

MISSION STATEMENT

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

Please ask for: Ken Robinson
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E-mail kerobinson@selby.gov.uk

6 October 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 14 October 2008** commencing at **6.00 pm**.

Yours sincerely

S Martin
Strategic Director

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 **29 July 2008** (pages 5 to 12 attached).

4. Communications

- (a) A letter from the Yorkshire Local Councils Associations regarding support for Yorkshire Local Councils Associations. (Pages 13 to 14 attached)
- (b) A letter from United Nations Association UK regarding marking the 60th Anniversary of the Declaration of Human Rights. (Page 15 attached)
- (c) A letter from the Association of Independent Members of Standards Committees in England regarding the remuneration for Independent Members of Standards Committee. (Pages 16 to 17 attached)
- (d) A letter from the North Yorkshire Scout Council regarding the development of Scouting in North Yorkshire. (Pages 18 to 20 attached)
- (e) Correspondence from North Yorkshire County Council seeking a nomination to serve on a Flooding Scrutiny Task and Finish Group.

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 23 July 2008	Green	Minutes: 174 –194 Pages: 21 – 31
Planning Committee 20 August 2008	Green	Minutes: 218 – 236 Pages: 32 – 39
Planning Committee 17 September 2008	Green	Minutes: 267 – 283 Pages: 40 – 50
Licensing Committee 4 August 2008	Cream	Minutes: 208 – 217 Pages: 51 – 54
Licensing Committee 1 September 2008	Cream	Minutes: 237 – 246 Pages: 55 – 59
Licensing Committee 29 September 2008	Cream	Minutes: 323 – 330 Pages: 60 – 62
Standards Committee 8 September 2008	Grey	Minutes: 247 – 257 Pages: 63 – 66
Economy Board 9 September 2008	Pink	Minutes: 259 – 266 Pages: 67 – 70
Environment Board 18 September 2008	Blue	Minutes 284 – 290 Pages: 71 – 74
Social Board 23 September 2008	Yellow	Minutes: 291 – 305 Pages: 75 – 81
Audit Panel 24 September 2008	White	Minutes 306 – 313 Pages: 82 - 85
Overview and Scrutiny Committee 28 September 2008	Salmon	Minutes: 314 – 322 Pages: 86 - 91
Policy and Resources Committee 30 September 2008	Gold	Minutes: 331 - 353 Pages: 92 - 102

8. **Selby Community Project**

Report of the Chief Executive (pages 103 to 105 attached).

9. **Review of Car Parking Fees 2008 Order**

Report of the Head of Service – Legal & Democratic Services (to follow)

10. **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.

11. **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

SELBY DISTRICT COUNCIL

Minutes of the proceedings of a meeting of the Council held on 29 July 2008, in the Civic Suite, the Civic Centre, Portholme Road, Selby, commencing at 6:00 pm.

197	Minutes
198	Communications
199	Public Questions
200	Councillors' Questions
201	Committee and Board Minutes
202	Selby District Local Strategic Partnership
203	White Paper – Communities in Control
204	Urgent Action
205	Sealing of Documents
206	Private Session
207	Central Area Car Park, Tadcaster

Present: Councillor J Thurlow (Chairman) in the Chair

Councillors: J Cattanach, I Chilvers, M Crane, Mrs D Davies, M Davis, Mrs S Duckett, Mrs J Dyson, K Ellis, D Fagan, Mrs C Goodall, Mrs M Hulme, Mrs G Ivey, M Jordan, D N Mackay, Mrs P Mackay, B Marshall, W N Martin, J McCartney, Mrs M McCartney, Mrs K McSherry, C Metcalfe, Mrs E Metcalfe, Mrs W Nichols, I Nutt, R Packham, C Pearson, B Percival, A Pound, Mrs S Ryder, R Sayner, S Shaw-Wright, Mrs A Spetch, R H Sweeting and Mrs D White.

Officials: Chief Executive, Mr S Martin - Strategic Director, Head of Service – Finance and Central Services, Head of Service – Development Services, Head of Service – Environmental Health and Leisure, Communications Manager, Democratic Services Officer and Committee Administrator.

The Monsignor B Bickers offered opening prayers.

Public: 1
Press: 2

195 **Apologies for Absence**

Apologies for absence were received from Councillors J Deans, W Inness, C Lunn, Mrs C Mackman and J Mackman.

196 **Disclosure of Interest**

None

197

Minutes

Resolved; That the minutes of the proceedings of the Council held on 3, 11 and 24 June 2008 be confirmed as correct records and be signed by the Chairman.

198

Communications

a) Letter from the Identity and Passport Office - National Identity Scheme

The Chief Executive submitted a letter from the Identity and Passport Office commenting on the Council's opposition to the introduction of a National Identity Scheme.

Resolved: That the letter be noted.

b) Letter from The Boundary Commission

The Chief Executive submitted a letter from The Boundary Commission asking if the Council was considering any electoral or administrative review in the near future.

Resolved: That the letter be noted.

c) Selby Town Council

The Chief Executive submitted a letter from the Town Clerk of Selby Town Council informing him that the Council had been awarded Quality Parish Council status. He informed councillors that he had sent a letter of congratulation to the Town Council.

Councillor I Nutt informed the Council that Brayton Parish Council had also been awarded Quality Parish Council status.

Resolved:

- (i) That the letter be noted and**
- (ii) that Brayton Parish Council be congratulated on the award.**

d) SELBY DIAL

The Chief Executive submitted a letter from Selby DIAL informing him that David Peart had resigned and requested the Council nominate a new representative.

Resolved:

(i) **That the letter be noted and**

(ii) **the appointment of a representative be considered at the next meeting.**

e) Letter from Councillor R Sweeting

The Chief Executive submitted a letter from Councillor R Sweeting informing him that as of 29 July he would be joining the Conservative group of the Council. The Chief Executive informed councillors of the implications for committee membership and that he would discuss the matter with the group leaders.

Resolved: That the letter be noted

199

Public Questions

None

200

Councillors' Questions

None

201

Committee and Board Minutes

Planning Committee 28 May 2008

Resolved:

That the minutes be noted.

Planning Committee 25 June 2008

Resolved:

That the minutes be noted.

Economy Board 10 June 2008

Resolved:

That the minutes be noted.

Environment Board 12 June 2008

It was reported that the recommendation set out in minute 72 had been the subject of 'call in' and had been discussed at the Overview and Scrutiny Committee on 26 June 2008. The decision of both the Environment Board and the Overview and Scrutiny Committee would be considered later in the meeting when the minutes of the Policy and Resources Committee of 15 July 2008 were discussed

Resolved:

That the minutes be noted.

Audit Panel 16 June 2008

Resolved:

That the minutes be noted.

Policy and Resources Committee 24 June 2008

The Chief Executive informed councillors that part (ii) and (iv) of the resolution contained in minute 95 should have been minuted as recommendations to Council

Resolved:

- (i) That the minutes be noted and**
- (ii) that recommendations (ii) and (iv) set out in minute 95 be approved and adopted.**

Policy and Resources Committee 15 July 2008

Councillor Crane referred to minute 163 and reported that arrangements had been made for Abbey Leisure Centre and Tadcaster Leisure Centre to admit customers free of charge on 24th August 2008 and for the provision of entertainment to mark the official handover of the Olympic flag to the

London 2012 Organising Committee. The estimated costs amounted to £3000.

Resolved:

- (i) That the report be noted and**
- (ii) approval be given to the expenditure of £3000 to be met from existing resources**

In response to a question regarding minute 165 the Chief Executive agreed to provide information to councillors electronically regarding telephone calls to Access Selby.

Councillors attention was drawn to minute 171 and consideration was given to minute 72 of the Environment Board and minute 134 of the Overview and Scrutiny Committee concerning the review of car park charges.

It was moved by Councillor Crane, seconded by Councillor Percival

That the recommendations set out in minute 171 relating to car park fees be approved.

In accordance with paragraph 5.27(e) of the Councils constitution that a recorded vote was taken as shown below:-

For the proposal (19)

Councillors: I Chilvers, M Crane, Mrs J Dyson, K Ellis, D Fagan, Mrs C Goodall, Mrs G Ivey, M Jordan, D Mackay, Mrs P Mackay, Mrs K McSherry, C Metcalfe, Mrs E Metcalfe, I Nutt, B Percival, A Pound, Mrs S Ryder, R Sayner and Mrs A Spetch.

Against the proposal (11)

Councillors: Mrs D Davies, Mrs M Davis, Mrs S Duckett, B Marshall, N Martin, J McCartney, Mrs M McCartney, Mrs W Nichols, R Packham, S Shaw-Wright and A Thurlow.

Abstained (5)

Councillors: J Cattnach, Mrs M Hulme, C Pearson, R Sweeting and Mrs D White.

Resolved:

That the recommendations set out in minute 171 relating to car park fees be approved.

The Chief Executive referred to minute 173 and informed councillors that the contract for air conditioning at Abbey Leisure centre had been let.

Overview and Scrutiny Committee 26 June 2008

Resolved that :

The minutes be noted

Licensing Committee 7 July 2008

Resolved that:

The minutes be noted.

Social Board 8 July 2008

Resolved that:

The minutes be noted.

Town Centre Working Group 10 July 2008

Resolved: that

The minutes be noted.

202

Selby District Local Strategic Partnership

The Head of Service- Policy and Performance submitted a report updating Councillors on the work of the Local Strategic Partnership (LSP). The LSP met on a quarterly basis and conducted the bulk of its work through four sub groups and reports from the groups were set out in the paper.

Councillors commented on the problems caused when police officers from Selby were called to assist with the policing of York. Councillor Crane undertook to raise the issue when he met with the Chairman of the North Yorkshire Police Authority.

Resolved: That the report be noted.

203

White Paper –Communities in Control

The Chief Executive submitted a report giving an outline of the White Paper

'Communities in Control – Real People, Real Power' which had been issued on 9 July 2008.

The White Paper looked at the concepts of:

- Promoting democracy
- Active participation by citizens and volunteers
- Greater access to information
- Wider use of petitions
- Participatory budgeting
- Holding officials to account
- Increasing the accountability of police and health services
- Broadening the range of those standing for public office

Resolved:

- (i) The report be noted, and**
- (ii) The Policy and Resources Committee be requested to recommend a practical response to the White Paper.**

204

Urgent Action

The Chief Executive informed councillors he had received a request for funding from the Rail Users group and in consultation with the Leader of the Council a sum of £667 for 2007/08 had been approved.

Resolved:

That the report be noted.

205

Sealing of Documents

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

Resolved:

That authority be granted for the signing of, or the Common Seal of the Council being affixed to, any documents necessary to give effect to any resolutions hereby approved.

206

PRIVATE SESSION

Resolved:

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 a disclosure of exempt information as defined in paragraph 6(b) of Section 12(A) of the Act, as amended by the Local Government (Access to Information) (Variation) Order 2006.

207

Central Area Car Park, Tadcaster

Councillors Mrs G Ivey and C Metcalfe declared that, as they were members of the Selby Area Committee of the North Yorkshire County Council they would take no part in the discussions and voting on this item.

The Chief Executive submitted a report recommending that the judicial review application be stayed until 31 October 2008.

The report gave details of the history of the site and reasons for the recommended course of action.

Resolved:

- (i) That the judicial review be stayed until 14 October 2008 and**
- (ii) a further report be brought to the council meeting on that day.**

The meeting closed at 7.24pm



YORKSHIRE LOCAL COUNCILS ASSOCIATIONS

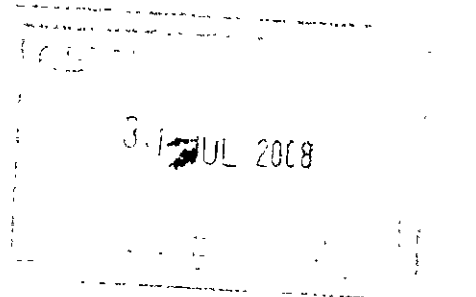
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IS/JM

29 July 2008

Mr M Conner
Chief Executive
Selby District Council
Civic Centre
Portholme Road
SELBY
YO8 0SB




Dear Mr Conner


SUPPORT FOR YORKSHIRE LOCAL COUNCILS ASSOCIATIONS

I am aware that this may not be the best time to be approaching you but the Joint Executive Board of the Associations has asked me to write to all principal authorities seeking funding of £2000 each towards the work of the Associations. You are no doubt aware that the main thrust of our work is to provide procedural and legal support to parish and town councils in North, South and West Yorkshire. Membership includes over 500 councils which is a large percentage of the possible total and is widely spread across all of the principal authority areas. Membership within your district stands at 47 councils – 77% of the total.

We were most grateful for your councils support in the last financial year and this very much helped the Associations with their work.

The Associations have now completed the process of renewal as an independent membership and member-led organisation. An annual report is enclosed with this letter  which gives a flavour of our work in supporting our member councils with specialised and detailed legal and technical advice, information services, training for councillors and officers, and practical support to aid the development of town and parish councils especially in the light of the government's ongoing support for these first tier authorities.

Now that the Associations have achieved this focus on specialising in support for parish and town councils, there has also been some more general work in widening the awareness of those involved in leading these councils and in speaking on their behalf wherever appropriate. This latter is often done whether or not the councils are in membership although for specialised services councils would have to be in membership to receive assistance. The Associations have often been in a position to act as an independent organisation to undertake, for example, elections for standards committees, the national park boards and similar situations. They have also started to work at regional level, in partnership with principal authorities and others, to assist in raising the local voice. My members believe this benefits and strengthens the process and other participants and is one of our reasons for seeking your assistance.

 Annual Report available from Ken Robinson - Democratic Services.

President: Cllr M J Elsmore; Chairman: Cllr Mrs Gaynor De Barr; Chief Officer: Ian Strong MBE 13

Comprising North, South and West Yorkshire Local Councils Associations

29 July 2008

Our work has continued to assist councils to achieve Quality Parish Status and there is evidence that many parishes are becoming active partners at the local level. The Associations have been involved in a restructuring of this process. Demands for our services have continued to grow and we have increased the use and scope of the specialist membership section on our website and making greater use of electronic communication. This has helped us to improve the quality of our service and to make optimum use of scarce resources. We have also actively recruited new members with some steady signs of success.

As previously the vast majority of our funding comes from the subscriptions we charge our members. We know that this gives the Associations great strength and delivers ownership to the town and parish councils. We have also developed partnership working although we consider that there are some things which are best done by a specialist organisation which is completely independent and geared up to the needs of the parishes.

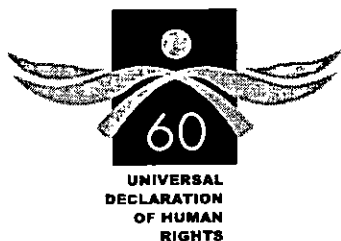
Plans for the future include supporting members much more to help make them fit for purpose and we are aware of a growing acceptance from parishes that they need to take their responsibilities seriously. We continue our commitment to Quality Parish Status by assisting individual councils to achieve QPS. We also recognise the need for the Associations to work in partnership with the principal authorities, intending to allocate staff time to ensure that this happens. We are seeking your assistance because we believe that it will help to enhance the services we provide to our members. For example we would wish to provide more specific training for councils; which we feel is a key factor to the partnership working to which we have already referred. One of our key aims has always been to give councillors and councils the knowledge they need to have a meaningful and effective relationship with the principal authorities and with other levels of government.

