

## POLICY COMMITTEE

**6.30pm on Tuesday 14<sup>th</sup> January 2020**  
**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 Items \$10, \$11 and \$12 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** – 3<sup>rd</sup> December 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. **Collection Fund Council Tax Surplus/(Deficit) 2019/20** – Report of the Chief Finance Officer. Attached.

Purpose of Report – To declare the estimated surplus on the collection fund council tax for 2019/20.

6. **Collection Fund NNDR Surplus/(Deficit) 2019/20** – Report of the Chief Finance Officer. Attached.

Purpose of Report – To declare the estimated National Non Domestic Rates (NNDR) surplus / (deficit) on the collection fund for 2019/20.

7. **North Yorkshire Refugee Resettlement** – Report of the Director of Services. Attached.

Purpose of Report – To provide an overview of the government's recently announced global resettlement scheme for refugees.

To seek members approval for Craven District Council's participation in the global resettlement scheme and to commit to resettling a minimum of 19 persons between 2020/21 and 2023/24.

8. **Establishment of a Charity for Cultural Development in Craven** – Report of the Cultural Services Manager. Attached.

Purpose of Report – To establish a fundraising charity for cultural development in Craven, which will raise funds to promote and advance activities and projects which support health and wellbeing through the arts, for the benefit of the general public and in particular residents of and visitors to the Craven District.

To use the charity to raise funds for the repair, maintenance, preservation and improvement of Skipton Town Hall as a cultural hub for the District, and associated village halls and other venues across Craven.

9. **Historic High Street, Skipton – Heritage Action Zone** – Report of the Strategic Manager for Planning and Regeneration. Attached.

Purpose of Report – To update Members on the progress of the Historic High Street, Skipton – Heritage Action Zone, and to seek approval for Craven District Council to act as an accountable body for the funding if successful.

#### **Items Exempt from Disclosure**

- \$10. **Joint Venture – Redevelopment of Former Council Depot Site, Langcliffe Quarry, Settle** – Report of the Chief Executive. Attached.

Purpose of Report – To approve the outline business case for the redevelopment of the Council owned depot/workshop site at Langcliffe Quarry, Langcliffe, Settle.

- \$11. **Joint Venture – Development of New Bridge Cawder Lane to Keighley Road, Skipton** Report of the Chief Executive. Attached.

Purpose of Report – To update Members on the development of a new two-way bridge linking Cawder Lane with Keighley Road, Skipton and seek approval to proceed to the next phase of the development.

- \$12. **Shared Ownership Housing Development** – Report of the Director of Services. To follow.

Purpose of Report – To

13. **Items for Confirmation** – The Committee is asked to indicate whether any of the above items should be referred to Council for confirmation.
14. **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@cravendc.gov.uk](mailto:committees@cravendc.gov.uk)  
6<sup>th</sup> January 2020

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**

3<sup>rd</sup> December 2019

**Present** – The Chairman (Foster) and Councillors, Barrett, Handley (substitute for Brockbank), Ireton, Lis, Madeley, Morrell, Mulligan, Myers, Noland, Place, Rose, Solloway (substitute for Heseltine), Welch and Wheeler.

**Officers** – Chief Executive, Director of Services, Chief Finance Officer (S151 Officer), Solicitor to the Council and Monitoring Officer, Housing and Environmental Services Manager, Environmental Services Manager, Affordable Housing Development Officer and Senior Democratic Services Officer.

**Also in Attendance** – Councillor Jaquin.

Apologies for absence were received from Councillors Brockbank and Heseltine.

**Start:** 6.30pm

**Finish:** 8:10pm

The minutes of the Policy Committee meeting held on 29<sup>th</sup> October 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.1035 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.

**Wyn Ashton** – At the end of the meeting the Chairman paid tribute to Wyn Ashton who was retiring from the Council. He thanked him for his commitment and time with the Council which had been invaluable and he would be missed. The Committee endorsed the Chairman's comments, and wished Wyn well in his retirement.

In reply, Wyn Ashton thanked Members for their good wishes and introduced Tracey McLuckie who had been appointed to the post of Environmental Services Manager and also Jenny Kerfoot who would be managing the strategic housing element of Wyn's existing role.

### **Minutes for Report**

POL.1026

#### **PUBLIC PARTICIPATION**

Mr Mike Hill, representing the RAFA Club, addressed Members of the Committee to explain the purpose of the club and the importance it had as a social venue for the local community. Mr Hill stated that they intended to refurbish inside the hut and asked that Members consider granting a lease for 20 years rather than 5 as this would be more attractive to potential grant funders.

Councillor Jaquin, Ward Councillor also spoke in favour of a lease for 20 years and suggested the Club pay a peppercorn rent as the Club provided a much needed community facility and the charity intended spending a significant amount of money on the refurbishment project.

POL.1027

#### **RE-LETTING OF RAFA CLUB, MOORVIEW WAY, SKIPTON**

The Director of Services submitted a report asking for Members approval to re-let the RAFA Club located at Moorview Way, Skipton. The existing lease on the RAFA Club expired on the 31<sup>st</sup> March 2020 and the rent was £1500 per annum having remained static since 2009.

An open market let of the property for purposes other than its present use would potentially achieve a sum of circa £3200 per annum but it was recognised that the present usage had social value and the premises were located in an area of Skipton that had seen a reduction in community premises in recent times. It was also intended to include in the new lease a condition that the landlord (the Council) would be entitled to use the premises as a polling station.

During the ensuing debate Members considered in particular, the length of the lease and, it was

**Resolved** – (1) That, delegated authority is given to the Director of Services to issue a lease to the trustees of the Skipton RAFA Club for a term of 20 years with the option to break in favour of the Council on the 5<sup>th</sup> anniversary of the same. Approval is subject to a satisfactory business plan for the redevelopment and enhancement of the facility and that the Council will provide assistance and advice with the business plan.

(2) That, the lease is granted at a rent of £1500 per annum exclusive of rates and taxes.

POL.1028

### **REVENUE BUDGET MONITORING REPORT – QUARTER 2** **2019/2020**

The Chief Finance Officer submitted a report updating Members of the revenue position of the Council, based on the quarter two review of income and expenditure to the end of September 2019.

The Council's approved net budget was £6,788,768 and based on the monitoring exercise, the Council's performance was a forecasted underspend of £306k for the financial year. However, the volatility of the Council's income streams could reduce the surplus to a deficit.

The Council's financial pressures were set to continue and the current estimate from the 2019/20 Medium Term Financial Plan was that cumulative savings or income of £692k would be required by 2020/21, £961k for 2021/22 and £1,315k for 2022/23.

The Council had a general fund unallocated balance of £995k at 1<sup>st</sup> April 2019 and it was expected that this balance would remain during 2019/20.

The Council had £6,642k in earmarked reserves at 1<sup>st</sup> April 2019 which was revised from £7218k as part of the final accounts audit adjustments. Budgeted and in year contributions of £566k, less £712k of budget utilisation in 19/20 and the previous commitments for future years' use meant an estimated balance at 21<sup>st</sup> March 2020 of £4,983k.

**Resolved** – (1) That, the revenue budget position as at 30<sup>th</sup> September 2019 is noted.

(2) That, the latest position of the savings achieved this quarter and identified as green in appendix B to the report now submitted are noted and that these savings are transferred to an earmarked reserve for support to the 2020/21 budget and beyond.

(3) That the Council's participation in an application to establish a North and West Yorkshire Regional Rates Pool for 2020/21 is noted.

POL.1029

### **CAPITAL PROGRAMME MONITORING REPORT –** **QUARTER 2 2019/2020**

The Chief Finance Officer submitted a report informing Members of the Council's capital programme position, based on the quarter two review of income and expenditure to the end of September 2019.

