



ORDINARY MEETING OF THE COUNCIL

**Belle Vue Suite, Belle Vue Square Offices, Skipton
Tuesday, 6 August 2019 at 7.00pm**

Members of the Council are summoned to consider the following business

Note: Any Member who wishes to ask a question is asked to give notice by no later than Noon on the day before the Council Meeting. This will give those answering questions time to produce a response. Otherwise written answers may be given after the meeting.

AGENDA

1. **Apologies for absence** – To receive any apologies for absence.
2. **Minutes** – To confirm the minutes of the Annual Council meeting held on 21 May 2019.
3. **Public Participation** – In the event that questions are received, the Chairman will conduct the public participation session for a period of up to fifteen minutes. Where questions are asked, one related supplementary question may be permitted at the Chairman's discretion.
4. **Declarations of Interest** – All Members are invited to declare at this point any interests they have on items appearing on this agenda, including the nature of those interests and whether they wish to apply the exception below.

Note: Declarations should be in the form of either:

- a **“disclosable pecuniary interest”** under Appendix A to the Code of Conduct, in which case the Member must leave the meeting room; or
- an **“other interest”** under Appendix B of the Code. For these interests, the Member may stay in the meeting room, although they must leave if membership of the organisation results in a conflict of interest.

Exception: Where a member of the public has a right to speak at a meeting, a Member who has a disclosable pecuniary interest or an other interest and must leave the room, has the same rights and may make representations, answer

questions or give evidence, but at the conclusion of that, must then leave the room and not take part in the discussion or vote.

5. **Chairman's Announcements** – To receive an up to date list of engagements attended by the Chairman.
6. **Annual Review of the Constitution** – To receive a report from the Solicitor to the Council and Monitoring Officer presenting amendments to the Craven District Council Constitution for the 2019/2020 municipal year, for approval.
7. **Recommendations for Confirmation** – Minutes containing recommendations for debate and confirmation by Council arising from meetings of Committees.
8. **Motions on Notice** – In accordance with Council Procedure Rule 12.1, the Council is asked to consider two separate motions on notice.
 - (a) The first motion on notice has been moved by Councillor Andrew Brown and seconded by Councillor David Noland. A copy of this motion on notice is included as part of the agenda pack.
 - (b) The second motion on notice has been moved by Councillor Simon Myers and seconded by Councillor Carl Lis. A copy of this motion on notice is included as part of the agenda pack.
9. **Statement from the Leader of the Council** – The Leader of the Council will deliver his statement. When the Statement has been made, Members will be invited to ask questions of the Leader.
10. **Statements from Lead Members, Chairmen of Committees and Council Representatives on Outside Bodies**
 - a. **Lead Members** – To receive an update from Lead Members.
 - b. **Chairman of Select Committee** – The Chairman of Select Committee to report on the Committee's work, and answer any questions from Members.
 - c. **Chairmen of Other Committees** – This is an opportunity for Members of the Council to ask questions of the Chairmen of the Committees listed below on any current issues, or for those Chairmen to make a statement:
 - Audit and Governance Committee
 - Licensing Committee
 - Planning Committee
 - Standards Committee.
 - d. **Council Representatives on Outside Bodies** – To receive an update from Council representatives on Outside Bodies on key areas of work.
11. **General Question / Statement Time** – This is an opportunity for Members to raise awareness of issues that may be affecting their Ward, and are of general interest or importance, by making a statement or asking a question.

*(Note: Council Procedure Rule 11.4 covers the conduct of this item. A Member must give **advance notice by noon on the day before the meeting** to the Democratic Services Unit of any issue to be raised. The time limit for dealing with matters under this Rule is up to 15 minutes in total, with no individual item taking more than 5 minutes. Timings may be varied at the Chairman's discretion.)*

- 12. Appointment of the Council's S151 Officer** – The Chief Executive to submit a report to approve the appointment of the Council's S151 Officer.

Agenda Contact Officer:

Guy Close, Democratic Services Manager

Tel: (01756) 706226

E-mail: gclose@cravendc.gov.uk

Recording at Council Meetings: Recording is allowed at Council, committee and sub-committee meetings which are open to the public, subject to

- (a) the recording being conducted with the full knowledge of the Chairman of the meeting; and
- (b) 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 meeting room and exit the building using the main doors onto the Square. If those doors are not available, please use the nearest available door.

The assembly point is in Belle Vue Square at the front of the building, nearest the main road. An officer will take a roll call once everyone is out of the building.

Please do not leave a meeting without telling the Chairman or a representative of Legal and Democratic Services.

ANNUAL COUNCIL MEETING

21 May 2019

Present – The Chair (Councillor Hull) and Councillors, Brockbank, Brown, Foster, Handley, Harbron, Heseltine, Ireton, Jaquin, Lis, Madeley, Mercer, Metcalfe, Moorby, Morrell, Mulligan, Myers, Noland, Pighills, Place, Rose, Shuttleworth, Solloway, Staveley, Sutcliffe, Welch and Whitaker.

