

POLICY COMMITTEE

6.30pm on Tuesday 29th October 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

Exclusion of the Public - In accordance with the Council's Access to Information Procedure Rules, Members are recommended to exclude the public from the meeting during consideration of Item \$8 on the grounds that it is likely that if Members of the public were present there would be disclosure to them of exempt information as defined in Paragraph 3 (relates to the financial or business affairs of any person including the Authority holding the information) of those Rules and Part 1 of Schedule 12A of the Local Government Act 1972 (as amended).

1. **Apologies for absence and substitutes**
2. **Confirmation of Minutes** – 17th September 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. **Confirmation of the Council Tax Base 2020/21** – Report of the Chief Finance Officer. Attached.

Purpose of Report- Members are asked to approve the Council Tax base for the 2020/21 financial year.

6. **Craven Homelessness and Rough Sleeping Strategy 2020 – 2025** – Report of the Director of Services. Attached.

Purpose of Report – To seek approval of the Craven Homelessness and Rough Sleeping Strategy 2020 -2025.

7. **Future of Local Enterprise Partnerships** – Report of the Strategic Manager for Planning and Regeneration. Attached.

Purpose of Report – To update Members on the recent development and the current status of the reorganisation of Local Enterprise Partnerships in Yorkshire and the Humber.

Item Considered Exempt from Disclosure

- \$8. **Shared Ownership Housing Development** – Report of the Director of Services.

Purpose of Report – To seek approval for the acquisition of a plot of land with a supplementary capital estimate for shared ownership homes.

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

10. **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, Senior Democratic Services Officer
Tel: 01756 706486, Email: committees@cravenc.gov.uk
21st October 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.

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

- (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

17th September 2019

Present – The Chairman (Foster) and Councillors, Barrett, Brockbank, Handley (substitute for Lis), Madeley, Moorby (substitute for Ireton), Morrell, Mulligan, Myers, Noland, Place and Shuttleworth (substitute for Heseltine).

Also in attendance: Councillors Brown, Jaquin, Pringle and Staveley.

Officers – Chief Executive, Director of Services, Chief Finance Officer (S151 Officer), Solicitor to the Council and Monitoring Officer, Strategic Manager for Planning and Regeneration, Environmental Services and Housing Manager, Information Governance Manager, Democratic Services Manager and Senior Democratic Services Officer.

Apologies for absence were received from Councillors Heseltine, Lis, Ireton, Rose and Welch.

Start: 6.30pm

Finish: 8:20pm

The minutes of the Policy Committee meeting held on 23rd July 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.1021 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.

POL.1010

PUBLIC PARTICIPATION

Councillor Brown, a Member of the Select Committee addressed the Committee in respect of item POL.1010 – Review of Development Control Performance. He recommended that the service remained under close review as it recovered from staffing pressures and felt it was important for the reputation of the Council that the perception that developers could expect significant advice and guidance whilst objectors received little or none at all. His view was that those who paid for Council services, as well as parish councils held the perception that they could receive reasonable help and support when enquiring about planning matters.

Minutes for Report

POL.1011

REVIEW OF DEVELOPMENT CONTROL PERFORMANCE

The Democratic Services Manager submitted a report presenting Select Committee's review of development control performance. The aim of the review was to make an assessment of performance and, where appropriate, make recommendations on a number of key areas. The review was conducted over three sessions between March and April 2019 when Select Committee received a range of evidence both written and verbal.

In concluding the review, Select Committee recognised that Planning Services continued to make good progress in relation to major, minor and other applications. The cumulative figure remained a concern which was largely due to past performance. Measure had since been introduced to address those concerns and deliver improvements.

In receiving the report, Members thanked the Select Committee and officers for their work on the review, and it was

Resolved – That, the recommendations in the report as now submitted, are accepted.

POL.1012 **REVENUE BUDGET MONITORING REPORT – QUARTER 1**
2019/2020

The Chief Finance Officer submitted a report advising Members of the revenue budget position of the Council, based on the first quarter review of income and expenditure to the end of June 2019. The Council's performance against the budget was a forecasted underspend of £300k for the financial year. However, due to the volatility of income streams highlighted in the report, any reduction in estimated income could reduce the surplus to a deficit.

Insofar as the Income and Savings Plan was concerned, no savings had been confirmed as being achieved, although a number were in progress and would be reported in the quarter two monitoring report.

The Council had, at 1st April 2019, a General Fund balance of £995k and it was expected to remain at that level during 2019/20 to cover the risk of unplanned movements from budgeted next expenditure levels and day to day cash flow variances. In addition, the Council had earmarked reserves of £7,218k at 1st April 2019 and taking into account in-year contributions and budget utilisation in 2019/20 and a commitment for future year's use, meant an estimated balance at 31st March 2020 of £5,578k.

Resolved – (1) That, the revenue budget position as at 30th June 2019 is noted.

(2) That, the £53,782 of the slippage from 2018/19 and £67,250 revenue growth bids that have been reflected in the revised budget figure are noted.

(3) That, it is noted that no items have been identified as green on the income and savings plan as at 30th June 2019.

POL.1013 **PERFORMANCE MONITORING REPORT – QUARTER 1 –**
2019/20

The Chief Finance Officer submitted a report presenting the Council's performance monitoring report for quarter one 2019/20 in accordance with arrangements set out in the Council's Performance Management Framework.

Progress against the Council Plan showed that good progress had been made in the implementation of Council Plan actions. Fifteen had been assessed as on target, one was amber as some elements of the project were behind schedule and one had not yet started. Data relating to all of the six benefits and planning indicators were all currently achieving their targets.

Resolved – (1) That, the progress and outcomes achieved are noted.

POL.1014 **RESOURCING OF NORTH YORKSHIRE POLICE, FIRE AND**
CRIME PANEL

The Solicitor to the Council and Monitoring Officer submitted a report asking Members for their views on proposals from North Yorkshire County Council for constituent Councils to provide an allowance for their Member appointed to the North Yorkshire Police, Fire and Crime Panel.

North Yorkshire County Council was the host authority and also provided secretariat support; legal guidance; communication support and wider administration services. The County submitted a report to the Local Government North Yorkshire and York meeting on 28th June 2019 seeking a contribution towards back office costs which was reportedly exceeding the Home Office grant. The report also sought to increase the remuneration of its participating Members following recommendations from the North Yorkshire County Council Independent Remuneration Panel as follows:

- Chair's allowance to increase from 3 to 5 units (to £8,485)
- Vice Chairs' allowance to increase from 1 to 2 units (to £3,394)
- Community Co-opted Members' allowance to increase from 0.5 to 1 unit (to £1,697)
- All other Panel Members to receive an allowance of 1 unit - £1,697 payable to all members.

In addition to consideration around the provision of a Member allowance and in view of the increased responsibilities for the Panel and its supporting officers, the Panel asked Leaders of the constituent authorities to consider contributing towards supporting the role of the Panel. If fully implemented, the total cost of the recommendation for Craven District Council would be £2,390 which included a Member allowance of £1,697 plus a contribution towards administrative support of £693.

In the ensuing debate, Members commented that it was part of the duty as a Councillor to attend this type of Panel meeting and there was a risk of setting a precedent if other panels and outside bodies requested financial support from Craven District Council. In addition, they felt that North Yorkshire County Council were not obliged to accept the recommendation of their Independent Remuneration Panel and that as Councils were having to make cuts to local services, the allowance may not be well received by the public, and it was

Resolved – (1) That, a Member allowance for Craven District Council's Panel Member is not approved.

(2) That, a contribution towards administrative support for the Panel is not approved.

(The Chairman, Councillor Foster declared Appendix B and Paragraph 15 interests in the above item as he was the Council's appointed representative on the North Yorkshire Police, Fire and Crime Panel. The Vice-Chairman took the Chair for this item as the Chairman left the room and did not take part in the debate or vote thereon.)

POL.1015

FUNDING FOR CRAVEN ROUGH SLEEPER SERVICES

The Director of Services submitted a report seeking Members' approval for the Council to award revenue funding to Horton Housing for the purposes of providing services to rough sleepers in Craven.

Craven had a statutory duty towards the homeless and providing funding to Horton Housing supported the delivery of those duties and formed a key priority within the Council's emerging homelessness and rough sleeping strategy. Horton Housing currently provided ten units of supported housing via the Homeless Hub, located at Pinder House, Skipton as well as outreach services including a programme of day activities.

The Council had, in 2016, been awarded grant funding of £162,000 to ensure that people had a safe place to stay whilst services worked with them to resolve their homelessness crisis. Craven had been permitted to entering into a contract with Horton Housing as the delivery partner for the project on the basis that they were the sole provider with the resources to purchase a Hub building and had the necessary expertise to deliver the service. Horton Housing received Housing Benefit for the ten units but that did not cover the staffing cost, this was covered by the Council grant.

The contract with Horton Housing was due to end on 31st October 2019 and as no further funding would be forthcoming until the Comprehensive Spending Review had been concluded in the Autumn, the Council and Horton Housing had been exploring other funding opportunities to no avail. In order to prevent losing a valuable resource and leaving chaotic homeless people on the streets of Craven, the Council had identified monies in housing reserves as set out in the report submitted, that could be allocated to the funding of Pinder House for the next 15 months. In addition, a private individual had expressed an interest in providing long term revenue funding to Horton Housing, but this was still to be concluded.

During the debate, Members commended the current service provided to rough sleepers and that it was the Council's responsibility to look after the most vulnerable persons in the District. Because the funding for the service was not secure beyond the next fifteen months, Members asked that officers pursue alternative funding opportunities in order to secure the longer term provision of the service.

Resolved – (1) That, £110,000 is awarded to Horton Housing to extend the current contract for a further fifteen months for the provision of services to rough sleepers from the 1st November 2019.

(2) That, £110,000 is drawn from the Council's existing housing Ministry for Housing, Communities and Local Government ring-fenced funding budget for homeless prevention be made available to fund the extension of the contract for the existing rough sleeper provision.

POL.1016

AMENDMENTS FOR ELECTRIC VEHICLE CHARGING POINTS INTRODUCTION

The Director of Services submitted a report requesting approval to amend the location of the electric vehicle charging bays and wording to the draft Parking Places Amendment Order. Further to an in-depth survey of the car park and availability, it was found that, for viability purposes, that the electric vehicle charging bays needed to be relocated within the car park. The revised locations and changes to the wording of the Order to prevent any ambiguity were included within appendices attached to the report.

Resolved – (1) That, the revised location of the two electric vehicle charging points at the High Street Car Park, Skipton is approved.