The 2019/20 revised capital programme of £5,627k included £3,864k of slippage from the 2018/19 programme. Since the capital programme had been agreed, supplementary estimates had been approved totalling £143k, £18k for the boundary signs project and £125k awarded to the DNAire project, although £75k of that would be utilised in the 20/21 programme. In addition, a supplementary estimate of £2,920k for joint venture development projects had been requested to accelerate the

growth of the developments. Due to the early delivery of a refuse vehicle (which wasn't expected until quarter 1 of 19/20), £105k of the vehicle programme had to be brought forward by one year, reducing the amount in the 19/20 programme previously allocated, to £87k. This gave a revised capital programme of £8,645k.

**Resolved** – (1) That, the capital budget position of the 2019/20 capital programme as at the 30<sup>th</sup> September 2019 is noted.

(2) That, the 2019/20 capital programme and the proposed funding is noted.

POL.1030

### **PERFORMANCE MONITORING REPORT – QUARTER TWO** **2019/2020**

The Chief Finance Officer submitted a report presenting the Council's performance monitoring report for quarter two 2019/2020 in accordance with arrangements set out in the Council's performance management framework.

Monitoring against the Council Plan shows that good progress had been made in the implementation of the Council Plan actions. Fourteen (82%) had been assessed as on target by those completing the updates, the status determined by comparing progress against previously agreed milestones. There were eleven annual Council Plan indicators and of the nine for which quarterly data was available, four were failing to achieve their targets. The Chief Finance officer pointed out that since the quarterly data had been collected, further progress had been made which would be reflected in the next monitoring report.

Councillor Rose asked that it be placed on record her thanks to the Housing team who had helped a homeless Skipton man and had kept her fully informed of how they dealt with that particular case.

**Resolved** – (1) That, the 2019/20 quarter two performance monitoring report is noted.

POL.1031

### **TREASURY MANAGEMENT MID-YEAR REVIEW REPORT** **2019/2020**

The Chief Finance Officer submitted a report updating Members on the treasury activity undertaken in the first six months of the year in the context of current and forecast economic climates. The report had been prepared in accordance with the requirements of the CIPFA Code of Practice on Treasury Management. Treasury management was to ensure cash flow was adequately planned with surplus monies being invested in low risk counterparties, providing adequate security and liquidity. Another function of the treasury management service was the funding of the capital plan to ensure the Council could meet its capital spending commitments.

**Resolved** – (1) That, the treasury management mid-year review for 2019/2020 is noted.

POL.1032

### **FEES AND CHARGES 2020/21**

The Chief Finance Officer submitted a report presenting the fees and charges for the 2020/21 financial year. The Council's 2015 fees and charges policy provided for discretionary fees and charges for a number of core area to be presented to Policy Committee for approval with the remainder being approved under delegated authority by the Council's Corporate Leadership Team in consultation with the relevant Lead Member. The Council's Licensing Committee would continue to be responsible for approving fees and charges in relation to licensing and hackney carriages.

**Resolved** – (1) That, the discretionary fees and charges that are subject to Policy Committee approval are approved.

- (2) That, the discretionary fees and charges that are subject to delegated authority are noted.

**POL.1033      YORK AND NORTH YORKSHIRE DANCE HUB AND RURAL STEPS**

The Strategic Manager for Planning and Regeneration submitted a report providing Members with an update on the Council's involvement with dance initiatives in the District. Approval was also sought to provide a Chairperson for the York and North Yorkshire Dance Hub and act as lead authority for the Rural Steps dance project.

Yorkshire Dance, the regional body for dance received funding from Arts Council England to support the development of youth dance across Yorkshire. Yorkshire Dance had funded sub-regional hubs by way of a maximum grant of £4000 per year. From April 2020 hubs would have to apply for funding.

The York and North Yorkshire Dance Hub had struggled to fund a chair for the organisation and by the Council providing a chairperson it would be proving its ongoing support for arts and culture to Arts Council England who favour regional working.

In March 2018, the York and North Yorkshire Dance Hub applied for funding to set up a Rural Steps project to enable new and sustain existing youth dance groups in various places in North Yorkshire. The Council had been able to benefit from two youth dance groups being set up and/or sustained in Ingleton and Skipton.

**Resolved –** (1) That, it is noted that the projects identified in the report now submitted contribute to the Council's priority to enable active communities and improve quality of life.

(2) That, the Strategic Manager for Planning and Regeneration is authorised to provide a Chairperson for the York and North Yorkshire Dance Hub.

(3) That, the Strategic Manager for Planning and Regeneration is authorised in consultation with the Solicitor to the Council (Monitoring Officer), to enter into any agreements and take any steps required for the Council to act as lead authority for the Arts Council England funded dance project Rural Steps.

(4) That, Members receive a report at the end of the project.

(5) That, delegated authority is given to the Strategic Manager for Planning and Regeneration to agree the future development of York and North Yorkshire Dance Hub and Craven's role within it after the current project is complete.

**POL.1034      DEVELOPMENT AND ACQUISITION OF SHARED OWNERSHIP  
HOMES BY CRAVEN DISTRICT COUNCIL - UPDATE**

The Director of Services submitted a report providing Members with an update on the Council's acquisition and development of shared ownership properties both under Section 106 agreements and also through the development of Council owned land. Shared ownership was a Government backed tenure which allowed purchasers to buy their homes in stages, with initial shares available from 25% to 75% with a subsidised rent payable on the unsold equity. In most areas, property owners could staircase out to full ownership.

The Council had a list of 160 households interested in shared ownership, following the success of recent schemes in Sutton, Glusburn, Skipton and Giggleswick. The direct provision of shared ownership housing through development and acquisition helped to meet a need for around 30 homes per year for first time buyers who could not afford to access the housing market. Moreover, the initiative helped the Council achieve a target revenue stream of £100,00 by March 2022, which equated to rental income from approximately forty units.

**Resolved –** That, the contents of the report are noted.

**JOINT VENTURE – REDEVELOPMENT OF COUNCIL DEPOT SITE,  
ENGINE SHED LAND**

The Director of Services submitted a report outlining the business case for the redevelopment of the Council owned depot/workshop at Engine Shed Lane, Skipton.

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

Chairman



## Policy Committee – 14<sup>th</sup> January 2020

### COLLECTION FUND COUNCIL TAX SURPLUS/(DEFICIT) 2019/20



Report of Chief Finance Officer (s151 Officer)

Lead Member – Finance: Councillor Mulligan

Ward(s) affected: All

#### 1. Purpose of Report

- 1.1 To declare the estimated surplus on the Collection Fund Council Tax for 2019/20.

#### 2. Recommendations

- 2.1 Declare an estimated surplus of £200,000 on the Council's Collection Fund at 31<sup>st</sup> March 2020 relating to Council tax transactions.
- 2.2 That Members recommend to Council that as part of the budget strategy the Council's element of the estimated surplus is used in calculating the level of Council Tax for 2020/21.

#### 3. Report

- 3.1 The Collection Fund records the amount of income collected from Council Tax, together with precept payments to the Parish/Town Councils and the County Council, Police and Fire and Rescue Authorities and this Authority. The Council is required to declare an estimate of the surplus or deficit that is likely to occur on the Collection Fund at the end of each year in January of that year.
- 3.2 Any surplus or deficit relating to the Council Tax is shared between the County Council, the Police Authority, the Fire and Rescue Authority and this Council in the same proportion as the amount of their precepts for the year.
- 3.3 Any surplus or deficit may occur in the Collection Fund if the Council Tax Base is higher or lower than originally forecast or collection rates are higher or lower than originally expected.

### 3.4 **Estimated Surplus for 2019/20**

The amount calculated as the surplus on the Collection Fund for 2019/20 is £200,000.