Officers – Chief Executive, Director of Services, Chief Finance Officer (s151 Officer), Strategic Manager for Planning and Regeneration, Solicitor to the Council and Monitoring Officer and Democratic Services Manager.

Apologies – Councillors Barrett, Pringle and Wheeler.

Start: 7.00pm

Finish: 8.15pm

CL.1112

DECLARATIONS OF INTEREST

There were no declarations of interest.

CL.1113

ELECTION OF COUNCILLORS 2019

The Returning Officer reported on the results of the District Council elections held on 2 May 2019.

The Chair thanked the Returning Officer and election staff for their hard work in conducting a well organised election, particularly in terms of the successful Voter ID pilot.

The Leader of the Council also thanked former elected members that had either stepped down or lost their seat at the recent local elections. He also welcomed newly elected members to their first Council meeting.

Resolved – That the report is noted.

CL.1114

OUTGOING CHAIRMAN'S ADDRESS

The Chair stated that it had been a privilege to represent the district and thanked members and officers for their support over the past 12 months.

CL.1115

THANKS TO OUTGOING CHAIRMAN

The Leader of the Council thanked Councillor Hull on behalf of the Council.

CL.1116

ELECTION OF CHAIR FOR THE 2019-20 MUNICIPAL YEAR

Resolved – That Councillor Whitaker be elected Chair for the 2019-2020 municipal year.

CL.1117

**CHAIRMAN'S INSIGNIA OF OFFICE AND
PAST-CHAIR'S BADGE**

At this point, the outgoing Chair, Councillor Hull, and the new Chairman, Councillor Whitaker, left the meeting room, so that Councillor Whitaker could be invested with the Chairman's Chain of Office.

On returning to the meeting room, the Leader of the Council presented a Past-Chairman's Badge to Councillor Hull.

CL.1118 **DECLARATION OF ACCEPTANCE OF OFFICE BY NEW CHAIR**

The new Chair, Councillor Whitaker read out and signed the Declaration of Acceptance of Office.

(Councillor Whitaker in the Chair)

CL.1119

ANNOUNCEMENT OF CHAIR'S CONSORT

Honorary Alderwoman Marcia Turner was confirmed as the Chair's Consort for the 2019/20 municipal year. The Leader of the Council presented Honorary Alderwoman Marcia Turner with a bouquet of flowers.

CL.1120

CHAIR'S ACCEPTANCE SPEECH

The Chairman stated that he was honoured to have been elected and was very much looking forward to his year in office. His chosen charity for the 2019/20 municipal year was Take Heart, the charity of the Yorkshire Heart Centre.

CL.1121 **ELECTION OF VICE-CHAIRMAN FOR THE 2018/19 MUNICIPAL
YEAR**

Resolved – That Councillor Harbron is elected Deputy Chairman for the 2019/2020 municipal year.

CL.1122

VICE-CHAIRMAN – INSIGNIA OF OFFICE

The Chairman invested the newly appointed Vice-Chairman with the Insignia of Office.

CL.1123 **DECLARATION OF ACCEPTANCE OF OFFICE BY NEW
VICE-CHAIR**

The new Vice-Chairman, Councillor Harbron, read out and signed the Declaration of Acceptance of Office.

CL.1124

MINUTES

Resolved – That the minutes of the Council Meeting held on 30 April 2019 are confirmed as a correct record and signed by the Chairman.

CL.1125

PUBLIC PARTICIPATION

There were no questions received from members of the public.

CL.1126

CHAIRMAN'S ANNOUNCEMENTS

It was noted that a list of recent engagements attended by the Chair was included within the agenda pack. The newly elected Chairman reported that he was attending his first engagement on 24 May 2019.

CL.1127

RECOMMENDATIONS OF SELECTION COMMITTEE

Recommendations of Selection Committee held on 13 May 2019 were submitted:

Note: For each minute, the motion was proposed and seconded "That the recommendations in the Minute are confirmed".

- a) Minute SEL.95 – Allocation of Committee Places for Committees, Sub-Committees and Panels 2019/20

Resolved – That the recommendations at Minute SEL.95 are confirmed.

- b) Minute SEL.96 – Appointment of Office Holders, Lead Members and Member Champions 2019-20

Resolved – That the recommendations at Minute SEL.96 are confirmed.

- c) Minute SEL.97 – Appointments to Outside Bodies

The following amendment was proposed:

- **Airedale Internal Drainage Board** – Councillor Morrell was nominated to replace former Councillor Mason on the Airedale Internal Drainage Board.

Resolved – That subject to Councillor Morrell serving as Council representative on the Airedale Internal Drainage Board, the recommendations at Minute SEL.97, as amended, are confirmed.