(2) That, the revised wording to the Parking Places Order to ensure clarity over the charges applicable on the electric vehicle charging bays is approved.

Minutes for Decision

POL.1017

CAPITAL PROGRAMME MONITORING REPORT – QUARTER 1 2019/2020

The Chief Finance Officer submitted a report informing Members of the Council's capital programme position, based on quarter one review of income and expenditure to the end of June 2019. Since the capital programme had been agreed on 5th February 2019, supplementary estimates had been approved totalling £143k; £18k for boundary signs; and £125k for the DNAire project, although £75k of that would be utilised in the 2020/21 programme. Additionally, a supplementary estimate of £2,920k for the joint venture developments projects had been requested. These and other projects gave a revised programme of £8,586k.

RECOMMENDED – (1) That, the capital budget position of the 2019/20 capital programme as at 30th June 2019 is noted.

(2) That, a supplementary estimate of £2,920k for the LEP funded joint venture development projects, to be funded from grant awards; £543k from the Land Release Fund and £2,377k from the Accelerated Construction Fund is approved.

(3) That, the 2019/20 capital programme and the proposed funding, including the supplementary estimates for new projects agreed in quarter one, is noted.

POL.1018

TREE PLANING ON CRAVEN DISTRICT COUNCIL OWNED LAND

The Director of Services submitted a report seeking approval to release three areas of land for the purposes of tree planting in Skipton and to apply for funding from the Northern Forest Fund. The three sites were land off Shortbank Road, Aireville Park and land off Gargrave Road.

In response to the Climate Emergency declared by Council on 6th August 2019, an assessment of land holdings was being made to identify suitable land for tree planting as an essential component of tackling climate change was the requirement to drawdown carbon and the simplest way was through the planting of trees. The importance of making a start to increase the tree coverage in the District was acknowledged and, in doing so, the proposals supported the Council's 'Greener Craven' priority. Should the £40,000 grant application be successful, it was

RECOMMENDED – (1) That, the release of sites AS015, AS016, AS288, AS076 and AS475 for the partial planting of trees in accordance with the outline in the appendix to the report now submitted, is approved.

(2) That, the funding application to the Northern Forest Fund for £40,000 is approved.

POL.1019

SKIPTON GATEWAY – CREATING AN ACTIVE AND SUSTAINABLE TRAVEL CORRIDOR

The Strategic Manager for Planning and Regeneration submitted a report seeking Members' approval for the continued development of a package of schemes to improve local accessibility from Skipton Railway Station and to work in partnership with North Yorkshire County Council and the West Yorkshire Combined Authority to deliver the agreed scheme of work as part of the Transforming Cities Fund submission for the Leeds City Region. A supplementary estimate of up to £35,000 was requested from the New Homes Bonus to help fund the costs of preparing a strategic outline case to demonstrate that sufficient, robust and evidenced scoping for delivering the preferred scheme objectives had been undertaken.

The Leeds City Region was one of twelve areas that had been shortlisted by the Government to submit proposals for a share of £1.28b Transforming Cities Fund which aimed to drive up productivity by investing in infrastructure to improve public and sustainable transport connectivity. Whilst there were no guarantees, it was recommended that the Council continued to progress the development of the proposed package of schemes to strengthen the case for Skipton being offered a share of any funding that may be awarded to the Leeds City Region.

The list of schemes identified for Skipton were:

1. Railway Station Plaza
2. Railway Station to Swadford Street Active Travel Corridor
3. Railway Station to Skipton Academy Footpath Improvements
4. Black Walk/Cavendish Street Crossing
5. Gas Street Pedestrian Improvements (including Gallows Bridge)

The Strategic Manager for Planning and Regeneration's report requested permission for the Council, alongside North Yorkshire County Council to carry out a programme of consultation with stakeholders, various interested organisations and individuals as well as the public. The results of the consultation would be presented to a future meeting of Policy Committee.

RECOMMENDED – (1) That, the development of a submission to the Transforming Cities Fund for the Leeds City Region is supported.

(2) That, subject to amendments, the proposed package of schemes for Skipton as detailed on the plans attached at appendix A to the report now submitted is approved for consultation.

(3) That, subject to (2) above;

- a) Permission is given to carry out a programme of consultation with stakeholders and the public and to present the findings to a future meeting of this Committee.
- b) That, a budget of up to £35,000 is made available to help subsidise the costs of continuing to develop the proposed schemes for Skipton, including the provision of information required for appraisal by the West Yorkshire Combined Authority and Department for Transport.
- c) That, subject to approval of (3)(b) above, permission is given for the monies to be drawn down from the New Homes Bonus reserve in the form of a supplementary estimate to be included in the Council's revenue budget for the current financial year 2019/20.
- d) That, the Director of Services, in consultation with the Solicitor to the Council and the Chief Finance Officer, is given delegated authority to agree the governance, delivery and funding arrangements for the agreed package of schemes for Skipton with North Yorkshire County Council and to enter into the associated agreements.
- e) That, subject to funding decisions by the West Yorkshire Combined Authority and provision of a financial contribution from North Yorkshire County Council, the Council agrees to make a financial contribution of £100,000 towards the cost of delivering the agreed package of schemes for Skipton, and that provision is to be included in the Council's capital programme for the financial year 2020/21.

POL.1020

INFORMATION MANAGEMENT AND GOVERNANCE STRATEGY

The Chief Information Officer submitted a report presenting Members with a draft revised strategy which had been produced to reflect new legal requirements and new powers acquired by the Information Commissioner to enable firm action to be taken against organisations that failed to adequately comply with legislation particularly in relation to the General Data Protection Regulations.

RECOMMENDED – That, the draft Information Management and Governance Strategy 2019-2022 as submitted, is approved and adopted.

\$POL.1021

JOINT VENTURE – DEVELOPMENT OF LAND AT AIREDALE AVENUE, SKIPTON

The Director of Services and Solicitor to the Council submitted a report presenting the final business case for the development of Council owned land at Airedale Avenue, Skipton and sought approval to dispose of the site to Craven Barnfield Regeneration Limited. In considering the report, Members agreed to the disposal of the site.

(Councillor Shuttleworth asked that it be recorded that he did not vote on the above item because he felt that, as a Member of the Planning Committee that would be determining a planning application in respect of the proposed scheme, he wished to keep an open mind).

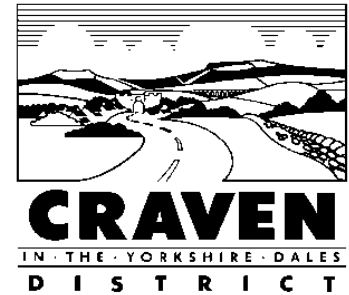
(A separate excluded full minute has been prepared for this item. It is published (on pink paper) in an Appendix to Committee Members, relevant officers and others who are entitled to all details.)

Chairman

Policy Committee – 29th October 2019

CONFIRMATION OF THE COUNCIL TAX BASE - 2020/21

**Report of the Chief Finance Officer (s151 officer)
Financial Resilience – Councillor Mulligan**



Ward(s) affected: All

1. Purpose of Report

- 1.1 To approve the Council Tax Base for the 2020/21 financial year.

2. Recommendations – Members are recommended to put to Council:

- 2.1 That in accordance with the Local Authorities (Calculation of Tax Base) (England) Regulations 2012 the amount calculated by Craven District Council as its tax base for the whole of the area for 2020/21 financial year is set at 22,617.
- 2.2 The amount calculated by Craven District Council as the tax base for each of its Parishes for the 2020/21 financial year is that as set out in Appendix A to this report.

3. Report

- 3.1 Council Tax Base figures are calculated annually in accordance with the Local Government Finance Act 1992 (as amended) and relevant regulations and are used by each billing and major precepting authority in the calculation of the basic amounts of Council Tax. The figures must be notified to all major precepting authorities (North Yorkshire County Council, North Yorkshire Police and Crime Commissioner, North Yorkshire Fire & Rescue Authority, levying bodies, and parishes) on request before 31st January 2020.
- 3.2 The Council Tax Base is a complex calculation requiring forward projections of a number of key variables: these include new builds, properties demolished, and levels of Council Tax exemptions and discounts. The impact of the economic climate provides further challenge to the projections. Council Tax is accounted for in a separate fund, the Collection Fund, with any deficit or surplus being carried forward and accounted for in the next financial year.
- 3.3 The Council Tax Base is calculated as the sum of the relevant amounts for each valuation band multiplied by the billing authority's estimated collection rate for the year. For information, comparative tax bases for the current and previous financial years and the number of properties in the Craven District are shown in the table below.

Year	Total Number of Properties (CTB1)	Number of band D equivalent properties (CTB1)	Adjusted council tax base
2020/21	27,584	24,317	22,617*
2019/20	27,414	24,240	22,525*
2018/19	27,321	24,213	22,455*
2017/18	27,181	23,896	22,093*
2016/17	26,989	23,653	21,825*
2015/16	26,706	23,415	21,367*

**The adjusted tax base reflects adjustments for the cost of Council Tax reduction, discounts and exemptions and an estimated collection rate of 98.60%.*

- 3.4 There are no parish boundary changes.
- 3.5 The formula used to calculate the tax base takes account of Craven's local discounts / premiums and the localised Council Tax reduction scheme. The tax base recommended in this report reflects all decisions made by the Council since December 2012 in respect of locally determined Council Tax discounts.

4. Financial and Value for Money Implications

- 4.1 The increase in the Council Tax Base from 22,525 to 22,617 equates to an increase of 92 Band D equivalent properties.
- 4.2 Before considering any Council Tax increase as part of the budget setting process, and based on the 2019/20 average band D charge of £172.21, this increased tax base would result in a total increase of £15,845 of Council tax income for the Council.
- 4.3 For every £1 of Council Tax levied, the tax base, as proposed, will enable the Council to meet £22,617 of expenditure in 2020/21 compared with £22,525 in the current financial year.

5. Legal Implications

- 5.1 The Council Tax base is a measure of the Council's taxable capacity, for the setting of its Council Tax, and legislation sets out the formula for the calculation and the requirement that the tax base is formally approved.
- 5.2 The Local Authorities (Calculation of Council Tax Base) (England) Regulations 2012 prescribes the formula for calculating the tax base. Section 84 of the Local

Government Act 2003 allows the calculation or determination to be delegated to a committee or an officer of the Council.

6. Contribution to Council Priorities

- 6.1 None directly arising from this report.