### 3.5 This amount has to be shared by the precepting authorities as follows:

- |   |          |
|---|----------|
| • North Yorkshire County Council                | £140,020 |
| • Police and Crime Commissioner North Yorkshire | £27,314  |
| • North Yorkshire Fire and Rescue Authority     | £7,611   |
| • Craven District Council                       | £25,055  |

### 3.6 This Council must take the £25,055 into account when it sets its element of the Council Tax for 2020/21.

### 3.7 It is not unusual for a surplus to be estimated on a Collection Fund. The ideal situation is for it to break even year on year but when dealing with figures in excess of £55M a surplus of £200,000 represents a positive variance of only 0.36%.

### 3.8 Surplus/Deficits can occur as a result of differences between actual results and estimates made when setting the Council Tax Base, which was calculated some 12 months ago. These differences include the number of new properties becoming chargeable in the year, the proportion of properties claiming discounts (including single person discount and the council Tax reduction scheme) and the collection rate.

### 3.9 Over recent years the Council Tax Collection fund had an estimated surplus/deficit as follows:

£200k surplus year-ended 31 March 2020  
£750k surplus year-ended 31 March 2019  
£750k surplus year-ended 31 March 2018  
£750k surplus year-ended 31 March 2017  
£550k surplus year-ended 31 March 2016  
£475k surplus year-ended 31 March 2015

### 3.10 The trend in earlier years for an increase in the surplus has arisen as a consequence of the proactive work undertaken by the Council for changes in householders claiming discounts/ empty property reviews, the volume of new builds coming on to the register, together with a review of the provision for bad debts. It was expected that going forward we would see the surplus drop back to lower levels with small surpluses being shown each year, as is the case for 19/20.

## 4. **Financial and Value for Money Implications**

### 4.1 The Council has to take account of its proportion of the estimated surplus in setting the Council tax for 2020/21.

### 5. Legal implications

- 5.1 The Council must by law take account of its proportion of the estimated surplus in setting the Council tax for 2020/21.

### 6. Contribution to Council Priorities

- 6.1 Any surplus or deficit that is declared, must be included in setting the Council's Budget for the following year and as such this declaration contributes to the Financial Sustainability of the Council.

### 7. Risk Management

There is a risk of the Council breaking the law should the recommendations not be approved and failing to set a balanced budget would have serious consequences for the Council.

### 8. Equality Impact Assessment

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

### 9. Consultations with Others – None

### 10. Access to Information : Background Documents – Working papers held in Financial services

### 11. Appendices – None

### 12. Author of the Report

James Hordern, Accountancy Services Manager

Tel: 01756 706316

Email: [jhordern@cravendc.gov.uk](mailto:jhordern@cravendc.gov.uk)

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

## Policy Committee – 14<sup>th</sup> January 2020

### COLLECTION FUND NATIONAL NON-DOMESTIC RATES SURPLUS/(DEFICIT) 2019/20



Report of Chief Finance Officer (s151 Officer)

Lead Member – Finance: Councillor Mulligan

Ward(s) affected: All

#### 1. Purpose of Report

- 1.1 To declare the estimated National Non-Domestic Rates (NNDR) surplus / (deficit) on the Collection Fund for 2019/20.

#### 2. Recommendations

- 2.1 Declare an estimated surplus of £35,393 on the Council's Collection Fund at 31<sup>st</sup> March 2020 relating to NNDR transactions.

#### 3. Report

- 3.1 The Collection Fund records the amount of income collected from NNDR, together with payments on account to central Government, the County Council and Fire and Rescue Authorities and this Authority. The Council is required to declare an estimate of the surplus or deficit that is likely to occur on the Collection Fund at the end of each year in January of that year.
- 3.2 Under the rates retention scheme, which came into effect on 1 April 2013, local authorities are able to keep a proportion of the business rates that they collect. As a result, authorities now have a direct financial interest in the rates retention system and an incentive to work with their business community to grow local economies.
- 3.3 Any surplus or deficit relating to NNDR is shared between Central Government, the County Council, the Fire and Rescue Authority and this Council in prescribed proportions under the Non-Domestic Rating (Rates Retention) Regulations 2013.
- 3.4 Any surplus or deficit may occur in the Collection Fund if the amounts billed or collection rates are higher or lower than the estimate set at the start of the year on the NNDR1 return.

### 3.5 **Estimated Surplus for 2019/20**

The amount calculated as the in-year surplus on the NNDR Collection Fund for 2019/20 is £35,393.

3.6 This amount has to be shared by the precepting authorities as follows:

• North Yorkshire County Council	£3,185
• Central Government	£17,697
• North Yorkshire Fire and Rescue Authority	£354
• Craven District Council	£14,157

3.7 This Council must take the £14,157 into account when it sets its element of the Council Tax for 2020/21.

3.8 It is not unusual for a variance to be estimated on a collection fund. The ideal situation is for it to break even year on year, but when dealing with figures in excess of £21m a surplus / (deficit) could occur.

3.9 Surplus/Deficits can occur as a result of differences between actual results and estimates made when predicting the cashflows in the NNDR1 form some 12 months ago. These differences include movements in the provision for appeals and for bad debts, businesses closing and no one taking them over and the collection rate.

3.10 Over recent years the NNDR Collection Fund had an estimated surplus/deficit as follows:

£35,393 surplus year-ended 31 March 2020  
 £257k deficit year-ended 31 March 2019  
 £50k deficit year-ended 31 March 2018  
 £1,209k deficit year-ended 31 March 2017  
 £910k deficit year-ended 31 March 2016  
 £2,400k deficit year-ended 31 March 2015

3.11 A trend is difficult to predict as the factors affecting rates payable are outside the Council's control.

## 4. **Financial and Value for Money Implications**

4.1 The Council has to take account of its proportion of the estimated surplus / (deficit) in setting the Council Tax for 2020/21.

## 5. **Legal implications**

5.1 The calculation of the apportionment of the surplus or deficit is prescribed under the Non-Domestic Rating (Rates Retention) Regulations 2013.

6. **Contribution to Council Priorities**

Any surplus or deficit that is declared, must be included in setting the Council's Budget for the following year and as such this declaration contributes to the Financial Sustainability of the Council.

7. **Risk Management**

There is a risk of the Council breaking the law should the recommendations not be approved and failing to set a balanced budget would have serious consequences for the Council.

8. **Equality Impact Assessment**

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

9. **Consultations with Others**

None

10. **Access to Information : Background Documents**

Working papers held in financial services

11. **Appendices - None**

12. **Author of the Report**

James Hordern, Accountancy Services Manager

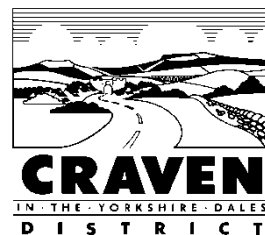
Tel: 01756 706316

Email: [jhordern@cravendc.gov.uk](mailto:jhordern@cravendc.gov.uk)

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

## Policy Committee – 14 January 2020

### NORTH YORKSHIRE REFUGEE RESETTLEMENT



Report of the Director of Services

Lead Member: Richard Foster

Ward(s) affected: All

#### 1. **Purpose of Report:**

- 1.1 To provide an overview of the government's recently announced global resettlement scheme for refugees.
- 1.2 To seek members approval for Craven District Council's participation in the global resettlement scheme and to commit to resettling a minimum of 19 persons between 2020/21 and 2023/24.

#### 2. **Recommendations** – Members are recommended to:

- 2.1 Agree to support a North Yorkshire wide Global Refugee resettlement scheme
- 2.2 Agree to resettle a maximum of 5 households between 2020/21 and 2023/24
- 2.3 Give delegated authority to the Chief Executive to enter into a Memorandum of Understanding with North Yorkshire County Council and the other North Yorkshire District Councils concerning this scheme;
- 2.4 Give delegated authority to the Director of Services to:
  - i. enter into an agreement with Migration Yorkshire to enable overall regional co-ordination and support.
  - ii. vary existing nomination agreements with Registered Providers to enable the allocation of social housing to the refugees;

#### 3. **Background**

- 3.1 In June 2019 the government confirmed it's commitment to the resettlement of refugees beyond the conclusion of the Syrian Resettlement Programme (SRP) and Vulnerable Children's Resettlement Scheme (VCRS) in 2020. The existing refugee resettlement programmes have been incorporated into one new 'Global Resettlement Scheme' details of which are attached at Appendix A.

