

MISSION STATEMENT

***To Improve the Quality of Life
For Those Who Live and Work in the District***

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23 May 2008

Dear Councillor

You are hereby summoned to a meeting of the Selby District Council to be held in the Civic Suite, Civic Centre, Portholme Road, Selby on **Tuesday 3 June 2008** commencing at **6:00 pm**.

Yours sincerely

M Connor
Chief Executive

Opening Prayers will be offered.

AGENDA – PUBLIC SESSION

1. Apologies for Absence

To receive apologies for absence.

2. Disclosure of Interest

To receive any disclosures of interest in matters to be considered at the meeting in accordance with the provisions of Section 117 of the Local Government Act 1972, and Sections 50, 52 and 81 of the Local Government Act 2000 and the Members' Code of Conduct adopted by the Council.

3. Minutes

To confirm as a correct record the minutes of the proceedings of the meeting of Council held on 20 May 2008 (pages 5 to 9).

4. Communications

To consider any communications received by the Chief Executive and to pass resolutions thereon if deemed necessary.

5. Public Questions

To consider questions, if any, notice of which has been given in accordance with rule 5.20 of the Constitution.

6. Councillors' Questions

To consider questions, if any, notice of which has been given in accordance with rule 5.21 of the Constitution.

7. Committee and Board Minutes

Planning Committee 2 April 2008	Green	Minutes: 799 - 818 Pages: 10 to 19
Planning Committee 30 April 2008	Green	Minutes: 881 - 892 Pages: 20 to 25
Licensing Committee 14 April 2008	Cream	Minutes: 830 - 836 Pages: 26 to 27
Licensing Committee 12 May 2008	Cream	Minutes: 903 - 909 Pages: 28 to 29

Economy Board 15 April 2008	Pink	Minutes: 837 - 844 Pages: 30 to 33
Audit Panel 16 April 2008	White	Minutes: 845 - 854 Pages: 34 to 37
Environment Board 17 April 2008	Blue	Minutes: 855 - 864 Pages: 38 to 43
Overview and Scrutiny 17 April 2008	Peach	Minutes: 865 - 870 Pages: 44 to 46
Overview and Scrutiny 8 May 2008	Peach	Minutes: 893 - 902 Pages: 47 to 51
Social Board 22 April 2008	Yellow	Minutes: 871 - 880 Pages: 52 to 55
Policy & Resources Committee 13 May 2008	Gold	Minutes: 903 - 920 Pages: 56 to 65
Town Centre Working Group 3 January 2008	White	Pages:66-67
Town Centre Working Group 17 April 2008	White	Pages:68-69
Town Centre Working Group 15 May 2008	White	Page:70

8. **State of the Area Address**

To receive a State of the Area Address from the Leader of the Council.

9. **Multi Area Agreements**

Report of the Chief Executive (pages 71 to 109).

10. **Appointment of Monitoring Officer**

Report of the Chief Executive (pages 110 to 112).

11. **Urgent Action**

The Chief Executive will report on any instances where he has acted in urgent or emergency situations under the functions delegated to him in the Constitution.

12. **Sealing of Documents**

To authorise the sealing of any documents necessary to action decisions of this Council meeting, or any of its Committees or Boards for which delegated authority is not already in existence.

COUNCILLORS ARE REMINDED TO UPDATE THE REGISTER OF INTERESTS AFTER ANY CHANGE IN CIRCUMSTANCES WHICH MAY AFFECT CURRENT ENTRIES

AGENDA ITEM NO: 3

SELBY DISTRICT COUNCIL

Minutes of the proceedings of the ANNUAL MEETING OF COUNCIL held on Tuesday 20 May 2008, in The Civic Suite, The Civic Centre, Portholme Road, Selby, commencing at 4:00 pm.

1	Apologies for Absence
2	Disclosure of Interest
3	Election of Chairman
4	Declaration of Acceptance of Office
5	Retiring Chairman's Valedictory Address
6	Newly Elected Chairman's Address
7	Appointment of Vice Chairman
8	Declaration of Acceptance of Office
9	Minutes
10	Communications
11	Appointment of Committees and Boards
12	Appointment of Chairs and Vice Chairs of Committees and Boards
13	Appointment of Councillor Champions
14	Time of Commencement of Meetings
15	Representatives on Outside Bodies

Present: Councillor Mrs J Dyson in the Chair

Councillors Mrs E Casling, I Chilvers, M Crane, Mrs D Davies, J Deans, Mrs S Duckett, K Ellis, D Fagan, C Goodall, Mrs M Hulme, Mrs G Ivey, M Jordan, C Lunn, D Mackay, Mrs P Mackay, Mrs C Mackman, J Mackman, B Marshall, N Martin, C Metcalfe, Mrs E Metcalfe, J McCartney, Mrs M McCartney, I Nutt, C Pearson, B Percival, A Pound, Mrs S Ryder, R Sayner, S Shaw-Wright, Mrs A Spetch, R H Sweeting, J Thurlow and Mrs D White.

Officials Chief Executive, Strategic Director – J Lund, Head of Service – Environmental Health and Leisure, Head of Service - Development Services, Head of Service – Housing, Committee Administrators, Chairman's Secretary and Democratic Services Support Assistant.

Also Present Honorary Aldermen, The Reverend G Wardell and Monsignor B Bickers.

Reverend G Wardell offered opening prayers.

Public: 15
Press: 0

1. **Apologies for Absence**

Apologies for absence were received from Councillors J Cattanach, W Inness, Mrs K McSherry, Mrs W Nichols and R Packham.

2. **Disclosures of Interest**

None received.

3. **Election of Chairman**

It was moved by Councillor S Shaw-Wright, seconded by Councillor Mrs S Duckett, and unanimously:

Resolved:

That Councillor J Thurlow be elected Chairman of the Selby District Council for the 2008/2009 municipal year.

4. **Declaration of Acceptance of Office**

Councillor J Thurlow read and signed the Statutory Declaration of Acceptance of Office in accordance with the provisions of the Local Government Act 1972.

[Councillor J Thurlow in the Chair]

5. **Retiring Chairman's Valedictory Address**

Councillor Mrs J Dyson gave her valedictory address.

Councillor J Thurlow presented Councillor Mrs J Dyson with a silver salver and Past Chairman's Badge to mark her holding the office of Chairman of the Council.

On behalf of councillors, Councillors M Crane, S Shaw-Wright and R Sweeting expressed thanks to Councillor Mrs J Dyson and her Consort, Mr Michael Dyson, for their year of office.

6. **Newly Elected Chairman's Address**

Councillor J Thurlow addressed the meeting and reported that Monsignor B Bickers would serve as Chairman's Chaplain for the year.

The charities that would be supported by the Chairman for 2008/09 would be:

- Selby DIAL
- British Heart Foundation
- Selby and York District Alzheimer's Society

7. Appointment of Vice Chairman

It was moved by Councillor M Crane, seconded by Councillor B Percival, and unanimously:

Resolved:

That Councillor I Chilvers be appointed Vice Chairman of the Selby District Council for the 2008/2009 municipal year.

8. Declaration of Acceptance of Office

Councillor I Chilvers read and signed the Statutory Declaration of Acceptance of Office in accordance with the provisions of the Local Government Act 1972.

9. Minutes

Resolved:

That the minutes of the proceedings of a meeting of Council held on 8 April 2008 be confirmed as a correct record.

10. Communications

(a) Letter from Ruth Sayner

The Chief Executive reported that he had received a letter from Councillor Ruth Sayner who had visited the Access Selby Office as a customer and was very impressed with the staff and the professional manner in which they dealt with customers.

Councillor Sayner was proud to be 'Customer Services Champion' and would like thanks passed on to staff at Access Selby.

Resolved:

That the letter be noted and thanks be passed to the staff at Access Selby.

11. Appointment of Committees and Boards 2008/2009

Councillors considered the Group Leaders' nominations for committee and board membership for the 2008/2009 municipal year.

Resolved:

That the committee and board memberships remain the same as approved in 2007/08.

12. Appointment of Chairs and Vice Chairs of Committees and Boards 2008/2009

Resolved:

That the appointment of Chairs and Vice Chairs of Committees and Board remain the same as approved in 2007/08.

13. Appointment of Councillor Champions

Resolved:

That the following list of Champions be approved:

A clean, green and healthy environment. To assist residents to recycle more of their waste and so reduce landfill.	Cllr C Metcalfe
Safer and stronger communities	Cllr B Percival
Safeguarding the interests of our community in implementing any new form of local government structure	Cllr M Crane
Improving the leisure/recreational offer within the district	Cllr Mrs G Ivey
Championing the reduction in greenhouse gasses and leading by example	Cllr C Metcalfe
Delivering a balanced and sustainable budget that meets the needs and priorities of the district	Cllr M Crane
Asset Management	Cllr M Crane
Renaissance	Cllr M Crane
E Government	Cllr J Cattanach
Procurement	Cllr I Chilvers
Equalities	Cllr Mrs C Goodall

Risk Management	Cllr Mrs E Casling
Customer Services	Cllr R Sayner
Audit and Fraud	Cllr J Cattanach

14. **Time of Commencement of Meetings**

Resolved: That

All boards and committees remain at the existing times for the first meeting and if any changes are to take place then this should be determined at the start of the next meeting of the board or committee.

15. **Representatives on Outside Bodies 2008/09**

The Chief Executive informed councillors that the majority of the Representatives on Outside Bodies for 2008/09 remained unchanged and the remaining vacancies would be determined outside of the meeting.

Resolved:

That appointments to Outside Bodies be made as set out in the paper circulated at the meeting and appointments to any remaining places be delegated to the Chief Executive after consultation with Group Leaders.

The meeting closed at 4:45 pm.

AGENDA ITEM NO: 7

SELBY DISTRICT COUNCIL

Minutes of the proceedings of a meeting of the Planning Committee held on 2 April 2008, in Committee Rooms 1& 2, The Civic Centre, Portholme Road, Selby, commencing at 4.00pm.

801	Minutes
802	Chair's Address to the Planning Committee
803	2008/0042/FUL – Glenside Cottage, 2 Lumby Lane, Monk Fryston
804	2007/1199/FUL – Highfield Nursing Home, Scarthingwell Park, Barkston Ash
805	2008/0072/FUL – Marybern, Green Lane, Stutton
806	2008/0023/COU – Thorganby Methodist Church, Main Street, Thorganby
807	2008/0189/FUL – Ness Bank, Baffam Lane, Brayton
808	2007/1261/FUL – Biggin Lane Garage, Nanny Lane, Church Fenton
809	2007/1483/MAJ – Bowman's Mill, Selby Road, Whitley
810	2007/0211/FUL – 37 Low Street, Sherburn in Elmet
811	2007/0776/FUL – Land at Weeland Road, Kellingley
812	2007/1400/FUL – Land at Gowdall Road, Hensall
813	2007/1397/OUT – 2 York Road, Riccall
814	2007/1386/FUL – 81 Dane Avenue, Thorpe Willoughby
815	Planning Enforcement Sub Group
816	Private Session
817	Additional Item
818	Additional Item

Present: Councillor J Mackman in the Chair

Councillors: J Cattanach, I Chilvers, K Ellis, D Fagan, W Inness, D Mackay, B Marshall, Mrs K McSherry (for J Deans), Mrs E Metcalfe, C Pearson, Mrs S Ryder, S Shaw-Wright, R H Sweeting

Officials: Head of Service – Legal and Democratic Services, Head of Service – Planning and Economic Development, Principal Planning Officer, Planning Officers, Committee Administrator and Public Speaker Officer.

Also in Attendance: Head of Service – Development Services

Public: 9
Press: 2

799 **Apologies for Absence and Notice of Substitution**

Apologies were received from Councillors Mrs D Davies, J Deans, M Jordan and N Martin

Substitute Councillor was Mrs K McSherry for J Deans.

800 **Disclosure of Interest**

Councillor K Ellis declared a personal and prejudicial interest in application 2007/1261/FUL – Nanny Lane Garage, Church Fenton.

Councillor R Sweeting declared a personal and prejudicial interest in application 2007/1199 FUL – Highfield Nursing Home, Scarthingwell Park.

Councillor J Mackman informed the committee he had received lobbying letters regarding 200/ 1199/FUL - Highfield Nursing Home, Scathingwell Park.

801 **Minutes**

Resolved:

That the minutes of the proceedings of the meeting of the Planning Committee held on 5 March 2008 be confirmed as a correct record and be signed by the Chair.

802 **Chair's Address to the Planning Committee**

The Chair informed Councillors of the following issues:

- Planning Recruitment – The Chair welcomed the new Head of Development Services, Keith Dawson and confirmed appointments of the Development Control Manager, Dylan Jones and two senior planners, Robert Brigden and Michael Barry all of who would be joining Selby District Council in June.
The Chair thanked Stuart Natkus and Barry Hill for their hard work on behalf of the Council and wished them well in their future careers.
- Planning Performance – based on the latest statistics, Planning Development Control had achieved all 3 national performance measures for Major, Minor and Other applications. Also 2 out of 3 internal performance measures had been achieved. The Chair passed on congratulations to all staff involved.

- The 2008/09 timetable for site visits and Enforcement Sub-Group meetings had been circulated to all members of Planning Committee. The timetable followed established practice.

803

Planning Applications Received

Consideration was given to the schedule of planning applications submitted by the Head of Service – Planning and Economic Development.

The Chair revised the running order of the applications before the committee.

Application: 2008/0042/FUL

Location: Glenside Cottage, 2 Lumby Lane, Monk Fryston

Proposal: Proposed erection of a detached dwelling on land to the rear

The Chair informed the Committee that this application had been withdrawn, by the applicant.

Councillors requested clarification of action that could be taken as following the site visit it was clear that work had commenced on site. The Principal Planning Officer confirmed that outline permission had been granted for a bungalow but enforcement action would be considered if necessary. More information would be sought.

804

Having declared a personal and prejudicial interest, Councillor R Sweeting left the chamber for consideration of the following item.

Application: 2007/1199/FUL

Location: Highfield Nursing Home, Scarthingwell Park

Proposal: 65 Bedroom Care Home

The Principal Planning Officer informed the committee that following discussions and advice taken since the site visit, it was considered that Counsel's advice may need to be sought in regards any future submission and further information on this application is required, therefore the Principal Planning Officer suggested deferment of the application.

Resolved:

That the application be deferred

Councillor R Sweeting returned to the Chamber.

Application: 2008/0072/FUL**Location: Marybern, Green Lane, Stutton****Proposal: Proposed erection of 9 dwellings following the demolition of Marybern and Brentwood**Officer Update

The Planning Officer updated councillors that the Highways Agency concerns had been addressed in the amended scheme and therefore advised that their objections could be removed from the application.

Mr Hunter – Objector

Mr Hunter informed the committee he objected to the application for the following reasons:

- *Significant volume of objections*
- *Green field site*
- *Land is a paddock*
- *TPO would be comprised*
- *Levels of overlooking from proposed build unacceptable*
- *Parking issues*
- *Highways concerns*

Mr Goodwin – Agent

Mr Goodwin informed the committee of the following issues:

- *Considers green field site to be brown field site*
- *Site is a garden*
- *PP3 definition of garden curtilage*
- *Paddock occupied by orchard*
- *Domestic access only to field*
- *Land used for domestic purposes by Marybern and Brentwood only*
- *Within development area of Stutton*
- *Access arrangements acceptable to Highways*
- *Disagree with arboretum officer concerning TPO*

Councillors raised concerns that the Highways Agency were happy with the proposals and agreed with the Officers report that the field was a green field site.

Resolved:

That the application be refused.

The reasons for refusal were:

- For the reasons set out in the Officer's report with the exception of No.3 relating to parking and access issues.

806

Application: 2008/0023/COU

Location: Thorganby Methodist Church, Main Street, Thorganby.

Proposal: Proposed change of use from chapel to residential unit.

Officer Update

The Planning Officer informed councillors on the proposed layout of the Methodist Church, which would include a mezzanine floor to achieve a two-storey dwelling.

Mrs Farrow – Objector

Mrs Farrow informed the committee she objected to the application for the following reasons

- *Overlooking issues*
- *Loss of Privacy*
- *Church lies within garden*

Councillors raised concerns over the overlooking issues that would result from windows that would be required.

RESOLVED:

That the application be refused for the reasons set out in the Officer's report.

807

Application: 2008/0189/FUL

Location: Ness Bank, Baffam Lane, Brayton

Proposal: Proposed erection of 6 detached dwellings with garage and associated works (following the demolition of existing dwelling)

Officer Update

The Principal Planning Officer updated councillors that 3 further letters of objection had been received. The application was a resubmission of a previous application that had been refused and later determined at appeal, which had been dismissed by the inspector on the grounds that the development appeared cramped. The revised scheme had addressed this with a reduced number of dwellings.

The proposed scheme was felt not to have a detrimental impact upon the residential amenity of the occupants of nearby properties and the proposed accesses and level of parking were considered to be adequate.

Councillor I Nutt – Ward Member

Councillor Nutt informed the committee he objected to the application for the following reasons:

- *The Beech Hedge should be conditioned to be retained*
- *Building works be conditioned to remain on site*

Mr Scott – Agent

Mr Scott informed the committee of the following issues:

- *Issues of Density had been addressed*
- *No Statutory Consultees had any issues with the scheme*

The Principal Planning Officer informed councillors that the concerns raised by Councillor Nutt were covered by conditions 7 and 13 of the Officer's report.

Resolved:

That the application be granted, subject to the conditions set out in the officer's report and, additional conditions concerning waste recycling and recreational facilities.

808

Having declared a personal and prejudicial interest, Councillor K Ellis left the Chamber for consideration of the following item.

Application: 2007/1261/FUL

Location: Biggin Lane Garage, Nanny Lane, Church Fenton

Proposal: Erection of 13 apartments and associated works.

Officer Update

The Planning Officer informed Councillors that no further details had been received. Timescales involved meant new plans could not be addressed in time. A letter had been received from the applicants requesting further deferment.

Councillors were informed that further deferment would take the application out of time.

Resolved:

That the application be refused.

The reason for refusal were:

- **The proposed development by virtue of its footprint, mass, scale and height is considered to be detrimental to the form and character of the area contrary to Policies ENV1 and H6 (1) of the Selby District Local Plan.**

Councillor K Ellis returned to the Chamber.

809

Application: 2007/1483/MAJ

Location: Bowman's Mill, Selby Road, Whitley

Proposal: Erection of warehouse, bagging plant, processing tower, tanker loading bay, eight silos and associated works

Officer Update

The Principal Planning Officer informed councillors that the application sought to extend the existing flourmill. Design, layout and materials were in keeping with the existing buildings. Access, parking and turning facilities were adequate.

Resolved:

That the application be granted, subject to the conditions set out in the officer's report.

810

Application: 2007/0211/FUL

Location: 37 Low Street, Sherburn In Elmet

Proposal: Conversion, extension and new build to create residential development for five dwellings

Officer Update

The Planning Officer updated councillors that 2 conditions were to be added to the report relating to waste recycling and a developers contribution towards recreational facilities.

Resolved:

That the application be granted, subject to the additional conditions concerning waste recycling and recreational facilities.

811

Application: 2007/0776/FUL

Location: Land at Weeland Road, Kellingley, Knottingley

Proposal: Proposed erection of 5 dwellings (3 detached houses and a pair of semi detached houses).