7. Risk Management

- 7.1 There is a risk if the council tax base is set at a level that could result in a shortfall of income when council tax levels are set. A prudent allowance for non-collection is included in the calculation to minimise the risk.

8. Equality Impact Analysis

- 8.1 The Council's Equality Impact Assessment Procedure has not been applied to this report – the calculation and reporting of the tax base is a statutory requirement, unlike Council Tax policy changes or changes to the level of Council Tax that may require a more detailed impact assessment to inform decisions.

9. Consultations with Others

- 9.1 Financial Services, Legal Services.

10. Background Documents

- 10.1 Council Tax Valuation List and Council Tax records (report RRV708 and CTB1 return)

11. Appendices

- Appendix A - Analysis of the Tax Base calculation by Parish

12. Author of the Report

Deborah Davies, Revenues and Benefits Manager
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01756 706294

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

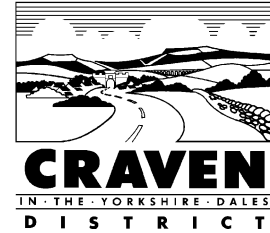
Appendix A: Parish Summary

Parish	20/21 Taxbase	Parish	20/21 Taxbase	Parish	20/21 Taxbase
AIRTON	95.62	ELSLACK	36.28	LANGCLIFFE	162.38
APPLETREEWICK	106.66	EMBSAY w EASTBY	793.98	LAWKLAND	125.90
ARNCLIFFE	40.09	ESHTON	41.05	LINTON	76.28
AUSTWICK	244.76	FARNHILL	215.61	LITTON	35.14
BANK NEWTON	28.29	FLASBY w WINTERBURN	56.95	LONG PRESTON	320.37
BARDEN	32.38	GARGRAVE	769.79	LOTHERSDALE	252.66
BEAMSLEY	66.47	GIGGLESWICK	550.08	MALHAM	67.62
BENTHAM	1234.73	GLUSBURN	1448.06	MALHAM MOOR	20.76
BOLTON ABBEY	46.76	GRASSINGTON	549.99	MARTONS BOTH	146.00
BORDLEY	7.33	HALTON EAST	46.38	OTTERBURN	22.48
BRADLEY	507.89	HALTON GILL	25.24	RATHMELL	138.19
BROUGHTON	36.38	HALTON WEST	27.43	RYLSTONE	72.67
BUCKDEN	101.05	HANLITH	16.86	SCOSTHROP	36.19
BURNSALL	56.86	HARTLINGTON	31.62	SETTLE	1122.74
BURTON IN LONSDALE	257.23	HAWKSWICK	35.52	SKIPTON	5423.57
CALTON	26.95	HAZLEWOOD w STORITHS	40.28	STAINFORTH	110.95
CARLETON	451.89	HEBDEN	115.71	STIRTON w THORLBY	96.57
CLAPHAM	305.99	HELLIFIELD	554.18	SUTTON	1271.69
CONISTON COLD	90.86	HETTON	73.81	THORNTON IN CRAVEN	206.57
CONISTONE w KILNSEY	67.52	HORTON IN RIBBLESDALE	180.28	THORNTON IN LONSDALE	147.33
CONONLEY	490.37	INGLETON	852.46	THORPE	23.43
COWLING	887.31	KETTLEWELL w STARBOTTON	192.85	THRESHFIELD	399.04
CRACOE	80.66	KILDWICK	102.95	WIGGLESWORTH	136.86
DRAUGHTON	130.19	KIRKBY MALHAM	50.00		

All discounts, exemptions and CTR costs are apportioned based on number of band D equivalent properties within each parish. The estimated Council Tax collection rate is 98.6%.

Policy Committee – 29th October 2019

Craven Homelessness and Rough Sleeping Strategy 2020-25



Report of the Director of Services

Ward(s) affected: ALL

- 1 **Purpose of Report** – To seek approval of the Craven Homelessness and Rough Sleeping Strategy 2020 - 2025
- 2 **Recommendations** – Members are recommended to:
 - 2.1 Approve and adopt the Craven Homelessness and Rough Sleeping Strategy 2020 – 2025 and associated Action Plan.
 - 2.2 Approve that the Director of Services in consultation with the Portfolio Holder be authorised to make minor changes to the Strategy and Action Plan as and when required.
- 3 **Introduction**
 - 3.1 The Housing Act 1996 places a duty on local authorities to take a strategic approach to tackling and preventing homelessness by:
 - Carrying out a review of homelessness in the district;
 - Formulating and publishing a homelessness strategy based on that review;
 - Keeping the strategy under review;
 - Consulting with relevant stakeholders before adopting or modifying the strategy.
 - 3.2 The statutory requirement is that the homelessness strategy should be reviewed and updated at least every five years. However, housing authorities can conduct a review and publish a strategy more frequently if circumstances in the district change.
 - 3.3 The current homelessness strategy was published in July 2015 and lasts until 2020, however a decision was reached in January 2019 that it was no longer suitable for purpose for a number of reasons:
 - a) The introduction of the Homeless Reduction Act in 2018 required a review of what tools the Council had in place to prevent and relieve homelessness to decide if they were suitable to meet the needs of the district, or required investment to improve or expand them.
 - b) Central government's priorities had changed significantly since 2015 and tackling rough sleeping became a national priority. In August 2018 the government launched

a Rough Sleeping Strategy which pledges to halve rough sleeping within the current parliament and end rough sleeping by 2027. The Strategy states that all local authorities should review their homelessness strategies by autumn 2019 and ensure that they have in place a Homelessness and Rough Sleeping Strategy.

- c) The Government's Rough Sleeping Strategy is based on three core strands: Prevention, Intervention and Recovery and envisages public bodies working together to tackle the issue of homelessness. Without a local strategy in place that addressed those key principles we felt it unlikely that the Council would be successful in any funding bids we made to MHCLG. All funding streams that have come available in the last 12 months are all centred on tackling and preventing rough sleeping.
- d) Some of the overarching priorities within our current strategy were no longer relevant; for example, improving temporary accommodation.

4 Craven Homelessness Review 2019

4.1 Following a procurement exercise, the Council appointed Arc 4 to carry out the review carry out the review and produce the strategy. They have undertaken a comprehensive desk-top analysis of key data relating to homelessness in the District and conducted interviews and surveys with partners, stakeholders and service users.

4.2 Some of the key findings were:

- a) Loss of private rented is the main cause of homelessness.
- b) 44% of our customers did not seek help before they became homeless
- c) 73% of the homeless people the Council dealt with were single people.
- d) Craven has the lowest percentage of social housing in Yorkshire and Humber.
- e) Craven has one of the lowest supplies of private rented accommodation in Yorkshire and Humber.

Craven Homelessness and Rough Sleeping Strategy 2020 – 2025

4.3 In response to the findings of our Review, the draft strategy has highlighted the following as priority areas:

Priority 1: Raise awareness of homelessness and housing issues across the district and the services available to help.

Priority 2: Join things up between services and organisations so that responses to homelessness are integrated and make the best use of the limited resources available

Priority 3 - Target prevention activities where they are needed most, at those households at greatest risk of homelessness

Priority 4 - Develop more affordable housing options and sustainable move-on arrangements from supported housing

Priority 5 - Work in partnership to ensure that no one has to sleep rough in Craven and where they do a rapid response will assist them into suitable accommodation

The Draft Homelessness Strategy is attached at **Appendix A**

- 4.4 An action plan has been developed to deliver the strategy over the next 5 years, which is attached at **Appendix B**.

6. Implications

6.1 Financial

There are no new financial implications arising from this report. Members should note that the delivery of the strategy and action plan will be affected if revenue funding for the homelessness service does not remain at the same level as previous years.

6.2 Legal Implications

The review of homelessness and adoption/publication of a Homelessness Strategy are legal requirements of the Housing Act 1996. Craven District Council's Constitution requires the Homelessness Strategy to be registered in accordance with Article 14.

7 Contribution to Corporate Priorities.

Enterprising Craven: Enable the provision of 230 homes per year across Craven to meet the needs of our current and future communities.

We will look at securing long term funding for housing for rough sleepers, and the development of affordable housing for single people especially those under the age of 35.

Resilient Communities: Enable active communities and improve quality of life

We will work with partners to provide improved support and intervention services for rough sleepers and those at risk of sleeping rough. We will develop and strengthen the work of the Craven Homeless Forum to ensure a partnership approach to tackling homelessness.

8. Risk Management –

If the Craven Homelessness and Rough Sleeping Strategy 2020 – 2025 is not

adopted, that would present a risk to the Council due to none compliance with the Housing Act 1996, and the Council's constitution.

9. Equality Impact Assessment

An Equality Impact Assessment has been carried out. The initial screening has identified that the proposed strategy does not have the potential to cause negative impact or discriminate against different groups in the community based on age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex or sexual orientation.

This strategy relates to a statutory function carried out by the Council. The strategy is defined by the legislative requirements of the Housing Act 1996. The legislation provides to ensure that housing advice and homelessness services are inclusive and priority given to vulnerable households sharing protected characteristics.

10. Consultations with Others

- a) Housing Options team
- b) Homeless Forum (internal and external membership of partners, voluntary organisations and other public authorities)
- c) Customers and former service users
- d) Social and private landlords
- e) Ward members.

11. Access to Information : Background Documents

None.

12. Author of the Report

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13. Appendices

Appendix A - Craven Homelessness Strategy 2020 – 2025

Appendix B – Homelessness Action Plan 2020 – 2025



Homelessness & Rough Sleeping Strategy 2020-2025

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Appendices

This Homelessness Review and Strategy has been prepared by arc⁴ Ltd on behalf of Craven District Council.

The review provides a detailed analysis of the levels and nature of homelessness, an audit of the services and a review of the resources available to spend on homelessness within the county.

Both the strategy and review comply with the associated and relevant legislation Section 1 of the Homeless Act 2002 along with the Ministry of Housing, Communities and Local Government’s Homelessness Code of Guidance for Local Authorities (2018).

Foreword

Welcome to our new Homelessness and Rough Sleeping Strategy, which sets out our vision and plans for providing for and improving services for homeless households in the district over the next five years. Although this is not our first homelessness strategy, it is the first to have a specific focus on rough sleeping and consider the effectiveness of homelessness following the introduction of the Homelessness Reduction Act in 2018.

Homelessness is a complex situation, often going beyond the essential requirement for suitable, sustainable accommodation and involving a number of personal support needs. For this reason, we recognise that it is not possible for Craven District Council to prevent homelessness and end rough sleeping by responding in isolation.