### 3.2 In summary,

- In 2020/21, the first year of the new scheme's operation, the government will aim to resettle 5,000 refugees nationally, and this figure is likely to remain the same in subsequent years.
- In 2020/21 the grant provided to local authorities will be funded at the same rate as the current SRP and VCRS schemes. The government has not been able to confirm funding for arrivals after 2020/21 as it is awaiting the outcome of the comprehensive spending review. There is however an intention to run the new programme in the long term so the funding is expected to remain the same.
- The geographical focus of refugee resettlement will be broadened beyond the Middle East and the North Africa region.
- The process for accepting refugees will be the same, with the UNHCR carrying out detailed assessments, and then making recommendations to the Home Office who will carry out security checks before a final decision is made on suitability for UK resettlement.
- Refugees are granted a five year humanitarian protection visa before they enter the UK and have the same rights as UK citizens to education, employment, health care and public funds. Unaccompanied children will not be included.

3.3 All Local authorities are being asked to participate in the resettlement scheme, and Craven District Council, along with all the other local authorities in Yorkshire and Humber have agreed to assist "in principle", pending member or cabinet approval.

3.4 It is for each authority to decide the number of refugees that they are willing to resettle, however the common approach has been to agree a figure based on percentage of population size. Across North Yorkshire this equates to 200 people, with Cravens "share" estimated at approximately 19 individuals. We anticipate that these will be in family groups rather than single people and will be no more than 5 households in total.

3.5 Should any of the other North Yorkshire authorities not participate in the resettlement scheme, Craven will not be expected to take additional numbers.

## 4. Original offer, numbers arrived and remaining in North Yorkshire

4.1 North Yorkshire councils previously agreed to participate in the SVP and VCRS resettlement schemes, with each district pledging a minimum commitment based upon North Yorkshire as a whole taking one percent of the country's total. The actual number of refugees resettled in North Yorkshire was 238 refugees in total (209 SVPs and 29 VCRS across 50 families)

4.2 North Yorkshire Resettlement took place between July 2016 and finished in February 2018. Families were typically two adults and three children, and most of the children were primary school aged.



- 4.3 Seven families have since left North Yorkshire; the main reason being to live nearer to relatives resettled elsewhere in the UK rather than because of the rural nature of North Yorkshire. The latter risk was reduced by resettling a number of families within the same town.
- 4.4 Just under 30% of the families included family members with complex needs. The complexity of need varied widely from people with some mobility issues to severely disabled adults and children including children with genetic disorders and life-limiting illnesses.
- 4.5 Experience has shown that where the bulk of families were received early on within a district's resettlement programme, it provided a stronger network for the families from the start. It was also easier to manage resources than having arrivals stretched out across several flights. However, the local housing supply and suitability of an area to resettle the families ultimately determined the pace of resettlement.

## **5 Families in Craven district: progress made**

- 5.1 Seven refugee families (34 persons) in total were resettled between January and September 2017, using five properties. Four families (19 persons) have since left the district and there have been a further four house moves amongst the families remaining in the district. Moves out of the district have been for a variety of reasons but in most cases have been due to wanting to move nearer to relatives or taking-up employment opportunities elsewhere in the country. The families have shown a relatively high degree of independence. Indeed one of the adults of working-age (July 2016 arrival) remaining in Craven was one of the first refugee clients in North Yorkshire to secure employment in August 2017. He previously had no understanding of the English language before being resettled in the United Kingdom.
- 5.2 As of September 2019, two adults are in employment. Of the other adults of working-age remaining in the district, one adult is a carer and a number of the others are volunteering, with support being provided to get them into paid employment.
- 5.3 The progress of the adults in attaining a reasonable understanding of the English language has generally been slow. However this has been the case overall in the county and very few of the adults resettled in the district could understand any English when they arrived. Some were also semi-illiterate in their own native language of Arabic and had health problems.
- 5.4 In all cases children were able to secure a school place at their nearest school or an alternative school within their local catchment area.
- 5.5 Local volunteers have helped befriend the families and assisted with their language development alongside the more formal English language classes provided to the adults by the County Council. Overall, volunteers have also been constructive in

helping to assist the families with building up their independence and encouraging their participation in events in the wider community.

## **6 Participation in the global resettlement scheme: issues to consider**

- 6.1 The figure of 5,000 refugees to be resettled in 2020/21 is similar to previous government commitments made. It is assumed that from 2021/22 onwards there will be a similar number of refugees resettled nationally per year.
- 6.2 All local authorities will need to consider a formal proposal regarding participation through their normal decision making processes.
- 6.3 Informal discussions indicate that in principle North Yorkshire County Council will participate in the global resettlement scheme provided that:
- this is in partnership with North Yorkshire district councils;
  - the funding is no lower than envisaged by the Home Office;
  - all arrangements are similar to the SVP and VCRS programmes; and
  - families are resettled on a phased basis across districts as happened on the SVP and VCRs programmes
- 6.4 Craven previously used private rented housing in the majority of our resettlement cases, however this presented a number of problems:
- All of the properties sourced were unaffordable for the families either due to rents in excess of the Local Housing Allowance, and/or benefit capping which meant that most families received a maximum of £0.50p per week in benefit toward their housing costs. This resulted in the Council having to pay the rents via the Discretionary Housing Payments Scheme.
  - The predominant use of private rented property slowed down the speed of the resettlement significantly in terms of numbers of families being able to be accepted from each flight.
  - The use of private rented property proved to be more time-consuming in relation to the day-to-day management of the properties beyond Year 1 when the Refugee Council's housing support function no longer continues but where families might require ongoing tenancy support.
  - Due to the affordability issues, two of our remaining three families have had to move after their first 12 months in the UK. House moves result in additional costs and can also be unsettling for the families concerned, coming on top of the upheavals they faced prior to being resettled in the United Kingdom.
  - There are less opportunities to resettle families with complex mobility needs using private rented property. This is because private landlords understandably might be unwilling for the necessary adaptations to be made to their property.
- 6.5 For all of the reasons above, members are asked to approve the use of social housing for future refugee resettlement. We will however continue to seek private rented accommodation, as our first option. Ideally new arrivals need to be resettled in the Skipton to be near to our existing refugee families as this would help to consolidate a support network between families and possibly improve retention rates.

- 6.6 The schedule of arrivals across each of the seven North Yorkshire districts has yet to be confirmed but will begin with resettling families in no more than three districts at a time. Resettlement would be over the space of several months in those 'pioneer' districts before moving on to the remaining districts once the former had reached their agreed resettlement number. For practical reasons it is not envisaged that a district will spread out its resettlement of families across each of the years 2020/21 to 2023/24 as this would be more difficult to manage and require a greater level of resource on an ongoing basis.
- 6.7 Careful consideration would need to be taken locally as to regards the country and cultural background of refugees being resettled under the new scheme from each flight and in relation to existing immigrant communities. In North Yorkshire there is not an established Sudanese community for example and as experience has shown, resettling only one family from a separate cultural background to other refugee families heightens the risk of that family moving out of the county.
- 6.8 There are a number of positive reasons for participating in the new global refugee resettlement scheme in North Yorkshire:
- On the whole the refugee resettlement programme has progressed smoothly in North Yorkshire and the families have settled in relatively well considering their past traumatic lives. The Refugee Council has commented that compared with some of the larger metropolitan areas in the region with more established Arabic-speaking communities, the refugee families in North Yorkshire have more quickly built up their understanding of the English language and their independence. 15 clients of working age are now in employment – eight are in full-time work and seven are in part-time work. A number of other adults have construction experience and so work placements are being explored to this end with a range of employers. Many more adults are volunteering to gain useful experience before entering the world of work. Two of our young adults will be starting apprenticeships in September 2019 and a number of our other young adults (+16 years to 19 years) continue to attend college. This includes English language classes and vocational courses. In most cases children were able to secure a school place at their nearest school or an alternative school within their local catchment area.
  - There has been a good spirit of partnership working between the local authorities in North Yorkshire, the Refugee Council and the other resettlement partners such as Health and the Police. This spirit of co-operation and commitment would need to continue in order to ensure that the refugee resettlement for later arrivals was a success. The refugee resettlement programme will continue to require up to a five year commitment of support to be provided to each family resettlement partners in relation to their various roles and responsibilities.
  - The current level of funding provided by the Home Office to local authorities is sufficient to provide appropriate levels of support to the refugee families resettled in North Yorkshire.