I would be grateful for your consideration of this matter and look forward to having your response in due course.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Ian Strong', with a long horizontal flourish extending to the right.

IAN STRONG
Chief Officer



United Nations Association UK London and South East Region



5th August 2008

Cllr Anthony Thurlow,
Selby District Council

Dear Mr Chairman,

Marking the 60 Anniversary of the Universal Declaration of Human Rights

On December 10th, this year, we mark the 60th Anniversary of the adoption of the United Nations Universal Declaration of Human Rights.

After the UN Charter itself, this is the most important UN agreement between rival ideological powers and between the rich and the poor. It stands as testimony to the high moral standards to which war-weary states aspired. Translated into 350 languages - more than any other document - its thirty, short but visionary Articles set out values for a truly inclusive society and the Declaration itself remains the talisman of the oppressed and of those to whom it strives to bring recognition and seeks to protect.

In 1968, at the height of the Cold War, mayors and civic leaders throughout the United Kingdom agreed to sign a facsimile of the Universal Declaration, re-dedicating their communities to its principles. Since then, fifty five new states have joined the United Nations and the Cold War has ended; however, over these forty years, the make-up of our own communities in the United Kingdom has changed greatly.

Although we have succeeded in realising some of the values to which we aspired in 1948, the delivery of that truly inclusive society continues to challenge us all, both internationally and locally. For this reason, we invite you and fellow civic leaders nationwide to join your colleagues in other countries in re-dedicating our communities to the principles in the visionary Universal Declaration.

An A2 size facsimile of the Universal Declaration, designed along the lines of the 1948 UN Yearbook, is being printed with spaces for your name, signature, date and your community's name. It is envisaged that the facsimile would be signed in a simple ceremony in a place of your choice and when you choose, ideally between this Autumn and Spring 2009. When signed, we urge you to display it prominently as was requested by the UN General Assembly in 1948. Your ceremony with report and photographs will be posted on www.humanrights2008.org.uk alongside other ceremonies held in this country and in others as a lasting record and would be circulated to the press and other media.

I enclose a detailed order form and on behalf of my colleagues nationwide, I wish you and your community all success in the coming year.

With kind regards,

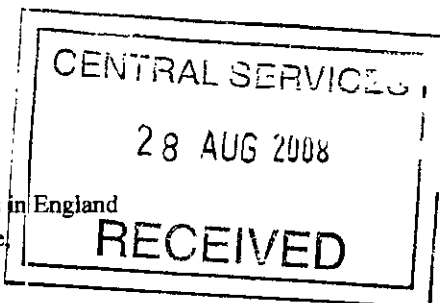
David Wardrop, Co-ordinator,
Universal Declaration of Human Rights
60th Anniversary Programme

61 Sedlescombe Road
London SW6 1RE
Tel 0207 385 6738
davidwardrop@bulldoghome.com

58(58)

AIMSce Association of Independent Members of Standards Committees in England
Website: www.aimsce.org.uk

Dane Lodge,
Main Road,
Newbridge,



19 August 2008.

Isle of Wight.

PO41 0TR.
Tel: 01983531427; Fax: 01983531885:
E-mail: bruce.claxton@aimsce.org.uk

mc

Chief Executive or Head of Paid Service.

Selby District Council,
Civic Centre,
Portholme Road,
Selby,
North Yorkshire.
YO8 4SB.

Dear Sir or Madam,

Remuneration for Independent members of Standards Committees.

I write as Chairman of AIMSce, which is a voluntary membership organisation of and for Independent Members of Standards Committees. Pursuant to recent legislation regarding the conduct regime of local government members including co-opted members, we would wish to draw to your attention certain matters contained in the Guidance document produced by the Standards Board for England entitled "The Role and Make-up of Standards Committees". On page 15 the following statements appear:-

"Remuneration for independent members.

Authorities must introduce an annual scheme for the payment of a basic allowance to their members, based on the recommendations of an independent remuneration panel. The annual scheme can also extend to the payment of other allowances, including a co-optee's allowance. A co-optee's allowance relates to a person who is not a member of the authority but is a member of a committee or sub-committee, for example an independent member of a standards committee.

"We recommend that independent members should be able to claim for financial loss, travel and subsistence. This will help attract those people that may have been deterred from the role because of the costs involved. Each authority must consider the recommendations of its panel as to whether it should provide for the payment of a co-optee's allowance and of travelling and subsistence expenses"

"Indemnities for independent members.

Where independent members are carrying out their statutory duties, they may be protected by their authority's indemnity arrangements under the Local Authorities (Indemnities for Members and Officers) Order 2004. We recommend that all authorities include independent members in their indemnity arrangements."

The Association recently carried out a limited survey of current remuneration arrangements; some responses were received before the 1st April 2008 and reflect a limited number of authorities that at that time had elected members chairing their standards committees. A synopsis of the interim results of the survey is given below. It is unknown if a comprehensive database of relevant information exists which can be sought and reliably used by remuneration panels. Some additional information can be made available, particularly regarding expenses and the categories covered if required.

AIMSce understands that some Authorities have found it difficult to attract potential Independent Members from as wide a range of backgrounds as possible and AIMSce feels that a fair and equitable interpretation of remuneration issues will widen the base from which Independent Members can be chosen. AIMSce would

CEremunerationissue1.rtf 9August 2008

suggest that all Authorities should ensure that their independent members have access to all allowances available to elected members.

AIMSce is also aware that a minority of long standing and committed Independent Members consider that taking any or certain parts of their allowance package compromises their independence. AIMSce feels that this ethical stance should be respected and that all Independent Members should be given a clear option to make an informed choice as to whether they accept or decline each separate part of their allowance package.

Yours faithfully


R. B. Claxton,
Chairman.

Remuneration survey.

Responses to our questionnaire were received over a period of several months. Many predated the introduction of the legislation requiring the Chair of standards committees to be Independent Members; hence the quotation in some instances of the remuneration of elected chairs, vice chairs and members. We trust that those authorities who had elected chairs and vice chairs have provided similar or better remuneration to their independents now fulfilling those roles especially since the work load will increase with the local filter process etc now in place.

Authority Type	Independent Chair £ p.a.	Elected Chair £ p.a.	Independent Vice chair £ p.a.	Elected Vice chair £ p.a.	Independent Member £ p.a.	Elected Member £ p.a.
Borough	Nil to 3289					
City	Nil to 5000					
County	3375	5256		845	300 to 621	
District	None to 3449	3449			Nil to 860	345
Fire & Rescue/Fire	None to 1570				None to 1570	
London Borough	3900				£25 per meeting	
Metropolitan Borough	No values given					
National Park	480				130	
Police	1590 to 2921		Zero		Zero	
Passenger Transport	500				250	
Unitary	Nil to 4250	2000	280 to 1000	536 to 1000	None to 1000	None to 1000



Cll J Thurlow
Selby District Council
Portholme Road
SELBY
North Yorkshire
YO8 4SB

9th September 2008.

Dear Cllr Thurlow,

Please find enclosed an application to Selby District Council to support the development of Scouting in North Yorkshire, which I write to ask if you could please present to your Council.

Scouting is growing in the UK and there is more and more interest for the start up of new and innovative projects, which engage disaffected and hard to reach youth. The support of your Council would enable more groups in deprived areas to be supported through inception and enable more volunteers to be trained allowing, in turn, more young people to become involved in a proactive, fun, and hugely inspiring movement.

I look forward to hearing from you in due course, and hope that we are successful in our application.

Yours sincerely

Ian Hick.

North Yorkshire County Scout Council
County Scout Office 43b Market Place Thirsk North Yorkshire YO7 1HA
Tel +44 (0)1845 523858 Fax +44 (0)1845 524842 Email office@scouts-n-yrks.demon.co.uk
Registered Charity Number 524708

The Development of Scouting

Introduction

The main activities of The Scout Association challenge the problems you see on the news every day. Issues such as citizenship, obesity in young people, disaffected youth and the lack of social responsibility. These are all issues high on the Governments agenda and the Association has the expertise and skill to help young people deal with them.

Scouting, with its tremendous membership in the UK and worldwide, can make a difference and challenge those issues. One of the Movement's core principles is that it exists to help young people develop into future citizens through adventure, international friendship and the opportunity to change the world for good. Despite being a century old, these goals truly are a 21st century aspiration.

What do Young People Want?

Whilst we as an organisation believe that being outdoors and being active assist young people with some of the challenges they face, we felt it was far more important to understand what young people and their families want. To help us understand better the areas for us to focus on, the Association commissioned nfp Synergy to undertake research. They asked 1,000 young people and 1,000 parents about the outdoors: what activities they do, if they would like to do more, and what possible barriers there are.

The research showed that both young people and their parents say that outdoor activities are "healthy, energetic and fun" and they want to have the opportunity to do more, but the top-three activities are all sedentary and take place indoors. 83% of parents say that they want more outdoor facilities available for their children in the local area.

Solution 1: Provide local high-quality opportunities for outdoor activities: Well run, affordable local programmes within easy reach are vital. Finding out what children and parents want locally is a key part of the process to meeting their needs.

Parents say that there aren't enough opportunities for their children to get outdoors and over 80% say they would like to spend more time with their children outdoors but pressures on time, finances and safety fears are stopping them.

Solution 2: Parents need encouragement to get outdoors too: Parents need reminding about the health, self-confidence and enjoyment benefits of getting outside. The benefits of getting outdoors are not exclusive to children. Parents also need to be helped to put the risks of getting outdoors into perspective.

Kids enjoy indoor activities, but over three-quarters say they want to do more outdoor activities in their spare time. They want exciting and easily accessible activities where it doesn't matter if they are a novice or expert.

Solution 3: Make kids want to join the adventure: Development and promotion of challenging, exciting, diverse activities that gives rise to real adventure rather than 'reality TV' adventure.

Although over three-quarters of parents agree that they would like to find out more about outdoors activities in their local area, a third say they don't know where to go to find out this information.

Solution 4: Provide better information about outdoor opportunities. Too many parents and children don't know where to go for information. They need information and suggestions, on where and when local outdoor activities might be available. The web is an obvious solution.

Current Projects Requiring Funding in North Yorkshire

In order for us to meet the needs and wants of young people and their parents we have evaluated our current systems for recruitment into Scouting. Our waiting lists show that recruiting young people to Scouting is not a major problem, however without adult volunteers we are unable to expand or set up new groups in the areas young people require them. In order to attract adult volunteers and in turn young people to Scouting and the outdoors we require specialist staff to work in local communities.

Within North Yorkshire we require a specialist to target specific areas of the county to recruit and support new adults to set up new groups, or to join existing groups. Records show that in other parts of the country specialist staff are able to recruit between 70 – 100 new adults each year, providing new opportunities for an additional 250 – 400 young people.

This of course is the ideal. In the beginning the setting up of such a structure requires huge amounts of support and real dedication from the adult volunteers.

We currently have approximately 6,000 youth members in the North Yorkshire area who are supported by 1200 volunteers to take part in adventures. The introduction of a specialist staff member in North Yorkshire will help us to invest more heavily in hard to reach areas, and to encourage more people to become involved in a community based, adventure led activity.

Project Costs:

The new local development officer will actively promote, support and develop volunteering in all of its forms across North Yorkshire. The post will support the four key areas of development, minority communities, youth volunteering, recruitment of Group Scout Leaders and recruitment of volunteer administrative support to the group committees.

The officer will be recruited on a three year contract. At the end of the project it is envisaged that the new adult volunteers that have been recruited will be established enough to support themselves and to continue to grow the movement without the support of paid staff.

Financial support for this project has so far been received from North Yorkshire County Council, North Yorkshire Police and the City of York Council totalling £7,500 for the first year. Additional applications will be made to other Trusts and Foundations.

	Year One (£)	Year Two (£)	Year Three (£)	Total (£)
Recruitment Costs	2,000			2,000
Salary Costs, Inc Nat. Ins & Management Fee	24,596	25,334	26,094	76,024
Travel & Subsistence	4,500	4,500	4,500	13,500
Staff Training	900	915	935	2,750
General Administration	750	788	827	2,365
Heat/Light/Rent	850	892	973	2,715
Activity/Project costs	1,500	1,318	500	3,318
Capital costs	2,750	1,000	1,000	4,750
Other Costs	4,000	4,000	4,000	12,000
Contingencies (inc redundancy)	4,184	3,875	5,516	13,575
Totals	46,030	42,622	44,345	132,997

Our Request

Our application to Selby District Council is for a maximum of £2,000.00 per year for three years to help fund the Local Development Officer for the entirety of the project.

SELBY DISTRICT COUNCIL

Minutes of the proceedings of a meeting of the Planning Committee held on 23 July 2008, in Committee Rooms 1& 2, The Civic Centre, Portholme Road, Selby, commencing at 4.00pm.

177	Minutes
178	Chair's Address to the Planning Committee
179	2008/0560/FUL – D & R Motors Ltd, Doncaster Road, Brayton
180	2007/0726/COU – Woodland opposite Whinchat Cottage
181	2008/0801/FUL – 53 Park Avenue, Sherburn in Elmet
182	2007/1294/FUL – Lilac Cottage, Main Street, Appleton Roebuck
183	2008/0147/FUL – Lavourick, Church Street, Church Fenton
184	2008/0557/OUT – Greencore, Barlby Road, Barlby
185	2008/0591/FUL – Chalwin, Garmancarr Lane, Wistow
186	2008/0472/FUL – Milton Lodge, 58 Wistowgate, Cawood
187	2008/0525/FUL – Inholmes, Leeds Road, Tadcaster
188	2008/0070/FUL – Wormersley Primary School
189	2008/0466/LBC – 19 – 22 Abbey Yard, Selby
190	2008/0446/MAJ – Riccall Airfield, Market Weighton Road, Barlby
191	2008/0555/FUL – D & R Smith Motors, Doncaster Road, Brayton
192	2007/1485/FUL – St Patricks RC Church, Selby
193	2008/0709/CPO – Stillingfleet Mine
194	2008/0712/CPO – Wistow Mine

Present:

Councillors: J Cattanach, I Chilvers, Mrs D Davies, D Fagan, W Inness, C Lunn (for J Mackman), D Mackay, Mrs K McSherry (for J Deans), B Marshall, W N Martin, Mrs E Metcalfe, C Pearson, Mrs S Ryder, S Shaw-Wright.

Officials: Head of Service – Development Services, Head of Legal and Democratic Services, Development Control Manager, Acting Principal Planning Officer, Principal Planning Officer, Democratic Services Manager and Committee Administrator.

Also in
Attendance: Public Speakers

Public: 24
Press: 0

174 **Chairman for the meeting**

In the absence of the Chairman and Vice Chair, it was

Resolved:

That Councillor C Pearson be appointed chair for the meeting.

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

Apologies were received from Councillors J Mackman, J Deans, M Jordan and R Sweeting

Substitute Councillors were C Lunn for J Mackman and Mrs K McSherry for J Deans.

176 **Disclosure of Interest**

None

177 **Minutes**

Resolved:

That the minutes of the proceedings of the meeting of the Planning Committee held on 25 June 2008 be confirmed as a correct record and be signed by the Chair.

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

There was no Chair's address.