CL.1128

RECOMMENDATIONS FOR CONFIRMATION

Recommendations of the Honorary Titles Committee held on 16 April 2019 were submitted:

Note: For each minute, the motion was proposed and seconded "That the recommendations in the Minute are confirmed".

- AHT.1 – Freedom of the District

Resolved – That the recommendations at Minute AHT.1 are confirmed.

CL.1129

MOTIONS ON NOTICE

In accordance with Council Procedure Rule 12.1, the Council was asked to consider a motion on notice, which had been moved by Councillor Solloway and seconded by Councillor Heseltine, as follows:

“That this Council calls upon the Government to reconsider transitional arrangements for women born on or after 6 April 1951, so that these women do not live in hardship due to pension changes that they were not told about until it was too late to make alternative arrangements.”

Several Members spoke in support of the motion, particularly in terms of the injustice to women born on or after 6 April 1951. It was noted that North Yorkshire County Council (NYCC) as well as many other local authorities had already passed a motion requesting that the Government reconsidered the current arrangements.

Resolved –That the Council supports the motion on notice as set out above.

CL.1130

STATEMENT BY THE LEADER OF THE COUNCIL

- An overview of key challenges facing the Council, particularly ongoing uncertainty about the fair funding review and the impact on local authorities.
- The Leader of the Council and several other Members thanked Nicola Chick, Chief Finance Officer (s151 Officer) as the meeting was likely to be her last before her retirement in June. Members paid tribute to Nicola for her depth of knowledge, as well as her conscientious and professional approach and wished her well in her retirement,
- The need to consider the ‘Close the Door campaign’. It was reported that this was a national campaign which encouraged retailers to keep their doors closed to conserve energy and reduce carbon emissions.
- An update on the latest position in relation to the Tour de Yorkshire. It was advised that a meeting had been arranged involving Craven District Council, Yorkshire Dales National Park and Welcome to Yorkshire on 19 June 2019. An extraordinary meeting of Council was likely to be held in late June 2019 to consider the Council’s position. The proposed Council meeting also provided an opportunity to consider Local Plan developments.

CL.1131

GENERAL QUESTION / STATEMENT TIME

Councillor Solloway provided an update on the positive work undertaken by the Craven Safeguarding Group, particularly in terms of the hard work and professionalism of the staff involved. It was reported that the group was coming to an end as it was to become a Local Safeguarding Partnership.

The Leader of the Council welcomed the update and encouraged more members to address future Council meetings to report on their work as Lead Members or Council representatives on Outside Bodies.

Chairman



The Chairman of Craven District Council

(Councillor Paul Whitaker)

Civic Engagements

During the period May- July 2019

MAY

Friday, 24 May – Annual Lunch for Incoming Civic Heads hosted by The Lord Lieutenant of North Yorkshire (Mrs Jo Ropner) at Camp Hill, Kirklington, Bedale.

JUNE

Thursday, 6 June – 75th Anniversary of the D Day Landings – Service / Wreath Laying at The War Memorial, Skipton.

Friday, 7 June – Official opening of the new play area at Aireville Park, Skipton.

Saturday, 15 June – The Duke's Waterloo Dinner at Skipton Golf Club.

Sunday, 16 June – Yorkshire (North and West) Cadet Force Presentation Day - Queen Elizabeth Barracks, Strensall Camp, York.

Tuesday, 18 June – Civic Leaders Briefing at RAF Menwith Hill.

Monday, 24 June – Armed Forces Week – Flag Raising Ceremony, Skipton.

JULY

Monday, 1 July – Official Re-Opening of Skipton Library following refurbishment.

Sunday, 7 July – Armed Forces Week – Flag Lowering Ceremony, Skipton.

Thursday, 11 July – Mayor of Harrogate Civic Luncheon at the Great Yorkshire Show.

Friday, 12 July – North Yorkshire County Youth Ensembles Concert at Harrogate Ladies College.

Council – 6th August 2019

**ANNUAL REVIEW OF THE
CONSTITUTION**



Report of the Solicitor to the Council (Monitoring Officer)

Lead Member - Internal Services: Councillor Brockbank

1. **Purpose of Report** – To formally adopt amendments to the Craven District Council Constitution for the municipal year 2019/2020.
2. **Recommendations** – Members are recommended to:
 - 2.1 Approve the amendments to the Craven District Council Constitution 2019/2020 as summarised in the report;
 - 2.2 Authorise the Monitoring Officer to make the amendments to the Constitution and to publish the Craven District Council Constitution 2019/2020.
3. **Report**
 - 3.1 The Council is required by the Local Government Act 2000 to prepare, and keep up to date, a constitution which explains how the Council operates; how decisions are made and the procedures which are to be followed to ensure that decision making is transparent and accountable.
 - 3.2 The terms of reference of Audit and Governance Committee include responsibility for maintaining the Constitution and the terms of reference of Standards Committee include responsibility for regularly reviewing the local codes and protocols contained within the Constitution at Part 5. However, it is the Council Meeting which must adopt and make any fundamental changes to the Constitution.
 - 3.3 One of the responsibilities of the Monitoring Officer is to keep the Constitution up to date and also to ensure that the Constitution is widely available for reference.
 - 3.4 Changes to the Constitution are made throughout the year by the Council and during 2018/2019 the following changes were made:
 - I. The Policy and Budget Framework (Article 4) updated;
 - II. Minor amendments and additions made to the Scheme of Delegation to Officers;
 - III. The terms of reference of the Craven Spatial Planning Sub-Committee updated;

