Replacement Project	Wyn Ashton	6305	192,000	191,962	38	-	191,962	We have spent more than the annual budget because of the early delivery of a new Refuse Collection Vehicle by the provider. This delivery was due in Q1 of 2019/20. The unforeseen expenditure in the year amounted to £192,000
Assets & Commercial Services - Property	Ashfield Toilet Refurbishment for Settle TIC Scheme	Darren Maycock	6050 PC04	74,880	-	74,880	74,880	-	Scheme is prepared. Next stage is to explore a possibility of a partnership agreement.
Information Services	Digitisation and Archiving Project	Darren Maycock	TBC	96,000	-	96,000	96,000	-	Supplier appointed, but now scanning works have commenced yet. Project to be slipped into 2019/20.
Economic Development	Skipton Canal Waterfront scheme	Sharon Sunter	TBC	320,000	16,741	303,260	303,260	16,741	Detailed designs completed and signed off. Invitation to tender issued, with deadline for receipt of completed submissions by 3rd May 2019 and appointment of preferred contractor by June 2019. On-site works are scheduled to commence in July 2019
Economic Development	Ings Beck and Gallow Syke (Skipton) Water Management Project	Sharon Sunter	TBC	400,000	32,060	367,940	367,940	32,060	Submission of applications for statutory consents (planning and land drainage) are on schedule for submission in April/May 2019; invitation to tender for the on-site work is scheduled for May with on-site works to commence from October 2019
Subtotal Capital Programme 2018/19				10,203,822	3,642,911	6,560,911	3,864,142	3,642,911	

Capital Programme Slippage Requests - 2018/19

Account Code	Programme Description	Responsible Officer	2018/19 Revised Budget £	2018/19 Spend to 31st March 19 £	Balance £	2018/19 Slippage Request £
6145	DFG's	Wyn Ashton	622,886	505,698	117,188	45,038
6276	InCab Communications & Web Portal Statems	Wyn Ashton/ Darren Maycock	50,780	5,463	45,317	45,317
6136	Vehicle Lift Project	Wyn Ashton	20,000	-	20,000	20,000
6023	- Skipton Town Hall - Phase III Works * year two subject to grant funding	David Smurthwaite	681,549	1,200	680,349	679,149
6044	Refurb of Waltonwrays Outbuildings	Darren Maycock	13,000	-	13,000	13,000
6266	Idox Implementation	Darren Maycock	24,881	5,485	19,396	19,396
6277	Integrated Asset Management System	Darren Maycock	16,550	-	16,550	16,550
6050	Ashfield Toilet Refurbishment for Settle TIC Scheme	Darren Maycock	74,880	-	74,880	74,880
TBC	Digitisation and Archiving Project	Darren Maycock	96,000	-	96,000	96,000
6032	Redevelopment of Town Hall/Museum HLF - CDC Funded Element	David Smurthwaite	507,702	305,564	202,138	202,138
	Redevelopment of Town Hall/Museum 2017/18 - 2018/19 HLF Funded Element		1,469,346	151,445	1,317,901	-
	Redevelopment of Town Hall/Museum 2017/18 - 2018/19 HLF CDC & Others Funded Element		1,958,774	-	1,958,774	1,469,346
6113	To refurbish and replace existing fitness kit	Hazel Smith	225,000	203,334	21,666	21,666
6200	Payroll System improvements	James Hordern	12,000	-	12,000	12,000
6129	Leeds Liverpool Canal - Improving Connectivity in the Southern Dales	Sharon Sunter	225,000	-	225,000	225,000
6138	Ingleton Village Plan	Sharon Sunter	62,643	-	62,643	62,643
TBC	Skipton Canal Waterfront scheme	Sharon Sunter	320,000	16,741	303,260	303,260
TBC	Ings Beck and Gallow Syke (Skipton) Water Management	Sharon Sunter	400,000	32,060	367,940	367,940
6036	Skipton Depot Project	Stanislav Andryszewski	239,870	49,050	190,820	190,820
Total			7,020,861	1,276,039	5,744,822	3,864,142

Policy Committee – 18th June 2019

PERFORMANCE MONITORING REPORT – QUARTER 4 2018/2019



Report of - Chief Finance Officer

Lead Member – Councillor P. Mulligan

Ward(s) affected: All

1. **Purpose of Report** - To present the Council's Performance Monitoring Report for Quarter 4 2018/2019 in accordance with arrangements set out in the Council's Performance Management Framework.
2. **Recommendations** - Members are recommended to note and comment on progress and outcomes achieved.
3. **Council Plan Implementation Progress**

3.1. Actions

Monitoring against the Council Plan shows that good progress has been made in the implementation of Council Plan actions. 9 have been assessed as on target by those completing the updates. Statuses are determined by comparing progress against previously agreed milestones.

The Status Codes used against action updates are as follows:

- Grey – not yet started – not yet required
- Red – all due elements of project are behind schedule / or not started
- Amber – some due elements of project are behind schedule
- Green – on target as per project plan milestones

Council Plan Action Statuses Analysis

Priority	Not started – not yet required	Red	Amber	Green
Enterprising Craven			3	5
Resilient Communities			1	3
Financial Sustainability		1	1	1
Total	0 (0%)	1 (7%)	5 (33%)	9 (60%)

Status	Action	Details available at -
Council Plan Action showing red status	CP 18/21/14 - Improve the Council's commercial acumen and generate additional income	Annex C - Council Priority Financial Sustainability
Council Plan Action showing amber status	CP 18/21/02 - Enable the development of 8 hectares of new employment land by 2020	Annex A - Council Priority Enterprising Craven
Council Plan Action showing amber status	CP 18/21/03 - Improve the quality and capacity of the transport infrastructure serving the District	Annex A - Council Priority Enterprising Craven
Council Plan Action showing amber status	CP 18/21/07 - Improve access to and enjoyment of Craven's great heritage and culture	Annex A - Council Priority Enterprising Craven
Council Plan Action showing amber status	CP 18/21/09 - Reduce health and wellbeing inequalities	Annex B - Resilient Communities
Council Plan Action showing amber status	CP 18/21/15 - Maximise the Council's assets for the long term sustainability of the Council and the District	Annex C - Council Priority Financial Sustainability

3.2. Indicators

Total number of annual Council Plan Indicators	11
Number for which year-end data available - Where the outturn shown is currently estimated this is noted in the Annual Target 18/19 column at Annex D.	10
Number with targets	7
Number failing to achieve target (Shown below)	6

Priority	Indicator(s)	Comments
ENTERPRISING CRAVEN	EH 10.Q - Housing Services - Number of affordable homes delivered	39 affordable homes were delivered against a target of 69 for the year. An affordable housing policy will be developed once the local plan is in place which should lead to additional improvement in performance.
	RE 15.Q - Economic Development - Number of businesses assisted to improve their performance	76 businesses were assisted against a target of 100. We are concentrating on awareness raising including a flyer which went with business rates bills in February and resulted in 21 enquiries which will be included in quarter one of 2019/20.
RESILIENT COMMUNITIES	EW 10.Q - Waste Management - Residual household waste per household in Kgs. (Q)	Quarter 4 figures estimated. The waste recycling centre at Allerton Park is currently unable to extract as much recyclate as the old service providers. Previously much more glass was extracted at this stage. The Waste Partnership has been unable to resolve this issue.
	EW 11.Q - Waste Management - Percentage of household waste sent for reuse, recycling and composting - (Q)	The reduction in recyclate extracted has impacted on the overall percentage recycled. We continue to encourage correct recycling on our website, and through stickers and inserts when appropriate.

FINANCIAL SUSTAINABILITY	FM 10.Q - Whole Council - Forecasted net expenditure against budget (Q)	#### COMMENT REQUIRED ###
	FM 14.Q - Financial Management - Additional savings and income generated	<p>Updated value required to balance budget in 2019/20 £278k for year an improvement from earlier projections of £409k. Target deliverable by end 2018/19 set at £300k - £66k projects identified to achieve by 31 March 2019 delivering £264k by 2021/22. Still £378k gap to identify. At end of Q4 £38k of savings achieved.</p> <p>Issues in relation to timing of delivery of savings continue and as the end of the four-year settlement approaches it is ever more critical they are delivered. The funding of local government from April 2021 will be ever more challenging as it is cut further. The challenge for 2018/19 was to deliver £300k+ with the balance delivered in 2019/20 & work towards delivery of the total budget gap in 2021/22 of circa £640k</p>

A summary showing all Council Plan Indicators is available at Annex D.

3.3. Operational Indicators – Benefits and Planning

Data is available for all of the six benefits and planning indicators as detailed in Annex E. Three are not achieving target as shown below.

Service Area	Indicator(s)	Comments																								
PLANNING	RP 10 - Major applications determined within statutory timescales or extended timescale agreed with the applicant RP 11 - Minor applications determined within 8 weeks or extended timescale agreed with the applicant RP 12 - Other applications determined within 8 weeks or extended timescale agreed with the applicant	Staff changes and vacant posts have continued to impact on performance. Two Planning Officers have been appointed, and Planning Assistants have started in Quarter Four.																								
		Processing times have improved for all three categories in recent quarters as shown below.																								
		<table><tr><td></td><td>RP 10 - Majors</td><td>RP 11 - Minors</td><td>Others</td></tr><tr><td>Annual target</td><td>60%</td><td>65%</td><td>80%</td></tr><tr><td>Q1</td><td>50%</td><td>48.39%</td><td>62.38%</td></tr><tr><td>Q2</td><td>37.5%</td><td>38.46%</td><td>74.16%</td></tr><tr><td>Q3</td><td>40%</td><td>56.94%</td><td>81.61%</td></tr><tr><td>Q4</td><td>85.71%</td><td>78.95%</td><td>91.89%</td></tr></table>		RP 10 - Majors	RP 11 - Minors	Others	Annual target	60%	65%	80%	Q1	50%	48.39%	62.38%	Q2	37.5%	38.46%	74.16%	Q3	40%	56.94%	81.61%	Q4	85.71%	78.95%	91.89%
			RP 10 - Majors	RP 11 - Minors	Others																					
		Annual target	60%	65%	80%																					
Q1	50%	48.39%	62.38%																							
Q2	37.5%	38.46%	74.16%																							
Q3	40%	56.94%	81.61%																							
Q4	85.71%	78.95%	91.89%																							

4. Implications

4.1 Financial and Value for Money (vfm) Implications – None arising directly from this report.

- 4.2 **Legal Implications** – None arising directly from this report.
- 4.3 **Contribution to Council Priorities** – The report summarises performance and achievements against the action and performance indicators relating to council's priorities as contained within the Council Plan.
- 4.4 **Risk Management** – Risks associated with the Council Plan and achievement of priorities are identified and included in the Council Risk Register as appropriate.
- 4.5 **Equality Impact Assessment**
An Equality Impact Assessment is not required as the report does not include policy matters for decision with potential impact on equality groups.
- 4.6 **Consultations with Others**
- CLT
 - Service Managers
- 4.7 **Access to Information: Background Documents**
- Performance Information contained within TEN the Council's Performance Management System
 - Council Plan
- 4.8 **Author of the Report**
Rebecca Steel, Performance Management Officer
Tel: 01756 706215
rsteel@cravendc.gov.uk

Annexes

- Annex A – Council Priority Enterprising Craven
- Annex B – Council Priority Resilient Communities
- Annex C – Council Priority Financial Sustainability
- Annex D – Council Plan Indicators
- Annex E – Additional Information - Benefits and Planning Indicators

Note: Members are invited to contact the author in advance of the meeting with any detailed queries or questions.

Annex A – Council Priority Enterprising Craven - facilitating economic growth across Craven

Key Delivery Mechanisms	Action	Milestones	Service	Progress	Updated by	Date	Status	
Enable the provision of 230 homes per year across Craven to meet the needs of our current and future communities								
<ul style="list-style-type: none"> - Publication of the Local Development Plan - Implementation of Shared Ownership Schemes to create a minimum of 45 shared ownership homes by April 2020 - Use of policies to enable the provision of 69 affordable homes per year (30% affordable housing of 230 homes) 	CP 18/21/01 - Allocate a suitable supply of land for all types of residential development and increase the supply of affordable housing	Aug 2018 - Submit funding application to LEP for regeneration pipeline Sep 2018 - Secure Accelerated Growth Fund from Homes England Oct 2018 - Examination in public of Local Plan	Planning & Building Control	Application to LEP submitted and approved. £2m loan to support the regeneration pipeline which includes a range of employment, housing and regeneration sites. Homes England has awarded £2.5m to support housing development at Horse Close in Skipton. Local Plan - Inspection complete. Consultation on the amendments to the plan has been completed and the response is now being considered. Aiming for adoption in July 2019. The affordable homes target was not achieved for the year but we are working with Homes England to allow the Council to build or purchase affordable homes.	DS	08/05/19	Green	
Stimulate business growth								
<ul style="list-style-type: none"> - Development of the South Skipton Employment Zone - Creation of new employment sites in Benthams, Ingleton and Settle - Development of employment space at Threshfield Quarry and Skipton Rock Quarry - Undertaking activity to raise the profile of the Craven District as an attractive location 	CP 18/21/02 - Enable the development of 8 hectares of new employment land by 2020	Sep 2018 - Funding Agreement (Grant) for Local Growth Deal (LGD) signed Jan 2019 - Enterprising Craven Online content created Mar 2019 - Ings Beck/Gallow Syke Water Management project completed Mar 2019 - Schedule for implementing improvements to Engine Shed Lane/Ings Lane confirmed Mar 2019 - Outline business case for Skipton Rock Quarry prepared	Economic Development	Delivery of the Skipton Employment and Housing Growth scheme is progressing. The Funding Agreement with North Yorkshire County Council on behalf of the LEP has been signed and the first grant claim submitted. Work to upgrade Engine Shed Lane/Ings Lane to adoptable standard is on-going; the focus being on securing the statutory permissions and third party consents. Application for Land Drainage Consent has been submitted - the first of three statutory approvals required.	SS	25/04/19	Amber	

for businesses				Henry Boot Developments have appointed the contractor to carry out the construction of the access roads for Wyvern Park (the land north of the A629 and west of Carleton Road in Skipton). This will enable Engine Shed Lane/Ings Lane to be connected to the A629 Skipton by-pass; a key outcome of the Council's Growth Deal scheme.				
- Development of Skipton Railway Station - Lobbying for investment in the road and rail infrastructure serving the District as part of the central Pennine corridor to the main roads to within the District	CP 18/21/03 - Improve the quality and capacity of the transport infrastructure serving the District	Apr 2018 - Business case submitted to LEP Oct 2018 - Outcomes for the Skipton Station masterplan agreed Mar 2019 - Procurement of multi-disciplinary team to prepare the Skipton Station masterplan completed Mar 2019 - Masterplan tender released Sep 2019 - Lobbying - Transport for the North release preferred option	Economic Development	<p>Policy Committee has approved the objectives, study area and key deliverables for the preparation of a masterplan for the future development of Skipton Railway Station and adjacent area(s). This work forms part of the Council's Growth Deal scheme. Procurement of a multi-disciplinary team to prepare the masterplan will commence in the new financial year.</p> <p>Skipton Railway Station has been identified by the West Yorkshire Combined Authority (WYCA) as one of the Leeds City Region's priority gateways. The Council in partnership with North Yorkshire County Council has been invited to submit costed schemes for improving local accessibility in the vicinity of the Station for inclusion in the Region's Transforming Cities Fund (TCF) bid to the Department of Transport. Four schemes are being developed including the re-design of road junctions, provision of cycle lanes and upgrade of public right of ways.</p>	SS	26/04/19	Amber	
- Delivery of the Ad-Venture Enterprise Growth Programme in collaboration with partners	CP 18/21/04 - Ensure new and existing businesses have access to, and are able to benefit	Sep 2018 - Phase 3 of the Digital Enterprise Business Support Programme launched	Economic Development	To raise awareness of the range of support available to existing, new and pre-start businesses, a flyer was included with Council Tax and Business Rate bills. This resulted in 21 enquires being	SS	29/04/19	Green	

<p>- Continuing with the role of SME Growth Manager in collaboration with Leeds City Region Local Enterprise Partnership</p> <p>- Delivery of the Digital Enterprise Business Support Programme in collaboration with partners</p> <p>- Support for delivery of the Yorkshire Dales LEADER Programme (LEADER programme now ceased)</p>	from, business support services			<p>received from an interesting mix of businesses; many new to the authority. These have been passed to the relevant adviser/organisation.</p> <p>The SME Growth Manager - providing one-to-one advice for established businesses worked with 11 businesses from a range of sectors, covering finance for new equipment, skills development, introduction of new products and services. European funding has been secured to fully fund an additional 1.5 SME Growth Managers to work across the Districts of Bradford and Craven - their role will be to focus on providing more incentive support to a key number of high-growth businesses. The funding is available for a three-year period commencing from April 2019; Bradford Metropolitan Council will be the employer.</p> <p>The Ad:Venture Enterprise Programme appointed a new business advisor to provide one-to-one advice to new and pre-start businesses in Craven. They are currently working with 6 new clients, including a distillery, business services and social media businesses.</p>				
<p>- Support for the delivery of Broadband Delivery UK funded activity through the Superfast North Yorkshire programme</p> <p>- Working with businesses and communities to support delivery of alternative broadband technologies including</p>	CP 18/21/05 - Ensure all businesses and residents in Craven have access to a high quality broadband connection by 2020	Sep 2018 - Guidance on broadband connectivity in new developments launched	Economic Development	The Superfast North Yorkshire project has enabled a further 45 premises in Cracoe to benefit from superfast broadband.	SS	30/04/19	Green	

wireless and fibre to the home network - Investigation and delivery of municipal Wi-Fi networks in market towns								
Improve the economic vitality of Craven's market towns and villages								
- Development and delivery of actions plans for Bentham, Cross Hills, Ingleton and Settle - Working with partners to support delivery of the Skipton (BID) Business Improvement District	CP 18/21/06 - Enhance the quality of the trading environment within the District's core retail centres	Oct 2018 - Refurbishment of East Keltus Square, Cross Hills completed Nov 2018 - Development Plan for Castlebergh Crag, Settle completed Dec 2018 - Interpretation of the Railway Heritage in Ingleton completed Mar 2019 - Scheme for delivery of the Woodland proposals in the Riverside Park (Ingleton) masterplan	Economic Development	Settle - The Chamber of Trade have completed the process of procuring a company to construct the new Settle website. Ingleton - The interpretation boards for Ingleton Viaduct have been installed. Work to refurbish the village centre pedestrian signs is ongoing. Grassington - The Chamber of Trade have engaged the services of a local marketing company to produce a marketing strategy for the village, including the development of a brand and associated marketing materials	SS	26/04/19	Green	
- Development of Skipton Town Hall into a vibrant cultural community venue - Delivery of the Access Development Plan for the Leeds & Liverpool Canal	CP 18/21/07 - Improve access to and enjoyment of Craven's great heritage and culture	Oct 2018 - Skipton Town hall Project Manager in post Nov 2018 - Skipton Town Hall construction started Feb 2019 - Leeds and Liverpool Canal construction started Mar 2019 - Skipton Canal Waterfront scheme completed	Skipton Town Hall & Museum	Detailed designs for the Skipton Canal Waterfront scheme, which forms part of the Council's Growth Deal scheme, have been completed and signed off. The invitation to tender to carry out the works has been issued. The scheme of work involves the re-surfacing and widening town centre towpath; complete replacement of the Canal Basin with new stone flags; provision of new benches, bins and bollards, planters and signage. The works are scheduled to take place between July and October 2019. Work on the Town Hall has started with a view to completion in spring 2020.	SS/DS	26/04/19	Amber	

- Delivery of the Great Place Scheme - Development and delivery of a rural housing scheme	CP 18/21/08 - Collaborate with partners to attract more working age households to the District	Nov 2018 - RIBA design competition launched Nov 2018 - Annual Conference Dec 2018 - Small grants scheme launched	Economic Development	A conference held at Broughton Hall at the end of November to launch the findings of the research and the RIBA design competition for affordable housing in the Dales. About 120 people attended the two day conference A work programme was launched in February for activities in 2019/20. Initial designs of a cultural hub with housing and workspaces on Otley Street in Skipton have been developed. Two rounds of the grants scheme have been launched to support young local artists. RIBA design competition - 47 submissions were received. A shortlist of three has been selected. The final decision will be made in July.	DS	08/05/19	Green	
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Updaters:- David Smurthwaite (DS), Sharon Sunter (SS)

INDICATORS

Ref	Name	17/18 Outturn	Annual Target 18/19	Q1 Target	Q1 Actual	Q2 Target	Q2 Actual	Q3 Target	Q3 Actual	Q4 Target	Q4 Actual
EH 10.Q	Housing Services - Number of affordable homes delivered (Q)	23	69 in line with Council Plan	17	12	35	25	52	28	69	39
RE 11.Q	Economic Development - Percentage change in the number of unemployed when compared with the position 12 Months previously - Craven (Q)	25.7%	Context Indicator - no target set		7.4%		-2.2%		-1.2%		-6.5%
RE 15.Q	Economic Development - Number of businesses assisted to improve their performance (Q)	95	100	25	11	50	26	75	52	100	76
RE 16.Q	Economic Development - The number of new business formations (Q)	287	Context Indicator - no target set		80		133		191		265

RE 17.AN	Economic Development - The area of land made ready for the construction of employment space in hectares (AN)	0	8 by 2020 per Council Plan	Collected annually								0	
RE 18.AN	Economic Development - Visitor spend in previous year to 31st December not adjusted for inflation (AN)	408.7	Context Indicator - no target set	Collected annually									
RP 13 (NI 154).Q	Planning & Building Control - Net additional homes provided (Q)	230	230 for CDC	58	17		115	37		173	86	230	242

Annex B – Council Priority Resilient Communities - creating sustainable communities across Craven

Key Delivery Mechanisms	Action	Milestones	Service	Progress	Updated by	Date	Status	
Enable active communities and improve quality of life								
<ul style="list-style-type: none"> - Supporting the new models of care programme being developed by the Accountable Care Board, a cross sector partnership involving partners across health, social care, the voluntary sector, Craven District and North Yorkshire County Council - Identifying and implementing a range of projects to reduce health inequalities, including supporting the development of Dementia Friendly Craven - Working with partners to provide improved support and intervention services for rough sleepers and those at risk of sleeping rough 	CP 18/21/09 - Reduce health and wellbeing inequalities	<p>Nov 2018 - Review the Housing Adaptations Service exploiting opportunities for improvement</p> <p>Dec 2018 - In conjunction with the Airedale Hospital Trust and Bradford Metropolitan City Council develop an integrated approach to a hospital discharges and adequate support</p> <p>Mar 2019 - Promote wider awareness to GPs and other Health Support Services of the referral routes to Council delivered services</p> <p>Jun 2018 - Terms of reference agreed for Craven Communities Together Leadership Group</p> <p>Oct 2018 - Action plan with priority projects agreed for work of Craven Communities Together and reported to CLT</p> <p>Oct 2018 - Run campaign focusing on older people and fraud awareness</p> <p>Mar 2019 - Annual report produced of work of Craven Communities Together detailing CDC involvement and reported to Policy Committee</p> <p>Mar 2019 - Become accredited Dementia Friendly Council</p>	Communications, Customer Services & Partnerships Housing	Terms of Reference Agreed for the Craven Communities Together Leadership Team comprising representatives from AWC CCG, Morecombe Bay CCG, CDC, NYCC, Bradford District Care Trust, Airedale NHS Trust, GPs and Voluntary Sector. Funding allocated from CCG for specific project to address loneliness across 4 areas of the district (Greatwood and Horse Close, Bentham and Settle plus pilot run in Sutton in Craven). Also supported bid for voluntary sector. Conference held on asset based community development approach for 5/6th November to kick start the project. Skipton DfC registered as working towards becoming Dementia Friendly and supporting Craven wide steering group. 3 scam awareness sessions delivered at community cafes by Community Safety Officer, 3 more are planned. CDC has registered that working towards becoming Dementia Friendly but this piece of work will be rolled over into 2019/20 as will report of work of Craven Communities Together as work of Loneliness and Isolation project progresses.	SH	24/04/19	Amber	

<ul style="list-style-type: none"> - Delivering the Member ward grant programme - Providing support to a range of community groups across the District and facilitating community projects including working with the Friends of Aireville Park (FOAP) to fundraise for a new playground launched in 2016 - Maximising the use of Planning Gain to provide funding for community projects 	CP 18/21/10 - Enable community groups across the District to achieve their ambitions	<p>Jun 2018 - Review Ward Member Grant Scheme and report to Policy Committee</p> <p>Nov 2018 - Fundraising target met for new playground in Aireville Park</p> <p>Sep 2018 - Annual planning gain report to CLT</p>	Communications, Customer Services & Partnerships	<p>Report on Ward Member Grants taken to Policy Committee and agreement to run scheme for the next three years. Scheme is now taking applications again.</p> <p>Community Fundraising target met for new playground and contractor now on site with Phase 1 of playground completed. Funding for Phase 2 has now been finalized as long as can deliver this financial year which will be possible. Planning Gain report completed and taken to September CLT.</p> <p>Ward Member Grants - Scheme closed for 2018/19 63 groups and organisations benefited across the district.</p>	SH	25/04/19	Green	
Create greener communities								
<ul style="list-style-type: none"> - Promoting and increasing take up of the Council's commercial recycling scheme - Encouraging residents to recycle more of their household waste to achieve household recycling targets and maximise income from recycled waste - Exploring the option of a joint waste authority with North Yorkshire Partners 	CP 18/21/11 - Reduce waste to landfill and increase re-use and recycling	<p>Mar 2019 - Continue to promote the Council's commingling recycle scheme</p> <p>Mar 2019 - New methods of collecting commercial waste by weight/volume finalised and new service introduced</p> <p>Mar 2019 - Continue to explore the options of a joint waste authority with North Yorkshire Partners</p>	Waste Management	<p>Household waste recycling has been promoted throughout the year with stickers placed on bins and information sent out in CTX communications on what can be recycled. This promotion has also seen contamination levels of recycled waste decrease to 8% in Q4. We would expect this trend to continue in 2019/20.</p> <p>A revised commercial waste collection service was successfully introduced on the 1st April 2019 based on a weight/volume method of collection.</p> <p>Work continues with sub-regional partners to develop a business case for a joint waste authority for consideration by the sub regional Chief Executive Group in the Spring of 2019. The Partnership have also had initial discussions how as a sub-region we might respond to the Governments' Resources and Waste Strategy to increase recycling.</p>	WA	25/04/19	Green	

- Working with relevant agencies to implement the powers contained in the Anti-Social Behaviour, Crime and Policing Act 2014 to better protect communities from anti-social behaviour	CP 18/21/12 - Make Craven's public spaces cleaner, safer and greener	Mar 2019 - Implement the Cleaner Neighbourhoods action plan	Waste Management	<p>The Cleaner Neighbourhoods Action Plan has been reviewed and re-drafted. Cleaner Neighbourhoods Enforcement Policy currently in draft form will be considered by Policy Committee in June 2019.</p> <p>Significant work is currently being done with Parish Councils to promote the Cleaner Craven agenda with officers going out on joint patrols with members of the Parishes to identify fly tipping and dog waste hot spots. We have also developed and sent out Parish newsletters on the work we are currently undertaking and the successes we've had in year in prosecuting 2 offenders for fly tipping.</p>	WA	25/04/19	Green	
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Updaters:- Sharon Hudson (SH), Wyn Ashton (WA)

INDICATORS

Ref	Name	17/18 Outturn	Annual Target 18/19	Q1 Target	Q1 Actual	Q2 Target	Q2 Actual	Q3 Target	Q3 Actual	Q4 Target	Q4 Actual
EW 10.Q	Waste Management - Residual household waste per household in Kgs. (Q)	452	443 kgs. Q4 estimated.	111	124	222	245	332	368	443	494
EW 11.Q	Waste Management - Percentage of household waste sent for reuse, recycling and composting - (Q)	42.47%	43.32%. Q4 estimated.	43.32%	40.97%	43.32%	40.70%	43.32%	39.13%	43.32%	37.47%

Annex C – Council Priority Financial Sustainability - ensuring a self-sustainable Council

Key Delivery Mechanisms	Action	Milestones	Service	Progress	Updated by	Date	Status	
Eliminate the reliance on Government Revenue Support Grant by 2020								
- Reviewing and implementing the Council's Long Term Financial Strategy 2018/2022 - Undertaking a budget consultation with residents and stakeholders	CP 18/21/13 - Ensure expenditure is prioritised, regularly reviewed and reflects resident's priorities	Sep 2018 - Review of Long term Financial Strategy to Policy Committee Dec 2018 - Complete budget consultation with residents and stakeholders	Financial Management	The Budget consultation has been completed and the results analysed. the information will be presented to members at Policy Committee on 5 February as part of the budget setting process. The outcomes from the consultation will be used to inform the Council Plan from 2020 onwards.	NC	16/04/19	Green	
- Implementing the Council's Income and Savings Plan - Exploring and exploiting opportunities to the Council presented through devolution	CP 18/21/14 - Improve the Council's commercial acumen and generate additional income	Ongoing - Income and Savings Plan monitoring through Budget Monitoring to Policy Committee As required - Exploration and exploitation of opportunities arising due to devolution	Financial Management	Target of £300k savings deliverable by 31 March 2019 set for 2018/19. Achieved £38k by end of Q4. Updated value required to balance budget in 2019/20 £278k for year an improvement from earlier projections of £409k. Target deliverable by end 2018/19 set at £300k - £66k projects identified to achieve by 31 March 2019 delivering £264k by 2021/22. Still £378k gap to identify. Issues in relation to timing of delivery of savings continue and as the end of the four-year settlement approaches it is ever more critical they are delivered. The funding of local government from April 2021 will be ever more challenging as it is cut further. The challenge for 2018/19 was to deliver £300k+ with the balance delivered in 2019/20 & work towards delivery of the total budget gap in 2021/22 of circa £640k	NC	29/04/19	Red	
- Implementing the Council's Acquisition and Regeneration Investment Strategy to provide a framework for the acquisition of property assets	CP 18/21/15 - Maximise the Council's assets for the long term sustainability of the Council and the District	Ongoing - Council's Acquisition and Regeneration Investment Strategy Apr 2018 - Advertise Aireville Park play area project on YORtender Sep - Dec 2018 - Aireville Park play area project -	Property Services	The tender process for the new grounds maintenance contract has been completed. Aireville Park Phases One and Two completed. Back Gate, Ingleton - Planning application was submitted in April. Changes were required due to proximity of sports areas leading to a redesign of the site layout and number of properties. We anticipate being on site in September 2019.	SA	08/05/19	Amber	

to improve the well-being of the District - Implementing key projects in the Asset Management Plan - Delivering a range of schemes through our Joint Venture Company to make best use of Council owned marginal land sites to support regeneration and growth across the District		<p>Construction on site - Phase 1</p> <p>Sep 2018 - Tender value for money report for Back Gate, Ingleton</p> <p>Oct/Nov 2018 - Contractors on site Back Gate, Ingleton</p> <p>Nov 2018 - Submit planning application for Low Demesne, Ingleton</p> <p>Nov 2018 - Mar 2019 - Aireville Park play area project - Construction on site - Phase 2</p> <p>Jan 2019 - Tender value for money report for Low Demesne, Ingleton</p> <p>Jan 2019 - Award the new grounds maintenance contract</p> <p>Mar 2019 - Contractors on site at Low Demesne, Ingleton</p>		<p>Low Demesne, Ingleton - Layout has had to be redesigned due to the cost of providing split level housing. Planning application should now be submitted in June with a view to being on site in September 2019.</p> <p>North Parade, Skipton - Submitted to planning in April. Out to tender in June, subject to planning approval.</p> <p>Townend Close, Glusburn - Four houses completed.</p> <p>Harper Grove, Sutton - Three houses due for completion in June.</p>				
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Updaters:- Nicola Chick (NC), Stanislav Andryszewski (SA)

INDICATORS

Ref	Name	17/18 Outturn	Annual Target 18/19	Q1 Target	Q1 Actual	Q2 Target	Q2 Actual	Q3 Target	Q3 Actual	Q4 Target	Q4 Actual
FM 10.Q	Whole Council - Forecasted net expenditure against budget (Q)	4,903,704	£5,716,658 / Q1 £5,726,341 / Q2 £5,652,408 / Q3 £5,785,300 / Q4 £5,981,419	5,726,341	5,455,617	5,692,166	5,620,285	5,785,300	5,708,801	5,981,419	6,010,197
FM 14.Q	Financial Management - Additional savings and income generated (Q)	112,000	£300,000	75,000	3,000	150,000	12,000	225,000	12,000	300,000	38,000

Annex D – Council Plan Indicators

Ref	Name	17/18 Outturn	Annual Target 18/19	Q1 Target	Q1 Actual	Q2 Target	Q2 Actual	Q3 Target	Q3 Actual	Q4 Target	Q4 Actual
EH 10.Q	Housing Services - Number of affordable homes delivered (Q)	23	69 in line with Council Plan	17	12	35	25	52	28	69	39
EW 10.Q	Waste Management - Residual household waste per household in Kgs. (Q)	452	443 kgs. Q4 estimated.	111	124	222	245	332	368	443	494
EW 11.Q	Waste Management - Percentage of household waste sent for reuse, recycling and composting - (Q)	42.47%	43.32%. Q4 estimated.	43.32%	40.97%	43.32%	40.70%	43.32%	39.13%	43.32%	37.47%
FM 10.Q	Whole Council - Forecasted net expenditure against budget (Q)	4,903,704	£5,716, 658 / Q1 £5,726,341 / Q2 £5,652,408 / Q3 £5,785,300 / Q4 £5,981,419	5,726,341	5,455,617	5,692,166	5,620,285	5,785,300	5,708,801	5,981,419	6,010,197
FM 14.Q	Financial Management - Additional savings and income generated (Q)	112,000	£300,000	75,000	3,000	150,000	12,000	225,000	12,000	300,000	38,000
RE 11.Q	Economic Development - Percentage change in the number of unemployed when compared with the position 12 Months previously - Craven (Q)	25.7%	Context Indicator - no target set		7.4%		-2.2%		-1.2%		-6.5%
RE 15.Q	Economic Development - Number of businesses assisted to improve their performance (Q)	95	100	25	11	50	26	75	52	100	76
RE 16.Q	Economic Development - The number of new business formations (Q)	287	Context Indicator - no target set		80		133		191		265

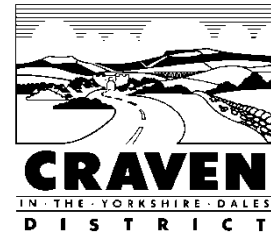
RE 17.AN	Economic Development - The area of land made ready for the construction of employment space in hectares (AN)	08 by 2020 per Council Plan	Collected annually											0	
RE 18.AN	Economic Development - Visitor spend in previous year to 31st December not adjusted for inflation (AN)	408.7	Context Indicator - no target set	Collected annually											
RP 13 (NI 154).Q	Planning & Building Control - Net additional homes provided (Q)	230	230 for CDC	58	17		115	37		173	86		230	242	

Annex E – Additional Information - Benefits and Planning Indicators

Ref.	Name	Annual Target 18/19	2017/18 Actual	Q1/18/19 Target	Q1/18/19	Q2/18/19 Target	Q2/18/19	Q3/18/19 Target	Q3/18/19	Q4/18/19 Target	Q4/18/19
FR 10.Q	Revenues & Benefits - Housing Benefit & Council Tax Reduction - The number of claims in payment (Q)	Context Indicator - no target set	2,873		2,875		2,826		2,871		2,865
FR 11.Q	Revenues & Benefits - Housing Benefit & Council Tax Reduction - The average number of days to process changes in circumstances (Q)	7 days	6.3	7.0	8.5	7.0	8.2	7.0	7.8	7.0	6.0
FR 12.Q	Revenues & Benefits - Housing Benefit & Council Tax Reduction - Time taken to process new claims (Q)	22 days	18.6	22.0	19.6	22.0	20.2	22.0	21.2	22.0	20.5
RP 10 (NI 157a).Q	Planning & Building Control - Major applications determined within statutory timescales or extended timescale agreed with the applicant (Q)	60%	52.63%	60.00%	50.00%	60.00%	41.67%	60.00%	41.18%	60.00%	50.00%
RP 11 (NI 157b).Q	Planning & Building Control - Minor applications determined within 8 weeks or extended timescale agreed with the applicant (Q)	65%	48.51%	65.00%	48.39%	65.00%	43.31%	65.00%	48.24%	65.00%	55.47%
RP 12 (NI 157c).Q	Planning & Building Control - Other applications determined within 8 weeks or extended timescale agreed with the applicant (Q)	80%	64.04%	80.00%	62.38%	80.00%	67.48%	80.00%	71.67%	80.00%	77.23%

Policy Committee – (18 June 2019)

BUSINESS RATES DISCRETIONARY RATE RELIEF: MOBILE INFRASTRUCTURE



Lead Member for Financial Resilience– Councillor Mulligan

Report of the Chief Finance Officer

Ward(s) affected: All Craven Wards

1. Purpose of Report

- 1.1 To (i) update Members on a proposal endorsed by Local Government North Yorkshire and York for a scheme to offer discretionary rate relief for new mobile phone infrastructure in the District and, (ii) seek a decision on whether the proposal is included within the District Council's Discretionary Business Rate Relief Policy.