Officer Update

The Principal Planning Officer updated councillors that Yorkshire Water had removed their objection as the revised scheme addressed concerns over a sewer, which crosses the site. Environmental Health had made no comment on the revised scheme. Two further letters of objection had been received and Beal Parish Council stated concerns over access and drainage issues.

Resolved:

That the application be granted, subject to the conditions set out in the officer's report.

812

Application: 2007/1400/FUL

Location: Land at Gowdall Road, Hensall

Proposal: Erection of a 70m high meteorological mast for a period of 36 months.

Officer Update

The Principal Planning Officer had nothing to add to the report.

Resolved:

That the application be granted, subject to the conditions set out in the officer's report.

813

Application: 2007/1397/OUT

Location: 2 York Road, Riccall

Proposal: Outline application for the erection of a single dwelling and garage including means of access on land adjacent

Officer Update

The Planning Officer informed councillors the application was for outline permission. Objections from the Drainage Board would be dealt with by conditions and details would be considered in a future reserved matters application.

The Chair informed councillors that, it was the officer's view, they consider the application as having a neutral impact on the Conservation Area.

Resolved:

That the application be granted, subject to the conditions set out in the officer's report.

814

Application: 2007/1386/FUL

Location: 81 Dane Avenue, Thorpe Willoughby

Proposal: Application for the conversion of single domestic garage to dog grooming salon.

Officer Update

The Principal Planning Officer updated councillors that Environment Health had no objection to the application.

Resolved:

That the application be granted, subject to the conditions set out in the officer's report.

815

Planning Enforcement Sub-Group

The Head of Service informed councillors that the Planning Enforcement Sub-Group had been operating for almost two years. The remit of the group had been reviewed in June 2007.

Councillors were requested to nominate members of the Sub-group and to agree it continued to operated on a bi-monthly basis for a further 12 months.

Resolved:

That the group continues with its agreed remit for a further 12 months and the membership of the group be

Councillor I Chilvers

Councillor J Deans

Councillor D Mackay

Councillor J Mackman

Councillor B Marshall

816

Private Session

Resolved:

That in accordance with Section 100(A)(4) of the Local Government Act 1972, in view of the nature of the business to be transacted, the meeting be not open to the Press and public during consideration of

the following items as there will be a disclosure of exempt information as defined in Section 100(1) of the Act as described in paragraphs 3 & 5 of Part 1 of Schedule 12A to the Act.

817 Additional Item - Hazelwood Equestrian Centre, Stutton.

The Head of Legal and Democratic Services presented a report to councillors advising them of the outcome of the High Court hearing on the 14 March 2008 and requested the committee to consider the District Council's position in respect of the issuing of enforcement notices.

Resolved:

That the present position of this case be noted.

818 Additional Item – Appeal at Foxhill Lane and Croft Farm, Appleton Roebuck

The Chair updated councillors on the two recent cases. Following a two-day Inquiry, the appeal of Foxhill Lane had been allowed and costs had been awarded against the District Council.

In regards to Croft Farm at Appleton Roebuck, the Council had been informed that a complaint may be made to the ombudsman.

Resolved:

That the present position of these cases be noted.

The meeting closed at 5.54pm.

SELBY DISTRICT COUNCIL

Minutes of the proceedings of a meeting of the Planning Committee held on 30 April 2008 in Committee Rooms 1& 2, The Civic Centre, Portholme Road, Selby, commencing at 4.00pm.

883	Minutes.
884	Chair's Address to the Planning Committee.
885	2007/1406/MAJ – Whitley Lodge, Selby Road, Whitely.
886	2008/0109/FUL – Rawdon, Moor Carr Lane, Barlby.
887	2008/0052/FUL – Station Road, Carlton.
888	2008/0250/OUT - Rowan Tree House, Hull Road, Hemingbrough.
889	2008/0163/FUL- Westend Bungalow, Green Lane, North Duffield.
890	Applications to be determined by the County Council on which the views of the District Council are requested.
891	Private Session
892	Additional Item

Present: Councillor J Mackman in the Chair

Councillors: I Chilvers, Mrs D Davies, J Deans, K Ellis, D Fagan, W Inness, D Mackay, Mrs P Mackay (for Mrs E Metcalfe), B Marshall, W N Martin, Mrs K McSherry (for J Cattanach), C Pearson, Mrs S Ryder, R H Sweeting.

Officials: Head of Service – Development Services, Head of Service –Legal and Democratic Services, Principal Planning Officer, Planning Officers, Committee Administrator and Public Speaker Officer.

Also in
Attendance: Public Speakers

Public: 10
Press: 0

881 **Apologies for Absence and Notice of Substitution**

Apologies were received from Councillors Mrs E Metcalfe, J Cattanach and S Shaw Wright.

Substitute Councillors were Mrs P Mackay for Mrs E Metclafe and Mrs K McSherry for J Cattanach.

882

Disclosure of Interest

Councillor Mrs K McSherry declared a personal and prejudicial interest in application 2008/0250/OUT – Rowan Tree House, Hull Road, Hemingbrough.

Councillor D Fagan declared a personal interest in application 2008/0052/FUL – Station Road, Carlton.

883

Minutes

Resolved:

That the minutes of the proceedings of the meeting of the Planning Committee held on 2 April 2008 be confirmed as a correct record and be signed by the Chair.

884

Chair's Address to the Planning Committee

The Chair informed Councillors of the following issues:

- Consultation from Leeds City Council re wind turbines at Hook Moor – although accept need for renewable energy, did register strong concerns regarding environmental impact, radar installations and that the site lies within greenbelt.
- Selby District LDF Core Strategy and the potential interim policy to control the release of housing land. Recommendations from the Task and Finish Group will be presented at the next Policy and Resources Committee on 13 May 2008.
- Request for a private session for a verbal presentation by the Head of Service –Legal and Democratic Services concerning recent Judicial Reviews.

Planning Applications Received

Consideration was given to the schedule of planning applications submitted by the Head of Service – Planning and Economic Development.

Application: 2007/1406/MAJ

Location: Tunstall Telecom, Whitley Lodge, Selby Road, Whitely

Proposal: Erection of residential development comprising of sixteen units within two apartments blocks, forty-six dwelling houses and associated works.

The Planning Officer updated councillors with responses received from the Highways Agency and Local Highways Authority. They had no objections to the application, subject to further conditions being included or amended, including a financial contribution from the developer being made towards a traffic calming scheme.

Sue Ansbro – Agent

The Agent informed the committee of the following issues:

- *Substantial discussions had taken place with Officers*
- *Previous concerns had been addressed*
- *Scheme had been reduced*
- *Site has been previously developed*
- *Will deliver acceptable planning obligations such as affordable housing and waste recycling schemes*
- *Detailed tree survey submitted*
- *Blanket TPO on site*
- *Copper Birch tree will be retained.*
- *101 trees will be planted in buffer zone*
- *Tree management in place*
- *Concerns from Parish Council addressed*

Resolved:

i) That the application be granted, subject to the conditions set out in the officer's report and additional conditions, relating to highways, landscaping and ecological surveys, being added as set out by the Officer and;

ii) Delegated authority be given to Officers to conclude negotiations on developer contributions requested by the highways authority.

886

Application: 2008/0109/ FUL

Location: Rawdon, Moor Carr Lane, Barlby

Proposal: Erection of a detached dwelling on land to the side.

The Planning Officer updated councillors with the response received from the Parish Council who objected to the proposals as it was deemed to be undesirable and would have an adverse effect on neighbours.

Mr Jones – Applicant

Mr Jones informed the Committee of the following issues:

- *Previous History of application*
- *Using a qualified architect*
- *Plans were considered to be sensitive to neighbouring properties*
- *New building on same building lines*
- *Existing conifers will be removed for more light*
- *Sustainable materials will be used*
- *No control over lane conditions but will re-tarmac area adjacent to land.*

Moved by Councillor R Sweeting and seconded.

That the application be deferred to allow for consideration of reducing the elevation of the scheme, which may assist in reducing the overlooking of neighbouring properties objections.

Motion lost.

Resolved:

That the application be refused on the grounds set out in the officer's report, subject to minor amendments to the reasons for refusal.

887

Application: 2008/0052/FUL

Location: Proposed Playgroup, Station Road, Carlton, Goole

Proposal: Erection of a single storey building to facilitate Carlton Playgroup and other uses

The Planning Officer informed councillors the proposals were acceptable in terms of parking, access and amenity and would not be detrimental to the character of the area. Conditions 9 and 10 concerning surface water would be slightly amended to ensure they were precise and enforceable.

Resolved:

That the application be granted, subject to the conditions relating to drainage set out in the officer's report being amended as required.

888

Having declared a personal and prejudicial interest, Councillor Mrs K McSherry left the chamber for consideration of the following item.

Application: 2008/0250/OUT

Location: Rowan Tree House, Hull Road, Hemingbrough

Proposal: Outline permission for the erection of one detached dwelling with integral garage

The Planning Officer updated councillors that a 20-signature petition had been received objecting to the application. It was confirmed that the traffic barriers had been erected on safety grounds.

Resolved:

That the application be refused for the reasons set out in the Officer's report.

Councillor Mrs K McSherry returned to the Chamber.

889

Application: 2008/0163/FUL

Location: West End Bungalow, Green Lane, North Duffield

Proposal: Erection of 3 four bedroom dwellings with integral garages following the demolition of the existing bungalow

The Principal Planning Officer confirmed that no response had been received from the Parish Council.

Resolved:

That the application be granted, subject to the conditions set out in the officer's report, plus additional conditions relating to boundary treatments, mud on road and the on site construction compound and an informative relating to bats.

890

Applications to be determined by the County Council on which the views of the District Council were requested.

It was requested that the details of the comments made in respect of 2006/1565/CPE – Mytum and Selby Waste Management Ltd, would be

circulated to members for information.

It was understood that Selby District Council would be consulted on any future application at Wistow Mine, Long Lane, Wistow.

Resolved:

That the report be noted and details of comments made in respect of 2006/1565/CPE be circulated to members of the Planning Committee.

891

Private Session

Resolved:

That in accordance with Section 100(A)(4) of the Local Government Act 1972, in view of the nature of the business to be transacted, the meeting be not open to the Press and public during consideration of the following items as there will be a disclosure of exempt information as defined in Section 100(1) of the Act as described in paragraphs 3 & 5 of Part 1 of Schedule 12A to the Act.

892

Additional Item - Update on recent Judicial Reviews

The Head of Legal and Democratic Services presented a verbal report to councillors updating them on recent judicial reviews including the history of the applications, legal proceedings and the decisions made. Councillors were also informed of the costs of the judicial reviews to the Authority.

Resolved:

That the present position of these cases be noted.

The meeting closed at 5.19 pm.

SELBY DISTRICT COUNCIL

Minutes of the proceedings of a meeting of the Licensing Committee held on 14 April 2008, in Committee Room 2, The Civic Centre, Portholme Road, Selby, commencing at 10:00 am.

832	Minutes
833	Procedure
834	Chair's Address to the Licensing Committee
835	Private Session
836	Application for a Hackney Carriage Licence

Present: Councillor R Sayner in the Chair

Councillors: Mrs S Duckett, Mrs K McSherry, C Pearson, Mrs S Ryder, Mrs A Spetch and Mrs D White.

Officials: Solicitor, Licensing Enforcement Officer and Committee Administrator

Public: 0

Press: 0

830 **Apologies for Absence and Substitution**

Apologies were received from Councillors Mrs D Davies, Mrs J Dyson and J McCartney.

There were no substitute councillors.

831 **Disclosure of Interest**

None.

832 **Minutes**

Resolved:

That the minutes of the proceedings of the meeting of the Licensing Committee held on 17 March 2008 be confirmed as a correct record and be signed by the Chair.

833

Procedure

The Procedure was noted.

834

Chair's Address to the Licensing Committee

The Chair gave no address.

835

Private Session

That in accordance with Section 100(A)(4) of the Local Government Act 1972, the press and public be excluded from the meeting for the following items of business, as there will be disclosure of exempt information as defined in paragraph 3 of Part 1 of Section 12A of the Act, as amended by the Local Government (Access to Information) (Variation) Order 2006.

836

Application for a Hackney Carriage Licence

Councillors received the report of the Licensing Enforcement Officer for the grant of a Hackney Carriage Licence for a Ford Focus, a vehicle not fully accessible to the disabled.

This application had been deferred previously due to no up-to-date accounts being produced. The applicant had now submitted the self-assessment calculations for 2005/06 and 2006/07 had these had now been submitted for councillors' consideration.

The Licensing Enforcement Officer outlined the details of the case.

The applicant informed councillors that he was not in a position to be able to purchase a wheelchair accessible vehicle and his accounts also showed he would suffer financial hardship.

Councillors gave consideration to the full facts regarding this application and agreed that the applicant be granted a Hackney Carriage Vehicle Licence in respect of this particular vehicle.

Resolved:

That the applicant be granted a Hackney Carriage Vehicle Licence.

The meeting closed at 10:20 am.

SELBY DISTRICT COUNCIL

Minutes of the proceedings of a meeting of the Licensing Committee held on 12 May 2008, in Committee Room 2, The Civic Centre, Portholme Road, Selby, commencing at 10:00 am.

905	Minutes
906	Procedure
907	Chair's Address to the Licensing Committee
908	Private Session
909	Application for a Private Hire Driver's Licence

Present: Councillor R Sayner in the Chair

Councillors: Mrs D Davies, Mrs S Duckett, J McCartney, Mrs K McSherry, Mrs S Ryder, Mrs A Spetch and Mrs D White.

Officials: Solicitor, Licensing Enforcement Officer and Democratic Services Manager

Public: 0

Press: 0

903 **Apologies for Absence and Substitution**

Apologies were received from Councillors Mrs J Dyson and C Pearson.

904 **Disclosure of Interest**

None Received

905 **Minutes**

Resolved:

That the minutes of the proceedings of the meeting of the Licensing Committee held on 14 April 2008 be confirmed as a correct record and be signed by the Chair.

906 **Procedure**

The Procedure was noted.

907 **Chair's Address to the Licensing Committee**

There was no address given by the chair.

908 **Private Session**

That in accordance with Section 100(A)(4) of the Local Government Act 1972, the press and public be excluded from the meeting for the following items of business, as there will be disclosure of exempt information as defined in paragraph 1 of Part 1 of Section 12A of the Act, as amended by the Local Government (Access to Information) (Variation) Order 2006.

909 **Application for a Private Hire Driver's Licence**

Councillors received the report of the Licensing Enforcement Officer in respect of the applicant's desire to be issued with a Private Hire Driver's Licence and his fitness to operate as a consequence of a CRB disclosure.

The Licensing Enforcement Officer outlined details of the case.

The applicant then outlined full details of his application. He then responded to questions posed by councillors.

Councillors gave consideration to the full facts regarding this matter and agreed that the applicant be granted a Private Hire Drivers License.

Resolved:

That a Private Hire Driver's Licence be granted on condition that should the applicant come to the notice of the Licensing Department in an adverse capacity within two years (up to 12 May 2010) of the grant of the licence the licence be immediately revoked.

The meeting closed at 11.07am.

Selby District Council

Minutes of the proceedings of a meeting of the Economy Board held on 15 April 2008, in Committee Room 2, The Civic Centre, Portholme Road, Selby, commencing at 5.00pm.

839	Minutes
840	Chair's Address to the Economy Board
841	Developer Contributions for Employment and Skills Training – Priority Skills Sectors and Management
842	Performance Indicator Report: April 2007 – March 2008
843	Safeguards Policy – Local Housing Allowance
844	Update on Leeds City Region (LCR)

Present: Councillor C Lunn in the Chair

Councillors: J Deans, K Ellis, Mrs C Goodall, Mrs P Mackay, N Martin, I Nutt, R Sayner, Mrs A Spetch (for D Fagan), J Thurlow.

Officials: Head of Service –Development Services, Head of Service – Finance and Central Services, Principal Economic Development Officer, Benefits Manager and Committee Administrator.

Public: 0

Press: 0

837 **Apologies for Absence and Substitution**

Apologies were received from Councillors D Fagan and R Sweeting

Substitute Councillor was Mrs A Spetch for D Fagan

838 **Disclosure of Interest**

Councillor C Lunn declared a personal and prejudicial interest in Minute 841 - Developers Contributions for Employment and Skills Training Priority Skills Sector and Management report and would leave the chair and chamber for this item.

839

Minutes

Resolved:

That the minutes of the proceedings of the meeting of the Economy Board held on 19 February 2008 be confirmed as a correct record and be signed by the Chair.

840

Chair's Address to the Economy Board

The Chair gave his address to councillors which covered the following issues:

- Welcome to Keith Dawson – Head of Development Services.
- Rigid Containers Ltd – Expansion of the East Common Lane Factory, creation of more jobs.
- New provider of Business Link Yorkshire commenced on 1 April 2008.
- Tate and Lyle update.
- Vice Chair had attended Selby Service Centre Transport Strategy workshop.

Councillor C Lunn left the chamber

In the absence of the Chair for this item it was

Resolved:

That Councillor R Sayner be appointed chair for the item and that the item be taken after the Chairs Address.

841

Developer Contributions for Employment and Skills Training – Priority Skills Sectors and Management

Councillor R Sayner informed councillors that the proposed Planning Bill currently progressing through Parliament, and likely to become an Act later in the year, included a proposal to allow local authorities to replace planning obligation with a new Community Infrastructure Levy.

As this Levy would enable local authorities to impose standard charges Councillor R Sayner proposed from the Chair, that the item be deferred to allow the Head of Development Services to consider the issues and provide further guidance on the possible introduction of a Community Infrastructure Levy Scheme.

Resolved:

That the report be deferred pending further investigations concerning a Community Infrastructure Levy Scheme.

Councillor C Lunn returned to the chamber and resumed the Chair.

842

Performance Indicator Report: April 2007 – March 2008

The Head of Service – Development Services presented a report, which updated councillors on the progress, which had been made in 2007/2008 on the corporate and statutory Best Value Performance Indicators (BVPs) for which they were responsible.

The Head of Finance and Central Services updated councillors with the final 2007/2008 figures which indicated, that although the year end targets hadn't been achieved, the performance was better than the previous year and performance was improving.

Resolved:

That the report be noted.

843

Safeguards Policy – Local Housing Allowance

The Benefits Manager informed councillors of the safeguard policy that had been created as part of the introduction of Local Housing Allowance in April 2008. Authorities were obliged to create policies and strategies to ensure measures were in place to safeguard tenancies, reduce rent arrears and potential evictions.

The Policy stated how Selby District Council applied the regulations to safeguard tenancies and support claimants in meeting their rental liability. Councillors sought clarification on the policy with regards to financial implications and implementation of the policy.

Resolved:

That the Policy and Resources committee be recommended to approve the adoption of the Safeguards Policy.

Update on the Leeds City Region (LCR)

The Principal Economic Officer informed councillors of the current activity of the LCR and the scrutiny arrangements. The Principal Economic Officer informed councillors that the LCR Leaders Board had agreed to maintain status quo scrutiny through local Authorities to hold their Leader to account for decisions made at the Leaders Board.

It was requested that the Leader of the Council be invited, along with an officer from the LCR Secretariat, to attend the next Economy Board meeting to give details of works done and answer questions from board members concerning the LCR.

Resolved:

That the report be noted and at the next scheduled Leeds City Region update, the Leader of the Council is invited to attend, accompanied by an Officer from the Leeds City Secretariat.

The meeting closed at 5.48 pm.