- IV. The Scheme of Delegation to Officers updated following the review of governance arrangements for commercial activity (minutes POL.951 & CL.1084).

- 3.5 The Monitoring Officer has undertaken a 'light touch' review of the Constitution and is proposing a small number of minor changes to ensure that the Constitution is accurate and fit for purpose. Due to the large size of the Constitution, it has not been circulated with the agenda, but is available on the Council website or by contacting Democratic Services.

Policy and Budget Frameworks

- 3.6 Article 4 has been updated to reflect the Council's current Policy and Budget Framework.

Scheme of Delegation to Officers

- 3.7 Following the review of governance arrangements for commercial activity considered by Policy Committee and Council in October and December respectively, the anomaly highlighted in the officer's report has been addressed.

The current authority to the Director of Services to approve '*the acquisition of leases*' with a value of less than £100,000 has been expanded to include the '*acquisition of freehold property*' within the same financial parameters and subject to consultation with the Chief Finance Officer, Solicitor to the Council and Ward Member(s).

4. Implications

- 4.1 **Financial and Value for Money (vfm) Implications** – There are no specific financial implications arising from the amendments set out in this report.
- 4.2 **Legal Implications** – The Local Government Act 2000 requires the Council to have and maintain a written Constitution which includes the Council's procedure rules, codes of conduct and such other information as the Council considers appropriate.
- 4.3 **Contribution to Council Priorities** – Accountable and transparent decision making contributes to the delivery of the Council's Priorities.
- 4.4 **Risk Management** – Regularly reviewing and updating the Constitution ensures that the Council is able to operate effectively and efficiently and supports the delivery of the Council Priorities.
- 4.5 **Equality Analysis** – The Council's Equality Impact Assessment procedure does not apply to this report as there are no changes to any policy.
5. **Consultations with Others** – Corporate Leadership Team, Democratic Services Manager.

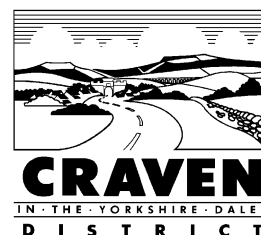
6. **Access to Information : Background Documents** – None.
7. **Author of the Report** – Annette Moppett, Solicitor to the Council and Monitoring Officer; telephone: 01756 706325; e-mail: amoppett@cravendc.gov.uk

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

8. **Appendix** – none.

COUNCIL MEETING

6 August 2019



Recommendations for Confirmation

Report of the Democratic Services Manager

Ward(s) affected: Not applicable

1. **Purpose of Report** – To present recommendations of Committees which require confirmation by Council.
2. **Recommendation** – To approve recommendations within the minutes reproduced in the appendices to this report.
3. **Report**
- 3.1 In the current cycle of meetings the following Committees have made recommendations which require confirmation by Council. Those recommendations are contained in the following minutes, the full text of which is set out within the appendices to this report.

Policy Committee

The Chairman of Policy Committee will present recommendations in respect of the following minutes:

30 April

POL.989	Potential Tour de Yorkshire 2020 Start in Skipton
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18 June

POL.995	Capital Programme Outturn 2018/19
POL.996	Business Rates Discretionary Rate Relief – Update to Policy

POL.997	Empty Homes Strategy 2019-2024
POL.998	Forest of Bowland Area of Outstanding Natural Beauty Management Plan 2019-2024
POL.999	Developing the Natural Aire Project (DNAIRE)
POL.1000	Leeds – Liverpool Canal – Strategy for Public Art and Heritage Interpretation

23 July

POL.1008	Final Outturn Revenue Budget Monitoring Quarter 4 2018/2019
POL.1009	Collaboration Agreement with North Yorkshire County Council for the Provision of Support for Homeless People

- 3.2 Members requiring a copy of any of the reports associated with the above minutes are asked to contact the Democratic Services Team.
4. **Author of the Report** – Guy Close, Democratic Services Manager, Telephone (01756) 706226, E-mail: gclose@cravendc.gov.uk
5. **Background documents** – Extract of Council minutes held on 30 April 2019 in relation to 'Potential Tour de Yorkshire 2020 Start in Skipton'
6. **Appendices**