2. Recommendations

Members are recommended to:

- 2.1 Note the in principle approval by 'Local Government North Yorkshire and York' for a county wide discretionary rate relief policy for new mobile infrastructure.
- 2.2 Approve the Discretionary Rate Relief Scheme for Mobile Infrastructure as presented at Appendix B and that the scheme is incorporated into the Council's Discretionary Rate Relief Policy to fund a maximum of three eligible applications for rate relief.
- 2.3 Subject to the approval of recommendation 2.2, approve the creation of a Mobile Infrastructure Discretionary Rate Relief Reserve to a maximum value of £126,000, funded from the Rates Equalisation Fund Reserve.

3. Background

- 3.1 The availability and quality of mobile telephone and data services across the Craven District is variable ranging from poor or no voice coverage to high quality 4G data services. In general, the District benefits from better mobile connectivity in larger settlements and along principal transport corridors.
- 3.2 The York, North Yorkshire and East Riding Local Enterprise Partnership estimates that the availability of 4G coverage of the Craven District is approximately 41%; the lowest of all North Yorkshire Districts (Source: YNYER LEP Economic Bulletin, October 2018).

- 3.3 A graphical representation of 4G coverage in Craven, provided by North Yorkshire County Council, is shown on the plan at Appendix A. The plan shows large areas of Craven, predominantly to the north of the District along its border with Richmondshire lacks any 4G coverage whereas the A65 corridor and area surrounding Skipton benefits from two or more operators.
- 3.4 The reasons for this variation in coverage cannot be attributed to one specific issue but includes the topography and geography of the District, a lack of suitable infrastructure for providing connectivity and a dispersed rural population.
- 3.5 Each of these issues contributes to reducing the commercial viability of Mobile Network Operators (MNO's) making additional investment in the District. As a result there is a gap between the needs of the District to see greater investment in mobile infrastructure and the willingness of operators to invest and upgrade their infrastructure.
- 3.6 This viability gap is also identified in a review by North Yorkshire County Council on the issues relating to poor geographic coverage. Of the operating costs for a mobile phone mast NYCC estimate that up to 40% relate to business rates. Although at a lower level, Ofcom in their report of September 2018 note business rates as a viability issue but estimate business rates makes up 15 – 20% of the revenue costs of a mast. Within North Yorkshire, NYCC have estimated the average business rate cost for a mobile phone mast is £4,420 per annum.

4. Mobile Infrastructure Business Rate Relief

4.1 Local Government North Yorkshire and York Proposal

- 4.1.1 At their meeting of 5 October 2018 'Local Government North Yorkshire and York' received a report from North Yorkshire County Council to consider a proposal to offer a countywide National Non Domestic Rate (NNDR) holiday for new, relevant, 4G mobile infrastructure.
- 4.1.2 The purpose of this relief is to address the issue of commercial viability of new mobile infrastructure in rural areas by considering the operating costs of such infrastructure to incentivise delivery with Craven and wider North Yorkshire.
- 4.1.3 It is noted that mandatory rate relief is already in existence for eligible 5G and fibre optic infrastructure. This relief would only encourage greater coverage of 4G infrastructure to ensure the gap between rural and urban mobile coverage does not increase.
- 4.1.4 Within the proposal by NYCC it was noted that relief would be offered for a maximum of 7 years, to commence from the date the infrastructure becomes liable for business rates, up to a value of £6,000 per mast per annum. In addition, relief would only be offered in the following circumstances:

1. The new mobile infrastructure is to support the expansion of service to rural communities presently not covered and which would not otherwise be serviced.
2. The operator of the service must provide coverage from the new infrastructure for a minimum period of 7 years.

4.1.5 LGNYY resolved, in principle, to agree the proposal, subject to the consideration and approval of individual District Councils.

4.1.6 It is therefore recommended that Policy Committee note the in-principle decision of Local Government North Yorkshire and York to introduce a countywide scheme for discretionary rate relief with regard to mobile infrastructure.

4.2 Delivering the Proposal in Craven

4.2.1 As noted, the proposed discretionary business rate relief would only apply to new mobile infrastructure built and becoming liable for business rates on or after 1 April 2019 that meets the criteria in paragraph 4.1.4. Due to issues of commercial sensitivity and network planning it isn't possible provide a detailed picture of future mobile infrastructure likely to come forward in the District.

4.2.2 As such the 'Programme Manager – Mobile Coverage' at North Yorkshire County Council, using publically available information from the District Council and the Yorkshire Dales National Park Authority has provided details on mobile phone masts (both in and outside the National Park) that have extant planning permission and are yet to be built along with others masts that are known of that would serve 'not spots.'

4.2.3 Based on these criteria NYCC has advised there is the potential for three unimplemented masts to be progressed in the short to medium term at Souther Scales, Chapel-le-Dale, Hunts Cross, Thornton Lane, Westhouse and Appletreewick.

4.2.4 If these three masts were to be constructed the financial impact of the relief is as per Table 1. below.

Table 1. Estimated Rate Relief (based on three masts)

Source	Rate relief per mast per annum 1No. Mast	Total rate relief (annual) 3No. Masts	Total rate relief (seven years) 3No. Masts
Average Business Rate Value (NYCC data)	£4,420	£13,260	£92,820
NYCC Proposed Maximum	£6,000	£18,000	£126,000

- 4.2.5 At this stage the above methodology gives the most accurate estimate of the financial impact of what may be implemented in the short to medium term.
- 4.2.6 As a discretionary relief, funding the full cost incurred through the scheme will be the responsibility of Craven District Council. As the purpose of the discretionary policy is to encourage greater coverage of mobile infrastructure it is possible that mobile network operators may consider the early implementation or additional infrastructure to improve coverage.
- 4.2.7 If the scheme did stimulate further infrastructure rollout there would be further cost pressure on the scheme. As an example, if ten 4G eligible masts were to be delivered in the District the rate relief would be a total of £309,400 or £420,000 based on 7 years relief for the average and proposed maximum rate relief respectively. To protect against this it is initially recommended to limit the number and value of relief issued. If eligible applications exceed this limit a further report would be presented to Members.
- 4.2.8 With regard to the likely improvement in connectivity, as per paragraph 3.4 the actual coverage achieved is dependent on the positioning and topography of the mast location which will be impacted by a number of issues such as locations considered during applications for planning permission.
- 4.3 Implementation of a Craven Discretionary Rate Relief Scheme for Mobile Infrastructure
- 4.3.1 The proposal by LGNYY recommends the relief is awarded for a 7 year period.
- 4.3.2 To allow the District Council ensure the relief continues to target the infrastructure it is designed to encourage it is recommended that the scheme in Craven is initially offered for a period of three years commencing on the date the infrastructure becomes liable for business rates, on or after the 1 April 2019.
- 4.3.3 Two further extension periods of two years each may be awarded if, after year three and year five a review of the site confirms the usage of the mast is low and / or that commercial changes haven't affected the profitability of the mast. This review will be based on information provided by the applicant and the NYCC Programme Manager – Mobile Phone Coverage.
- 4.3.4 It is therefore recommended that, except for the change detailed in paragraph 4.3.3 the proposal by Local Government North Yorkshire and York is approved and that the Discretionary Rate Relief Policy and Application Form for Mobile Infrastructure as presented at Appendix B is approved and incorporated into the Council's Discretionary Rate Relief Policy to fund a maximum of three eligible applications for rate relief.
- 4.3.5 Due to the requirement for the District Council to fund the cost of the discretionary relief in full it is also recommended that a 'Mobile Infrastructure Discretionary Rate Relief Reserve' is established, based on the maximum values detailed in Table 1. This reserve to a maximum value of £126,000 would be funded Rates Equalisation Fund Reserve.

4.4 Confirming Eligibility of Applications

- 4.4.1 In discussing the operation of the scheme with North Yorkshire County Council it was agreed that applications will be considered by the Revenues and Benefits Manager in consultation with the NYCC Programme Manager – Mobile Phone Coverage, to confirm the location of the mast meets the criteria. Written evidence of this consultation and confirmation will be included on the application form.
- 4.4.2 It has been confirmed that the North Yorkshire County Council 'Programme Manager – Mobile Coverage' will continue to be available to comment and recommend approval on applications for discretionary relief during the proposed timescales.

5. Implications

5.1 Financial Implications

- 5.1.1 As a discretionary relief the District Council is required to fund the full cost of rate relief awarded through this scheme.
- 5.1.2 The report recommends the establishment of a Mobile Infrastructure Discretionary Rate Relief Reserve based on the full award of rate relief for 3 masts, for a period of 7 years – the initial 3 year period plus two extensions of two years each.
- 5.1.3 The Mobile Infrastructure Discretionary Rate Relief Reserve is to be funded to a maximum of £126,000 from the Rates Equalisation Fund reserve.
- 5.1.4 The adequacy of the reserve would be evaluated by Financial Services and the Revenues and Benefits Service on an annual basis.

5.2 Legal Implications

Award of Discretionary Rate Relief

- 5.2.1 Section 69 of the Localism Act 2011 permits a Billing Authority to grant discretionary rate relief if satisfied that it would be reasonable to do so having regard to the interests of its Council tax payers.

State Aid

- 5.2.2 Public bodies are responsible for ensuring their policies comply with the rules concerning state aid. There are no appropriate state aid exemptions available for the provision of 4G mobile telephone services.
- 5.2.3 The Council's state aid adviser has noted discretionary rate relief support through this scheme will constitute prima facie state aid and using the de minimis block exemption appears the most proportionate approach to address the issue.

- 5.2.4 Therefore as part of the application process for discretionary relief the applicant would need to complete a 'de minimis' declaration confirming they have not received public assistance in excess of €200,000 in the last 3 years.
- 5.2.5 Each rate relief application received from a business must be accompanied by a signed statement from the appropriate person representing the business, setting out the amount of state aid received by the business over the last three years. Applications will not be considered until this information has been provided.
- 5.2.6 Rate relief will not be awarded in circumstances where it appears that an award will result in the ratepayer receiving state aid that is above the current de minimis level.
- 5.2.7 It is the responsibility of the District Council to seek this assurance and if necessary recover any aid paid in error, plus interest in excess of the de minimis threshold should it be required.

5.3 Contribution to Corporate Priorities

- 5.3.1 The proposal in this report contributes to the delivery of the Council Plan (2019 – 2020) through the Enterprising Craven priority by providing the necessary infrastructure to support business growth.

5.4. Risk Management

- 5.4.1 They are two significant risks with regard to the delivery of activity noted in this report:

a. The uncertainty with regard to the number of applications the District Council may receive for discretionary rate relief and the resulting cost pressure on the Council.

An informed estimate, based on information provided by NYCC identified three eligible masts that may be presented for rate relief in the short to medium term. There is the possibility that further applications may be presented to the Council. This risk is mitigated by limiting the number of applications and the budget available for the discretionary relief.

b. The deliverability of the scheme regarding the proposed approach to state aid through 'de minimis'.

All applicants for discretionary rate relief will be required to detail and certify the public aid they have received in the last 3 financial years.

Advice from the District Council's state aid adviser is that the relief would be awarded to mobile network operators (MNOs) who erect and own the masts. As large companies it is likely that their de minimis entitlement, as individual undertakings, will be used up quickly within the reporting period.

If the aid applied for from the District Council would breach the de minimis limit (currently €200,000) the application could not be approved.

If aid in excess of the de minimis threshold was paid the District Council may need to seek repayment, with interest, from the applicant.

6. Consultations with Others

- Financial Services
- Legal Services

7. Access to Information: Background Documents

2018-10-05 Local Government North Yorkshire and York Committee Report – ‘YNYER Mobile Infrastructure Business Rate Relief’

2018-10-05 Local Government North Yorkshire and York Minutes

8. Authors of the Report

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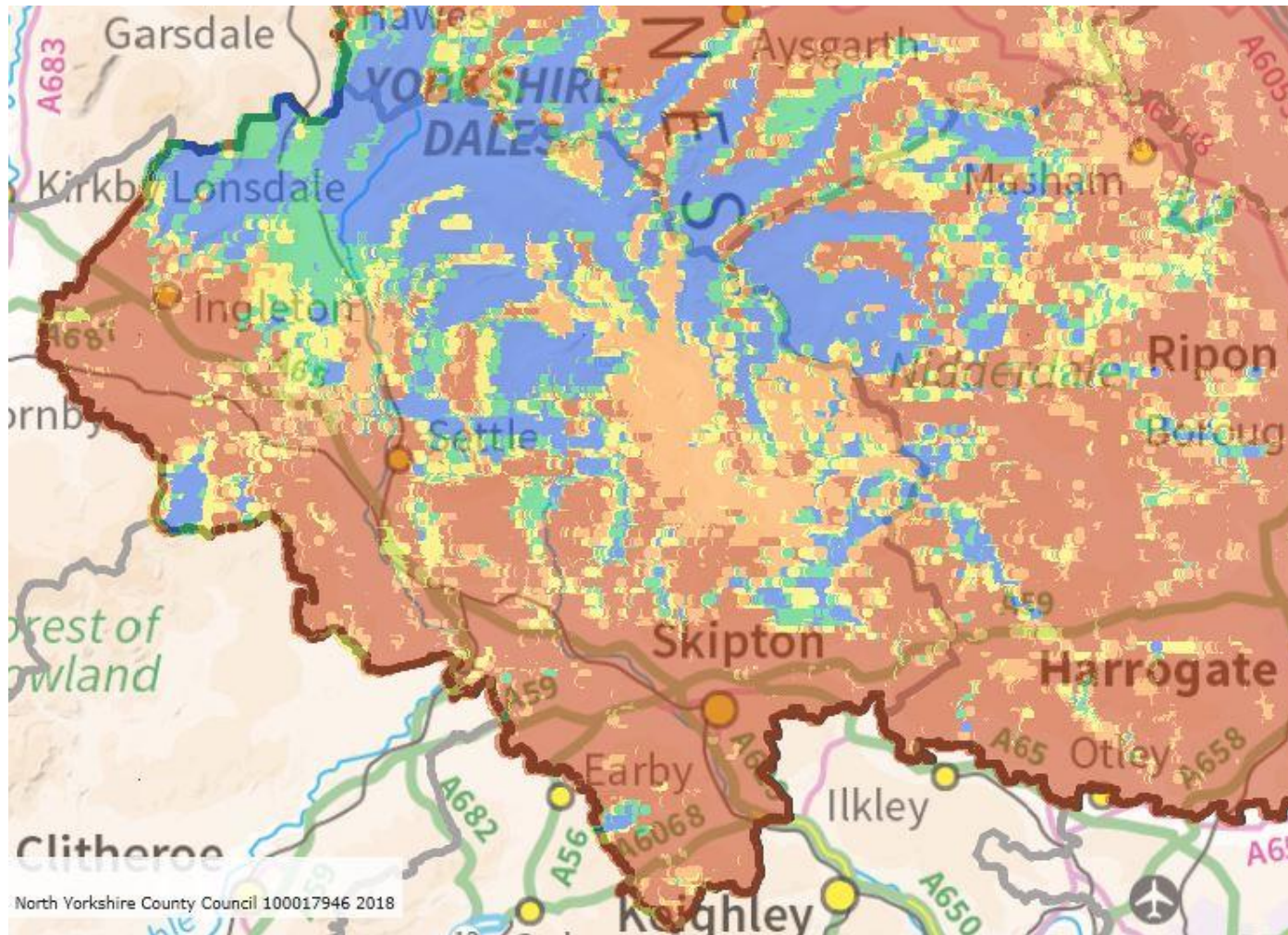
9. Appendices

Appendix A: Coverage of 4G Operators in the Craven District

Appendix B: Draft Discretionary Rate Relief Policy: Mobile Infrastructure.

BUSINESS RATES DISCRETIONARY RATE RELIEF: MOBILE INFRASTRUCTURE

APPENDIX A: Coverage of 4G Operators in the Craven District



Key

Blue - No coverage Green - 1 operator Yellow - 2 operators Orange - 3 operators

Source: North Yorkshire County Council, November 2018

Business Rate Relief: Mobile Infrastructure Policy & Application Form



The councils which form part of Local Government North Yorkshire and York (LGNYY) have devised a Business Rates relief Scheme which is intended to incentivise mobile network operators to invest in rural coverage by providing business rate relief on new rural mobile infrastructure. The relief will last for a maximum of 7 years, with the initial award being for 3 years. The amount awarded will be a maximum of £6,000 per mast, per annum (possible relief of up to £42,000 per mast over the 7 year period). Each district council, working with North Yorkshire's Mobile Phone Coverage Programme Manager, will determine applications made in respect of their areas

The award of business rate relief is only for those projects that otherwise would not come forward for progression by the industry and is provided on the basis that the operator will continue to manage and maintain the Mast when the business rate relief period has expired.

The areas where Business Rate Relief will apply are:

Not Spots – mast is to serve an area where there is no mobile coverage from any operator.

Areas of Poor Mobile Coverage for all Operators – mast is to serve an area where the signal level is below the minimum level for all operators as stated by the industry regulator Ofcom.¹ The area may have some mobile coverage but it is not of a recognised level to sustain good communications. This will be measured by Mobile Phone Coverage Programme Manager.²

A mast will NOT be considered for business rate relief in areas where:

There is currently coverage by one of the operators;
There is a need to increase coverage due to capacity issues; or
Operators are looking for a new site due to cessation notice on an original site.

The attached application form must be completed by the applicant; it will be assessed against the agreed criteria in consultation with the mobile programme manager.

The business rate relief will be applied to any new mobile infrastructure meeting the agreed criteria up to a value of £6000 per annum per mast initially for a period of three years. Two extension periods of up to 2 years each may be awarded if, after a 3 and 5 year review, it is determined that the area of coverage remains low use and commercial change over the 7 year period.

¹Thresholds for 4G services: 4G (-105 dBm). This relates to nearly all connections being capable of delivering a connection speed of at least 2Mbit/s and reliable voice calls. Thresholds for voice and text are: 2G (-81 dBm), 3G (-100 dBm), 4G (-105 dBm).

²The signal levels in the areas the masts are proposed to cover will be measured by the Mobile Phone Coverage Program Manager using standard mobile phones in car as part of a drive through test and checked against survey information previously obtained .

Craven District Council Mobile Infrastructure

Business Rate Relief Form



The purpose of this form is to establish whether your business is eligible for Business Rate Relief. Our intention is to make decisions promptly; however this is entirely dependent on **ALL** the necessary information being provided. Please ensure that all efforts are made to accurately and fully complete the form before submission in order to avoid any further delays on decisions made. If you need help completing this form please contact Customer Services on 01756 700600.

Business / Organisation Name	
Registered Trading Name (if different to the above)	
Company Registration Number	
VAT Number	
Contact Name	
Position in Business	
Alternative Contact(s)	
Head Office (HO) Address	
Telephone	
Mobile	
Email	
Website	
Location of proposed Infrastructure – Easting/Northing/Postcode	
Area of proposed coverage. Provide current and proposed coverage plans. Enclose further information as appropriate (include coverage map)	
I confirm that the mast is to serve an area where the signal level is below the minimum acceptable level, as stated by Ofcom, for all operators. YES / NO	
Description of proposed infrastructure. Enclose further information as appropriate.	
Planning Consent. Please provide details of the current planning status of the infrastructure.	

The Agreement

I hereby declare that to the best of my knowledge and belief the information provided in this form is accurate and true and fairly and reasonably represents the circumstances of my business. I also confirm that I have taken all reasonable steps to ensure that I am in possession of all relevant information before making this declaration.

I confirm that I am authorised to agree to the terms and conditions detailed above on behalf of the business. I further confirm that I am an authorised signatory within the business with full power and authority to make this declaration.

IMPORTANT NOTE

Approval to receive a Business Rate Relief is subject to conditions and any new mobile phone infrastructure must meet the eligibility criteria before the appropriate discount is granted. If Planning Consents are required you will not be eligible for discount until these are in place. If the business is eligible to receive a Business Rate Relief on the individual mast structure, it will be for seven years, after which time the eligibility of the discount will be reviewed.

Signed	Print Name
.....
Position	Date
.....

To be completed by Craven District Council

We ACCEPT / REJECT this application for Business Rates Relief for the following reasons:

.....

.....

.....

Signed	Date
.....

Business Rates State Aid Declaration

State Aid rules mean that an organisation cannot receive more than 200 000 euros (or sterling equivalent) in total of de minimis aid within the current or preceding two financial years .

If you would like to apply for any of the discretionary reliefs, please sign to confirm that the amount of State Aid you are expecting to receive from discretionary reliefs, and any other state aid already being received or that you are due to receive falls within the above guidelines.

Any 'de minimis' aid granted over the €200 000 limit may be subject to repayment with interest. If you have received any 'de minimis' aid over the last three years (from any source) and your business rate bill includes this relief you should inform us immediately with details of the dates and amounts of all aid received.

You should note that information on this aid must be supplied to any other public authority or agency asking for information on 'de minimis' aid for the next three years.

For the purposes of the 'de minimis' regulation, you must retain evidence of the relief granted for three years and produce it on any request by the UK public authorities or the European Commission. (You may need to keep this longer the three years for other purposes).

For guidance regarding state aid rules please visit <https://www.gov.uk/guidance/state-aid>

Business Rates State Aid Declaration

Please complete fully and return to Craven District Council

1. The Business Rates account holder (including any of its group companies) has received public assistance under the state aid de minimis regulation in the previous two years and the current year.

Yes/No

2. The Business Rates account holder (including any of its group companies) is due to receive de minimis state aid.

Yes/No

3. Please provide details of the full amount of de minimis state aid your organisation (and any group companies) has already been granted or is due to receive.

Name (in capitals)

Position held in organisation

Signature.....Date

Business Rates Reference Number

Company Name (if applicable)

Billing address

.....

.....

Email addressTelephone number

**To be completed by the Mobile Phone Coverage Programme Manager,
North Yorkshire County Council**

Having reviewed the information provided by the applicant with regard to this application for mobile infrastructure discretionary rate relief I confirm this application DOES / DOES NOT* meet the eligibility criteria as set out in the Discretionary Rate Relief Policy.

Signed: Date:

Name:

Role:

Organisation:

To be completed by District Council

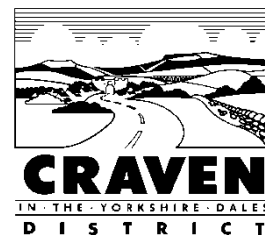
Having considered the information provided in the application form, accompanying documents, the recommendation from North Yorkshire County Council and adherence to the Discretionary Rates Relief Policy I confirm that the discretionary business rate relief should be APPROVED / REJECTED*.

Signed: Date:

Name:

Role:

Organisation:

Policy Committee – (18 June 2018)**BUSINESS RATES DISCRETIONARY
RATE RELIEF – UPDATE TO POLICY**

Lead Member for Financial Resilience– Councillor Mulligan

Report of the Chief Finance Officer

Ward(s) affected: All Craven Wards

1. Purpose of Report

- 1.1 To introduce a refreshed and simplified Discretionary Business Rate Relief Policy.

2. Recommendations

Members are recommended to:

- 2.1 Adopt the policy; it does not seek to implement anything new, it is intended as a summary of the Council's discretionary powers and the roles that Members and Officers will play in implementing those powers.

3. Background

- 3.1 Council have powers to award discretionary rate relief; these powers are conferred primarily by the National Non-Domestic Rates Act 1988 and the Localism Act 2011. In recent years the Government have introduced many initiatives to help businesses and they use these same Acts to allow this.
- 3.2 The 'main' Discretionary Rate Relief Policy was last updated in 2007. Since that date the way we award discretionary rates relief to charitable organisations etc has remained broadly the same. What has changed is the introduction of a raft of government initiatives – examples include small business rates relief, retailers relief, revaluation relief. Where appropriate, reports have been brought to Members for specific reliefs.
- 3.3 In order to consolidate the discretionary powers into one place an updated Discretionary Rate Relief Policy has been produced. This is an 'over-arching' policy, intended to clarify what powers are available, and where the responsibility for implementing new reliefs lies.
- 3.4 The Policy suggests that the s151 Officer may approve the adoption of a Government scheme if the Council intends to implement it as detailed in

Government guidance, but if any significant changes are proposed then Members should decide. This is suggested in order to speed up the implementation process.

- 3.5 More detailed guidance and explanation of any individual discretionary relief schemes will be published separately.

5. Implications

5.1 Financial Implications –

- 5.1.1 None specifically arising from this report. Most Government initiatives are funded under s31 grant; where there may be a cost to the Council of a specific scheme a report will be taken to Members for a decision.

5.2 Legal Implications

- 5.2.1 None specifically arising – we will be continuing to use powers conferred under Section 69 of the Localism Act 2011 and s47 of the National Non-Domestic Rating Act 1988.

5.3 Contribution to Corporate Priorities

- 5.3.1 The proposal in this report contributes to the delivery of the Council Plan (2019 – 2020) through the Enterprising Craven priority by providing the necessary infrastructure to support businesses.

5.4. Risk Management

- 5.4.1 Nothing identified

6. Consultations with Others

- Financial Services
- Legal Services

7. Authors of the Report

Deborah Davies

Note : Members are invited to contact the authors in advance of the meeting with any detailed queries or questions.

9. Appendices

Appendix A: Draft Discretionary Rate Relief Policy



Craven District Council

Discretionary Rate Relief Policy

Discretionary Rate Relief Policy

Purpose

The Local Government Finance Act 1988 and subsequent legislation, including the Localism Act 2011, empowers local authorities to grant discretionary rate relief to such premises where the Council believes that the granting of relief will be beneficial to the ratepayer and the wider community. In addition, discretionary relief is used to facilitate government initiatives, enabling more flexibility in the provision of assistance to businesses. This policy outlines Craven's qualifying criteria for receiving and granting discretionary relief.

Financial implications

Generally, granting discretionary relief will involve a cost to the Council. Changes to the way business rates is funded were made in April 2013 so there are differences in the amounts, depending upon when the relief was granted. If relief was granted after 1st April 2013 the Council bears 40% of the cost, County will take 10% and the Government the other 50%. Government-led initiatives often come with funding up to a certain level (this is sometimes referred to as 'section 31 grant').

Charitable / Not for Profit Discretionary Relief.

Discretionary rate relief may be used to provide assistance where a property does not qualify for mandatory relief, or to top-up where a ratepayer receives mandatory relief. The legislation for Councils to grant discretionary rate relief to charities, certain not-for-profit or philanthropic bodies and community amateur sports clubs is set out in s47 of the Local Government Finance Act (LGFA)1988. Generally speaking, it is expected that businesses will need to apply for discretionary relief.

Discretionary relief may be granted to:-

- Charities who receive mandatory relief
- Charities / charitable organisations occupying premises used wholly or mainly for a charitable purpose (whether of that charity or of that and other charities)
- A club, society or other organisation, not established or conducted for profit, occupying premises used for recreational purposes
- Premises occupied by organisations which are concerned with education, social welfare, science, literature or fine arts, or which have objectives which are charitable or otherwise philanthropic or religious

Each application for discretionary relief will be considered individually and judged on its own merits. Discretionary relief will not normally be considered for public sector or public sector type organisations (for example government bodies and housing associations).

In granting relief, the Council will have regard to certain factors:

- Awards should support businesses and organisations to retain services within the District, but should not result in unfair competition with similar businesses.
- Local organisations are likely to be given preference over national organisations.
- Businesses and organisations should be self-reliant as far as possible
- The services provided are ones which might not otherwise be available in the District.
- The financial impact of awarding discretionary relief can be justified in comparison to the outcomes achieved by the provision of the service.

Discretionary relief will be considered after any entitlement to mandatory charitable relief under s43(6) of the LGFA1988 has been determined. Discretionary relief can vary between 1% and 100% for any organisation that does not qualify for mandatory relief. For recipients of mandatory relief, discretionary relief may be awarded up to a maximum of 20% of the rates liability (mandatory relief accounts for the first 80%).

Discretionary rate relief will generally be awarded according to the guidelines below (count all criteria that apply):

Guidance on Rate Relief for Charitable and Non –Profit making organisations		
1.	Baseline for not-for-profit organisations	40%
2.	Membership open to all sections of the community	5%
3.	Actively encouraging particular groups – youth / aged, disability, minority	5%
4.	Facilities available to non-members	5%
5.	Training or education provided	10%
6.	Self-help or grant aid awarded	20%
7.	Majority of membership resident in Craven	5%
8.	Bar in operation – relief generally limited to a maximum of	50%
9.	Majority of membership resides outside Craven	- 40%
10.	Admission fee charged to spectators, or players paid - no relief awarded	

An application form must be completed for this relief and must be supported with a copy of the organisation's constitution and the most recent audited accounts and report (we may require the last 2 years). The Council will award discretionary relief for a fixed period, usually not more than 2 years. Review forms will be issued before the relief expires and a further application sought. The decision to award discretionary charity and not for profit relief will be made by the Revenues Team.

Hardship Relief

The Local Government Finance Act 1988 s49 provides the Council with the discretion to remit or reduce the payment of rates where it is satisfied that the ratepayer would sustain hardship if it did not do so, **and** where it is reasonable to do so having regard to the interests of Council Tax payers within the district. A reduction in rates under this power will be very much the exception rather than the rule.

Each application for hardship relief will be considered individually and assessed on its own merits. We will ask for a written request from the ratepayer, to include the latest trading accounts and a projection of those accounts for a further two years. In the case of partnerships and sole traders the Council may also require the personal financial details of relevant individuals to assist with any decision.

The ratepayer must be able to demonstrate that he is offering a unique service to his locality, which would not be replaced were his business to close, and which is of specific benefit to Council Tax payers within the locality of the business. Alternatively, the business must offer a specific service to vulnerable groups or provide significant employment throughout the borough as a whole, which is of significant benefit to Council Tax payers in the borough as a whole.

The award of relief must be capable of enabling the ratepayer to continue trading to the end of the financial year in which the relief is granted. The ratepayer should seek independent advice to confirm financial viability.

The decision to award hardship relief will be made by the Council's s151 Officer. Relief may be granted at an appropriate amount up to 100% of the full charge, although the start date of the relief will not be earlier than the start of the financial year in which the application was made. Relief will be awarded to the end of the financial year in which the application was made, with a new application being required from the ratepayer in respect of any hardship relief requested for subsequent financial years.

Part Occupied Relief

Section LGFA 1988 s44a allows the Council to request that the Valuation Officer apportion the rateable value of a property between the parts that are occupied and those that are unoccupied if it appears to the authority that this situation will remain for a short period of time only.

The use of s44a is a discretionary power conferred on the Council and does not alter the general rule that occupation of part of a property constitutes occupation of the whole of the property. The application of s44a is intended to apply to those properties where there are practical difficulties in either occupying the premises or vacating the premises. **It is not intended that all properties which temporarily become partly unoccupied should have their liability reduced.**

An application form must be completed for this relief, and the application must be made whilst the property is in a state of part- occupation, so that the Council can inspect it and observe the current situation. **The Council will not normally consider retrospective applications.**

The decision to award part occupied relief will be made by the Council's Revenues Team.

Discretionary Localism Relief (including Government – led schemes)

The Localism Act 2011 s69 amended s47 of the LGFA 1988 to allow councils to give discretionary relief to any ratepayer it wishes, provided that the ratepayer meets the test of it being right to award relief having regard to the interest of the authority's Council Tax payers.

Ratepayers who wish to apply for relief under this provision must not be entitled to ANY other relief (mandatory or discretionary) and MUST be providing a service of significant benefit to the local community, relieving the Council of the need to provide the services itself. The services provided will be concerned with employment (at a significant level), assistance to vulnerable or disadvantaged groups or opportunities to residents which are not available anywhere else locally.

The financial assistance provided by the discretionary relief must be needed for a fixed time only and the activities must be consistent with the Council's core values and priorities.

The decision to grant relief will be made by the Council's Section 151 Officer, except where the decision is expected to apply to more than one ratepayer, when Members will decide the guidelines in the first instance. Any decision will weigh the cost of awarding the relief against the interests of the District's Council Tax payers, the benefit to the Council and how such a decision will support the strategic objectives of the Council.

Examples include (but are not limited to):

- Mobile Infrastructure relief

Government-led schemes

The Government has introduced several schemes under LGFA 1988 s47(5a), often providing their own general guidance. Generally these schemes are designed to support local, smaller or rural businesses and as such the Council is keen to support such initiatives. However, the Council reserves the right to vary or amend schemes as it considers appropriate.

The decision to grant relief will be made by the Council's Section 151 Officer, except where significant differences to Government led initiatives are proposed, when Members will decide the guidelines in the first instance. Any decision will weigh the cost of awarding the relief against the interests of the District's Council Tax payers, the benefit to the Council and how such a decision will support the strategic objectives of the Council.

Examples include (but are not limited to):

- Discretionary business rates relief
- Retail relief
- Supporting small business relief
- Local newspaper relief
- Rural rate relief

The Council is keen to ensure that any ratepayers who could benefit from relief are identified and will encourage ratepayers to apply where appropriate. We will aim to simplify any application process as far as possible and therefore an application form may not always be necessary but must be completed if the Council so determines. Details of any active schemes and the qualifying criteria will be published on the Council's website, and made available to ratepayers on request.

Appeals Process

There is no statutory right of appeal against a decision not to award discretionary relief. However, if the business or organisation that has been refused discretionary relief makes a request, in writing, within one month of the original decision, we will look again at our decision.

The reviewer will determine the appeal within 15 working days, and the outcome will be notified to the applicant in writing. If an appeal is unsuccessful then judicial review is the only way in which a billing authority, under its power to award discretionary relief, may be challenged.