Selby District Council

Minutes of the proceedings of a meeting of the Audit Panel held on Wednesday 16 April 2008, in Committee Room 2, The Civic Centre, Portholme Road, Selby, commencing at 4:00 pm.

847	Minutes
848	Annual Audit and Inspection Letter
849	Use of Resources Judgements
850	Internal Audit Plan 2008-09
851	Data Quality Review
852	Accounts and Audit Regulation
853	Private Session
854	Review of Corporate Risk Register and Action Plans

Present: Councillor E Casling (In the Chair)

Councillors: J Cattanach, M Crane and B Percival.

Officials: Chief Executive, Head of Service-Finance and Central Services, Mr M Kirkham (Audit Commission), Mr J Ingram (North Yorkshire Audit Partnership), Corporate Policy and Performance Officer and Democratic Services Officer

Public: 0

Press: 0

845 **Apologies for Absence**

Apologies were received from Councillors Mrs W Nichols and B Packham.

846 **Disclosure of Interest**

None received

847 **Minutes**

The Chief Executive referred to minute 618 and reported on risks associated with two tier workings. The need for authorities to work together had been accepted and whilst there was some risk involved it was less for Selby District Council than other Councils in the area

Resolved:

(i) That the minutes of the Audit Panel held on 16 January 2008 be confirmed as a correct record and be signed by the Chair and

(ii) That the Chief Executive's report be noted.

848

Annual Audit and Inspection Letter

Councillors received the report of the Audit Manager – Audit Commission concerning the Audit Commission's annual audit and inspection letter for 2006/07.

57% of the Council's Best Value Performance Indicators had improved during 2006/07 and the overall rate of improvement was in line with the national average.

The Council was advised to instigate further capacity building initiatives and to develop the existing risk management capacity. Comment was also made on the need to ensure that the future configuration of Leisure Services was consistent with overall strategic objectives.

Resolved:

That the letter be received.

849

Use of Resources Judgement

The Audit Manager – Audit Commission submitted the use of resources assessment which evaluated how well the council managed and used its resources. The assessment was made up of five themes and judgements had been made for each of them.

The key findings and conclusions for each of the themes were set out in the report. The Council's score for its financial standing had increased from 2 to 3 indicating that it was now performing well.

Overall the council's performance demonstrated that it was committed to improving its arrangements to secure effective use of resources. There had been developments in some areas during 2007/08 which could further strengthen arrangements and embed them further.

Resolved:

That the report be noted.

850

Internal Audit Plan 2008-09

Councillors received the report of the Head of Service – Finance and Central Services setting out details of the Audit Plan for 2008/09. Following discussions with Heads of Service and the Council's external auditors, the plan had been agreed between the Head of Service – Finance and Central Services and the Audit partnership.

Progress would be reviewed and reported to the Audit Panel on a regular basis.

Resolved:

That the Internal Audit Plan 2008-09 be approved.

851

Data Quality Review

The Corporate Policy and Performance Manager submitted a report updating councillors on the establishment of a corporate policy for data quality and progress on the action plan set out in the Audit Commission's report of October 2007.

Resolved:

That the report be approved.

852

Accounts and Audit Regulations

The Head of Service – Finance and Central Services submitted a report setting out the annual review of the effectiveness of the system of internal audit from the North Yorkshire Audit Partnership. The Council was required, by Regulation 6 of the Accounts and Audit Regulations 2003, to review its systems of internal control and to provide an adequate and effective internal audit function.

The Council had undertaken a self assessment during 2007/08 which had identified two areas where improvements could be made. Action had been taken to ensure that the issues were addressed.

The report stated that the Council was meeting the criteria for an effective system of internal audit.

Councillors expressed disappointment at the level of response from officers to the survey forms issued by the Audit Partnership.

Resolved:

That the report be noted

853

Private Session

That in accordance with Section 100(A)(4) of the Local Government Act 1972, in view of the nature of the business to be transacted, the meeting be not open to the Press and public during consideration of the following items as there will be a disclosure of exempt information as defined in Section 100(1) of the Act as described in paragraph 3 of Part 1 of Schedule 12A to the Act.

854

Review of Corporate Risk Register and Action Plans

The Head of Service – Finance and Central Services presented councillors with the latest Corporate Risk Register and Action Plans.

The management of Corporate Risks continued to run well, with the original register having been reviewed bi-annually by the Organisational Management Team (previously by Directors) since inception in March 2003 and Risk Management Plans developed in all cases where risks were considered to be outside tolerance levels.

Resolved:

- (i) That the report be noted,**
- (ii) That the Head of Service – Finance and Central Services be requested to submit a report to a future meeting regarding one of the 11 risks which receives active management, the selection of the risk to be done in conjunction with the Chair of the Panel and**
- (iii) That a report on the procurement process be submitted to the next meeting.**

The meeting closed at 4.5.0 pm.

SELBY DISTRICT COUNCIL

Minutes of the proceedings of a meeting of the Environment Board held on Thursday 17 April 2008, in Committee Room 2, The Civic Centre, Portholme Road, Selby, commencing at 4:00 pm.

857	Minutes
858	Chair's Address to the Environment Board
859	Environment Board 2007/2008 Performance Indicator Report: April 2007 – February 2008
860	Selby District Council Climate Change Strategy and Action Plan
861	Selby District Urban Renaissance Programme – Sherburn Central Square
862	Private Session
863	Commercial Waste Recycling Strategy
864	Service Level Agreement with North Yorkshire County Council

Present: Councillor C Metcalfe in the Chair

Councillors: Mrs E Casling, M Jordan, Mrs P Mackay, Mrs C Mackman, I Nutt, R Packham, C Pearson, A Pound and J Thurlow

Officials: Head of Service – Environmental Health and Leisure, Principal Environmental Health Officer, Principal Environmental Services Officer (Waste & Recycling), Renaissance Manager and Committee Administrator

Also in Attendance: *Delete if necessary*

Observers: *Delete if necessary*

Public:

Press:

855 **Apologies for Absence and Substitution**

No Apologies were received

856 **Disclosure of Interest**

Councillor R Packham declared a personal and prejudicial interest in agenda item 7 (Selby District Urban Renaissance Programme - Sherburn Central Square).

Councillor M Jordan declared a personal interest in agenda item 7 (Selby District Urban Renaissance Programme - Sherburn Central Square).

857

Minutes

Resolved:

That the minutes of the proceedings of the meeting of the Environment Board held on 21 February 2008 be confirmed as a correct record and be signed by the Chair.

858

Chair's Address to the Environment Board

The Chair informed councillors that Selby District Council had now completed the final roll-out of the garden greens collection service to the remainder of the Selby District, including the last remaining areas of Selby and villages including Fairburn, Byram, Brotherton and Burton Salmon.

Around 4,000 green-wheeled bins were successfully delivered in the week commencing 31 March 2008, with the first collections being made the following week. The number of enquiries received following this, relating to residents not receiving bins, or getting a bin they didn't want is around 30, which is less than 1% of the total bins delivered. This was a successful finale to the roll-out of this very popular service and would contribute to the Council increasing our composting target even further.

859

Environment Board 2007/2008 Performance Indicator Report: April 2007 – February 2008

The Head of Service – Environmental Health and Leisure updated councillors on priority areas and managing the performance of the Council, by updating the Environment Board on the progress being made in 2007/2008 for the corporate and statutory Best Value Performance Indicators (BVPIs) for which they were responsible.

The Chair passed on congratulations to all Officers concerned and thanked them for their hard work.

Resolved:

That the report be noted.

Selby District Council Climate Change Strategy and Action Plan

Councillors received the report of the Principal Environmental Health Officer advising them of the Selby District Climate Change Strategy and Action Plan.

The Climate Change Strategy aimed to raise awareness of the issues surrounding climate change and to reduce the District Council's contribution to global greenhouse gas emissions. The Strategy aims to encourage other organisations and individuals to make similar commitments.

The following organisations have provided comments on the draft strategy through the consultation process:

- Yorkshire Forward
- Environment Agency
- Groundwork Selby
- Selby College
- Greencore Group
- Sport England
- Carbon Trust
- Yorkshire Naturalists' Union

The Principal Environmental Health Officer proposed an amendment to an action within the published report to include the use of an Energy Reduction Manager in partnership with others to pursue an energy policy for Selby District Council. It was envisaged the role would formulate and lead initiatives aimed at reducing CO₂ and other greenhouse gas emissions.

Resolved:

That the Selby District Council Climate Change Strategy and Action Plan be endorsed, as amended; and

Recommendation to Policy and Resources Committee:

That the Selby District Council Climate Change Strategy and Action Plan be adopted.

Selby District Urban Renaissance Programme – Sherburn Central Square

Having declared a personal and prejudicial interest in the application, Councillor R Packham left the chamber and took no part in the discussion on this item.

Having declared a personal interest in the application, Councillor M Jordan took no part in the discussion on this item but stayed in the chamber.

Councillors received the report of the Renaissance Officer to seek approval of the outline design proposals for the Sherburn Central Square project, including the provision of new public conveniences, and to inform councillors of financial commitments in terms of capital funding from Yorkshire Forward and future maintenance obligations for this Council.

The project is part of the Sherburn Central Square proposals that aimed to improve the public realm (including traffic management) within Low Street and create a new public square. The proposals would enhance the character, image and environment at the heart of the village and increase its attraction to inward investment, visitors and shoppers.

The Renaissance Officer proposed amendments to the recommendations published in his report, deleting recommendations ii) and iv) relating to the provision and maintenance cost of public convenience. He proposed an additional recommendation be considered regarding alternative arrangements and options.

Resolved: That

- (i) the outline design principles for Sherburn Central Square be endorsed;**
- (ii) Yorkshire Forward's financial commitments as outlined in paragraph 5.1 of the report be noted;**
- (iii) Officers be authorised to proceed with the scheme as indicated;**
- (iv) Councillors endorse the continuation of 3rd party negotiations on alternative arrangements together with the option for a new facility, with the aim to obtain greater value for money in the future provision of public conveniences at the centre of Sherburn, and for Officers to bring the results of these negotiations back to a future meeting of this Board.**

Councillor R Packham returned to the chamber.

862

Private Session

That in accordance with Section 100(A)(4) of the Local Government Act 1972, the press and public be excluded from the meeting for the following items of business, as there will be disclosure of exempt information as defined in paragraph 3 of Part 1 of Section 12A of the Act, as amended by the Local Government (Access to Information) (Variation) Order 2006.

863

Commercial Waste Recycling Strategy

Councillors received the report to outline the Commercial Waste Recycling Strategy, which had recently been developed as a means of tackling rising waste disposal costs and reducing the amount of waste sent to landfill.

The Commercial Waste Service had developed successfully over the last few years and the SORTED recycling service had been very successful since the introduction of paper and cardboard collections in 2005. Last year the scheme was expanded to include glass and cans.

Following requests from councillors, it was agreed that an action plan be brought back to the Board.

Resolved:

That the Strategy as a way forward for the Commercial Waste Service be endorsed; and

- (i) Include further consultations with the wider customer base in the District; and**
- (ii) An action plan to show where we are going with the strategy be brought back to the June 2008 Board.**

864

Service Level Agreement with North Yorkshire County Council

Councillors received the report, which informed them of the Service Level Agreement that had been drafted between North Yorkshire County Council and the District Councils across North Yorkshire as a mechanism to demonstrate commitment to achieving the Joint Municipal Waste Management Strategy and Local Area Agreement targets.

North Yorkshire County Council had drafted a Service Level Agreement (SLA) which set out roles and responsibilities as well as targets that needed to be achieved.

Included in the SLA are details of 'incentive payments' which North Yorkshire County Council are offering to district councils, over and above the standard recycling credit, for recycling or composting of higher levels of biodegradable waste. The SLA sets out the mechanism for achieving any such incentive payment.

Resolved:

That the signing of the Service Level Agreement by Selby District Council be endorsed.

The meeting closed at 4.58pm.

SELBY DISTRICT COUNCIL

Minutes of the proceedings of an Extraordinary meeting of the Overview and Scrutiny Committee held on Thursday 17 April 2008, in Committee Room 1, The Civic Centre, Portholme Road, Selby, commencing at 5:00 pm.

867	Chair's Address to the Overview and Scrutiny Committee
868	John Grogan MP
869	Concessionary Travel Scheme
870	Questions to the Chief Executive

Present: Councillor J McCartney in the Chair

Councillors: Mrs S Duckett, Mrs J Dyson, Mrs M Hulme, B Marshall, Mrs S Ryder and Mrs A Spetch.

Officials: Chief Executive, Head of Service – Policy and Performance and Committee Administrator.

Also in Attendance: E Fowler – Central Admin Team Leader (for minute number 869)
K Iveson – Head of Service – Finance and Central Services (for Minute 869)

Observers: Councillor Mrs E Casling
Councillor Mrs C Mackman
Councillor J Mackman
Councillor A Pound

Public: 6
Press: 0

865 **Apologies for Absence**

Apologies were received from Councillors Cattanach, Inness, Mrs McSherry and Mrs White.

866 **Disclosure of Interest**

None.

867 **Chair's Address to the Overview and Scrutiny Committee**

The Chair gave no address to the Committee.

John Grogan MP

The Chair introduced and welcomed John Grogan MP to the meeting. He responded to questions and various issues raised by councillors and members of the public concerning the following topics:

- Community Investment Partnerships (CIPs) and Joint Action Groups (JAGs)
- Arbre Power Station
- Eco-Towns
- Housing – provision in the Selby District
- 10p Tax Rate
- Burn Airfield
- Funding to banks
- ID Cards
- Wind Farms
- Detention of terrorist suspects
- Matrix speed signs in Selby District

Resolved:

That John Grogan MP be thanked for his attendance and for responding to questions raised by councillors and the public.

Concessionary Travel Scheme

Councillors received the report of the Head of Service – Financial and Central Services with details on the enhancements under the current Concessionary Travel Scheme.

The Chair thanked the Central Admin Team Leader and her staff for the excellent work carried out on making sure that the vast majority of new bus passes were issued for the 1 April 2008.

The enhancements to the current Concessionary Travel are travel tokens to the value of £8 (per annum), which are issued to eligible Selby District residents as an alternative to a travel pass. The current scheme also offers £28 of TV licence stamps to those residents who are housebound and living alone, instead of a travel pass.

The Chair proposed that this item be deferred until the next meeting of the Overview and Scrutiny Committee, which would take place on Thursday 8 May 2008. This was for further information and investigations to take place with other authorities in respect of the Taxi Voucher Scheme.

Resolved:

That this item be deferred until the next meeting of the Overview and Scrutiny Committee to be held on 8 May 2008 for further information and investigations with other authorities to take place.

870

Questions to the Chief Executive

None received.

The meeting closed at 6:50 pm.

SELBY DISTRICT COUNCIL

Minutes of the proceedings of a meeting of the Overview and Scrutiny Committee held on 8 May 2008, in Committee Room 2, The Civic Centre, Portholme Road, Selby, commencing at 5:00 pm.

895	Minutes
896	Chair's Address to the Overview and Scrutiny Committee
897	Arriva
898	Concessionary Travel Scheme
899	Update on Public Conveniences
900	External Audit – Annual Audit and Inspection Letter
901	Annual Report 2007/08
902	Questions to the Chief Executive

Present: Councillor J McCartney in the Chair

Councillors: J Cattanach, Mrs S Duckett, Mrs J Dyson, Mrs M Hulme, W Inness, B Marshall, Mrs K McSherry, Mrs S Ryder, Mrs A Spetch and Mrs D White.

Officials: Chief Executive, Head of Service – Finance and Central Services and Committee Administrator

Also in Attendance: Mr M Gatenby (Arriva) for agenda item no. 5

Public: 0
Press: 0

893 **Apologies for Absence**

No apologies were received.

894 **Disclosure of Interest**

None.

895 **Minutes**

RESOLVED:

That the minutes of the proceedings of the meeting of the Overview and Scrutiny Committee held on 17 April 2008 be confirmed as a correct record and be signed by the Chair.

Overview and Scrutiny Committee
8 May 2008

896

Chair's Address to the Overview and Scrutiny Committee

The Chair gave no address to the Committee.

Public Session

897

Arriva

The Chair introduced and welcomed Mr Gatenby (Assistant Operations Manager) from Arriva to the meeting.

Questions and issues regarding the following were raised with Mr Gatenby:

- Recent changes or projected changes to services
- Raising of fares due to increase in fuel prices
- Increased usage resulting in the introduction of the national bus pass for the elderly and disabled
- Investment in new buses
- Reliability of the bus service (buses not arriving on time)
- 408 Service to Selby where students were having difficulty getting to college on time or that the bus was full.

Councillors thanked Arriva for the advertising that had been carried out on their buses covering the Cawood Craft Festival and also for the emergency timetable that was brought in when there had been a problem with flooding and the closure of Cawood Bridge.

Mr Gatenby informed councillors that if they had any queries or specific incidents they needed to report, then he was quite happy for them to be emailed directly to him and he would investigate the concern and respond to them directly.

Resolved:

That Mr Gatenby be thanked for his attendance.

898

Concessionary Travel Scheme

Councillors received the report of the Head of Service – Finance and Central Services with details on the enhancements under the current Concessionary Travel Scheme and an update on the following:

- TV Stamps
- Travel Token Scheme
- Concessionary Rail Travel

➤ Taxi Voucher Scheme

The chair thanked the staff involved in the research of this scheme for their hard work on the information received.

Councillors considered all the facts within the report and felt that the TV stamps should be discontinued, travel token scheme be discontinued, that officers prepare a report that would be referred to the Policy and Resources Committee regarding the feasibility of elderly and disabled persons having the option of receiving a railcard rather than a bus pass and the possibility of introducing a taxi voucher scheme.

Recommendations to Policy and Resources Committee:

- (i) The TV Stamps are discontinued;**
- (ii) The Travel Token Scheme is discontinued.**

Resolved: That

Overview and Scrutiny Committee request that officers prepare a report on the feasibility of elderly and disabled persons having the option of receiving a railcard rather than a bus pass and the possibility of introducing a taxi voucher scheme. These reports be referred to the Policy and Resources Committee.

899

Update on Public Conveniences

Councillors received the report of the Principal Environmental Services Officer on the current position with regard to the provision of public conveniences in the Selby District following a request from members of the Overview and Scrutiny Committee.

Selby District Council provided public convenience at four locations across the District and these are managed by Healthmatic Limited through a 15-year contract, which began in 2004. The overall cost of providing this service in 2008/09 will be £90,950.

Councillors discussed the issues and it was felt that more information regarding a scheme where public houses, cafes and other buildings open their facilities to members of the public.

It was agreed that the Chief Executive would raise the issue with Dransfield in respect of providing public conveniences especially for the disabled when any new build took place which they were involved with.

Resolved: That

- (i) The Chief Executive raise the issue of public conveniences with Dransfield; and**
- (ii) Further investigation is carried out to find out if any other authorities have invested in a scheme where public houses, cafes and other buildings open up their facilities for members of the public to use.**

900

External Audit – Annual Audit and Inspection Letter

Councillors considered the Annual Audit and Inspection Letter setting out the overall summary of the Audit Commission's assessment of the Council.

The Chief Executive informed councillors that the Council had received a good and positive result and Selby District Council had scored the best over the North Yorkshire Area gaining 3's across the board.

The progress the Council had made was recognised and there were no major concerns.

Resolved:

That the Annual Audit and Inspection Letter be noted.