179

Planning Applications Received

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

Application: 2008/0560/FUL

Location: D & R Motors Ltd, Doncaster Road, Brayton

Proposal: Section 73 application to remove condition 13 and vary conditions 24 and 25 of planning permission 2006/0801/FUL relating to environmental issues, opening hours, car washing facilities and delivery times.

The Chair informed Councillors, that the applicant had withdrawn the application.

180

Application: 2007/0726/COU

Location: Woodland opposite Whinchat Cottage, Sandy Lane, North Duffield

Proposal: Retrospective change of use of land for the stationing of two residential caravans, three sheds, associated landscaping, hardstanding, cess pit and fencing.

Councillor W Inness proposed deferment of the applicant to allow for a site visit by the planning committee.

Resolved:

That the application be deferred.

181

Application: 2008/0801/FUL

Location: 53 Park Avenue, Sherburn in Elmet

Proposal: Erection of a two storey extension to the side of a single storey extension to the front to include integral garage

Councillor W N Martin proposed deferment of the application to allow for a site visit by the planning committee.

Resolved:

That the application be deferred.

Application: 2007/1294/FUL**Location: Lilac Cottage, Main Street, Appleton Roebuck****Proposal: Proposed erection of 1 no.4 bedroom detached dwelling with detached garage.**

The Acting Principal Planning Officer updated councillors of an additional letter received from the applicant's solicitor which had been distributed to the committee prior to the meeting.

Mrs Smith – Applicant

Mrs Smith informed councillors of the following issues

- *Surprised at curtilage issues, not mentioned as issues previously*
- *Highways happy with revised application*
- *Neighbours support application*
- *Similar developments near*
- *Within established building line*
- *Within development limits*
- *Lawn continuous with rest of garden*
- *Area used to harvest fruit and vegetables*
- *No harm to conservation area*
- *No harm to listed building*

The Acting Principal Planning Officer informed councillors of the relevant policies and the local plan concerning curtilage land.

RESOLVED:

- (i) **That the application be granted for the reasons that the application is in accordance with policy H2A and it was not considered to have a significant adverse impact on the setting of the listed building, residential amenity, and was acceptable, having regards to policies in the local plan and central government guidelines and;**
- (ii) **the Head of Service – Development Services be given delegated authority to include standard conditions.**

Application: 2008/0147/FUL**Location: Lavorick, Church Street, Church Fenton****Proposal: Erection of a detached two storey dwelling with integral garage and 2no. single storey detached dwellings with covered parking following demolition of existing dwelling.**

The Principal Planning Officer updated councillors that the wildlife agencies had no objections to the application following the revised mitigation strategy submitted by the applicant which addressed the protected species concerns and Condition 13 would be amended to reflect the amendments. Additional letters of objection had been received.

Mr King – Objector

Mr King informed councillors he objected to the application for the following reasons

- *His property was next door and he was proud of his garden and home*
- *Current views of mature trees*
- *Removal of hedge would lose wildlife habitat*
- *Garden boggy in the winter months*
- *Flood risk concerns*
- *Loss of natural light*
- *Overshadowing concerns*
- *Vehicle access concerns*
- *Contrary to local plan*

Mr Peacock – Parish Council

Mr Peacock informed councillors the Parish Council objected to the application for the following reasons

- *Principal of development*
- *Site unsuitable*
- *Development too large*
- *Out of character*
- *Impact of residential amenity*
- *Vehicle access concerns*
- *Noise and disturbance*
- *Not in public interest*
- *No contribution to open space*
- *Private development*

Mr Thompson – Agent

Mr Thompson informed councillors of the following issues

- Plans resubmitted
- 2 access points
- Highways no objections
- Previously developed land
- Impact on neighbours minimised
- Highest points of development within local and national guidelines
- Landscaping of site
- Nature conservation issues addressed
- New trees will replaced lost trees
- No loss of privacy or light
- Close corporation between developer and planners

Resolved:

That the application be granted, subject to the conditions in the officer's report, condition 13 being amended to reflect the new mitigation strategy, and additional conditions relating to retention of dry stone wall planters and fencing in accordance with mitigation guidelines.

184

Application: 2008/0557/OUT

Location: Greencore, Barlby Road, Barlby

Proposal: Outline application for a mixed employment development of Business (B1), General Industry (B2) and Storage and Distribution (B8) use to include means of access and indicative landscaping

The Acting Principal Planning Officer updated councillors on the outline application. The Highways Agency had placed a holding direction on the scheme on behalf of the Secretary of State for Transport, which meant no approval could be issued until this had been removed.

The Environment Agency had withdrawn their objection subject to conditions being in place concerning FRA. Both the Development Policy Manager and Principal Environmental Health Officer were now happy with the proposals, subject to conditions. Councillor B Percival had expressed concerns over the quality of the development and parking conditions. Parking conditions could not be imposed, as these would be matters for the Highways Agency. The Highways authorities did not support the art proposal for the roundabout, as these would be deemed to be a distraction to drivers.

The Acting Principal Planning Officer confirmed that conditions would be imposed on any approval and some conditions listed in the officers report would require slight amendments for which delegated authority was requested.

Mr Dickinson – Agent

Mr Dickinson informed councillors of the following issues

- Long standing employment allocation
- Planning consent was important to attract clients
- Consent would enable scheme to move forward
- Condition can impose restrictions

The Acting Principal Planning Officer confirmed that flood risk conditions would be included in the approval.

Resolved:

That the application be granted, subject to the extra conditions as discussed and the removal of the Highways Agency holding direction.

185

Application: 2008/0591/FUL

Location: Chalwin, Garman Carr Lane, Wistow

Proposal: Outline application for the erection of two dwellings including access following demolition of existing dwelling

The Principal Planning Officer outlined the application to councillors

Mrs Neil-Sawyer – Objector

Mrs Neil-Sawyer informed councillors she objected to the application for the following reasons

- Farm track concerns
- No footpath
- Impact on amenity
- House replacing bungalow
- Overshadowing concerns
- Loss of privacy
- Not a blank gable end
- Edge of the village development
- Setting a precedent
- Loss of character

The Principal Planning Officer confirmed that the design of the development could not be determined at this stage as this was an application for outline permission but an informative could be included to restrict the number of dwellings and that 2 storey developments would not be acceptable.

Resolved:

- (i) That the application be granted, subject to conditions in the officers report and an informative regarding number and height of dwellings and;**
- (ii) Councillor Martin requested a list of Acronyms be provided to assist councillors with details in reports**

186

Application: 2008/0472/FUL

Location: Milton Lodge, 58 Wistowgate, Cawood

Proposal: Retrospective application for the retention of an agricultural building

The Principal Planning Officer informed councillors of the details of the application.

Resolved:

That the application be granted subject to an additional condition regarding drainage.

187

Application : 2008/0525/FUL

Location: Inholmes, Leeds Road, Tadcaster

Proposal: The retention of an emergency telecommunication site consisting of an 25m mast supporting 3 antennae with ancillary equipment cabinets on a removable base.

The Principal Planning Officer informed councillors this mast was not a mast used by the emergency services but a provider required it to be erected to provide coverage of the service. The mast presented a detrimental impact on the environment and the applicant had not demonstrated very special circumstances, as the site was within the Green Belt.

The Head of Legal and Democratic Services informed councillors of the procedure for enforcement action to be taken.

Resolved:

That the application be refused and enforcement action proceed.

188

Application: 2008/0070/FUL

Location: Womersley C of E Primary School, Cow Lane, Womersley
Proposal: Proposed conversion of existing schoolroom to a dwelling and erection of 3 dwellings with car ports following demolition of existing temporary school buildings

The Principal Planning Officer updated councillors that letters of objection had been received concerning the holly tree, well and traffic concerns.

Resolved:

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

189

Application: 2008/0466/LBC

Location: 19 – 22 Abbey Yard, Selby

Proposal: Listed Building Consent for demolition of a concrete storage building and erection of a two storey extension to the rear.

The Acting Principal Planning Officer updated councillors that English Heritage had commented that the application was a significant improvement. The comments of the Conservation Officer in the report related to the proposal before it had been amended.

Resolved:

That the application be granted, subject to the conditions in the officer's report upon the expiry of the consultation period on 31st July 2008.

190

Application: 2008/0446/MAJ

Location: Riccall Airfield, Market Weighton Road, Barlby

Proposal: Erection of a factory/warehouse to produce ingredients for the pet food industry.

The Acting Principal Planning Officer informed councillors this was a major application and was an Environmental Impact Assessment application. The application also was a departure from the development plan. The Environment Agency had withdrawn their objection to the proposal.

Resolved:

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

191

Application: 2008/0555/FUL

Location: D & R Smith Motors Ltd, Doncaster Road, Brayton, Selby

Proposal: Section 73 application for the variation of conditions 2, 5 and 6 in relation to previously submitted drawings, site access and car washing facilities on land at

The Acting Principal Planning Officer informed councillors this was an application to vary an existing approval.

Resolved:

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

192

Application: 2007/1485/FUL

Location: St Patrick's RC Church, Petre Avenue, Selby

Proposal: Erection of five dwellings with garages following demolition of existing chapel.

There was no update to the report

Resolved:

That the application be deferred to allow for a site visit.

193

Application: 2008/0709/CPO

Location: Stillingfleet Mine, Cawood Road, Stillingfleet

Proposal: Section 73 to vary condition 19 to extend the time period within which the site should be restored as specified to allow for consideration of alternative use – consultation from North Yorkshire County Council

The Acting Principal Planning Officer updated councillors with details of correspondence sent to North Yorkshire County Council by the applicant and correspondence received from Cunnane Town Planning.

Resolved:

- (i) That Selby District Council strongly object to the proposal for an extension as UK Coal had already had more than adequate time to work out alternative usage for the site and;**
- (ii) Selby District Council strongly urge North Yorkshire County Council to ensure that UK Coal honour its planning condition to restore the site to its 'former' condition.**

Application: 2008/0709/CPO

Location: Wistow Mine, Long Lane, Wistow

Proposal: Section 73 to vary condition 24 to extend the time period within which the site should be restored as specified to allow for consideration of alternative use – consultation from North Yorkshire County Council

The Acting Principal Planning Officer updated councillors with details of correspondence sent to North Yorkshire County Council by the applicant and correspondence received from Cunnane Town Planning.

Resolved:

- (i) That Selby District Council strongly object to the proposal for an extension as UK Coal had already had more than adequate time to work out alternative usage for the site and;**
- (ii) Selby District Council strongly urge North Yorkshire County Council to ensure that UK Coal honour its planning condition to restore the site to its 'former' condition.**

The meeting closed at 6.20 pm.

SELBY DISTRICT COUNCIL

Minutes of the proceedings of a meeting of the Planning Committee held on 20 August 2008, in Committee Rooms 1 & 2, The Civic Centre, Portholme Road, Selby, commencing at 4:00 pm.

220	Minutes
221	Chair's Address to the Planning Committee
222	Planning Committee 2008/09 Performance Indicator Report: April 2008 – June 2008
223	Non Determination Appeal - 2007/1217/FUL – Southlands, South Milford
224	2008/0801/FUL – 53 Park Avenue, Sherburn in Elmet
225	2007/1485/FUL – St Patrick's RC Church, Petre Avenue, Selby
226	2007/0726/COU – Woodland Opposite Whinchat, Sandy Lane, North Duffield
227	2008/0208/COU – 4-6 New Lane, Selby
228	2008/0254/FUL – Station Road, Sandwath Lane, Church Fenton
229	2008/0255/FUL– Station Road, Sandwath Lane, Church Fenton
230	2008/0256/FUL– Station Road, Sandwath Lane, Church Fenton
231	2008/0501/FUL – 12 Kirkgate, Tadcaster
232	2008/0532/FUL – Rose Cottage, Market Weighton Road, North Duffield
233	2008/0598/FUL – Wimpey Site, Foxhill Lane, Brayton, Selby
234	2008/0705/FUL – Market Place, Selby
235	Private Session
236	Enforcement Sub Group Minutes

Present: Councillor J Mackman in the Chair

Councillors: J Cattanach, I Chilvers, Mrs D Davies, J Deans, D Fagan, W Inness, B Marshall, J McCartney, C Pearson and Mrs S Ryder (*for Mrs E Metcalfe*).

Officials: Head of Service – Development Services, Temporary Head of Service - Legal and Democratic Services, Development Control Manager, Senior Planning Officer, Democratic Services Manager, Committee Administrator and Public Speaking Officer.

Also in Attendance: Public Speakers

Public: 9
Press: 0

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

Apologies were received from Councillors D Mackay and Mrs E Metcalfe.

Substitute Councillor was Councillor Mrs S Ryder (*for Mrs E Metcalfe*).

219 **Disclosure of Interest**

Councillor J Mackman declared a prejudicial interest in application 2007/1217/FUL Southlands, South Milford.

220 **Minutes**

Resolved:

That the minutes of the proceedings of the meeting of the Planning Committee held on 23 July 2008 be confirmed as a correct record and be signed by the Chair.

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

The Chair informed Councillors of the following issues:

Seven staff had been recruited and there were now only two vacancies which would be advertised during September/October 2008.

Development Control continued to perform well with all performance indicators at or above the required level.

A councillor training programme was being developed and councillors were invited to put forward their ideas on topics to either Dylan Jones, Development Control Manager or Carol Baker, Committee Administrator.

The village design statements project was underway and a conference for the first 10 villages had been arranged for 3 September 2008.

222

Planning Committee 2008/09 Performance Indicator Report: April 2008 – June 2008.

The Head of Service - Development Services updated councillors on the progress made in 2008/09 for the corporate and statutory National Indicators for which the Planning Committee was responsible.

Resolved:

That the report be noted.

Councillor J Mackman declared a prejudicial interest in the following item (Minute 223) and left the room whilst it was discussed.

In the absence of Councillor J Mackman, the Vice Chairman, Councillor J Deans took the Chair.

223

**Non Determination Appeal – 2007/1217/Ful
Southlands, South Milford, Leeds
Residential development of 40 dwellings**

The application had been deferred at the meeting on 28 May 2008 and the applicant had appealed to the Secretary of State. The application would therefore, be determined by the Secretary of State, and not the committee. The committee was asked for its views on the application to enable representations to be made at the appeal.

The Development Control Manager reported that since the report had been circulated the highways section of North Yorkshire County Council had assessed the amended plans for the development. As a result, despite originally indicating that the scheme was not acceptable, they had no objections.

Councillor Mrs C Mackman Local Member informed the committee of the following points:

- The character and form of the development was not in keeping with the village
- The density of the development was too great
- Claims that the development was 'eco friendly' could not be substantiated
- Access

- The development did not conform to the definition of good quality development

Mr Hobman of South Milford Parish Council informed the committee of the following points:

- The development did not reflect the character and form of the village
- Access
- Shortage of recreational amenity space
- Educational contribution
- The developer had not accepted an invitation to meet with the Parish Council

Resolved:

That the application be opposed for the following reasons:-

Character and form of the development is not in keeping with the village

The density of dwellings is too high

There is insufficient parking provision

The design and materials are not in keeping with the village

Councillor J Mackman returned to the room and took the Chair for the remainder of the meeting.

224

Planning Applications Received

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

Application: 2008/0801/FUL

Location: 53 Park Avenue, Sherburn in Elmet

Proposal: Erection of a two storey extension to the side and single storey extension to the front to include integral garage

The Planning Officer updated councillors on the contents of his report.