Summary of the decision-making process

Relief name	Decision-maker	Reviewer in case of appeal
Charitable / Not-for-profit discretionary relief	Revenues Team	Revenues & Benefits Manager
Hardship Relief	s151 Officer	Chief Executive / Councillors
Part-Occupied Relief - s44(a)	Revenues Team	Revenues & Benefits Manager
Discretionary Localism Relief – s47 (5a)	s151 Officer	Chief Executive / Councillors

Policy Committee – 18th June 2019

EMPTY HOMES STRATEGY 2019-24



Report of the Director of Services

Ward(s) affected: All

1. Purpose of Report

The purpose of this report is to present the draft Empty Homes Strategy 2019-2024 and Appendices. The proposed strategy sets out the aim and objectives of Craven District Council (CDC) in addressing and reducing the number of empty homes in the district. It is supported by a revised procedure document which establishes a consistent and transparent approach to the application of powers of enforcement, in respect of empty homes, by the Council. The report concludes that real change will not be achieved without increased resources (both financial and staff) and proposes a potential solution to delivering the strategy.

2.0 Recommendations

Members are recommended to:

- 2.1 Approve the Empty Homes Strategy 2019 -2024 and associated documents for implementation and monitoring.
- 2.2 Approve £200,000 of the Council's Community Led Housing Fund to resource Option 3 as set out at Paragraph 6 below as the agreed Option for resourcing the Empty Homes Strategy 2019 - 2024.

3.0 Background

- 3.1 Empty homes represent a wasted housing resource. They also pose other problems for local authorities, owners, neighbours, emergency services and the environment. They are often a blemish on an area and can be subject to vandalism and anti-social behaviour.
- 3.2 Craven has a significant need for additional market and affordable housing; the Council's Strategic Housing Market Assessment Update 2017 calculated a district-wide need for an additional 126 affordable homes each year. Excluding holiday homes, there are over 300 dwellings across the Craven district which have been vacant for 6 months or more and which could be brought back into use as either affordable or market housing. Approximately 80 of these homes have been empty for two years or more. These will be the priority for action under the new Strategy, with a target of achieving 5% reduction per year in this number (4 dwellings).
- 3.3 **National Policy:** Although there is clear motivation for local authorities to be proactive in returning empty homes to occupation, government policy has shifted in recent years. The Coalition's Programme for Government included a commitment to "explore a range of measures to bring empty homes into use". Specific funding was made available for this purpose, between 2012 and 2015 under two rounds of the

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Empty Homes Programme.

- 3.4 Since 2015, Government has removed specific funding to encourage owners to reoccupy properties and emphasis has shifted to enabling local authorities to reap financial benefits, through the New Homes Bonus and Empty Property Premium.
- 3.5 **Craven District Council Approach:** In accordance with its corporate priorities; Enterprising Craven, Resilient Communities and Financial Sustainability, the Council recognises the importance of bringing empty homes back into use; contributing to housing growth, improving communities and generating income for the General Fund.
- 3.6 The Council, like all local authorities, has a responsibility to address empty homes in its district and in 2007 adopted a ten year Empty Homes Strategy. This however split the responsibility for tackling empty properties across a number of departments, with Housing, Council Tax, Planning and Environmental Health all having a role. This has resulted in some duplication of effort however and missed opportunities to bring empty properties back into use.
- 3.7 The Action Plan that accompanied the 2007 Strategy called for a strategic review ten years on. The proposed Empty Homes Strategy 2019 – 2024 now identifies a new approach which follows the national one and calls for clear roles and responsibilities and the consistent application of policy to achieve agreed aims.

4.0 Review

- 4.1 In order to outline the context within which the Empty Homes Strategy is being reviewed, significant research of the national and local context was carried out, including trends in empty homes data, and examples of good practice and initiatives. Findings have been incorporated within the draft Strategy.
- 4.2 Findings also show that although Craven's actual level of empty homes per 1000 dwellings has fluctuated between 2.7% and 3.4% since 2013/14, the Council has consistently ranked in the 3rd and 4th quartile amongst neighbouring authorities.
- 4.3 An options appraisal has also been conducted to inform the Strategy (**Appendix 1**). This outlines the different options available to the Council in tackling empty homes. It highlights the three key principles of effective empty homes strategies; partnership working, effective internal processes and a case specific approach.
- 4.4 The document goes on to detail the options available to local authorities in identifying and tackling the problems posed by empty homes, ranging from advice and guidance to statutory enforcement, including financial and risk assessments of each option.
- 4.5 The appraisal concludes that a blended approach of encouragement, voluntary action and statutory enforcement is preferred, should the Council wish to see a real reduction in the number of empty homes in its district. This will mean a dedicated staff resource (part time) as well as ring-fenced funds with which to buy empty homes (and associated costs) either voluntarily or through Compulsory Purchase Orders. These funds will be largely replaced once the property is sold by the Council (usually at auction).
- 4.6 Funds should also be identified for legal fees, in all likelihood for specialist, external lawyers, to support some enforcement work and ultimately Compulsory Purchase. It is not possible to quantify this at this stage as costs will vary from property to property dependent on the complexity of the case and whether or not the property owner appeals. That said; a figure in the range of £1500 - £5000 per property would

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not be unreasonable.

Should the Council wish to adopt the Empty Homes Strategy, it would need to identify or refocus resources on achieving this, although there is the potential to cover the majority of property acquisition and associated costs on resale. It should also be noted that before purchase of any property is undertaken by the Council (whether that be voluntarily or by compulsory purchase) further Policy Committee approval will be needed, with any report detailing the value and costs specific to that property.

5.0 Empty Homes Strategy

5.1 Taking into account all of the above, a draft Empty Homes Strategy 2019-24 (**Appendix 2**) has been produced. The strategy which has been developed in partnership with Planning Enforcement, Environmental Health, Legal and Revenues & Benefits/Council Tax Sections will have the overarching aim: 'to bring empty homes back into use in a timely manner' and has the following objectives:

1. To improve the quality and consistency of empty home case management and processes.
2. To maintain accurate and timely information on the number, type and location of empty homes.
3. To maximize income from empty homes in the short term.
4. To prioritise all long-term empty homes for action.

5.2 The draft Empty Homes Strategy 2019-24 outlines where the Council is now in terms of policy, approach and empty home levels and where the Council should aim to be through delivery of the strategy. In terms of action, the strategy suggests a graduated approach of 'Educate, Encourage and Enforce'. We will also look to work with Members and communities to maximize empty dwelling intelligence

5.3 This approach maximizes the opportunity for property owners to take action themselves to bring properties back into use, without the need for enforcement action from the Council. However, the strategy makes it clear that in order to achieve the aim of reducing the number of empty homes and maximizing income from New Homes Bonus as each is brought back into occupation, the Council will take enforcement action against owners of empty homes in the district, where it is appropriate to do so.

5.4 In order to ensure that any action taken by the Council is proportionate, transparent, consistent and aligned to the strategy, an Empty Homes Procedure 2019-2024 (**Appendix B**), Procedure Flowchart (**Appendix C**) and Scoring Methodology (**Appendix D**) have been introduced. These documents provide the structure to ensure that empty homes can be identified, scored and prioritized for enforcement action.

5.5 The Strategy also confirms the Council's approach to empty commercial properties; where opportunities arise and housing demand can be demonstrated, the Council will facilitate the conversion of suitable empty commercial premises or part commercial/part and land into residential homes.

6.0 Resources

6.1 As outlined above, the Council currently has no dedicated empty homes resource, whilst the responsibility for elements of empty homes work is currently split between housing, environmental health, council tax and planning teams. In order to coordinate and take forward the work suggested in the Empty Homes Strategy and supporting

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Action Plan, the Council faces a decision and has several options available to it.

- 6.2 **Option One:** The first option available to the Council is to consider the Empty Homes review work undertaken and acknowledge the areas for improvement and the action plan suggested, but to choose not to undertake any additional proactive work surrounding empty homes, instead retaining the status quo; where Council Tax are responsible for correctly identifying and collecting on council tax liabilities and Environmental Health and Planning Teams deal reactively with individual complaints as they arise on a case by case basis, with no agreed strategy or procedure documents in place.
- 6.3 The implications of this approach are primarily that the Council fails to take advantage of an opportunity to release much needed housing assets and to maximise income from empty homes.
- 6.4 **Option Two:** The second option available to the Council is to use existing limited staff resources from Environmental & Housing Services and Council Tax teams.
- 6.5 Should this option be preferred, it is recommended that some further policy work be undertaken to formalise this approach, responsibilities and procedures and to standardise correspondence and advice given by the Council to owners of empty homes across the district. It is by no means clear however that this work could be accommodated within existing staff resources.
- 6.6 A ring fenced, recyclable enforcement account would be needed. This would include any combination of acquisition costs, renovation costs and legal costs, depending on the approach taken. However, subject to careful risk management, it should be possible to ensure that these costs are covered through the resale, or future letting of the property. Indicative costs per property (and assuming a market value of £150,000) would suggest a budget of c£160,000 per Compulsory Purchase Order or £155,000 per voluntary sale agreed with the Council. It is proposed that the Compulsory Purchase costs based on a market value of £150,000 be on the basis of a recyclable capital budget and financed from the Community Led Housing Fund.
- 6.7 Whilst an overall budget of this amount should be sufficient to fund the acquisition of one empty property, the intention of this approach is that empty homes work will be largely cost neutral as the enforcement account would be credited upon sale or letting of a property and funds recycled. Each property acquisition would be subject to approval by Policy Committee; with each report outlining the specific enforcement route, costs and values.
- 6.8 **Option Three:** The third option available to the Council is to, release funding from the Community Led Housing Fund in order to provide or procure a dedicated staff resource, the purpose of which would be to coordinate **proactive** empty homes work, perhaps for a fixed term pilot period of say 18 months. It is estimated that the dedicated staffing resource cost will be £40,000. This resource might be delivered by a partner or in-house with the latter for up to a maximum of 3 days/week. This is in addition to the fund identified at 6.6 above. Depending upon resources released, such an officer would enable comprehensive delivery of the proposed empty homes strategy.
- 6.9 Potential funding sources for a dedicated staff resource and an empty homes enforcement fund include one or more of the following:
- Release of Community Led Housing money to fund the fixed term appointment of an Empty Homes Officer. This officer will work closely with communities so that these communities may help drive the return to use of empty homes,

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commercial buildings and land within their local area. Subject to this initial focus for all empty property work, this fund could be used to support a part time post.

- Increases to the Empty Property Premium (Council Tax) to the new maximum amount permitted by legislation from April 2019. Currently 81 dwellings in the district are identified by Council Tax as having been empty for 2 years or more. At an increase to 200% (currently 50%) taking an average dwelling liability of B and D, the Council would collect an extra £139,164 per annum. 9.4% of the monies collected goes directly to CDC, totalling increased income of £13,081 per annum. Any such increase would be subject to public consultation and a separate report to Policy Committee.
- Release of New Homes Bonus. The New Homes Bonus payment includes payment for long-term empty homes brought back into use.

- 6.10 An initial conversation has taken place with Harrogate Borough Council to discuss how they have implemented a revised Empty Homes Strategy, through which they have recruited a full time Empty Homes Officer on a fixed term basis. The possibility of sharing this resource was raised and is an option for the Council to consider.

7.0 Delivery and Monitoring

- 7.1 Delivery of the strategy will be the responsibility of the Housing Team. An Action Plan (**Appendix E**) has been developed for Year 1 of the strategy. It is proposed that the strategy will be reviewed on an annual basis to ensure that it reflects and responds to any changes in trends, policy or resources required to deliver the objectives. One element to be closely monitored is the legal resources required to progress enforcement action.

- 7.2 In order to ensure that the refreshed approach to empty homes is achieving the desired aims, it is important that joint working between the Housing, Council Tax and Planning teams is promoted and regular officer meetings take place within the first year of the strategy to ensure that new working arrangements are embedded.

- 7.3 In order to measure the impact of the Empty Homes Strategy, the Council will:

- Monitor the delivery of the Empty Homes Action Plan
- Monitor the income generated from empty property premiums (Council Tax and New Homes Bonus)
- Record performance against the following performance indicators:
 1. Total number of empty residential properties (as of the first day of the quarter)
 2. Total number of residential properties empty and unfurnished for over 2 years (as of the first day of the quarter) – aim to reduce by approx. 5% per year (4 properties).

- 7.4 Progress against the measures of success will be reported quarterly on the Council's performance management system.

- 7.5 The strategy will be reviewed on an annual basis to ensure that it reflects and responds to any changes in trends, policy or resources required to deliver the objectives.

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8.0 Conclusions

- 8.1 Empty homes are wasted assets, missed opportunities to provide much needed affordable and market housing and are proven to have negative social, economic and environmental impacts upon local communities. In the context of a district with a significant housing shortage, it is essential that the Council maximises the use of these empty homes to provide additional homes and reduce their negative impacts upon our communities.
- 8.2 The draft Empty Homes Strategy 2019-24 sets out the key objectives and actions over the next 5 years to tackle this wasted resource. It focuses on internal process improvements and proactive work alongside empty home owners with a solution based approach but also demonstrates a commitment to using enforcement powers if needed to ensure that empty homes are returned to use.
- 8.3 If the Council wishes to tackle empty homes in a consistent and robust manner and effect real change, it will need to make additional resources available both to buy homes (though these costs should be largely refunded on sale or letting of the properties) and pay the associated legal fees and other costs. In addition, there is the cost of funding a post.

9.0 Implications

9.1 Financial

There is a financial decision to be taken regarding the level of resource the Council wishes to focus on delivery of its empty homes strategy to deliver **Option 3** as set out above.

It is estimated the funding requirement needed will be £200,000 made up of £160,000 Compulsory Purchase, acquisition and ancillary costs of an empty dwelling which will be recycled on the resale of that dwelling and £40,000 to fund an Empty Homes Officer for the 18 months pilot. This funding will be found from the Council's remaining allocation from the Community Housing Fund which is currently £574,475. This funding is able to be used for capital and revenue purposes.

The commitment to progress Compulsory Purchase, as part of the enforcement element of the strategy, does involve a financial declaration that the authority has the means to carry out the proposed purchase – this means that at any point the Council is actively pursuing a Compulsory Purchase Order (CPO), it must hold a reserve with the purchase price amount ring-fenced and the Section 151 Officer must be able to attest to this. A CPO will not be confirmed unless all costs are fully funded.

9.2 Legal

These are set out in the body of the report

10.0 Contribution to Council Priorities -

The recommendations directly contribute to a number of Council Priorities, namely

- **Enterprising Craven**

The development of a revised Empty Homes Strategy takes forward and supports the wider housing initiative. It addresses one of the key challenges, seeking to bring private sector empty homes back into use. Releasing empty

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homes within the Craven District contributes to ***securing affordable homes***.

- **Financial Sustainability**

Ensuring the Council remains financially sustainable and has robust arrangements in place for securing value for money, and achieving return through New Homes Bonus. The revised strategy allows the Council to take advantage of the empty homes element of this Bonus, maximising the return from turning empty homes into occupied ones and reducing the number of long term empty properties.

11. Risk Management

- 11.1 Empty Homes can have a negative effect on local communities, the economy and the health and well-being of residents. Local Authorities have a responsibility for addressing empty homes within their boundaries. It is good practice to have an agreed strategy in place.
- 11.2 The proposed strategy aims to limit the amount of risk carried by the Council in the following ways:
 - Introduces agreed strategy and procedure documents
 - Promotes an 'education, encourage, enforce' approach in order to ensure that resources are focused on achieving outcomes outside legal action
 - Introduces a scoring methodology to prioritise empty homes for action in a transparent and consistent manner
 - Commits to taking any enforcement action will be taken on a case by case basis in consultation with the Council's Legal Officers to ensure that risk is minimised.

12. Consultations with Others -

Director of Services, Strategic Manager – Financial Services (s151 Officer), Legal Services Manager.

13. Author of the Report

Wyn Ashton, Environmental Services & Housing Manager

Note: Members are invited to contact the author in advance of the meeting with any detailed queries or questions.

Appendices –

Appendix 1 – Empty Homes Enforcement Options Appraisal

Appendix 2 – Craven Empty Homes Strategy 2019-2024

Appendix A – Empty Homes Procedure

Appendix B – Empty Homes Procedure Flowchart

Appendix C – Empty Homes Property Scoring System

Appendix D – Craven Empty Homes Strategy Action Plan

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Craven District Council Empty Homes Review

Enforcement Options Appraisal

Introduction

The district of Craven has a large private housing sector, with 90.5% of the housing stock (22,247 homes) being either owner occupied or privately rented (Source 2011 Census)

Most of the district's empty homes are privately owned. As of October 1st 2018, there were 720 empty homes in the district, 429 of them were long term empty (empty over 6 months) homes and 70 had been empty for over two years. These figures were taken from council tax data and are the number of residential dwellings which are subject to an exemption, discount or premium on the council tax relevant to the home being unoccupied. These figures do not take into account those dwellings which have been removed from banding by the Valuation Office Agency or empty homes which the Council is not aware of.

As outlined in the 'Craven District Council Empty Homes Review Background Paper (Desk based)', there is a national shortage of homes, empty homes are a wasted resource, they have a negative effect on our communities, becoming a potential focal point for illegal activities and anti-social behaviour, a potential strain and expense on agencies external to the Council such as the Police, and Fire and Rescue Service, they may also become a risk to the public through unsafe structures, harbouring litter and vermin and causing consequent complaints to environmental health teams.

Councils, should they wish to address the issue of empty homes, have a range of options available to them, which this paper seeks to outline.

Enforcement Options

Effective Empty Homes Strategies are founded on three main principles:

Partnership Working

The responsibility to tackle empty homes is not the Council's alone and is one which should be shared with local partners, although the Council undoubtedly has a role in coordinating, and signposting residents to empty home solutions.

This includes working with owners of empty homes as well as housing providers such as registered providers who provide social housing and private landlords who provide private rented housing, it extends to other public services affected by the impacts of empty homes, police, fire and rescue service etc. and in the private sector; letting agents, estate agents and auction houses.

Effective Internal Processes

Internally, responsibility for empty homes enforcement is split between teams in Environmental Health, Planning Enforcement and Council Tax, as well as impacting teams across the Council such as Housing,

Economic Development and Planning. Key to effective identification, coordination and enforcement around empty homes are defined roles and responsibilities, policies and procedures across the Council.

The Council should have a defined strategy which outlines how it intends to deal strategically with empty homes and what powers officers have the authority to use.

The Council has a range of statutory powers available to it to deal with empty homes.

Core to any strategy should be the agreed use of data and the Council's intelligence and processes relating to empty homes.

Case specific Approach

Best practice from other local authorities suggests a scoring matrix is employed to rank empty homes in order to both prioritise and provide transparency on the agreed course of action for each individual property.

The opportunities available to the council are appraised below.

Initial Options

Advice & Guidance

If pursuing a strategy of engagement and encouragement, in the first instance owners will be given advice and assistance on how to bring their property back into use. These options could be renting out the property, selling the property or advice on becoming a landlord. The aim is to encourage owners to bring the property back into use through voluntary action. This action would commence from six months empty, but the length of time it takes to bring a property back into use will depend on the owner's personal and financial circumstances.

The cost of this action is in officer time. The requirement for this resource is on an ongoing basis; this is not task and finish work.

The effectiveness of this action is difficult to measure without detailed case histories being created and updated for each property and KPIs created to monitor the outcomes. However the pursuit of this action is critical to any strategy, to demonstrate that the Council has, prior to any enforcement action, worked in a proportionate way to enable voluntary reoccupation of the dwelling and has supported the owner to the best of its ability to achieve this.

Financial assistance

Dependent on the Council's strategy, one option is to take on a role enabling empty home owners to bring properties back into use by directing owners to advice on VAT exemption which may be available when renovating an empty property and any discounts from local building merchants and/or estate agents and auction houses. Currently, the Council does not offer any loans or grants to assist owners lacking the resources to bring their properties back into use. This means certain properties remain empty for long periods of time, requiring the Council to take enforcement action. The Council has opportunity to look for future funding sources, for example from Homes England, to enable it to offer financial assistance itself, or

in partnership with other organisations, and may set conditions on such assistance around rent levels, nominations of tenants to reduce homelessness, or the management of a let property.

The cost of this enabling role is in officer time in accessing and administering the financial assistance.

Considerations:

The Council has previously offered financial incentives to enable empty homes improvements which had poor take up.

It is difficult to quantify the value for money achieved through financial assistance or to assign meaningful performance measures.

Voluntary Arrangement

Voluntary Arrangements should be the preferred method of bringing an empty dwelling back into use. The Council may facilitate the introduction of the owner to a Registered Provider, Community Land Trust or private individual(s) to sell or lease the empty property. The Council, in this instance, will not be acting as an estate agent or providing advice or recommendation to either party. Any negotiation and sales processes would take place between the owners, interested party and their legal representatives.

Alternatively, the Council may directly approach an owner to acquire ownership/control of an empty home itself. The Council is able to purchase housing as part of its power to provide housing accommodation under section 9 of the Housing Act 1985. Full market value would need to be paid and generally some sort of attempt at securing voluntary acquisition would be required before other options were looked at.

Considerations:

It is useful to have the option to offer a voluntary lease and repair agreement to owners prior to using an Empty Dwelling Management Order ('EDMO'). It is necessary to seek to acquire a property by way of voluntary acquisition, before promoting a Compulsory Purchase Order, in a staged approach to enforcement. Where the local authority leases homes there are legal restrictions on the tenancy type and allocation of the property. However, models for voluntary acquisition need to be developed, whether in partnership with a Registered Provider or Community Land Trust. Funding sources need to be identified, and the barrier of mortgage companies refusing second charges on leased properties remains a national issue.

Statutory enforcement

Where owners show reluctance to engage with Council officers and continue to ignore their responsibilities in respect of the property, officers can use relevant enforcement powers to reduce the impact the property is having on the area and abate any statutory nuisance being caused to neighbouring properties. Persistent enforcement of this type can result in the owner bringing the property back into use to prevent further notices being served. A coordinated approach should be planned. Any non-compliance with a statutory notice may result in a prosecution or in default works being carried out, which could be recharged to the owner. Furthermore, the amount of any outstanding fines can be recouped by the Council during the compulsory purchase process by way of deduction from the proceeds of sale, although this can only properly be treated as a secondary consideration. Non-compliance can also lead to works in default and an enforced sale.

History of statutory enforcement and a detailed case history are useful assets in the pursuit of later action; enforced sale, compulsory purchase etc.

The Council currently has no clear policy regarding works in default, policies such as these would have to be drawn up in line with the revised Empty Homes Strategy. There is also the ever present issue of having budgets allocated to execute default works.

Any action taken must be proportionate and based upon specific legal and financial advice.

Where these initial options are unsuccessful in bringing the empty home back to use, specific empty home enforcement powers can be considered as outlined below.

Enforced sale

Many statutes allow the Council to serve a notice requiring the owner of a property to carry out works, for example to deal with the dangerous or untidy condition of the property. Non-compliance of a statutory notice can lead to the Council carrying works in default, which create a land charge against the property. Enforced Sale is a procedure to recover such a debt owed to the Council, and a similar procedure can be used to recover unpaid Council Tax.

Enforced Sale is not in itself a procedure to deal with problematic properties, but the enforced sale of empty properties brings two main benefits: a debt owed to the Council is recovered; and a change of ownership is secured with the expectation that the new owner will bring it back to use.

Legal costs are recouped from the sale of the property, and any surplus is paid to the owner or mortgagee.

The power to enforce the sale of a property to recover a local land charge is in the Law of Property Act 1925 Section 103. Once an initial notice is served, owners have 3 months to pay the debt before the sale is enforced.

Council tax debts are personal debts and not charged against a property. The process to recover a council tax debt requires an application to court for a charging order followed by an order for sale.

Considerations:

Use of enforced sale must always be proportionate to the debt owed to the Council and any decision taken should be done so in full receipt of legal and financial advice alongside intelligence surrounding the potential to bring the property back into occupation.

The key consideration in using enforced sale is the recovery of the debt and the requirement to exercise such powers in a proportionate way means that the times when it is appropriate to use this in any specific case are likely to be limited.

If Enforced Sale is still an option, the following must be considered:

a) The owner may pay the debt and the property remains vacant and unsold:

The threat of an Enforced Sale will usually be sufficient to encourage an owner to dispose of the property or return it to use voluntarily, if not other enforcement options can be explored.

The Council is unable to recover its costs to date and these need to be offset against the recovered debt. It is recommended that the minimum debt level prior to commencing action is £1000.

b) There is not sufficient equity in the property to recoup the costs owed to the Council:

Where the charge is binding on the “premises and on all estates and interests therein” it is a priority charge (over mortgages etc.).

In the case of those charges stated to be a “charge on the premises” there is case law to suggest the wording is sufficient to create a priority charge. Performing an Enforced Sale due to non-compliance of a S215 Town and Country Planning Notice would only be suitable if there is equity after any other registered charge.

c) The property is sold but the new owner does not return the property to use.

This will remain a risk, but in most cases people purchase as they have an intention to utilise the property for income or occupation.

The usual process for sale is through auction however a preferred purchaser can be used. Other enforcement options can be considered against the new owner.

Costs:

Relative to Compulsory Purchase Orders, Enforced Sales are swift, less complicated and economical. There is no requirement as with the compulsory purchase order to pay market value or any compensation.

The typical costs for the Enforced Sale Procedure are listed below. These sums are indicative as the costs will vary depending on the property itself. When the Council’s debt is a priority charge, all costs incurred by the Council in the sale process as listed below are recoverable before any third party charges on the property are repaid. As such, the procedure should be cost neutral to the Council.

An initial budget is needed to cover these costs, which should be recycled from the recovered funds.

Expense	Cost (£)
Auction fees	1,500
Local search fee	80
Land registry fee on sale	6
County Court fees	275
Land registry fees for charging order	86
Land registry fees for enforced sale	11
Legal costs on sale including attendance at auction (no VAT)	700
Property Services costs on sale (no VAT)	250
Private Housing Costs on sale (no VAT)	250
Legal costs for applications	311
Energy Performance Certificate	65
Securing property	230
Law Gazette Fee	24

Total Recoverable	3,788
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Empty Dwelling Management Order (EDMO)

The intention of EDMOs is to bridge the gap between voluntary measures and existing compulsory purchase powers in order to provide better management of a property deliberately left vacant for at least two years that is having a negative impact on the community.

The threat of an EDMO can put pressure on the owner to engage with the authority and agree the best course of action to secure occupation of the dwelling, thereby avoiding the need for an interim EDMO or, as the case may be, a final EDMO, to be made.

EDMO is intended to operate alongside existing measures such as voluntary leasing schemes explored above. It will provide an effective back-up to such arrangements where owners turn down offers of assistance and do not have plans of their own to bring the property back into use. Properties subject to EDMO can be used to meet housing need without the upfront cost of acquisition, subject to risk assessment.

A management scheme sets out in detail how the Council intends to manage the property, to include the works it intends to undertake, Capital and Revenue estimates for the costs of these works, how much rent the Council will seek from tenants, and provisions for paying any surplus to the owner.

Legislation: Housing Act 2004 Part 4, S132–138 & Schedule 7.

The Council must give the owner at least 3 months' notice of their intention to make an application for an EDMO.

The Council applies to the First Tier Tribunal (Property Chamber) for an Interim EDMO, which lasts for one year. During this time the Council can enter the property to determine works required and make arrangements for the property's management. If the property is in reasonable condition occupation can be secured with the consent of the owner.

If voluntary measures fail to bring the property back into use during this interim period the Council then makes a Final EDMO to take control of the property for up to seven years, carrying out improvement works prior to renting the property out.

Costs:

The rental income is used to pay for any works and management costs, therefore the condition of the property is a critical consideration when determining whether or not this is a viable financial option. A budget of £10,000 to £15,000 is needed up front for the refurbishment works.

Officer time would be required to manage the process.

EDMO Estimates: 2 bed flat			
Column1	Market Rent	Affordable Rent 80%	LHA Rate
Income			
Market Rent PCM	575		
Affordable Rent PCM		460	
LHA Rate			425
Annual Income	6900	5520	5100
Gross Income 7 Years	48300	38640	35700
Expenses (over 7 years)			
Renovation	15000	15000	15000
Repairs and Maintenance	3500	3500	3500
Management	7245	5796	5355
Void Period / arrears	8050	6440	5950
Total Costs	33795	30736	29805
Annual Expense	4828	4391	4258
Annual Payments to owner	2072	1129	842

Considerations:

Property must have been vacant for 2 years, be having a negative impact, and it is useful to show community support for the EDMO.

Arrangements for the management of the property need to be made, through the Council's housing directorate or housing company or procurement of a private firm.

A budget is needed for the initial capital works. There is also an ongoing staffing resource required for management of the properties.

There are a number of exemptions in the Act which make properties unsuitable for EDMO, including the home being for sale, awaiting or recently granted probate, or the owner being cared for elsewhere.

Nationally the take up of EDMOs by Local Authorities has been low and the feedback from schemes which have gone forward is that the process is overly bureaucratic, requiring Council resource to maintain and manage, whilst requiring the authority to provide any profit back to the property owner.

Risks

The council may be unable to recover the cost of the initial works from the rental income, if the home is in very poor condition or rent is unpaid.

The owner or mortgage lender can appeal against the application for an EDMO

Compulsory Purchase Orders (CPO)

Compulsory purchase is a widely used tool in empty property strategies. A CPO both secures an improvement in the local environment and brings a wasted housing asset back into use. This power allows the Council to purchase a property from the owners and, depending on the specific power used, retain it as housing stock, dispose of it to a housing partner, or sell it on the open market before or after renovation.

The initial decision to progress with compulsory purchase should only be taken after specific legal advice is obtained. When a CPO is promoted, efforts to acquire the property by voluntary means should continue throughout the process.

The decision to progress with a CPO should be taken on a case by case basis, with legal and financial advice on the merits of the argument and demonstrating a compelling case in the public interest.

The end use will be considered for each case, but where the property is sold at auction or to a preferred partner then the funds can be recycled for further empty homes work.

Legislation:

Under Section 17 of Housing Act 1985 (and possibly Section 226 of the Town and Country Planning Act 1990) the Council may, if it can establish a compelling case in the public interest, acquire buildings and land (including dwellings) through the promotion of a CPO. This is often seen as a last resort when for example informal approaches, including attempts at voluntary acquisition, have been exhausted. The process is lengthy and if objections to the process are received then it can often take a minimum of 12 months to process. That said, they have been very successfully used in many authorities across England and Wales to bring empty dwellings back into use.

If compulsory purchase is identified as the most satisfactory course of action, then from that point on legal process is followed. In summary this requires a formal resolution of the Council, publication of the Order and submission of the Order for confirmation to the Secretary of State.

Risks:

The decision to compulsorily purchase an empty property must be shown to be in the public interest, and CPO can be a costly and lengthy process. This power is usually limited to where persuasion and statutory notices have failed and the owner refuses to co-operate with the voluntary measures offered by the Council to bring the property back into use; or if the owner is untraceable.

Objections may be heard resulting in a potentially costly public enquiry and the Secretary of State may or may not support the action.

Costs:

The Council is required to pay compensation, comprising of the market value of the property plus, if there are no outstanding legal notices on the property, basic loss value (at 7.5% of the purchase price). If the property is sold back to back to a new owner, these costs may be paid from the onward sale, but a considerable budget is needed for legal and other costs:

A summary of the estimated costs are as follows:

Type	Voluntary Acquisition (£)	Compulsory Purchase (£)
Legal and Admin Costs		
Legal costs / fees	1500	20000
Advertising costs	n/a	1500
SDLT payable on acquisition	500	500
Land Registry Fees	200	200
Property Value		
Market Value of Property	150000	150000
Basic Loss payment (7.5%)	n/a	11250
Other compensation costs	n/a	1000
Council fees and negotiating compensation	n/a	1000
TOTAL COSTS	152200	185450

NB: if the owner is untraceable compensation costs are not payable but should be set aside.

Conclusions

There are clear motivations for the Council in bringing Empty Homes back into occupation, in terms of providing more homes for occupation, the prospects of improvements to the quality of the local environment, less social cost and the prospect of income generation. As well as an increase in revenue funding that could be achieved through the New Homes Bonus (short term) and renewed payment of Council Tax, there are also potential savings to be made in terms of enforcement of untidy sites by the Environmental Health Team and Planning Service. Additionally, there is the potential to help more households in high need of housing to access accommodation.

Clearly, there will be costs involved in the bringing empty homes back into use. This may include any combination of acquisition costs, renovation costs and legal costs, depending on the approach taken. However, subject to careful risk management, it should be possible to ensure that these costs are covered through the resale, or future letting of the property and that action taken by the Council can contribute to wider corporate objectives including housing delivery.

There are a range of options available to the council in dealing with empty homes. However, it must be recognised that each empty home is different and as such, needs to be assessed and the approach taken should be tailored to that home, based on its history and its potential for reoccupation. Any action by the Council also needs to be proportionate to the detriment caused by the empty home and the Council's strategy should reference the need to seek specific legal advice early in any enforcement process.

Although we can attribute indicative costs to the processes involved in bringing an empty home back into use, it is difficult to quantify the financial benefit of bringing empty homes back into use, as there are wider, housing, economic, health and well-being and environmental impacts.

A blended approach of encouragement, voluntary action and statutory enforcement should be preferred. The Council would need to refocus resources on achieving this, although there is the potential to cover these costs, depending on the approach taken. Given the reducing resources available to the Council to

fulfil its duties, any empty home strategy should be reviewed on an annual basis initially and seek to be cost neutral over a fixed period of time.

Craven District Council Empty Homes Strategy 2019 - 24

Introduction

Empty homes represent a wasted resource and a lost opportunity. Craven District has a significant need for additional market and affordable housing; the Council's Strategic Housing Market Assessment Update 2017¹ calculates a need for an additional 126 affordable homes each year and yet there are over 300 empty homes across the Craven district that could be brought back into use.

Empty homes pose problems for local authorities, the owners, neighbours, the emergency services and the environment. They are often a blemish on an area and can be subject to vandalism and unsightly graffiti.

Local authorities have a range of powers and incentives at their disposal to bring empty homes back into use². These include, but are not limited to, Empty Dwelling Management Orders (EDMOs), Council Tax (CT) exemptions and premiums, enforced sales, compulsory purchase, and measures to secure the improvement of empty properties. There are also a range of other initiatives and incentives that can help reduce the number of empty properties, including the sale of empty Government-owned properties, planning measures and Value Added Tax (VAT).

It should be noted that not all empty homes are problematic. Healthy housing markets need some empty properties to function. Some empty properties will be on the market for sale, or waiting for the new owner to occupy. Some will be on the market for renting, or waiting for a signed up tenant to move in. However, if a property has not become re-occupied within six months it is worth looking at what is happening – is it nearing being lived in again, or is it empty for a reason which, with intervention, could be resolved and result in reoccupation?

An empty home is a wasted housing asset, in the face of so many people looking for a decent home at a price they can afford; it is a waste which Local Authorities should not ignore. Additionally, the longer a property lies empty, the more likely it is to deteriorate; the more it is likely to cost to bring back into use; and the more it is likely to be seen as a blight by neighbours. Early intervention can help ensure that properties do not remain empty over the longer period.