901

Annual Report 2007/08

Councillors considered the annual report of the Committee, which had been prepared by the Chair and had been updated since the draft copy went before Committee on 13 March 2008.

The report gave a brief outline of the Committee's work during 2007/2008

Resolved:

That the report be updated and placed on the Council's website.

902

Questions to Chief Executive

The following questions were raised with the Chief Executive:

Access Selby

The Head of Service – Finance and Central Services updated Councillors on the position regarding Access Selby and how it was managing in its first week of being open.

Councillors were told that there had been good feedback from customers and only a few “teething troubles” had taken place but nothing untoward and customers using the service in the town centre would receive a better service.

Civic Amenity Site, Selby

Concern had been expressed that the Civic Amenity Site on Canal Road was being reduced and that it could close. The Chief Executive informed Councillors that he had no information that the tip was to be closed and that it was more likely to be expanded.

The meeting closed at 6:45 pm.

SELBY DISTRICT COUNCIL

Minutes of the proceedings of a meeting of the Social Board held on 22 April 2008 in Committee Room 2, The Civic Centre, Portholme Road, Selby, commencing at 5.00pm.

873	Minutes
874	Chair's Address to the Social Board
875	Performance Indicator Report: April 2007 – February 2008
876	Selby District Draft Community Safety Partnership Plan
877	Selby Park Consultation
878	Decent Home Update
879	Private Session
880	Proposals for Recreational Use of Jetties at Barlby

Present: Councillor Mrs G Ivey in the Chair

Councillors: I Chilvers, Ms M Davis, K Ellis, Mrs C Goodall, D Mackay, Mrs C Mackman, Mrs M McCartney, Mrs E Metcalfe, Mrs W Nichols, A Pound

Officials: Head of Service – Housing, Head of Service – Environmental Health and Leisure, Head of Service – Policy and Performance, Head of Service – Finance and Central Services, Leisure Services Manager, Interim Property Services Manager, Safer and Stronger Communities Co-Ordinator, Renaissance Manager and Committee Administrator.

Also in Attendance: Mr P Furminger – Tenant Representative

Observers: Councillor Mrs J Dyson

Public: 0
Press: 0

871 **Apologies for Absence and Substitution**

There were no apologies received from Councillors.

872 **Disclosures of Interest**

None

873 **Minutes**

Resolved:

That the minutes of the proceedings of the meeting of the Social Board held on 26 February 2008 be confirmed as a correct record and be signed by the Chair.

874 **Chair's Address to the Social Board**

Due to a weak voice, the Chair gave no address.

875 **Performance Indicator Report: April 2007 – February 2008**

The Head of Service – Policy and Performance informed councillors of the priority areas and management of performance of the Council and the progress that had been made in 2007/08 for the corporate and statutory Best Value Performance Indicators for which they were responsible.

The Head of Service – Policy and Performance confirmed that final year figures would be presented to the Board's next meeting.

Resolved:

That the report be noted

876 **Selby District Draft Community Safety Partnership Plan**

The Head of Service – Policy and Performance presented councillors with the draft Selby District Community Safety Partnership Plan 2008 – 2011 that set out the Partnership vision and explained the Partnership structure. Priorities for the plan were detailed and included Safer Neighbourhoods, Reduce Crime, Safer Roads and Drug and Alcohol. The Safer and Stronger Communities Coordinator confirmed that cross border crime would be tackled through the reducing Crime Strategy and details would be included in the final text of the Plan.

In response to questions from councillors the Safer and Stronger Communities Coordinator confirmed that draft action plans showing measurable objectives would be presented at the next Social Board. Regular reports on progress with performance indicators would be presented to future Boards and an update report would be presented to the November Board detailing the progress of the Plan.

Resolved:

That the Selby District Community Safety Partnership Plan 2008 – 2011 be adopted.

877

Selby Park Consultation

The Leisure Services Manager presented a report and PowerPoint presentation to councillors detailing the various options, which had been consulted on.

An additional plan was circulated which showed a variation, which would remove the putting green totally from the park and replace it with an over 10's play area.

Design proposals were discussed including ornamental planting and water feature or sculpture.

The Leisure Services Manager informed councillors he had received notification that Eggborough Power Station had agreed to donate £20,000 towards upgrading the under 10s play areas with a possible further £20,000 for the same purpose.

Groundwork Selby had confirmed a grant from the lottery fund of £25,000 towards the proposed sensory garden with Drax Power Station donating a further £10,000 through the Landfill Tax scheme.

However donated funding would be for the capital cost, maintenance costs being the subject of future reports.

Councillors expressed concern on some aspects of the proposals, especially concerning the greenhouse. The Leisure Services Manager confirmed that the proposals presented were several ideas that had come from the public consultation exercise and welcomed comments and views, which could be investigated further. There were no requirements at this stage to make any decisions.

Whilst it was confirmed that the park needed improvements, additional ideas would be submitted in a future report and further public consultations would be carried out, targeting Selby town residents particularly.

Resolved:

- 1) That Councillors note the design favoured by customers and users of Selby Park and;**
- 2) That a sensory garden be introduced to Selby Park subject to agreement of the final design and assessment of ongoing**

maintenance costs and;

3) Officers seek funding to improve facilities at Selby Park

878

Decent Homes Update

The Interim Property Service Manager updated councillors on the delivery of the Decent Homes Programme.

The Chair and Major Works group had visited Brotherton to see the decent homes works. The Tenants Representative also attended and confirmed that standard of workmanship was high and the group were impressed with the work.

It was reported that although the level of refusals had reduced options to improve access problems were being investigated, and this would be brought back to the board at a later date.

Resolved:

That the report be noted

Peter Furminger – Tenants Representative left the meeting

879

Private Session

That in accordance with Section 100(A)(4) of the Local Government Act 1972 in view of the nature of the business to be transacted the meeting be not open to the Press and public during discussion of the following items as there will be a disclosure of exempt information as defined in Section 100(1) of the Act as described in paragraph 3 of Part 1 of Schedule 12A to the Act.

880

Proposals for Recreational Use of Jetties at Barlby

The Head of Service – Environmental Health and Leisure informed councillors of a request from BOCM Pauls to support a project to bring into recreational use disused jetties, which formed part of the BOCM Pauls site at Barlby.

Resolved:

That the proposals from BOCM Pauls are not supported.

The meeting closed at 6.17pm.

Social Board
22 April 2008

SELBY DISTRICT COUNCIL

Minutes of the proceedings of a meeting of the Policy and Resources Committee held on 13 May 2008, in Committee Room 2, The Civic Centre, Portholme Road, Selby, commencing at 4:00 pm.

905	Minutes
906	Chair's Address to the Policy and Resources Committee
907	Asset Management Review
908	Community Engagement
909	Corporate Plan Update
910	Village Design Statements – Inception Report
911	Adoption of Interim Housing Policies – Minutes of Task and Finish Group
912	Performance Indicator Report: April 2007 – March 2008
913	Review of SPAs
914	Local Government Association Conference
915	State of the Area Address 2008 Consultation
916	Stress Policy
917	North Yorkshire Audit Partnership Expansion
918	Referrals from Other Boards and Committees
919	Minimum Revenue Provision for Capital Changes
920	North Yorkshire Building Control Partnership – Provisional Outturn 2007-08

Present: Councillor M Crane in the Chair

Councillors: Mrs E Casling, Mrs D Davies, Ms M Davis, Mrs G Ivey, C Lunn, J Mackman, C Metcalfe, Mrs W Nichols, B Percival and R Sayner.

Officials: Chief Executive, Strategic Director – S Martin, Head of Service – Finance and Central Services, Head of Service – Policy and Performance, Planning Policy Manager, Senior Planning Officer (Village Design Statements), Principal Economic Development Officer, Building Control Manager, Democratic Services Officer and Committee Administrator.

Press: 0

Public: 1

903 **Apologies for Absence and Notice of Substitution**

Apologies were received from Councillors Mrs W Nichols, R Packham and S Shaw-Wright.

Substitute councillors were Mrs D Davies (*for Mrs W Nichols*) and Ms M Davis (*for S Shaw-Wright*).

904 **Disclosures of Interest**

None.

905 **Minutes**

Resolved:

That the minutes of the proceedings of the meeting of the Policy and Resources Committee held on 4 March 2008 be confirmed as a correct record and be signed by the Chair.

906 **Chair's Address to the Policy and Resources Committee**

The Chair gave no address to the Committee.

907 **Asset Management Review**

Councillors received the report of the Principal Economic Development Officer with regard to the establishment of a Asset Management Task and Finish Group and for the nominations of councillors to the group.

The report provided a position statement concerning the 12 sites which had been investigated by the previous Task and Finish Group and a draft remit for the re-establishment of the Asset Management Task and Finish Group.

Resolved: That

- (i) The the remit of the Asset Management Task and Finish Group be approved;**
- (ii) Councillors Mrs E Casling, C Lunn, J Mackman, and B Percival together with a nomination from the Labour Group be appointed as members of the Group;**
- (iii) The Group be requested to look at the following sites:
Sherburn Enterprise Centre
Swordfish Way, Sherburn
Hurricane Close, Sherburn
The Vivars, Selby
The Prospect Centre, Selby
Barlby Depot; and
Car Park, West Haddlesey; and**
- (iv) That a report giving detailed information on the situation at the Quaker Burial Ground, Tadcaster be submitted to the Social Board.**

Community Engagement

Councillors received the report of the Chief Executive with regard to the instigation of a pilot Community Management Board (CMB) in the Tadcaster and Villages CIP area.

The Council had previously discussed the requirement to improve our community engagement process and this Committee agreed at its meeting on 12 February 2008 to receive a further report on the potential arrangements for a pilot study for a CMB.

The report asked for approval to commence the pilot and set out the plan for its operation.

A working group of officers together with Councillor Metcalfe and representatives from NYCC and NY Police had been examining the practical implications of operating a pilot study. Discussions had included:

- Consulting with and meeting the need of the community, partners, parish councils, the current CIPs and JAGs.
- A grant mechanism to access the proposed Community Fund.
- A mechanism for appointing parish council representatives and co-opted members.
- The style and format of meetings.
- An evaluation process for the pilot.

Resolved:

That a pilot Community Management Board (CMB) for the Tadcaster and Villages CIP area to aid consideration of the adoption of this model for community engagement process be approved.

Corporate Plan Update

Councillors received the report of the Head of Service – Policy and Performance, which provided an update and exceptions report on the delivery and performance of the Corporate Plan for the period January 2008 to March 2008.

The Corporate Plan formed a key part of the Council's performance management framework. This update contributed to enabling the Corporate Plan to be monitored effectively by councillors and ensured key tasks were delivered which would assist the Council in securing better outcomes for the District that it serves.

Councillors commented on the content of the Plan and the Head of Service – Policy and Performance undertook to look at the format and make any necessary changes.

Resolved:

That the report detailing delivery and performance of Corporate Plan strategic themes for January 2008 – March 2008 be accepted.

Village Design Statements – Inception Report

Councillors received the report on Village Design Statements (VDS) Inception Report on the process for adopting these documents.

The VDS would provide detailed design guidance to anyone preparing development proposals to make sure that new development fits in with the local character. VDS would be supplementary planning documents in the Local Development Framework and would be used in determining planning applications.

Resolved: That

- (i) The content of the report be noted;**
- (ii) The method of prioritising the parishes wishing to undertake a Village Design Statement as set out in the report be approved;**
- (iii) Delegated authority be given to the Head of Development Services acting in consultation with the Chair of Policy and Resources Committee to approve the draft Village Design Statements for consultation.**

Adoption of Interim Housing Policies – Minutes of Task and Finish Group

Councillors received the minutes of the Task and Finish Group held on 17 April 2008 which set out recommendations regarding the adoption of Interim Housing Policies

Resolved: That

- i) In this case the Council should consider all the responses received from the informal consultation exercise in the interests of gaining as much feedback as possible from communities and stakeholders on housing delivery issues, but that this does not necessarily set a precedent for future formal consultations as part of the Local Development Framework process;**
- ii) The Interim Housing Policies be not proceeded with but the process of evidence gathering and development of the Core Strategy be continued as expeditiously as possible and the next stage of the Core Strategy document be presented to the Policy and Resources Committee in September 2008, for approval prior to public consultation;**
- iii) Until the Core Strategy is adopted to control the future release of housing land through the development control process on the basis of national and regional advice and ‘saved’ Local Plan policies; and**
- iv) A Task and Finish Group consisting of Councillors I Chilvers, J Mackman, B Percival and a nominee of the Labour Group be appointed to consider and make recommendations on the development of the Council’s Local Development Framework.**

912

Service Performance Agreements (SPAs)

The Head of Service – Policy and Performance updated councillors on the service performance agreements (SPAs) for 2008/2009 for those services that were within the remit of the Policy and Resources Committee.

Resolved:

That the service performance agreements for 2008/2009 for the following services be approved:

- **Policy & Performance**
- **Finance & Central Services**
 - **Accountancy Services**
 - **Customer Services**
 - **Central Admin**
 - **IT & e-Government**

913

Performance Indicator Report: April 2007 – March 2008

Councillors received the report of the Head of Service – Policy and Performance updating them on the progress that was being made in 2007/2008 on the corporate and statutory Best Value Performance Indicators (BVPs) for which they were responsible.

Councillors commented on the response to telephone calls to Access Selby.

Resolved: That

- (i) **the report be noted; and**
- (ii) **that a further report be submitted to the next of this Committee updating Councillors on telephone response times at Access Selby.**

914 **Local Government Association Conference**

Authority was requested for the attendance of the Leader of the Council, the Council's LGA representative and the Chief Executive or his representative to attend the above Conference to be held in Bournemouth from 1 – 3 July 2008.

Resolved:

That the Leader of the Council, the Council's LGA representative and the Chief Executive or his representative be authorised to attend the Local Government Association Conference to be held in Bournemouth from 1 – 3 July 2008.

915 **State of the Area Address 2008 Consultation**

Councillors received the report of the Head of Service – Policy and Performance in respect of the proposed programme of consultations relating to the State of the Area Address 2008.

Resolved:

That the State of the Area Address consultation programme for 2008 be approved.

916 **Stress Policy**

Councillors received the report of the Head of Service – Human Resources to consider and approve a new Stress Policy for the Council.

The authority recognised that workplace stress was a health and safety issue and acknowledged the importance of identifying and reducing workplace stressors, which harm a person's health and can damage the Council's performance.

The Stress Policy clearly set out the responsibilities of staff and managers to reduce stress related illnesses at work.

Recommendation to Council

That the Stress Policy be approved.

917

North Yorkshire Audit Partnership Expansion

Councillors received the report of the Head of Service – Finance and Central Services, which advised councillors of the developments with the North Yorkshire Audit Partnership and sought agreement to the inclusion of both Hambleton and Richmondshire District Councils into the Partnership.

Resolved: That

- (i) The Council agree to the inclusion of Hambleton District Council and Richmondshire District Council as Partner Councils; and**
- (ii) The new Partnership Agreement on revised terms, detailed in Section 4.14 – 4.20 of the report, which will run from 1 April 2008 to 31 March 2012 be approved.**

918

Referrals from Other Boards and Committees

Councillors considered the referrals below as follows:

- (a) Social Board – 26 February 2008

Minute 725 - Housing Investment Capital Programme Estimates

Councillors were asked to carry forward £390,540 revenue funding resource from 2007/08 to support programmes and the estimated resources to fund 2009/10 and 2010/11 programmes.

Resolved: That

- (i) The carry forward of £390,540 revenue funding resource from 2007/08 to support programmes be approved and**
- (ii) The estimated resources to fund 2009/10 and 2010/11 programme be approved.**

(b) Economy Board – 15 April 2008

Minute 843 - Safeguards Policy – Local Housing Allowance

Councillors were asked to approve the adoption of the Safeguards Policy.

Resolved:

That the adoption of the Safeguards Policy be approved.

(c) Environment Board – 17 April 2008

Minute 860 - Selby District Council Climate Change Strategy and Action Plan

Councillors were asked to adopt the Selby District Council Climate Change Strategy and Action Plan.

Resolved:

That the Selby District Council Climate Change Strategy and Action Plan be adopted.

919

Minimum Revenue Provision for Capital Charges

Councillors received the report of the Head of Service – Finance and Central Services in respect of the proposed changes to the regulations for charging costs associated with capital expenditure funded from borrowing known as the minimum revenue provision (MRP).

Resolved: That

- (i) The changes to the Minimum Revenue Provision Calculation be noted;**
- (ii) From 2007/08, Option 2 for Minimum Revenue Provision charges to General Fund for all previous years capital expenditure funded from borrowing except for the element associated with public conveniences which continues to be charges over 15 years be adopted;**

- (iii) For 2007/08 the General Fund capital expenditure to be funded from £75,000 prudential borrowing has its Minimum Revenue Provision calculated based on Option 2;**
- (iv) During 2008/09 when a decision is made to use prudential borrowing to fund additional capital projects a recommendation on repayment be made at the same time.**

920

North Yorkshire Building Control Partnership – Provisional Outturn 2007-08

Councillors received the report of the Head of Service – Finance and Central Services on the provisional outturn position for the North Yorkshire Building Control Partnership 2007/08.

The report highlighted the outturn provision for the North Yorkshire Building Control Partnership for the period 1 September 2007 to 31 March 2008, which showed there would be a shortfall of £84,869. This deficit needed to be funded equally by the three partners, which meant that Selby District Council's contribution would be £29,290.

The Manager of the Partnership commented on the deficit and gave an explanation of the reasons for it.

Councillors were informed that the minutes of the Partnership were submitted to the Economy Board.

Resolved: That

- (i) the financial position of the Partnership to 31 March 2008 be noted;**
- (ii) the additional funding required to support the deficit for the period 1 September 2007 to 31 March 2008 be approved;**
- (iii) a further report on the financial position of the Partnership be submitted to the November meeting of this Committee.**

The meeting closed at 5:50 pm.

TOWN CENTRE WORKING GROUP
3 January 2008 at 10.00am in Committee Room 1

Present:

Councillor M Crane	
Councillor B Percival	
Councillor I Chilvers	
Councilor Ms M Davis	
M Connor	Chief Executive
S Martin	Strategic Director
J Lund	Strategic Director
M Rice	Head of Service – Legal and Democratic Services
K Iveson	Head of Service – Finance and Central Services
C Baker	Committee Administrator
Peter Rhodes	District Valuer (Item 3 only)
E Scothern	Principal Economic Development Officer (Item 4 only)

Councillor M Crane took the chair

1 Apologies for Absence

Apologies were received from Councillor D Fagan

2 Minutes

The minutes of the meeting of the Town Centre Working Group held on 15 November 2007 were confirmed as a correct record.

3 Proposed Terms with Dransfield Properties Ltd in relation to Land Exchange and Accommodation Works.

Peter Rhodes from the Valuation Office advised the group on Dransfield Properties Ltd's (DPL) proposals in relation to the acquisition of council-owned land and accommodation works. These terms had been set out in a letter from DPL's agent to the Valuation Office dated 10 October 2007.

The Council would need to decide on the specification for accommodation works to the remaining area of car park after the proposed school site had been transferred to NYCC.

Mr Rhodes summarised the Council's input in relation to the proposals, and in particular, in relation to the proposed school site, which would be transferred by the Council into the ownership of NYCC.

It was agreed that any such transfer should provide for a claw-back clause in favour of Selby District Council if, in the

future, NYCC ceased to use the site for a school and sought to develop it for other purposes.