Mr Dutson, the applicant informed councillors of the following issues:

- The extension did not overlook or overshadow the adjacent properties
- There were a number of two storey extensions to other properties in the street
- The character and form of the area would not be affected as there were already a wide variety of properties in the vicinity

Resolved:

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

225

Application: 2007/1485/FUL

Location: St Patrick's RC Church, Petre Avenue, Selby

Proposal: Erection of five dwellings with garages following demolition of existing chapel.

The Planning Officer updated councillors on the content of his report.

Resolved:

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

226 **Application: 2007/0726/COU**
Location: Woodland Opposite Winchat Cottage, Sandy Lane, North Duffield
Proposal: Retrospective change of use of land for the stationing of two residential caravans, three sheds, associated landscaping, hard standing, cesspit and fencing

The Head of Service – Development Services informed councillors that an issue had arisen regarding wildlife at the site and suggested that consideration of the matter be deferred to allow officers to investigate.

Resolved:

That consideration of this matter be deferred to a future meeting to allow officers to investigate wildlife issues at the site.

227 **Application: 2008/0208/COU**
Location: YMCA Charity shop, 4-6 New Lane, Selby
Proposal: Change of use of A1 retail unit to A4 public house

The Planning Officer updated councillors on the content of his report.

Resolved:

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

228 **Application: 2008/0254/FUL**
Location: Station House, Sandwath Lane, Church Fenton
Proposal: Erection of a first floor extension to existing single storey domestic garage to create a detached two storey dwelling with attached carport

The Planning Officer updated councillors on the content of his report.

Resolved:

That the application be refused for the reasons set out in the officer's report and on the grounds of the substandard access serving the property.

229 **Application: 2008/0255/FUL**
Location: Station House, Sandwath Lane, Church Fenton
Proposal: Sub- division and extension to form one self-contained flat

The Planning Officer updated councillors on the content of his report.

Resolved:

That the application be refused for the reasons set out in the officer's report and on the grounds of the substandard access serving the property.

230 **Application: 2008/0256/FUL**
Location: Station House, Sandwath Lane, Church Fenton
Proposal: Proposed conversion and extension to create 3 flats

The Planning Officer updated councillors on the content of his report.

Resolved:

That the application be refused for the reasons set out in the officer's report and on the grounds of the substandard access serving the property.

231 **Application: 2008/0501/FUL**
Location: 12 Kirkgate, Tadcaster
Proposal: Proposed erection of a two storey building, forming a retail shop with storage above, following demolition of an existing building

The Planning Officer updated councillors on the content of his report.

Resolved:

That the application be approved subject to the conditions set out in the officer's report and an additional condition relating to restrictions on the time during which work can take place.

232 **Application: 2008/0532/FUL**
Location: Rose Cottage, Market Weighton Road, North Duffield
Proposal: Erection of 4No. detached dwellings, a single detached garage for the use of existing dwelling and formation of new access on land adjacent

Resolved:

That consideration of this application be deferred pending a site visit.

233 **Application: 2008/0598/FUL**
Location: Land off Foxhill Lane, Brayton
Proposal: Erection of an extra floor of 4No. apartments above existing two storey block and 6No. semi-detached three storey dwelling to replace approved 4No. detached dwellings

Resolved:

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

234 **Application: 2008/0705/FUL**
Location: Market Place, Selby
Proposal: Application for works to include a scheme of hard and soft landscaping. Lighting and installation of street furniture within and adjacent to the public highway

The Planning Officer reported that a revised plan had been received and he suggested that the item be deferred to allow further consultations to be held.

Resolved:

That consideration of this matter be deferred to allow for further consultations to be held.

235 **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 paragraph 3 of Part 1 of Schedule 12A to the Act.

236 **Enforcement Sub-Group Minutes**

The Chair presented councillors with the minutes of a meeting of the Enforcement Sub-Group held on 7 July 2008.

Resolved:

That the minutes be noted.

The meeting closed at 5:59 pm.

Planning Committee
20 August 2008

SELBY DISTRICT COUNCIL

Minutes of the proceedings of a meeting of the Planning Committee held on 17 September 2008, in Committee Rooms 1& 2, The Civic Centre, Portholme Road, Selby, commencing at 4.00pm.

269	Minutes
270	Chair's Address to the Planning Committee
271	Budget Management to 31 July 2008
272	Service Performance Agreements (SPA's)
273	2008/0558/FUL – OS Field 6142, Greengate Lane, South Duffield
274	2008/0841/COU – James Street, Selby
275	2008/0705/FUL – Market Place, Selby
276	2008/0359/FUL – Skipwith Hall, Main Street, Skipwith
277	2008/0296/FUL – Orchard House, Moor End, Kelfield
278	2008/0646/FUL – Pennyghael, Westbourne Grove, Selby
279	2007/1236/MAJ – Lyndale Caravan Park, School Croft, Brotherton
280	2008/0837/FUL – 6 The Crescent, Sand Lane, Osgodby
281	2008/0295/OUT – Went View, Stan Valley, Little Smeaton
282	2008/0630/FUL – Tir Na Nog, Pinfold Hill, Wistow
283	Applications to be determined by County Council

Present: Councillor J Mackman in the chair

Councillors: J Cattanach, I Chilvers, Mrs D Davies (for S Shaw-Wright), J Deans, W Inness, D Mackay, B Marshall, J McCartney, Mrs E Metcalfe, C Pearson, Mrs S Ryder (for D Fagan).

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

Also in Attendance: Public Speakers

Public: 12
Press: 0

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

Apologies were received from Councillors D Fagan and S Shaw-Wright

Substitute Councillors were Mrs S Ryder for D Fagan and Mrs D Davies for S Shaw-Wright.

268 **Disclosure of Interest**

None

269 **Minutes**

Resolved:

That the minutes of the proceedings of the meeting of the Planning Committee held on 20 August 2008 be confirmed as a correct record and be signed by the Chair.

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

The Chair informed Councillors of the following issues:

- Recruitment update for the Development Services section, including the commencement of an additional Enforcement Officer and Assistant Planning Officer.
- Training programme for members of the Planning Committee. Events would be organised and all members would be expected to attend. Suggested topics to be sent to Keith Dawson or Carol Baker
- Planning Delivery Grant had been replaced with the Planning and Housing Delivery Grant
- Number of Planning applications had been on the increase but nationally are beginning to fall, however Selby District has only experienced a small drop in numbers (April to July) but has seen a reduction in larger scale developments.

Councillor D Mackay arrived.

Budget Management to 31 July 2008

The Head of Service – Development Services updated councillors with the major variations between budgeted and actual expenditure and income, for the 2008/09 financial year.

Resolved:

That councillors endorse the actions of officers and note the contents of the report and;

That a recommendation be made to Policy & Resources Committee to approve

- i. The transfer of £151,280 revenue Housing and Planning Delivery Grant to the Planning Delivery Grant Reserve for future use.**
- ii. A supplementary estimate from the Planning Inquiry Reserve to fund Professional Fees (£11,000) and Legal Costs Awarded (£89,000), in relation to the Hazlewood Equestrian Centre Judicial Review.**
- iii. A supplementary estimate of £60,000 from General Fund Balances to fund Legal Costs awarded in relation to the Taylor Wimpey Planning Inquiry.**
- iv. The adjustment of Planning Committee budgets to reflect the savings expected to be achieved this year as per Appendix B of the report.**

Service Performance Agreements (SPAs)

The Head of Service – Development Services sought approval from councillors for the SPAs for 2008/09 for Development Control.

The Service Performance Agreement 2008/09 detailed the nature of the Service and improvements for 2008/09. Following discussions, it was agreed that the wording for procedures of committee and site visits should read 'explore' and not 'streamline'.

Resolved:

That the Service Performance Agreement be approved subject to the amendment detailed above

273

Planning Applications Received

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

Application: 2008/0558/FUL

Location: OS Field 6142, Greengate Lane, South Duffield

Proposal: Proposed erection of 20 No holiday cabins with a service building and associated access

The Principal Planning Officer informed Councillors that the objections by statutory consultees to this application had been withdrawn. He requested a deferment of the application to allow Officers to present an update report to next committee.

Resolved:

That the application be deferred.

274

Application: 2008/0841/COU

Location: James Street, Selby

Proposal: Application for the proposed use of land for an open market on one day per week (Monday) for a temporary period of one year.

The Principal Planning Officer updated that responses had been received from Selby Town Council, Environmental Health department and solicitors all of whom had no objections to the application.

Condition 2 required slight amendment to include the phase ‘ whichever is the earliest’.

Resolved:

That the application be granted, subject to condition 2 in the officer’s report amended to include the phase ‘ whichever is the earliest’.

Councillor’s Mrs D Davies and B Marshall wished to be recorded as abstaining from voting on the item above (minute 274).

275

Application: 2008/0705/FUL

Location: Market Place, Selby

Proposal: Application for works to include a scheme of hard and soft landscaping, lighting and installation of street furniture within and adjacent to the public highway.

The Principal Planning Officer updated councillors that no objections had been received from the Highways Department concerning the delivery bay. No other responses had been received from the statutory consultees.

An amendment to condition 2 was required to change the requirement for details of the external lighting to be submitted prior to installation rather than at commencement, and condition 3, part a) referring to the required highway improvements, to be amended.

Members requested that an additional condition be added concerning replacement of trees in the scheme, and a traffic management plan to be submitted.

Moved by Councillor B Marshall and seconded by Councillor Mrs D Davies That the application be refused for the reasons of disabled access concerns, bollard concerns and kerb height issues.

Motion Lost

Resolved:

That the application be granted, subject to the amendments of conditions 2 & 3 and the addition of a condition concerning tree replacement.

276

Application: 2008/0359/FUL

Location: Skipwith Hall, Main Street, Skipwith

Proposal: Erection of a 6kW wind turbine mounted on a 15 metre mast on land to the north of Skipwith Hall

The Planning Officer updated councillors with details of objection letters received and confirmed that a site had been carried out. Photographs had been received from the agent, which were displayed in the chamber.

Mr McCool – Parish Council

Mr McCool informed councillors he objected to the application for the following reasons:

- *Small scale development issues*
- *Environmental impact*

- *Turbine was a dominant feature*
- *Height of the turbine*
- *Small output*
- *Distance from Hall*
- *Ground sources should be installed i.e. solar panels*
- *Recreational amenity issues*
- *Footpath – Right of Way*
- *Skipwith is a small village*
- *No hedging protection and security of site*
- *Industrial machine, not domestic*

Mrs J Hubbard – Agent

Mrs Hubbard informed councillors of the following issues:

- *Specific site chosen*
- *Balloon survey carried out*
- *No direct views from majority of houses*
- *Footpath little used*
- *Stewardship scheme has 3 years left for footpath*
- *Low noise levels*
- *Grade II listed building cannot have double glazing*
- *Solar panels already installed*
- *Investigated other green options*
- *PPS1 and PPS22 policies apply*
- *Concrete base easily removed so no permanent damage to site*

Resolved:

That the application be refused.

The reasons for refusal were

- **The proposed wind turbine by virtue of its location and height would detract from the setting and the character of nearby listed buildings contrary to Policy ENV22 of the Selby District Local Plan and the guidance in PPG-15 Planning and the Historic Environment.**
- **The proposed wind turbine by virtue of its location and height would have an adverse impact on the character and form of the locality and the local street scene contrary to Policies ENV1 and ENV6 of the Selby District Local Plan.**

- **The contribution of the proposed output to Regional and Sub-Regional targets contained in Policy ENV5 of the Yorkshire and Humber Plan (Regional Spatial Strategy to 2026) is disproportionate to the harm caused by the proposed wind turbine having regard to Policies ENV22, ENV1 and ENV6 of the Selby District Local Plan.**
- **The applicant has failed to provide sufficient evidence with the application to demonstrate that impacts have been minimised through consideration of location, scale, design and other measures including how other comparative renewable energy sources have been investigated to enable the Local Planning Authority to make a full assessment of the proposal in term of guidance in PPS22.**

Councillor McCartney left the meeting.

Councillor B Inness arrived.

277

Application: 2008/0296/FUL

Location: Orchard House, Moor End, Kelfield

Proposal: Erection of a detached dwelling and garage

The Principal Planning Officer informed councillors this was a revised application. The applicant had taken onboard previous concerns and the revised plans removed the lane to the rear of the site from the application and the right of way issue for the lane are civil matters and not for consideration at the committee.

Dr Anderson – Objector

Dr Anderson informed councillors that he objected to the application for the following reasons:

- *Status of lane should be resolved before decision on application taken*
- *Loss of amenity to Lane Cottage*
- *Access point concerns*
- *Over development of village*
- *Overlooking issues for neighbouring properties*
- *Highway safety concerns*

Mrs Fryer – Applicant

Mrs Fryer informed councillors of the following issues:

- *Noted previous concerns and amended the application*
- *Consistent with other properties in village*
- *Lane Issues not relevant to application*
- *Conforms to local planning guidelines*
- *One property will have no significant increase in village traffic*

Councillors requested that landscaping measures be added to protect the boundaries and to enhance the boundary and landscaping.

Resolved:

That the application be granted, subject to the addition of conditions concerning boundary and landscaping measures.

278

Application: 2008/0646/FUL

Location: Pennyghael, Westbourne Grove, Selby

Proposal: Proposed two storey and single storey extensions to the side and rear and construction of a pitched roof over an existing extension to the rear of the care home

The Planning Officer had no update of the report.

Councillor J Deans left the meeting.

Mr Saltmer – Applicant

Mr Saltmer informed councillors of the following issues:

Caring for the elderly

Increase in costs require expansion of home

Home had been totally refurbished

No profit made

Extensions would mean better facilities for residents and staff

Less shared rooms

Plans had been readjusted following consultations

Parking always an issue on Westbourne Grove but the home has own parking

Highways happy with revised plans

Financial viability issues

Councillor J Deans returned to the meeting but took no part in the vote.

Resolved:

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

Councillor Mrs E Metcalfe left the meeting

279

Application: 2007/1236/MAJ

Location: Lyndale Caravan Park, School Croft, Brotherton

Proposal: Approval of reserved matters following outline approval 8/49/43C/PA (2006/1099/OUT) for the erection of 12 dwellings

The Planning Officer informed councillors that no new issues had arisen following consultations. The amended plans also clarified the height of the proposed houses and she confirmed there were no 2½ or 3 storey houses.

Resolved:

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

280

Application: 2008/0837/FUL

Location: 6 The Crescent, Sand Lane, Osgodby

Proposal: Erection of a detached bungalow with attached single garage on land to the rear of 6 The Crescent

The Principal Planning Officer updated Parish Council comments that had been received after the agenda had been printed. The Parish Council had objections relating to highways issues, the business use of No.6 and felt the application was unacceptable.

Comments had also been received from the applicant's agent that included details of the position of the bungalow that made best use of the site and the curtilage was private. The agent also commented that there were discrepancies with the highways requirements with regards to the visibility splay.

The Principal Planning Officer had consulted with the Highways Authority who had confirmed a visibility splay of 25 metres was required and this could not be achieved at this site.

Resolved:

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

281

Application: 2008/0295/OUT

Location: Went View, Stan Valley, Little Smeaton, Pontefract

Proposal: Outline application for the erection of a detached dormer bungalow with integral garage on land adjacent.

The Principal Planning Officer updated councillors with details of objections received concerning sewerage and flooding. The Highways Authority had confirmed that the road had been adopted.