Aim

The aim of this strategy is to confirm the council's approach to empty homes in the district and to reduce the overall number of long term empty homes in the Craven district and deliver the following objectives:

Objectives:

1. Improve the quality and consistency of empty home case management and processes.

¹ https://www.cravencd.gov.uk/media/3468/item_5_appendix_2_-shma_update_nov_2017.pdf

² <http://researchbriefings.files.parliament.uk/documents/SN03012/SN03012.pdf>

Craven District Council Empty Homes Review

2. Maintain accurate and timely information on the number, type and location of empty homes.
3. Maximise income from empty homes in the short term.
4. Prioritise all long-term empty homes for action.

Where are we now?

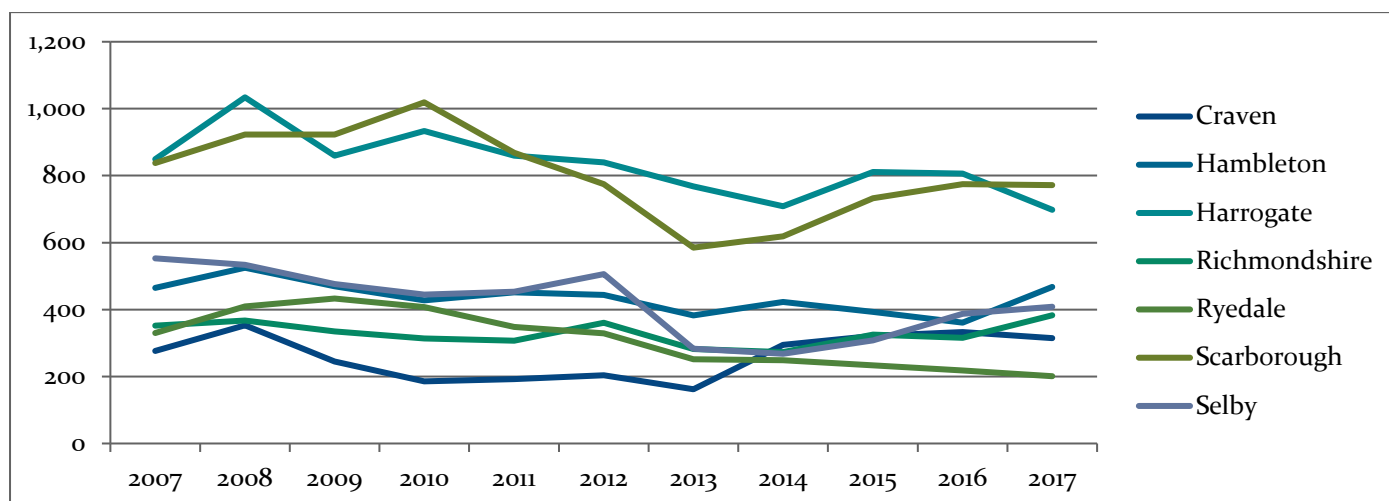
Empty Homes are a national problem, latest government figures³ indicate that there are over 200,000 long-term empty homes (empty for over six months) and over 600,000 total empty homes in England (2.6% of total stock), However, empty homes charities estimate the figure to be nearer £1.4million due to under reporting.

Trends

The official statistics on empty homes for England show that the recorded figures for the total number of empty homes peaked in 2008 at 783,119 and have dropped every year since to 605,891 by 2017. This is an overall reduction of 177,228 in the total number of empty properties between the snapshots taken in 2008 and 2017.

Similarly, in Craven the number of empty homes peaked in 2008 however the levels have fluctuated since then, dropping to 162 in 2013 but rising again to over 300 in 2017.

	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017
Craven	276	353	245	186	192	204	162	295	321	333	315
Hambleton	465	525	470	428	451	444	383	423	393	361	468
Harrogate	849	1,034	860	933	860	840	768	709	811	806	698
Richmondshire	352	367	335	314	307	361	282	273	325	316	383
Ryedale	330	409	433	407	348	329	252	249	233	218	201
Scarborough	838	923	923	1,019	868	775	585	619	733	775	772
Selby	553	534	476	445	453	506	283	268	308	387	408



<https://www.gov.uk/government/statistical-data-sets/live-tables-on-dwelling-stock-including-vacants>

Government policy

Since 2015 Government has removed specific funding, the empty homes loans fund, whilst the Shared Ownership and Affordable Homes Programme 2016-21 does not include separate funding for empty homes. Rather, emphasis has shifted to enabling local authorities to reap financial benefits of reoccupying Empty Homes, through the New Homes Bonus and the Empty Property Premium.

³ <https://www.gov.uk/government/statistical-data-sets/live-tables-on-dwelling-stock-including-vacants>

Craven District Council Empty Homes Review

Corporate Strategy

There is no explicit commitment to tackle empty homes in the Council plan, although CDC do have a corporate priority to “Enable the provision of 214 homes per year across Craven to meet the needs of our current and future communities” to which the reoccupation of empty homes would contribute.

The Council has adopted the York, North Yorkshire and East Riding Housing Strategy priorities:

- Increase the supply of good quality new housing across all tenures and locations
- Make best use of our existing stock and ensure that it is of a decent quality to meet the needs of our communities.

Housing Need

The Strategic Housing Market Assessment 2015, which forms the evidence base for the emerging Local Plan identifies a substantial unmet affordable housing need for 126 homes per year. In addition, there are more than 400 households currently registered with North Yorkshire Home Choice for affordable rented housing in the district, whilst the Council holds a rapidly growing list of nearly 100 first time buyer households seeking their first home.

New Homes Bonus

In 2011, the Government confirmed that councils could attract additional funding under the New Homes Bonus scheme for bringing empty properties back into use. Under the scheme, the Government matched the Council Tax raised for each property brought back into use for a period of six years. Following consultation in 2015, the Conservative Government introduced a national baseline for housing growth of 0.4%, below which the New Homes Bonus is not paid. The number of years over which payments are made was reduced from six to five in 2017/18 and further reduced to four years from 2018/19.

Latest indications, from the recent technical consultation on the local government finance settlement 2019/20 are for discontinuation of NHB from 2020⁴.

Empty Property Premium

From 1 April 2013, amendments were made to Section 11B of the Local Government Finance Act 1992 allowing properties classed as unoccupied and unfurnished for over two years to be charged up to 150% Council Tax liability. This is known as the Long Term Empty Property Premium.

On November 1st 2018 the Ratings (Property in common occupation) and Council Tax (empty dwellings) Act passed through parliament. The act makes further amendment to section 11B of the LGFA 1992 allowing authorities to increase the Long Term Empty Property Premium within the following limitations:

Implementation date	Criteria	Max. Council Tax increase
1 April 2019	Empty and unfurnished at least 2 years	100% increase (200% liability)
1 April 2020	Empty and unfurnished at least 2 years but less than 5 years	100% increase (200% liability)
1 April 2020	Empty and unfurnished at least 5 years but less than 10 years	200% increase (300% liability)

⁴ <http://www.ehnetwork.org.uk/newsitem/nhb-be-discontinued>

The Council currently charges 150% of council tax on properties that have been empty for over 2 years.

Where we want to be

Key to successfully reducing the number of empty homes across the district is a joined up approach across the authority.

Housing Need

Bringing empty homes back into occupation is one way in which Craven District Council can address housing need.

The Council will consider all avenues for reoccupation, working with home owners voluntarily, facilitating community groups to pursue opportunities to develop 'community led housing' projects or enforced and compulsory purchase of properties if required.

Using a revised process and scoring methodology, for each home identified, the most appropriate method of reoccupation will be selected.

In order to do this a revised Policy (**Appendix A**) will be applied and in order to implement the policy; an agreed process will be adopted (**Appendix B**) and an empty homes scoring system implemented (**Appendix C**)

Council Tax Policy

In Autumn 2018 legislation was passed giving local authorities the power to charge increased council tax premiums on empty properties. This applies to those empty for two years or more. CDC will review its empty property premium charges to ensure we make best use of these new powers.

New Homes Bonus

In the short term the continuation of NHB means local authorities need to place strategic importance on the management of empty homes; empty home data; and work in a more co-ordinated way, in order to maximise the amount of reward received whilst it is still available and beneficial to do so. CDC will aim to reduce the number of empty homes in order to maximise income from NHB.

Enforcement

The Council aims to educate first, encourage second and then, if necessary, enforcement action will be considered. This maximises the opportunity for property owners to take action themselves to bring properties back into use, without enforcement action from the Council. However, the Council must be clear that in order to achieve the aim of reducing housing need and maximising income from NHB, the Council will take enforcement action against owners of empty homes in the district.

In line with the Council's approach to enforcement, a graduated method will be followed. The Council Tax, Housing, Planning and Environmental Services teams will work together to ensure that empty home owners are contacted in the most efficient and appropriate way. The Council will treat properties that have been empty for more than two years as a priority for enforcement. We will also look to work with Members and communities to maximize empty dwelling intelligence.

Craven District Council Empty Homes Review

The first job will be to address the backlog of properties which have been empty and unfurnished for over two years in order to bring them up to a point at which enforcement action may be taken. From then on, there should be fewer properties which hit the two year threshold and come forward for enforcement action.

How will we get there

Action plan

An Action Plan is attached at **Appendix D**.

Measuring our success

In order to ensure that our refreshed approach to empty homes is achieving the desired aims and objectives we will, through joint working between Housing, Environmental Health, Revenues and Planning;

- Monitor the delivery of the Empty Property Action Plan.
- Monitor the income generated from empty property premiums
- Record performance against the following performance indicators:
 1. Total number of empty residential properties (as of the first day of the quarter)
 2. Total number of residential properties empty for over 2 years (as of the first day of the quarter) – aim to reduce by 5% per year.

Reporting and review of the strategy

Progress against the measures of success will be reported quarterly on the Council's performance management system.

Regular officer meetings will take place within the first year of the strategy to ensure that new working arrangements are embedded.

The strategy will be reviewed on an annual basis to ensure that it reflects and responds to any changes in trends, policy or resources required to deliver the objectives.

Appendix A

Empty Homes Procedure **2019-2024**

Produced by: *Environmental Services & Housing*

Approved by:

Procedure Owner: Environmental Services & Housing Manager

Date:

Introduction

The purpose of this procedure is to establish a consistent and transparent approach to the application of powers of enforcement, in respect of empty homes in the district.

Aim

To reduce the number of long term empty homes in Craven District by bringing empty homes back into use in a timely manner.

Scope

This procedure extends to all empty residential properties in the district. As per the Empty Homes Strategy 2019-24, where opportunities arise and housing demand can be demonstrated, the council will facilitate the conversion of suitable empty commercial premises or part commercial/part residential into homes.

Approach

The starting point for action on an empty home will be to work with the home owner where possible. Each empty home is different and there are many reasons why they become empty. These reasons can be sensitive and it is important that vulnerabilities and individual circumstances are taken into consideration.

However, it is also important to be committed to the principles of the North Yorkshire Empty Property Strategy and recognise that an empty home is a wasted resource. Owners should know that whilst the council would prefer to work with them, non-action is not an option. By owning a property they have a responsibility for it and must act accordingly.

Implementation of Stage 1 and Stage 2 of this procedure will be undertaken by the Empty Homes Officer, in conjunction with the Council Tax Team. Responsibility for Stage 3, enforcement action for reoccupation, will rest with the Housing and Environmental Services Team.

Stage 1. Identification (0-6 months empty)

Emphasis at this stage will be on

- a) identifying and contacting empty property owners at the earliest opportunity
- b) informing property owners of their responsibilities and the council's empty property procedure

The council will use its council tax database as the primary way of identifying empty properties. *Permission to use this information was introduced in the Local Government Act 2003 which*

allowed local authorities, to use council tax information for: 'identifying vacant dwellings and taking steps to bring vacant dwellings back into use.'

The council will utilise reports from Ward Members and members of the public to report individual properties which may be causing concern.

Where information is not available on the database, Land Registry searches will be used to identify property owners.

Stage 2. Encourage (6-24 months empty)

Once the property has been empty for 6 months, further contact with the property owners will be triggered to ascertain if, how and when they intend to bring the property back into occupation and remind them of the council tax charging schedule whilst the property remains empty.

Contact with empty homes owners at this stage will also outline the council's approach to empty homes and the possible voluntary and enforcement tools available.

The current charging schedule is:

Time Empty	Council Tax charge
Week 1	Free
Week 2 – 6 months	40%
6 months – 2 years	100%
After 2 years	150%

Once the initial intention of the property owner is clarified this will be recorded against the property record by the Empty Homes Officer for audit purposes.

Emphasis at this stage will be on

- a) Prompt and full payment of Council Tax payable
- b) Engagement between the home owner and the Empty Homes Officer
- c) Encouragement of voluntary action to bring the property back into use.

Non-payment of Council Tax will trigger the existing council tax enforcement procedure.

The council will contact home owners at regular intervals outlining the options for their empty property, providing information that may assist them and reminding property owners of the Council's Empty Home Procedure. All contact with the property owner will be logged against the property record.

If contact has not been acknowledged by 12 months the Council will serve a Section 16 Notice to the property owner to request information.

Certain questions will need to be answered at this stage:

- Does the property require any building work to make it habitable? If so, does the owner intend to fund it directly or are they seeking finance privately?

- If the owner wants to rent the property out, do they intend to do so privately? What schemes are available?
- Do they want to sell the property? The council can offer guidance on looking for estate and letting agents locally.
- Has the property been the subject of any complaints? It may be necessary to take action against an owner if there are issues such as build-up of rubbish, vermin, 'nuisance' to adjoining properties or if the condition of the property is affecting local amenity.

Stage 3. Enforce (24+ months empty)

Emphasis at this stage will be on

- a) Prioritising properties based on the assessment criteria to focus resources.
- b) Completing enforcement action, where necessary, to bring the property back into occupation.

Craven District Council's aim will always be to work with home owners to bring properties back into use. Prior to any enforcement action the council's preferred route will be voluntary purchase. However, when all reasonable and proportional action has failed, the council is permitted to take enforcement action.

Enforcement action is designed to ensure the re-occupation and/or refurbishment of an empty property, it also has other positive impacts, improving the visual impact, reducing unauthorised entry and anti-social behaviour and preventing complaints.

Enforcement action will be triggered where a property has been empty for at least two years and where it is considered that the property is unlikely to be brought back into use unless such action is taken. This will be taken forward by the Housing and Environmental Service Team in consultation with officers from Planning, Legal and other sections as needed. Enforcement action taken will always be proportionate to the level of detriment caused and the ability of the property to be reoccupied and to meet housing need. In some circumstances enforcement action may take place sooner than two years, this would take place when the condition of the property is causing significant harm and the case for enforcement action agreed.

There is a need to carry out enforcement functions in a consistent, practical and equitable manner. In compliance with the spirit of the adopted enforcement protocol, the council's approach will aim to be open, helpful, proportional, and consistent.

In order to prioritise properties for enforcement action the Council will score empty properties using the Property Scoring Form (**Appendix C**) taking into account such factors as length of time empty, nuisance caused, condition of the building and land and other factors. (Although the Property Report Form will be the principal guide to which properties are considered, there may be exceptions based on local circumstances).

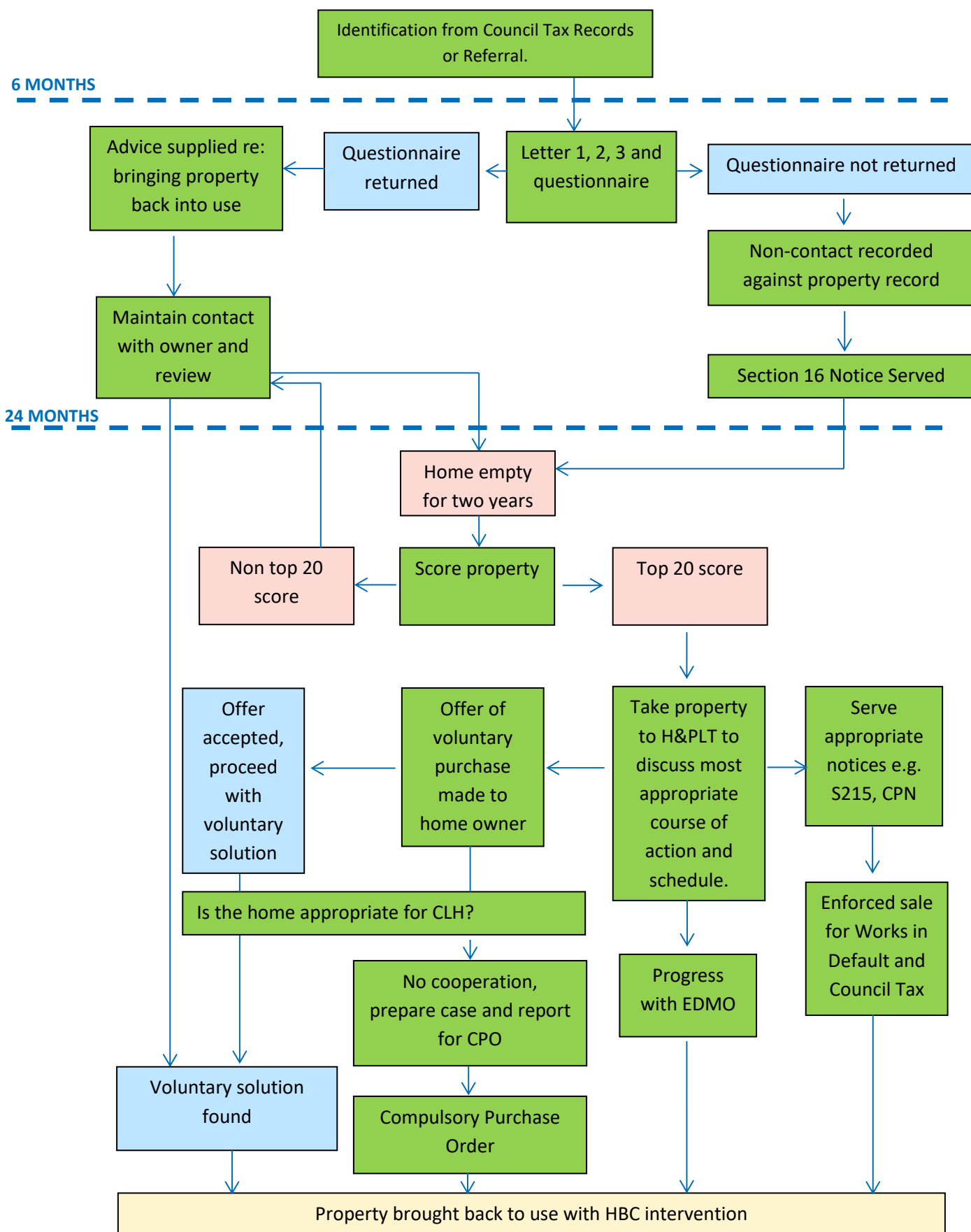
The outcome of the Property Scoring Form will indicate the preferred enforcement route. The top 20 scored properties the property will be prioritised for enforcement action.

Where purchase is the preferred option, empty home owners will be contacted to inform them that a case for enforcement action is being prepared, and an offer of voluntary purchase made. Where the offer is rejected or ignored, and the property remains empty with no plan for reoccupation presented, the council will pursue compulsory purchase.

Scheme of Delegation

Responsibility for the delivery of the Empty Homes Strategy and Procedure will sit with the Housing and Environmental Services Team and any enforcement action carried out within the remit of the Heads of Service and within the Constitution's scheme of delegation, but other action, such as Compulsory Purchase, and Enforced Sale will need additional approval from Leadership Team and Procedure Committee on a case by case basis.

Appendix B – Empty Homes Pathway to Occupation



Appendix C – Empty Home Scoring Form

Each empty home will be assessed using a scoring sheet which considers various criteria. The result of this assessment is that the property will be placed in a category which determines the priority level it is given and the subsequent course of action taken.

Properties will be reassessed when necessary to ensure they remain situated in the correct categories and the correct level of priority is given.

The categories will be classified as follows:

RED – 30+ points

Cases which fall into this category will be prioritised for the highest use of resources and level of interaction with the owner. All avenues will be explored with the owner to return their property to use in a way that suits their own needs, the needs of the Community and the Council. Where all forms of assistance are refused and the owner is unwilling to cooperate, all enforcement options will be considered to establish the most appropriate course of action.

AMBER – 19-29 points

Cases which fall into this category will be considered a lower priority than those in the Red category. Resources will still be invested in these cases and officers will work with owners in an attempt to prevent property from deteriorating and being reassessed to a higher category. Where necessary, enforcement options will be employed if considered the most appropriate course of action. Cases in this category will be monitored on a more frequent basis than those properties which fall within the Green category and will be reassessed where necessary.

GREEN – 0-18 points

Cases which fall into this category will be given a lower priority for action, but owners will be contacted and offered any assistance they may need to return their property back into use. These properties will be monitored for any change and reassessed where necessary.

Empty Homes Property Scoring Form

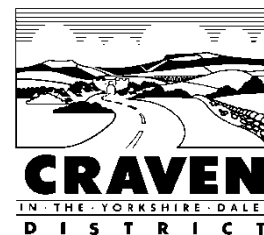
Address:			
Assessed by		Date	
Criteria	Classification	Score	
1. Time Empty	2 years 3 years 4 years 5 years +	3 4 5 6	
2. Condition of dwelling	Habitable and well maintained Reasonable standard of repair Poor standard of repair Seriously defective / uninhabitable	1 2 3 4	
3. Visual Impact	Property disrepair Windows broken/boarded up (per window) Overgrown garden Other	4 4 3 3	
4. Unwanted attention	Anti-social behaviour Fly-tipping Vermin Other (<i>comment</i>)	3 3 3 3	
5. Complaints received	< 10 11-20 20+ Councillor or MP complaint	1 2 3 2	
6. Owner Interaction	High level of cooperation Minimal contact and little effort made No contact / no efforts made	1 2 4	
7. Multiple Properties	Other empty properties owned/managed by this owner/ (score per additional property owned)	3	
8. Potential of Returning to occupation	Owner already taking action Minimal help / intervention required Some help / intervention required Much help / serious intervention required	1 2 3 4	
9. Other empty properties in the street	Score per property	3	
10. Previous actions	Notices served (score per notice) Works in Default (per works)	5 5	
11. Charges on the property (£)	0 – 10000 10000 – 20000 20000 - 30000 30000+	1 2 3 4	
12. Negative impact on surrounding area	Little impact Notable impact Significant impact	1 2 3	
		Total score	
		RAG Category	R/A/G

Craven District Council Empty Homes Strategy 2019 – 24 Action Plan

Objective	Action	Officer	By when
Improve the quality and consistency of empty home case management and processes.	Agree process with Council Tax for updating of empty homes list		
	Standardise empty homes correspondence – working with Council Tax		
	Agree case management approach to each long term empty home with standardised process and ownership		
	Develop policy and procedures which deal with Works in Default etc.		
	Develop processes and capacity in legal and housing to streamline CPO action, including option to outsource		
	Maintain links with other district councils, regional and national bodies to identify potential funding opportunities and recognised good practice around empty homes		
Maintain accurate and timely information on the number, type and location of empty homes.	Develop procedures to prompt and record contacts with owners and interested parties, reasons empty and property data.		
	Conduct GIS mapping of all long term empty homes in the district		
	Survey all long term empty homes to assess type, condition, owner intention and status.		
	Review and build relationships with local estate agents and auction providers		
	Encourage members of the public to report empty homes		
Maximise income from empty homes in the short term.	Seek agreement for increase in council tax changes for empty properties in line with legislation change		
	Maintain accurate record of the number of homes returned each quarter to occupation – to claim New Homes Bonus		
Prioritise all long-term empty homes for action.	Use the refreshed scoring methodology to prioritise all long term empties for action		
	Explore community led approaches to bringing empty homes back to use including wider benefits for sustainable regeneration including commercial premises		
	Develop pathway for occupation for each long term empty home in consultation with Legal team		

Policy Committee – (18 June 2019)

FOREST OF BOWLAND AREA OF OUTSTANDING NATURAL BEAUTY MANAGEMENT PLAN 2019 – 2024



Lead Member for Enterprising Craven – Councillor Myers

Report of the Strategic Manager for Planning & Regeneration

Ward(s) affected: Bentham, Ingleton and Clapham, Settle and Ribblesbanks

1. Purpose of Report

- 1.1 To agree the adoption of the Forest of Bowland Area of Outstanding Natural Beauty Management Plan for the period 2019 – 2024.

2. Recommendations

Members are recommended to:

- 2.1 Approve the Forest of Bowland Area of Outstanding Natural Beauty Management Plan 2019 – 2024 and refer the document to Council for adoption.

3. Background

- 3.1 The Forest of Bowland Area of Outstanding Natural Beauty (AONB) is a nationally protected landscape and is an internationally important area for its heather moorland, blanket bog and rare upland birds
- 3.2 The AONB was first designated in 1964 and extends to an area of 803 square kilometres, of which 73 square kilometres falls within the Craven District. The remaining area extends across the Lancashire districts of Lancaster, Pendle, Preston, Ribbles Valley and Wyre.
- 3.3 Within Craven the AONB covers communities living within the parishes of Bentham, Clapham-cum-Newby, Austwick, Lawkland, Giggleswick, Rathmell and Wigglesworth.
- 3.3 Since it was constituted in 1986 the AONB has been managed by a statutory partnership of local authorities, landowners, farmers, voluntary organisations, parish councils and Government agencies, who work to protect, conserve and enhance the natural and cultural heritage of the area.
- 3.4 The partnership takes the form of a Joint Advisory Committee (JAC), which is responsible for making strategic decisions and liaising between the range of

organisations and interests within the AONB. The District Council is represented on the JAC by Councillor Handley.

- 3.5 The Forest of Bowland AONB benefits from dedicated staff, known as the AONB Unit who is responsible for supporting the JAC, co-ordinating and delivering AONB projects and activities which make a significant contribution to the delivery of the AONB Management Plan.

4. Purpose of the Forest of Bowland Management Plan

- 4.1 The Countryside & Rights of Way Act 2000 (Section 89) places a statutory duty on all AONB partnerships to “prepare a Management Plan which formulates their policy for the management of their area of outstanding natural beauty and for the carrying out of their functions in relation to it, and thereafter to review adopted and published Plans at intervals of not more than five years. Where an AONB involves more than one local authority they are required to do this ‘acting jointly’.”
- 4.4 As a nationally important landscape, the Forest of Bowland AONB experiences a variety of management pressures on its landscape, such as changing demands on agricultural land, telecommunication and energy infrastructure, tourism facilities and the need to develop a sustainable rural economy.
- 4.3 The purpose of the Forest of Bowland AONB Management Plan is to provide a positive and pro-active management framework that outlines an integrated vision for future development of the AONB.
- 4.4 The current Management Plan covers the period 2014 to 2019 and as such at the JAC meeting held on the 19 October 2017 approval was given for a process to review the plan on behalf of local authorities across the AONB area.

5. Review of the Management Plan

- 5.1 The review of the Management Plan has been led by the AONB Unit through regular updates to the JAC and supported by a Review Group consisting of officers from constituent local authorities.
- 5.2 Consultation during the Review process has been carried out both online (via public survey, emails, press releases and social media), face-to-face meetings and correspondence with key AONB partners and formal consultation. Summary reports have been produced and published on the AONB website that document comments received during the various stages of consultation during the review process.
- 5.3 At the meeting of the 1 March 2019 the JAC resolved to approve the draft Forest of Bowland AONB Management Plan 2019-2024 and to proceed to final approval by partner funding authorities and statutory agencies.

6. Forest of Bowland AONB Management Plan 2019 – 2024

- 6.1 The Management Plan seeks to provide a strategic context within which the problems and opportunities the AONB experience are addressed and guided in a way that safeguards the national importance of this special landscape.
- 6.2 The delivery of the Management Plan is guided by the following long-term vision of how the AONB will look in the future:

The Forest of Bowland landscape retains its sense of local distinctiveness, notably the wide open moorland character of the Bowland Fells, undulating lowland farmland, clough woodlands, traditional buildings and the settlement patterns of its villages, hamlets and farmsteads.

It is a landscape valued for the range of services and benefits it provides for society, with a functioning, diverse natural heritage where land management practices allow opportunity for natural processes to develop and flourish; and where partnership-working between land managers, conservation bodies, communities and businesses is focused on delivering more for nature together.

The rich cultural heritage of the area is also better understood and managed; and both the nature and culture of the area help to support a resilient and sustainable local economy.

The Forest of Bowland is a truly outstanding landscape, where it can clearly be demonstrated that the management of the AONB has conserved and enhanced the quality, understanding and enjoyment of the landscape for all.

- 6.3 The delivery of the Management Plan is structured through three overarching themes:
1. An Outstanding Landscape for Natural and Cultural Heritage;
 2. Resilient and Sustainable Communities;
 3. Strong Connection between People and the Landscape.
- 6.4 Under each theme a series of actions are detailed outlining how the AONB partnership and the AONB Unit aim to carry out their day-to-day work. Each theme has a long-term vision under which key issues are identified. This is followed by a table which contains objectives for the Partnership and actions to be delivered during the Plan period.
- 6.5 A full copy of the 2019 – 2024 Management Plan is presented as at Appendix A.
- 6.6 To comply with the Council's statutory obligations with regard to the Forest of Bowland AONB it is therefore recommended that members approve the Forest of

Bowland Area of Outstanding Natural Beauty Management Plan 2019 – 2024 and refer the document to Council for adoption.

7. Implications

7.1 Financial Implications

7.1.1 There are no financial implications arising from this report over and above the agreed annual contribution by the Council to the JAC of £6,800.

7.1.2 The financial contribution enables the District Council to comply with its statutory obligation to produce and review a Management Plan for that part of the AONB in its administrative area. Not participating in this joint approach would require the Council to resource, produce, consult on and approve a separate Plan for that area within Craven.

7.2 Legal Implications

7.2.1 In accordance with Section 89(5) of the Countryside and Rights of Way Act 2000; it is a requirement that relevant local authorities jointly carry out a periodic review of the AONB Management Plan.

7.2.2 Agreeing to adopt the Management Plan satisfies this requirement for the part of the District which is within the AONB.

7.3 Contribution to Corporate Priorities

7.3.1 The Management Plan directly contributes to the delivery of the Vision of the Council Plan 2019 – 2020 through supporting a series of other policies, programmes and strategies across the Council, including the emerging new Craven Local Plan which is scheduled for adoption later this year.

7.4. Risk Management

7.4.1 A decision not to adopt the Management Plan would mean the Council would fail in its statutory duty to jointly prepare and review the Management Plan for the area of the Forest of Bowland AONB within its administrative boundary.

8. Consultations with Others

- Planning Policy
- Legal Services
- Financial Services

9. Access to Information : Background Documents

Forest of Bowland AONB Management Plan - Environmental Report
Forest of Bowland AONB Management Plan – Habitat Regulation Assessment
Screening

10. Author of the Report

Andrew Laycock, Economic Development Officer
Tel: 01756 706 220 Email: alaycock@cravendc.gov.uk

11. Appendices

Appendix A: Forest of Bowland AONB Management Plan 2019 – 2024 (Pre Adoption) - May 2019.

Forest of Bowland Area of Outstanding Natural Beauty Management Plan 2019 – 2024

(Pre-adoption version)

Prepared by the Forest of Bowland AONB Unit (May 2019)

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CHAIRMAN'S FOREWORD

It feels like a great privilege to have the opportunity to write the Chairman's foreword for the Forest of Bowland AONB Management Plan for a second time. Looking back over the previous plan period, the AONB Partnership has made great strides in developing the breadth, scope and ambition of its work, whether this has been landscape-scale habitat restoration, sustainable tourism development, support for high nature value farming or engaging more- and wider range of people in the outstanding nature and culture of the Forest of Bowland. What is most exciting is that much of this development we will now see coming to fruition with the delivery of the Management Plan over the next five years.

These five years also promise significant change for Designated Landscapes, as the UK leaves the European Union and the Government completes its review of the AONBs and National Parks. The Management Plan attempts to reflect these anticipated changes, offering flexibility alongside a clear focus on delivering the Plan vision and objectives.

Finally, thanks must go to the AONB partner organisations, local communities, interest groups and all the members of the public who have engaged in the review process for the Management Plan. These contributions have been invaluable in shaping the Plan, helping to ensure it represents the shared ambition of all those who cherish our outstanding landscape.

County Councillor Albert Atkinson

Chairman of the Forest of Bowland AONB Joint Advisory Committee

MINISTERIAL FOREWORD

I am fortunate that England's Areas of Outstanding Natural Beauty are part of my Ministerial responsibilities. Whether it be rolling hills, sweeping coastline or a tranquil village, spending time in an AONB can stir the heart and lift the spirit.

This is a pivotal moment for all AONBs. The Government has set its ambition in the 25 Year Environment Plan which states clearly the importance of natural beauty as part of our green future, while AONBs retain the highest status of protection for landscape through national planning policy. Leaving the EU brings with it an opportunity to develop a better system for supporting our farmers and land managers, who play such a vital role as stewards of the landscape. And the Review of National Parks and Areas of Outstanding Natural Beauty led by Julian Glover - the first of its kind for generations - will make recommendations to make sure our designated landscapes can flourish in the years ahead.

In my visits to AONBs around the country, I have been struck by the passion of many people - farmers, volunteers, and hard-working staff - for the beautiful places they live and work. In this spirit I am delighted to welcome publication of this Statutory Management Plan for the Forest of Bowland AONB. It is significant that this plan will be delivered in partnership by those who value the Forest of Bowland. I would like to thank all those involved in preparation of this document, and wish you the best of success in bringing it to fruition.

Lord Gardiner of Kimble

Parliamentary Under Secretary of State for Rural Affairs and Biosecurity

INTRODUCTION

The Forest of Bowland Area of Outstanding Natural Beauty (AONB) is one of England's finest landscapes and is internationally important area for its heather moorland, blanket bog and rare upland birds. The AONB is managed by a partnership of local councils, government agencies, landowners, farmers, local businesses and wildlife and recreation interest groups, who work to conserve and enhance the natural beauty of this special landscape.

The purpose of the AONB Management Plan is to provide a positive and pro-active management framework for the AONB Partnership; highlighting the special qualities of the designated area, the importance of the relevant landscape features and identifying those features which are vulnerable to change. The Plan also seeks to outline an integrated vision for the future of the AONB; alongside objectives and actions for delivery by the AONB Partnership, based on a high level of shared aspirations for the area.

The Forest of Bowland AONB is situated in North West England, covering 803 square kilometres of countryside in the counties of Lancashire (730 sq.km) and North Yorkshire (73 sq.km). The area is bounded to the north and south by the Rivers Lune and Ribble respectively. To the west is the Fylde plain, while the eastern side of the AONB boundary matches the Yorkshire Dales National Park for a short distance, with Ribblesdale bordering the remainder. On its south-eastern edge, Pendle Hill (557m) forms a discrete landscape feature, which is geologically linked to the rest of the AONB, but separated from the main area by the Ribble valley. The Rivers Brock, Calder, Conder, Hindburn, Hodder, Loud, Roeburn, Wenning and Wyre all originate in the upland core of the Bowland Fells. The highest point of this upland core being Ward's Stone at 561m (or 1,841ft.), alongside other notable landmarks such as Fairsnape Fell at 510m and Hawthornthwaite Fell at 479m.

The AONB lacks large settlements and has an estimated population of approximately 16,000 people. Its boundaries include parts of six district council areas, namely: Craven, Lancaster, Pendle, Preston, Ribble Valley and Wyre. The urban centres of Preston, Lancaster, Blackburn, Blackpool and Burnley are in close proximity to the AONB, with over one million people living within a 30-minute journey of the area. Furthermore, the AONB is within a 90-minute journey from the major conurbations of Liverpool, Manchester and Leeds.