Effective partnerships are required across the public, private and charitable sectors to ensure that the right advice and support is available when it is needed. We've started as we mean to go on, by developing this strategy in consultation with a wide range of stakeholders and agreeing how we can work together better in the future.

We do however recognise that this won't be without its challenges. The strength of the housing market and changes to household incomes are putting increasing pressure on already limited resources.

In developing this strategy, we are striving to be aspirational but also realistic in our ambition. Following a period of public consultation, we will prepare a detailed action plan each year, setting out what actions and projects we will be undertaking.

Councillor Richard Foster

Council Leader

Lead Member for Housing

Chair of the York, North Yorkshire & East Riding Housing Board



1. Setting the scene

Our understanding of homelessness

1.1 Section.174 of the Housing Act 1996 states that:

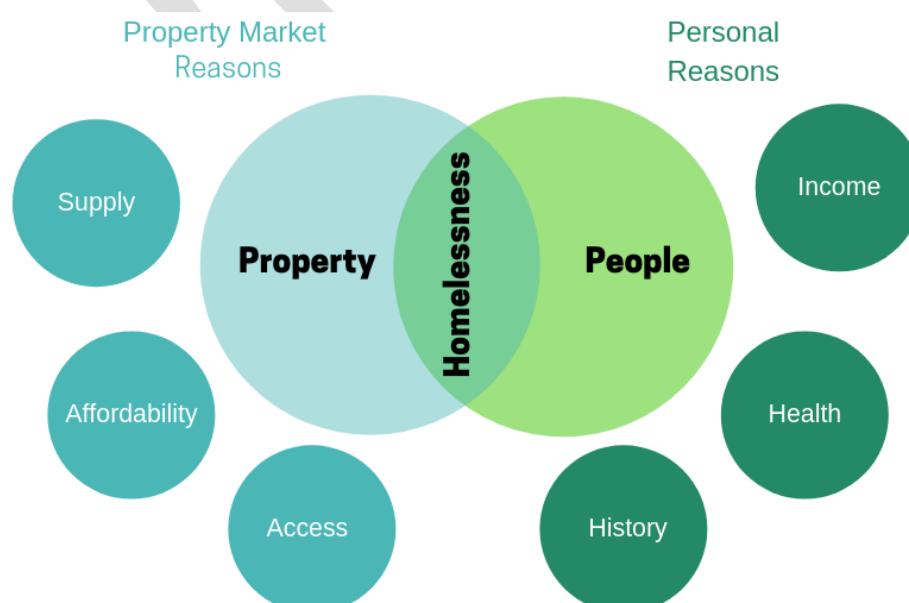
“a person is homeless if he or she has no accommodation in the UK or elsewhere which is available for his or her occupation and which that person has a legal right to occupy. A person will also be homeless where he or she has accommodation but cannot secure entry to it, or where he or she has accommodation that is a moveable structure (such as a caravan or house boat) and there is no place where it can be placed in order to provide accommodation. A person who has accommodation is to be treated as homeless where it would not be reasonable for him or her to continue to occupy it.”

1.2 A person is threatened with homelessness if he or she is likely to become homeless within 56 days, and is entitled to approach the local authority for assistance.

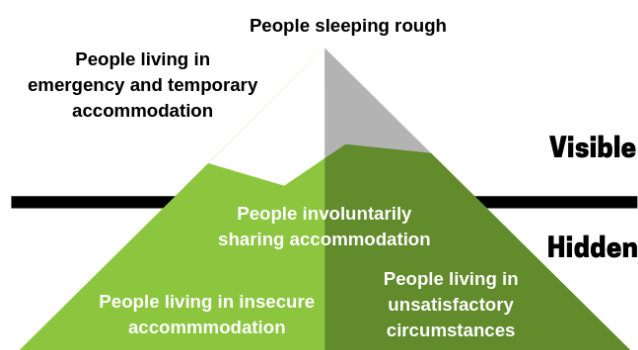
1.3 Homelessness can occur for a wide variety of reasons. Some will be related to the residential property market and the supply and affordability of appropriate housing options. Some will be due to the personal circumstances of the individual, their health, life history (for example, leaving an institution or care) or the income they receive.

1.4 Often though it is a combination of all these factors that leads to someone needing support and assistance to resolve their situation. Someone is more able to secure or sustain their accommodation in a competitive and expensive housing market where they have sufficient income and are not vulnerable and in need of support. Conversely, services are more able to secure appropriate housing for lower-income households and those with support needs if there is adequate supply, and the market is affordable. It could also be argued that these personal issues are also more able to be managed and resolved where housing is secure and sustainable.

The Complex Nature of Homelessness



Explaining the different characteristics of homelessness



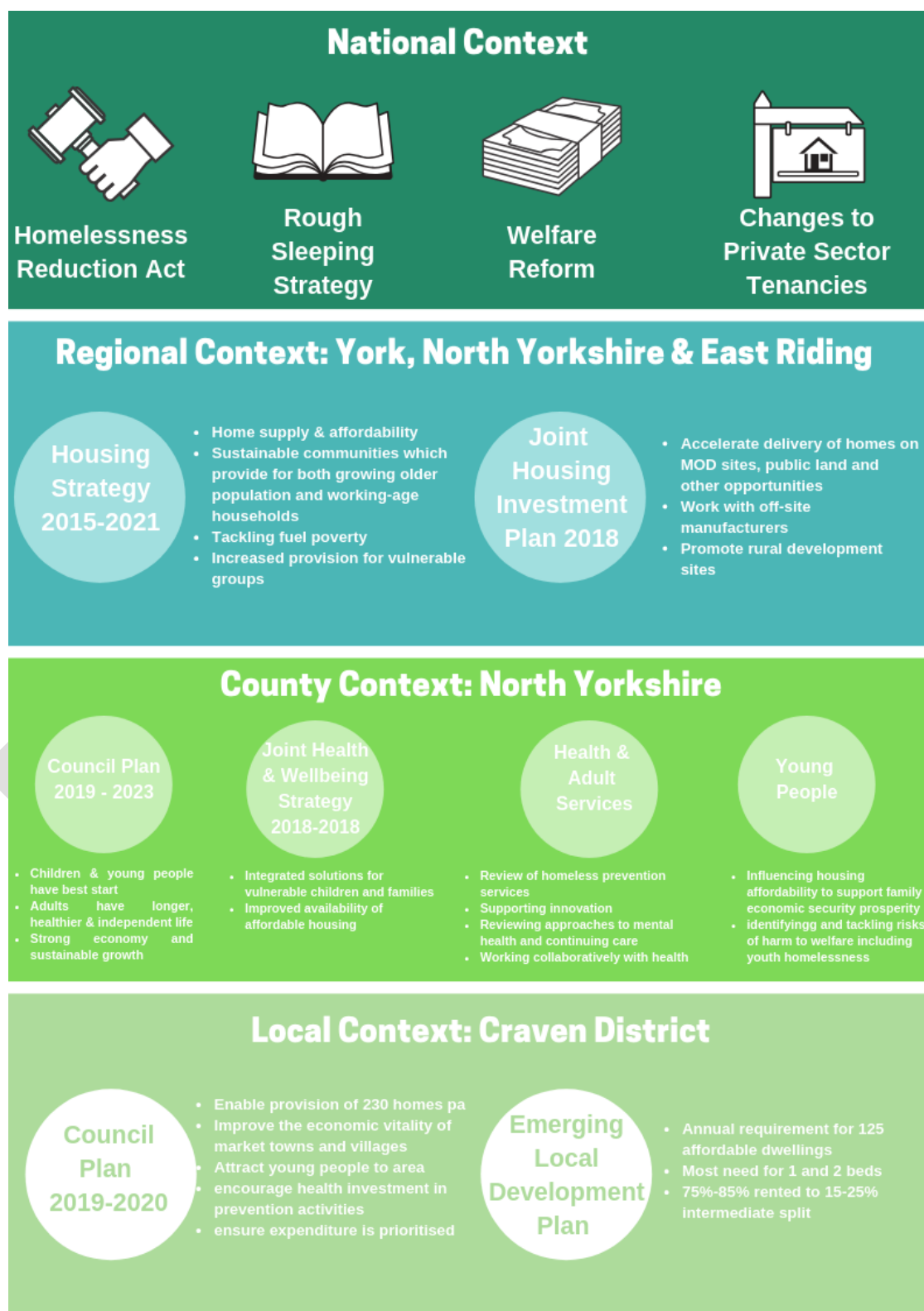
- 1.5 It is useful to think of the visible face of homelessness, (i.e. those people who are seen to be sleeping rough or are living in temporary accommodation) as the tip of the mountain in terms of the demand on homelessness services. There are many other hidden households who are living in insecure or unsatisfactory situations who may also approach the Council for assistance.

The role and purpose of a homelessness strategy and review

- 1.6 It is due to the complex nature of the issues that a homelessness review and strategy must take a broad view of both population and housing market characteristics. Section 1(4) of the Homelessness Act 2002 requires housing authorities to publish a new homelessness strategy based on the results of a further homelessness review, within the period of five years beginning with the day on which their last homelessness strategy was published.
- 1.7 A homelessness review must include a review of:
- the levels, and likely future levels, of homelessness in the housing authority's area
 - the activities which are carried out in the local housing authority's area for
 - the prevention of homelessness
 - suitable accommodation that is or will be available for people who are or may become homeless
 - satisfactory support that is available for people who are or may become homeless
 - the resources available to the authority, other public authorities, voluntary organisations and other persons for such activities.
- 1.8 A homelessness strategy means a strategy for:
- preventing homelessness in the district
 - securing that sufficient accommodation is and will be available for people in the district who are or may become homeless
 - securing the satisfactory provision of support for people in the district who are or may become homeless, or who have been homeless and need support to prevent them becoming homeless again
- 1.9 The Government's 2018 Rough Sleeping Strategy committed to ensure that all councils have an up to date Homelessness and Rough Sleeping Strategy by winter 2019.

The wider context – where this strategy fits in

- 1.10 It is important for us to set this strategy within the context of a range of national, regional and local plans which will shape how accommodation options and support activities are provided in the future. We've summarised this below and have provided more detail in Appendix B.



What we've achieved so far

- 1.11 This is not our first Homelessness Strategy, and we should not forget the considerable achievements of the last five years which are as illustrated below. Further detail is provided in Appendix C.