Resolved:

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

282

Application: 2008/0630/FUL

Location: Tir Na Nog, Pinfold Hill, Wistow

Proposal: Erection of four terraced dwellings following demolition of existing dwelling.

The Planning Officer had no update of the report.

Mr Hill – Agent

Mr Hill informed councillors of the following issues:

- *Brownfield land*
- *No historical value*
- *Similar properties in village*
- *Proposal match neighbouring development*
- *Cottage/ rural appearance*
- *Other schemes do not have pedestrian access*
- *Highways have no concerns*
- *Increase in properties may have positive impact on school numbers*
- *No consultee objections*
- *No direct overlooking*
- *Improve streetscene*
- *President set in neighbouring developments in village*

Following discussions it was proposed that the application be deferred for a site visit.

Resolved:

That the application be deferred.

283

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

Resolved:

The applications were noted

The meeting closed at 6.33pm.

SELBY DISTRICT COUNCIL

Minutes of the proceedings of a meeting of the Licensing Committee held on 4 August 2008, in Committee Room 2, The Civic Centre, Portholme Road, Selby, commencing at 10:00 am.

210	Minutes
211	Procedure
212	Chair's Address to the Licensing Committee
213	Introduction of DVLA Checks
214	Discreet Licensing Issues
215	Private Session
216	Application for a Hackney Carriage Licence
217	Complaint about behaviour of Private Hire Driver

Present: Councillor C Pearson (in the Chair)

Councillors: Mrs D Davies, Mrs J Dyson, Mrs M Hulme (*for Mrs S Ryder*), B Marshall (*for Mrs S Duckett*), J McCartney, Mrs P Mackay (*for R Sayner*), Mrs K McSherry, Mrs A Spetch and Mrs D White.

Officials: Temporary Head of Service – Legal and Democratic Services, Licensing Enforcement Officer and Committee Administrator

Public: 0

Press: 0

208 **Apologies for Absence and Substitution**

Apologies were received from Councillors Mrs S Duckett, Mrs S Ryder and R Sayner.

Substitute Councillor were Mrs M Hulme (*for Mrs S Ryder*) B Marshall (*for Mrs S Duckett*) and Mrs P Mackay (*for R Sayner*).

209 **Disclosure of Interest**

None.

210

Minutes

Resolved:

That the minutes of the proceedings of the meeting of the Licensing Committee held on 7 July 2008 be confirmed as a correct record and be signed by the Chair.

211

Procedure

The Procedure was noted.

212

Chair's Address to the Licensing Committee

The Chair gave no address to the Licensing Committee.

213

Introduction of DVLA Checks

The Chair asked that this item be deferred until the 1 September 2008 meeting when a power point presentation from Data Systems (UK) Ltd would be given to councillors on the introduction of DVLA Checks.

Resolved:

That the item be deferred until 1 September 2008 meeting.

214

Discreet Licensing Issues

Councillors received the report of the Licensing Enforcement Officer to seek a decision regarding the approval of the grant of a private hire vehicle licence in respect of Mr Howgate and that the licence be discreet in manner.

Mr Howgate had applied for a Private Hire Vehicle Licence in respect of an Avenis Tourer motor vehicle.

The licence disc would be provided on a red background, thereby replicating the colour of the private hire vehicle plate. The driver would, however, be required to keep the private hire plates within the vehicle.

Resolved:

That the approval of a private hire vehicle licence in the form of a disc identifying the registration number as a private hire vehicle be approved.

215 **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.

216 **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 Vauxhall Vectra, a vehicle not fully accessible to the disabled.

The Licensing Enforcement Officer outlined the details of the case.

The driver concerned outlined his reasons for the application.

Councillors considered the application against the Council's guidelines on hardship and resolved to grant a licence for a vehicle, which did not have disabled access.

Resolved:

That the application for a hackney carriage licence for a vehicle not accessible to the disabled be granted.

217 **Complaint about behaviour of Private Hire Driver**

Councillors received the report of the Licensing Enforcement Officer in respect of an allegation that a Private Hire Driver had driven without due care and attention and failed to conform to certain traffic signs.

The Licensing Enforcement Officer outlined details of the case to councillors and answered questions raised.

The Private Hire Driver explained details of his case.

The Committee deliberated over the decision as to whether this driver was a fit and proper person and it was agreed that the driver be given a final written warning in place for 12 months advising him as to his future conduct.

Resolved: That

- (i) The Private Hire Driver be given a final written warning to be in place for 12 months advising him as to his future conduct; and**
- (ii) All Private Hire and Hackney Carriage Drivers within Selby District Council authority should be reminded that their behaviour whilst driving a licensed vehicle, is likely to be subject to scrutiny by members of the public.**

The meeting closed at 11:25 am.

SELBY DISTRICT COUNCIL

Minutes of the proceedings of a meeting of the Licensing Committee held on 1 September 2008, in Committee Room 2, The Civic Centre, Portholme Road, Selby, commencing at 10.00 am.

239	Minutes
240	Procedure
241	Chair's Address to the Licensing Committee
242	Introduction of DVLA Checks
243	Private Hire Licence in respect of a Limousine and Discreet Licensing Issue
244	Private Session
245	Application for Hackney Carriage Licence
246	Application for Hackney Carriage Licence

Present: Councillor R Sayner in the Chair

Councillors: Mrs D Davies, Mrs S Duckett, J McCartney, Mrs P Mackay (*for Mrs D White*) Mrs K McSherry, C Pearson, Mrs S Ryder and Mrs A Spetch.

Officials: Solicitor, Licensing Enforcement Officer and Committee Administrator

Public: 2

Press: 0

237 **Apologies for Absence and Substitution**

Apologies were received from Councillors Mrs J Dyson and Mrs D White.

Substitute Councillor was Councillor Mrs P Mackay (*for Mrs D White*) .

238 **Disclosure of Interest**

None.

239

Minutes

Resolved:

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

240

Procedure

The Procedure was noted.

241

Chair's Address to the Licensing Committee

The Chair asked that all councillors had received the email she had sent in respect of the suspension of a taxi driver.

The incident in which the driver was concerned is being looked at by the Police and once the investigation has been concluded the Chair will report back to the Committee on what procedures need to be taken with regard to the driver.

The Chair also informed councillors that there was a Licensing Committee being held on Monday 29 September 2008 as this had been missed off the agenda for forthcoming meetings.

242

Introduction of DVLA Checks

The Chair asked that this item be deferred until the 29 September 2008 meeting when a power point presentation from Data Systems (UK) Ltd would be given to councillors on the introduction of DVLA Checks.

Resolved:

That the item be deferred until 29 September 2008 meeting.

243

Private Hire Licence in respect of a Limousine and Discreet Licensing Issue

Councillors received the report of the Licensing Enforcement Officer to seek a decision regarding the approval of the grant of a private hire vehicle licence in respect of a limousine owned by Mrs Waters and that the licence be discreet in manner.

Mrs Waters had applied for a Private Hire Vehicle Licence in respect of a Lincoln Town Car American Stretch Limousine motor vehicle.

Resolved:

That the approval of a private hire vehicle licence in the form of a disc identifying the registration number as a private hire vehicle be approved for the Limousine.

244

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.

245

Application for Hackney Carriage Licence

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

The Licensing Enforcement Officer outlined the details of the case.

The driver concerned outlined his reasons for the application and produced a copy of his accounts for the period covering the last three years.

Councillors considered the application against the Council's guidelines on hardship and resolved to grant a licence for a vehicle, which did not have disabled access.

Resolved:

That the application for a hackney carriage licence for a vehicle not accessible to the disabled be granted.

246

Application for Hackney Carriage Licence

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

The Licensing Enforcement Officer outlined the details of the case and that the applicant was not applying for the licence on hardship grounds.

The driver handed out several papers to the councillors in connection with his application.

The driver concerned raised various issues in respect of the report before the Committee and that he was not applying for his licence on hardship grounds or medical grounds.

The driver insisted that the Renault Espace mentioned in 4.6 of the report was not the same vehicle. The Licensing Enforcement Officer accepted that it had been an error although this did not materially alter the meaning of the paragraph.

The driver also argued that under S36(7) of the Disability Discrimination Act 1995 the Council had to consider his medical condition. The Licensing Enforcement Officer informed both the driver and the Committee that this section had never been implemented by the Government and was not relevant to this application.

The driver also raised issues that were not relevant to the application before the Committee involving Plate 28, other drivers, other vehicles and a recent Court case.

The driver was questioned as to the status of Plate 28 which he declared was in bits and that he did not have to return as it belonged to him. The Licensing Enforcement Officer advised him that it still belonged to the Council and he was obliged to return it in whatever condition it was currently in.

Concerns were expressed that the licence plate could be misused.

The Committee considered the application and after some debate it was agreed not to grant the Hackney Carriage Licence.

The driver was asked if he had received a fair hearing to which he reported "no".

The Licensing Enforcement Officer was also asked if he had received a fair hearing to which he reported "yes".

The driver asked for the papers he had handed out at the start of the meeting to be returned to him. The Licensing Enforcement Officer asked that he keep the copy he had received as he had made notes on the paperwork during the meeting. As it was not indicated at the start of the hearing that the papers needed to be returned to the applicant, the officer retained his copy.

Resolved:

That the application for a hackney carriage licence for a vehicle not accessible to the disabled be refused.

The meeting closed at 11:45 am.

SELBY DISTRICT COUNCIL

Minutes of the proceedings of a meeting of the Licensing Committee held on 29 September 2008, in Committee Room 2, The Civic Centre, Portholme Road, Selby, commencing at 10:00 am.

325	Minutes
326	Procedure
327	Chair's Address to the Licensing Committee
328	Private Session
329	Complaint about behaviour of Licensed Private Hire Driver
330	Application for a Hackney Carriage Licence

Present: Councillor C Pearson (in the Chair)

Councillors: Mrs D Davies, J Deans (*for Mrs K McSherry*), Mrs P Mackay (*for R Sayner*), Mrs E Metcalfe (*for Mrs S Ryder*), J McCartney, C Pearson, Mrs A Spetch and Mrs D White.

Officials: Senior Solicitor, Licensing Enforcement Officer and Committee Administrator

Public: 0

Press: 0

323 **Apologies for Absence and Substitution**

Apologies were received from Councillors Mrs S Duckett, Mrs J Dyson, Mrs K McSherry, Mrs S Ryder and R Sayner

Substitute Councillors were J Deans (*for Mrs K McSherry*), Mrs P Mackay (*for R Sayner*), and Mrs E Metcalfe (*for Mrs S Ryder*).

324 **Disclosure of Interest**

Mrs P Mackay declared a personal interest in Minute No: 329 and took no part in the discussion or voting thereon.

325

Minutes

Resolved:

That the minutes of the proceedings of the meeting of the Licensing Committee held on 1 September 2008 be confirmed as a correct record and be signed by the Chair.

326

Procedure

The Procedure was noted.

327

Chair's Address to the Licensing Committee

The Chair informed the Committee that the presentation concerning the DVLA Checks, which was due to be discussed at this meeting, would now take place at the Licensing meeting to be held on 27 October 2008.

328

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.

Councillor Mrs P Mackay declared a personal interest in the following item (Minute 329) and took no part in the discussion or voting thereon.

329

Complaint about behaviour of Licensed Private Hire Driver

Councillors received the report of the Licensing Enforcement Officer in respect of an allegation that a Private Hire Driver had used abusive language in a public place, in connection with which he had been arrested and issued with a fixed penalty notice.

The Licensing Enforcement Officer distributed copies of two letters received regarding the character of the Private Hire Driver.

The Licensing Enforcement Officer outlined details of the case to councillors and answered questions raised.

The Private Hire Driver explained details of his case and also answered questions raised by the Committee.

The Committee deliberated over the decision as to whether this driver was a fit and proper person and it was agreed that the driver be given a written warning as to his future conduct to be in place for 12 months.

Resolved:

That the driver be given a written warning as to his future conduct to be in place for 12 months.

330

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 Renault Espace, a vehicle not fully accessible to the disabled.

The Licensing Enforcement Officer outlined the details of the case.

The driver concerned outlined his reasons for the application.

Councillors considered the application against the Council's guidelines on hardship and resolved to grant a licence for a vehicle, which did not have disabled access.

Resolved:

That the application for a Hackney Carriage Licence for a vehicle not accessible to the disabled be granted on the grounds of financial hardship.

The meeting closed at 11:00 am.

SELBY DISTRICT COUNCIL

Minutes of the proceedings of a meeting of the STANDARDS COMMITTEE held on 8 September 2008, in Committee Room 1, The Civic Centre, Portholme Road, Selby, commencing at 4:00 pm.

249	Appointment of Chairman
250	Appointment of Vice Chairman
251	Minutes
252	Time of Meetings 2008/09
253	Membership
254	Appointment of Sub Committees: Assessment Sub Committee Review Sub Committee
255	Private Session
256	Reference SBE19177.07 Complaint
257	Update/Monitoring Report

Present: Mr B Crossdale (Parish Council Representative), Miss B Potts (Independent Member), Ms H Putman (Independent Member) and Mr R Parker (Independent Member), Councillor Ms M Davis (SDC) and Councillor C Lunn (SDC)

Councillors: Ms M Davis and C Lunn

Officials: J Lund, Monitoring Officer, Senior Solicitor and Committee Administrator

Public: 0

Press: 0

247 **Apologies for Absence**

There were no apologies for absence.

248 **Disclosure of Interest**

None received.

249 **Appointment of Chairman**

Resolved:

That Miss Potts be appointed Chairman of the Committee.

250 **Appointment of Vice Chairman**

Resolved:

That Ms Putman be appointed Vice Chairman of the Committee

251 **Minutes**

Resolved:

That the minutes of the proceedings of the meeting of the Standards Committee held on 21 January 2008 be confirmed as a correct record and be signed by the Chair.

252 **Time of Meetings 2008/09**

Resolved:

That meetings of the Committee be held on Mondays at 5:00 pm.

253 **Membership**

The Monitoring Officer reported that Miss B Potts and Ms H Putman had been appointed as Independent members of the Committee and that Mr R Parker had been appointed as the second Parish Council representative.

Resolved:

That the report be noted.

254 **Appointment of Sub Committees:**

Assessment Sub Committee

Resolved: To appoint a standing Assessment Sub-Committee comprising one of each of the following categories of member of the Standards Committee and subject to availability: one independent member, one parish representative and one district councillor.

The Strategic Director informed the Committee that there was a need to call an Assessment Sub Committee as two complaints had been received and would need to be put before the Assessment Sub Committee within 20 days.

Resolved: That the Assessment Sub Committee meet on 22 September 2008 at 5:00 pm in Committee Room 2 with Miss Potts (Independent Representative), Mr Parker (Parish Council Representative) and Councillor C Lunn (District Council representative as the members.

Review Sub Committee

Resolved: To appoint a standing Review Sub-Committee comprising one of each of the following categories of member of the Standards Committee and subject to each member not having participated in determining the matters under review: one independent member, one parish representative and one district councillor.

255

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 1 of Part 1 of Schedule 12A to the Act.

256

Reference SBE19177.07 Complaint

The Strategic Director reported on a complaint lodged by a member of the public against the chairman of a parish council.

The chairman of the parish council had resigned and the complainant wished to withdraw the complaint.

The Committee felt that they did not want to pursue this complaint but wished to look at action that could be taken to learn from the issues raised and to prevent issues arising in the future.