Appendix A	POL.989	Potential Tour de Yorkshire 2020 Start in Skipton
Appendix B	POL.995	Capital Programme Outturn 2018/19
Appendix C	POL.996	Business Rates Discretionary Rate Relief – Update to Policy
Appendix D	POL.997	Empty Homes Strategy 2019-2024
Appendix E	POL.998	Forest of Bowland Area of Outstanding Natural Beauty Management Plan 2019-2024

Appendix F	POL.999	Developing the Natural Aire Project (DNAIRE)
Appendix G	POL.1000	Leeds – Liverpool Canal – Strategy for Public Art and Heritage Interpretation
Appendix H	POL.1008	Final Outturn Revenue Budget Monitoring Quarter 4 2018/2019
Appendix I	POL.1009	Collaboration Agreement with North Yorkshire County Council for the Provision of Support for Homeless People

Appendix A

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 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.)

Appendix B

POL.995

CAPITAL PROGRAMME OUTTURN 2018/19

The Chief Finance Officer submitted a report informing Members of the outturn position of the Council's capital programme for 2018/19 and the sources of financing.

Members had been updated with quarterly monitoring reports throughout the year, the last of which showed the quarter three position at 31st December 2018 when total expenditure was forecast to be £2,084k. The final outturn was £3610k.

As part of the year end process, £3,863k had been identified for slippage into the 2019/20 programme. The majority of this slippage was in relation to the redevelopment of Skipton Town Hall and Museum. Other slipped projects included Skipton Canal Waterfront scheme, Ings Beck and Gallow Syke water management scheme and the Leeds-Liverpool Canal – improving connectivity in the Southern Dales.

RECOMMENDED – (1) That, the outturn position of the 2018/19 capital programme is noted.

(2) That, the financing of the 2018/19 capital programme is noted.

(3) That, £3,864,142 is carried forward for the continuation of 2018/19 projects in 2019/20.

Appendix C

POL.996

BUSINESS RATES DISCRETIONARY RATE RELIEF – UPDATE TO POLICY

The Chief Finance Officer submitted a report introducing a refreshed and simplified Discretionary Business Rate Relief Policy which was last updated in 2007. Since then the Government had introduced many initiatives to help businesses and in order to reflect these, an updated overarching policy had been produced. The policy clarified the powers available and who was responsible for implementing the new reliefs.

RECOMMENDED – That, the Discretionary Business Rate Relief Policy is adopted.

POL.997

EMPTY HOMES STRATEGY 2019 - 2024

The Director of Services submitted a report presenting a draft Empty Homes Strategy 2019-2024. The strategy set out the Council's aims and objectives in addressing and reducing the number of empty homes in the District. The strategy was supported by a revised procedure document that established a consistent and transparent approach to the application of powers of enforcement in respect of empty homes.

Empty homes represented a wasted housing resource as well as posing problems for local authorities, owners, neighbours, emergency services and the environment. They were often a blemish on the area and could be subject to vandalism and anti-social behaviour.

Craven had a significant need for additional market and affordable housing and excluding holiday homes, there were over 300 dwellings across the District which had been vacant for 6 months or more (80 empty for over 2 years) which could potentially be brought back into use.

The strategy focussed on internal process improvements and engaging in proactive working alongside empty home owners with a solution based approach as well as demonstrating a commitment to use enforcement powers if needed to ensure empty homes were returned to use.

Funding the scheme would be £200,000 made up of £160,000 for Compulsory Purchase, acquisition and ancillary costs related to an empty dwelling which would be recycled on the sale of that dwelling together with £40,000 to fund an Empty Homes Officer for an 18 months' pilot. Funding would be available from within the Council's Community Housing Fund allocation.

- RECOMMENDED** – (1) That, the Empty Homes Strategy 2019 – 2024 and associated documents for implementation and monitoring is approved.
- (2) That, £200,000 of the Council's Community Led Housing Fund to resource option 3 as set out in paragraph 6 in the report now submitted, as the agreed option for resourcing the Empty Homes Strategy 2019-2024.
- (3) That a report is brought back to this Committee in 18 months' time reviewing the progress made in relation to the strategy.

POL.998

**FOREST OF BOWLAND AREA OF OUTSTANDING NATURAL
BEAUTY MANAGEMENT PLAN 2019 - 2024**

The Strategic Manager for Planning and Regeneration submitted a report asking Members to agree to the adoption of the Forest of Bowland Area of Outstanding Natural Beauty Management Plan for the period 2019 – 2024. The area covers communities living within the parishes of Bentham, Clapam-cum-Newby, Austwick, Lawkland, Giggleswick, Rathmell and Wigglesworth.

The Forest of Bowland Area of Outstanding Natural Beauty (AONB) was managed by a statutory partnership of local authorities, landowners, farmers, voluntary organisations, parish councils, and Government agencies who worked to protect, conserve and enhance the natural and cultural heritage of the area.