CRAVEN DISTRICT HOMELESSNESS STRATEGY 2015-2020

Achievements:

IMPROVING ACCESS TO THE PRIVATE RENTED SECTOR

- Developed and launched a PRS Offer
- Secured MHCLG funding for Rough Sleeper Project
- Implemented PRS Letting Project
- Approved Discharging Statutory Duties Policy



INCREASE AND IMPROVE PREVENTION ACTIVITY



- Multi-agency health and housing Hub in Skipton
- New Housing Options ICT system
- Reviewed homeless prevention toolkit
- Revised Severe Weather Emergency Procedure

RESPOND TO EFFECTS OF WELFARE REFORM

- Welfare Reform Support Project
- Revised Discretionary Housing Payments (DHP) Policy
- Engagement with Department for Work and Pensions
- 94% spend of DHP fund (2017/18)
- Introduction of Leeds Credit Union
- Referral pathway from Job Centre Plus



IMPROVE HOMELESSNESS & HOUSING ADVICE SERVICE



- Reviewed website
- Peer review
- Bronze Standard recognition
- Implemented outreach response for households

ENSURE HOUSING SUPPORT IS AVAILABLE FOR HOMELESS AND VULNERABLE PEOPLE

- Developed Unauthorised Encampment procedure
- Supported North Yorkshire Council to develop new homeless, mental health, young people and offender/perpetrator services



SAFEGUARD EQUAL ACCESS TO HOME CHOICE



- Non-bidder survey
- Revised allocation policy

IMPROVE QUALITY OF TEMPORARY ACCOMMODATION AND SUPPORTED ACCOMMODATION OPTIONS

- Refurbished homeless hostel
- Financially supported provision of 6 supported units for young people



2. Our review of homelessness – what have we learnt?

2.1 This strategy is underpinned by a comprehensive review of homelessness across the district of Craven completed in accordance with the current Ministry of Housing, Communities & Local Government Code of Guidance. Our key findings from the review are highlighted in the following pages - with reference to where you can find more information in the appendices.

- Appendix D - Homelessness Levels
- Appendix E – Rough Sleeping
- Appendix F - Activities and Services
- Appendix G – Access to Accommodation
- Appendix H - Resources

2.2 Observations which have informed the setting of priorities for the next five years are highlighted in a box like this.

Data Analysis

2.3 The review draws upon the findings of a desktop review of data from a wide range of sources. These include:

- Housing Options Service Requests
- Homelessness Statistics submitted to MHCLG
- Housing Register data
- Rough Sleepers' Count
- Data from support and advice services, including care leavers, domestic violence and Citizens Advice Bureau
- County Court eviction data

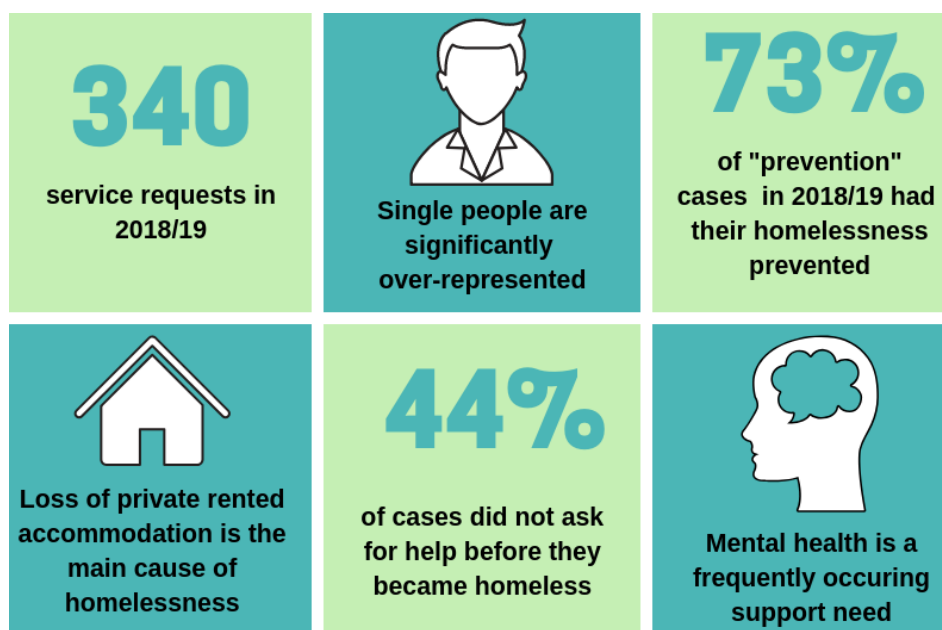
Consultation

2.4 Consultation has been central to helping us to understand the current situation as well as gathering ideas on what could be improved. A range of different methods has been used, including:

- Focus group with services users/residents of Horton Housing and Foundation
- Customer questionnaire
- Individual discussions with selected stakeholders
- Stakeholder questionnaire
- Consultation with stakeholders at two Homelessness Forum meetings
- Private sector landlord questionnaire
- Focus group with Housing Options Staff

The results of the consultation exercise are available in full in Appendix I.

Key Findings and Observations - Levels of homelessness



Housing Options Service Requests 2018/19 (Appendix D, paragraphs D4-7)

- There were 340 service requests in 2018/19.
- Overall demand remains relatively steady, and no significant increase has been witnessed since the introduction of the Homelessness Reduction Act 2017.

It will be important to monitor the impact of the legislation on an ongoing basis to ensure that any increase in service demand can be met.

Statutory Prevention & Relief Duties in 2018/19 (D8-24)

- 73% of people had their homelessness prevented by the Housing Options Team and 61% of people had their homelessness relieved.
- Single people are significantly over-represented in the homeless population accounting for 73% of all households owed a prevention or relief duty.
- 56% are approaching the service before they become homeless. 44% are not. For the latter, there was no opportunity for homelessness to be prevented.
- Families in Craven are more likely than single people to approach the service prior to becoming homeless.

There is a need to raise awareness of the Housing Options Service and encourage customers to seek help at a much earlier point in order for opportunities for effective early intervention and prevention to be maximised.

- The most successful relief activity was securing accommodation. 39% of cases had their homelessness relieved by moving to a private tenancy. 21% accessed a social housing.

There is a need to work with the North Yorkshire Choice Based Lettings scheme to ensure that the allocations policy supports prevention and relief activity.

- The main reason for homelessness is loss of private rented accommodation - 39% of cases. Other causes include being asked to leave by family and friends, non-violent relationship breakdown, and domestic abuse.

A range of prevention tools needs to be available in respect of ~~against~~ all main causes for homelessness if it is to be successfully prevented.

- Of the clients owed a duty, 66% had a support need - the most frequently occurring support need is mental health.

The prevalence of support needs amongst homeless households strengthens the need for a collaborative approach to service provision.

- A total of 16 main duty decisions were made, of which 7 were owed the full homeless duty under S193.

Demand on Specialist and Advice Services (D29-31)

- On average one to three young people leave care annually. Childrens' Services are currently working with 14 young people in the Craven area who are aged between 16 – 25 and entitled to a Leaving Care service.
- 75% of all people accessing Craven IDAS domestic abuse service have housing support needs. Only 3 individuals from Craven chose to go to the refuge over the last 3 years.

Access to affordable move-on options was highlighted as an issue for both care leavers and victims of domestic abuse, and is likely to have an impact on all vulnerable groups.

Eviction Levels (D32-33)

- Social landlord possessions represent a significant proportion of eviction cases.

Pre-eviction protocols should be put in place to ensure that the Housing Options Service is aware of such cases and is able to provide an early response.

Social Housing Register Demand (D34-37)

- At the end of 2018/19 there were 359 registered applicants, with 24% falling within the housing need 'reasonable preference' categories.
- The most common reason for being in a 'reasonable preference' category was due to medical or welfare reasons (63%). Only 7 households were in a 'reasonable preference' category due to homelessness.
- The number of households on the Housing Register has been reducing annually since 2012/13. The reasons for this are not clear.

There is a need to maximise access to social housing for clients of the Housing Options Team and to raise awareness of the North Yorkshire Choice Based Lettings scheme.

Key Findings and Observations – Rough Sleeping



Levels of Rough Sleeping (Appendix E, paragraphs E1-4)

- Rough sleeping levels have started to decrease in Craven after a peak in 2016/17.
- 10 cases were recorded in 2018/19
- Recorded incidents are concentrated in Skipton although it may be the case that there are hidden cases occurring in more rural areas.

It is important to recognise the rural nature of much of the district, and as such rough sleeping, and homelessness more generally, is likely to be hidden, particularly outside of Skipton and the surrounding areas.

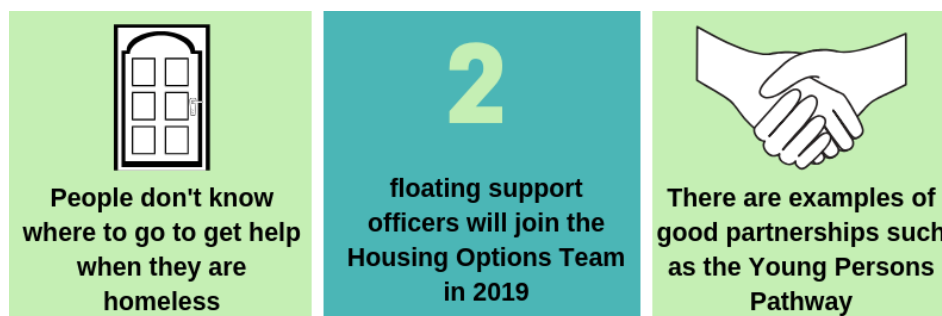
- 52% of rough sleepers in the District from 2013 to 2016 were new to rough sleeping; 32% were long term rough sleepers and 16% were returning to rough sleeping
- An increasing number of rough sleepers coming from larger cities such as Bradford and Leeds, as they experience a more “pleasant”, safer and less confrontational stay.

Direct Access Provision (E5-E7)

- Prior to the establishment of the Homeless Hub in 2016, Craven had no direct access hostels and relied upon cross-border referrals to accommodation in Keighley, Bradford and Leeds.
- The authority recognised that it needed a different type of supported accommodation and secured funding from MCHLG for the accommodation at Pinder House.

Securing ongoing funding for rough sleeper provision in the District is a priority for the Council and Horton Housing.

Key Findings and Observations - Activities & Services



Housing Options Team (Appendix F, paragraphs F1-13)

- The Council's Environmental Services & Housing Service is responsible for the delivery of our statutory housing duties. The Housing Options Service has primary responsibility for delivery of statutory homelessness duties and sits alongside officers responsible for Housing Policy and Affordable Housing.
- The team, staffed by 5.1 FTE officers, is delivered from the Council offices in Skipton. While the team is small it is able to manage current demand effectively.
- When asked about the service, customers said that they were *"unaware of the help that was available - I didn't know where to go before I was kicked out."*

There is a need to increase awareness of the Housing Options Service and other services available to ensure that partners and customers are aware of the help they can expect and how to access it.