- 6.9 If there is agreement for some or all North Yorkshire local authorities to participate in the global resettlement scheme, it will be advisable to proceed on the basis that participation will be a longer term commitment than 2020/21. Locally, a four year commitment to resettle refugees is needed for planning purposes. A review could then be taken towards the end of that period regarding future participation in the scheme. The alternative of having annual ('stop' 'go') decisions whilst waiting for specific government commitments about numbers to be resettled nationally would make it difficult to manage a resettlement programme locally.
- 6.9 District Councils would need to ensure that they were able to arrange to provide this supply of housing during their allocated time period. The schedule of charter flights is likely to be known some time in advance of families arriving, providing an opportunity for Housing Officers to have early discussions with national, regional and local housing providers to secure their commitment to the project.
6. **Implications**
- 6.1 **Financial Implications.**
- There are no financial implications for the authority as the Home Office pays a grant to local authorities to cover all of the costs incurred in setting up and operating the scheme.
- 6.2 **Legal Implications:**
- These are set out in the body of the report.
7. **Contribution to Council Priorities:**
- This does not directly relate to any of the Council Plan Priorities.
8. **Risk Management:**
- There are no strategic risk management issues arising from the report.
9. **Equality Analysis:**
- The resettlement of refugees in the Craven District will require a full equality analysis, and it is acknowledged that there is the potential for unlawful discrimination, harassment and victimisation.
10. **Consultations with Others:** Financial Services, Legal Services, Community Development, North Yorkshire Police, North Yorkshire County Council
11. **Access to Information : Background Documents:**
- None

12. **Author of the Report:**

Claire Willoughby, Housing Options Manager

01756 706466.

Email: cwilloughby@cravendc.gov.uk

13. **Appendices:**

Appendix A- UK Resettlement Scheme Briefing Note



Home Office

# **UK Resettlement Scheme**

## **Note for Local Authorities**

August 2019

## Introduction

Resettlement continues to be a critical protection tool, providing a pathway to safety for refugees who can no longer remain in their host-countries. With the support of local government, the UK's existing schemes have provided safe and legal routes for tens of thousands of people to start new lives. However, the global need for resettlement continues to grow; the United Nations High Commissioner for Refugees (UNHCR) estimate that in 2020 more than 1.4 million refugees will need to be resettled.

The UK Government confirmed on 17 June 2019 its ongoing commitment to resettlement, announcing plans for a new UK Resettlement Scheme which will see thousands more refugees provided with a route to protection when it begins in 2020. This briefing note sets out further information for local authorities about the new scheme.

## Overview

The UK Resettlement Scheme will consolidate the existing Vulnerable Persons' Resettlement Scheme (VPRS), Vulnerable Children's Resettlement Scheme (VCRS) and Gateway Protection Programme which will all naturally come to an end in 2020. This new scheme will be open to refugees identified by UNHCR to be in need of resettlement to the UK because of their vulnerability and does not have a specific geographical focus. Those resettled through our Community Sponsorship and Mandate routes will be in addition to our yearly, global commitment.<sup>1</sup>

We are looking for the ongoing support and participation of local government across the UK and encourage local authorities to submit their offer of places for the new scheme as soon as possible. We continue to warmly welcome interest from those authorities who have yet to take part in resettlement.

We are planning a smooth transition, with arrivals under the new scheme expected to start once arrivals under the VPRS are completed; this is estimated to be in Spring 2020. We expect there to be a seamless continuation of arrivals between the current and the new scheme. This is in line with feedback from regional Strategic Migration Partnerships (SMPs) on what LAs would find most helpful in transition.

We would also welcome conversations with local authorities who are able to offer additional places under the current schemes. This would enable authorities to maintain momentum with their arrivals and ensure consistency in provision of services as we move towards the start of the new scheme.

## Eligibility

The new UK Resettlement Scheme will continue to be based on vulnerability, with refugees assessed for resettlement by UNHCR against their [resettlement submission categories](#). We

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<sup>1</sup> More information on all current resettlement schemes can be found [here](#)

will work closely with UNHCR to identify vulnerable refugees from around the world where resettlement to the UK offers the best durable solution.

### **Who we will resettle**

In the first year of the new scheme it is anticipated that the caseloads of refugees we resettle will continue to look broadly similar to those we see under our existing schemes, with the majority coming from the MENA region. We already operate in line with UNHCR's global priorities and will continue to do so, however over time the nationalities of refugees resettled may change in response to world events and the global context.

As the profiles of those we resettle change, the Home Office will continue to work closely with SMPs and local authorities to match refugees to housing availability in areas that can provide appropriate support to those we resettle.

### **Numbers**

In the first year of operation of the new scheme, the UK will aim to resettle in the region of 5000 refugees with those arriving through our Mandate and Community Sponsorship routes additional to this number. The Government remains committed to resettlement, and decisions on the number of refugees to be resettled in subsequent years will be determined through future spending rounds.

Year on year, resettlement volumes are likely to fluctuate according to the flow of referrals from overseas and the availability of suitable accommodation and support in the UK.

### **Role of Local Authorities**

Local authority participation in the new scheme will continue to be voluntary, with refugees allocated in the same way as currently under VPRS and VCRS. We will continue to work closely with local authorities across the UK to ensure they are able to support those who are allocated to them for resettlement under the new scheme.

Local authorities will retain the same role in the community sponsorship process and we would ask they continue to engage positively with groups that come forward to participate in community sponsorship.

### **Role of Regional Strategic Migration Partnerships**

SMPs will continue to provide support to local authorities to help deliver resettlement, including coordinating offers of places and planning for the arrival of refugees, together with sharing of expertise and knowledge to enable councils to resettle successfully.

### **Funding Package**

The funding package available under the new scheme will mirror that currently paid under VPRS and VCRS; a local authority will receive a five-year tariff of £20,520<sup>2</sup> for each refugee with an additional education tariff (for year one) for children aged 3-18 years. Additional

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<sup>2</sup> £20,000 in Northern Ireland as social care element paid directly to Department of Health



funding will continue to be made available, on a case by case basis, for exceptional costs incurred by local authorities, including; property adaptations, void costs for larger (4 bed) properties, special educational needs, and adult social care.

The post-arrival resettlement support requirements of local authorities will mirror those issued under the VPRS and VCRS.

### **Health Care**

All refugees referred for potential resettlement undergo a health assessment through International Organization for Migration as part of the resettlement process. The findings of these assessments will continue to be passed to local authorities considering resettlement of that individual to ensure suitable treatment/support can be provided upon arrival.

As with existing schemes, resettled refugees under the new scheme will be able to access healthcare via the NHS free of charge. The £2600 per refugee for health costs made available to healthcare providers under the VPRS and VCRS will continue to be available under the new scheme.

### **Access to Benefits and Work**

Refugees resettled under the new scheme will have access to mainstream benefits and services to enable their integration; work continues across Government to ensure services meet the needs of refugees. They will also have immediate and unrestricted access to the labour market.