A Joint Advisory Committee was responsible for strategic decision making and liaising with a wide range of interested organisations. Craven District Council was represented by Councillor Handley and Councillor Welch represented the County Council.

Following a period of formal consultation and taking into account the views of AONB partners and interested parties a draft Forest of Bowland AONB Management Plan 2019 – 2024 had been produced and Craven District Council along with other partner funding authorities and statutory agencies had been asked to give their final approval to the plan.

RECOMMENDED – That, the Forest of Bowland Area of Outstanding Natural Beauty Management Plan 2019 – 2024 is approved.

POL.999

DEVELOPING THE NATURAL AIRE PROJECT (DNAIRE)

The Strategic Manager for Planning and Regeneration submitted a report introducing the DNAire project which would improve the routes along the river Aire, improving the ecology of the area, reintroducing salmon to the river and developing new tourist assets. Members were also asked to approve funding to support the project's implementation. The return of Atlantic salmon would be enabled by building four fish passes to create a fish super highway from Leeds to Gargrave. This would open the way for salmon to migrate from the North Sea to Gargrave where they would spawn in the gravels. Ten 'Focus Points' would be created along the river connected by the Airedale Way along which people could follow the route of the migrating salmon. The Focus Points would be hubs for community engagement and the trails would boost visitor numbers into Craven bringing in income that would support the Craven hospitality and outdoor business sector.

The Council had developed an excellent relationship with the Environment Agency who had made a considerable investment in Skipton to alleviate flooding including the development of the Skipton Flood Alleviation Scheme and the implementation of the Growth Deal Scheme to protect businesses on Engine Shed Lane from flooding.

The Environment Agency had asked for a contribution of £150,000 towards the project and it was proposed to utilise £125,000 from the New Homes Bonus and £25,000 from the Leeds – Liverpool Canal Public Art and Interpretation Project as a match funding contribution.

- RECOMMENDED** – (1) That, the scope of the DNAire project and related blue green infrastructure along the river Aire corridor is noted.
- (2) That, £125,000 is made available from the Council's New Homes Bonus Infrastructure Reserve to support the Developing the Natural Aire Project (DNAire) Project.
- (3) That, a supplementary estimate of £125,000 is included in the Council's capital budget for 2020/21 to be funded from the New Homes Bonus Infrastructure Reserve.
- (4) That, the Director of Services is given delegated authority to confirm the final agreement with the Environment Agency.

POL.1000

**LEEDS – LIVERPOOL CANAL – STRATEGY FOR PUBLIC ART
AND HERITAGE INTERPRETATION**

The Strategic Manager for Planning and Regeneration submitted a report updating Members on the activity related to the improvement of the Leeds and Liverpool Canal corridor and presented proposals to enhance heritage and visitor interpretation along the canal.

The Council had worked jointly with the Canal and River Trust to develop and deliver improvements to accessibility along the canal towpath. Previous and planned activity was detailed in the report and Strategy attached to the report identified a planned coherent approach to delivering public art and heritage interpretation along the Leeds and Liverpool Canal that would add value to the access improvements to land and water users in the Craven District.

As a result of the towpath improvement schemes and the Skipton Canal Waterfront project approximately £2.78m would be invested in infrastructure located to the canal in Craven by the end of 2019/20 with further investment anticipated in the missing sections such as the 3km stretch of towpath between Silsden to Kildwick. Craven District Council's investment to date was £225,000 and a further £100,000 from the New Homes Bonus Infrastructure Reserve was requested to support measures designed to enhance heritage and visitor interpretation along the canal.

RECOMMENDED – (1) That, progress with regard to the towpath improvement schemes in the District are noted.

(2) That, the proposal as detailed in the Strategy attached to the report now submitted, to deliver works to enhance heritage and visitor interpretation along the Leeds and Liverpool Canal in Craven is approved.

(3) That, subject to (2) above, delegated authority is given 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.

(4) That, subject to (2) above, £100,000 is made available from the Council's new Homes Bonus Infrastructure Reserve to support measures that are designed to enhance the heritage and visitor interpretation along the Leeds and Liverpool Canal corridor.

(5) That, subject to (4) above, a supplementary estimate of £100,000 is included in the Council's capital budget for 2020/21 to be funded from the New Homes Bonus Infrastructure Reserve.

POL.1008

FINAL OUTTURN REVENUE BUDGET MONITORING
QUARTER 4 2018-2019

The Chief Finance Officer submitted a report advising Members of the revenue budget position of the Council, based on the quarter four review of income and expenditure to the end of March 2019.

The general fund reserve balance stood at £995k and this would assist in mitigating against the risk of unplanned movements from budgeted net expenditure levels, as well as the impact of changes in local government funding.

The Council had £6,342k in earmarked reserves as at 1st April 2018. Budgeted in-year contributions and utilisation of £(431)k, in year and year end allocations of £1,307k and a commitment for future years' use of £(876)k meant a balance of £6,342k.