To discover more about the AONB visit: <https://forestofbowland.com/Understanding>

What is an AONB?

An Area of Outstanding Natural Beauty (AONB) is a special landscape whose distinctive character and natural beauty are so outstanding that it is in the nation's interest to safeguard them.

The 46 Areas of Outstanding Natural Beauty (AONBs) in England, Wales and Northern Ireland cover approximately 1/8th of the land surface.

The distinctive character and natural beauty of AONBs make them some of the most special and cherished places in England. AONBs are also living, working landscapes that contribute some £16bn every year to the national economy. Although home to less than half a million people (under 2% of England's population), over two thirds of England's population live within half an hour's drive of an AONB and around 150 million people visit English AONBs every year, spending in excess of £2bn.

Together with National Parks, AONBs represent our most outstanding landscapes; unique and irreplaceable national assets, each with such distinctive character and natural beauty that they are recognised internationally as part of the global Protected Areas Family (IUCN Category 5); to be managed in the interest of everyone – local residents, businesses, visitors, and the wider public - and protected for future generations.

The Legislative Framework for AONBs

AONBs exist within a legal framework which has been progressively strengthened since the first AONBs came into existence after the Second World War.

The National Parks and Access to the Countryside Act (1949) first established the AONB designation, provided AONBs with protection under planning law against inappropriate development and gave local authorities permissive powers to take action for '*preserving and enhancing natural beauty*' in them. Since the first AONBs came into existence in the 1950s, the legal framework has been progressively strengthened under the following Government legislation, including the Countryside Act (1968), the Environment Act (1995), the Countryside and Rights of Way Act (2000) and the Natural Environment and Communities Act (2006).

Perhaps paramount within this legislative framework is the Countryside and Rights of Way Act (2000). This subsumed and strengthened the AONB provisions of the 1949 Act. It confirmed the purpose and significance of AONBs, clarified the procedure for their designation, and created a firm legislative basis for their designation, protection and management. In particular

- Section 82 reaffirmed the primary purpose of AONBs: to conserve and enhance natural beauty;
- Section 83 established the procedure for designating or revising the boundaries of an AONB, including Natural England's duty to consult with local authorities and to facilitate public engagement;
- Section 84 confirmed the powers of a local authorities to take '*all such action as appears to them expedient*' to conserve and enhance the natural beauty of an AONB, and sets consultation and advice on development planning and on public access on the same basis as National Parks in the 1949 Act;
- Section 85 placed a statutory duty on all 'relevant authorities' to '*have regard to the purpose of conserving and enhancing the natural beauty*' of AONBs when coming to any decisions or carrying out activities relating to or affecting land within these areas. 'Relevant authorities' include all public bodies (including county, borough, district, parish and community councils, joint planning boards and other statutory committees); statutory undertakers (such as energy and water utilities, licensed telecommunications companies, nationalised companies such as Network Rail and other

bodies established under statute responsible for railways, roads and canals); government ministers and civil servants. Activities and developments outside the boundaries of AONBs that have an impact within the designated area are also covered by the 'duty of regard';

- Sections 86 to 88 allows for the establishment in an AONB of a Conservation Board to which the AONB functions of the local authority (including development planning) can be transferred. Conservation Boards have the additional but secondary function of seeking to increase public understanding and enjoyment of the AONB's special qualities. They also have an obligation to '*seek to foster the economic and social well-being of local communities*' in co-operation with local authorities and other public bodies;
- Sections 89 and 90 create a statutory duty on all AONB partnerships (local authorities and Conservation Boards) to prepare a Management Plan '*which formulates their policy for the management of their area of outstanding natural beauty and for the carrying out of their functions in relation to it*', and thereafter to review adopted and published Plans at intervals of not more than five years. Where an AONB involves more than one local authority they are required to do this '*acting jointly*';
- Section 92 makes clear that the conservation of natural beauty includes the conservation of '*flora, fauna and geological and physiographical features*.'

The International Context

IUCN Protected Areas

English AONBs are part of the international Protected Area Family. As cultural landscapes, produced through the interaction of humans with nature over time, they have a special significance (together with UK National Parks) as being recognised by the International Union for the Conservation of Nature (IUCN) as '*Category V - Protected Landscapes*'.

Category V Protected Landscapes are defined by IUCN as: '*A protected area where the interaction of people and nature over time has produced an area of distinct character with significant ecological, biological, cultural and scenic value: and where safeguarding the integrity of this interaction is vital to protecting and sustaining the area and its associated nature conservation and other values.*'

European Landscape Convention

The European Landscape Convention (ELC) is the first international convention to focus specifically on landscape. Created by the Council of Europe, the convention promotes landscape protection, management and planning, and European co-operation on landscape issues. The ELC came into force in the UK on 1 March 2007. It applies to all landscapes, towns and villages, as well as open countryside, the coast and inland areas, and ordinary or even degraded landscapes, as well as those that are afforded protection.

The ELC defines landscape as: *“An area as perceived by people, whose character is the result of the action and interaction of natural and/or human factors”* (Council of Europe 2000). It highlights the importance of developing landscape policies dedicated to the protection and management of landscapes and establishing procedures for the general public and other stakeholders to participate in policy creation and implementation.

Responsibility for AONBs

The formal legal responsibility for both planning and development and for management of AONBs (including the duty to prepare an AONB Management Plan) lies with the local authorities in whose area(s) the AONB exists. In addition, the duty, for all public bodies and statutory undertakers, to ‘have regard’ places an obligation on a wide range of organisations not just to consider any detrimental impacts of their policies and activities outside as well as within the boundaries of any AONB, but to consider positively how they might benefit the AONBs special qualities.

What is ‘natural beauty’?

‘Natural Beauty’ is not just an aesthetic concept, and ‘Landscape’ means more than just ‘scenery’. The natural beauty of AONBs is partly due to nature, and is partly the product of many centuries of human modification of ‘natural’ features. Landscape encompasses everything – ‘natural’ and human – that makes an area distinctive: geology, climate, soil, plants, animals, communities, archaeology, buildings, the people who live in it, past and present, and perceptions of those who visit it.

Landscapes are a product of constant change, including those designated due to their ‘natural beauty’. The purposes of AONB designation reflect this process of change, encouraging activities that conserve and enhance the special qualities of the area and minimising activities that present a threat to the unique character of the landscape.

The term ‘natural beauty’ first gained currency in a legislative context in a 1907 Act, which gave legal status to the National Trust (‘for Places of Historic Interest and Natural Beauty’). It has been the basis for the designation of both AONBs and National Parks since the National Parks and Access to the Countryside Act 1949.

Under the Countryside and Rights of Way Act 2000, the Government confirmed that AONBs and National Parks are of equal status with regard to landscape quality and that they share the same level of protection. In the same year, the CRoW Act formally stated that natural beauty includes conservation of *‘flora, fauna and geological and physiographical features.’*

WHY IS THE FOREST OF BOWLAND AONB SPECIAL?

The Forest of Bowland was formally designated an Area of Outstanding Natural Beauty (AONB) by Government on 10th February 1964. The area was designated as a landscape of national significance, primarily, due to the following key characteristics:

- The grandeur and isolation of the upland core
- The steep escarpments of the moorland hills
- The undulating lowlands
- The serenity and tranquillity of the area
- The distinctive pattern of settlements
- The wildlife of the area
- The landscape's historic and cultural associations

Natural beauty is at the heart of what makes the Forest of Bowland AONB special: it is the reason the Bowland landscape is designated for its national and international importance; and of course, it's also a key factor in attracting visitors. This natural beauty is derived from the area's largely unspoilt countryside, combined with a number special qualities that contribute to the area's unique character or 'sense of place'. The special qualities of the Forest of Bowland AONB are numerous and varied, but in general terms they can be summarised as follows:

1. An Outstanding Landscape
2. Wild Open Spaces
3. A Special Place for Wildlife
4. A Landscape Rich in Heritage
5. A Living Landscape
6. Delicious Local Food and Drink
7. A Place to Enjoy and Keep Special

Most of these special qualities were identified as part of work undertaken in the mid-2000s exploring the AONB's 'sense of place' - that being the area's unique feel and appearance, or what constitutes the area's identity and makes it different from neighbouring areas. The headings are not intended to be exclusive or exhaustive - rather, they provide a framework by which the distinctive and special qualities of the AONB can be understood and communicated among relevant stakeholders, including visitors.

An Outstanding Landscape

The Forest of Bowland is an outstanding landscape and has been designated as an AONB due its national significance. The high quality and outstanding natural beauty of the landscape sets the AONB apart from the wider countryside and is the reason for its designation.

The area can be characterised as a complex interplay of many different landscape types, all intrinsic to its overall landscape character; from the dominant and wide open, moorland vistas of the high fells, to the more subtle, but no less important, lower-lying landscapes such as the rolling, pastoral farmland, woodlands, parkland, reservoirs, river valleys and floodplains. The area's distinctive character is determined not simply by the presence of particular natural elements or their rarity value, but also by the way in which they combine to form a mosaic of landscape types and reflect a rich history and cultural heritage.

Wild Open Spaces

Over one third of the AONB is moorland, making up the wild open spaces and remoteness that are so characteristic of the Forest of Bowland; a truly unique quality of the area and core to the AONB's identity, as well as one of the principal reasons that the Forest of Bowland was designated.

Across much of the AONB the landscape appears largely treeless, yet historically the fells were once cloaked in woodland and through a combination of changes in climate and woodland clearances by Bronze Age farmers they have become largely treeless today. The resulting open views and fells give the impression that this is a wilderness, an untouched natural landscape, but it is in fact the result of many human influences. Today, the predominant land uses for these upland areas are sheep and beef farming enterprises, alongside management of moorland for grouse shooting.

The fells are largely intact and extensive in area, crossed by only a few minor, unfenced roads. The Trough of Bowland is perhaps the most famous, following a narrow valley that once carried melting ice from the glaciers covering the fell tops.

A Special Place for Wildlife

The Forest of Bowland AONB supports many important habitats and species, which contribute significantly to the area's landscape character and 'sense of place'.

The Bowland fells support rare and endangered species associated with a very rare mosaic of upland habitats comprising over 12,500 ha. of blanket bog and almost 9,000 ha. of upland heath. At lower levels the ancient woodlands contain an array of colourful flowers; whilst the few remaining traditionally managed pastures and meadows are an oasis for wildflowers and insects. A myriad of rivers and smaller watercourses provide habitats for salmon, brown and sea trout, as well as birds such as kingfisher, dipper, grey wagtail, common sandpiper and oystercatcher. Otters are also present along several of the rivers in Bowland.

Other attractive features are more unlikely such as roadside verges and more recently formed sites, such as reservoirs and old quarries, providing new refuges for wildlife. Similarly, the quarries and rock exposures reveal important geodiversity.

Bowland is an internationally important area for conservation. Nearly one fifth of the AONB is designated as the Bowland Fells Special Protection Area (under the European Birds Directive) for hen harrier and merlin. The fells are also home to one of the country's largest colonies of lesser black-backed gulls. The Forest of Bowland also contains two Special Areas of Conservation (Calf Hill and Cragg Wood & North Pennine Dales Meadows) and 20% of the land area is designated as Sites of Special Scientific Interest (SSSI) under UK legislation.

In addition, there are 456 local wildlife sites covering around 10% of the AONB, which form part of a national network of non-statutory designated sites that are recognised for their ecological value. In the Lancashire part of the AONB, they are called Biological Heritage Sites (BHS); whilst in the North Yorkshire part of the AONB they are known as Sites of Importance for Nature Conservation (SINC).

This flora and fauna of the area provide a significant attraction for visitors to the AONB – wildlife enthusiasts visit Bowland to catch a glimpse of the rare hen harrier, the area's iconic bird of prey, which breeds in only a few other places in England. Or to see the wading birds that arrive in spring to nest and rear their young on the open farmland and areas of rough grazing, such as lapwing, snipe, curlew and redshank.

A Landscape Rich in Heritage

In the Forest of Bowland AONB, the past exists very much in the present. It is the subtle interplay between the fascinating physical remains of the past, often sublime landscape patterns, and the mysteries of the essentially unknowable, that gives the AONB's archaeological and historic landscapes their much appreciated and yet often intangible special qualities.

Visually the predominant historic patterns which are readily perceived in the Bowland landscape are medieval in date, demonstrating remarkably strong continuity in landownership, community and management over the centuries. This manifests in present day land uses such as expanses of open moorland or contrasting small stone walled pastures, as well as the distribution and form of settlement, local vernacular and place names. For example, the word 'Bu' (in 'Bolland' or Bowland) is Old Norse for cattle, and 'Pen' in Pendle means hill.

There is evident contrast in the villages in Bowland – some are typical estate villages while others are more haphazard farming settlements or industrial hamlets. The large country estates had a controlling and significant influence over the nature of building and development within the AONB in the past. For example the private estates were responsible for building the distinctive villages of Slaidburn, Downham and Abbeystead, which are valued for their intactness, strong physical form and characteristic vernacular architecture.

There are notable grand halls, parks and houses at Browsholme, Leagram and Quernmore. Remains of motte and bailey castles can be found in the Lune Valley and the ruins of a Cistercian abbey are preserved at Sawley.

Overall, the area holds almost 900 listed buildings and designated heritage assets (818 Listed Buildings, 48 Grade I and II* Listed Buildings, 20 Scheduled Monuments and one Registered Park and Garden), of which none are currently on Historic England's 'Heritage at Risk' register. Collectively these historic and cultural elements of the environment serve to enrich the landscape's scenic quality, meaning and value.

A Living Landscape

The landscape of the Forest of Bowland has been managed by generations of farmers and landowners. Sheep and beef farming dominate the upland areas, while dairy farming remains a significant land use in the valleys.

In the past some land management practices have caused damage to important wildlife areas and/or landscape features – for example, the draining of moorland and meadows has caused a loss of species; and the fertilising and early harvesting of meadows has reduced the number of wildflowers. Today, however, stronger regulations are in place to help ensure that land management can improve habitats for wildlife, and management of features such as hedgerows and stone walls, rather than causing damage. Some farmers and land managers in Bowland have also become much more environmentally aware over the last 30 years and operate within agri-environment support schemes to conserve and enhance habitats for wildlife and manage important landscape features on their land. Some farmers have also adopted more sustainable and efficient farming practices, whilst remaining sympathetic to the environment; particularly through initiatives such as Natural England's Catchment Sensitive Farming.

Extensive areas of moorland are managed specifically for grouse shooting. Management can include predator control and annual heather burning to help maintain the heather moorland and red grouse populations. Much of Bowland's upland core also provides water for thousands of homes and businesses in Lancashire and the North West of England. The water utility company, United Utilities owns and manages significant landholdings within the AONB as water catchment land. In recent decades, they and other moorland estates have been working with the AONB Partnership and other conservation partners to help restore and manage important blanket bog and other moorland habitats across the Bowland Fells.

Many village communities were once reliant on manufacturing (such as cheese making), as well as local industry associated with lead mining and lime production. Nowadays, however, communities rely on a greater diversity of activities, in particular employment within the tourism sector.

Delicious Local Food and Drink

Delicious local food and drink is a special quality of the Forest of Bowland AONB - not only because it supports the economy, but also because it is an important factor in the area's unique sense of place. The traditional farming methods have helped to shape the AONB's landscape over time, including areas of rough grazing and open moorland, patterns of pastoral fields enclosed by distinctive dry stone-walls and hedgerows, farmsteads, barns and working villages. The complexity of this landscape provides for a wide variety of farm production systems. This complexity is reflected in the local food offer.

As you would expect in a sheep and beef farming area, you can find delicious local lamb and beef, as well as pork and even wild boar. The area also offers classic and modern varieties of Lancashire cheeses, milk and ice cream and supports several organic farms and market gardens. There are also several farmers' markets around Bowland where you can meet the producers and taste and buy their local produce. By supporting those farmers who

choose high nature value farming, whilst continuing to produce food, the AONB aims to help protect the Bowland landscape for this and future generations.

A Place to Enjoy and Keep Special

The purpose of AONB designation is to conserve and enhance the natural beauty of the area, whilst having regard to the social and economic needs of the landowners, farmers and communities. The AONB also has a responsibility to meet the demands for recreation and tourism, but only if this is consistent with protecting the natural beauty of the area. It is for this reason that the AONB Partnership has promoted the concept of sustainable tourism within the Forest of Bowland: tourism that is dependent upon the area's environment, and which seeks to conserve and enhance that environment, not detract from it.

The AONB is a popular visitor destination for the surrounding urban settlements of Lancashire, Greater Manchester, Merseyside and West Yorkshire. Its relatively 'undiscovered' character is highly valued and generates loyalty amongst local people, day visitors and increasingly staying visitors. It is the combination of open moorland, and the ever-changing geography along the lower lying river valleys that not only gives the area its very own character, but also makes it a great destination for walkers, cyclists and wildlife enthusiasts. Although walking is the main activity pursued within the area, there are opportunities to enjoy other activities such as mountain biking, horse riding, fishing, canoeing, gliding and paragliding.

Over recent years, the AONB Partnership has led the way in helping to develop sustainable tourism that takes account of its current and future economic, social and environmental impacts.

THE AONB PARTNERSHIP

Much of the land in the Forest of Bowland AONB is privately owned and primarily used for farming, game shooting and water supply. Nevertheless, the use of the area for recreation and tourism has become increasingly important over recent decades. The co-operation of those involved in land management, tourism and development management is therefore vital to the successful management of the AONB.

Joint Advisory Committee (JAC)

Delivery of the AONB Management Plan is encouraged through effective partnership working, rather than through enforcement. Since it was constituted in 1986, the Joint Advisory Committee (JAC) has been responsible for strategic liaison and decision-making between the wide range of partner organisations and interests within the AONB.

The AONB JAC objectives are to:

- Protect, conserve and enhance the natural and cultural heritage of the Forest of Bowland AONB
- Promote the sustainable social and economic development of the area, particularly where such activity conserves and enhances the environment
- Encourage enjoyment of the area where it is consistent with the first two objectives

The current JAC membership comprises the following organisations:

- Lancashire County Council
- North Yorkshire County Council
- Craven District Council
- Lancaster City Council
- Pendle Borough Council

- Preston City Council
- Ribble Valley Borough Council
- Wyre Council
- Lancashire Association of Local Councils (*representing Parish Councils*)
- Yorkshire Local Councils Association (*representing Parish Councils*)
- Natural England
- United Utilities plc
- Environment Agency
- Royal Society for the Protection of Birds
- Ramblers Association
- Moorland Association
- Bowland Land Managers Forum
- Bowland Sustainable Tourism Network
- Champion Bowland (*A registered charity, supporting the aims and objectives of the AONB*)
- Friends of Bowland (*'Friends' group to support volunteering in the AONB*)

AONB Unit

The Forest of Bowland AONB benefits from dedicated staff, who are responsible for co-ordinating and delivering many AONB projects and activities which make a significant contribution to the delivery of the AONB Management Plan. This dedicated staff team is known collectively as the AONB Unit. The responsibility of the AONB Unit includes:

- Coordination and management of the AONB Partnership and the review of the AONB Management Plan
- Develop and manage key projects and activities to support delivery of the AONB Management Plan
- Raise funds to support the delivery of the AONB Management Plan
- Raise awareness about the importance of the AONB

- Working closely with local communities and businesses to increase involvement in the work of the AONB Partnership

The AONB Unit produces a rolling three-year business plan (agreed by the AONB Joint Advisory Committee) with detailed objectives and actions to guide the Unit's day-to-day activities.

Partnership Funders Group (PFG)

A Partnership Funders Group (PFG) primarily comprises officers from the key funding partners (local authorities, United Utilities, Natural England and the Environment Agency), which meets quarterly to help guide the work of the AONB Unit. The PFG considers key Partnership policy and budget issues, and also provides technical and professional advice and assistance to the JAC in fulfilling its obligations.

Other Partnership support

The AONB also benefits from other, additional personnel who work in support of the AONB Partnership. These include:

- Staff and volunteer rangers from both Lancashire Countryside Service and Wyre Coast and Countryside Service working in the AONB. These services focus primarily on access and visitor management in the AONB's gateways, country parks and other "honeypot" sites
- Parish Lengthsman Schemes (supported by the AONB Partnership) operate within the parishes of Barley-w-Wheatley Booth, Blacko, Bolton-by-Bowland and Gisburn Forest, Downham, Goldshaw Booth, Higham-w-West Close Booth, Lawkland, Newton-in-Bowland, Pendleton, Roughlee Booth, Sabden, Sawley and Wiswell. The parish lengthsman carry out small-scale environmental improvement and maintenance tasks on behalf of, and working with, the local community
- Other key AONB partner organisations involved in the delivery of Management Plan actions including Natural England; the Environment Agency; United Utilities; the Wildlife Trust for Lancashire, Manchester & North Merseyside; RSPB; Rivers Trusts, landowners and farmers; tourism businesses; community and voluntary groups and parish councils

SUCCESSES AND ACHIEVEMENTS (2014 – 2019)

INSERT INFOGRAPHIC

- Over £3million invested in the AONB, including £1.5million external funds
- Major landscape-scale programme, the Pendle Hill Landscape Partnership, supported by the National Lottery Heritage Fund
- 12 Champion Bowland fundraising initiatives supported by the AONB Unit
- 196 hectares of peatland habitat restored
- 66 hectares of species-rich grassland habitat restored
- 11.7km of overhead power lines undergrounded
- 4km of traditional boundaries created and restored
- 35 promoted walk routes managed and maintained
- 5 dementia-friendly and easy access trails developed, managed or maintained
- 7,500 people attending Festival Bowland events
- Over 120 farmers advised and supported to carry out high nature value farming
- 70 tourism-related business members of the Bowland Sustainable Tourism Network
- Over 200 business attendees at sustainable tourism training and networking events

DEVELOPMENT OF THE MANAGEMENT PLAN

The purpose of the plan

As a nationally important landscape, the Forest of Bowland AONB experiences a variety of management pressures on its landscape, such as changing demands on agricultural land, telecommunication and energy infrastructure, tourism facilities and the need to develop a sustainable rural economy. The Forest of Bowland AONB Management Plan seeks to provide a strategic context within which the problems and opportunities that these pressures present are addressed and guided in a way that safeguards the national importance of this special landscape.

The purpose of the Forest of Bowland AONB Management Plan is to provide a positive and pro-active management framework; highlighting the special qualities of the designated area, the importance of the relevant landscape features and identifying those features which are vulnerable to change.

The Management Plan outlines an integrated vision for future development of the AONB, based on a high level of shared aspirations for the area, taking into account relevant international, national, regional and local policies. It presents objectives specific to the AONB that will enable this vision to be pursued effectively and allocates responsibility for each objective and related actions to relevant partners.

All Management Plan objectives also have regard to the external context of the AONB - that is to say objectives are not solely 'inward looking' and wherever possible aim to take account of the relevant landscapes, communities and key issues outside of the AONB boundary.

Core principles

A number of core principles underpin the Management Plan:

Supporting sustainable land management

Farmers and land managers have played a significant role in creating the landscape as we see it today and are continuing to maintain many of its special qualities. Supporting the retention of viable and sustainable farming and active woodland management, maintaining the rural economy and retaining traditional rural skills are vital factors in keeping the area special.

Sustainable development

This means ensuring that development is sound in environmental, social and economic terms, without compromising the ability of future generations to do the same. Within a nationally protected landscape such as the AONB, the landscape and special qualities must be given special consideration in order to achieve sustainable development.

Landscape change

Change in the landscape is inevitable and need not be unwelcome. In the context of AONB designation and the conservation and enhancement of natural beauty, the challenge is to manage change in an integrated way, so that it can make a positive contribution both to the social and economic needs of local communities and to the natural beauty and special qualities of the landscape.

Adopting a natural capital and ecosystems approach

By bringing together the three principles of the 'ecosystems approach', we can ensure that the benefits we derive from the natural environment (ecosystem services) are safeguarded and enhanced. The principles are:

- The natural systems that operate within the AONB are complex and dynamic, and their healthy functioning should not be taken for granted
- Those that live and work in and visit the AONB benefit from services provided by the natural environment. These services underpin social and economic wellbeing and have a value – both monetary and non-monetary

- Those that benefit from the services provided by the AONB and those who are involved in the management of them should play a central role in making decisions about them.

Using the ecosystem approach is how the AONB Partnership will work to deliver 'bigger, better and more joined up' biodiversity, with greater ecological connectivity and enhanced landscapes that benefit wildlife and people.

Climate change adaptation and mitigation

In responding to climate change, there is a need to understand and adapt to the impacts this change is likely to have on the landscape and to seek ways in which carbon emissions can be reduced. Ensuring that adaptation and mitigation measures do not adversely affect natural beauty and maximising opportunities to improve landscape resilience, such as improving habitat condition and enhancing connectivity are a priority.

How the draft plan was produced

The first Management Plan for the AONB was published in 1995 and the first statutory plan was published in 2004. This draft revised Management Plan 2019 -2024 was published in March 2019. The draft revised Plan is the product of a series of targeted consultation exercises, together with a literature review.

Consultation

Whilst the Management Plan has been reviewed at a time of more limited resources, the AONB Partnership remains committed to offering community involvement and stakeholder engagement in the Review process.

Consultation during the Review process has been carried out both online (via public survey, emails, press releases and social media), face-to-face meetings and correspondence with key AONB partners and formal consultation. Summary reports have been produced and published on the AONB website, documenting comments received during the various stages of consultation during the Review process.

Literature review

The revised Management Plan incorporates the results of a literature review of relevant plans, strategies and policies, and has sought to integrate these

where appropriate. The literature review and subsequent review of the Management Plan was undertaken by the AONB Unit. See Appendix 1 for a list of documents included in the literature review.

The important focus of the AONB Management Plan - and what differentiates it from these other plans and strategies - is its purpose of namely to conserving and enhancing the natural beauty of the Forest of Bowland. However, the AONB Partnership recognises that this can only be achieved by complementing other partners' plans and strategies within the context of the AONB as a whole.

Assessments

The revised Management Plan has been the subject of a Strategic Environment Assessment (SEA) and screening for the Habitats Regulations. An Environmental Report (for the SEA process) has been produced and consulted upon. In addition, a screening report for the Habitat Regulation Assessment has been produced in consultation with Natural England, the statutory consultee for Habitat Regulations Assessment

POLICY CONTEXT FOR THE MANAGEMENT PLAN

The Government's 25 Year Environment Plan

In January 2018, the Government published 'A Green Future: Our 25 Year Environment Plan for the Future'. The Plan sets out the Government's goals for improving the environment, within a generation, and leaving it in a better state than we found it. The Plan forms the culmination of over two years of work and consultation with environmental bodies, including close work with AONB Partnerships via the National Association for AONBs.

The Plan refers specifically to AONBs in Chapter 2 under 'Recovering nature and enhancing the beauty of landscapes', in which it states:

"...the creation of designated landscapes – which also include Areas of Outstanding Natural Beauty AONBs – has been among the outstanding environmental achievements of the past 100 years. They provide a patchwork of stunning, and protected, landscapes. In England, a quarter of our landscape is designated in this way, around 10% as National Parks and 15% as AONBs. We will make sure they continue to be conserved and enhanced, while recognising that they are living landscapes that support rural communities."

Under Section 2 'Conserving and enhancing natural beauty', the Plan also states that:

"Over the next 25 years we want to make sure they [AONBs and National Parks] are not only conserved but enhanced. Many of the policies set out in the rest of the Plan will contribute to making all areas more beautiful..."

Furthermore, the Plan then outlines two specific actions the Government wishes to undertake in relation to AONBs and National Parks, firstly to commission a '21st Century Hobhouse' Review of AONBs and National Parks and secondly, to work with and AONB Partnerships and Conservation Boards and National Park Authorities to deliver environmental enhancement, including through demonstrator projects, and engaging with communities through their statutory management plans.

The UK's National Parks and AONBs were created by an Act of Parliament in 1949, following the government's 1947 Hobhouse Report, which remains the basis for most protected landscape designation in England today. Now, 70 years on, the Government has commissioned a review for the 21st Century. The Review, which will complete in autumn 2019, considers coverage of designations, how designated areas deliver their responsibilities, how designated areas are financed, and whether there is scope for expansion. It will also consider opportunities to enhance the environment in existing designations, and expand on the existing plans to connect more people with the natural environment.

Various other actions outlined in the Plan to improve the environment and people's connection with nature are also particularly relevant to AONBs, which include: designing and delivering a new Environmental Land Management Scheme; expanding the use of natural flood management solutions; developing a 'Nature Recovery Network' and connecting people with the environment to improve health and well-being. The objectives and actions outlined in the Management Plan will aim to contribute towards the delivery of these actions.

Natural Capital and Ecosystem Services

Natural capital assets are the elements of the natural world from which flow a series of services (or benefits) to society. For example, woodland, species rich grassland, wetlands, peatland and other soils are all aspects of natural capital, whilst carbon storage, clean air and water and opportunities for recreation are some of the ecosystem services which flow from them. These services are also influenced by financial and social capital, but at their root is the natural capital that makes their delivery possible.

The special qualities and natural capital assets of the Forest of Bowland AONB landscape provide a wide range of ecosystem services:

- The AONB supports significant wild species diversity, most notably its blanket bog, species-rich meadows, wet grassland, ancient woodlands and hedgerows. This complex mosaic of habitats provide a rich ecological network. The area is important for breeding birds, especially upland species including hen harrier, peregrine, merlin and ring ouzel; and waders such as lapwing, curlew, redshank and snipe.
- AONB farmers produce predominantly extensive beef and sheep on the fells with more intensive beef, sheep and dairy farming within the valleys and lowland fringes. Hill farming systems concentrate on the production of suckler beef and store lambs. In addition, the western fringes of the AONB also support a number of other enterprises including pig, poultry and horticulture.
- Timber is produced from forestry operations and woodfuel and wood products through small-scale woodland management.

- Upland river catchments of the AONB provide water for thousands of homes and businesses in Lancashire and the North West of England. The sustainable management of catchment land by the water utility company, United Utilities, helps to improve water quality; reducing the need for more costly 'end-of-pipe' water treatment.
- Healthy, functioning blanket bog on the tops of the fells acts as a carbon store and work to restore and re-wet areas of blanket bog will help boost carbon sequestration. In addition, these blanket bogs are also important in helping to mitigate downstream flood risk for communities, both inside and out of the AONB.
- The extensive rights of way network and access land areas within many areas of the AONB, offering access to important wildlife sites and places of historical interest, provides excellent recreational opportunities and supports the health and well-being of both residents and visitors.
- Other benefits provided by the AONB landscape include the dispersal and cycling of nutrients, pollination and, with the appropriate technology in the correct location, a source of renewable energy (such as micro-hydro, small-scale wind, solar and biomass). It is also a source of clean air, tranquillity and freedom from noise and light pollution.

Some products like timber have a known financial value, but in other cases, such as the role of bees in pollinating crops or the storage of carbon in woodland and wetlands, we are only just beginning to fully understand their role and value to society and the economy. A better understanding of the natural capital assets and wide range of public benefits provided by the special landscape such as the AONB; and also their value both in monetary and non-monetary terms, can help us design and plan appropriate management activity to ensure that our natural resources and systems are more effectively supported in the future.

Many of the objectives within the Management Plan will influence the management of land and ecosystems in the AONB, and ensure that effective management is helping to sustain and improve the range and quality of ecosystem services that are provided. A brief analysis of natural capital and ecosystem services provided by the AONB landscape can be found in Appendix 2 to the Plan.

Planning and development in AONBs

Development within and close to AONBs is expected to conform to a high standard of design, to be in keeping with local distinctiveness and, fundamentally, seeks to conserve and enhance the AONB's natural beauty.

AONBs enjoy the same levels of protection in planning terms as those of UK National Parks. Responsibility for planning policy and decision-making in AONBs lies with the relevant local authority (whereas in National Parks it lies with the Park Authority). This means that whilst AONB Management Plans themselves do not form part of any local development plan, they are, nevertheless, vitally important documents in the planning system. They are the basis for identifying those aspects of the AONB which are critical in contributing to its natural beauty and potentially influential in the development of planning policy and a 'material consideration' in the determination of individual planning applications and appeals.

The AONB Partnership (and Unit) is not a statutory consultee for planning applications or the formulation of Local and Neighbourhood Plans. Nevertheless, the AONB Unit does provide advice and guidance for local planning authorities on landscape planning matters on behalf of the AONB Partnership. Natural England is the statutory consultee for landscape-related planning matters (alongside its broader land use planning remit for protection and conservation of the natural environment). The AONB Unit liaises with the Natural England's Land Use Planning team on these and other related matters.

National Planning Policy Framework

In 2018, the Ministry of Housing, Communities and Local Government published a revised National Planning Policy Framework (NPPF), which sets out the Government's current planning policies for England and how these are expected to be applied. The Framework states that:

'The purpose of the planning system is to contribute to the achievement of sustainable development. At a very high level, the objective of sustainable development can be summarised as meeting the needs of the present without compromising the ability of future generations to meet their own needs.' and

'...at the heart of the Framework is a presumption in favour of sustainable development'

The Framework goes on to outline how this can be achieved, within the context of the planning system, through the application of three objectives, namely economic, social and environmental:

Achieving sustainable development means that the planning system has three overarching objectives, which are interdependent and need to be pursued in mutually supportive ways (so that opportunities can be taken to secure net gains across each of the different objectives):

a) an economic objective – to help build a strong, responsive and competitive economy, by ensuring that sufficient land of the right types is available in the right places and at the right time to support growth, innovation and improved productivity; and by identifying and coordinating the provision of infrastructure;

b) a social objective – to support strong, vibrant and healthy communities, by ensuring that a sufficient number and range of homes can be provided to meet the needs of present and future generations; and by fostering a well-designed and safe built environment, with accessible services and open spaces that reflect current and future needs and support communities' health, social and cultural well-being; and

c) an environmental objective – to contribute to protecting and enhancing our natural, built and historic environment; including making effective use of land, helping to improve biodiversity, using natural resources prudently, minimising waste and pollution, and mitigating and adapting to climate change, including moving to a low carbon economy.

The Framework confirms that local planning authorities should set out the strategic priorities for their areas within Local Plans and accordingly deliver the conservation and enhancement of the natural environment, including landscape. It also provides specific planning guidance for development planning and decision-making in relation to AONBs, under Paragraph 172:

'Great weight should be given to conserving and enhancing landscape and scenic beauty in National Parks, the Broads and Areas of Outstanding Natural Beauty, which have the highest status of protection in relation to these issues. The conservation and enhancement of wildlife and cultural heritage are also important considerations in these areas, and should be given great weight in National Parks and the Broads. The scale and extent of development within these designated areas should be limited.'

The 'great weight test' is significant and it is one of the most stringent legal tests that can be applied under planning law. In specific relation to major development, the Framework goes to state that:

'Planning permission should be refused for major development other than in exceptional circumstances, and where it can be demonstrated that the development is in the public interest. Consideration of such applications should include an assessment of:

a) the need for the development, including in terms of any national considerations, and the impact of permitting it, or refusing it, upon the local economy;

- b) the cost of, and scope for, developing outside the designated area, or meeting the need for it in some other way; and*
- c) any detrimental effect on the environment, the landscape and recreational opportunities, and the extent to which that could be moderated.'*

The Framework also confirms that allocations of land for development should prefer land of lesser environmental value (counting the AONB as high value), that local planning authorities should set evidence and criteria based policies against which proposals for any development on or affecting landscape areas will be judged (development affecting AONBs includes impact on their setting) and that planning should contribute to conserving and enhancing the natural environment.