### **English Language**

Refugees will continue to be able to access English language tuition that is fully funded through the Adult Education Budget (AEB) if they are unemployed and in receipt of certain benefits; or if they are in an area that is part of the AEB low wage trial and they earn less than £16,009.50. Children in full time education will receive English language support in schools.

Additional language funding of £850pp will continue to be available in year one. This is intended to boost local capacity and supplement mainstream AEB provision. As with the current scheme, Home Office will include outcomes associated with this additional funding in the annual funding instruction. Local authorities will also continue to be able to use the tariff to further top up costs of language provision. Funding will also be available to help with child care costs in relation to attendance at ESOL classes.

### **Community Sponsorship**

The community sponsorship scheme has been a real success and is established now, with a broad range of experience, training and support available to community groups, through Reset, the organisation established to build capacity amongst potential community sponsors. Reset currently provides services including in-person training, a range of online material to support groups in preparing their application and supporting a family <https://training-resetuk.org/> an application checking service and a post-arrival advice

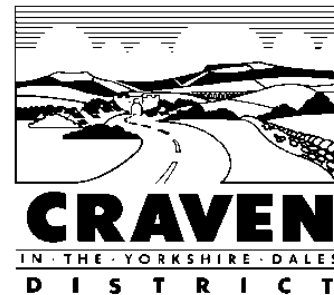
line. Reset are also developing resources for local authorities about the process of providing consent.

***Please get in touch with your Resettlement Contact Officer and regional SMP lead if you require further information, and to discuss your offer of new resettlement places under the current or future scheme.***

## **Policy Committee – 14<sup>th</sup> January 2020**

### **Establishment of a Charity for Cultural Development in Craven**

#### **Report of the Strategic Manager for Planning and Regeneration**



#### **Lead Member – Cllr Simon Myers**

**Ward(s) affected: All**

#### **1. Purpose of Report**

- 1.1 To establish a fundraising charity for cultural development in Craven, which will raise funds to promote and advance activities and projects which support health and wellbeing through the arts, for the benefit of the general public and in particular residents of and visitors to the Craven district.
- 1.2 To use the charity to raise funds for the repair, maintenance, preservation and improvement of Skipton Town Hall as a cultural hub for the district, and associated village hall and other venues across Craven.

#### **2. Recommendations – Members are recommended to:**

- 2.1 Agree in principle the establishment of a fundraising charity to support wider cultural development in Craven and to support Skipton Town Hall as a cultural hub for the district.
- 2.2 Support the governance option of a Foundation Charitable Incorporated Organisation (CIO); and
- 2.3 Request a report to Policy Committee to approve the final governance structure and other matters set out in paragraph 3.3 of this report.

#### **3. Report**

##### **3.1 Background**

As Councillors are already aware, Skipton Town Hall is currently undergoing a significant redevelopment to upgrade facilities and transform the building into a cultural hub for the district, incorporating the accredited Craven Museum, restored Concert Hall, white-box exhibition gallery, Visitor Information service and new education and research facilities, along with flexible spaces for community use and commercial hire.

Craven District Council cultural service will operate out of the building and has ambitions to work with village halls and community organisations across the district for more positive direct impact on our communities.

The foundation for this work has already begun with the recently launched Rural Culture project, for which CDC received funding from Arts Council England. The project officer will work with an initial group of village halls over the next two years exploring co-production of creative events and activities, and how the live streaming capacity at Skipton Town Hall can be used to its fullest potential to support our rural communities.

One of the methods to raise funds for refurbishment and upgrading spaces like the Town Hall and village halls, is to apply for grants. Local authorities are able to apply for funding from Arts Council England and the National Lottery Heritage Fund (CDC has been successful in attracting capital and project funding from both) but are not eligible to apply to many of the other charitable trusts and grant giving bodies. These only distribute funds to charities. It is therefore proposed that an independent charity is set up to raise funds for cultural projects and venue improvements across Craven.

Members will recall that when the future of Skipton Town Hall was considered in 2013 an option was suggested to transfer the historic asset to a Building Conservation Trust. Members are asked to note that the establishment of a fundraising charity/CIO model is a completely different prospect and will stand alone as a fundraising venture. We will not be transferring any assets or responsibility for running the Town Hall or any other venue as part of the CIO.

### 3.2 **Options**

There are a number of different options for setting up a charitable organisation; they are listed below with key relevant points for consideration:

#### **Unincorporated association**

- Trustees are personally liable
- Cannot enter into contracts in its own right
- Generally used for community groups and primarily exist to benefit own members (e.g. local sports clubs)

*Not considered appropriate for our needs*

#### **Trust**

- Can only distribute grants to other organisations
- Trustees are personally liable

*Not considered appropriate for our needs*

#### **Charitable Company limited by Guarantee**

- Not classed as a charity by many grant giving trusts, so therefore ineligible for grants
- Charitable companies have to register with Companies House and the Charity Commission and therefore provide both annual returns to each

*Not fit for the purpose outlined*

#### **Charitable Incorporated Organisation**

- Can deliver charitable services under contractual agreements

- Can employ paid staff
- Can own property
- Is considered a charity by external grant giving funding bodies funding arts, heritage, cultural and community development/capital projects, such as Trusthouse Charitable Foundation, Charles Hayward Foundation, The Fore, Garfield Weston etc.

*This option is fit for purpose and offers future proofing.*

There are then two options for the type of CIO:

**Association CIO**

- Wider membership with voting members other than the charity trustees. Wider membership gives opportunity to be railroaded.

**Foundation CIO (preferred option)**

In addition to benefits of CIO listed previously:

- Sits independently from the Council but membership and decision making is restricted to trustees, ensuring close control of aims and objectives of the organisation in terms of cultural development across the district
- Can access expertise from business, finance and creative industry professionals through diverse board membership
- Enables grant fundraising, trading, crowd funding
- Includes ability to establish an independent trading arm later down the line, if wanted/needed

3.3 If Councillors support in principle, the setting up of a Foundation CIO, the next steps to be carried out by officers are:

- Provide a subsequent report to Policy detailing:
  - Governance structure
  - Trustee selection
  - Ex-officio officers and Members
  - Establishment of the CIO
  - How we see it working in practice

**4. Financial and Value for Money Implications**

4.1 There is no charge for registering a CIO.

4.2 There is no income requirement to establish a CIO, so it can be set up without any funds. However, offering some proportion of match funding when submitting grant funding applications would likely yield a higher rate of success, so it should be considered on an application by application basis, that an amount is contributed to this.

This could potentially come from existing budgets, and any surplus remaining at year end from the cultural service and arts development budgets could be transferred to enable further fund raising the following year.

- 4.3 There would be auditing and financial administration costs annually to ensure that the Charity submits its audited accounts to the Charity Commission; it is suggested that this is delivered by in kind support from the Council to the Charity.
- 4.4 Officers who are Trustees will need to attend quarterly meetings, probably in the evenings.
- 4.5 Trustees would be entitled to reasonable expenses (e.g. travel costs to attend meetings)
- 4.6 The CIO would require Trustee Indemnity Insurance.
- 4.7 The CIO would need to establish a separate bank account.

## **5. Legal Implications**

- 5.1 CIO has its own legal structure
- 5.2 Legal duty for Trustees to act in good faith when exercising their duties
- 5.3 Legal support required to develop Charity constitution

## **6. Contribution to Council Priorities**

- 6.1 Financial Sustainability  
Through sourcing grant income and other fundraising:
  - Contributes to the business plan to redevelop Skipton Town Hall as a community cultural hub for Craven
  - Contributes to the ongoing development of other community venues for cultural benefit of residents and visitors
- 6.2 Resilient Communities  
Cultural engagement has been proven to improve quality of life and health; supporting and developing venues for cultural benefit, and funding for cultural engagement projects, contributes to resilience of Craven communities.
- 6.3 Enterprising Craven  
Supporting development of village hall venues and co-producing creative content will improve economic vitality of villages.