It was forecast there would be a net underspend of £104k for the full financial year of which there was an overspend of £29k in service related costs and £133k underspend within corporate costs. This included increased investment income of £107k. The Council achieved a windfall through the rates pool of £850k of which £440k was from being a member of the North Yorkshire Pool. It was assumed that any surpluses would be transferred into the Business Rates Reserve which had a balance of £750k as at 1st April 2018 with an expected balance at 31st March 2019 of £1,150k.

RECOMMENDED – (1) That, the outturn revenue budget monitoring position as at 31st March 2019 is noted.

(2) That, £37,780 of the savings achieved this year and identified as green in Appendix B to the report now submitted is noted and that these savings are transferred to an earmarked reserve for support to the 2019/20 budget and beyond.

(3) That, a revenue budget carry forward of £53,782 for completion of revenue commitments in 2019/20 as identified in Appendix E to the report submitted is confirmed.

(4) That, the transfer of the balance of the revenue budget surplus to earmarked reserves is approved and the allocations are delegated to the Chief Finance Officer (S151 Officer).

POL.1009

**COLLABORATION AGREEMENT WITH NORTH YORKSHIRE
COUNTY COUNCIL FOR THE PROVISION OF SUPPORT FOR
HOMELESS PEOPLE**

The Director of Services submitted a report seeking for the Council to enter into an agreement with North Yorkshire Council and the other six North Yorkshire District/Borough Councils to provide a housing authority led 'in-house' support service to homeless people. The service was to replace the existing externally commissioned provision currently provided by Horton Housing.

The Council had various statutory duties towards the homeless including the prevention and relief of homelessness and the provision of temporary accommodation to homeless people.

For many years, homelessness related support services had been commissioned by the County Council through the Supporting People Programme which was a ring-fenced grant paid to upper tier authorities to pay for housing related support for homeless and vulnerable people. The ring-fence was removed some years ago but various services continued to be funded by the Council as a legacy of that programme.

The current support service had a contract value for the Craven District of £86,875 per annum which expired at the end of September 2019. Following a transformation review of the service by the County Council, significant savings of 44% of their total budget meant that the countywide budget for the service was being reduced from £1.15m to £654k from October 2019. For Craven this meant a reduction to £48,875.

It was recommended that from 1st October 2019 the seven District/Borough Councils enter into a new five-year collaboration agreement stating common and shared aims around preventing homelessness and how the residual funds would be distributed and spent as well as setting out roles and responsibilities of both parties.

Staff currently employed by the existing provider equivalent to 1.5 FTE for Craven were protected under TUPE and could transfer over to the Districts/Boroughs on existing terms and conditions. It was proposed that the Council agrees to transfer this number of staff.

- RECOMMENDED –**
- (1) That, the report is noted and it is agreed in principle to enter into a collaboration agreement for the delivery of support to homeless people.
 - (2) That, delegated authority is given to the Director of Services to sign the collaboration agreement in consultation with the Solicitor to the Council.
 - (3) That, agreement is given to accept an annual grant payment of £48,854 (plus 3% inflationary uplift) for the next five years in respect of the provision of the service.

Proposed Climate Emergency Motion for Craven District Council

Full Council notes:

1. Humans have already caused irreversible climate change, the impacts of which are being felt around the world. Global temperatures have already increased by 1 degree Celsius from pre-industrial levels. Atmospheric CO₂ levels are above 410 parts per million (ppm). This far exceeds the 350 ppm deemed to be a safe level for humanity;
2. In order to reduce the chance of runaway Global Warming and limit the effects of Climate Breakdown, it is imperative that we as a species reduce our CO₂eq (carbon equivalent) emissions from their current 6.5 tonnes per person per year to less than 2 tonnes as soon as possible;¹
3. Individuals cannot be expected to make this reduction on their own. Society needs to change its laws, taxation, infrastructure, etc., to make low carbon living easier and the new norm;
4. Carbon emissions result from both production and consumption;
5. Unfortunately, our current plans and actions are not enough. The world is on track to overshoot the Paris Agreement's 1.5°C limit before 2050;^{2,3}
6. The IPCC's Special Report on Global Warming of 1.5°C, published in October, describes the enormous harm that a 2°C rise is likely to cause compared to a 1.5°C rise, and told us that limiting Global Warming to 1.5°C may still be possible with ambitious action from national and sub-national authorities, civil society, the private sector, indigenous peoples and local communities³;
7. Councils around the world are responding by declaring a 'Climate Emergency' and committing resources to address this emergency.⁴

Full Council believes that:

1. All governments (national, regional and local) have a duty to limit the negative impacts of climate breakdown, and local governments that recognise this should not wait for their national governments to change their policies. It is important for the residents of Craven that we commit to carbon neutrality as quickly as possible;
2. The consequences of global temperature rising above 1.5°C are so severe that preventing this from happening must be humanity's number one priority; and,
3. Bold climate action can deliver economic benefits in terms of new jobs, economic savings and market opportunities (as well as improved well-being for people worldwide).