Resolved:

That the terms outlined by Wilson Estates Ltd to the District Valuer of 10 October 2007 in relation to land acquisition and accommodation works, with the addition for the requirement of a 'claw-back' clause as outlined on the preamble, be recommended to Council.

4 SCD – Urban Renaissance Programme – Draft Heads of Terms for SDC/NYCC Agreement.

The Principal Economic Development Officer (PEDO) had submitted to the group a draft proposed partnering agreement between SDC and NYCC which would clarify the two councils' respective responsibilities in relation to the delivery of 'Renaissance' projects in Selby District. The draft report needed more work but it hopefully set out a framework and principles. The group was requested to indicate whether the approach to be adopted in the negotiations was acceptable.

Resolved:

That the approach be adopted in the draft partnering agreement and that officers continue towards a conclusion of the agreement in line with that approach.

Meeting closed at 10.59am

Date of next meeting – 21 February 2008

TOWN CENTRE WORKING GROUP
17 April 2008 at 10.00am in Committee Room 3

Present:

Councillor M Crane	
Councillor I Chilvers	
Councilor Ms M Davis	
Councillor D Fagan	
Councillor B Percival	
M Connor	Chief Executive
S Martin	Strategic Director
J Lund	Strategic Director
P Burns	Head of Service – Legal and Democratic Services
C Baker	Committee Administrator

Councillor M Crane took the chair

1 Apologies for Absence

No Apologies were received.

2 Minutes

The minutes of the meeting of the Town Centre Working Group held on 21 February 2008 were confirmed as a correct record.

4 Tesco Sale

Steve Martin, Strategic Director updated the group with details of issues concerning the exchange of contracts and completion. He informed the group that completion of the sale was expected to take place the Week commencing Monday 21 April.

4 Dransfield Terms / Land Exchange and Accommodation Works

The Interim Head of Service – Legal and Democratic Services updated the group on developments regarding the mast.

The Chief Executive informed the group that Councillor Crane and himself would be meeting with the Police on 8th May and had requested that a member of the Police Authority was required to be present at that meeting.

The Interim Head of Service -Legal and Democratic Services agreed to prepare a briefing note concerning the mast and issues which would be forwarded to all members of the group.

Steve Martin confirmed that Dransfield were happy with the December 2008 proposed date for the mast site to be returned to Selby District Council.

5 **CPO**

The Head of Service – Legal and Democratic informed the group that CPO's will need to be prepared for the land that was not owned by Selby District Council.

Dransfield had confirmed they had agreed to underwrite SDC legal costs concerning CPO's and would be using Hammond's Solicitors who have expertise in CPO's and Dransfield.

Jonathan Lund informed the group of an issue relating to the final costs of the Contact Centre. Detailed breakdown of costs had been requested before payment would be made.

It was proposed that the Chief Executive have delegated authority to negotiate with Dransfield on the final cost of the Contact Centre and to adjust final price of the sale of land to Dransfield accordingly.

Recommendation to Council

That the Chief Executive be given authority to adjust the final price for the sale of land to Dransfield to take account of the costs incurred in the Customer Contact Centre works.

6 **Future Dates of the TCWG and Project Board.**

The future dates of the group were agreed as

15 May 2008

10 July 2008

18 September 2008

13 November 2008

22 January 2009

19 March 2009

14 May 2009

Meeting closed at 10.40am
Date of next meeting –15 May 2008

TOWN CENTRE WORKING GROUP
15 May 2008 at 10.00am in Committee Room 3

Present:

Councilor Ms M Davis	
Councillor D Fagan	
Councillor B Percival	Chair
S Martin	Strategic Director
J Lund	Strategic Director
C Baker	Committee Administrator

Councillor B Percival the chair

1 Apologies for Absence

Apologies were received from Councillor Crane and Mr Connor.

2 Minutes

The minutes of the meeting of the Town Centre Working Group held on 17 April 2008 were confirmed as a correct record.

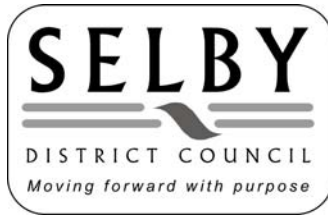
4 Tesco Sale

Steve Martin, Strategic Director confirmed that contracts had been exchanged, and the sale had been completed and the funds banked. He highlighted a slight concern if time periods involving the move to the hospital site were delayed, and contingency plans for the depot would be looked at and reported to the Social Board.

4 Dransfield Terms / Land Exchange and Accommodation Works

Jonathan Lund updated the group on the outcome of the meeting with the Police. A proposal, concerning contributions towards Community Support Officers was suggested by the police, which will be considered.

Meeting closed at 10.20am
Date of next meeting –10 July 2008



Agenda Item No: 9

Title: Multi Area Agreement

To: Council

Date: 3 June 2008

Author: Martin Connor, Chief Executive

1 Purpose of Report

- 1.1 To provide Council with an update on the current development of a Multi Area Agreement (MAA) for the Leeds City Region (LCR).

2 Recommendation(s)

- 2.1 **That Council notes the report and authorises the Leader to agree the final document before submission to Government Office Yorkshire and the Humber (GOYH).**

3 Executive Summary

- 3.1 The Council is by now aware of the Local Area Agreement (LAA) process whereby partner organisations sign up at a county wide level to the achievement of common targets. This sub-regional process has been extended to the city region with the advent of multi area agreements (MAA) and, at officer level, work has been undertaken within the LCR on the production of such an agreement. The agreement is currently at its draft stage but a final document will be put to the City Region Leaders' Board on 12 June for sign off.

4 The Report

- 4.1 The concept of partnership agreements spanning local authorities and sub-regions is not new to this Council. The Council has participated fully, for example, in the formulation and delivery of the county wide LAA. A recent extension to that process, however, has been the inception of the MAA covering the eleven authorities comprising the Leeds City Region.

- 4.2 Officers of the LCR authorities have been working on a draft MAA on behalf of the Leaders' Board and the document in its current form is included at Appendix A to this report.
- 4.3 The essence of the document is to describe the assistance which could be given by Government to the LCR to address the key issues of transport connectivity and higher skills development. These two issues are seen as central to the delivery of the City Region Development Programme.
- 4.4 The assistance sought includes appropriate devolution of powers from government departments to the LCR in exchange for the self imposition of appropriate targets and milestones which are outlined in the draft submission and governance arrangements consistent with delivery.
- 4.5 The final draft of the document is due to be placed before the LCR Leaders' Board on 12 June 2008 and this report seeks the authority from this Council for the Leader to sign off the document on its behalf.

5 Financial Implications

- 5.1 None as a direct result of this report.

6 Conclusions

- 6.1 Councillors are asked to consider the proposal and give the necessary authority for the Leader to agree the final submission.

7 Link to Corporate Plan

- 7.1 This report links to the Promoting Prosperity and Better use of Resources themes of the Corporate Plan.

8 How Does This Report Link to the Council's Priorities?

- 8.1 The report links to the Stronger Communities priority.

9 Impact on Corporate Policies

9.1 Service Improvement Impact

The proposal could lead to the development of greater employment skills in the district and improved transport links

9.2 Equalities Impact

The proposal could improve the equality of opportunity of engagement in paid employment

9.3 Community Safety and Crime **No Impact**

9.4 Procurement **No Impact**

9.5 Risk Management **Impact**

Failure to participate may reduce the opportunities for employment for our community and its overall economic wellbeing

9.6 Sustainability **Impact**

The proposal would improve our ability to provide an economically sustainable community

9.7 Value for Money **Impact**

A more focussed use of our resource should result in improved value for money for the LCR authorities.

10 Background Papers

10.1 None

Multi Area Agreement for Leeds City Region 2008-2016

DRAFT

Executive Summary

Eleven local authorities one vision

Seizing the opportunity to unlock economic growth and prosperity is central to the vision of the Leeds city region partnership:

To develop an internationally recognised city region; to raise our economic performance; to spread prosperity across the whole of our city region, and to promote a better quality of life for all of those who live and work here.

This draft Multi Area Agreement (MAA) for the period 2008 to 2016 has been developed both to give traction to the delivery of key policy priorities contained in the City Region Development Programme (CRDP), as agreed by our eleven Local Authority Leaders, and as a response to the opportunity for local government take on a clear leadership role in shaping the futures of our people and places.

Through our MAA, we are seeking to establish a new 'dynamic' with government to agree specific measures that will enhance the capacity of the city region partnership to make decisions that have a real impact on local economic outcomes.

The purpose of our MAA is clear: by focusing on the following two key themes, we wish to enable the city region labour market as a driver for competitive advantage and growth, therefore delivering the complementary aspirations of our CRDP and government's PSA 7:

- Ensuring free flowing **Transport** connectivity of our people and places, in particular to support city region travel to work and travel to learn flows.
- Closing the persistent gaps in identified higher level **Skills** (NVQ levels 3 /4+) which have been identified in our growth sectors/drivers.

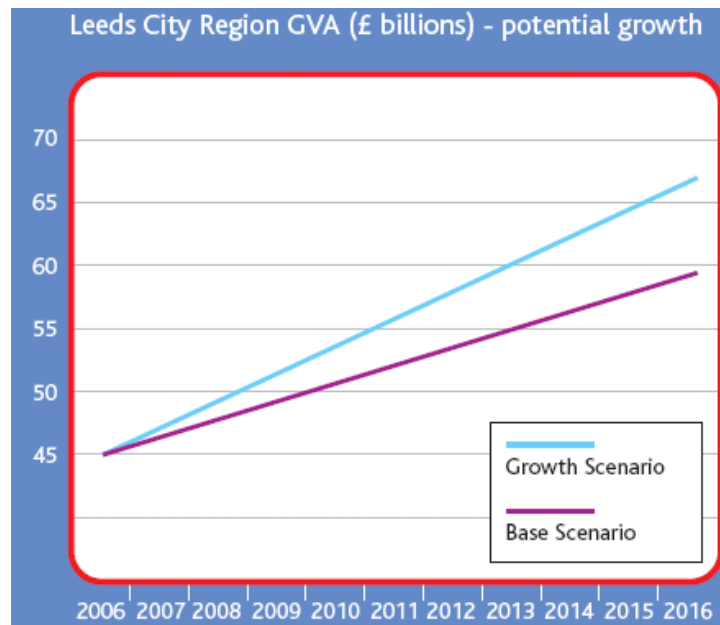
The problem to be addressed

Our CRDP has identified that, without concerted intervention, economic growth in our city region will be held back. The chart below illustrates the projected divergence in the economic fortunes of our city region based on two possible scenarios¹:

- Base scenario illustrates 'natural' economic growth, without partnership intervention and investment to stimulate growth and correct market failure. Although the city region has recently experienced rapid growth, the base ("policy off") scenario will not enable the city region to help the government in the delivery of PSA 7, ie to close the productivity gap between city regions.

¹ 2006, Yorkshire Forward, Experian Business Strategies

- Our growth scenario focuses on securing rapid growth and includes the effects of proposed major schemes that regional and local partners have prioritised, such as maximising our growth drivers (key business sectors) and addressing underlying growth inhibitors (such as transport connectivity, skills, housing and critical utility infrastructure). It recognises that growth can be choked off, including by labour supply and transport infrastructure.



The opportunity and value added

The above growth (“policy on”) scenario suggests that, by 2016, the city region could generate around 150,000 net additional jobs and increase GVA by 21bn from today’s figure of £45.5bn to around £66.9bn, representing a 4% per annum growth in GVA per capita. Critical to delivery of the growth scenario is devolution from government to enable decision making and delivery at the appropriate spatial level.

Our MAA will then add real value to delivery of our CRDP growth ambitions, create significant strategic added value, and drive government’s PSA 7 aspirations to close the productivity gap between our city regions. In addition, we have been careful to ensure that our MAA complements and does not duplicate the individual Local Area Agreements (LAAs) which are being agreed across the city region.

Delivery capacity

The focus of partners has been to seek the alignment of governance arrangements with the functional city region economy, creating an appropriate mechanism for identifying the key economic challenges and producing effective policy solutions.

Our legally constituted city region governance arrangements, under the auspices of a Joint Committee of eleven Local Authority Leaders (established in April 2007), have been designed to create a robust and democratically accountable policy making environment, enabling public and private partners to respond quickly and proportionately to changes in the economic environment, such as the impact of periodic economic shocks.

Our asks

The following vital few ‘asks’ have been identified as a basis for exploring how relevant government departments would be able to support the delivery of agreed city region priorities.

Theme	Ask
Transport Connectivity	Ask 1: Open-book partnership to establish the city region’s investment/outcome baseline.
	Ask 2: Shared priorities to deliver transport integration and efficiencies.
	Ask 3: Financial devolution including transport funding flexibilities, and plough back formula.
Higher Level Skills	Ask 1: Strategic alignment enabling partner focus on city region drivers/sectors, and closing high level skills gaps, in order to drive the following:
	Ask 2: Make the skills system responsive to demand eg understanding employer needs in key sectors.
	Ask 3: Piloting a streamlined approach to accreditation to drive Leitch aspiration of a transformation in high level skills attainment.

It is envisaged that agreement on the above initial asks will build on the capacity of our established governance arrangements, and provide a platform for a constructive, permissive dialogue with government to ensure that decision making and policy formation takes place at the lowest appropriate level.

1. Our City Region and Vision

- 1.1 Comprising the densely networked, interconnected cities, boroughs, districts and places within West, South and North Yorkshire, Leeds city region represents a naturally functioning economic space. With its self-contained labour and housing markets, the city region provides an ecosystem for our business sectors and institutions to create the new ideas and innovative products and services which are the drivers of competitive advantage and economic growth.
- 1.2 The Leeds city region covers an area of 5,716 km², around 80 km across from north-south and east-west. With close to 3m people, a resident workforce of 1.5m, over 70,000 businesses and an economy worth £46bn per year, our city region has diversity and it also has scale.
- 1.3 The city region is home to 56% of the Yorkshire and Humber region's population, yet occupies less than 37% of the land area, suggesting that the agglomeration benefits of the city region are substantial. And the following table reinforces just why our city region is the recognised economic output driver of the region.

Key Indicators	Yorkshire and Humber	LCR Share of Y&H Total	LCR % Share
Population	5.1m	2.8m	56%
GVA	£78.1bn	£45.8bn	59%
VAT Stock	130.3k	75.3k	58%
Jobs	2.453m	1.479m	60.3%
Motorways and Major Roads	15,512km		

Key Leeds city region economic indicators

- 1.4 Our city region economy appears to be performing relatively strongly because it comprises those interdependent places (See Annex A) where the strengths of one place are assets for others to draw upon. The following sectors, which are the key drivers of competitive advantage and economic growth, occur across the city region in different intensities and concentrations although they draw upon wider pools of labour markets, sources of knowledge, suppliers and investment, business to business networks and they serve markets on an increasingly global basis.
- Financial and business services
 - Electrical and optical equipment

- Bioscience, health and medical research
- Digital and creative industries

- 1.5 And yet, despite its many strengths, the productivity of our city region is not growing quickly enough; GVA of £37,500 per full time employee lags the national figure of £41,700². In order to seek to close the gap, a step change in business competitiveness is needed, accompanied by concentration of the focus of public policy on the spatial level of the city region.
- 1.6 All the places and communities in our city region have therefore moved to become equal partners of a strategic economic alliance brought together under the democratic auspices of a joint committee of the city region's eleven local authority Leaders with delegated powers to promote economic development (see Section 5).
- 1.7 Our legally constituted, democratically accountable partnership has committed to realising a vision to fully recognise the strengths of our city region and also to seek to seize future growth opportunities. Its pursuit respects the different starting points of its individual places, directions of travel, and the common linkages between strategic choices on shared priorities. Our collective vision is to the develop the following:

An internationally recognised city region; to raise our economic performance; to spread prosperity across the whole of our city region, and to promote a better quality of life for all of those who live and work here.

2. Why a Multi Area Agreement (MAA) is needed

- 2.1 To drive our vision for the city region, our partnership has made clear choices about what to do in order to accelerate sustainable economic growth. These agreed areas for action are set out in the [Leeds City Region Development Programme \(CRDP\)](#) . Our aspirations for the city region are closely aligned with those contained in the [Regional Economic Strategy](#) (RES), in particular RES Objective 3 (Skilled People - Benefiting Business) and RES Objective 4 (Transport, Infrastructure and Environment).
- 2.2 Our CRDP sums up the key statistics, provides the analysis, and spotlights the economic drivers of growth as well as the factors which hold us back. These are the structural things where specific actions at the city region level will be required to fulfil our considerable economic potential. In order to achieve this level of aspiration we recognise that, collectively, we need first to

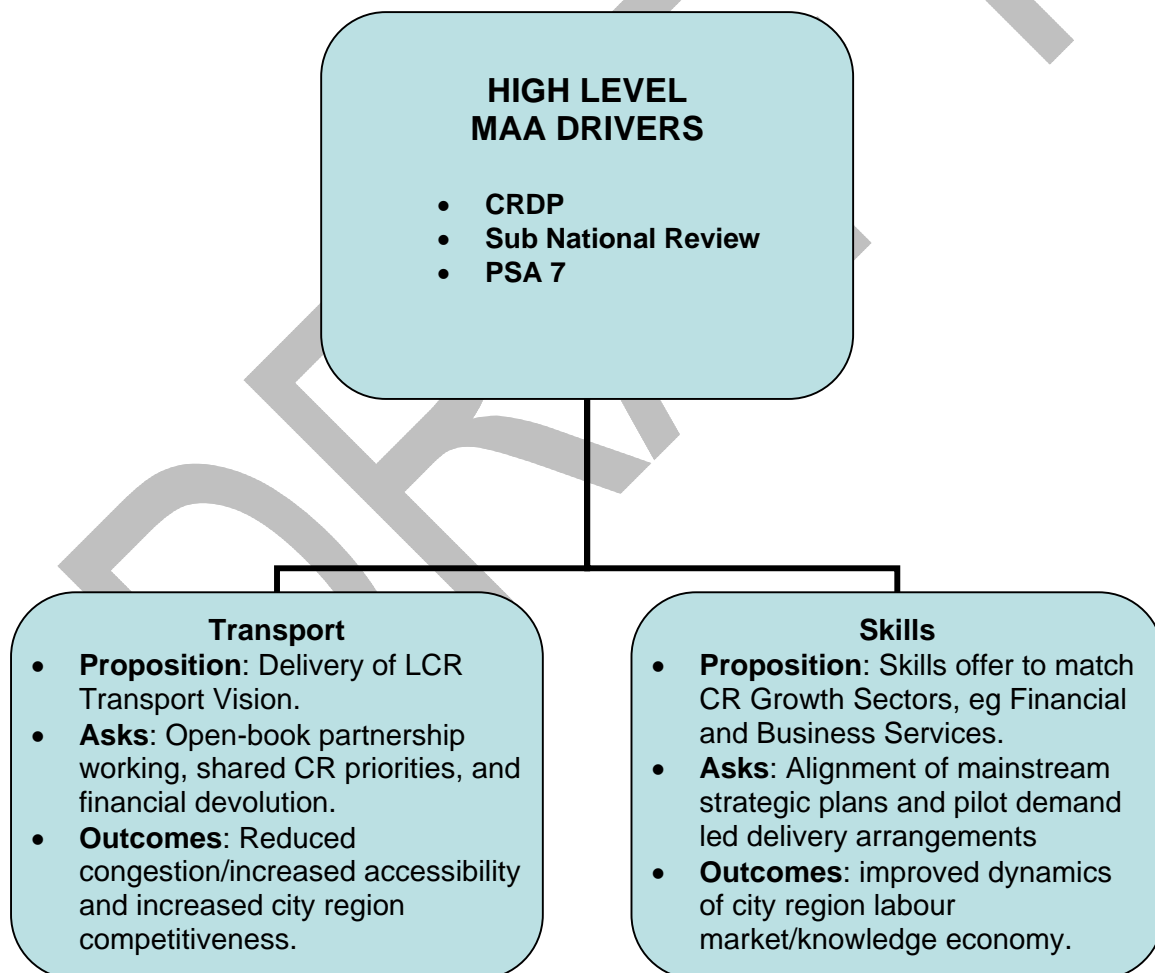
² Experian Business Strategies for Yorkshire Futures, 2007