- When asked about the service, stakeholders said *"notification letters should be more personalised. A more confidential area was needed in reception for discussing sensitive issues."*

There is a need to develop service vision, with ongoing customer satisfaction recording, and to review service standard in light of the HRA.

- There are positive examples of effective joint working initiatives between the Housing Options Service and other key partners. These include effective joint working with the County Council's Childrens' Services and the development of the Young Persons' Positive Pathway.

There is a need to continue to develop and implement a range of protocols with a number of internal and external partnerships.

- In October 2019, two floating support officers are due to join the service, following changes to commissioning arrangements for floating support services by North Yorkshire County Council.

This will provide an opportunity to target floating support at those clients at the greatest risk of homelessness.

- The Housing Options Service convenes a multi-agency homelessness forum on a quarterly basis to provide networking and collaboration opportunities for all organisations working with homeless households in the District.

This forum has been a key consultation tool for this homelessness review and for delivering the strategy moving forward. Strategic buy-in is required from all partner agencies.

Craven Homeless Hub (F14-16)

- Horton Housing provides a “hub” based at Pinder House in central Skipton for people who have a high level of housing need, in particular those currently or at risk of rough sleeping, and with an unsettled lifestyle and other support needs.

Pinder House is funded through MHCLG grant funding, which is due to end in October 2019. Securing ongoing funding is a priority for the Council and Horton Housing.

Foundation Craven (F17-18)

- Concern was expressed by stakeholders about the potential for funding cuts by North Yorkshire County Council and the potential impact that this may have on homelessness levels.

This homelessness strategy needs to raise awareness among decision makers and budget holders of the issues surrounding service provision and demand, in order to safeguard services.

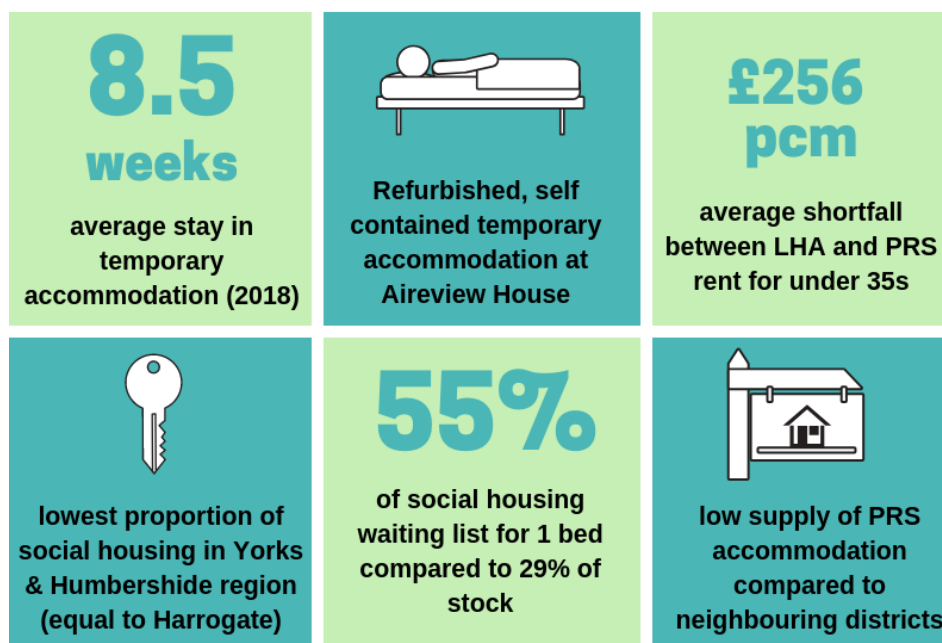
Mediation Services (F25-26)

- Mediation for 16-25 year olds is provided through the Young Persons’ Pathway.
- Other mediation services however are less apparent in the District and there are no formal referral mechanisms from the Housing Options Service.
- There is a gap in mediation services targeted at the main causes of homelessness

It is recommended that further research is conducted in this area into the resources available and the opportunities for collaboration. Mediation services should be particularly targeted at the main causes of homelessness.

Landlord and tenant liaison/mediation alongside a dedicated resource to resolve any difficulties at the outset would provide an important prevention tool.

Key Findings and Observations - Access to Accommodation



Temporary Accommodation (Appendix G, paragraphs G1-G7)

- Craven District Council has one scheme of temporary accommodation, Aireview House, which is comprised of 9 self-contained units. The net loss of units available at Aireview has not caused any issues with meeting demand.
- 3 households were placed in temporary accommodation as at the 31st March 2019. The average length of stay during 2018 was 8.5 weeks. There has been an annual reduction in the number of households accommodated in temporary accommodation.
- There was a short term increase in the use of Bed & Breakfast accommodation whilst Aireview House was being refurbished.

Supported Accommodation (G8-13)

- Supported accommodation options are in place for young persons, offenders and those with mental health needs.
- Pinder House provides ten units in line with Housing First principles.
- Supported housing residents expressed concerns about moving on from supported accommodation, and anxiety about coping with, and affording, independent living.
- Stakeholders identified that it was very difficult to get more complex individuals housed, including those with an offending background.

The package of support needed to facilitate successful move-on arrangements should be considered. This could include transitional staged support, with key workers continuing to be accessible after the move from supported accommodation. It could also provide a move-on budget to contribute towards home set-up costs.

Social Housing (G14-19)

- Craven District was equal to Harrogate in terms of having the lowest proportion of households living in social housing across the Yorkshire and Humberside Region, with 6% of households living in this tenure
- Only 29% of social housing is one bedroom, compared to 55% of the waiting list requiring one-bedroom accommodation
- Annual lettings made to housing register applicants (general needs and sheltered) have generally decreased over time to only 169 in 2018/19

Social housing continues to be in much demand in the district and further provision should be supported in the emerging Local Development Plan.

Private Rented Accommodation (G20-31)

- Craven District has one of the lowest supplies of private rented accommodation in the Yorkshire and Humber region.
- The presence of a strong tourism sector encourages a high number of second homes and makes holiday rentals an attractive alternative option for landlords.
- Affordability is a growing concern in this sector with analysis of Zoopla listings illustrating that average rents across the district have risen by 4% from 2010 to 2018. In Skipton this increase was 22%.
- Access to affordable private rented accommodation in Craven was identified as a significant issue by customers and stakeholders, with most rents much higher than LHA rates. Many people are having to move out of the district to access accommodation in other, more affordable areas, such as Keighley.
- This is particularly an issue for those with poor mental health, where such a move would mean losing their support networks.

There is a need to develop a comprehensive landlord offer that enables clients not only to access the private rented sector, but also to successfully sustain and afford this accommodation.

- Single persons under the age of 35 who are only entitled to a shared room rate of £260.76 pcm (Bradford BRMA) face an average shortfall of £256 pcm.
- There is a lack of affordable shared accommodation options for benefit dependent households - and in particular single persons aged under 35 and receiving the shared room LHA rate.
- 75% of landlord respondents said that they would not consider letting shared housing for single people. *“Too much hassle, less control, more likely to have tenant behaviour problems and additional licence & legislation for HMOs”*

There is a need to develop greater options and provision for single people, specifically for people under the age of 35, including lodgings and house shares.

Key Findings and Observations - Resources



Statutory Service Provision (Appendix H, paragraphs H1-H9)

- The indicative budget for the service for 2019/20 is £262,190 with a trend for budget growth. However, the budget has not been fully committed.
- Government grants are a key component of funding arrangements. It is not known whether the prevention funding programme will continue beyond 2019/20.
- The authority has retained the New Burdens funding at the present time, rolling together the annual allocations to create a more significant funding pot to fund a specific prevention project.

There is a need for budget underspends to be managed, as cuts in Government grant funding to the authority will see revenue funded services, such as the Housing Options Service, under increasing financial scrutiny.

- Discretionary Housing Payments are made available to households who need help with their housing costs. In 2018 a total of £29k of funding was used to pay off rent arrears and £15k was used to fund rent in advance and bonds.

Some Discretionary Housing Payment funds have remained unallocated on an annual basis and there is scope for greater use of these for prevention activities.

Temporary Accommodation (H10-12)

- Funding from Homes England and Craven District's capital programme funded the refurbishment of Aireview House in 2017/18 at a cost of £457k.
- The main reason for the increase in B&B expenditure during 2018 was the closure and refurbishment of Aireview House from August 2017 - September 2019.

Housing Related Support Budget (H13-15)

- The County has agreed that domestic abuse refuges, mental health supported accommodation and hostels for homeless people will be prioritised for future funding, but this is in the context of county-wide budget pressures.

There is a continuing need to raise awareness with budget holders of the issues surrounding service provision and demand in order to safeguard services.

- MCHLG funding for both the homeless hub at Pinder House and the 10 units of accommodation is due to end in October 2019.

Securing ongoing funding for Pinder House must be a priority for the Council and Horton Housing.

DRAFT

3. Moving forward – what do we need to do?

Our Vision

- 3.1 Using keywords suggested by our multi-agency homelessness forum, this strategy sets the following vision:

Our vision is that by 2025, Craven's services for homeless households will be delivered through a community network of holistic support. Everyone who needs it will be able to access appropriate support and accommodation.

Priorities for action

- 3.2 In order to achieve this vision, we have set a number of strategic priorities which will shape the activities of both Craven District Council and its partners.



Raise awareness of homelessness and housing issues across the district and the services available to help

- We will look at the way in which the Housing Options Services and other relevant services across the District are promoted and accessed, with the aim of being able to assist more households before the point at which they become homeless.
- We will ensure that there is more information available about people's realistic housing options in order for them to make informed choices about their future home.
- We will raise awareness with decision makers and budget holders of the issues surrounding service provision and demand to safeguard services and funding, including long term funding for Pinder House.



Join things up between services and organisations so that responses to homelessness are integrated and make the best use of the limited resources available

- We will continue to develop a range of protocols with partners to ensure that no-one facing homelessness is left without appropriate support.
- We will contribute to and support the work linking appropriate housing to health and well-being and look for opportunities to collaborate in service provision.
- We will engage with opportunities to provide multi-agency responses at a local level in our rural communities.
- We will ensure a partnership response to delivering this strategy through a strengthened homelessness forum.