**7. Risk Management**

- 7.1 The level of risk to the Council is considered low, as the individual projects funded through the CIO relating to Council assets or services would be subject to usual monitoring and reporting procedures.
- 7.2 Though limited liability, if Trustees are found in breach of duties, they could potentially still be personally liable and this could also contribute to reputational damage to CDC.

Robust constitution outlining governance and procedures will make clear what responsibilities are.

**8. Equality Impact Analysis**

- 8.1 An initial EIA has been completed and it is determined that a full EIA is not relevant. At this stage we do not know all of the groups/areas who may benefit from the fundraising – however, we would aim for it to be very broad, covering as much of the Craven community as possible.

We have considered partners and participants currently engaged with the Rural Culture project, which is the first step in realising a vision for wider cross-community cultural development, and some of these groups have protected characteristics. We would seek to ensure the charity's constitution reflected inclusion.

**9. Consultations with Others**

- 9.1 The Council's Arts Council England Relationship Manager has recommended establishing a charity for fundraising.
- 9.2 Charlie Cattell, Social Economy Consultant, has provided general advice, which supports establishment of a charitable organisation for the purposes of fundraising.

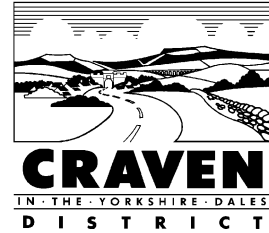
**10. Background Documents - None****11. Appendices - None****12. Author of the Report**

Danielle Daglan  
01756 706222  
[ddaglan@cravencdc.gov.uk](mailto:ddaglan@cravencdc.gov.uk)

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

## Policy Committee – 14<sup>th</sup> January 2020

### HISTORIC HIGH STREET – SKIPTON HERITAGE ACTION ZONE



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 progress of the Skipton High Street Heritage Action Zone and to seek approval for Craven DC to act as Accountable Body for the funding if successful.

#### 2. **Recommendations**

Members are recommended to:

- 2.1 Note the objectives of the Skipton High Street Heritage Action Zone
- 2.2 Agree that Craven DC will act as accountable body on behalf of the partnership for the Skipton High Street Heritage Action Zones funding.
- 2.3 Agree to accept a grant from Historic England for the purposes of delivering the Skipton Heritage Action Zone – anticipated to be £1,278,480
- 2.4 Give delegated authority to the Director of Service in consultation with the Solicitor to the Council (Monitoring Officer) to enter into a funding agreement with Historic England.
- 2.5 Allocate £25,000 from the New Homes Bonus to support the delivery of the SMART Town system.

#### 3. **Background**

- 3.1 In May 2019, Historic England launched a new fund which will allow town partnerships to work with partners to find new ways to champion and revive their historic high street through the High Streets Heritage Action Zones scheme.
- 3.2 At the funds core is the premise that by revitalising the heritage of a town it is possible to create a more successful and sustainable place that residents and



visitors will value. As an “Action Zone” implies the approach is to improve or repurpose buildings of high heritage value and also the public realm in between to create an area where the heritage is improved and buildings have an enhanced

- 3.3 Following the first application stage, it was announced in September 2019 that 69 high streets across England have been selected to receive a share of the £95 million fund including Skipton. The other towns in North Yorkshire that were successful were Northallerton, Scarborough and Selby.

#### 4.0 Skipton High Street Heritage Action Zone Programme Development (Skipton HAZ)

- 4.1 The overarching theme of the Skipton HAZ proposal is to start the process of changing the profile of users of Skipton town centre towards a greater focus on young people and families. The development of the Skipton HAZ built on the work of a number of aspects that partners for been developing together in recent years including the unsuccessful bid for Future High Street Fund. These projects include Skipton Town Council's aim to create a youth market, the artistic and cultural developments through Great Place and the work of Craven Civic Society to improve the heritage value and accessibility of Coach Street. These ideas and others were brought together to develop a coherent programme.
- 4.2 The Skipton HAZ area had to tread the line between being focused yet providing the flexibility to achieve the needs of Skipton. The area therefore covers an area including the High Street and routes to secondary shopping areas such as Coach Street and Otley Street as set out in Map 1.

Map 1 – Map of Skipton High Street Heritage Action Zone



#### 4.3 The objectives for the Heritage Action Zone identified by partners are:

**Residents reengage with the town centre** – we need younger people to start to use the town again in order to change the appearance of the area and also to drive the demand and supply of products.

**Reuse of heritage buildings** – the increasing number of large redundant heritage buildings risks causing blight on the High Street so we aim to bring these back into use to support the attract of younger people to live, work and visit the town centre.

**Create public spaces for new and diverse activities** – using the historic fabric of the town, more public spaces will allow younger people to develop the cultural offer that is of interest to them and so change the role of the town centre.

**Enhance the links between the High Street and the more hidden parts of Skipton** – the High Street is linked to secondary retail areas via a series of historic ginnels. By emphasising the heritage aspects of the ginnels where possible and finding new uses people will be encouraged to go to different parts of the town centre and dwell longer.

**Develop youth markets and festivals** – the market is at the heart of Skipton and to build on this by developing alternative youth markets of products by young people or for young people such as food markets.

**Increase the number of young creatives working in the centre of Skipton** – increase the amount of space that young creatives can use to produce or display their products so changing the look and feel of the town centre.

**Make Skipton more walkable and cycle friendly** – to increase the ease and attractiveness for people to walk around Skipton town centre using the built heritage for interest so increasing the footfall and the dwell time.

#### 4.4 The basis of the Heritage Action Zone design process is the logic model which drives the applicants to set out the issues facing the town centre, be clear about what needs to change and then agree the relevant programme objectives. This then leads to set out the activities that will contribute to achieving the objectives. The Logic Model for Skipton is in Annex 1.

### 5.0 Skipton HAZ Activities

#### 5.1 Historic England determined as part of the programme design that there will be four key threads – community engagement, physical intervention, conservation and heritage and a cultural programme. As the programme covers four years the identified activities range from early well defined projects to others that will be subject to considerable development.

5.2 **Community Engagement** - The long term success of the town centre relies on all communities seeing that Skipton is relevant to their values so the approach to community engagement will be to work with target communities at each level of the development of the HAZ and the constituent initiatives. Skipton needs to attract younger people to live, work and visit the town and in order to achieve this we need to be able engage young people to understand their requirements, support them to develop the Town, give them the skills and resources to develop the events, activities and cultural offer and finally to give the powers and assets to continue to shape Skipton.

5.3 **Physical Interventions** – the following capital activities have been identified:

Skipton Town Hall – Create a facility that supports the wider success of the town centre by bringing additional footfall during the day such as visitors and students and also support the evening economy by creating a performance venue that produces a high quality cultural offer that meets the interests and needs of a wide audience including younger people.

Coach Street Public Square - This project will improve the accessibility along and to Coach Street and explore the possibility of creating a new public square in the former stable area of Coach Street to support activities such as the youth market and other events as there are insufficient spaces in the town centre because of the town's historic layout.

Reanimate the Ginnels – This project is to create attractive safe routes linking the High Street to the secondary retail areas so encouraging people to explore more of the town centre. The ginnels are often unlit, have uneven surfaces, litter strewn and dominated by trade waste bins and air handling units. This element will be linked to the community engagement plan by encouraging people to explore the area, learn about the history and purpose of the ginnels and to imagine their future.

Create Youth Markets - The development of a youth market is an important component of the repositioning of Skipton as a modern market town. The project aims to encourage and develop new younger traders as well as new suppliers of products and services that will appeal to younger visitors

Otley Street Arts House - To convert the former Otley Street Community Centre into a centre for young creatives providing affordable housing, studio/work space and a flexible space for workshops and displays called the Otley Street Arts House.