Landscape Characterisation

Landscape character is defined as “a distinct, recognisable and consistent pattern of elements in the landscape that makes one landscape different from another, rather than better or worse” (Landscape Character Network). Put simply, landscape character is that which makes an area unique or different from neighbouring areas (in much the same way as we use the word “character” to describe differences between people).

National Character Areas (NCAs) divide England into 159 distinct natural areas. Each is defined by a unique combination of landscape, biodiversity, geodiversity and cultural and economic activity. Their boundaries follow natural lines in the landscape rather than administrative boundaries, making them a good decision making framework for the natural environment. The AONB is largely contained within two NCAs, 'Bowland Fringe and Pendle Hill' (NCA 33) and 'Bowland Fells' (NCA 34). A small area of Pendle Hill also falls within 'Lancashire Valleys' (NCA35). For more useful information on National Character Areas, including Area Profiles and Statements of Environmental Opportunity visit:

<https://www.gov.uk/government/publications/national-character-area-profiles-data-for-local-decision-making/national-character-area-profiles>

In addition national landscape character assessment, a number of local landscape character studies have been undertaken to better understand and describe the character of the Forest of Bowland landscape. The most recent and comprehensive of these is the Forest of Bowland AONB Landscape Character Assessment:

Forest of Bowland AONB Landscape Character Assessment

In 2009, the AONB commissioned a detailed landscape character assessment of the AONB. The overall study consists of two principal sections dealing with landscape classification and managing landscape change respectively. In general, the key characteristics of the AONB landscape, as identified by this landscape character assessment, are as follows:

- Grandeur and isolation of the upland core
- Open expanses of moorland
- Cultural landscape of upland farming
- Historic landscape management as royal hunting forest and more recently as sporting estates
- Rural landscape of dry stone-wall enclosed pastures, stone built farms and villages
- Wooded pastoral scenery and parkland
- Steep scarps, deeply incised cloughs and wooded valleys
- Broad river valleys
- Contrasting gritstone/limestone geology

The landscape character assessment also provides analysis on the landscape sensitivity and its capacity to accommodate change, alongside guidelines for planners, developers, land managers and others on managing landscape change, within each of the landscape character types of the AONB. A copy of the AONB Landscape Character Assessment (2009) is available at: <https://forestofbowland.com/Landscape-Character-Assessment>

DELIVERING THE MANAGEMENT PLAN

Vision

The delivery of the AONB Management Plan is guided by the following long-term vision of how the AONB will look in the future:

'The Forest of Bowland landscape retains its sense of local distinctiveness, notably the wide open moorland character of the Bowland Fells, undulating lowland farmland, clough woodlands, traditional buildings and the settlement patterns of its villages, hamlets and farmsteads.

It is a landscape valued for the range of services and benefits it provides for society, with a functioning, diverse natural heritage where land management practices allow opportunity for natural processes to develop and flourish; and where partnership-working between land managers, conservation bodies, communities and businesses is focused on delivering more for nature together.

The rich cultural heritage of the area is also better understood and managed; and both the nature and culture of the area help to support a resilient and sustainable local economy.

The Forest of Bowland is a truly outstanding landscape, where it can clearly be demonstrated that the management of the AONB has conserved and enhanced the quality, understanding and enjoyment of the landscape for all.'

Action Plan

The following action plan section of the Management Plan is organised under three themes:

1. An Outstanding Landscape for Natural and Cultural Heritage
2. Resilient and Sustainable Communities
3. A Strong Connection between People and the Landscape

The action plan outlines information on:

Key issues and forces for change

The key issues affecting the AONB are driven by a number of factors including the profound implications of climate change, uncertainty over the impact of Brexit, development pressure, pursuit of economic growth, demands for recreation and changes in agriculture and the broader economy. These key issues or 'forces for change' outlined are likely to continue to affect the AONB throughout the next plan period. Sections detailing these precede each themed set of objectives and actions. It should be emphasised that they do not discuss these issues at length, but seek to provide an overview and a context within which the Plan will need to operate.

AONB 'Ways of working'

The concept of collaboration and working together with others to achieve success underscores all AONB Partnership work. Most AONB Management Plan delivery needs to be done by encouragement through effective partnership working and not enforcement. Under each outcome, AONB 'ways of working' are detailed; outlining how the AONB Partnership and Unit aims to carry out its day-to-day work.

AONB objectives and actions

AONB Partnership objectives and actions to be delivered during the Plan period are laid out in tabular form and allocate responsibility for these to key partners, alongside the role for the AONB Unit.

1. An Outstanding Landscape of Natural and Cultural Heritage

1.1 Landscape

Apply the guiding principles of the European Landscape Convention, using landscape characterisation as the basis for policy- and decision-making for land and development management, to conserve and enhance natural beauty of the landscape.

Outcome: The landscape is conserved and enhanced, whilst ensuring essential development takes place

1.2 Habitats and Species

Conserve, enhance and restore the AONB's characteristic mosaic of habitats by improving their connectivity, extent and condition; whilst taking targeted action to conserve key species and improving understanding of the biodiversity of the AONB.

Outcome: More and bigger areas of habitat are connected and better managed, with key species conserved

1.3 Historic Environment

Support the conservation, restoration and management of the historic environment and wider cultural landscape.

Outcome: Built and other cultural heritage assets are better understood, conserved and managed

1.4 Natural Capital and Ecosystem Services

Seek to better understand and promote the value of the natural capital of the AONB landscape and the public benefits derived from these assets; helping to manage landscape change which conserves and enhances natural beauty.

Outcome: The natural capital of the AONB and the public goods derived from these assets are better understood, valued and promoted

Key Issues and Forces for Change

- International conventions and obligations such as the European Landscape Convention, the Convention on Biodiversity and Climate Change Agreements
- New agricultural policy and support (e.g. 'public money for public goods'), as a result of the UK's exit from the European Union
- New environmental policy and regulatory structures, as a result of the UK's exit from the European Union
- Government ambitions to improve the environment, expressed in 'A Green Future: Our 25 Year Environment Plan for the Future', including the development of a 'Nature Recovery Network'
- Increased awareness and recognition of the value of natural capital and the associated ecosystem services that flow from these assets, such as carbon storage and sequestration, water quality, flood alleviation, recreation and people's health and well-being
- Continued persecution and disturbance affecting birds of prey populations
- Limited breeding success of the Hen harrier within the Bowland Fells Special Protection Area
- Continued declines in key species within UK and Ireland (e.g. Curlew)
- Invasive alien species damaging ecosystems (e.g. Signal crayfish in rivers; Himalayan balsam threatening bluebell woodland)
- Lack of woodland management affecting biodiversity, particularly semi-natural clough woodland
- Woodland cover still well below national average (currently covering 8.3% of the AONB), with continued low levels of new woodland creation
- Small, fragmented patches of habitat are vulnerable to loss of biodiversity due isolation and climate changes
- Roadside verge management regimes adversely affecting verges with special biodiversity interest
- Agricultural specialisation, intensification and farm amalgamation is resulting in a loss of semi-natural habitats and historic features, poor soil management and loss of traditional boundaries
- Diffuse and point-source pollution of watercourses from both agricultural and non-agricultural sources
- Intensive fertiliser use and diffuse pollution continues in some areas leading to loss of biodiversity both on and off agricultural land (e.g. roadside verges), as well as affecting water quality
- Potential change to cropping patterns and types of crops, in response to climate change, altering the character of the landscape
- Potential for more hot, dry summers leading to reduced ground water and drying out of moorland habitats, increasing fire risk and release carbon into the atmosphere

- Potential for more intense rainfall events causing flooding within- and downstream of the AONB
- Natural flood management within river catchments increasingly seen as a tool for mitigation of flood risk for downstream communities
- Changes to the planning system, following the publication of the revised National Planning Policy Framework e.g. more major development proposals in the AONB
- Pressure for new development and building conversion in open or exposed landscapes, which can be more visually intrusive
- Increased demand for locally, affordable homes
- Traditional agricultural buildings becoming redundant and replaced with large, modern buildings
- Construction of new tracks in open countryside for farming, forestry and moorland management purposes
- Potential development of unconventional gas exploitation (i.e. hydraulic fracturing or 'fracking') infrastructure within the AONB setting
- Small-scale, cumulative development (e.g. building extensions, residential boundary treatment, roadside concrete curbing and signage) resulting in erosion of integrity and quality of the landscape
- Increasing role of neighbourhood planning
- Development, traffic and lighting within- and beyond the boundary of the AONB increasingly affecting its tranquility
- Lack of awareness of geodiversity value of the AONB
- Loss of traditional skills reducing the ability to effectively manage the traditional landscape features and buildings of the AONB

AONB 'Ways of Working'

Landscape

- Participate in a range of fora and networks to represent landscape interests and encourage the conservation and enhancement of the natural beauty of the AONB

Habitats and Species

- Encourage habitat creation, restoration and the buffering of existing habitats in line with 25 Year Environment Plan objectives (and appropriate to landscape character), aiming to create more, bigger and more connected habitats
- Ensure that any habitat management actions do not harm European designated sites within or adjacent to the AONB

- Commitment to applying a 'Natural Capital and Ecosystems Approach' to management of the AONB landscape
- Collaborate with Natural England, Environment Agency, Forestry Commission and other national, sub-regional and local environmental organisations and interests through a range of fora, to co-ordinate actions for the conservation and enhancement of biodiversity within the AONB
- Promote, encourage and facilitate 'High Nature Value' farming through provision of advice and guidance to land managers on the new Environmental Land Management System, post-Brexit
- Maintain regular communications with Defra and Natural England regarding development of the new Environment Land Management System

AN OUTSTANDING LANDSCAPE OF NATURAL AND CULTURAL HERITAGE			
OBJECTIVES	ACTIONS	KEY PARTNER(S)	AONB Unit
[1.1] Landscape Apply the guiding principles of the European Landscape Convention, using landscape characterisation as the basis for policy- and decision-making for land and development management, to conserve and enhance natural beauty of the landscape.	[1.1A] Provide landscape planning advice and guidance for local planning authorities, highway authorities, government agencies, local communities and developers based on the Forest of Bowland AONB Landscape Character Assessment 2009.	Local planning authorities Highway authorities Natural England Environment Agency Forestry Commission Utility companies	Lead & Advise
	[1.1B] Influence planning and development policy-making at a local, county and national level by responding to consultations for relevant plans and strategies, e.g. neighbourhood plans, local plans and national planning policy guidance.	Local planning authorities Parish Councils Neighbourhood planning groups Natural England Environment Agency	Lead & Encourage
	[1.1C] Carry out a 'refresh' of the AONB Landscape Character Assessment, focusing on new and emerging forces for change affecting the AONB.	Natural England Local planning authorities	Lead
	[1.1D] Develop and review bespoke policy statements and guidance on current landscape planning issues affecting the AONB landscape, including statements on AONB development principles, renewable energy, lighting and design guidance notes (e.g. building design, moorland tracks, fencing).	Natural England Local planning authorities	Lead & Support
	[1.1E] Develop an AONB Woodland Strategy to conserve and enhance existing woodlands, promote the creation of new native and mixed woodlands and address the impact of tree health issues.	Woodland owners Forestry Commission Woodland Trust Rivers Trusts	Lead

		YDMT	
	[1.1F] Continue to deliver 'Traditional Boundaries' programmes (via both the AONB and Pendle Hill Landscape Partnership), supporting training and competitions to help manage traditional boundaries and promote traditional rural skills.	Lancashire and Westmorland Hedgelaying Association Drystone Walling Association Farmers and landowners Natural England	Lead & Support
	[1.1G] Continue to work with Electricity North West Limited (ENWL) on the 'Undergrounding for Visual Amenity' programme to remove overhead powerlines in 'landscape-sensitive' locations within and close to the AONB.	ENWL OFGEM RII0-ED1 Parish Councils	Support & Advise
	[1.1H] Develop and deliver a 'landscape enhancement' project (focusing on management of traditional boundaries and woodland creation) to address the impacts of National Grid's high-voltage, overhead power lines in the AONB and its setting, with a view to submitting a bid to National Grid's Landscape Enhancement Initiative.	Local authorities Rivers Trusts Parish Councils Farmers and landowners Local flood forums Lancashire and Westmorland Hedgelaying Association Drystone Walling Association	Lead & Support
	[1.1I] Work with geodiversity partnerships to increase awareness and understanding of importance of geodiversity in the AONB landscape, seeking to build it into AONB Partnership activity or projects, wherever relevant.	GeoLancashire North Yorkshire Geodiversity Partnerships Quarrying companies	Support & Encourage
[1.2] Habitats and Species Conserve, enhance and restore the AONB's characteristic mosaic of habitats by improving their connectivity, extent and condition; whilst taking targeted action to conserve	[1.2A] Support farmers and landowners to conserve, enhance and restore land in nationally and internationally important wildlife sites, ensuring that at least 95% of SSSIs in the AONB are in favourable or recovering condition and at least 50% in favourable condition by 2024.	Farmers and landowners Natural England	Support, Advise & Encourage
	[1.2B] Support farmers and landowners to conserve, enhance and restore priority habitats outside SSSIs, focusing on local wildlife sites.	Farmers and landowners LERN NEYEDC Rivers Trusts	Support, Advise & Encourage

key species and improving understanding of the biodiversity of the AONB.	[1.2C] Develop a pilot nature recovery area within the AONB, as part of the Government's proposals for 'Nature Recovery Network', outlined in its '25 Year Environment Plan'.	Defra Natural England Environment Agency Forestry Commission Rivers Trusts NUC LNP	Lead & Support
	[1.2D] Work with moorland owners to develop long-term moorland management plans in the AONB, with a focus on features of the Bowland Fells SSSI being on a path to favourable condition (see 1.2A).	Moorland owners Natural England	Support, Advise & Encourage
	[1.2E] Work with moorland owners to deliver landscape-scale projects to restore and re-wet at least 250 ha. of blanket bog habitat, including: Pennine Peat LIFE Project; Northern England Peat Project, Ribble Life and United Utilities PR19.	Moorland owners Defra Lancashire Peat Partnership Natural England Environment Agency United Utilities Rivers Trusts LWT	Lead & Support
	[1.2F] Work with farmers, landowners and local communities to deliver projects to conserve, enhance and restore at least 15ha. of species-rich grassland habitat; including Bowland Haytime & Bee Together.	Farmers and landowners Local community groups Smallholders Natural England YDMT	Support, Advise & Encourage
	[1.2G] Support the creation and establishment of at least 200 ha. of new native and mixed woodland that enhances the AONB landscape, with priority given to projects that conserve and enhance existing key habitats and species, increase carbon storage, keep rivers cool and help reduce flooding.	Farmers and landowners Woodland agents Forestry Commission Natural England Woodland Trust YDMT Rivers Trusts	Support, Advise & Encourage
	[1.2H] Support woodland owners to actively manage existing woodlands to conserve, enhance and restore biodiversity, whilst identifying opportunities for sustainable timber production and woodland products.	Woodland owners & agents Forestry Commission	Support, Advise & Encourage
	[1.2I] Influence, test and trial the development of the Government's proposed 'Environmental Land Management System' to offer support for farmers and landowners to	Defra Natural England Environment Agency	Lead, Support & Advise

	conserve, enhance and restore priority habitats in the AONB, including species-rich grassland, wet grassland, peatland and woodland.	RSPB Rivers Trusts LWT	
	[1.2J] Support a catchment-based approach to the delivery of projects to conserve, enhance and restore riparian habitat; including Ribble Life Together, Pendle WINNS.	Catchment Partnerships Rivers Trusts Environment Agency Natural England	Support & Advise
	[1.2K] Work with farmers and landowners to improve the condition of the Lune, Ribble and Wyre, so that at least 90% of all rivers achieve 'good ecological status' by 2027.	Farmers and landowners Catchment Partnerships Rivers Trusts Environment Agency Natural England	Support & Encourage
	[1.2L] Support 'Restoring Sustainable Abstraction' (RSA) Programme being delivered by the relevant authorities and United Utilities, particularly on the Wyre catchment.	Environment Agency United Utilities Rivers Trusts	Support & Encourage
	[1.2M] Devise and deliver local species recovery plans for threatened or priority species either locally or nationally; ensuring synergy with national species recovery plans, where these exist or are under development; including curlew, hen harrier, black grouse and threatened or locally important plant species.	Farmers and landowners Natural England RSPB GWCT NUC LNP	Lead, Advise, Encourage
	[1.2N] Work with moorland managers and other key partners to implement a local approach to combat and eradicate illegal persecution of raptors, including survey work, satellite tagging and monitoring, co-ordinated hen harrier nest protection and winter roost site monitoring.	Moorland managers Defra Natural England Raptor Persecution Priority Deliver Group Police RSPB Moorland Association	Lead, Support & Encourage
	[1.2O] Support key partners to address invasive non-native species (INNS) where these impact on the AONB, including coordination of surveying, volunteer tasks days and specialist work via contractors	Local authorities LWT Rivers Trusts EA Forestry Commission Friends of Bowland Pendle Hill Volunteer Group	Lead, Support & Encourage

	[1.2P] Support research and monitoring of habitat extent/condition and priority species (both S41 and local priority species) for the AONB, including blanket bog, species-rich grassland, birds of prey, waders, aquatic species, pollinators.	Natural England LWT Rivers Trusts YDMT LERN NEYEDC NUC LNP	Lead, Support & Advise
[1.3] Historic Environment Support the conservation, restoration and management of the historic environment and wider cultural landscape	[1.3A] Work with statutory agencies to monitor, manage and conserve designated heritage assets; identifying any which become 'at risk' and develop management plans to remove assets from the 'Heritage at Risk' register (HAR).	Historic England Natural England Lancashire Archaeological Advisory Service Farmers and landowners Local history groups	Support & Advise
	[1.3B] Develop and deliver landscape-scale projects and activity which celebrate, conserve and enhance the distinctive landscape, cultural heritage and special qualities of the AONB; including Pendle Hill Landscape Partnership and Ribble Life Together.	Local authorities Parish Councils Pendle Hill LP Local history groups Friends of Bowland Ribble Rivers Trust Tourism businesses UCLan Archaeology Champion Bowland Heritage Lottery Fund Arts organisations	Lead, Support & Encourage
	[1.3C] Support community-based projects to conserve, enhance and restore historic environment features; and help increase access to- and understanding of the historic environment and wider cultural landscape.	Pendle Hill LP Historic England Friends of Bowland Local history groups Slaidburn Archive Champion Bowland Heritage Lottery Fund UCLan Archaeology Arts organisations	Support & Advise
	[1.3D] Develop and improve information to raise awareness and understanding of the historic environment and wider cultural landscape of the AONB, using print and digital media and appropriate on-site interpretation.	Pendle Hill LP Historic England Local history groups Slaidburn Archive Champion Bowland Ribble Rivers Trust Historic Houses Association	Lead, Support & Advise

		Tourism businesses	
[1.4] Natural Capital and Ecosystems Services Seek to better understand and promote the value of the natural capital of the landscape and the public benefits derived from these assets; guiding land and development management decision-making to increase the natural capital of the AONB.	[1.4A] Carry out research into the value of natural capital and ecosystems services provided by the natural environment of the AONB and disseminate to a wider audience; including Pendle Hill LP's 'What's A Hill Worth' and Upper River Wyre Natural Flood Management scoping research.	Natural England Environment Agency Pendle Hill LP Rivers Trusts Ecosystems Knowledge Network	Lead & Support
	[1.4B] Develop a more detailed local evidence base on the natural capital assets and ecosystem services for the AONB; using GIS to map these assets and services.	Environment Agency Natural England Rivers Trusts LWT LERN NEYEDC NUC LNP	Lead & Support
	[1.4C] Carry out a more in-depth 'Ecosystems Approach' self-assessment of the AONB Partnership and its activities, helping to deliver outcomes outlined in the Government's 25 Year Environment Plan	Natural England NAAONB	Lead
	[1.4D] Use the developing evidence base on natural capital and ecosystems services to influence and shape local delivery of the Government's proposed 'Environmental Land Management System', which prioritises support for the supply of public goods such as biodiversity, carbon, natural flood management, water quality and access to the countryside.	Defra Environment Agency Natural England Farmer and landowners Rivers Trusts LWT LERN NEYEDC NUC LNP	Lead & Support
	[1.4E] Investigate and trial local delivery of potential mechanisms for investment in natural capital, such as Peatland Code, Woodland Carbon Code and Net Gain for Nature.	Local planning authorities NUC LNP Rivers Trusts IUCN Peatland Programme Forestry Commission	Lead, Support & Encourage

2. Resilient and Sustainable Communities

2.1 Farming and Land Management

Encourage, promote and support farming and land management practices that help to conserve and enhance natural beauty.

Outcome: The farming and land management of the AONB delivers more for nature, farmers, land managers, and the public

2.2 Sustainable Tourism

Develop, co-ordinate and promote sustainable tourism activity within and close to the AONB.

Outcome: The local economy benefits from the promotion and development of sustainable tourism in the AONB

2.3 Local Economy and Rural Services

Promote and support rural services and the socio-economic development of the area, particularly where such activity helps to conserve and enhance natural beauty.

Outcome: The AONB is not disadvantaged due to its rurality, in particular access to services and utilities, business support, training and skills

2.4 Community Engagement and Volunteering

Support local communities and businesses to become more involved in activities and projects to conserve, enhance and celebrate the natural and cultural heritage of the AONB.

Outcome: Local communities and businesses are supported to become involved in activities and projects to conserve, enhance and celebrate nature, culture and landscape

Key Issues and forces for change

- New trade agreements, agricultural policy and support for farmers due to the UK leaving the EU, creating uncertainty and increased pressures on livestock farming.
- Centralisation of processing facilities has reduced the ability of producers to supply local markets
- Potential impact on the rural economy of the UK leaving the EU, including uncertainty around future of rural development funding from Government
- Increasing competition from other countryside destinations and the need to retain tourism market share
- Lack of public transport and reliance on the private car
- Loss of services in rural settlements due to economies of scale, changes in Government policy and reduced funding for public services, and changing purchasing habits leading to reduction in rural sustainability and negative impacts on those without a car
- Limited access to full time jobs locally
- Lack of affordable housing for people working in the AONB
- Roll-out of superfast broadband is patchy and has still not reached the more remote areas of the AONB
- Reduced opportunities for rural businesses to capitalise on latest information and communication technology (ICT) due to inconsistent broadband coverage
- Increased risk and frequency of flooding in lowland areas/river valleys where most settlements are situated
- Ageing farm workforce with fewer younger farmers to replace those that are retiring. This can lead to: i) fewer people to look after the land; ii) conversion of farm units into small gentrified hamlets; iii) increased commuting into neighbouring towns, resulting in more traffic on minor roads
- Ageing population in general, leading to fewer young families and younger people living in the AONB, this in turn could result in a loss of skills, knowledge and engagement with the AONB landscape

AONB 'Ways of Working'

Farming and Land Management

- Work closely with farmers, landowners and land managers (via farmer networks and groups) to liaise with- and involve the land management sector in AONB projects and activity
- Work closely with farmers, landowners and land managers to ensure effective communications within the AONB Partnership and with government agencies relating to land management decisions affecting the area
- AONB partners and government agencies to engage, consult and respond to the reasonable concerns of land owners, managers and farmers prior to making decisions which affect their interests, rights and responsibilities

Sustainable Tourism

- Support and encourage tourism businesses to sign up to AONB Sustainable Tourism Charter and adopt environmentally and landscape sensitive practices e.g. energy efficiency and use, waste management, lighting, etc.
- Ensure that any sustainable tourism development does not harm European designated sites within or adjacent to the AONB
- Actively recruit and support sustainable tourism partners and green tourism accredited businesses to the Bowland Sustainable Tourism Network
- Encourage businesses and partners to support and promote AONB publications and leaflets
- Collaborate with Marketing Lancashire, Welcome to Yorkshire and local authority tourism officers to promote the AONB as a sustainable tourism destination
- Ensure consistent use of AONB and Pendle Hill LP branding on website, print, communications, mobile apps and social media

Local Economy and Rural Services

- Support housing and workspace proposals within the area, where the development meets local housing, employment and business needs and where it will also conserve and enhance the natural beauty of the AONB landscape
- Review and remain up-to-date with current rural growth and development funding mechanisms, raising awareness as appropriate
- Wherever possible, support and promote local businesses, products and services in the delivery of AONB projects and activity

Community Engagement and Volunteering

- Work with local communities throughout the AONB

- Ensure local communities are fully informed, consulted and involved with regard to AONB planning and activities, wherever possible seeking to include a diverse range of people (e.g. age, ethnicity, ability and interests)
- Support communities in identifying and celebrating their local distinctiveness
- Continue to work alongside Champion Bowland, as a local registered charity with its aim to support the conservation and enhancement of the natural beauty of the AONB
- Incorporate volunteering into the delivery of AONB projects, wherever possible.
- Seek to remove barriers to participation when developing AONB projects and activities

RESILIENT AND SUSTAINABLE COMMUNITIES			
OBJECTIVES	ACTIONS	KEY PARTNER(S)	AONB Unit
[2.1] Farming and Land Management Encourage, promote and support farming and land management practices that help to conserve and enhance natural beauty.	[2.1A] Promote and provide advice on land management practices which to help conserve and enhance the landscape, based on within the Forest of Bowland AONB Landscape Character Assessment, e.g. woodland management plans, felling licence applications, agri-environment scheme agreements.	Farmers and landowners Natural England Environment Agency Forestry Commission Rivers Trusts Moorland Association	Advise & Encourage
	[2.1B] Develop and support farmer networks and forums within the AONB, to help advocate for- and promote 'high nature value' (HNV) farming in the uplands, at both a local and national level.	Pendle Hill Farmers Network Loud Catchment Farmers Group Long Preston Floodplain Farmers Group Abbeystead Farmers Group Bowland Land Managers Forum Northern Hill Farmers Panel NUC LNP	Lead, Support & Advise
	[2.1C] Co-ordinate and provide training and knowledge transfer opportunities to promote good practice in HNV farming, e.g. catchment sensitive farming, rush management, natural flood management measures, soil health and farming for waders.	Pendle Hill Farmers Network Loud Catchment Farmers Group Long Preston Floodplain Farmers Group Abbeystead Farmers Group Rivers Trusts YDMT RSPB	Lead, Support & Advise

		Yorkshire Dales National Park	
	[2.1D] Influence, test and trial new approaches to the Government's proposed Environmental Land Management System, using the AONB Management Plan as the basis for the priorities of new schemes in the AONB and proposing the area as a testbed, where appropriate and when opportunity arises.	Pendle Hill Farmers Network Loud Catchment Farmers Group Long Preston Floodplain Farmers Group Abbeystead Farmers Group Bowland Land Managers Forum Northern Hill Farmers Panel NUC LNP Yorkshire Dales National Park Authority	Lead, Support & Advise
	[2.1E] Pilot the Foundation for Common Land's 'Hill Farmer Training Scheme' in the AONB, to allow environmental and countryside advisors and practitioners the opportunity to gain an understanding of the unique challenges, benefits and opportunities of farming in the uplands.	Farmers and landowners Foundation for Common Land NUC LNP Northern Hill Farmers Panel Northumberland National Park Authority	Support, Advise & Encourage
	[2.1F] Provide opportunities for both employers and trainees to benefit from apprenticeships in countryside and land management and traditional rural skills; including Upskilling Lancashire, Pendle Hill LP and Green Futures.	Myerscough College Other FE Colleges Ribble Rivers Trust YDMT Young Farmers Groups	Lead & Support
	[2.1G] Support the development of a local woodland economy linked to more active woodland management, identifying opportunities for sustainable timber production and woodland products.	Woodland owners and agents Forestry Commission Woodland Trust Arnsdale and Silverdale AONB	Lead, Advise & Encourage
[2.2] Sustainable Tourism Develop, co-ordinate and promote sustainable tourism	[2.2A] Continue to support the Bowland Sustainable Tourism Network (BSTN), working with a network steering group drawn from the business members to lead new sustainable tourism activity in the AONB.	BSTN members BSTN steering group Local authority tourism officers Marketing Lancashire Welcome to Yorkshire	Lead, Support & Encourage

activity within and close to the AONB.			
	[2.2B] Provide advice, support, networking and business mentoring opportunities for sustainable tourism businesses in the AONB	BSTN members BSTN steering group	Lead & support
	[2.2C] Work with BSTN steering group to establish new 'Sustainable Tourism Partner' criteria linked to positive actions by the participating businesses.	BSTN members BSTN steering group	Lead, Support & Advise
	[2.2D] Develop and promote an AONB 'Sustainable Tourism Partner' branding similar to the Pendle LP locator logos.	BSTN steering group Pendle Hill LP Local authority tourism officers Marketing Lancashire Welcome to Yorkshire	Lead & Encourage
	[2.2E] Support and advise tourism businesses, helping to identify and promote 'year-round', sustainable tourism opportunities in the AONB e.g. seasonal activities, local produce, easy access trails, environmental activity-based breaks, visiting via public transport and car-free itineraries and an electric car charging network.	BSTN members New tourism businesses	Lead & Support
	[2.2F] Co-ordinate and promote training opportunities for tourism businesses to help conserve, enhance and celebrate the AONB landscape, e.g. 'Know Your AONB' and Sense of Place, green accreditation and dark skies tourism.	BSTN members BSTN steering group Local authority tourism officers	Lead & Support
	[2.2G] Refresh the AONB Sense of Place Toolkit for use by businesses to promote the special qualities of the AONB, alongside the development of a new 'Discover Pendle Hill' Toolkit.	BSTN members BSTN steering group Pendle Hill LP Local authority tourism officers Marketing Lancashire Welcome to Yorkshire	Lead & Support
	[2.2H] Develop opportunities for 'visitor-giving' linked with tourism businesses e.g. the 'Landmark Trees' scheme supporting establishment of new trees outside woodlands	Champion Bowland BSTN members BSTN steering group Tourism businesses	Lead, Support & Advise
[2.3] Local Economy and Rural Services	[2.3A] Work with local authorities and service providers to retain access to services (e.g. health centres, post offices, schools, shops, public transport, public toilets and parking) within local communities of the AONB and resist developments which would result in their loss	Local authorities Parish Councils NHS service providers	Support & Advise

Promote and support rural services and the socio-economic development of the area, particularly where such activity helps to conserve and enhance natural beauty.			
	[2.3B] Work with key partners and service providers to support the delivery of 'landscape-sensitive' delivery of super and hyper-fast broadband and mobile telecommunication networks throughout the AONB.	Local authorities Parish Councils Telecommunications service providers Broadband UK	Advise & Encourage
	[2.3C] Support and liaise with key partners seeking to develop initiatives to address issues of rural crime, e.g. theft of livestock and plant machinery, wildlife crime, sheep worrying and fly-tipping.	Police Local authorities Lancashire Partners Against Crime Farmers and landowners Pendle Hill Farmers Network	Support & Encourage
	[2.3D] Continue to support parish lengthsman schemes within the AONB to assist in conserving and enhancing the local environment of AONB parishes.	Parish Councils	Support & Advise
	[2.3E] Advise and encourage local communities and businesses to engage with- and access future rural growth and development funding programmes	Local authorities Lancashire Enterprise Partnership Defra Bowland Sustainable Tourism Network Bowland Land Managers Forum	Advise & Encourage
	[2.3F] Provide opportunities for both employers and trainees to benefit from apprenticeships in the wider rural economy (e.g. tourism sector and creative industries)	FE Colleges and Universities Bowland Sustainable Tourism Network Tourism businesses Arts organisations	Lead & Support
	[2.3G] Work with estate landowners and local planning authorities to pilot the development of estate-wide masterplans, to address local housing needs and maintain or enhance the vitality of the local community.	Local planning authorities Landowners Parish Councils	Encourage & Advise
	[2.4A] Coordinate activities to raise awareness of the AONB designation and the work of the AONB Partnership within local communities.	AONB Joint Advisory Committee Members AONB partner organisations	Lead & Encourage

<p>[2.4] Community Engagement and Volunteering</p> <p>Support local communities and businesses to become more involved in activities and projects to conserve, enhance and celebrate the natural and cultural heritage of the AONB.</p>	<p>[2.4B] Provide support and advice for community-based projects and activities, which help to conserve, enhance and celebrate the nature, culture and landscape of the AONB.</p>	<p>AONB partner organisations</p>	<p>Lead & Advise</p>
	<p>[2.4C] Support Champion Bowland to continue to offer small grants for community-based projects and activities which conserve, enhance and celebrate the nature, culture and landscape of the AONB.</p>	<p>Champion Bowland</p>	<p>Support</p>
	<p>[2.4D] Deliver and support community engagement through the arts and other creative industries, particularly via Pendle Hill Landscape Partnership, which includes the Gatherings, Pendle Radicals and Pendlefolk.</p>	<p>Pendle Hill LP In Situ Mid Pennine Arts Pendlefolk volunteer group</p>	<p>Lead & Support</p>
	<p>[2.4E] Support and promote volunteering activities, involving a diverse range of people, which help deliver the AONB Management Plan objectives and conserve, enhance and celebrate the nature, culture and landscape of the AONB.</p>	<p>Friends of Bowland Other site-based 'Friends' Groups Pendle Hill Volunteers Wyre Coast and Countryside Service Ribble Rivers Trust</p>	<p>Lead, Support & Encourage</p>
	<p>[2.4F] Support volunteer groups involved in the management of countryside sites, recreational facilities in and around the AONB, e.g. Bowland Visitor Centre at Beacon Fell, Spring Wood, Crook o' Lune & Hermitage Field and Gisburn Forest and Stocks.</p>	<p>Lancashire County Council Countryside Service Wyre Council Coast and Countryside Service Other local authority countryside staff Friends of Bowland United Utilities Forestry Commission</p>	<p>Lead, Support & Advise</p>

3. A Strong Connection between People and the Landscape

3.1 Countryside Access

Maintain and improve access to the countryside in a sustainable way for a diverse range of people and that promotes responsible, safe and quiet enjoyment.

Outcome: Access to the countryside is maintained and improved for more- and a wider range of people

3.2 Visitor Management and Information

Provide high quality visitor facilities, information, events and activities to enable people to enjoy, understand and celebrate the AONB's special qualities.