- dismantle some of the key obstacles to achieving a faster rate of growth, such as transport congestion and specific persistent gaps in higher level skills.
- 2.3 Our CRDP also summarises the dynamics of the market forces operating within our city region and which overlay the geography of places, are creators of value from the ebbs, flows and interactions of housing and labour markets, consumer expenditure patterns, transport of goods and people, spill-overs of tacit knowledge between businesses through often less tangible relationships and networks. As a consequence of our economic success, it is recognised that the city region has become increasingly busier, and, without co-ordinated and targeted investment in its transportation connectivity, an appropriately skilled workforce, scarce investment resources will potentially be misdirected, and the growth of the city region put at risk.
- 2.4 Because our shared economic priorities, such as tackling high level skills gaps and reducing transport congestion, are city region-wide and intertwined, the corresponding solutions are best delivered collectively, cutting across traditional administrative, partnership and functional boundaries. We cannot however work-up and then action viable solutions in isolation. A flexible, long-term delivery framework is needed which clarifies the respective roles and responsibilities of local, regional and national partners, and which also identifies and then provides a route map that addresses any capacity bottlenecks.
- 2.5 The practical support measures required from regional agencies and from government in order to fully realise our ambitious growth scenario are summarised in our CRDP. The city region economy is set to grow. Base case scenario based on economic trends and past performance indicates the city region will create 62,200 net additional jobs and increase GVA by £14bn by 2016. Our Growth (“policy on”) scenario proposes that the city region will create around 150,000 net additional jobs, and increase GVA by £21bn from the 2006 figure of £45.5bn to around £66.9bn by 2016. The growth scenario recognises that there are a number of factors that, if not addressed, will serve to inhibit the growth and competitiveness of the city region, including transport connectivity, and skills and labour markets.
- 2.6 In the development of our Multi-Area Agreement (MAA) proposition we have refreshed our thinking about how government and their national agencies in particular can work with us to help deliver the aspiration of our CRDP and remove the barriers to growth.
- 2.7 Our proposed MAA is thus envisaged as: *a Concordat between the Leeds city region partnership and government, creating a framework for progressive and managed devolution, in line with the proposed ‘place shaping’ role for Local Government as set out in the [Lyons Inquiry into Local Government](#) ambition of the [Sub National Review of Economic Development](#) and more recently as set out in [PSA 7](#), to engage the ongoing support from Government to ensure that policy design and delivery is responsive to city region need and opportunity,*

enabling us to work smarter and to accelerate the pace at which our CRDP, and consequently economic growth, is delivered.

2.7 The Multi-Area Agreement (MAA) proposition summarised in diagram below is set out as a long term 10 year cross-boundary partnership based approach to the dismantling of the key barriers to the sustainable growth of the Leeds city region. Our proposed MAA initially will seek to address the following evidence-driven and interlinked priorities of:

- Closing the persistent higher level skills gap, with a focus on SMEs within our city region growth sectors; and
- Transport connectivity inside and outside the city region.



Summary MAA Proposition, Asks and Outcomes

- 2.8 The following proposals set out each priority theme, in terms of scoping the following:
- Nature of the specific problem that needs to be resolved, eg market failure;
 - The proposed partnership based solution by which we would seek to resolve the identified problems (including our ‘asks’ of Government); and
 - Consideration of the outcomes/impact which will be achieved as a result.

3. Skills

Policy and evidence base

- 3.1 Our analysis of the key skills issues has drawn on a range of policy and evidence and is set out in the table below:

Key skills evidence/policy	Relevant conclusions/findings
Leeds City Region CRDP	Articulates the need for interventions in the city region labour market which delivers the following key aims: <ul style="list-style-type: none"> • A highly skilled workforce, in particular equipped with the skills required by our key economic sectors; • An efficiently functioning labour market, matching supply to demand and supported by enhanced transport connectivity; and • An inclusive labour market, maximising the economic contribution of all, including that of individuals in our hardest to reach communities.
CRDP Evidence Base - Financial and Business Services Study, Henderson, 2006	Identifies the Financial and Business Services (FBS) sector as critical to the city region economy and articulates the skills shortages which are acting as a constraint to growth.
Regional Economic Strategy	Identifies higher level skills as a key deliverable for period 2006-2015.

Key skills evidence/policy	Relevant conclusions/findings
Yorkshire Forward Corporate Plan 2008-2011	<p>Highlights that some 20% of the UK's productivity (GVA) gap with countries such as France and Germany is the result of gaps in specific skills needed to drive business growth.</p> <p>Acknowledges the city region labour market as the appropriate level for delivering high level skills, including the funding of niche programmes for key sectors, such as FBS in Leeds city region.</p>
Regional Skills Commissioning Plan 2007/08	<p>Learning and Skills Council Y&H sets out actions needed to achieve the vision for the Region, with potential gaps in the articulation of implications for city regions and their target sectors.</p>
A Vision for Skills 2008-2010	<p>Y&H Regional Skills Partnership proposals for a sectoral focus on the development of high level skills through partnership with city regions.</p>
Leitch Review of Skills	<p>Examines long term skills needs, recommending a transformation in skills attainment by 2020, including higher level skills, this based on a firmly demand-led approach.</p>

The problem to be addressed

3.2 Building on the policy and evidence base summarised in the above table, our MAA would focus on resolving particular issues around higher level skills attainment, with an initial focus on the financial and business services (FBS) sector. We propose a pilot within the FBS sector for the following reasons (see also Henderson report, 2006 above):

- Nationally second in size only to London, our FBS sector is a significant productivity driver employing some 273,000 employees in the city region (112,000 of which are in Leeds), comprising some 63% of the regional total employed in the sector, and forecast to comprise 25.1% of Leeds city region output and 19.1% all jobs in the period to 2016;

- There is a persistent under-supply of individuals in the sector with the requisite high level skills which is choking off the growth of the sector;
 - Some 94% (**check latest ABI figures**) of workplaces have between 1 and 199 employees, indicating a sector comprised of small firms, although for many years rationalisation and merger of firms has been stimulated by intensifying competition.
 - The accelerated expansion of the FBS sector would maximise benefit to all geographic areas of the city region, capitalising on local economic strengths and opportunities through the development of a “hub and spoke” approach.
- 3.3 Our pilot approach seeks to road test what might be termed the “market making” assumptions underpinning our proposed focus, prior to including the other city region target growth sectors of electronic and optical, bioscience, health and medical research, and our digital and creative industries. We would for example seek to explore further why market signals reflecting the shortage of supply of highly skilled workers are not working as would be predicted under conditions of perfect competition, ie that wages should go up and more people would be willing to pay for the training, and then growth in pay falls back as supply matches demand. Our hypothesis is that, because of barriers to take up of skills, such as in-house accreditation, and the existence of supply side rigidities, too many of our SME employers adopt satisficing³ behaviours, and therefore ‘make do’ with access to a second best mix of skills even though opportunities for business development may be lost as a result, providing that as a result the underlying viability of the business is not threatened.
- 3.4 In terms of the empirical evidence base for the above assumptions, employers interviewed for city region research into the sector concluded there are more high level FBS vacancies in the city region than suitably qualified people to fill them. Certainly however the city region labour market appears more capable of filling these high value added vacancies than elsewhere outside of London, for following reasons:
- The Leeds city region attracts and retains a critical mass of graduates, who provide a valuable labour pool for FBS recruits.
 - There is also a critical mass of variety and volume of FBS opportunities across the city region (overcoming "second job syndrome") and the generally higher perceived quality of life and lower cost of living ratio means that staff in the south east are more readily relocating to help fill vacant posts.
 - This critical mass has created a fluid and dynamic labour pool with a diverse skills base which contributes to a more attractive and competitive

³ Concept of ‘bounded rationality’ as applied to the theory of the firm and coined by the economist Herbert Simon.

offer, e.g. FBS firms in the Leeds city region are now able to attract and retain clients from London alongside their existing local client list.

- 3.5 And yet, despite the obvious strengths of the sector, such as the dynamism of the labour market, high level skills issues that employers identified as needing to be addressed at Leeds city region level include the following⁴:
- Alongside general higher level skills issues, the city region has further gaps in specialist technical activities such as venture capital, merchant banking, and specialised aspects of corporate law, and IT.
 - There also remains a persistent gap in well developed softer skills in the sector (including recent graduates), with respect to communication, networking, customer care, which are essential for delivering business development (in other words, there is a scarcity of technical experts that also have well developed business development skills).
 - There is a wider issue with harnessing the entrepreneurial nature of large sections of the Leeds city region population, reflected in a lower business density than nationally.
- 3.6 The wider requirement to more generally increase higher level skills in the city region is also recognised, beyond the FBS sector. Yorkshire Forward has estimated that currently around 27% of the region's economically active adults are qualified to level four or above. To close the productivity efforts need to be directed consistently at hitting the targets laid down by Leitch to have 40% of the working population qualified to this standard or above by 2020.
- 3.7 Our early structured consultation with the private sector, under the auspices of the Leeds city region Business Leadership Group (see section 5 on LCR Governance below), has reinforced our thinking on the key issues around the high level skills issues that are facing our businesses. It is proposed to undertake in-depth consultation with private sector employers within our key sectors in the Spring, including FBS, in order further to test our assumptions and to seek the requisite employer buy-in for the development and delivery of our proposals.

What government can do to help and why

- 3.8 Our proposals for the sector are pragmatic and grounded in realism. We recognise that it is challenging to plan and deliver the right 'value adding' specialist skills provision to the FBS sector, particularly in the current climate of turbulence within global financial markets. However that perceived vulnerability serves to crystallise the importance of ensuring that the sector is made resilient and, more positively, to capitalise on any new commercial opportunities. It has therefore become critical that the provision of high level skills meets the requirements articulated by self employed individuals (eg

⁴ Mark Rudd, *Leeds Financial and Related Services Sector: Strengths of the Labour Market*, Leeds Metropolitan University, Policy Research Institute, 2006.

within Limited Liability Partnerships), more traditional employers and the economy (ie the demand side) and is delivered via a demonstrably flexible, capable and adaptive supply side.

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Leeds City Region MAA Skills Asks	
What and Why?	How to be delivered?
<p>Skills Ask 1: Strategic alignment</p> <ul style="list-style-type: none"> To ensure that the focus of national, regional and local <i>skills policies and plans become more closely attuned to Leeds city region priorities</i> because this is the spatial level at which the labour market functions in terms of specific growth sectors and higher level skills. Given the scale of the funding available to fund skills (an estimated circa £2.4bn for Y&H in 2007/08, excluding employers contributions), we wish to enter into a dialogue with DIUS/BERR/DWP to <i>enable identification of national and regional skills activity, current and potential opportunities for LCR and any local and national constraints to delivery against LCR priorities.</i> <p>Building on such closer strategic alignment, to deliver the following asks outlined below.</p>	<ul style="list-style-type: none"> Commitment, brokered by relevant government departments, including of our Local Authorities, LSC, HEFCE, Yorkshire Forward, Employers, and Higher and Further Education providers, to cooperate to plan aligned delivery of shared priorities/outcomes around higher level skills in LCR target sectors (eg FBS). That LCR becomes a named consultee for all key local, regional and national partners involved with the planning, commissioning and delivery of skills.
<p>Skills Ask 2: Make the skills system responsive to demand</p> <p>In light of the findings of the Leitch Review it has become clear that any viable <i>skills system must be demand-led and made relevant to employers.</i> To achieve this requires the full support of employers who are engaged with, and can actively contribute to, the process.</p>	<p>To undertake research with government, eg to jointly review how SMEs (who make up the bulk of employers in our key sectors) can be better engaged in the skills agenda across LCR, thereby supporting the acquisition of skills.</p>
<p>Skills Ask 3: Pilot a streamlined approach to accreditation</p> <p>In line with Government policy, public funding should only be used to support training in economically valuable skills and courses of an adequate calibre; however LCR employers have indicated the process to gain accreditation of in-house training is difficult and protracted. <i>A streamlined qualification accreditation process would help increase the take up of skills and boost productivity, contribute to more efficient use of public funds, potentially avoid duplication of provision and give an increased opportunity to involve employers in shaping the content and delivery of skills.</i></p>	<p>Work with and relevant government departments and statutory agencies (eg Curriculum and Qualifications Authority and Sector Skills Development Agency) to pilot flexibilities in the accreditation of in-house training within LCR SMEs of level 3 / 4+ courses which directly relate to our key economic drivers/sectors. We would propose building on the model outlined in Unlocking Britain's Talent, and using Train to Gain as a delivery mechanism.</p> <p>There are wider benefits to be captured. Employers that qualify staff as opposed to just training them will reopen the learning experience for many.</p>

Value added

- 3.9 Delivery of the above key asks would provide a powerful platform for achieving the following:
- Recognition by the above partners of the city region as a functioning economy, both in terms of the labour market and key sectors;
 - Strategic Added Value (SAV): Alignment of Regional skills strategy/planning and delivery around CRDP skills priorities.
 - Unlocking increased GVA to 2016 and beyond through re-focusing partners and employers around investment in skills in the city region, and piloting measures to correct the balance of supply and demand for highly skilled employees within our growth sectors, initially focussing on the FBS sector; and
 - Contribution towards targets set in the Leitch Review of Skills, such as 40% of the working population to attain NVQ level 4 or higher.

4.0 Transport

Policy and evidence base

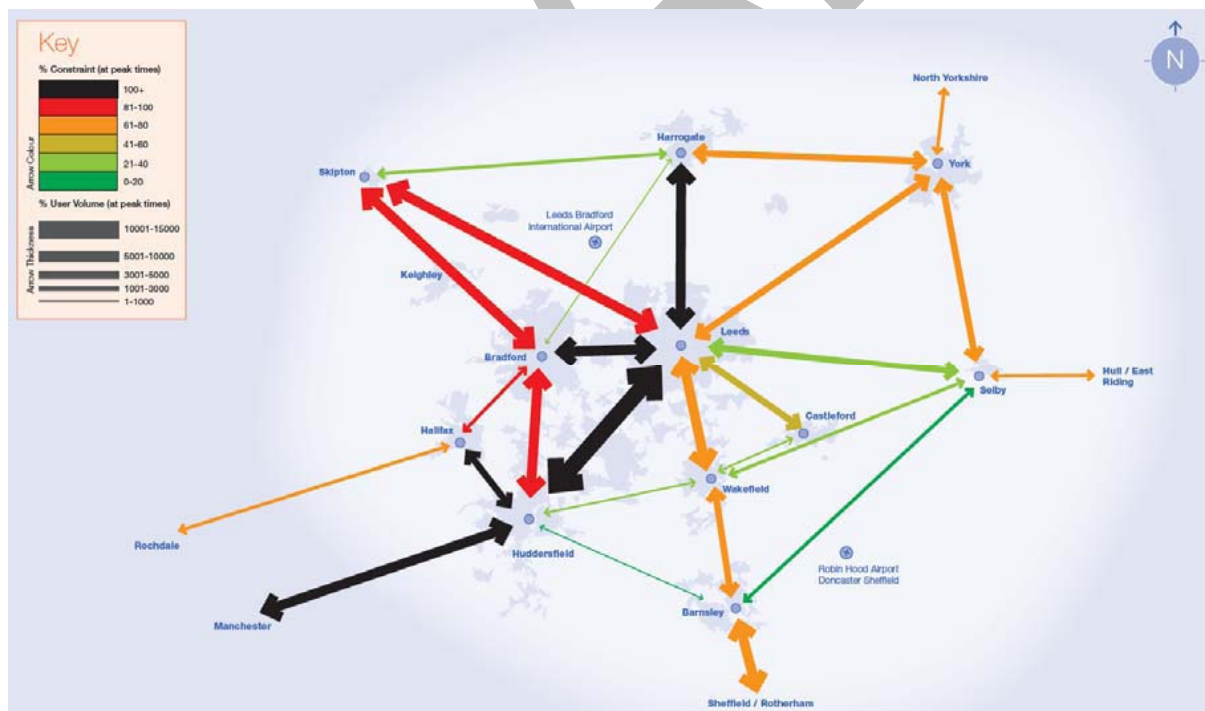
4.1 Recent national and regional transport policy has shifted emphasis to recognise economic development outcomes as a key driver for investment decision making. Much of the relevant policy setting and evidence which has informed the development of our transport proposition is outlined in the table below:

Key transport evidence/ policy	Relevant conclusions/ findings
CRDP: Long Term Vision for Transport in the Leeds City Region	The Transport Vision highlights that rising congestion is inevitable, and without radical action to prevent it, will crowd out economic growth.
Agglomeration in Leeds City Region	Finds that Transport investment targeted specifically at city region priorities to be capable of securing significant additional economic returns from bringing people and businesses closer together, averaging 18% net additional benefits, currently unaccounted for in standard transport appraisal techniques.

Key transport evidence/ policy	Relevant conclusions/ findings
Yorkshire Futures study in the future of Y&H to 2030, Henley Centre HeadlightVision, 2008	Recognition that Y&H as one of the worst hit regions for urban area traffic problems with Leeds city region the most acutely affected, eventually bringing about recognition of the issue and need for major co-ordinated investment.
Regional Transport Strategy	Sets out, as part of the Regional Spatial Strategy (RSS) the regional priorities and possible outcomes for transport investment and demand management, in order to achieve wider objectives including lower-impact transport, facilitating sustainable housing, and economic development (having regard to CRDPs). Key priority (A7) is to improve capacity and quality of public transport links within and between the main urban areas in the Leeds city region.
Key transport evidence/ policy	Relevant conclusions/ findings
Yorkshire Forward Corporate Plan 2008-2011	Transport identified as a key “Policy Product” with objective of tackling transport related issues at a strategic level, in order to pursue economic development objectives. Specific priorities include seeking to influence partners to increase rail capacity in/to Leeds to improve access to the city region key labour market. Recognises the impact of RDA focus on Transport in terms of delivering Strategic Added Value (SAV), such as through better partnership.
Northern Way: Short, Medium and Long Term Transport Priorities	Outlines proposals to benefit movements between the North’s city regions, between Regions and to/from international gateways.
The Eddington Transport Study and the Government’s response: Towards a Sustainable Transport System	Consideration of how to strengthen the long-term links between Transport, the UK’s economic productivity, and sustainable growth.