Target prevention activities where they are needed most, at those households at greatest risk of homelessness

- We will focus the new floating support resource within the Housing Options Service on activities to prevent the main causes of homelessness.
- We will develop liaison and mediation services which look to resolve conflict between landlords and tenants at the outset.
- We will conduct further mapping of mediation services available in the district with a view to adopting formal referral mechanisms from the Housing Options Service.



Develop more affordable housing options and sustainable move-on arrangements from supported housing

- We will call for the emerging Local Development Plan to continue to recognise the demand for affordable housing in the district.
- We will review the social housing allocation policy to ensure that it supports prevention and relief activity, and maximise access for homeless households.
- We will develop a comprehensive private sector landlord offer, that enables clients not only to access the private rented sector but also to successfully sustain this accommodation.
- We will work with landlords to develop more options and provision for single people, specifically for people under the age of 35, including lodgings and house shares.
- We will consider the package of support needed to facilitate successful move-on arrangements from supported accommodation.

How will we deliver the strategy?

- 3.3 In developing this strategy, we are striving to be aspirational but also realistic in our ambition. Following a period of public consultation on this draft document, we will prepare a detailed action plan, setting out what actions and projects we will be undertaking.
- 3.4 Progress against this action plan will be monitored by both the District Council's elected members and partner organisations through the homelessness forum.



Homelessness & Rough Sleeping Strategy 2020-2025

Delivery Plan 2019/20 Year 1

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This Homelessness Review and Strategy has been prepared by arc4 Ltd on behalf of Craven District Council.

The review provides a detailed analysis of the levels and nature of homelessness, an audit of the services and a review of the resources available to spend on homelessness within the county.

Both the strategy and review comply with the associated and relevant legislation Section 1 of the Homeless Act 2002 along with the Ministry of Housing, Communities and Local Government's Homelessness Code of Guidance for Local Authorities (2018).

Priority 1 - Raise awareness of homelessness and housing issues across the district and the services available to help

Action	Task	Lead	Timescale	How we will measure success
1.1 Promote Housing Options Services and other relevant services across the District to be able to assist more households before the point at which they become homeless.	Raise awareness of the Housing Options service with partners and customers to ensure that opportunities for prevention can be maximised	CW/HOT	October 2020	<ul style="list-style-type: none"> Housing Options are known widely across Craven and residents can access the services when required increasing queries and opportunities for early intervention Communities are aware of the new approach and commitment to preventing homelessness in partnership Most customers are approaching the service at the prevention stage Increase in successful homeless prevention outcomes achieved Growth in the number of households assisted to remain in their existing accommodation Reduction in the use of temporary accommodation and B&B
	Understand in detail the reason why many customers are only approaching Craven's Housing Options once they are homeless	CW	Year 2	
	Develop a training programme on the work of Craven's Housing Options for key partners to include job shadowing and joint team meetings	CW	Year 2	
	Develop a range of promotional literature to include posters and flyers	CW	March 2020	
	Use social media to update customers and partners on service developments	CW/JC	Ongoing	
	Hold an event to raise awareness of the service and launch the Homelessness Strategy	CW	January 2020	

Action	Task	Lead	Timescale	How we will measure success	
1.2	Ensure that there is more information available about people’s realistic housing options in order for them to make informed choices about their future home.	Update the Council’s website to ensure a greater range of information is available about the Housing Options available	CW	September 2020	<ul style="list-style-type: none">• A range of clear advice and information available online to enable customers to access the correct information at the right time• Customers have access to a range of information to allow them to make informed choices• Customers have realistic expectations about their housing choices, including social housing
		Explore the viability of developing a Housing Options Wizard	CW	Year 2 - 3	
		In partnership with North Yorkshire Choice Based Lettings scheme explore the feasibility of a Housing Register waiting time online calculator	NYHC Board	Year 2 -4	
1.3	Raise awareness with decision-makers and budget holders of the issues surrounding service provision and demand to safeguard services and funding, including long term funding for Pinder House	Monitor the impact of the Homelessness Reduction Act 2017 on service demand and provide quarterly reports to Senior Management	CW	Ongoing	<ul style="list-style-type: none">• That sufficient resources are in place to focus on early intervention and effective prevention work• Reduction in the number of cases actually becoming homeless• Reduction in the use of B&B and temporary accommodation• Caseloads are a manageable volume with sufficient time to focus on casework• Long term funding of Pinder House is secured homeless prevention is a corporate priority
		Continue to monitor and review demand on services and ensure that an appropriate staffing structure is in place to meet current and future identified demand	CW	Ongoing	
		In partnership with Horton Housing secure ongoing funding for rough sleeper provision at Pinder House	CW/PS/GCH	By December 2020	

Priority 2 - Join things up between services and organisations so that responses to homelessness are integrated and make the best use of the limited resources available

Action	Task	Lead	Timescale	How we will measure success	
2.1	Continue to develop a range of protocols with partners to ensure that no-one facing homelessness is left without appropriate support.	Review existing joint protocols to measure their effectiveness	NYCHG	Year 3 -4	<ul style="list-style-type: none">• A joined-up approach to homeless prevention resulting in reduced homelessness• Improved customer outcomes• Seamless referral arrangements in place• Reduced levels of repeat homelessness• Closer working with partner agencies providing a comprehensive range of services tackling underlying causes of homelessness• Increase in homelessness prevention• Reduced level of evictions from social housing• Effective duty to refer systems in place
		Ensure that key social housing providers are committed to referral for support pre-eviction	CW/NYCHG	Dec 2020	
		Review duty to refer cases and outcomes, and provide any training required	CW	Year 2	
		Develop a Housing Options service vision, with ongoing customer satisfaction recording, and review service standards in light of the HRA.	CW	March 2020	

Action	Task	Lead	Timescale	How we will measure success	
2.2	Contribute to and support the work linking appropriate housing to health and well-being and look for opportunities to collaborate in service provision.	Complete Homeless Links Health Needs Audit to develop a detailed understanding of the health needs of Craven’s Homeless population	NP/SH	Year 2	<ul style="list-style-type: none">Improved health and wellbeing outcomes for homeless householdsEvidence base detailing the health needs of homeless people in CravenImproved collaborative working
		Ensure that the needs of vulnerable homeless households are reflected in Joint Strategic Needs Assessments and the Health and Wellbeing Strategy and that opportunities for joint commissioning are identified	NYCC	Dec 2020	
2.3	Engage with opportunities to provide multi-agency responses at a local level in our rural communities.	Consider the viability of undertaking a small rural homelessness research study	CW/NP	Year 3	<ul style="list-style-type: none">Improved access to housing advice and support for rural communitiesPeople living in rural areas know how to access help and adviceHomelessness reduced in rural areas
		Identify opportunities to ensure that rural communities can access advice and information about homelessness, including up-skilling other agencies who operate in rural areas to provide basic housing advice with effective referral arrangements	CW	Year 2 - 3	

Action	Task	Lead	Timescale	How we will measure success	
2.4	Ensure a partnership response to delivering this strategy through a strengthened homelessness forum.	In partnership develop a clear vision for homelessness prevention that all partners can sign up to	Homeless Forum	March 2020	<ul style="list-style-type: none">• Joined-up approach to homeless prevention resulting in reduced homelessness• Closer working with partners at both a strategic and operational level with an enhanced focus on prevention and early intervention
		Involve partner agencies in the development of the Homelessness Strategy Action Plan and its implementation	Homeless Forum	Ongoing	
		Review terms of reference and membership of the Homelessness Forum	CW	January 2020	
		As necessary develop task and finish groups to progress actions	Homeless Forum	Ongoing	
		Involve partners in the annual review of the action plan	CW	December 2020	

Priority 3 - Target prevention activities where they are needed most, at those households at greatest risk of homelessness

Action	Task	Lead	Timescale	How we will measure success	
3.1	Focus the new floating support resource within the Housing Options Service on activities to prevent the main causes of homelessness.	Review floating support officers job description to ensure that the resource is targeted at those clients at the greatest risk of homelessness.	CW	Year 2	<ul style="list-style-type: none">• Reduced levels of homelessness• Increased levels of homeless prevention• Improved tenancy sustainment
		Develop operational procedures for the floating support service and agree on referral arrangements	CW	Year 2	
3.2	Develop liaison and mediation services which look to resolve the conflict between landlords and tenants at the outset.	Have better local and regional intelligence as to why private rented tenancies are ending and target prevention work accordingly	CW/HOT	September 2020	<ul style="list-style-type: none">• Reduction in homelessness due to the end of private rented tenancies• Customers feeling more secure within the private rented sector• Reduction in the use of temporary accommodation and B&B• Increase in the number of households supported to retain their existing accommodation
		Provide a responsive service to prevent homelessness arising from the private rented sector. Consider a dedicated Private Sector Liaison Officer post providing responsive support to landlords and tenants	CW	January 2021	
		Promote the service to private sector landlords	CW/JC	January 2021	

Action	Task	Lead	Timescale	How we will measure success
3.2 cont	Ensure that Discretionary Housing Payment funds are fully utilised for prevention activities.	CW/DD	August 2020	<ul style="list-style-type: none"> Fully committed DHP budget Increase in the number of cases receiving DHP to prevent homelessness occurring
	Assess the impact of changes to the ending of private rented tenancies and put mitigations in place	CW	Year 2	
3.3	We will conduct further mapping of mediation services available in the district to adopt formal referral mechanisms from the Housing Options Service.	CW	Year 2 – 3	<ul style="list-style-type: none"> Increase in homeless prevention and relief outcomes Growth in the number of households supported to retain their existing accommodation A decrease in homelessness against the main causes of homelessness
	Develop a service level agreement with existing relationship counselling/mediation services for those threatened with homelessness due to relationship breakdown	CW	Year 2- 3	

Priority 4 – Ensure that no one has to sleep rough in Craven and where they do a rapid response will assist them into suitable accommodation

Action	Task	Lead	Timescale	How we will measure success	
4.1	Ensure that we have an accurate understanding of the extent of rough sleeping across Craven	Develop an accurate intelligence base to understand the number of rough sleepers across Craven through more effective data capture	RSTG	Year 2	<ul style="list-style-type: none">Accurate intelligence base into the nature and extent of rough sleeping across Craven
		Undertake research to understand the nature and extent of rough sleeping within the rural areas of the Borough	RSTG	Year 2	
4.2	Develop a coordinated and responsive service to prevent and reduce rough sleeping	Develop an effective supported reconnection policy	RSTG	Year 2	<ul style="list-style-type: none">Effective reconnection policy in place, with a reduction in the number of people sleeping rough with no local connectionMore effective reporting of rough sleeping by communitiesNobody spends a second night sleeping roughReduction in the number of people sleeping roughAn offer of accommodation is available for any rough sleeper choosing to engage with services
		Ensure that the Street Link service is well publicised and linked into local services.	RSTG	2020	
		Ensure a targeted and strategic approach to preventing and responding to rough sleeping by setting up a rough sleeper task group	Homeless Forum	June 2020	