Resolved: That

- (i) No further action in relation to this complaint be taken;**
- (ii) Good practice guidelines are issued to Parish Councils in relation to the general circumstances raised by the complainant.**

257

Update/Monitoring Report

The Monitoring Officer submitted a report giving details of four complaints, which had been received only two of which remained under active consideration.

One of the active investigations that was being looked at by an external investigator would not be completed by the next scheduled meeting of the Standards Committee. Therefore, it was agreed that the meeting scheduled for 13 October 2008 would become a training session/workshop and a further meeting would take place on Monday 10 November 2008 to deal with the active investigations.

Two complaints had been received since revised arrangements had come into force on 8 May 2008 and initial assessment of these complaints would be considered on 22 September 2008 as discussed in Minute 255 above.

Resolved: That

- (i) the report be noted;**
- (ii) training for members and officers be commissioned in preparation for the local assessment of complaints;**
- (iii) the committee notes that the low number of complaints and the even lower number of complaints which progress to investigation, do not, currently point to particular trends or patterns which require urgent action; and**
- (iv) the committee concludes that, to date, there is no evidence to suggest that standards of behaviour and conduct are below the high level expected and promoted by the Standards Committee.**

The meeting closed at 4:50 pm.

SELBY DISTRICT COUNCIL

Minutes of the proceedings of a meeting of the Economy Board held on 9 September 2009, in Committee Room 2, The Civic Centre, Portholme Road, Selby, commencing at 5:00pm.

261	Minutes
262	Chair's Address to the Economy Board
263	Economy Board Performance Indicator Report: April 2008 – July 2008
264	Budget Management to 31 July 2008
265	Service Performance Agreements (SPAs)
266	Economic Development Activity Update

Present: Councillor C Lunn in the Chair

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

Officials: Head of Service – Policy and Performance, Head of Service – Finance and Central Services, Development Policy Manager, Development Policy Officer (Research and Monitoring) and Committee Administrator

Public: 0

Press: 0

259 **Apologies for Absence and Substitution**

Apologies were received from Councillors D Fagan and J Thurlow.

Substitute Councillors were R Sayner (*for D Fagan*) and Mrs D Davies (*for J Thurlow*).

260 **Disclosure of Interest**

None

261

Minutes

Resolved:

That the minutes of the proceedings of the meeting of the Economy Board held on 10 June 2008 be confirmed as a correct record and be signed by the Chair.

262

Chair's Address to the Economy Board

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

- English Heritage had confirmed the grant for Conservation Partnership bid and the scheme was operational. Officers working with the Chamber of Commerce to target buildings and owners and updates included in activity report.
- Sainsbury's had taken over the former Somerfield's store and would be opening ASAP.
- Selby District bucking the national trend as only district in country to see only a slight fall in numbers with unemployment remaining the same.
- Work commenced at Selby Business Park development with completion due in May 2009. At Escrick Business Park 6 out of 14 units sold or close to agreement and one third of tenants/purchasers have been secured on the office units.

The Development Policy manager requested that questions for Yorkshire Forward be forwarded to the Committee Administrator by the 30 September 2008 from members in order to ensure the correct member of Yorkshire Forward is invited to the next meeting on 4 November 2008.

263

Economy Board Performance Indicator Report: April 2008 – July 2008

The Head of Service – Development Services presented a report, which updated councillors on the progress that is being made in 2008/2009 for the corporate and statutory National Indicators (NIs) for which they were responsible.

Resolved:

That the report be noted.

Councillor Sayner left the meeting.

264

Budget Management to 31 July 2008

The Head of Service - Finance and Central Services presented councillors with details of major variations between budgeted and actual expenditure and income for the Board for the 2008/09 financial year to 31 July 2008. The report had a changed format which showed savings rated with a traffic light system, with green indicating savings achieved.

The Development Policy Manager agreed to provide further information concerning the purchase of units at Hurricane Way, Sherburn in Elmet, and this would be emailed to all members of Council.

Resolved:

- **That the report be noted and ;**
- **That the Policy and Resources Committee be recommended to approve the adjustment to the planned saving of the Community Link Officer budget of £13,080 and;**
- **That the Policy and Resources Committee be recommended to approve the supplementary estimate for Hurrican Way Industrial Units to cover the net loss in ground rent income of £34,000 and costs of repairs £5,600 to ensure units can be re-let prior to 1 October 2008 and:**
- **That the Policy and Resources Committee be recommended that the Economy Board budgets be adjusted to reflect the savings expected to be achieved this year as detailed in Appendix B of the report and the Councils Medium Term Financial Plan be amended to take account of the projected savings in 2009/10 and 2010/11 where these are not currently allowed for in the budget.**

265

Service Performance Agreements (SPAs)

The Development Policy Manager presented the report to seek approval for the Service Performance Agreement (SPA) for 2008/09 with regards to Development Policy.

SPAs enable councillors to exercise control over services at a strategic level by outlining the nature of the service, staff involved, budgets, improvements and performance indicators. They represent the agreed level of service provision within allocated resources.

Resolved:

That the Service Performance Agreement (SPA) be approved.

266

Economic Development Activity Update

The Development Policy Officer presented councillors with this report to provide information on recent developments in respect of economic development related issues in the District.

The report detailed a number of developments, which are of current importance in relation to economic development in Selby District. The developments are in the early stages but the report provided information about their current positions and what future action was to be taken.

The developments include the following:

- North Yorkshire Geographic Programme;
- New linkages with an ERDF Business Support Scheme; and
- Commissioning of a retail, commercial and leisure study for Selby District.

Resolved:

That the report be noted.

The meeting closed at 5.40pm.

SELBY DISTRICT COUNCIL

Minutes of the proceedings of a meeting of the Environment Board held on 18 September 2008, in Committee Room 2, The Civic Centre, Portholme Road, Selby, commencing at 4:00 pm.

286	Minutes
287	Chair's Address to the Environment Board
288	Environment Board Performance Indicator Report: April 2008 – July 2008
289	Budget Management to 31 July 2008
290	Selby District Urban Renaissance Programme – Public Conveniences in Sherburn-in-Elmet

Present: Councillor C Metcalfe in the Chair

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

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

Public: 0

Press: 0

The Chair welcomed Councillor R Sweeting to his first Environment Board.

284 **Apologies for Absence and Substitution**

Apologies were received from Councillor Mrs E Casling.

There were no substitute Councillors.

285 **Disclosure of Interest**

Councillor R Packham declared a personal and prejudicial interest in agenda item 7 (Selby District Urban Renaissance Programme – Public Conveniences in Sherburn in Elmet).

Councillor M Jordan declared a personal and prejudicial interest in agenda item 7 (Selby District Urban Renaissance Programme – Public Conveniences in Sherburn in Elmet).

286

Minutes

Resolved:

That the minutes of the proceedings of the meeting of the Environment Board held on 12 June 2008 be confirmed as a correct record and be signed by the Chair.

287

Chair's Address to the Environment Board

The Chair informed councillors that record recycling and composting rates had been achieved in May which saw composting rate of 44.59%, compared to 36.2% in May 2007. This success is primarily due to a significant tonnage of garden greens collected (1250 tonnes compared to 865 in May 2007). This is in some part due to the final phase of the garden green collection service roll out in April, however, weather conditions do play a significant part as the grass cutting season seems to be starting early and extending well into the autumn. Also following the success of the schemes in Hillside in Tadcaster and Dixon Gardens in Selby, where kerbside and improved community recycling facilities were provided to residents in these previously 'hard to reach' areas, a similar initiative has been carried out in Fairfield Road and Fairfield Way in Tadcaster where 70 additional properties now have access to kerbside recycling. The chair passed on his thanks to all officers involved in these schemes.

The Chair informed councillors that officers responded to recent flood events in Saxton and Selby and, working with colleagues from North Yorkshire County Council and Yorkshire Water, managed to alleviate the risk of any flooding of property. The Chair thanked all Officers involved who had given up their time to ensure no residents had been flooded.

The Chair informed councillors that Selby District Council was working along side a security firm to establish an environmental crime surveillance initiative, which will commence in the next few weeks. The initiative includes the use of high profile patrols of key problem areas supported by the deployment of mobile CCTV equipment in certain cases.

288

Environment Board Performance Indicator Report: April 2008 – July 2008

The Head of Service – Environmental Health and Leisure presented a report, which updated councillors on the progress that is being made in 2008/2009 for the corporate and statutory National Indicators (NIs) for which they were responsible.

Councillors were pleased that figures were going in the right direction and landfill figures were reducing.

Resolved:

That the report be noted.

289

Budget Management to 31 July 2008

The Head of Service – Environmental Health and Leisure presented councillors with details of major variances between budgeted and actual expenditure and income for the Environment Board for the 2008/09 financial year.

Resolved: That

- (i) Councillors endorse the actions of officers and note the contents of the report; and**
- (ii) Budgets for the Environment Board be adjusted to reflect the savings expected to be achieved this year as per Appendix B, and that the Councils Medium Term Financial Plan be amended to take account of projected savings in 2009/10 and 2010/11 where these are not currently allowed for in the budget.**

Recommendation to Policy and Resources Committee:

That the Policy and Resources Committee approve a supplementary estimate of £8,170 covering the cost of flood emergency work undertaken by contractors during the flooding in January 2008, to be funded from contingency and;

to approve a supplementary estimate of £124,000 to cover the additional inflationary increase in the costs of the refuse collection, street cleansing and ground maintenance contracts.

290

Councillors R Packham and M Jordan left the meeting.

Selby District Urban Renaissance Programme – Public Conveniences in Sherburn-in-Elmet

Councillors received the Selby District Renaissance Programme – Public Conveniences in Sherburn in Elmet to seek approval for proposals relating to the provision of public conveniences within Low Street after the proposed implementation of the Renaissance project.

As part of the Renaissance project proposals for Sherburn Central Square, which involved improving the public realm (including traffic management) within Low Street and the creation of a new public square, Church View was being re-aligned in order to maximise the size of the square. As a consequence, the current public conveniences needed to be removed.

As indicated in paragraph 4.14 which is as follows:

It is recommended therefore that the provision by a 3rd party service provider is the most sustainable and cost effective approach to providing the services.

Resolved: That

- (i) the recommended proposal at paragraph 4.14, for the provision of new public convenience facilities, to be delivered as part of the Sherburn Central Square Renaissance be approved;**
- (ii) Officer be authorisation to proceed with the scheme as indicated at paragraph 4.14.**

The Chair informed councillors that an extraordinary meeting maybe required in October regarding the waste specification new contract and details would be sent out ASAP.

The meeting closed at 4:26 pm.

SELBY DISTRICT COUNCIL

Minutes of the proceedings of a meeting of the Social Board held on 23 September 2008 in Committee Room 2, The Civic Centre, Portholme Road, Selby, commencing at 5.00pm.

293	Minutes
294	Chair's Address to the Social Board
295	Performance Indicator Report: April 2008 – July 2008
296	Selby District Council Community Safety and Community Safety Partnership Update
297	Land at Beech Grove and Kirkgate – Sherburn in Elmet
298	General Fund Budget Management to 31 July 2008
299	Decent Home Programmes
300	Housing Investment Programme Budget Management to 31 July 2008
301	Housing Revenue Account Budget Management to 31 July 2008
302	Free Swimming
303	The Leisure Partnership Procurement Timetable
304	Private Session
305	Options for the Properties at Douglas Street, Selby

Present: Councillor Mrs G Ivey in the Chair

Councillors: I Chilvers, K Ellis, Mrs C Goodall, D Mackay, Mrs C Mackman, N Martin (for W Nichols), Mrs M McCartney, Mrs E Metcalfe, A Pound.

Officials: Jonathan Lund – Strategic Director, Head of Service – Housing, Head of Service – Policy and Performance, Head of Service – Finance and Central Services, Leisure Services Manager, Property Services Manager, Safer and Stronger Communities Co-ordinator, Trainee Solicitor, and Committee Administrator.

Also in Attendance: Mr P Furminger – Tenant Representative

Observers: 0

Public: 2

Press: 0

291 **Apologies for Absence and Substitution**

Apologies were received from Councillor Mrs W Nichols

Substitute Member was Councillor N Martin.

292 **Disclosures of Interest**

None

293 **Minutes**

Resolved:

That the minutes of the proceedings of the meeting of the Social Board held on 8 July 2008 be confirmed as a correct record and be signed by the Chair.

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

The Chair addressed the Board on the following issues:

In February 2008 the chair reported that a Places for Change bid had not been successful. However Selby District Council were placed on the reserve list and it has been expressed that our interest is on-going.

295 **Performance Indicator Report: April 2008 – July 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 2008/09 for the corporate and statutory National Indicators for which they were responsible.

Discussions took place concerning some indicators, including clarifying violent crime figures and the indicators for Homelessness refer to the period April to June.

Resolved:

That the report be noted

296 **Selby District Council Community Safety and Community Safety Partnership Update**

The Head of Service – Policy and Performance updated councillors on the Community Safety and Community Safety Partnership Update. The report

highlighted the progress made in the past six months. It had been recognised by the Home Office, that Selby District, as part of North Yorkshire, was one of the safest places to live and work and recorded crime had reduced consistently over the past three years.

The Board congratulated the Safer and Stronger Communities Co-ordinator and his team on the recent Audit Commission Inspection report.

Resolved:

That the report be noted

297

Land at Beech Grove and Kirkgate – Sherburn in Elmet

The Board considered a report concerning land at Sherburn in Elmet which required a decision on whether it should be adopted into the public highway.

Resolved:

- (i) That the report be approved and the land be dedicated onto the public highway forthwith and;**
- (ii) that the Legal Department be thanked for their work in resolving this long standing issue.**

298

General Fund Budget Management to 31 July 2008

The Head of Service – Housing presented a report which detailed major variations between budgeted and actual expenditure and income for the Social Board for the 2008/09 financial year to 31 July 2008.

The report was in a new format, which used a traffic light system to show whether saving were likely to be achieved or not.

Resolved:

That the actions of officers be endorsed and the contents of the report be noted.

Recommended to Policy and Resources Committee

That the budgets be adjusted to reflect the savings expected to be achieved this year as per Appendix B, and that the Councils Medium Term Financial Plan be amended to take account of projected savings in 2009/10 and 2010/11 where these are not currently allowed for in the budget .

Decent Homes Programmes

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

The contractors performance was being reviewed and details of the outcome of this would be presented at the next meeting of the Social Board.

With respect to the numbers of refusals, it was confirmed that these were mainly refusals of electrical works which some tenants refused because of concern over disruption. The majority of works would be picked up on the next round where necessary, however if the issues involved Health and Safety aspects the Council had the power to insist on the works being carried out.

Resolved:

- (i) That the report be noted and monitoring actions of Officers be endorsed and;**
- (ii) That a full report detailing all works carried out, works outstanding, time taken and all costs, including the effect of refusals be presented to the next meeting.**

Housing Investment Programme Budget Management to 31 July 2008

The Head of Service – Housing presented a report which detailed the position of the Council's Housing Investment Programme for the 2008/09 financial year.

Resolved:

That the report be noted and monitoring actions of Officers be endorsed.

301

Housing Revenue Account Budget Management to 31 July 2008

The Head of Service – Housing updated Councillors on details of major variations between budgeted and actual expenditure and income for the Housing Revenue Account for the 2008/09 financial year.