The problem to be addressed

- 4.2 Growing road traffic congestion and crowding on public transport is preventing a reliable, free flow of workers and goods and is “crowding out” the level of investment and economic growth in the city region⁵. Our Transport Vision sets out that without long term targeted investment in our transport infrastructure, complemented by measures to manage the level of demand at peak travel times, the competitiveness of the city region, and therefore its potential contribution to productivity in the North and the UK as a whole, will be compromised.
- 4.3 As described in the in the Sections above, the city region operates as a functional labour market. Key to its effective functioning is the capability of the transport network to cope with demonstrably growing levels of demand, in particular on road and rail commuting routes between key city region places. The central “accessibility through connectivity” theme within the city region Transport Vision relates both to these internal connectivity priorities within the city region, and also to step change improvements needed in external connectivity eg linkages to London and Heathrow, Trans-Pennine links to Manchester and Manchester Airport, enhanced access to Sheffield and the Humber Ports.



2021 Main Peak time Highway and Rail Movement Patterns and Constraints

⁵ See Duranton and Puga (2003) which considers in detail the theoretical micro-foundations of urban agglomeration economies including the trade-off between city growth and transport congestion.

- 4.3 Based on a “do minimum” future scenario, as illustrated in the diagram of peak time transport flows above, the impact on the forecast growth of the current transport road and rail networks shows that most of the strategic links in the city region and beyond are predicted to be at or close to capacity by 2021, with the black arrow showing capacity at over 100%, ie severe congestion and rail overcrowding.
- 4.4 Key Transport Vision proposed interventions include a flexible integrated package of investment measures in respect of bus, rail, highway, integration and air transport infrastructure, which aim to resolve key strategic congestion bottlenecks⁶. At the spatial level, these investment proposals have been developed to assist those areas in the city region which most need significant regeneration, employment and housing, and include some of our most excluded communities.
- 4.5 Our initial cost estimate of delivering the Transport Vision in full is £4.5bn (at 2006 prices). Our scenario forecasting suggests that without joint planning and shared priorities, the problems of congestion and overcrowding constraining economic growth will only be addressed by accident, not design. Moreover, the economic return on this proposed investment is an additional estimated £11bn of GVA, which factors in significant agglomeration economies (averaging 18% of additional benefit). The Transport Vision proposes the following categories of schemes for the city region:
- *Bus* – improved reliability, journey time, accessibility, quality
 - *Rail* – electrification, capacity, better frequency, journey time, tram train
 - *Road* – capacity improvements to improve strategic bottlenecks
 - *Integration* – P&R, interchanges, ticketing and info to tie the whole strategy together
 - *Air* – airports strategy for LBIA, Manchester and Robin Hood.
- 4.6 This list of investments should not however be seen a ‘shopping list’ or of unrelated schemes, nor a bidding document. The Transport Vision is very long term in nature as is our view on the minimum scale of the overall transport funding envelope required to support the economic development of the city region. The individual projects will be regularly refreshed, in line with both need, in the context of creating a city region *transport system*, where the component parts work together and are self-re-enforcing, such as measures to address emergent congestion city region hotspots, eg created by the following:

⁶ See pp 23-25 *Transport Vision*, 2006 for a detailed list of the proposed costed transport projects and interventions with the accompanying rationale for investment, and an outline Social and Environmental Assessment based on the Regional Spatial Strategy.

- New Growth Points delivery – provision of sufficient transport infrastructure to service additional housing numbers
- Regeneration of our most deprived communities, such as East Leeds, Wakefield District's 5 towns, and central Bradford, will need to be supported by strong sustainable transport links to enable people to access the employment opportunities created, thereby maximising labour market catchments and agglomeration benefits.
- Transport constraints along motorway networks and ring roads and overcrowding on trains to and from Leeds need to be addressed.
- Potential of Bus services are not being fully utilised – overall patronage is declining yet they can be a key mode of transport.

4.7 There are currently several investment streams available to the Region, set within individual delivery plans, these specific to mode, geographical location, revenue and capital finance, or the agency responsibility for funding allocation. To provide a context for the funding opportunities, the current committed funding sources have been collated for the region, and specifically for the Leeds city region. The analysis includes the following potential sources:

- Local Transport Plan investment
- Local Authority funding
- Regional Funding Allocation
- Highways Agency spending
- Network Rail enhancements

4.8 We recently commissioned independent supplementary analysis of the funding streams available to the region and Leeds city region which can be seen in detail at Annex B. This assessment indicated an apparent headline position that the city region has a significant proportion of the region's total planned transport investment, however this headline position is fragile and subject to the following key caveats:

- Approximately 74% of the identified funding allocated to schemes in the Leeds city region originates from the Highways Agency, although this will be dependent on the outcome of the ongoing Agency cost review. Changes in the funding of Highways Agency schemes could have a significant impact on our calculations.
- For example, costs for the M1 and M62 widening prepared by the Highways Agency, have been included, and a spend profile has been estimated. However, the proposed costs for the £1.29bn widening scheme are still being reviewed, and the project scope could be revised. The Highways Agency investment accounts for around two-thirds of committed investment for the Leeds city region. If this cost

review meant the project scope was reduced, leading to plans for motorway widening being superseded by smaller scale measures, this will significantly reduce the overall proportion of total investment available for our city region.

- There is currently only limited data publicly available for Network Rail enhancements with published data only to up to 2008. The current lack of information on Network Rail investment beyond 2008 is considered a barrier to aligning plans and funding.

- 4.9 There is a risk that insufficient alignment of the above key transport funding streams, with no clear strategic focus on the needs and opportunities of the city region, will create a source of uncertainty and potential allocative inefficiency, and because resources are relatively scarce, there is a further risk of second best delivery against our shared city region transport priorities.
- 4.10 Existing local transport governance arrangements across the city region are currently relatively fragmented, potentially creating a further challenge to a coherent approach support to the delivery of the Transport Vision. Complementary governance arrangements, building on the Local Transport Bill, to move towards an Integrated Transport Authority (ITA), are being investigated by Atkins on behalf of the city region partnership, this in tandem with our MAA development process. Addressing the above challenges would enable any new agreed ITA arrangements to hit the ground running with maximum scope for early improvement of delivery of transport improvements, and we would seek government support for our emergent transport governance proposals in due course.

What government can do to help and why

- 4.11 We consider closer integration and joining-up of transportation planning and delivery at the level of the city region to be fundamental to developing solutions that meet the needs of Government and of city region objectives. This proposed approach is echoed the [State of the Nation report on capacity and skills](#)⁷ which has found that uncoordinated planning of infrastructure projects discourages industry investment, and enables schemes to progress with minimal delay.
- 4.12 The following asks of the Department of Transport which are detailed below are sought as a basis for discussion with government and partners to seek to address the above issues and challenges:

⁷ *Institution of Civil Engineers, 2008*

Leeds City Region MAA Transport Asks	
What and Why	How to be delivered
<p>Transport Ask 1: Open-book partnership working Creation of capacity within Network Rail and the Highways Agency dedicated to building a <i>strategic dialogue</i>, enabling closer alignment of our CRDP Transport Vision and national and regional transport priorities, ensuring the city region economic growth objectives are a key investment driver.</p>	<p>Open-book strategic dialogue initiated between NR/HA and LCR, in order to identify the existing medium/long term (5-8 years) national and regional transport investment priorities/ commitments that relate to the city region.</p>
<p>Transport Ask 2: Shared priorities Commitment to <i>joined-up planning</i> at the city region spatial level to enable identification of any funding/outcome gaps in national and regional schemes in terms of delivering our Transport Vision and also to identify opportunities for further efficiencies arising from closer partnership working.</p>	<p>Agreement of a 5-8 year transport implementation plan (funding and outcomes framework) for the city region which is clear on the opportunities to identify and address key issues, such as the following:</p> <ul style="list-style-type: none"> • Constructively to feed into the DfT rail high level output specification process and TASTS covering all transport modes for 2014 and beyond, to help close any demonstrable funding/outcome gaps. • Holistic joint planning, creating opportunities for improving the value for money of individual schemes, such as through faster and more integrated delivery, for example closer coordination of new rail park and ride provision with track/station and road enhancement activity in order to maximise agglomeration economies (eg, by reducing commuter crowding). • Initiate any necessary joint transport studies to include identification of city region transport issues and assembling a strong evidence base for interventions/measures to address bottlenecks to economic growth.

What and Why	How to be delivered
<p>Transport Ask 3: Financial Devolution Flexibilities to enable alignment/pooling/control of funding, in order to reduce the complexity of funding, and speed up the delivery of, integrated strategic transport schemes.</p>	<p>Specific opportunities for such devolution include:</p> <ul style="list-style-type: none"> • All individual Leeds city region authorities to receive LTP funding in cash grant and not borrowing approval. • LTP funds to be made available flexibly, eg enabling spend on city region revenue priorities, such as Smarter Choices, eg park and ride subsidy, Metrocard, and car share schemes. • Proportionate allocation from RFA process, with prioritisation by city region partners. • Ability to vire funding between agreed regional and local transport funding streams, to better implement city region priorities. • Formula agreed for retaining a proportion of any efficiency savings secured from integrated planning and deliver of city region transport schemes (see Ask 2 above).

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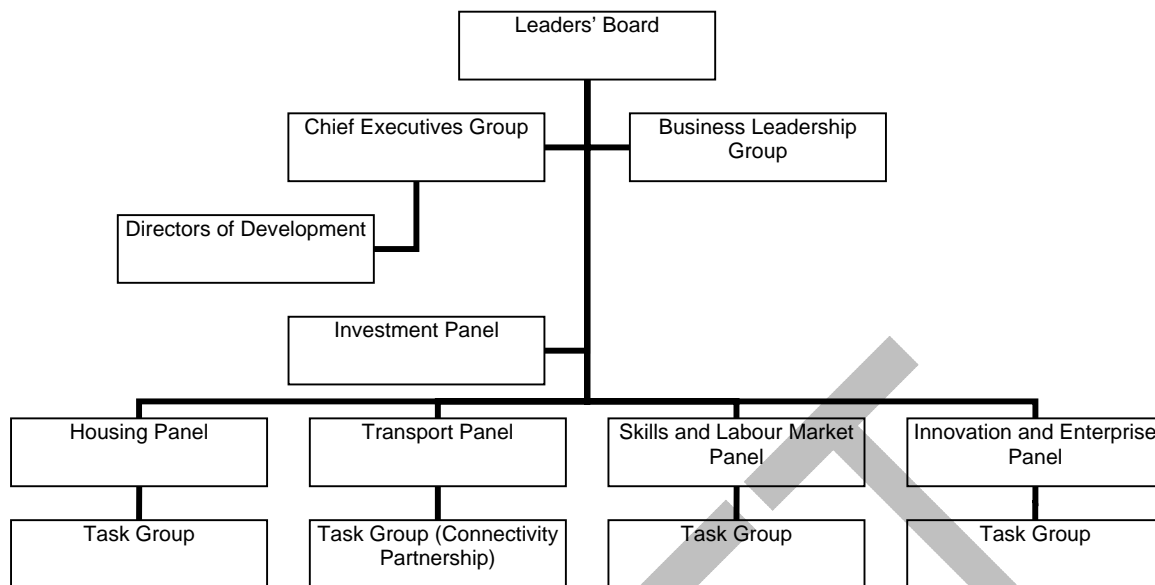
Value added

4.13 Delivery of the above key asks would provide a platform for the delivery of the following:

- Endorsement of the approach outlined in the Transport Vision, ie a long term city region approach to develop a robust integrated transport system capable of tackling congestion thereby unlocking economic growth.
- Addressing the causes of congestion through the Transport Vision which would otherwise only worsen. Without significant intervention Leeds will become the most overcrowded railway hub outside London by 2014.
- The continuing growth of congestion would otherwise act as a growing barrier to efficient matching of workers and employment opportunities, and therefore affect competitiveness of the city region, deterring new business formation and investment which are the stimulus to economic growth.
- More joined-up, and flexible long term planning and funding streams, at the level of the city region Making better use of available transport resources through. Sharing same evidence base, creating capacity for better decision making, eg coordination of rail and road enhancements co-ordinated with park and ride provision and cross-ticketing to alleviate key city region wide commuting routes, and to support proposals for significant city region housing growth (RSS targets plus New Growth Points).

5.0 MAA governance arrangements and delivery capacity

5.1 Movement on our “Asks” outlined above would further build the demonstrable capacity and performance of local government in the city region. As recently announced, all of the city region’s upper tier/unitary authorities are either rated 3 or 4 star. Delivery of our city region ambitions will be further underpinned by the following established governance arrangements.



Leeds city region Governance Structures

5.2 As illustrated in the diagram above, the overall strategic direction of and democratic accountability for the city region (including for our proposed MAA) is provided by the Leeds city region Leaders' Board. The Board has been legally constituted by the city region's eleven Councils as a Joint Committee since April 2007. Under these legally constituted [governance arrangements](#), the Board is empowered to discharge, on behalf of the member Councils: *the promotion and improvement of the economic well being and competitiveness of the city region, this function discharged under Section 2 the Local Government Act 2000.*

5.3 Key agreed activities that the Leaders' Board is engaged in include the following:

- Formulating and agreeing the shared city region economic development priorities contained within the CRDP;
- Formulating and signing off an MAA with government, and ensuring oversight of delivery.
- Responding to consultations on plans, strategies and programmes affecting the city region, achieving alignment with the CRDP
- Commissioning of a transport governance review as part of the Local Transport Bill.

5.4 A Business Leadership Group has been established to provide a strong and coherent *private sector* and business input on key issues affecting the economic growth of the city region and to champion the priorities of the city region. The Business Leadership Group has played a strong role in testing the MAA propositions, including skills the proposals detailed in section 3

above, and, going forward, will seek to further support its development and delivery.

5.5 The Leaders' Board is supported by the Chief Executives' Group, Directors of Development Group, and two theme-based Panels covering Transport, which aims to promote sustainable transport within the city region, and the Skills and Labour Market Panel, which seeks to promote more efficient working of the city region's labour market. Both Panels are responsible for the following key tasks:

- promoting the alignment of strategy and delivery at a national, regional and local level to the aims and objectives of the City Region Development Programme;
- preparing responses to consultations by Government and other bodies with a potential impact on the Leeds city region;
- responsible for the progress of the transport governance review;
- providing advice and comment on Regional Funding Allocations, regional strategies and programmes, and the work of the Regional Boards, in relation to alignment with the City Region Development Programme;

5.6 Both Panels include senior member representation and wider partner representation (see Annex C). These Panels, and their supporting task groups, have been instrumental in shaping our detailed MAA propositions and, under the auspices of the democratically accountable Leaders' Board, will provide the capacity for progressing the delivery of our "Asks" as set out in Sections 3.8 and 4.10 above. It is envisaged that delivery of our individual "Asks" will serve to further enhance the capacity and role of our Transport and Skills Panel partners in the delivery of their stated remit, in particular the following responsibilities:

5.6 Panels for Enterprise and Innovation, Housing and City Region Investment Planning are in the process of being established, with the Housing Panel to meet in April and the Investment Panel to be established following detailed discussions with Yorkshire Forward.

5.7 The work of the above Governance arrangements has been facilitated by the Leeds city region secretariat, specifically by providing the capacity for co-ordinating the development of the MAA proposal and acting as the key day to day contact with GOYH and CLG. It is envisaged that the secretariat will retain a role in supporting the above accountable structures with the delivery of the MAA, including with respect to the annual refresh (see below), and periodic evaluation.

6.0 Linkages

6.1 The individual MAA themes of skills and transport do not stand in isolation from each other. They are closely linked together and are considered to be

mutually reinforcing. A key benefit of our proposed joined-up MAA model is to recognise the following added value:

- Securing specific areas of devolution to help unlock overall **productivity** by tackling the principal city region barriers to GVA growth.
- Locally co-ordinated **spatial planning**, such that for example New Growth Points are delivered in tandem with the necessary transport infrastructure to connect residents to employment and learning opportunities within the city region.
- Dovetailing of city region focus within the MAA with local area interventions proposed within individual **LAAs**, respecting the principles of subsidiarity (See **Annex <>** showing MAA alignment with the GOYH LAAs “Indicator Tracker”). They are demonstrably complementary, but not in a hierarchical way.
- Links with Employer Skills Boards – focus on worklessness, not higher level skills, therefore complementary.
- Tackling **social exclusion** through accessibility to major city region employment sites, and to appropriate learning opportunities.
- Promoting **sustainable prosperity**, as envisaged by Stern, and a key driver for the Transport Vision such as by reducing congestion and emissions, including by encouraging more commuters to travel by public transport.

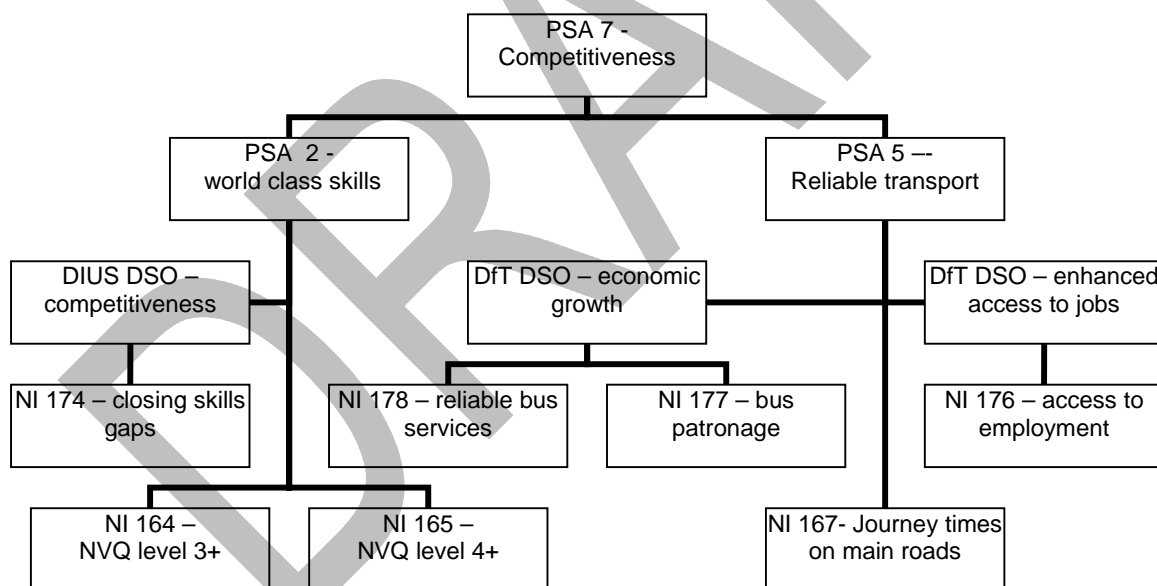
7.0 Outcomes, milestones and risk mitigation

Outcomes

- 7.1 This MAA proposal has updated the understanding within our CRDP of the key barriers to city region competitiveness and the specific areas of devolution that we consider would be helpful in order to promote faster economic growth. We would wish to discuss with GOYH/CLG appropriate outcome measures for our MAA, and approaches to quantification. This section provides an overview of some of the relevant considerations in establishing a robust outcomes framework.
- 7.2 The establishment of our MAA would create necessary conditions to deliver our CRDP “growth scenario” which is to secure a total of £21bn additional GVA p.a. by 2016, 150k additional jobs, and 4% growth p.a., with this in turn driving the PSA 7 agreement to making sustainable improvements in the economic performance of all English city regions, and over this period, reducing the persistent gap in growth rates between the city regions.

- 7.3 In addition, significant Strategic Added Value (SAV) deriving from implementation of our MAA with respect to embedding our Governance structures, including the following:
- *Co-ordination* - alignment of national and regional strategies with CRDP, joint planning and delivery, and partnership working).
 - *Strategic Catalyst* – LCR influence over funding/resources, shared vision and leadership, including private sector input via Business Leadership Group.
 - *Innovator/advocator* – Providing CR intelligence and contextual understanding, highlighting CR spatial priorities, and enabling specific project successes.