Full Council resolves to:

1. Declare a 'Climate Emergency';
2. Pledge to make the District of Craven carbon neutral by 2030, taking into account both production and consumption emissions (scope 1, 2 and 3)⁵;
3. Call on Westminster to provide the powers and resources to make the 2030 target possible;

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4. Work with other governments (both within the UK and internationally) to determine and implement best practice methods to limit Global Warming to less than 1.5°C;
5. Work with partners in Craven and across the region to deliver this new goal through all relevant strategies and plans;
6. Report within six months the actions the Council will take to address this emergency.

References:

1. Fossil CO₂ & GHG emissions of all world countries, 2017:
<http://edgar.jrc.ec.europa.eu/overview.php?v=CO2andGHG1970-2016&dst=GHGpc>
2. World Resources Institute: <https://www.wri.org/blog/2018/10/8-things-you-need-know-about-ipcc-15-c-report>
3. The IPCC's Special Report on Global Warming of 1.5°C:
<https://www.ipcc.ch/report/sr15/>
4. Including US cities Berkeley:
<https://www.theclimatemobilization.org/blog/2018/6/13/berkeley-unanimously-declares-climate-emergency> and Hoboken:
<https://www.theclimatemobilization.org/blog/2018/4/25/hoboken-resolves-to-mobilize>,
and the C40 cities: <https://www.c40.org/other/deadline-2020>
5. Scope 1, 2 and 3 of the Greenhouse Gas Protocol explained:
<https://www.carbontrust.com/resources/faqs/services/scope-3-indirect-carbon-emissions>

Proposed by: Councillor Andy Brown

Seconded by: Councillor David Noland

Motion on Notice for Council meeting on 6 August 2019

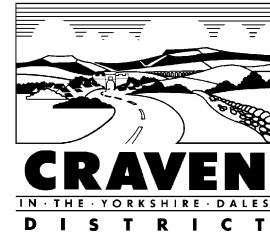
“That this Council adopts and endorses the aims and policies of the ‘Close the Door Campaign’ as part of its commitment to reduce carbon emissions in the District.”

Proposed by: Councillor Simon Myers

Seconded by: Councillor Carl Lis

COUNCIL MEETING – 6th August 2019

Appointment of Section 151 Officer



Report of the Chief Executive

1. **Purpose of Report** – To update Members on the appointment of the Council's Chief Finance Officer (Section 151 Officer).
2. **Recommendations** – Members are recommended to note the appointment of Richard Weigh as the Council's Chief Finance Officer and confirm his appointment as the Section 151 Officer from the 15th July 2019.
3. **Report**
 - 3.1 The Council is required under Section 151 of the Local Government Act 1972 to make arrangements for the proper administration of its financial affairs and must secure that one of its officers has responsibility for the administration of those affairs. Part VIII of the Local Government Finance Act 1988 describes the qualifications required for appointment and also sets out the functions and duties of the role.
 - 3.2 As Members will be aware Nicola Chick, the former Chief Finance Officer (Section 151 Officer), retired on the 3rd July.
 - 3.3 Following a decision of Council, the role of Chief Finance Officer (Section 151 Officer) was advertised nationally and, on the 12th April, the Council's Recruitment and Appeals Panel interviewed applicants. Councillors Heseltine, Myers and Staveley sat on the Panel and the Section 151 Officer from Scarborough Borough Council provided technical support. The Panel unanimously agreed to offer the post to Mr Richard Weigh who, at that time, held a similar post at Denbighshire County Council. Mr Weigh accepted the offer and began his new role with the Council on the 15th July.
 - 3.4 The Council's Accountancy Services Manager acted as the Section 151 Officer in the interim.
4. **Implications**
 - 4.1 **Financial and Value for Money (vfm) Implications** – The salary for the post is included within the Council's budget and no additional funding is required.
 - 4.2 **Legal Implications** – These are set out in the body of the report.

- 4.3 **Contribution to Council Priorities** – This post contributes to the delivery of all the Council's priorities but particularly financial sustainability.
- 4.4 **Risk Management** – Failure to appoint a Section 151 Officer would breach the Local Government Act 1972 and may lead to the Council's financial decisions being challenged.
- 4.5 **Equality Analysis** – The Council's Equality Impact Assessment procedure does not apply to this report as there are no changes to any policy.
- 5. **Consultations with Others** – Solicitor to the Council (Monitoring Officer) and Human Resources Manager.
- 6. **Access to Information : Background Documents** –
- 7. **Author of the Report** – Paul Shevlin; Chief Executive; telephone: 01756 706201; e-mail: pshevlin@cravendc.gov.uk

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

- 8. **Appendices** – None