

POLICY COMMITTEE

3rd 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 29th 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 31st 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 5th 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 1st April 2019 and it was expected that this balance would remain during 2019/20.

The Council had £6,642k in earmarked reserves at 1st 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 21st March 2020 of £4,983k.

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

Craven District Council

\$POL.1035 **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