Action	Task	Lead	Timescale	How we will measure success	
4.3	Develop a clear accommodation pathway from the streets into settled accommodation, with a range of options to meet the diverse needs of the client group	In partnership with Horton Housing secure long-term funding for Pinder House	CW/PS/GHC	Dec 2020	<ul style="list-style-type: none">• An effective accommodation pathway providing a range of accommodation solutions for people sleeping rough• Nobody spends a second night sleeping rough• Reduction in the number of people sleeping rough in Craven• An offer of accommodation is available for any rough sleeper choosing to engage with services and come off of the streets• Long term funding of Pinder House is secured
		Develop units of Move On Accommodation for Rough Sleepers	GHC	March 2020	
		Ensure that there are rapid rehousing options for all rough sleepers identified including an NSNO offer	RSTG	October 2020	
		Explore the feasibility of developing Housing First and learn from the pilots across England and Wales	CW	Year 2- -3	

Priority 5 - Develop more affordable housing options and sustainable move-on arrangements from supported housing

Action	Task	Lead	Timescale	How we will measure success	
5.1	Ensure that the emerging Local Development Plan continues to recognise the demand for affordable housing in the district	Provide evidence to support the need for more affordable and social housing in the Local Development Plan	JK	Dec 2020	<ul style="list-style-type: none">• Increase in the number of affordable homes developed• Growth in the number of social homes developed• Growth in the development of affordable one-bedroom accommodation
		Ensure the local development plan identifies the need for single person’s affordable housing	JK	Dec 2020	
5.2	Review the social housing allocation policy to ensure that it supports prevention and relief activity, and maximise access for homeless households	Ensure that homeless customers and those threatened with homelessness receive adequate priority for social housing through the allocation policy	CW/NYHC	Year 3 - 5	<ul style="list-style-type: none">• Increased number of Housing Options customers successfully accessing social housing
		Ensure that clients with complex needs can access social housing	CW/NYHC	Year 2 - 3	

Action	Task	Lead	Timescale	How we will measure success	
5.3	Develop a comprehensive private sector landlord offer, that enables clients not only to access the private rented sector but also to sustain this accommodation successfully	Review Landlord incentives and develop a competitive landlord offer	CW/HOT	June 2020	<ul style="list-style-type: none">Increased access for Craven Housing Options customers into the private rented sectorIncreased number of private rented landlords working with Craven Housing OptionsCompetitive landlord offer in place
		Seek to increase the supply of private rented accommodation through marketing campaign and raise awareness of the Council’s landlord offer	CW/LLF	Dec 2021	
		Assess the financial feasibility of the Council leasing properties from private landlords to be used as prevention/relief solutions and final offers	CW	Dec 2022	
		Identify opportunities for empty properties to be brought back into use and targeted at clients in need	ED/JK	Dec 2020	
5.4	Work with landlords to develop more options and provision for single people, specifically for people under the age of 35, including lodgings and house shares.	Develop a shared house scheme to meet the needs of single people aged under 35 with lower support needs, and learn from best practice	CW	Dec 2020	<ul style="list-style-type: none">Move affordable accommodation options are available for under 35sIncreased provision of accommodation available within the LHA shared room rate

Action	Task	Lead	Timescale	How we will measure success	
5.5	Develop a package of support needed to facilitate successful move-on arrangements from supported accommodation	Ensure that tenants in supported accommodation are ready to move on and have the necessary skills	Horton & Foundation	Ongoing	<ul style="list-style-type: none">• Customers only in supported accommodation for as long as they require support• Timely move on from supported housing• High levels of tenancy sustainment for clients moving on from supported accommodation
		Develop a package of practical move on support, including furniture, white goods, removals, carpets etc	NYCC Horton & Foundation		
		Develop a move on fund	NYCC Horton & Foundation		
		Ensure transitional support is available to support clients moving on from supported accommodation	Horton & Foundation		
		Ensure move on options from Pinder House, including transitional move on options with ongoing support	CW/GHC		

CW = Claire Willoughby

NP = Nina Pinder

SH = Sharon Hudson

PS = Paul Shevlin

JC = Jenny Cornish

HOT = Housing Options team

GHC = Gudrun Haskins Carlisle

NYHC = North Yorkshire Home Choice

NYCHG – County Homeless group

NYCC = North Yorkshire County Council

DD = Deborah Davies

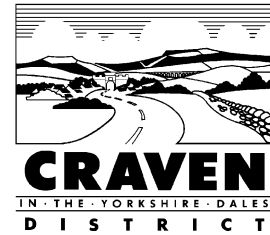
RSTG – Rough Sleeper Task group

JK = Jenny Kerfoot

ED = Erin Duckworth

Policy Committee – 29TH October 2019

FUTURE OF LOCAL ENTERPRISE PARTNERSHIPS



Report of the Strategic Manager for Planning and Regeneration

Lead Member - Enterprising Craven: Councillor Myers

Ward(s) affected: Skipton – All Wards

1. **Purpose of Report**

To update Members on the recent development and the current status of the reorganisation of Local Enterprise Partnerships in Yorkshire and the Humber.

2. **Recommendations**

Members are recommended to:

- 2.1 Note the recent developments of the reorganised Local Enterprise Partnerships covering Craven and the future plans for collaboration between Local Enterprise Partnerships in Yorkshire.

3. **Background**

- 3.1 Local Enterprise Partnerships were established in 2011 as a partnership between local authorities and businesses to establish economic development priorities and lead on economic growth for a functional economic area. Craven's functional economic area looks both towards the conurbations of West Yorkshire and also to the Yorkshire Dales and has wider shared issues with rural North Yorkshire. This geography lead Craven to be a member of both the York, North Yorkshire and East Riding LEP (YNYER LEP) and the Leeds City Region LEP (LCR LEP).
- 3.2 In July 2018 the Government published the paper "Strengthened Local Enterprise Partnerships" which set out their terms for the reorganisation of Local Enterprise Partnerships in light of future planned investment including the Shared Prosperity Fund. The Government considered that retaining overlaps dilutes accountability and responsibility for setting strategies for places and declared that they sought to ensure that all businesses and communities are represented by one Local Enterprise Partnership.

- 3.3 In discussions with Government it was clear that those LEPs which retain overlapping boundaries will be subject to restricted access to the UK Shared Prosperity Fund. Whilst both LEPs would have preferred to retain existing arrangements (including overlapping areas which reflect actual economic geography) this was not acceptable to government. This resulted in the decision of the YNYER LEP Board to seek the merger between LCR LEP and North Yorkshire and York so that the functional geography of the overlapping authorities is secured and future funding is not put at jeopardy. The East Riding of Yorkshire Council – also an authority in two LEPs - decided to break from the YNYER LEP and to join the Humber LEP.

4.0 Proposed Merger of YNYER LEP and LCR LEP

- 4.1 On the 16th November 2018 the YNYER LEP Board wrote to James Brokenshire MP stating their position to seek the creation of a “Super LEP” through the merger of YNYER LEP and LCR LEP. The letter states “The message from government was clear, those LEPs which retain overlapping boundaries will be subject to restricted access to the UK Shared Prosperity Fund”.
- 4.2 It was Craven DC’s position that our preference was to maintain the overlapping status and if this was not possible then a merger of the two LEPs would be preferable. Craven DC has had very good working relationships with both LEPs but each operates in different ways and each have a different ethos so it was a challenge to bring these two organisations together.
- 4.3 Comprehensive discussions between the two LEPs dealt with a wide range of issues including governance, secretariat structure and ensuring issues around rural and coastal economies being considered. Although great progress was made there were some fundamental issues around the different governance structures and the relationship between the West Yorkshire Combined Authority and merged LEP that were difficult to resolve.
- 4.2 A core plank of the Government’s economic policy is the devolution of budgets and powers to city regions and although all local authorities across Yorkshire agreed on a One Yorkshire approach (a single devolution deal to Yorkshire). The Government has consistently opposed the One Yorkshire approach and they have set out their view that there should be four separate deals – Humber, York and North Yorkshire, Sheffield and West Yorkshire.
- 4.3 Although there is no decision yet on the structure and geography of LEPs it is clear that one option is for LEPs to mirror the geography of the likely devolution deals.

5. Collaboration Between LEPs

- 5.1 The need to work within functional economic areas is now to be achieved through close collaboration between Local Enterprise Partnerships and devolution deals as a replacement for overlapping districts. To achieve this a Collaboration Agreement

is being developed between the two LEPs and this will be considered by both LEP Boards in November.

- 5.2 For Craven the key areas of interest will be on cross border transport (Transforming Cities Fund and trans-Pennine transport corridors), business support and advice (shared advice for business start-ups and funding) and the development of growth corridor along Airedale (joint working between Craven, Bradford and Pendle).
- 5.4 A collaboration plan will be developed in three phases:
- Phase 1: Existing collaboration – agree terms of reference for all sub-boards and ensure current working is clearly documented with clear reporting and measures of success.
 - Phase 2: New Collaborations identifying new opportunities, which can be implemented short term, with clear reporting and measures of success.
 - Phase 3: Longer Term Aspirations identifying possible future areas of partnership e.g. 'co-investment' models.

6. Current Commitments

- 6.1 The new devolution/LEP arrangements will not affect any of the existing investment or proposals such as Transforming Cities fund. Equally all existing committed programmes such as ESIF, business support programmes or skills programmes will continue as normal.
- 6.2 What follows this round of investment will be subject to the Industrial Strategy and government proposals, however this is an area where there will be benefits in working together both between the two LEPs and possibly at a Yorkshire level.

7. Implications

7.1 Financial and Value for Money (vfm) Implications –

There are no financial implications as a direct result of this report

7.2 Legal Implications

There are no legal implications as a direct result of this report.

8.2 Contribution to Corporate Priorities –

The proposals in this report directly contribute to the delivery of the Council Plan (2018 – 2021) through the Enterprising Craven priority.

8.3 Risk Management –

There are no risks arising from this report.

9. Consultations with Others –

10. Access to Information: Background Documents –

None

11. 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.

12. Appendices –

None