Resolved:

That the report be noted and monitoring actions of Officers be endorsed.

302

Free Swimming

The Leisure Services Manager presented a report concerning a Government initiative to promote free swimming for people over 60 or under 16.

The Leisure Services Manager outlined the positives and negatives of the schemes and the strategic Director informed councillors of the risks involved if the scheme was taken up.

Councillors sought reassurance that the marketing of the scheme would be done to ensure that the public were aware the scheme was initially funded for 2 years and therefore it may be withdrawn if future funds couldn't be met.

It was confirmed that because the scheme only included those swimming pools which were Council owned the scheme would not be able to include Tadcaster Swimming Pool.

Resolved:

- (i) That the report be noted and;**
- (ii) It be recommended to Policy and Resource Committee that the Council offer free swimming to people over 60 with effect from 1st April 2009 and**
- (iii) That the Council express an interest in knowing more about how the free swimming might be extended to young people under 16 years of age.**

Councillors Mrs E Metcalfe and D Mackay wished to be recorded as voting against the resolution.

303

The Leisure Partnership Procurement Timetable

Jonathan Lund, Strategic Director informed councillors of the likely timetable for the work necessary to procure a partner organisation for the management and operation of the Council's Leisure Services and of the risks and other issues which might subsequently affect the timetable.

The Chair expressed disappointment that the time had slipped to April 2009.

Resolved:

- (i) That the report be noted and;**
- (ii) That a Working Group consisting of Councillors Ivey, Pound and Davis be established and they be given delegated authority to approve the tender documentation, approve a shortlist (if appropriate) of preferred bidders for further negotiation, and make a final recommendation on the selected partner and**

Recommend to Council

That the Council delegates to the Policy and Resources Committee the authority to consider and determine the final recommendation of the Working Group and authorise the letting of the contract to the selected partner.

Mr Furminger left the meeting

304

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.

305

Options for Properties at Douglas Street, Selby

The Head of Service – Housing informed councillors with the options for the vacant Council owned properties in Douglas Street, Selby.

Councillors thanked the Officers for the report and their efforts to bring houses back into use for affordable housing.

Resolved:

- (i) That the report be noted and;**
- (ii) Officers invite RSL partners to submit schemes for the Douglas Street site, to provide further affordable housing in the district and**
- (iii) to maximise the capital receipt to the Council**

The meeting closed at 6.35 pm.

Selby District Council

Minutes of the proceedings of a meeting of the Audit Panel held on 24 September 2008, in Committee Room 2, The Civic Centre, Portholme Road, Selby, commencing at 4:00 pm.

309	Minutes
310	Annual Governance Report
311	Statement of Accounts 2007/08
312	Internal Audit Interim Report 2008/09
313	Review of Corporate Risk Register

Present: Mrs E Casling (In the Chair)

Councillors: J Cattanach, D Davies (*for Mrs W Nichols*), M Jordan, R Packham and R Sayner.

Also in attendance: District Auditor, Audit Manager, Group Auditor - North Yorkshire Audit Partnership

Officials: Head of Service-Finance and Central Services and Democratic Services Manager

Public: 0

Press: 0

306 **Apologies for Absence**

Apologies were received from Councillors J Cattanach and Mrs W Nichols.

Substitute Member was Councillor D Davies (*for Councillor Mrs W Nichols*).

307 **Disclosure of Interest**

None

308 **Chairman's Introductions**

The Chairman reported that Councillors M Jordan and R Sayner had replaced Councillors M Crane and B Percival as members of the Panel.

309

Minutes

Resolved:

That the minutes of the Audit Panel held on 16 June 2008 be confirmed as a correct record and be signed by the Chair.

310

Annual Governance Report

Mr J Prentice, District Auditor presented the Annual Governance Report produced by the Audit Commission. The report summarised the findings from the 2007/08 audit and identified the key issues which the Council should consider.

The District Auditor was satisfied that, in all significant respects the Council made proper arrangements to secure economy, efficiency and effectiveness in its use of resources for the year ending 31 March 2008.

Councillors commented on a number of issues raised in the report and discussed issues relating to litigation costs, the Local Authority Business Grant Initiative (LABGI) and members' allowances.

The Head of Service – Finance and Central services submitted her comments and made particular reference to the way in which income from LABGI had been dealt with in the accounts.

Resolved:

- (i) That the report be noted; and**
- (ii) That the Policy and Resources Committee be advised that the panel supports the recommendation of the District Auditor regarding the publication of information relating to Members' allowances and the response of the Head of Service – Finance and Central services to the comment regarding the Local Authority Business Grant Initiative Grant.**

311

Statement of Accounts 2007/08

The Head of Service – Finance and Central Services reported on the Statement of Accounts for 2007/08. Minor changes had been made to the accounts and a full update would be made to the Policy and Resources Committee on 30 September 2008.

Resolved:

That the report be noted.

Internal Audit Interim Report 2008/09

The Head of Service – Finance and Central Services submitted the Internal Audit interim report for 2008/09, which had been prepared by the North Yorkshire Audit Partnership.

Details of the audits which had been undertaken during the period 1 April until 31 August 2008, were set out in the report together with a summary of key issues which had arisen.

The Group auditor reported on individual audits and councillors questioned officers on those issues where weaknesses had been identified

Resolved: That

- (i) The report be approved;**
- (ii) Copies of all audit reports be circulated to members of the panel electronically and they be requested to draw the Chairman's attention to any reports which they consider merits a discussion at a Panel meeting; and**
- (iii) Officers be invited to meeting to discuss reports where appropriate**

Review of Corporate Risk Register

The Head of Service – Finance and Central Services submitted a report setting out the corporate risk register. The register was reviewed by the Operational Management Team on a quarterly basis and, where appropriate, risk management plans developed.

The number of risks on the 'whole' register had decreased although there had been an increase in the number of risks requiring active management. Action plans had been developed for all risks requiring active management.

Councillors considered each of the risks on the register and discussed in detail risks 42 (Decision making), 43 (Community Engagement) and 48 (Depot Accommodation)

The format of the risk register was also discussed in particular the need to reflect the consequences of risks not being dealt with.

Resolved: That

- (i) The report be approved;**
- (ii) The officers responsible for risks 42,47 and 48 be requested to inform councillors electronically of the steps being taken to mitigate them and to attend the next meeting of the Panel;**

- (iii) The format of the register be amended to include a column outlining the consequences of not dealing with risks, the removal of the 'trigger' column and the inclusion of a comments column; and**
- (iv) Arrangements be made for councillors to receive training on their role within the audit process**

The meeting closed at 5:07 pm

SELBY DISTRICT COUNCIL

Minutes of the proceedings of a meeting of the Overview and Scrutiny Committee held on 25 September 2008, in Committee Room 2, The Civic Centre, Portholme Road, Selby, commencing at 5:00 pm.

315	Minutes
316	Chair's Address to the Overview and Scrutiny Committee and Work Programme and Work Programme Proposals
317	Customer Contact Centre
318	Overview and Scrutiny Committee 2007/2008 Performance Indicator Report: April 2008 – July 2008
319	North Yorkshire Local Area Agreement 2008/11
320	Exploring the Fear of Crime Report
321	Report on the Provision of Allotments
322	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, Mrs K McSherry, B Marshall, Mrs S Ryder, Mrs A Spetch and Mrs D White

Officials: S Martin, Strategic Director, Head of Service – Policy and Performance and Committee Administrator

Also in Attendance: Head of Service – Finance and Central Services – For Minute No: 317
Customer Services Manager – For Minute No: 317

Public: 0

Press: 0

313 **Apologies for Absence**

No apologies for absence were received.

314 **Disclosure of Interest**

None.

315 **Minutes**

RESOLVED:

That the minutes of the proceedings of the meeting of the Overview and Scrutiny Committee held on 26 June 2008 be confirmed as a correct record and be signed by the Chair.

Overview and Scrutiny Committee
25 September 2008

Chair's Address to the Overview and Scrutiny Committee and Work Programme and Work Programme Proposals

The Chair updated Councillors on the following:

A half-day course being held at Leeds Town Hall on 2 October 2008 covering Community Empowerment White Paper and Guidance would be attended by Councillor McCartney and Mrs Peam, Committee Administrator.

There would be an Extraordinary Overview and Scrutiny Meeting to be held on Friday 7 November 2008 at 2:00 pm to accommodate John Grogan MP who was unable to attend one of our scheduled meetings.

Proposals for additions to the Overview and Scrutiny Work Programme were as follows:

- Dealing with illegal traveller encampments; and
- Countryside Management Partnership

It was agreed that the Committee Administrator would contact the relevant agencies in connection with the illegal traveller encampments and ask for their policies. Once these policies were received the item would then be brought back to a future meeting of the Overview and Scrutiny Committee.

It was also agreed that the Committee would look at how the Countryside Management Partnership with North Yorkshire County Council (NYCC) is working.

The Chair also raised the issue of other items on the Work Programme that had not been looked at and wanted councillors views on how to progress them. The issues were:

- Sport provision for young people
- Education facilities for looked after children; and
- Registered Social Landlords

Resolved:

- (i) That dealing with Illegal Traveller Encampments and The Countryside Management Partnership (with NYCC) be added to the Committees' Work Programme;**

- (ii) That for 'Dealing with Illegal Traveller Encampments' the Committee requested policy documents and protocols from Selby District Council, North Yorkshire County Council and North Yorkshire Police as well as consulting with other agencies, such as the Environment Agency and Parish Councils;
- (iii) That for the Countryside Management Partnership, the Committee requested copies of the Partnership Agreement and all other relevant documents and invite officers involved in the Partnership to a future meeting to discuss its progress;
- (iv) That for 'Education Facilities for Looked After Children' the Committee requested the relevant information from NYCC and invite the Senior Officer who deals with this matter in the Selby District to attend a future meeting of the Committee.

Public Session

317

Customer Contact Centre

A verbal update was given to councillors by the Customer Services Manager on the situation at Access Selby since it opened in May 2008.

Councillors were invited to ask any questions and the Customer Services Manager as well as the Head of Service – Finance and Central Services would answer as fully as possible with any facts and figures required.

Some of the questions asked were the following:

- Staffing – how many full time and part time staff employed
- How the new telephone system logged calls
- Residents visiting the premises and the services offered
- Average call and waiting times
- Calls abandoned
- Disabled parking facilities
- Working with other partners e.g. Police

Councillors felt that the disabled parking facilities should be looked at as they were on cobbled stones and near to a salt bin. It was agreed that this issue be looked at.

Resolved:

That the Customer Services Manager and the Head of Service – Finance and Central Services be thanked for their update and attendance at the meeting.

318

Overview and Scrutiny Committee 2007/2008 Performance Indicator Report: April 2008 – July 2008

The Head of Service – Policy and Performance updated councillors on priority areas and managing the performance of the Council by updating the Overview and Scrutiny Committee on the progress that is being made in 2008/2009 for the corporate and statutory National Indicators (NIs) for which they were responsible.

Councillors were still concerned at the recycling of plastics. The Strategic Director informed councillors that this issue would be reviewed when drawing up the new street scene contract, which would commence in October 2009, which would include the refuse collection, emptying of litterbins and grass cutting.

Councillors raised the issue of litterbins within their Parishes not being emptied on a regular basis. The Strategic Director informed them that he would look into this problem and contact Veolia direct.

Councillors were pleased to see that the Legal Services Section were still on target with standard searches being carried out in 10 working days.

Resolved:

That the report be noted.

319

North Yorkshire Local Area Agreement 2008/11

The Head of Service – Policy and Performance provided councillors with information about the North Yorkshire Local Area Agreement 2008/11.

The North Yorkshire Local Area Agreement (LAA) 2008/11 is a three year agreement between the main public sector agencies in the area, other partners and central government to improve services and the quality of life in North Yorkshire.

Each councillor received a copy of the North Yorkshire LAA 2008/11 document, which covered all aspects of the Local Area Agreements. The outcomes that the Agreement is seeking to achieve are detailed under specific groups of people or these. These are as follows:

- Adults
- Children and Young People
- Economy and Enterprise
- Healthier Communities
- Safer Communities
- Stronger Communities
- Children and Young People Statutory Indicators

Resolved:

That the information contained in the report be noted and the Committee takes account of the LAA when deciding on its Work Programme.

320

Exploring the Fear of Crime Report

This report came from a Task and Finish Group that examined the underlying issues, which may have contributed to the high levels of fear of crime.

Building upon recent local crime surveys, crime audits and other statistical sources and noting national research findings concerning crime and the fear of crime, it was decided to undertake an in depth qualitative research into the subject.

The survey was carried out within the villages of Hensall in the South and Barlby in the North of the District and also sent to all Parish Councils.

It was agreed that the 'Exploring the Fear of Crime' report be sent to all Parish Councils with an invitation to attend the next Parish Forum which was to take place in January 2009. Inspectors Pegg and Abbot from North Yorkshire Police will attend to discuss Neighbourhood Policing.

Resolved:

That a copy of the 'Exploring the Fear of Crime' report be sent to all Parish Councils with their invitation to the January Parish Forum meeting, which has the theme of 'Neighbourhood Policing'.

321

Report on the Provision of Allotments

Councillor McCartney requested this report on behalf of the Overview and Scrutiny Committee to consider the Council's duties with regard to the provision of allotments.

The Committee were interested in considering how further allotments could be provided by Parish Councils. The Committee were informed that the Parish Council could do all the necessary work in connection with providing allotments themselves but the District Council would have to do any Compulsory Purchasing or hiring.

Various councillors reported on allotments within their Ward and that there were waiting lists in various areas for residents to take on allotments.

Resolved:

That the report on the provision of allotments be sent to all Parish Councils urging them to find out what demand exists in their community for allotments and encourage them to fulfil that demand.

322

Questions to the Chief Executive

The Strategic Director on behalf of the Chief Executive responded to Councillors questions.

The following questions were raised:

- Update on Selby Hospital Project – Chief Executive to report on at the next Council Meeting
- Pilot Scheme of Community Engagement Forum
- Noise from meetings in adjoining Committee Rooms

The Strategic Director informed Councillors that he would let them know by email about the details regarding the Community Engagement Forum and speak to the relevant people concerned about the noise from adjacent Committee Rooms.

The meeting closed at 6:35 pm.

SELBY DISTRICT COUNCIL

Minutes of the proceedings of a meeting of the Policy and Resources Committee held on 30 September 2008, in Committee Room 2, The Civic Centre, Portholme Road, Selby, commencing at 4.00pm.

333	Minutes
334	Chairs Address
335	Annual Governance Report
336	Statement of Accounts 2007/08
337	General Fund Revenue Budget Management 2008/09 to 31 July 2008
338	General Fund Capital Programme – Budget Management to 31 July 2008
339	Customer Contact Centre Performance
340	Financial Planning Policies
341	Corporate Plan – Strategic Programme Update
342	Policy and Resources Committee 2008/09 Performance Indicator Report: April 2008 – July 2008
343	Community Engagement (Update) and Media and Communication Strategy
344	Guidance for Councillor Champions
345	Funding for the CEF (Community Engagement Forum) Pilot
346	Corporate Equality Plan and Generic Equality and Diversity Scheme
347	Violent and Challenging Behaviour Policy
348	Selby District Local Development Framework – Annual Monitoring Report 2008
349	Selby District LDF – Core Strategy DPD Further Options Report
350	Minutes of Local Development Framework Group (LDF)
351	Minutes of Asset Management Group
352	Referrals from Other Boards and Committees
353	Referral from Social Board – Free Swimming

Present: Councillor M Crane in the Chair

Councillors: Mrs E Casling, D Fagan (for R Sayner), Mrs G Ivey, C Lunn, J Mackman, C Metcalfe, Mrs W Nichols, R Packham, B Percival, and S Shaw-Wright

Officials: Chief Executive, Strategic Director – J Lund, Strategic Director – S Martin, Head of Service – Finance and Central Services, Head of Service- Policy and Performance, Head of Service – Human Resources, Head of Service – Development Services, Development Policy Manager, Planning Policy Manager, Customer Services Manager,

Communications Manager, Trainee Solicitor, Democratic Services Officer and Committee Administrator.