7.4 The following diagram provides an overview of government’s performance framework as these relate to our MAA ambitions and its themes of high level skills and transport. As part of negotiations with GOYH/CLG we would propose to explore opportunities for supporting delivery of elements of this overall framework through the MAA, along with softer measures, eg perceptions of employers/private sector.



Milestones

- 7.5 The MAA would be subject to the following key milestones:
- 8 year delivery horizon, securing the above economic growth outcomes by 2016 (see table below showing individual milestones);
 - Annual MAA refresh in order to assess delivery performance (progress against asks and the related impacts), and opportunities for MAA development (themes and asks); and

- Evaluation every 3 years to consider lessons learnt, and factor in new policy eg the Regional Integrated Strategy and City Region Development Programme refresh.

DRAFT

MAA delivery Milestones	2008	2009	2010	2011	2012	2013	2014	2015	2016
High Level Skills:									
Agreement in place with government and key partners to identify shared LCR skills priorities and for LCR to become named consultee on national, regional and local skills policy/programmes									
Development and implementation of LCR Skills Plan, with refresh every three years, based on alignment of mainstream funding and agreed city region outcome framework, in order eg to close high level skills gaps in key LCR growth sectors									
Review undertaken with government of the opportunity for LCR SME employer engagement									
Pilot SME in-house accreditation model in the key LCR growth sectors – with evaluation and roll out/mainstreaming as appropriate.									
Transport:									
Dedicated capacity established by DfT within HA and NR to identify and review key existing LCR investment plans and priorities									
Preparation and implementation of integrated LCR transport implementation plan (road, rail, bus, integration) linking places within the city region and beyond, in order to maximise agglomeration benefits, based on an agreed city region funding and outcomes framework									
Funding flexibilities put in place (LTP discretion over revenue/capital split; all LTP funds to be allocated as grant, not borrowing approval to enable pooling; virement flexibility; and formula for retaining efficiency savings)									
Outcomes:									
'Policy on' CRDP growth scenario, enabled through delivery of "asks": <ul style="list-style-type: none"> • 150,000 net additional jobs by 2016 • Increase of GVA by £21bn by 2016 • 4% growth p.a. 									

7.6 It is proposed to prepare and maintain of a ‘Risk Register’ in order to ensure that MAA/CRDP delivery risks are mitigated. An outline risk register is shown in the table below.

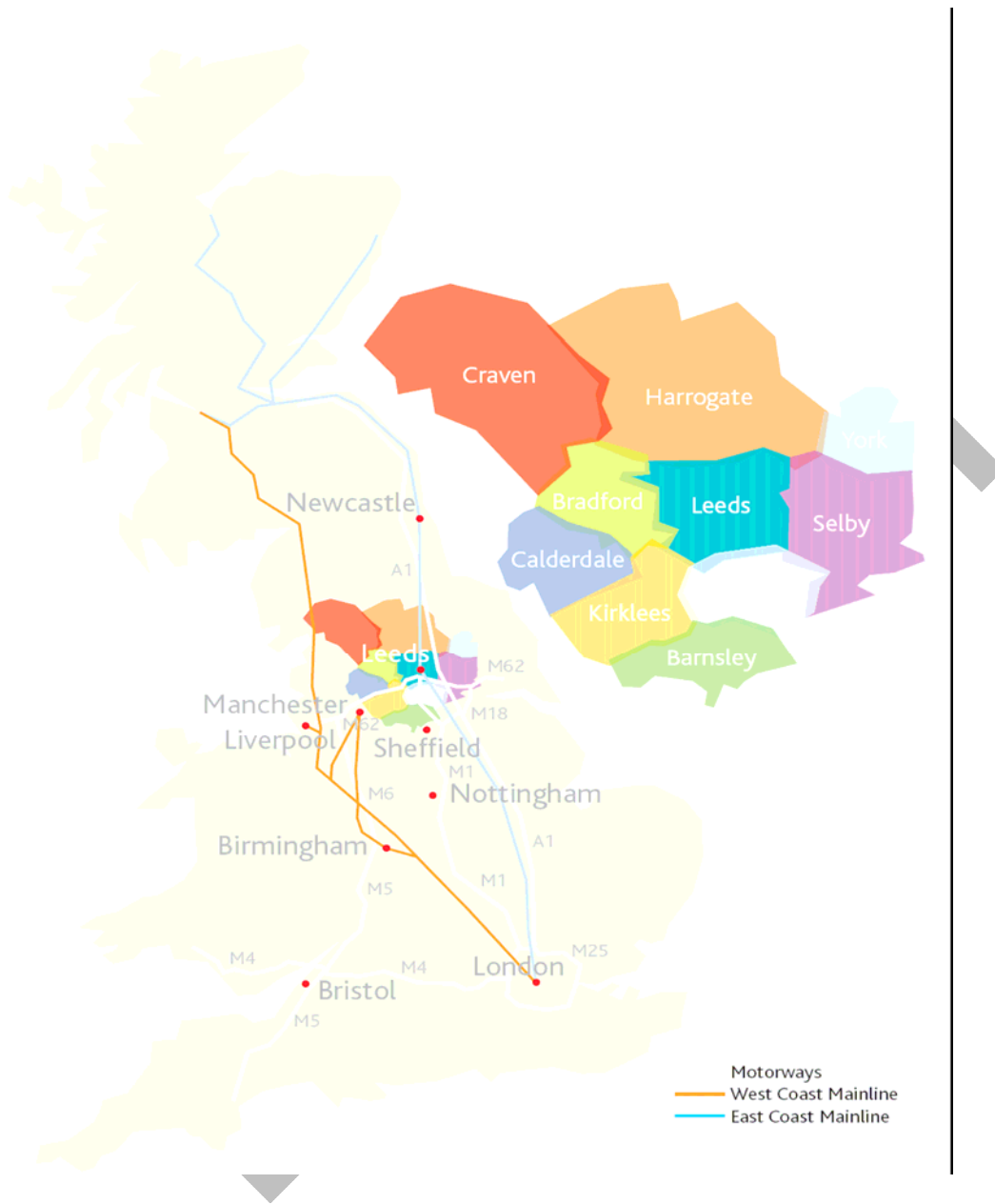
LCR Risks	Likelihood	Impact	Mitigation
MAA proposal submitted in June 08 and not approved	Low- based on good comms with GOYH/CLG	Reputational	Iterative process, flexible timescale, to enable submission when ready
Capacity to oversee implementation/review of asks	Medium/low – LCR secretariat in place	Non delivery of asks	Ensure sufficient capacity in LCR secretariat to deliver
LCR partnership changes before 2016	Low risk in short term – partners have entered legal agreement	No basis for delivery of MAA	June sign off and early delivery of MAA will consolidate partner support for LCR governance arrangements.

8. Next steps

8.1 Subject to progress, the following outline next steps in MAA development have been identified in the table below:

Timescale	Proposed action
March 08	Submission of draft to GOYH
April 08	Negotiations with Whitehall departments (brokered by GOYH/CLG as appropriate)
May 08	Final negotiations/mods
May 08	Formal submission to GOYH Regional Director
June 08	Sign off by LCR Leaders’ Board and Secretary of State

Annex A - Leeds City Region – a city region of places



- A.1 We are bound by the shared success of the City of Leeds which has been the engine of growth as the core city in Yorkshire. This growth has been great for Leeds, a city transformed by investment, commerce and development, especially in financial and business services.
- A.2 Of our other 3 main cities (Bradford, York and Wakefield), York is the most internationally recognisable as a magnificent historic city and, increasingly, as

a centre of excellence for science and innovation. Bradford is our most cosmopolitan city with a fast growing working age population and an industrial heritage in wool textiles that has the global traditions of 'Made in Sheffield or Birmingham'. The City of Wakefield and its District is a major administrative and logistics location, advantageously served by its transportation networks.

A.3 Each of our 4 main cities has major capital investments in commercial, retail, leisure, cultural and residential developments. Stimulated by Yorkshire Forward's renaissance programme, leading developers and built environment professionals are backing new schemes and restorations of fine Victorian buildings, opening-up waterfronts and creating new townscapes.

A.4 The Leeds city region's individually distinctive medium sized towns:

- Barnsley is being repositioned as a 21st Century Market Town, remaking a new economic role as a location in the 2 city regions of Leeds and of Sheffield.
- Halifax rediscovered its Victorian heritage as an asset in the 1980s in its Calderdale Inheritance decade with the Civic Trust. It is now pursuing urban renaissance and building on its strength in financial and business services.
- Harrogate is a residential area of choice for professional and managerial workers in Leeds. The Harrogate International Conference Centre with its exhibition space is the UK's 2nd largest while the Yorkshire Showground hosts the annual Great Yorkshire Show, one of the region's major events.
- Huddersfield is the largest of the city region's towns and exemplifies the transition from a traditional manufacturing economy to one drawing on knowledge, creativity, innovation and media. The University of Huddersfield's 'Towns Like Us' programme has exported the impact of HE experienced in Huddersfield to University Centres in Barnsley and in Oldham.
- Across the city region, including in the Metropolitan Districts, are over a dozen smaller towns including historic places like Ripon City and Selby with their Cathedrals and Abbey, Skipton as the gateway to the Dales and the headquarters of the Skipton Building Society Group, urban centres like Keighley, Dewsbury and the 5 towns in Wakefield representing a 'constellation of market towns' and other centres like Ilkley, Otley, Wetherby.
- Within our rural areas, amongst hills, dales and countryside are distinctive and vibrant places such as Settle, Hebden Bridge, Haworth, Holmfirth, and Penistone.

Annex B – LCR Transport Funding

- B.1 The Transport Innovation Fund is a new funding source for schemes that include demand management. At this stage, there is no funding committed for schemes in the city region.
- B.2 As part of the development of the city region Transport Vision, the availability of potential sources to fund the Vision have been reviewed. This highlighted the apparent disparity between the funding specifically allocated to schemes in the city region from the Regional Funding Allocation, compared with the proportion of residents, jobs and GDP. Prior to the announcement of the funding support for the Leeds New Generation Transport, this comparison highlighted only 20% of the RFA investment has been allocated to schemes in the Leeds city region, yet the city region attracts around 60% of the population and jobs, and generates a similar proportion of GDP per capita. If alternative funding sources are included, plus the funding allocated for Leeds NGT, this imbalance for the Leeds city region is less pronounced.
- B.3 Table B-1 presents the committed funding sources for the region. The detailed funding profile is presented to 2015/16, although some funding sources have yet to be confirmed beyond 2010/11, and private sector funding, eg for new buses and Leeds Bradford Airport has not been factored in. Funding sources beyond 2016 are aggregated to a single total. Table B-2 presents a similar analysis for the city region only. There is relatively limited data available for Network Rail enhancements. The maintenance and renewals elements have been excluded from this analysis, and Network Rail has only published data to the end of Control Period 3 (up to 2008). Overall, the funding position for the Leeds city region, relatively to the overall Yorkshire and Humber Region is relatively positive, with around 76% of funding allocated to the city region. This overall conclusion masks a number of important trends:
- Authorities in the Leeds city region secure around 54% of LTP funding, which is not fully in line with the scale of the contribution made to the city region economy (See Section 1.2);
 - The confirmation of £150m to fund the first phase of the NGT network in Leeds means a higher proportion of the Regional Funding Allocation will now be allocated to schemes in the city region, with around 75% allocated. A further £93m of headroom funding has been identified for the region, although the spend profile has been estimated. The proportion of the £93m allocated to the Leeds city region is unknown;
 - About 74% of the identified funding allocated to schemes in the Leeds city region originates from the Highways Agency, although this will be dependent on the outcome of the ongoing cost review;
 - Although 100% of Network Rail's enhancement funds are allocated to the Leeds city region, this outcome is a function of the limited information

available, and the current lack of information on investment in CP 4 is a barrier to aligning plans and funding.

Source	2007/08	2008/09	2009/10	2010/11	2011/12	2012/13	2013/14	2014/15	2015/16	2016 +	Total (£m)
LTP	72.79	76.06	79.48	83.07	0.00	0.00	0.00	0.00	0.00	0.00	311.40
RFA	67.36	61.59	49.36	67.94	55.90	87.56	55.30	28.03	0.00	0.00	473.04
Network Rail	10.58	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	10.58
Highways Agency	46.20	39.20	41.37	107.93	133.80	207.30	257.50	257.50	183.20	334.00	1608.00
Others (TIF)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total	196.93	176.85	170.22	258.95	189.70	294.86	312.80	285.53	183.20	334.00	2403.02

Table B-1 - Summary of Potential Funding Sources – Y&H Region (Source: Estimated by Arup)

Source	2007/08	2008/09	2009/10	2010/11	2011/12	2012/13	2013/14	2014/15	2015/16	2016 +	Total (£m)
LTP	38.48	40.81	43.29	45.92	0.00	0.00	0.00	0.00	0.00	0.00	168.51
RFA	34.96	46.16	39.15	13.77	11.64	55.30	55.30	27.65	0.00	0.00	145.68
Network Rail	10.58	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	10.58
Highways Agency	38.70	38.70	38.70	103.20	129.00	193.50	193.50	193.50	103.20	258.00	1290.00
Others (TIF)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total	122.72	125.68	121.14	162.89	140.64	248.80	248.80	221.15	103.20	258.00	1753.02

Table B-2 - Summary of Potential Funding Sources – Leeds City Region (Source: Estimated by Arup)

Source	2007/08	2008/09	2009/10	2010/11	2011/12	2012/13	2013/14	2014/15	2015/16	2016 +	Total (£m)
LTP	53%	54%	54%	55%	0%	0%	0%	0%	0%	0%	54%
RFA	52%	75%	79%	20%	21%	63%	100%	99%	0%	0%	60%
Network Rail	100%	0%	0%	0%	0%	0%	0%	0%	0%	0%	100%
Highways Agency	84%	99%	94%	96%	96%	93%	75%	75%	56%	77%	80%
Others (TIF)	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
Total	62%	71%	71%	63%	74%	84%	80%	77%	56%	77%	73%

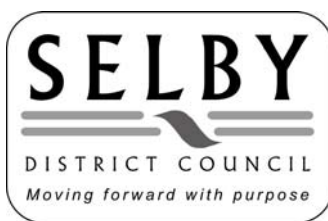
Table B-3 - Summary of Potential Funding Sources – % Allocated to Leeds City Region

- B.4 The total proportion of funds allocated to schemes in the Leeds city region, as a proportion of the total for Yorkshire and Humber is shown in Table B-3 to be relatively high. However, this outcome is dependent on a number of factors. For example, costs for the M1 and M62 widening prepared by the Highways Agency has been included, and a spend profile has been estimated. However, the proposed costs for the £1.29bn widening scheme are still being reviewed, and the project scope could be revised. The Highways Agency investment accounts for around two-thirds of committed investment for the Leeds city region. If this cost review meant the project scope was reduced, leading to plans for motorway widening being superseded by smaller scale measures, this will significantly reduce the overall proportion of total investment available for our city region.
- B.5 The additional £93m headroom funding available for Yorkshire and Humber under RFA represents another opportunity. Scheme promoters are currently developing proposals, and a proportion of this investment could be allocated to schemes in the Leeds city region. If authorities in the city region were successful securing a share of this RFA funding, this would further increase the proportion of revenue allocated.

Annex C – Leeds City Region governance arrangements

Transport Panel - Membership	
Chair	Member of the Leaders' Board
Deputy Chair	Member of the Leaders' Board
Council representatives	Member representatives of four constituent councils (councils not represented by the Chair or Deputy Chair)
Yorkshire Forward	Board Member/Executive Director
YH Assembly	Executive Board Member
Government Office	Director level officer
Business Representative	Business Leadership Group
WYPTEs' representative	Chair / Chief Executive
SYPTE representative	Chair / Chief Executive
Highways Agency	Director
Network Rail	Director

Skills and Labour Market Panel Membership	
Chair	Member of the Leaders' Board
Deputy Chair	Member of the Leaders' Board
Council representatives	Member representatives of four constituent councils (councils not represented by the Chair or Deputy Chair)
Yorkshire Forward	Board Member/Executive Director
Government Office	Director level officer
Business Representative	Business Leadership Group
YH Reg. Skills Partnership Board	Chair / Director
Universities	Knowledge Transfer Director
LSC	Regional Director
WY Employers Coalition	Director
Job Centre Plus	Director



Title: Appointment of Monitoring Officer
To: Council
Date: 3 June 2008
Service Area: Legal and Democratic Services
Author: Chief Executive

1 Purpose of Report

- 1.1 To seek approval for the appointment of a new Monitoring Officer following the departure of the former Head of Service, Legal and Democratic Services

2 Recommendation

- 2.1 **To appoint Jonathan Lund, Strategic Director, as the Council's Monitoring Officer in accordance with the Local Government and Housing Act 1989 and subsequent legislation, and to make consequential amendments to the Council's Constitution.**

3 Executive Summary

- 3.1 The Local Government and Housing Act 1989 (as amended by subsequent legislation) requires every district council to designate one of their officers as the Monitoring Officer.
- 3.2 The Council's Constitution provides that the Council's Head of Service, Legal and Democratic Services shall be the Council's appointed Monitoring Officer. However, following the departure of the former Head of Service in that role the duties of the Monitoring Officer have been undertaken by one of the Council's Strategic Directors, supported by the legally qualified interim Head of Legal and Democratic Services.
- 3.3 This report seeks formal authority for the continuation of that arrangement.

4 The Report

Background

- 4.1 The Council is required to designate one of its officers as the officer responsible for performing the duties of Monitoring Officer imposed by Section 5 of the Local Government and Housing Act 1989. There is no statutory definition of “officer” but it is conventionally taken to be a paid employee of the authority.
- 4.2 Whilst there is no statutory requirement for the postholder to be legally qualified, the designated officer should be in a position to know what the various parts of the authority are proposing to do, to be able to advise and resolve issues that may arise, and have sufficient independence and budget to procure legal advice whenever appropriate.
- 4.3 Following the departure of the previous Head of Service, Legal and Democratic Services earlier this year I made arrangements to ensure that the duties of the Monitoring Officer were transferred to Jonathan Lund, one of the Council’s two Strategic Directors and a member of the Council’s Strategic and Joint Management Teams.
- 4.4 This report recommends that that arrangement continues pending further detailed consideration of the staffing arrangements and structures within the legal and democratic services and whilst the Council continues to employ an interim Head of Legal and Democratic Services.

Staffing Implications

- 4.5 The proposed designation has been discussed with Mr Lund who is happy to take on the role. He will be supported by the existing Strategic Director support staff and the interim Head of Legal and Democratic Services.

Financial Implications

- 4.6 These proposals have no additional financial implications.

7 Link to Corporate Plan

7.1 This report aims to support the Council's corporate themes of making best use of resources and organising to deliver.

8 How Does This Report Link to the Council's Priorities?

8.1 This report has no direct bearing on the Council's priorities but will continue to ensure that the actions of the council are undertaken with proper regard to the law, good governance and probity.

9 Impact on Corporate Policies

9.1	Service Improvement	No Impact
9.2	Equalities	No Impact
9.3	Community Safety and Crime	No Impact
9.4	Procurement	No Impact
9.5	Risk Management	No Impact
9.6	Sustainability	No Impact
9.7	Value for Money	No Impact