SMART Town - partners will invest in a town centre wide Wi-Fi platform that will allow various applications to be based on the system including footfall counters, CCTV, free town Wi-Fi, broadband for retailers, smart parking and air quality testing. The HAZ will support digital artists to develop products that will allow virtual trails around the town.

5.4 **Conservation and Heritage Programme** - Skipton's identity is characterised by unique historic buildings dating from the medieval castle and church to Edwardian banks and public buildings that contribute to the town's character. As part of the Skipton Heritage Action Zone programme will the carry out the following:

- Review of existing listed buildings
- Propose additional national listings
- Create a local list of heritage buildings
- Produce a conservation supplementary planning document

5.5 **Cultural Programme** - The delivery of a successful cultural programme is an essential component of the reinvention of Skipton High Street, to celebrate its history and future. The aims of the cultural programme are to:

- Bring more people to the town centre
- Help people understand the heritage of the HAZ
- Change the perception of Skipton to a younger audience
- Support young people to develop the cultural offer

## 6.0 Programme Management

6.1 An early step in the HAZ development will be establishment of the Programme Board to direct the programme. It is envisaged that the Programme Board will comprise of:

- Craven Arts Trust
- Craven Civic Society
- Craven District Council
- North Yorkshire County Council
- Skipton Business Improvement District
- Skipton Town Council
- Tarn Moor Trust
- Youth Champion

6.2 Historic England will contribute to the costs of programme management and delivery and these discussions are on-going to agree the best approach.

## 7.0 Outline Funding Allocations

7.1 The initial request from Historic England was for £1,615,000 but following the announcement of the successful stage 1 bids we were asked to reduce the request by 20% so a final request of £1,278,480 has been made. The anticipated split between projects will be as in table 1. The splits will be subject to change following the review by Historic England, the conclusions from the community engagement exercises and the procurement process.

7.2 The majority of the of the funding falls within two project areas – Skipton Town Hall and Otley Street Arts House - as would be expected as the programme has the repurposing of buildings at its core. There is no specific requirement for a match funding level but it is a competitive element of Historic England's decision making process so by being able to draw on existing match funding is a significant

advantage for both the impact of the Historic England funding and also on the overall deliverability of the programme.

Table 1 - Budget Split by Project

	<b>Total</b>		
	<b>Total</b>	<b>HSHAZ</b>	<b>Match</b>
Skipton Town Hall – performance venue	2,427,996	258,480	2,169,516
Coach Street Public Square	215,000	150,000	65,000
Reanimate the ginnels	50,000	35,000	15,000
Create youth markets - High Street Setts	120,000	85,000	35,000
Otley Street Arts House	2,435,000	600,000	1,835,000
Community Engagement	80,000	30,000	50,000
Digital interpretation	100,000	25,000	75,000
Project Management	135,000	90,000	45,000
Heritage designation	7,500	5,000	2,500
<b>Total</b>	<b>5,570,496</b>	<b>1,278,480</b>	<b>4,292,016</b>

- 7.3 The development of the HAZ is at an early stage in the four-year programme so the match funding from partners are based on estimates that will be subject to further discussions and for each partner to seek formal authorisation through their relevant processes as the projects are developed.
- 7.4 There will be a future report on the development of the Otley Street Arts House including the purchase of the building from NYCC and proposed funding package.
- 7.5 The development of the SMART Town concept will see the installation of a digital network across Skipton Town Centre that will be a platform for a wide range of applications that the public and private sector can utilise for the modern management of a town such as smart parking, footfall counters and CCTV. This type of infrastructure is seen in the Grimsey Report as a basic building block to understand how the town works, how to manage it and also to provide services. The project is being led by the Skipton Business Improvement District but it is envisaged that Skipton Town Council and Craven District Council will contribute £25,000 each in order to expand the coverage across the town centre. We have also requested £25,000 from Historic England to support the creation of products for users of the town centre.

8. **Implications**

8.1 **Financial and Value for Money (vfm) Implications –**

The final figure from Historic England will be confirmed in April 2020 but it is expected to be as requested - £1,278,480.

The request for £25,000 towards the delivery of the SMART Town project will be from the New Homes Bonus.

The match funding required to deliver the Otley Street Arts House will be the subject of a future report to Policy Committee.

At this stage it is envisaged that all other match funding from Craven DC will be from existing budgets.

8.2 **Legal Implications**

Craven District Council will be required to enter into a funding agreement with Historic England in order to access the grant funding. Subsequently, the Council will enter into legal agreements with project partners responsible for the delivery of key aspects of the HAZ programme.

8.3 **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.

8.4 **Risk Management –**

The key risk at the programme level is the delivery of the terms of the Funding Agreement and this will require close working with the Programme Board and in particular the project delivery partners.

9. **Consultations with Others –**

Financial Service  
Cultural Services  
Legal Service

10. **Access to Information: Background Documents –**

None

11. **Author of the Report** –

David Smurthwaite, Strategic Manager Planning and Regeneration

Telephone: 01756 706409

Email: dsmurthwaite@cravendc.gov.uk

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

12. **Appendices** –

Annex 1 - Logic Model - Skipton High Street Action Zone

**Annex 1 - Logic Model - Skipton High Street Action Zone**

Context	Rationale	Strategic Objectives	Inputs	Activities	Outputs	Outcomes
<ul style="list-style-type: none"> <li>• Historic layout restricts the diversity of town centre uses</li> <li>• Historic layout provides the attraction and charm</li> <li>• Dramatic loss of families and younger people</li> <li>• Town catering for low spend older demographic</li> <li>• Locals using town centre less</li> <li>• Insufficient accommodation for young people in the town centre</li> <li>• Perception of Skipton is for older people to visit and live</li> <li>• Climate emergency need for new models for economic and environmental sustainability</li> </ul>	<ul style="list-style-type: none"> <li>• Art, culture and heritage led approach to addressing the loss of younger residents, workers and visitors.</li> <li>• Need to use the heritage strengths to address our weaknesses</li> <li>• Without alienating those that love Skipton to create places younger people can use for their own purposes</li> <li>• Change the perception of Skipton with current and future younger residents</li> <li>• Develop low cost and environmentally sustainable</li> </ul>	<ul style="list-style-type: none"> <li>• Residents reengage with the town centre</li> <li>• Reuse of heritage buildings</li> <li>• Create public spaces for new and diverse activities</li> <li>• Enhance the links between the High Street and the more hidden parts of Skipton</li> <li>• Develop youth markets and festivals</li> <li>• Increase the number of young creatives working in the centre of Skipton</li> <li>• Make Skipton more walkable and cycle friendly</li> </ul>	<p>Funding secured or potential from:</p> <ul style="list-style-type: none"> <li>• Transforming Cities</li> <li>• Great Place: Lakes and Dales</li> <li>• National Heritage Lottery Fund</li> <li>• Growth Deal</li> <li>• Canal and River Trust</li> </ul> <p>Human/organisational resources:</p> <ul style="list-style-type: none"> <li>• Great Place - network of local young creatives</li> <li>• Skipton Business Improvement District working with businesses to improve performance.</li> <li>• Craven Arts Trust – 70 artists from the Skipton area</li> <li>• Civic Society – heritage expertise and local knowledge</li> <li>• Local Authorities – project management, planning,</li> </ul>	Skipton Town Hall – performance venue	100,000 visitor pa 150 events pa	Increase in footfall compared to market town average
				Coach Street Public Square	New public square created – 900m2	Increase in number of younger people visiting High Street
				Reanimate the Ginnels	3 ginnels refurbished	Improvement in perception
				Create Youth Markets	12 new markets per year	Increase in number of young creatives
				Otley Street Arts House	12 dwellings for young creatives 12 studios/workspaces	
				Community/Cultural Programme:  Alternative events Film Festival Laneways Festival Digital interpretation		