Also in Attendance: District Auditor

Public 1

Press 0

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

Apologies were received from R Sayner

Substitute councillor was D Fagan

332 **Disclosures of Interest**

Councillor C Lunn declared a personal interest in Item 352 – Referrals from other boards – Free Swimming.

333 **Minutes**

That the minutes of the proceedings of the meeting of the Policy and Resources Committee held on 15 July 2008 be confirmed as a correct record and be signed by the Chair.

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

- The Chairman sought councillors approval for the Council to sign up to the Screen Yorkshire Film Friendly Partnership Charter at an event on 1 October 2008. Screen Yorkshire had been established to promote the area to filmmakers with a view to encouraging investment.
- The Chairman reported that a ballot of staff had resulted in Friday 2 January 2009 being the favoured date for the concessionary days leave over the Christmas period.

Resolved:

- (i) That the Council Signs up to the Screen Yorkshire Film Friendly Partnership and;**

- (ii) **That staff be granted a concessionary days leave on Friday 2 January 2009.**

335 **Annual Governance Report**

Mr J Prentice, District Auditor presented the Annual Governance Report for 2007/08. The report summarised the findings from the annual audit and identified the key issues which the Council should consider.

The report had been considered by the Audit Panel on 24 September 2008 who had supported the proposals of the District Auditor regarding members allowances and the Head of Service – Finance and Central Services regarding the Local Authority Business Grant Initiative.

Councillors discussed issues relating to litigation costs, property disposals and the Local Authority Business Grant Initiative.

Resolved:

That the report be noted

336 **Statement of Accounts 2007/08**

The Head of Service – Finance and Central Services presented the revised Statement of Accounts to councillors. The accounts had been slightly amended following the conclusion of the external audit but this process would not affect the unqualified audit opinion that would be issued.

Resolved:

- (i) **That the Amended Statement of Accounts for 2007/08 be approved and;**
- (ii) **That the letter of representation be approved.**

337 **General Fund Revenue Budget Management 2008/09 to 31 July 2008**

The Head of Service – Finance and Central Services updated councillors with details of variations between budgeted and actual expenditure and income for the General Fund for the 2008/09 financial year to 31 July 2008 and to request drawdowns from earmarked reserves where required.

The report had taken into account the adjustments to the budget as
Policy and Resources Committee

30 September 2008

recommended in the minute 264 of the Economy Board, minute 271 of the Planning Committee, minute 289 of the Environment Board and minute 298 of the Social Board.

Councillors discussed the costs of the refuse collection contract, the letting of property and the litigation costs involving planning applications.

The Head of Service-Development Services sought councillor's approval to drawdown funds from the Spend to Save Reserve to finance the £24,000 cost of employing consultants FOR A planning Applications BPR project.

Resolved:

- (i) That drawdowns from the Planning Inquiry Reserve totalling £160,000 be approved;**
- (ii) Drawdowns from the Contingency Reserve totalling £47,770 be approved;**
- (iii) Drawdowns from the Building Repairs Reserve totalling £16,790 be approved;**
- (iv) That the General Fund budgets be adjusted to reflect the savings expected to be achieved this year as per Appendix B, and that the Councils Medium Term Financial Plan be amended to take account of projected savings in 2009/10 and 2010/11 where these are not currently allowed for in the budget;**
- (v) That savings of £141,100 be identified in order to meet the savings target set for 2008/09 and;**
- (vi) That approval be given to the drawdown of £24,000 from the Spend to Save reserve**

338

General Fund Capital Programme – Budget Management to 31 July 2008

The Head of Service – Finance and Central Services updated councillors with the details of the position of the General Fund Capital Programme for the 2008/09 financial year to 31 July 2008.

Resolved:

- (i) That the position, at July 2008, on the General Fund**

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Capital Programme for 2007/08 be noted and;

- (ii) That the actions of officers in monitoring the programme be endorsed**

339

Customer Contact Centre Performance

The Head of Service – Finance and Central Services updated councillors on the performance in the Customer Contact Centre.

The call centre performance had improved significantly since the centre opened in May 2008, but further improvement was still required. Plans to sustain the performance included a review of the Local Taxation service and resources to deliver service through the Local Taxation BPR project and use of the Tadcaster office for call overflow.

Performance would be monitored and an update report would be brought to the November Policy and Resources Committee.

Resolved:

- (i) That the measures taken to improve call centre performance be endorsed and the significant improvement achieved to date be noted and;**
- (ii) That the supplementary estimate of £30,000 for temporary staff be approved.**

340

Financial Planning Policies

The Head of Finance and Central Services sought approval for the Financial Planning Policies statement, which provided the foundation for a refreshed Financial Strategy and Medium Term Financial Plan for 2009/10 – 2011/12.

The statement had been updated to reflect the requirement of the 3% cash releasing efficiencies and to propose that the use of virement from income budgets be no longer permitted.

Recommended to Council

That the Council's Financial Procedure Rules be amended to provide that virement from income budgets must be approved by the Policy and Resources Committee

Resolved:

That the Financial Planning Policies Statement be approved

341 **Corporate Plan – Strategic Programme Update**

The Head of Service – Policy and Performance provided an update on the delivery and performance of the Corporate Plan for the period April to August 2008.

Resolved:

That the report be noted.

342 **Policy and Resources Committee 2008/09 Performance Indicator Report: April 2008 – July 2008**

The Head of Service – Policy and Performance updated councillors on the progress that had been made in 2008/09 for the corporate and statutory National Indicators for which the Committee were responsible.

Resolved:

That the report be noted

343 **Community Engagement (update) and Media and Communication Strategy**

The Head of Service – Policy and Performance presented councillors with an updated Community Engagement Strategy and newly developed Media and Communications Strategy.

The Policy and Resources Committee had previously approved the original Community Engagement Strategy in January 2007. The updated Community Engagement Strategy and Media and Communications Strategy would enable the Council to build on its community activities and engage fully with the national community empowerment agenda.

Councillors commented on the report and in particular the provision of information to Parish Councils.

Recommended to Council

That the updated Community Engagement Strategy and Media and Communications Strategy be approved.

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Resolved:

That a copy of the Parish Council's Newsletter be circulated to councillors electronically.

At this stage in the meeting a 20-minute recess was taken.

344

Guidance for Councillor Champions

Jonathan Lund presented councillors with a guidance note for Councillor Champions.

The Council had appointed Councillor champions to play key roles in the promotion of Council and National Priorities. The guidance note was intended to provide a consistent and helpful guide to the champions.

Resolved:

That the guidance note be adopted.

345

Funding for the CEF (Community Engagement Forum) Pilot

Jonathan Lund requested councillors consider the allocation of funding for the Community Engagement Forum (CEF) pilot.

The Council had accepted a pilot operation in partnership with North Yorkshire County Council, North Yorkshire Police and North Yorkshire Fire and Rescue and the first meeting was scheduled for late October 2008.

Funding was requested to provide a community fund to encourage engagement and to sponsor local initiatives.

The Chief Executive detailed the breakdown of funding required, which included a sum of £8,300 from the remaining months of this financial year.

Resolved:

That the allocation of £8,300 (£20,000 pro rata) be approved, of which £2,800 be met from available funds within the Your Community Your Future budget and £5,500 be met from the Contingency Reserve.

346

Corporate Equality Plan and Generic Equality and Diversity Scheme

The Head of Service – Human Resources sought approval of the Corporate Equality Plan and Generic Equality and Diversity Scheme, which met the legislative obligations on the authority and the requirements of the Equality Standard.

The Corporate Equality Plan set out the Council's equality priorities and was evidence of the Council's determination to increase equality opportunities for the people of Selby District, whilst the Generic Equality and Diversity Scheme detailed the statutory obligations of the authority in relation to relevant legislation.

Recommended to Council:

That the Corporate Equality Plan and Generic Equality and Diversity Scheme be approved.

347

Violent and Challenging Behaviour Policy.

Councillors considered a report by the Head of Service-Legal and Democratic Services seeking approval of the Violent and Challenging Behaviour Policy, which had been compiled to ensure the safety of staff working at Selby District Council.

A discussion took place on the possibility of a similar policy being developed to protect councillors.

Recommended to Council:

That the Violent and Challenging Behaviour Policy be approved.

348

Selby District Local Development Framework – Annual Monitoring Report 2008

The Development Policy Manager presented a report of the Local Development Framework (LDF) Annual Monitoring Report.

Local Planning Authorities were required to submit annual reports to the Secretary of State that set out progress and achievements of policies and milestones in the Local Development Scheme as well as identified necessary changes.

The Development Policy Manager informed councillors that this was the 4th annual report and a copy had been placed in the Members room.

Resolved:

That the Annual Monitoring Report 2008 be noted.

Continuation of Meeting

Councillors were informed that the meeting had been running for three hours.

Resolved:

That the meeting continue for the remaining items.

349

Selby District LDF – Core Strategy DPD Further Options Report

The Principal Planner (LDF) submitted a report seeking approval for the undertaking of a consultation exercise regarding the Local Development Framework (LDF). The issue had been considered by a Task and Finish Group and their comments had been incorporated in the report.

Recent changes to the process of the LDF removed requirements for Councils to consult on preferred options with emphasis being put on consultation with stakeholders and communities.

Councillors considered the report in detail and discussed, in depth issues relating to the future development of Tadcaster.

Resolved:

- (i) That the core strategy Further Options report be approved for consultation purposes, with the accompanying evidence base material also being made public;**
- (ii) That arrangements be made for publicising and seeking comments and;**
- (iii) That questions relating to Tadcaster and Sherburn be included in the questionnaire and the Principal Planner (LDF) be given authority, in consultation with Councillor Percival Chair of the Task and Finish Group, to make minor amendments, factual corrections to the report and questionnaire prior to publication;**

350 **Minutes of Local Development Framework Group (LDF)**

Councillors received the Minutes of the Local Development Framework Task and Finish Group held on 14 August 2008 and 5 September 2008.

351 **Minutes of Asset Management Group**

Councillors considered the minutes of the Asset Management Group held on 3 July 2008 which contained recommendations relating to properties which had been identified as being potentially surplus to requirements.

Resolved:

That, subject to recommendation (ii) (e) being amended as set out below, the recommendations be approved and adopted

'Quaker Burial Ground, Tadcaster – That, subject to appropriate consultations, the land be sold'.

352 **Referrals from Other Boards and Committees**

It was reported that the following referrals had been considered earlier in the meeting (minute 337 refers)

a) Economy Board – 9 September 2008

Minute 264 - Budget Management to 31 July 2008

b) Planning Committee – 17 September 2008

Minute 271 – Budget Management to 31 July 2008

c) Environment Board – 18 September 2008

Minute 289 – Budget Management to 31 July 2008

d) Social Board – 23 September 2008

Minute 298 – Budget Management to 31 July 2008

353 **Social Board**

Minute 302 – Free Swimming

Councillors were informed of a Government initiative to promote free swimming for people over 60 or under 16.

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The Social Board had resolved that:

- It be recommended to Policy and Resource Committee that the Council offer free swimming to people over 60 with effect from 1st April 2009 and
- That the Council express an interest in knowing more about how the free swimming might be extended to young people under 16 years of age.

Resolved and Recommend Council

That the recommendation of the Social Board be approved.

354 **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 paragraph 3 of Part 1 of Schedule 12A to the Act.

355 **Decent Homes Contract**

At the request of councillors, Steve Martin, Strategic Director updated the committee on the current position regarding issues with the former Decent Homes Contractor.

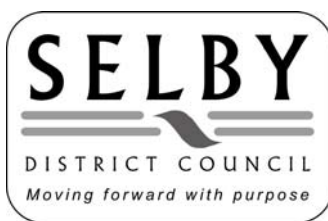
Resolved: That the report be noted.

356 **Letting of Property**

In reply to a councillor's question the Development Policy Manager reported on the circumstances surrounding the vacation of one of the Council's industrial units.

Resolved: That the report be noted.

The meeting closed at 8:05 pm.



Agenda Item No: 8

Title: Selby Community Project
To: Council
Date: 14 October 2008
Author: Martin Connor, Chief Executive

1 Purpose of Report

- 1.1 For councillors to consider the formation of an internal project board to oversee the Selby Community Project

2 Recommendation(s)

- 2.1 **That Council forms an internal project board to oversee the delivery of the Selby Community Project.**

3 Executive Summary

- 3.1 As the delivery of the Selby Community Project (new hospital and civic headquarters) is now moving towards a certain start, it is recommended that the Council sets up an internal project board to oversee the development.
- 3.2 The Council is already represented by the Leader and Deputy Leader on the Joint Integrated Board (JIB) which governs the partnership arrangements but the physical build of the new facilities will be undertaken by Selby District Council on behalf of the partnership and it is appropriate for such a major capital project to be overseen by elected councillors.

4 The Report

- 4.1 The Council has championed the delivery of a new community hospital for Selby and has agreed that, as part of the delivery of this new facility, a scheme including a new civic headquarters and shared facilities with the PCT and other partners would provide added benefits.

- 4.2 The Council is already represented by the Leader and Deputy Leader on the Joint Integrated Board (JIB) which governs the partnership arrangements. The JIB has appointed a project manager for the scheme and this resource is currently working with the PCT on the formulation of an outline business case (OBC) as part of the Strategic Health Authority (SHA) requirement for the release of the grant funding for the hospital.
- 4.3 The physical build of both the hospital and the civic centre will be undertaken by Selby District Council and the purpose of this report is to ask Council to form a Project Board to oversee this process. The Board will also be responsible for recommending a specification for the civic centre to Council.
- 4.4 It is recommended that the Board consists of not more than six members and that its first task is to recommend a formal remit and rules of engagement to the next meeting of Council.

5 Financial Implications

- 5.1 There are no financial consequences flowing from this report.

6 Conclusions

- 6.1 Councillors are asked to consider the proposal.

7 Link to Corporate Plan

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

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

- 8.1 The report does not link to any specific priority but the new provision links to the heart of the community and provision of services.

9 Impact on Corporate Policies

9.1	Service Improvement The proposal could lead to the improvement of services through better partnership working and economies of scale.	Impact
9.2	Equalities	No Impact
9.3	Community Safety and Crime	No Impact

9.4	Procurement The intention to jointly procure the facilities with Selby District Council acting as lead represents good partnership practice.	Impact
9.5	Risk Management	No Impact
9.6	Sustainability Joint provision of facilities provides a more sustainable solution to service delivery to the community.	Impact
9.7	Value for Money Joint procurement should improve value for money to both organisations.	Impact

10 Background Papers

10.1 None