Outcome: Visitor information and interpretation engages a wide audience and supports the visitor economy

3.3 Discovering and Learning

Provide opportunities to discover and learn about the special qualities of the AONB by connecting people with nature, culture and the landscape

Outcome: More and a wider range of people benefit from opportunities to discover, learn about and engage with the natural and cultural heritage of the AONB and the work of those who look after it

3.4 Health and Well-being

Provide opportunities for people to improve their health and wellbeing by connecting with nature, culture and the landscape

Outcome: The natural and cultural heritage of the AONB provides opportunities to improve people's health and well-being

Key Issues and forces for change

- Pressure on popular 'honeypot' destinations resulting in erosion and potential loss of habitat, tranquillity, damage to archaeological sites and diminished visitor experience
- Management and maintenance of Public Rights of Way (and AONB 'Promoted Routes') when public services remain under significant budgetary pressure
- Significant reductions in countryside service staff 'on the ground' at key countryside sites (e.g. Bowland Visitor Centre and Beacon Fell Country Park)
- Existing bridleway network remains fragmented
- Low density of footpaths in some areas of the AONB (e.g. Lune valley)
- Illegal use of motorcycles and 4x4 vehicles on public rights of way, access land and designated conservation sites
- Rising visitor numbers increasing the use of private cars to popular visitor sites, thus detracting from the visitor experience
- Increased incidence of inconsiderate, road-side parking, particularly at and adjacent to popular visitor sites
- Localised problems of litter and fly-tipping
- Increased risk of moorland fires in upland areas, started either accidentally or deliberately
- Increased demand for organised recreational events within the AONB (including through SSSI land) which have the potential to damage habitats or disturb wildlife
- Lower public awareness and understanding of the AONB designation (in comparison to National Parks)
- Increased awareness of the benefits accessing the natural environment to improve people's health and well-being
- Low participation in AONB and Festival Bowland events by younger people, low-income families and BAME communities
- Managing the competing demand for both traditional print media and on-line, digital media when creating interpretation and publicity

AONB 'Ways of Working'

Countryside Access

- Consider and address the landscape impacts of access improvements, particularly on moorland and fells and seek to improve well used routes on Access Land, where possible
- Ensure that any access improvements do not harm European designated sites within or adjacent to the AONB
- Consider opportunities to facilitate discussions with landowners about dedication of land for public access (including public rights of way), where appropriate
- Promote and encourage the use of high quality materials for PRow 'furniture' that are in keeping with the local landscape (e.g. wooden footpath signs), wherever possible
- Continue to work closely with Natural England, Local Access Forums and landowners in relation to management of access land, particularly to assist with any planned review of Access Land maps

Visitor Management and Information

- Promote attractions away from 'honeypot' sites in order to attract visitors to less visited parts of the AONB
- Continue to work closely with local authority countryside services to help maintain effective management of countryside sites (e.g. country parks, picnic sites, car parks and lay-bys) in the AONB
- Encourage sustainable development and management of new visitor destinations in the AONB (e.g. Stephen Park in Gisburn Forest)
- Regularly review AONB print media to update and reprint where cost effective.
- Continue to work with and support tourism businesses to promote the area's recreational, wildlife and cultural heritage offer in a sustainable way
- Maintain the AONB and Pendle Hill LP websites as hubs for visitor information and resources for partner organisations
- Make regular use of social media to communicate with AONB partners, visitors and communities

Health and Well-being

- Share research and best practice in the role of landscape and the natural environment to improve people's health and well-being at a local and national level

A STRONG CONNECTION BETWEEN PEOPLE AND THE LANDSCAPE			
OBJECTIVES	ACTIONS	KEY PARTNER(S)	AONB Unit
[3.1] Countryside Access Maintain and improve access to the countryside in a sustainable way for a diverse range of people and that promotes responsible, safe and quiet enjoyment.	[3.1A] Maintain and improve the Public Rights of Way network and signage, making necessary repairs and improvements to AONB 'Promoted Routes' and strategic routes/links in and around the AONB.	Lancashire County Council PRoW North Yorkshire County Council PRoW Farmers and landowners Promoted Routes Volunteers Lancashire Local Access Forum Ramblers Association British Horse Society Bridleways Groups	Lead & Support
	[3.1B] Develop and promote countryside access opportunities for all, seeking to meet the needs of a diverse range of users; considering use of least restrictive access furniture, appropriate surfacing and special signage.	Pendle Hill LP Farmers and landowners Forestry Commission Disabled Ramblers Bentham Community Rail Partnership British Horse Society Bridleways Groups	Lead & Support
	[3.1C] Support the development and delivery of new multi-use, strategic routes, particularly those linking visitor gateways and communities to the wider PRoW network in and around the AONB, e.g. Pendle Hill LP 'Access for All' and Settle to Gisburn Forest off-road link..	Lancashire County Council North Yorkshire County Council Farmers and landowners YDMT Lancashire Local Access Forum Ramblers Association British Horse Society Bridleways Groups	Lead & Support
	[3.1D] Support volunteers to help survey and maintain the PRoW network, particularly focusing on AONB 'Promoted Routes'.	'Promoted Routes' volunteers Wyre Council Coast and Countryside Service	Lead & Support

	[3.1E] Work with landowners to assist with management of 'Access Land', in particular dissemination of information on restrictions or closures for land management purposes or wildfire risk.	Farmers and landowners Commons Associations & Graziers Groups Lancashire County Council North Yorkshire County Council Lancashire Fire Operations Group	Support & Advise
	[3.1F] Review and renew signage and information boards at important and well-used access points to 'Access Land' in the AONB, using the Pendle Hill LP 'Access for All' project to pilot this review and renewal.	Farmers and landowners Commons Associations & Graziers Groups Lancashire County Council North Yorkshire County Council Pendle Hill LP Ramblers Association Lancashire Local Access Forum	Lead
	[3.1G] Maintain concessionary routes and countryside access created via agri-environment schemes, where these are important or valued links in the wider countryside access network.	Farmers and landowners Lancashire County Council North Yorkshire County Council Ramblers Association Lancashire Local Access Forum	Support & Advise
	[3.1H] Investigate the potential for creation of new countryside access via the Government's proposed new Environmental Land Management Schemes	Defra Natural England	Lead
[3.2] Visitor Management and Information Provide high quality visitor facilities and information to enable people to understand	[3.2A] Facilitate meetings/fora between key partners on access and visitor management issues for popular visitor sites and hubs e.g. Pendle Hill, Gisburn Forest and Stocks and Beacon Fell Country Park.	Lancashire County Council Countryside Service Wyre Council Coast and Countryside Service Local authorities United Utilities Forestry Commission Pendle Hill Advisory Group	Lead & Support

and enjoy the special qualities of the AONB	[3.2B] Promote responsible and safe access for visitors to the countryside (e.g. Countryside Code and advice on walking with dogs) via all media channels and on-site information and signage.	Farmers and landowners Local authorities Pendle Hill LP	Lead & Encourage
	[3.2C] Work with Lancashire County Council Countryside Service to develop plans for sustainable, future management arrangements for key LCC countryside sites in the AONB, e.g. Beacon Fell Country Park & Bowland Visitor Centre, Carwags Picnic Site, Spring Wood and Crook o' Lune.	Lancashire County Council Friends Groups	Support & Advise
	[3.2D] Play an active role in the Lancashire Fire Operations Group (FOG), helping to maintain up-to-date fire plans for moorland areas and raise awareness of the risk and impacts of wildfire in the AONB.	Moorland owners Moorland Association Lancashire Fire Service Natural England Local authorities	Support, Advise & Encourage
	[3.2E] Manage, improve and, where appropriate, create new visitor interpretation and information, using both print and digital media to raise awareness of the special qualities of the AONB landscape, e.g. Pendle Hill LP 'Access for All' project.	Pendle Hill LP AONB partner organisations	Lead, Support & Advise
	[3.2F] Produce an annual AONB Discovery Guide, including event listings for Festival Bowland.	AONB partner organisations Tourism businesses Festival Bowland steering group	Lead
	[3.2G] Review and rationalise AONB visitor leaflets, and where resources allow, re-print existing- and produce new leaflets.	Tourism businesses Local authority tourism officers Marketing Lancashire	Lead
	[3.2H] Work with Community Rail Partnerships to promote the AONB to rail users via visitor information at stations, promotions and other AONB-related project activity	Community Rail Partnerships Northern Rail Tourism businesses	Support & Encourage
	[3.2I] Re-instate, replace or renovate AONB boundary signs on key routes into the AONB, as required and where funding allows.	Parish Councils	Lead

[3.3] Discovering and Learning Provide opportunities to discover and learn about the special qualities of the AONB by connecting people with nature, culture and the landscape	[3.3A] Organise, support and promote an annual Festival Bowland programme of AONB and partner-led events for both visitors and local communities	AONB partner organisations Festival Bowland steering group Marketing Lancashire	Lead & Support
	[3.3B] Support and promote other externally-organised events that raise awareness of the special qualities of the AONB	Communities and businesses Marketing Lancashire	Support
	[3.3C] Work with Ernest Cook Trust to develop and deliver outdoor learning opportunities alongside the Pendle Hill LP for the LP area and surrounding communities, e.g. 'Little Saplings' pre-school groups, family activities, school visits.	Ernest Cook Trust Pendle Hill LP LWT Ribble Rivers Trust Schools Colleges Pre-school groups Youth groups Scouts Young farmers	Lead & Support
	[3.3D] Investigate and develop opportunities to extend outdoor learning to other areas of the AONB	Ernest Cook Trust LWT Rivers Trusts Burnley FC in the Community (Whitehough Education Centre) Schools Colleges Pre-school groups Youth groups Scouts Young farmers	Lead & Support
	[3.3E] Work with Champion Bowland to support the 'AONB Farm Visit Transport Fund' for farms with educational access in the AONB, whilst investigating the opportunities to extend the scope of the Fund to include other countryside and outdoor learning venues.	Champion Bowland Ernest Cook Trust Schools Colleges Pre-school groups Youth groups Scouts Young farmers	Lead & Support

	[3.3F] Deliver 'outreach' activities to encourage a more diverse range of people to learn about, engage with- and visit the AONB, particularly through Pendle Hill LP projects and activity.	Pendle Hill LP In Situ Mid Pennine Arts Burnley FC in the Community (Whitehough Education Centre) YDMT	Lead & Support
[3.4] Health and Well-being Provide opportunities for people to improve their health and wellbeing by connecting with nature, culture and the landscape	[3.4A] Develop and strengthen links within the health sector to promote the importance of landscape and the natural environment in improving people's health and well-being.	Lancashire County Council Lancashire Health and Well-being Board Lancashire Care NHS Foundation Trust Clinical Commissioning Groups	Lead & Encourage
	[3.4B] Deliver projects and activities in the AONB that deliver health and well-being outcomes, including the 'People Enjoying Nature' project, easy access trails, dementia-friendly trails and activities, active volunteering and inclusive events.	Pendle Hill LP Lancashire Care NHS Foundation Trust Burnley FC in the Community (Whitehough Education Centre) Bentham Community Rail Partnership Disabled Ramblers AONB partner organisations	Lead & Support
	[3.4C] Carry out research to assess the importance and value of landscape and the natural environment in improving people's health and wellbeing, via the Pendle Hill LP project 'What's A Hill Worth'.	Pendle Hill LP Natural England Lancashire Care NHS Foundation Trust	Lead

Monitoring

The Management Plan is not an end in itself. Monitoring is required in order to identify whether or not the Plan is achieving the purpose of designation – to conserve and enhance the natural beauty of the AONB.

Monitoring has been undertaken in the form of State of the AONB Reports (in 2016 and 2018). These provide some of the evidence on which this Management Plan is based and forms a baseline for monitoring over the next 5 years. The next State of the AONB Report will be produced in 2020.

Future monitoring will take two forms:

- Monitoring performance: to establish how well the AONB Partnership is progressing in delivering the Plan's objectives and actions; and
- Monitoring condition: to establish whether the special qualities/features of the AONB are in favourable condition, potentially showing improvements, no change or deterioration and hence whether the aim of conserving and enhancing the AONB is being achieved.

Monitoring performance will involve collecting data (where this available) from partners to demonstrate delivery. Performance will also be monitored by reviewing progress on actions in the AONB Unit Business Plan. An AONB Annual Report will also be produced detailing progress with implementation of the Plan and summarising achievements of the AONB Partnership.

Monitoring condition will make the best use of data collected by a range of organisations and interest groups. It is important that changes in condition are monitored against a baseline set of evidence, and a number of indicators for which data is readily and easily available are used for this process. As new issues present themselves, new indicators may be needed and an initial baseline will need to be established.

APPENDIX 1 - LITERATURE REVIEW

Directive, plan, strategy
INTERNATIONAL
Agenda 21 (1992)
Convention on Biodiversity (1993)
The Paris Agreement on Climate Change (2016)
Convention on Biodiversity, Aichi Targets (2010)
UNESCO World Heritage Convention (1972)
EUROPEAN
European Landscape Convention (2000, with UK adoption 2007)
The Birds Directive (79/409/EEC), (1979)
The Habitats Directive (92/43/EEC), (1992)
Our life insurance, our natural capital: an EU biodiversity strategy to 2020, European Commission, 2011
The Water Framework Directive (2000/60/EC)
The Waste Framework Directive, (2008/98/EC)
The Strategic Environmental Assessment Directive (2001/42/EC)
EC Directive 2003/4/EC on public access to environmental information, (2003)
The European Convention on the Protection of Archaeological Heritage (Valletta Convention)
The Convention for the Protection of the Architectural Heritage of Europe (Granada Convention)
The Renewable Energy Directive (2009/28/EC)
NATIONAL
Wildlife and Countryside Act (as amended), (1981)
Countryside and Rights of Way Act (CRoW), (2000)
Natural Environment and Rural Communities (NERC) Act (2006)
Conservation of Habitats and Species Regulations 2010 (as amended)
Sustainable Energy Act (2003)
Secure and Sustainable Buildings Act (2004)
Ancient Monuments and Archaeological Areas Act, (1979)

Planning (Listed Buildings and Conservation Area) Act, (1990)
Climate Change Act (2008)
Localism Act (2011)
Growth and Infrastructure Act (2013)
Water Act (2014)
Energy Act (2016)
Neighbourhood Planning Act (2017)
'The Natural Choice', the Natural Environment White Paper (Defra, 2012)
A Green Future: Our 25 Year Plan to Improve the Environment (HM Government 2018)
Water for Life, the Water White Paper (Defra, 2011)
Local Transport White Paper 2011
Revised National Planning Policy Framework (MHCLG 2018)
The Agriculture Bill (2018)
Biodiversity 2020: A strategy for England's wildlife and ecosystem services (Defra 2011)
Natural England Designations Strategy, July 2012
The Great Britain Invasive Non Native Species Strategy, Defra, Scottish & Welsh Governments (2015)
Natural Capital Committee's State of Natural Capital Report (2017)
State of the Nature Report (2016)
UK Geodiversity Action Plan (2009)
Historic England Corporate Plan 2018 -2021
Conservation Principle, Policy and Guidance, English Heritage (2008)
The UK Industrial Strategy (2016)
UK Renewable Energy Strategy (2009)
Securing the Future – Delivering the UK Sustainable Development Strategy (Defra, 2011)
Safeguarding our Soils – A Strategy for England (Defra 2011)
Draft Clean Air Strategy (HM Government 2018)
Government Forestry and Woodlands Policy Statement (Forestry Commission 2013)
A Tourism Action Plan (DCMS 2016)
Public Health England Strategic Plan (2016)
A Sporting Future – A New Strategy for a Sporting Nation (DCMS 2015)

LOCAL
Craven District Council Local Plan (adopted 1999)
Craven Local Plan (Submission Draft, 2018)
Lancaster District Local Plan (adopted 2004)
Lancaster District Core Strategy (adopted 2008)
Replacement Pendle Local Plan 2001 – 2016 (adopted 2001)
Pendle Local Plan Part 1: Core Strategy (adopted 2015)
Preston Local Plan 2012 – 2026 (adopted 2015)
Central Lancashire Core Strategy for Preston, South Ribble and Chorley (adopted 2012)
Central Lancashire Rural Development Supplementary Planning Document (adopted 2012)
Central Lancashire Design Supplementary Planning Document (adopted 2012)
Ribble Valley Districtwide Local Plan (adopted 1998)
Ribble Valley Core Strategy (adopted 2014)
Wyre Local Plan (Submission Draft 2018)
Joint Lancashire Minerals and Waste Development Framework (2009)
Joint Minerals and Waste Plan for North Yorkshire, North York Moors National Park and City of York (Submission Draft, 2017)
A Landscape Strategy for Lancashire, Lancashire County Council Environment Directorate, 2000
Bowland Fringe and Pendle Hill National Character Area 33 Profile (2012)
Bowland Fells National Character Area 34 Profile (2012)
Lancashire GAP 2010, GeoLancashire
Lancashire Historic Landscape Characterisation Programme (2000)
Planning guidance for renewable energy – Lancashire (2011)
Lancashire Rights of Way Improvement Plan 2015 - 2025
North Yorkshire Rights of Way Improvement Plan 2015 - 2025
Lancashire Health and Wellbeing Strategy (Lancashire County Council/NHS)
Lancashire Visitor Economy Strategy and Destination Management Plan 2016 - 2020
Welcome to Yorkshire, Our five year strategy for the Yorkshire Brand 2012 - 2017
Lancashire's Strategic Economic Plan 2015 -2025
York, North Yorkshire and the East Riding Strategic Economic Plan 2015 - 2021
North West River Basin Management Plan 2015

North West River Basin District Flood Risk Management Plan 2015 - 2021
Lune & Wyre catchment abstraction management strategy (2013)
Ribble, Douglas & Crossens catchment abstraction management strategy (2013)
Local Transport Plan 2011 - 2021 - A Strategy for Lancashire
North Yorkshire Local Transport Plan, 2016 - 2045
Lune Catchment Flood Management Plan, Summary Report December 2009
Ribble Catchment Flood Management Plan, Summary Report December 2009
Wyre Catchment Flood Management Plan, Summary Report December 2009
Lancashire Climate Change Strategy 2009-2020,

APPENDIX 2 – ECOSYSTEM SERVICES IN THE FOREST OF BOWLAND AONB

Ecosystem Services are the benefits which the environment provides to society. In the Forest of Bowland the obvious benefits are the natural resources such as food, fuel and water; however there are many others too, see the table below. The aim behind identifying ecosystem services is to attempt to attach a value to these services provided by the landscape, in order to assess its importance to society. Services are divided into four categories:

Provisioning Services: natural resources provided by the landscape, for example via farming and forestry: food, wood, water and fuel are included

Regulating Services: systems within the landscape which regulate the wider environment, for example via the water cycle and pollination: these include clean air and water, fertile and stable soils and climate regulation

Cultural Services: non-material opportunities created by the landscape to enable people to enjoy and benefit from the environment: these include recreation, a sense of place and heritage, tranquillity, education and tourism

Supporting Services: these are the basic services which make up the infrastructure of the environment, the wildlife and habitats, geodiversity, soil development, and water and nutrient cycling

ECOSYSTEM SERVICES IN THE FOREST OF BOWLAND AONB		
Provisioning Services	RELEVANT OBJECTIVES	MP
Food: farmers produce predominantly extensive beef and sheep on the fells with more intensive beef, sheep and dairy farming within the valleys and lowland fringes. Hill farming systems concentrate on the production of suckler beef and store lambs. In addition, the western fringes of the AONB also support a number of other enterprises including pig, poultry and horticulture. Locally produced meat and dairy products contribute to the area's economy and this also contributes to the attraction of tourists to the area. The area also produces game (red grouse, pheasant and partridge) and is a rich fishing ground (notably for salmon and trout) on both still-waters and on the rivers	1.4, 2.1, 2.2, 2.3	
Water: Bowland is a water gathering area. United Utilities owns approximately one third of the upland core as catchment, but nearly all of the upland core is used as a source for drinking water, as well as some of the fringing farmland. UU abstract both from streams on the moorland, on the edge of the moorland, as well as from some of the lower stretches on rivers such as the Wyre and Lune. Some of this water goes direct to WTW at Lancaster and	1.1, 1.2, 1.4, 2.1	

Garstang, in other places water is stored in reservoirs at places such as Stocks, Barnacre, Barley, Longridge and Blackburn. Populations across North Lancashire, Bowland, Fylde, Preston and the Ribble Valley areas receive their water supply either wholly, or in part, from the Bowland Fells.	
Timber: there are a number of coniferous plantations in the AONB which are managed sustainably for timber production, notably at Gisburn Forest. There are also good opportunities for increased extraction of timber from broadleaved woodlands: providing fuel and timber for local use	1.1, 1.2, 1.4, 2.1
Energy: the AONB offers a significant resource for the production of renewable energy generation, particularly small-scale wind, solar and hydro, woodfuel and biomass	1.1, 1.4, 2.1
Rock and minerals: Historically, the AONB has seen lime extraction industries up until late 19 th century and lead mining operations also in the 19 th century. Today, there are a number of active quarries within the AONB providing various stone, aggregate and clay brick products	1.1, 1.4, 2.1, 2.3
Supporting Services	
Wildlife habitats and species: The AONB contains over 16,000 ha of nationally important Sites of Special Scientific Interest (covering 20% of the AONB), much of it being blanket bog and heather moorland, covering the high fells – but also notable upland hay meadows and ancient woodlands. The complex mosaic of habitats including grasslands, woodland, hedgerows and moorland provide a rich ecological network. The area is important for breeding birds especially upland species including hen harrier, peregrine, merlin and ring ouzel; and waders such as lapwing, curlew, redshank and snipe. This international importance for birds is recognised by the designation of the Bowland Fells (approx. 16,000 ha) as a Special Protection Area (SPA). In addition, numerous rivers and watercourses provide habitats for salmon, brown and sea trout, as well as birds such as kingfisher, dipper, grey wagtail, common sandpiper and oystercatcher. Otters are also present along rivers on the northern side of the Bowland Fells. This biodiversity is vital to sustaining the ecosystems and to providing an attractive natural environment for people to enjoy	1.1, 1.2, 1.4, 2.1, 2.2, 3.1, 3.3, 3.4
Geodiversity: underlying limestones, gritstones and shales create the AONB's basic landforms. These were modified by glaciations and the resulting wide river valleys, meltwater troughs and moraines add to the area's character. River erosion and deposition also create important features such as fans and channel erosion; and a number of quarries exist for small and large scale extraction of building stone and aggregates, and for cement production. There are both nationally and locally important sites designated for their geological importance within the AONB	1.1, 1.4, 2.1, 2.2, 3.3, 3.4
Nutrient cycling: plants and animals are responsible for cycling and re-cycling nutrients within natural systems, e.g. for breaking down of decayed matter and for enabling natural fertilisers to enrich the farmland. If inputs are increased artificially to this system then it can be thrown off balance and result in over enriched soils and eutrophication of water bodies	1.2, 1.4, 2.1
Cultural Services	
Sense of place: the Forest of Bowland AONB has a distinctive sense of place drawn from its contrasting and complementary landscapes: with a mixture of pastures, parkland and hedgerows in the lowlands and large expanses of moorland used for sheep grazing and grouse shooting on the higher fells. Settlements are small and dotted around the foothills, river valleys are often steep and wooded. This distinctive character lends a feeling of 'a step back in time' to the area and adds to its attraction for visitors	1.1, 1.2, 1.3, 2.1, 2.2, 2.3, 2.4, 3.1
Heritage: the area holds almost 900 listed buildings and designated heritage assets (818 Listed Buildings, 48 Grade I and II* Listed Buildings, 20 Scheduled Monuments and one Registered Park and Garden), ranging from Bronze Age and Roman through medieval and Tudor. The area's distinctive dry stone walls reflect the parliamentary enclosure acts of the 18 th and 19 th centuries, and the former hunting Forests date from Norman times. Village and farm	1.1, 1.2, 1.3, 2.1

settlements illustrate the influence of Norse invaders right through to small scale 18 th and 19 th century industries. The area's history adds to its tourism and education offer	
Tranquillity: whilst over 99% of the Bowland Fells can be classed as undisturbed, this falls to 76% in the fringe area due to the impact of traffic noise in the M6/A6 corridor and along other main roads and around the larger settlements outside the AONB boundaries. The Bowland Fells also offer some of the darkest skies in England with low levels of pollution. Tranquillity and 'dark skies' can add to the tourism offer of the area as well as to residents' health and well-being.	1.1, 2.2, 2.3, 3.1, 3.2
Recreation: the Forest of Bowland has a very good network of public rights of way in many parts and over 25,000 ha of open access land. This attracts a large number of walkers and increasing participation by horse riders and cyclists, both on and off-road. There are also good opportunities for less mobile country-lovers with a network of easy access trails; and for birdwatchers, anglers and shooting parties. The area's food and drink offer is of a very high quality and attractive pubs and tearooms provide a clear link between locally produced food and drink and the visiting public. Beacon Fell country park is managed by Lancashire County Council and attracts approximately 200,000 visits a year	2.1, 2.2, 2.4, 3.1, 3.2, 3.3, 3.4
Tourism: The AONB was awarded the European Charter for sustainable tourism in protected areas in both 2005 and 2010. It co-ordinates and encourages tourism businesses in the area to trade in a sustainable and sympathetic manner, promoting the AONB as a 'green tourism' destination. The landscape and natural beauty of the area, together with its wildlife and history, is seen as the key draw for visitors: and therefore contributes directly to the local economy	1.1, 1.2, 1.3, 2.1, 2.2, 2.3, 2.4, 3.1, 3.2
Knowledge and education: The AONB partnership offers a large number of opportunities for both formal and informal education – including school visits to farms, arts workshops and performances, bird watching safari's, field studies for students; and opportunities for volunteering in traditional countryside skills. The Festival Bowland programme regularly offers over 120 events and attracts in excess of 1200 participants	2.1, 2.4, 3.1, 3.2, 3.3, 3.4
Health & wellbeing: Visits to the countryside provide excellent opportunities for gentle walking and relaxing days out. These can contribute to individual's health and wellbeing, at a minimal cost	2.3, 3.4
Regulating Services	
Regulating climate change: carbon dioxide is absorbed by farmland and woodland and perhaps most importantly by blanket bog. Restoring blanket bog and eroding peat so that it can become an active carbon store is a vital contribution to mitigating against climate change. Adapting to climate change can also be achieved through the AONB environment, especially when considering flood management (see below)	1.1, 1.2, 1.4, 2.1, 2.2, 2.3
Regulating soil erosion: the risk of soil erosion in the AONB is high; due to the high peat content, steep slopes and high rainfall of the area. Increasing drought may also lead to soil erosion. Improving vegetation cover, reducing over grazing, and controlling burning and recreational pressures can all help to reduce soil erosion in a sustainable manner	1.1, 1.2, 2.1, 3.1, 3.2
Regulating soil quality: soil compaction and loss of organic matter can be reduced if soil is managed sustainably by reducing stock and human pressure; and by reducing the impact of flash flooding	1.1, 1.2, 1.4, 2.1
Regulating water quality: reducing water colouration by managing the uplands in a sustainable manner has already shown, via the United Utilities SCaMP programme in Bowland, that land management can have economic benefits. Likewise water quality can be improved using natural processes, such as filtering and decomposition. Water quality tends to be good in the headwaters of the AONB, falling to moderate downstream	1.1, 1.2, 1.4, 2.1

<p>Flood control: re-wetting of the moorlands to store carbon also helps the blanket bog habitat to retain heavy rain downpours and to reduce flash flooding, run off, erosion and the flooding of downstream communities, particularly larger urban populations outside the AONB. Additional works such as enabling floodplains to absorb high river levels and floodwater (as at Long Preston on the Ribble), can also help to reduce flood risk in downstream areas</p>	<p>1.1, 1.2, 1.4, 2.1</p>
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APPENDIX 3 - LIST OF ABBREVIATIONS

BHS	Biological Heritage Site
BLMF	Bowland Land Managers Forum
CPRE	Campaign for the Protection of Rural England
CRoW	Countryside and Rights of Way Act 2000
CSF	Catchment Sensitive Farming
Defra	Department for Environment, Food and Rural Affairs
EA	Environment Agency
ELC	European Landscape Convention
ENWL	Electricity North West Limited
FOG	Fire Operations Group
IUCN	International Union for Conservation of Nature
AONB JAC	AONB Joint Advisory Committee
LAF	Local Access Forum
LCC	Lancashire County Council
LEP	Local Enterprise Partnership
LERN	Lancashire Environmental Records Network
NUC LNP	Northern Upland Chain Local Nature Partnership
LPA	Local Planning Authority
LWT	The Wildlife Trust for Lancashire, Greater Manchester and North Merseyside
NAAONB	National Association for AONBs
NE	Natural England
NERC	Natural Environment and Rural Communities Act 2006
NEYEDC	North and East Yorkshire Ecological Data Centre
NPPF	National Planning Policy Framework
NYCC	North Yorkshire County Council

Ofgem	Office of Gas and Electricity Markets
Pendle WINNS	Pendle Woodland and Invasive Non-Native Species Project
PFG	AONB Partnership Funders Group
PR19	Ofwat (Water Services Regulation Authority) Price Review 19
PRoW	Public Rights of Way
RIIO-ED1	Revenue = Incentive + Innovations + Outputs Electricity Distribution Round 1
RSPB	Royal Society for the Protection of Birds
SINC	Site of Interest for Nature Conservation
SSSI	Site of Special Scientific Interest
TIC	Tourist Information Centre
UCLan	University of Central Lancashire
UVA	Undergrounding for Visual Amenity
YDMT	Yorkshire Dales Millennium Trust

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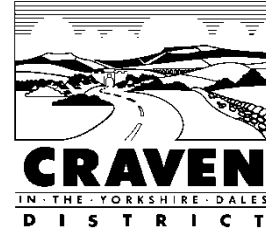
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Policy Committee 18th June 2019

**Developing the Natural Aire
Project (DNAire)**



Report of the Strategic Manager for Planning and Regeneration

Lead Member - Enterprising Craven: Councillor Myers

Ward(s) affected: Airevalley and Lothersdale, West Craven and Gargrave wards

1. Purpose of Report

To introduce the DNAire project to improve the routes along the River Aire, improve the ecology of the area, reintroduce salmon to the river Aire and develop new tourist assets and seek funding to support the project's implementation.

2. Recommendations

Members are recommended to:

- 2.1 To note the scope of the DNAire project and related blue green infrastructure along the River Aire Corridor
- 2.2 Make available £125,000 from the Council's New Homes Bonus Infrastructure Reserve to support the Developing the Natural Aire Project (DNAire) Project.
- 2.3 Subject to the approval of recommendation 2.2, approve that a supplementary estimate of £125,000 be included in the Council's capital budget for 2020/21 to be funded from the New Homes Bonus Infrastructure Reserve.
- 2.4 Subject to the approval of recommendation 2.2, give delegated authority to the Director of Services to confirm the final agreement with the Environment Agency.

3. Background

- 3.1 There are a series of infrastructure projects in the wider Skipton and South Craven area that aim to create safe walking and cycling routes for our communities and visitors to enable an enjoyable and healthy lifestyle. The DNAire Project will develop blue/green infrastructure and in particular return salmon to the River Aire. Blue Green infrastructure is the umbrella term used to describe foot paths, bridleways and cycle path (green) and canals, rivers, and lakes (blue).
- 3.2 There are five projects that are being developed that relate to the development of walking, cycling and canoe routes related to the Leeds Liverpool Canal and the River Aire. These are:

- Leeds Liverpool Canal Towpath
- Leeds Liverpool Canal Tow Path Art and Interpretation
- Pennine Bridleway/Pennine Way Corridor
- Developing the Natural Aire (DNAire)
- Leeds-Liverpool Canoe Trail

Further information regarding these projects is in Annex 1.

- 3.3 Craven District Council has worked over many months with partners and funders to develop these schemes and secure the funding. The total cost of these projects is £6,270,000.

4. Developing the Natural Aire (DNAire) Proposal

- 4.1 The DNAire Project seeks to reintroduce salmon to the upper Aire and use this as an opportunity to improve tourist assets and community well-being. The return of the Atlantic salmon to Craven will be enabled by building four fish passes to create a fish “super highway” from Leeds to Gargrave. This will open the way for salmon to migrate from the North Sea to Gargrave where they will spawn in the gravels. It is estimated that within 10 years there will be 8,000 adult salmon in the River Aire around Gargrave each up to 1 metre long. Being the salmon’s destination, Craven will be the greatest beneficiary of this investment. Other important species will benefit including sea and brown trout, eels, lamprey and coarse fish as well as fish dependent species such as kingfisher, heron and otter. Half a million people live within one kilometre of the River Aire and the EA want as many of them to engage with and visit the river. They aim to use the compelling story of the salmon’s return as a springboard to engage people with the river and to develop a volunteer river stewardship programme to care for and nurture it.
- 4.2 This will be underpinned by ten Focus Points along the river connected by the Airedale Way along which people can follow the route of the migrating salmon up to Gargrave. The Focus Point is where people, access and amenities come together. This includes public transport, car parking, pubs, toilets and cafes. Each Focus Point will have its own trail enabling people to explore the local natural and industrial heritage of the river. The Focus Points will become attractions and a hub for community engagement and the development of a river stewardship programme. Three of the Focus Points will be in Craven at Gargrave, Kildwick and Cononley. Here there is some overlap in the aims and approach of the Leeds Liverpool Canal Tow Path Art and Interpretation which will also have focus points in Bradley and Skipton. Linked to the Airedale Way, the trails will boost visitor numbers into Craven and associated spend which will be a support the Craven hospitality and outdoor businesses.
- 4.3 Within Craven, DNAire will engage two primary schools to demonstrate how science, technology, engineering and maths (STEM) subjects are helping to restore the river. This will encourage young people to pursue STEM subjects. The project will also offer an apprenticeship in land based skills with Craven College as the training provider.
- 4.4 DNAire is already creating further improvements on the River Aire. The Wild Trout Trust and Aire Rivers Trust have removed the Coniston Cold and Bell Busk weirs opening up a further 4½ miles of river to salmon. This is stimulating initiatives to restore and reconnect the upper Aire tributaries. The result will be a thriving

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biodiverse habitat network attractive to local people and visitors. This will contribute to people's quality of life and add to the rich natural environment of Craven that is so important to the local economy.

- 4.5 An EA study reported that in 2015, angling in England contributed £1.46 billion to the economy and supported 27,000 jobs. Similar rivers such as the Tees and the Ure that have had Salmon reintroduced have seen increased visitor numbers and spend.
- 4.6 Craven District Council has developed an excellent relationship with the Environment Agency and we have supported each other in the development of the Skipton Flood Alleviation Scheme and also the implementation of the Growth Deal scheme to protect businesses on Engine Shed Lane from flooding. The investment in Craven in recent years is considerable and includes:
- £11 million investment into the Skipton Flood Alleviation Scheme to protect homes and property; and land for development bringing further jobs and growth.
 - Over £500,000 in natural flood management tree planting and upland land management around Gargrave to improve and restore natural processes. This will reduce downstream flood risk to Craven, Bradford and Leeds and improve water quality.
 - £350,000 invested in the Upper Ribble near Long Preston between 2012 and 2018.
 - Working with landowners and farmers in the upper Aire catchment to reduce sediment and agricultural runoff to improve and maintain the salmon spawning gravels and water quality.
- 4.7 The Environment Agency have asked if we can contribute a total of £150,000 towards this project. The breakdown of funding sources is:

Funding Source	Amount £
National Heritage Lottery Fund	£714,000
Environment Agency	£500,000
Yorkshire Water	£500,000
Craven District Council request	£150,000
Other	£436,000

6. **Implications**

6.1 **Financial Implications**

The £150,000 additional cost arising from this report is proposed to be met by a £125,000 allocation from the New Homes Bonus and £25k from the Leeds Liverpool Canal Public Art and Interpretation Project as a match funding contribution. A supplementary estimate of £125,000 will be included in the Council's capital budget for 2020/21.

Craven District Council's total contribution to all of these schemes, including this request is £450k or only 7% of the total investment in the area.

6.2 Legal Implications

Craven District Council will need to enter into an agreement with the Environment Agency regarding the release of funding for the project.

6.3 Contribution to Corporate Priorities and the Community Strategy –

The delivery of the Developing the Natural Aire (DNAire) Project will contribute to achieving the following corporate priorities:

- Building a Prosperous District
- Stronger Communities with Excellent and Accessible Services
- Creating Healthy and Vibrant Communities Through Culture and Sport
- Protecting and Enhancing the Environment

6.4 Risk Management – There are no risks relating to this report.

7. Consultations with Others

Finance and Legal teams

8. Access to Information: Background Documents –None.

9. Author of the Report

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Note: Members are invited to contact the author in advance of the meeting with any detailed queries or questions.

10. Appendices

Annex 1 – The River Aire Corridor Project Summaries
Annex 2 - River Aire Blue/Green Routes Map

Annex 1

The River Aire Corridor Project Summaries

Leeds Liverpool Canal Tow Path - Art and Interpretation

The refurbishment of the Leeds Liverpool Canal tow path will be carried out over four distinct phases with the first from Skipton to Bradley and the second from Skipton to Gargrave and Bradley to Kildwick. The second phase will start in July 2019 and is expected to be complete in December 2019. The third phase is work in Skipton town along the tow path and the canal basin which will be delivered from July to September 2019. The total cost of the works is £2,860,000.

The fourth phase is to introduce a scheme of public art and interpretation along the tow path to highlight the heritage and natural history of the canal. It is intended that this will be integrated into the work of the DNAire project so that the impact is greater and the cost lower. On 28th July 2015 Policy Committee agreed to allocate £100,000 for the fourth stage subject to a scheme being presented to Policy Committee.

Pennine Bridleway/Pennine Way Corridor

The aim of the project is to provide links for people walking, cycling and on horseback between the Pennine Bridleway and Pennine Way and to promote the routes within this corridor. It will create improved routes connected Cowling, Cononley, Lothersdale, Thornton, Elslack to Earby. We will create a new bridleway using existing footpaths to link the Pennine Bridleway and Pennine Way thus connecting the two counties. By enhancing infrastructure and signposting we will create three circular routes enticing people to take on the challenges of long distance walking, cycling and riding and encouraging them to stay longer in the area. An overview of the proposed infrastructure is shown at Annex 2.

The scheme is £1,009,947 and if successful will be 100% funded by the Rural Development Programme for England and therefore requires no match funding. Pendle BC are the lead organisation.

Developing the Natural Aire (DNAire)

DNAire is a National Heritage Lottery Funded project led by the Environment Agency and Aire Rivers Trust to complete the ecological reconnection of the River Aire so returning the Atlantic Salmon to their spawning habitat in Gargrave and the tributaries in the area for the first time since the industrial revolution.

The project will build four fish passes (3 in Leeds and 1 in Bradford) enabling the Atlantic salmon to reach the Upper Aire. The project will engage people with the river through volunteering, stewardship and learning and promote and encourage access to the river and also offer three Science, Technology, Engineering and Maths (STEM) undergraduate work placements and become STEM ambassadors into local schools. The project will highlight the cultural heritage of the rivers by creating a virtual trail from Gargrave to Leeds following the salmon migration route. Digital technology will give information on where and how people can access the trail, local amenities and information on the natural and built river

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heritage. This will include ten 'Focus Points', including Gargrave, Cononley and Kildwick, where we will develop engagement, volunteering and river stewardship.

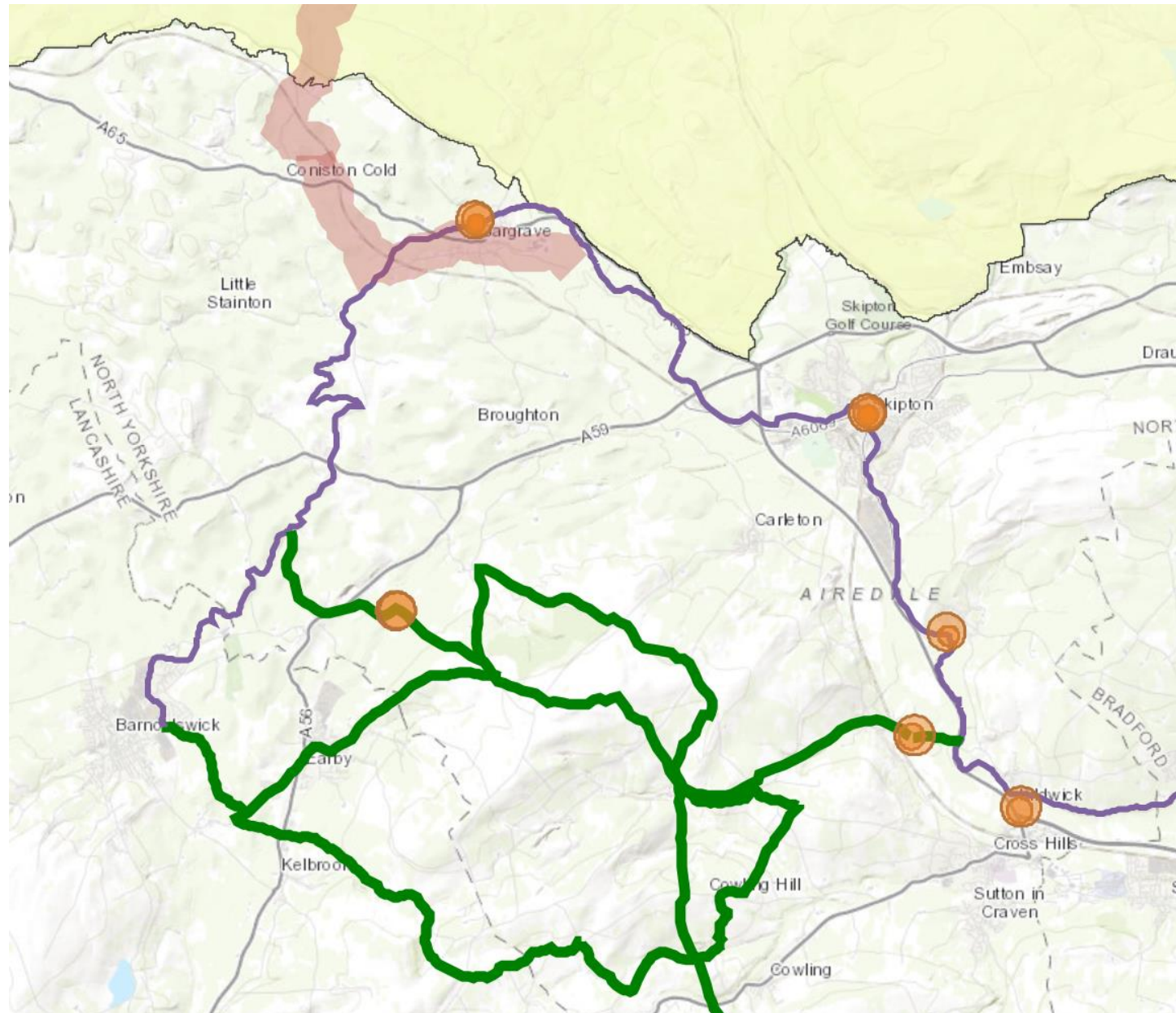
The scheme is £2,300,000 with £714k from the Heritage Lottery Fund with the Environment Agency and Yorkshire Water each committing up to £500k. They are seeking match funding for the £586k gap.

Leeds-Liverpool Canoe Trail





The Desmond Family Canoe Trail is the longest of its kind in the UK. A privately funded youth engagement project, spanning over 160 miles from Liverpool to Goole.

The ambition is to provide a variety of new and exciting ways for 16 - 25 years olds to connect with their local waterways. In turn they can protect and continue to care for them. A range of social action projects, bespoke programmes and active engagement helps them get young people out on the water enjoying canoeing, kayaking and paddle boarding. A Skipton Hub is planned sometime in the future.

Annex 2 - River Aire Blue/ Green Routes Map

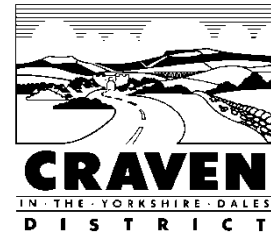


Legend:

-  Leeds Liverpool Canal Tow Path
-  Pennine Bridleway/Way Corridor
-  Potential Spawning Ground
-  Art and Interpretation Focus Points

Policy Committee – (18 June 2019)

LEEDS LIVERPOOL CANAL – STRATEGY FOR PUBLIC ART AND HERITAGE INTERPRETATION



Lead Member for Enterprising Craven – Councillor Myers

Report of the Strategic Manager for Planning & Regeneration

Ward(s) affected: Aire Valley with Lothersdale, Skipton Wards, Gargrave and Malhamdale, West Craven

1. Purpose of Report

- 1.1 To update Members on delivery of activity related to the improvement of the Leeds & Liverpool Canal corridor and to present proposals to enhance heritage and visitor interpretation along the Canal.

2. Recommendations

Members are recommended to:

- 2.1 Note progress with regard to towpath improvement schemes in the District.
- 2.2 Agree the proposal, as detailed in the Strategy at Appendix A, to deliver works to enhance heritage and visitor interpretation along the Leeds Liverpool Canal in Craven.
- 2.3 Subject to the approval of recommendation 2.2, give delegated authority to the Director of Services, in consultation with the Lead Member for Enterprising Craven to confirm delivery of the final works and agree arrangements for future ownership and maintenance.
- 2.4 Subject to approval of recommendation 2.2, make available up to £100,000 from the Council's New Homes Bonus Infrastructure Reserve to support measures that are designed enhance heritage and visitor interpretation along the Leeds & Liverpool Canal corridor.
- 2.5 Subject to the approval of recommendation 2.4, approve that a supplementary estimate of £100,000 be included in the Council's capital budget for 2020/21 to be funded from the New Homes Bonus Infrastructure Reserve.

3. Background

3.1 As at POL.685/15-16 Members noted progress with regard to producing the Access Development Plan for improvements to the Leeds Liverpool Canal. Since this time the District Council has worked jointly with the Canal & River Trust to develop and deliver improvements to accessibility along the Canal towpath.

3.2 A summary of previous and planned activity is as detailed below:

Bradley to Skipton

3.3 In February 2015 the Canal & River Trust, through the support of the District Council secured £450,000 from the Department for Transport to improve the quality of a 4km stretch of towpath between Skipton and Bradley.

3.4 The purpose of the works was to improve a traffic free route connecting Skipton with the employment areas of Snaygill and Airedale as well as providing connectivity to nearby residential areas whilst avoiding the A629. Following completion indicative feedback on the route is that it has been well received and seen an increase in usage.

Kildwick to Bradley and Skipton to Gargrave

3.5 In May 2017 the Rural Development Programme for England requested expressions of interest for projects that would contribute to developing rural tourism infrastructure. The District Council proactively supported the Canal & River Trust in the production of an Expression of Interest for towpath improvements between Kildwick to Bradley and Skipton to Gargrave.

3.6 Further to a full application the Canal & River Trust was awarded a grant of £1.46m with further match funding of £225,000 from the District Council (POL.847/17-18) and £123,000 from the Canal & River Trust. The Canal & River Trust anticipate the works delivered through this scheme will commence in July 2019 and be completed by December 2019.

3.7 The works identified in this scheme include the stretch of towpath adjacent to the Broughton Road area of Skipton which has been subject to numerous requests for improvement. Works to this stretch are being funded through the Local Growth Deal investment secured by the District Council as part of the wider Employment and Housing Growth in Skipton project.

Silsden to Kildwick

3.8 This 3km stretch of towpath (1.9km in Craven and 1.1km in Bradford) is the missing link in a high quality towpath between the upcoming works in Craven and recently completed improvements to the east of Silsden funded by the West Yorkshire Combined Authority (WYCA).

- 3.9 To ensure this this gap in infrastructure is completed the District Council is exploring funding opportunity with City of Bradford Metropolitan District Council and WYCA.

Skipton Canal Waterfront

- 3.10 As at POL.934/18-19 a key component of the Council's Growth Deal Project; 'Employment and Housing Growth in Skipton' is to improve connectivity between local services and the town centre via the towpath. The project, known as the Skipton Canal Waterfront will be delivered directly by the District Council and will include:
- Widening and resurfacing of the towpath from Gawflat to Belmont Bridge where possible;
 - Relaying and repointing the flags adjacent to Victoria Mill and resurfacing adjacent to the McCarthy and Stone apartments;
 - Replacement of poor quality repairs to the coping stones and repositioning mooring rings along the wall adjacent to Victoria Mill;
 - Replacing the flags on the Canal Basin with new to ensure an appropriate surface for events;
 - Refurbishing surfacing on Springs Branch, Coach Street, Water Street and Mill Bridge Gardens;
 - Reorganising, repositioning and refurbishment of existing benches where possible. Provision of new benches on the Canal Basin;
 - New wooden litter bins to match existing wooden benches;
 - New visitor signage.
- 3.11 Following a procurement exercise a contractor, O'Callaghan Ltd. was appointed in early June 2019 to deliver the works. Based on the current timescales the scheme will be delivered in phased approach, commencing in July 2019 with the refurbishment of the Canal Basin and finishing with the main towpath between Gawflat and Belmont Bridge by November 2019.
- 3.12 The works identified in this project, estimated to cost £352,000 will be entirely funded through the Council's Local Growth Deal Project; Employment and Housing Growth in Skipton.
- 3.13 As a result of the towpath improvement schemes and the Skipton Canal Waterfront project approximately £2.78m will be invested in infrastructure located adjacent to the Canal in Craven by the end of 2019/20 with further investment anticipated in the missing sections. Table 1 provides a summary of investment from the schemes above detailing the contribution proposed to be made by the District Council.

Summary

Table 1. Leeds Liverpool Canal Projects Investment Summary to Date

No.	Scheme Name	Total Value	CDC Contribution Value	CDC Contribution (Percentage)
1	Bradley to Skipton	£450,000	£0	-
2	Kildwick to Bradley and Skipton to Gargrave	£1,980,000	£225,000	11.3%
3.	Skipton Canal Waterfront	£350,000	£0	-
TOTAL		£2,780,000	£225,000	8.1%

4. Visitor and Heritage Interpretation

- 4.1 As at POL.685/15-16 Members resolved “that officers work up proposals to be brought back to this Committee to support measures that are designed to enhance the visitor interpretation in the Leeds Liverpool Canal corridor.”
- 4.2 Since this resolution the redevelopment of the Town Hall has been agreed and construction commenced that will transform the building including a new museum and gallery space.
- 4.3 As in the Skipton Town Hall Business Plan approved in November 2013 (POL.556/13-14) the role of the new museum will be to act as a hub for the District and to encourage links with heritage ‘spokes’ around Craven. As noted in the Business Plan it was intended that the Canal would be a key aspect in this ‘wheel and spoke’ model for residents and visitors to explore.
- 4.4 With the reopening of the transformed Town Hall scheduled for May 2020 combined with the previous and upcoming improvement of the towpath it provides a key opportunity to add value to the Canal and the benefits it provides to both residents and the visitor economy through creating a new high quality heritage interpretation scheme and public art.
- 4.5 As requested by Members further consideration has been given to how a scheme could be implemented. As such a strategy has been developed that would deliver a coherent approach to initiatives that inspire people to interact with the heritage and history of the Canal by encouraging exploring and journeying through the Craven District.
- 4.6 The Strategy as presented at Appendix A. focuses on the linear nature of the Canal by:
 - Implementing a series of gateway features and heritage interpretation at the main access points to the Canal that align with villages and smaller settlements;

- A comprehensive heritage interpretation scheme for Skipton town centre that would replace the existing tactile boards which are either faded or damaged or that do not meet current standards for accessibility.

- 4.7 It is anticipated that this work will be led by the District Council and overseen by a Project Steering Group. Where possible, works will be procured in larger values to encourage consistency in the style and design of materials and content. This may, for example, be by commissioning the heritage interpretation scheme for Skipton town centre in one contract or by appointing a lead artist to manage the works at Canal gateways.
- 4.8 There is a significant amount of information available with regard to the Canal including the Skipton Conservation Area Appraisal, local people with knowledge and experience of working and volunteering on the Canal and recently published materials. It is anticipated that the appointed contractor will seek to draw on local expertise where possible.
- 4.9 It is therefore recommended that Members agree to make available up to £100,000 funded from the New Homes Bonus Infrastructure Reserve to deliver a heritage interpretation scheme on the Leeds Liverpool Canal within the Craven District based on the Leeds Liverpool Canal, Craven District Heritage Interpretation and public art strategy as detailed at Appendix A.
- 4.10 It is also recommended that this contribution is included in the 2020/21 budget setting process. Delivery during this timeframe will allow the infrastructure to be commissioned and installed following completion of the towpath works detailed in Section 3.

5. Implications

5.1 Financial Implications

- 5.1.1 As at Minute POL.384/11-12 it was resolved that 65% of the New Homes Bonus received by this Council will be allocated to the Infrastructure Reserve.
- 5.1.2 As at POL.408/11-12 four themes of the New Homes Bonus Infrastructure Reserve were established including the 'Leeds Liverpool Canal' with the aim of the theme "to capitalise on the value of the Leeds and Liverpool Canal as a strategic waterway and sustainable transport corridor by providing opportunities for Craven's businesses and residents to benefit from the potential it provides."
- 5.1.3 A further decision as at POL.685/15-16 added further detail to this commitment by allocating funds to improve the quality of towpath accessibility. A further resolution requesting investment for heritage interpretation on the Leeds Liverpool was amended to request further information as presented in this report.
- 5.1.4 Delivery of the works detailed in this report will provide significant investment for assets owned by the District Council. This includes a refurbished Canal Basin and series of pocket parks in the town centre. If the Council was to allocate the

investment identified in this report the Council would have invested £325,000 in works on the Canal against a total value of £2.88m; 11.3% of the total investment.

5.2 Legal Implications

- 5.2.1 Dependant on the final locations of permeant heritage interpretation and to formalise their positioning the District Council may be required to enter into a license with the Canal & River Trust or other landowner as appropriate.

5.3 Contribution to Corporate Priorities

- 5.3.1 The activity to be delivered through this activity directly delivers the Council Plan 2019 – 2020 through the Enterprising Craven priority.
- 5.3.2 Specifically the activity will play an important role in improving infrastructure in the District by regenerating and revitalising the stretch of Leeds & Liverpool canal corridor within Craven.

5.4. Risk Management

- 5.4.1 If minded to proceed further discussion will be required with project partners to agree responsibility with regard to confirm future ownership and maintenance of any permanent heritage interpretation or public art. This may include the District Council being required to accept responsibility for ownership and maintenance for some structures.

6. Consultations with Others

Museums and Arts
Legal Services
Financial Services

7. Access to Information : Background Documents

None

8. Authors of the Report

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Note : Members are invited to contact the author in advance of the meeting with any detailed queries or questions.

9. Appendices

Appendix A: Leeds Liverpool Canal, Craven District - Heritage Interpretation and Public Art Strategy

Craven District Council

CANAL HERITAGE INTERPRETATION AND PUBLIC ART STRATEGY

DRAFT

June 2019

Purpose

The purpose of the Leeds Liverpool Canal, Craven District - Heritage Interpretation and Public Art Strategy is to identify a planned, coherent approach to delivering public art and heritage interpretation along the Leeds Liverpool Canal that adds value to the access improvements to land and water users in the Craven District.

1. Introduction

Winding across the Pennines from Liverpool and the Irish Sea in the west to Leeds and onwards via the Aire and Calder Navigation to the River Ouse in the east the Leeds Liverpool Canal was at the heart of the industrial revolution transporting limestone, coal and textiles.

In 2016 the Leeds Liverpool Canal celebrated the 200th anniversary of its completion. With a change of focus from its industrial role the Canal is now primarily seen as a recreational resource for both water and land based activities.

Due to the increased recreational use of the Canal network and, in common with other areas, there has been a long held ambition to see improved access along the Canal towpath in Craven as a route for pedestrians and cyclists whilst also providing better infrastructure for water users.

Whereas neighbouring areas have seen improvements to access, limited works have taken place within the Craven District. The condition of the towpath is often viewed as a weakness of the District and, to an extent, restricted and held back other initiatives such as greater interaction with the heritage and historical significance of the Canal.

Following a series of joint working initiatives between the District Council and Canal & River Trust improvement to towpath access is now progressing. As such the purpose of this document is to continue this enhancement by developing a framework and action plan to increase the interpretation and understanding of the Canal corridor in Craven for visitors to the Canal.

2. Geographic Scope

The extent of the Leeds Liverpool Canal in the Craven District is a 26km stretch extending from Cowling Bridge (191) near Kildwick in the east to Bedlam Dyke (near Bridge 158) at Thornton-in-Craven in the west. Although outside the local authority boundaries of the Craven District the closest settlements to the east and west boundaries are Silsden and Barnoldswick respectively.

From the east the Canal passes through the villages of Kildwick and Bradley that host a number of local services including pubs, cafes and shops for visitors to the Canal.

Located in the centre of the Aire Gap along a stretch of 'sidelong canal', i.e. not in the bottom of the valley, is Skipton, the principal town of the District and a popular visitor destination. Often referred to as the 'Gateway to the Dales' the town features an iconic High Street, Castle, Canal Waterfront and Basin.

North West of Skipton and at the northern most extent of the Leeds Liverpool Canal is the village of Gargrave. Located on the boundary of the Yorkshire Dales National Park its convenient location, railway station, road access, shops and cafes makes it a population destination for walkers and boaters.

Further to the west, the Canal meanders through the hamlets of Bank Newton and East Marton before leaving the District close to the village of Thornton-in-Craven.

3. Strategic Context

The opportunity provided by the Leeds Liverpool Canal is featured in a number of locally strategic documents including:

- Leeds Liverpool Canal - Access Development Plan (August 2015)

The purpose of the Access Development Plan is to capitalise on the value of the Leeds Liverpool Canal within Craven as a strategic waterway and sustainable transport corridor by providing opportunities for residents and visitors to move around more by foot and bike.

The Plan, produced by Sustrans on behalf of the District Council details a comprehensive approach to improving both the towpath and enabling connections into neighbouring residential and employment areas. Presented in 10 phases the Plan identifies opportunities to improve the quality of sustainable transport along the corridor and recommends the incorporation of public art and heritage interpretation to encourage 'journeying'.

- Craven District Council - Council Plan 2019 - 2020

The Craven District Council, Council Plan 2019 – 2020 details a vision for the District to be “an increasingly prosperous place with strong, vibrant communities that celebrate their unique rural and urban settings, and where all residents enjoy a good quality of life.”

Within the Plan a key action for the Council is to “Improve access to and enjoyment of Craven’s great heritage and culture” including “Delivery of the Access Development Plan for the Leeds & Liverpool Canal”

- Craven Local Plan 2012 – 2032

The replacement Local Plan was submitted to the Planning Inspectorate in March 2018 with a resulting examination in October 2019. The plan, anticipated to be adopted in July 2019 details policies and site allocations for the District over the plan period.

In addition to issues of housing and employment a number of policies relate to the Leeds Liverpool Canal including ensuring good development adjacent to the Canal, improvements to open space and tourism and sustainable transport infrastructure.

- Skipton Town Hall Business Plan (November 2013)

During 2019/20 Skipton Town Hall is to benefit from a multi-million pound redevelopment.

The approach to refurbishment developed from the 'Skipton Town Hall Business Plan (November 2013)' details a vision for a building that will facilitate the creation of a 'cultural hub' bringing together Skipton tourist information centre, Craven Museum, exhibition gallery and Concert Hall with partners across the District to provide information, education and entertainment, in particular regarding the history and heritage of the area.

Craven Museum will tell the story of Craven and connect with a variety of heritage features across the District in a 'wheel and spoke' style model that will add value by encouraging people to visit these features, including the Canal, with the aim of increasing visitor understanding, length of stay and ultimately spend.

The Canal features heavily in the new Craven Museum interpretation through the 'Travel, Transport & Trade' theme which explores its story and importance to the area.

With greater investment in access improvements, the 200th anniversary of the opening of the Leeds & Liverpool Canal in 2016 and the transformation of the Town Hall the opportunity the Canal provides as a 'spoke' within this model will contribute to the visitor offer of the Canal and encourage journeying to other villages and attractions along the Aire Valley.

4. Previous and Current Activity

Following finalisation of the Access Development Plan in 2014 the District Council and Canal & River Trust have worked jointly to deliver improvements to accessibility along the Canal towpath. The delivery of such schemes has tended to be reactive based on the availability of funding opportunities. Through this approach to joint working three key schemes have been progressed:

Connecting Waterway Communities in the Southern Dales (Phase 1)

Through the Department for Transport fund 'Cycling Ambition in National Parks' the Canal & River Trust with the support of the District Council secured a grant of £450,000 in February 2015. The purpose of the scheme was to construct 4.0km of improved towpath south from Skipton to the village of Bradley improving access

Adjacent to this stretch of Canal the A629 is a major route for traffic along the Aire Valley. The Canal provides a traffic free alternative to the highway whilst providing access to the District's largest employment site at Snaygill and Airedale Industrial Estates.

The scheme was completed in May 2016.

Leeds & Liverpool Canal: Improving connectivity in the southern Yorkshire Dales

In 2018 the District Council wrote an expression of interest on behalf of the Canal & River Trust for grant assistance from the Rural Development Programme for England (RDPE). Following approval of the EoI the Canal & River Trust submitted a full bid through the 'Tourism Infrastructure' strand and was successful in securing £1.46m.

In addition match funding totalling £365k was secured by the District Council. Combined with further funding from the Canal & River Trust the total project cost of £1.98m will improve 13km of towpath from Gargrave to Skipton and Bradley to Kildwick.

The work will be delivered during the autumn and winter of 2019.

Skipton Canal Waterfront

In 2018 the District Council secured investment from the York, North Yorkshire and East Riding Local Enterprise Partnership to improve access to, and availability of employment land remote from Skipton town centre and transport interchanges. To facilitate connectivity a component of the project is 'Connectivity' that will deliver improvements to key walking and cycling routes in the town.

Through the centre of Skipton the Canal Waterfront is a well-used route connecting the railway station with the town centre, bus station and educational facilities. Although subject to improvements in 1998/99 the area is starting to look tired.

Through £330,000 of investment from the YNYER LEP the District Council will deliver an improvement scheme during summer 2019 that will improve the quality of the environment to the standard residents and visitors expect. The scheme will include new and refurbished surfacing, new street furniture and improved planting.

In summary the three projects noted above will see £2.78m invested in the Canal in the District providing traffic free access along the Aire Valley for residents and visitors. As a liner route, but with substantial history this investment in infrastructure provides greater opportunity for interpretation of the Craven District, adding value and interest for Canal users.

5. Aim of the Strategy

The aim of this strategy is to deliver a coherent approach to initiatives that inspire people to interact with the heritage and history of the Canal by encouraging exploring and journeying through the Craven District.

This will be achieved by:

- Delivering a high quality interpretation scheme in Skipton town centre as a key visitor destination;
- Delivering a series of gateway features at village ‘focus points’ along the Canal in Craven;
- Articulating the heritage and history of longer stretches of towpath through public art and heritage to encourage journeying.

6. Delivery of the Strategy

The delivery of the activity in this strategy is based on an Action Plan as detailed in Section 7. Delivery of activity detailed in the Action Plan will be managed by Craven District Council and overseen by a Project Steering Group consisting of the District Council, Canal & River Trust and contracted organisations as appropriate.

The Project Steering Group will:

- Support the delivery of the project from research to design and production;
- Liaise with Parish and Town Council’s to ensure integrated delivery;
- Support Craven District Council in the development of a procurement plan detailing how sections of the Action Plan will be delivered;
- Ensure local involvement and input into the content of the interpretation;
- Continue to monitor usage and impact of the Strategy.

7. Action Plan

No	Project	Description of Action	Priority / Timeframe	Indicative Cost	Delivery Comment
1	Phase 1 - Kildwick to Gargrave				
a	Canal Gateways	Provision of gateway and heritage interpretation feature at key destinations along the Canal to support recent improvements to towpath access.	Short	£35,000 (up to £5,000 per feature)	<p>The purpose of this scheme is to:</p> <p>i. complement visitor and boater information to be provided by the Canal & River Trust through towpath improvements scheme at key gateways (Kildwick, Bradley and Gargrave) with one or more public art features that interpret the heritage and history of the area.</p> <p>ii. Interpret key features along open stretches of towpath to give points of focus for those journeying along the Canal.</p> <p>The features will be designed by one or more artists using a range of materials that make reference to the history and narrative of the canal and its environs, respecting the surrounding townscape or landscape</p>
b	Skipton Town Centre	Development and delivery of a high quality scheme interpreting the history and heritage of the Leeds Liverpool Canal in Skipton town centre.	Medium	£65,000	<p>This scheme will implement a new high quality heritage interpretation scheme along the Canal in Skipton town centre that will act as a spoke for the new 'wheel and spoke' model to be implemented through the transformed Craven Museum and Gallery.</p> <p>The scheme will interpret key infrastructure, sites and buildings along the Canal broadly covering the stretch</p>

					<p>from Gawflat to Belmont Bridge, the Canal Basin and Springs Branch.</p> <p>A number of heritage schemes have been implemented in previous years. Many of the signs and posts are now in a poor condition or do not meet current guidelines for accessibility. They will be removed during the installation of the refreshed scheme.</p> <p>Delivery of the scheme will be via a single contractor who will oversee the researching, design and delivery of the final product.</p>
	TOTAL			£100,000	
2	Phase 2 – Gargrave to Thornton-in-Craven				
a	Canal Gateways (Bank Newton, East Marton, Thornton-in-Craven)	Provision of gateway and interpretation feature at key destinations along the Canal to support recent improvements to towpath access.	Long	TBC during delivery	Similar activities to those detailed in Phase 1 to be aligned and delivered alongside further towpath improvements between Gargrave and Thornton-in-Craven.

Timescales

Short – Delivery by end of September 2020

Medium – Delivery by end of March 2021

Long – Delivery beyond April 2021

8. Outcomes and Benefits

In addition to the provision of improved heritage interpretation and public art infrastructure there will be a number of additional outcomes and benefits as a result of this activity including:

- Encouraging residents and visitors to move around by foot, bike and boat along the Canal corridor;
- Residents and visitors will be more aware of the presence of the Canal, better able to access it, and more knowledgeable about its history and culture;
- Creating a memorable route that people would want to visit again;
- A more attractive Canal environment;
- There will be a greater number of people using the towpath for strolling, long-distance walking, running, cycling and picnicking;
- People will be able to walk all the way from urban areas to the Yorkshire Dales along a traffic free route.

9. Monitoring and Evaluation

Baseline monitoring of current usage on the Canal has taken place by both Craven District Council and the Canal & River Trust as follows:

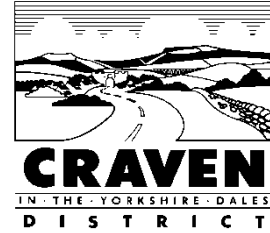
No.	Activity	Source	Date Completed
1	Pedestrian counts at 9 locations on the Canal towpath in Skipton town centre.	Craven District Council	September 2018
2	Pedestrian counts and visitor surveys at Skipton, Gargrave and Kildwick including questions and responses relating to the purpose of visit, likely spend and opportunities to enhance the Canal environment.	Canal & River Trust	September 2018

The impact of the actions detailed in this Strategy will be measured using the following factors:

- Further pedestrian counts and visitor surveys at Skipton, Gargrave and Kildwick;
- Visitor surveys to identify the purpose and duration of visits;
- Number of enquiries recorded at the Tourist Information Centre and Craven Museum and Gallery.

Policy Committee – 18 June 2019

APPOINTMENTS TO SUB-COMMITTEES AND PANELS



Report of the Democratic Services Manager

Ward(s) affected: All

1. **Purpose of Report** – To consider the appointment of the Craven Spatial Planning Sub-Committee and the Craven Employees' Consultative Group and to confirm or amend the terms of reference as appropriate.
2. **Recommendations** – Members are recommended to:
 - 2.1 Re-appoint the Craven Spatial Planning Sub-Committee for 2019/20 with a membership of seven and three named substitutes; the terms of reference to be as shown in the Appendix to this report.

(The membership is normally comprised of the Leader of Council (or Deputy Leader), Group Leaders, Chairman of Planning and three other Councillors. For the purposes of political proportionality the actual membership should be comprised of 4 (3.73) Conservatives, 2 (1.87) Independent and 1 (0.70) Labour. For completeness the figure for the Green Party is 0.47 meaning they are not entitled to a seat.)
 - 2.2 Re-appoint the Craven Employees' Consultative Group for 2019/20 with a membership of six and terms of reference as shown in the Appendix to this report.

As the group is a consultative body only and has no decision making powers there is no requirement for political proportionality.
3. **Implications**
 - 3.1 **Financial Implications** – Some costs associated with servicing meetings and attendance by Members.
 - 3.2 **Legal Implications** – Decision-making bodies are required to be politically proportional.
 - 3.3 **Contribution to Corporate Priorities** – The appointment of Panels and Sub-Committees provides a forum for bringing forward draft policy for consideration by the Policy Committee and Council, which if adopted would contribute to delivery of corporate priorities.
 - 3.4 **Risk Management** – None
 - 3.5 **Equality Analysis** – Not applicable

4. **Consultation with others** – None

5. **Access to Information** – None

6. **Author of the Report** –

Vicky Davies, Democratic Services
Telephone: (01756) 706486
E-mail committees@cravendc.gov.uk

7. **Appendix** – Terms of reference and membership for 2018/19

TERMS OF REFERENCE

Craven Spatial Planning Sub-Committee

Members 2018/19: Councillors Barrett, Brockbank, Dawson, Rose, Shuttleworth, Staveley and Sutcliffe.

Substitutes: Councillors Madeley, Mulligan and Solloway.

Terms of Reference –

(a) To deal with all aspects of preparation of Local Development Framework documents up to the key decision stages set out below:

(i) Development Plan Document – up to, but not including final approval of the Publication Document (published for formal consultation before submission to the Secretary of State for examination in public) as defined in Regulation 25 of the Town and Country Planning (Local Development) Regulations 2004 (as amended in 2008) or as defined in any successor regulations.

(ii) Supplementary Planning Document – up to and including approval of a draft for public consultation.

(b) To act as an initial reference point to provide feedback and input into emerging documents up to Publication stage.

(c) To receive and accept evidence base reports for the Local Development Framework as they are completed.

(d) To consider and approve Planning Guidance for Development Control purposes.

(e) To provide an arena for discussion and response to regional and sub-regional initiatives which have implications for spatial planning in Craven.

(f) Community Infrastructure Levy – To deal with all aspects of preparation of the Community Infrastructure Levy Charging Schedule up to, but not including final approval of the Publication charging schedule for formal consultation prior to examination as defined in Regulation 16 of the Community Infrastructure Levy Regulations 2010 (as amended in 2011).

(g) Neighbourhood Planning – To designate neighbourhood plan areas under the Neighbourhood Planning (General) Regulations 2012 and publish the same for consultation.

To grant delegated authority to the Strategic Manager for Planning and Regeneration to determine valid neighbourhood area applications where no comments are received during the publication period.

To grant delegate authority to the Strategic Manager for Planning and Regeneration to determine and designate neighbourhood area applications, in consultation with the Chair of this Sub Committee and relevant ward members where comments are received during the publication period.

To consider any issues arising out of the above in the event that there is not consensus between the Chair, Ward Members and Officers.

To undertake any other function of the LPA as may be required in connection with production submission and publication of Neighbourhood Plans under the Neighbourhood Planning (General) Regulations 2012 and the Neighbourhood Planning Act 2017 or any regulations made thereunder.

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Craven Employees' Consultative Group

Members 2018/19: Councillors Dawson, Foster, Heseltine and Madeley.

Terms of Reference –

To act as a direct channel of communication between the employees and the Council and to consider any problems or matters relating to the employees of the Council, but excluding individual cases to which the Council's disciplinary / grievance procedure or other appeals' procedure may apply.

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