

MISSION STATEMENT

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

Please ask for: Ken Robinson
Direct Dial No: 01757 292007
Fax No: 01757 292020
E-mail kerobinson@selby.gov.uk

20 July 2009

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 **28 July 2009** commencing at **6.00 pm**.

Yours sincerely

M Connor
Chief Executive

Opening Prayers will be offered.

AGENDA – PUBLIC SESSION

1. Apologies for Absence

To receive apologies for absence.

2. Disclosure of Interest

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

3. Minutes

To confirm as a correct record the minutes of the proceedings of the meeting of Council held on 2 June 2009 (pages 5 to 16 attached).

4. Communications

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

5. Public Questions

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

6. Councillors' Questions

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

7. Committee and Board Minutes

| | | |
|------------------------------------|-------|------------------------------------|
| Planning Committee 27 May 2009 | Green | Minutes 16 - 31 Pages 17 - 28 |
| Planning Committee 24 June 2009 | | Minutes 103 - 114 Pages 29 - 35 |
| Licensing Committee 8 June 2009 | Cream | Minutes 44 - 51 Pages 36 - 38 |

| | | |
|--|--------|------------------------------------|
| Economy Board 9 June 2009 | Pink | Minutes 52 - 63 Pages 39 - 42 |
| Environment Board 11 June 2009 | Blue | Minutes 64-74 Pages 43 - 50 |
| Social Board 16 June 2009 | Yellow | Minutes 75 -88 Pages 51 - 55 |
| Audit Panel 23 June 2009 | White | Minutes 89 -102 Pages 56 - 60 |
| Overview and Scrutiny 25 June 2009 | Peach | Minutes 115 - 124 Pages 61 - 65 |
| Overview and Scrutiny 16 July 2009 | | Minutes 152 – 158 Pages 66 - 68 |
| Policy and Resources 30 June 2009 | Gold | Minutes 125 - 138 Pages 69 - 74 |
| Policy and Resources 14 July 2009 | | Minutes 139 - 151 Pages 75 - 80 |
| Selby Community Project – Internal Project Board 14 May 2009 | White | Minutes 1 - 10 Pages: 81 - 84 |

8. **Community Engagement Forum Evaluation – Tadcaster & Villages Pilot**

Report of the Chief Executive (pages 85 to 89 attached)

9. **Appointment of Independent Member of Standards Board**

Deputy Chief Executive to submit a verbal report.

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 2 June 2009, in the Civic Suite, the Civic Centre, Portholme Road, Selby, commencing at 6:00 pm.

| | |
|----|---|
| 34 | Minutes |
| 35 | Standards Committee Annual Report 2008/09 |
| 36 | Communications |
| 37 | Public Questions |
| 38 | Councillors' Questions |
| 39 | Committee and Board Minutes |
| 40 | State of the Area Address |
| 41 | Representation on Outside Bodies 2009/10 |
| 42 | Urgent Action |
| 43 | Sealing of Documents |

Present: Councillor I Chilvers (Chairman) in the Chair

Councillors: Mrs E Casling, J Cattanach, M Crane, Mrs D Davies, Mrs M Davis, J Deans, K Ellis, D Fagan, Mrs C Goodall, Mrs M Hulme, W Inness, Mrs G Ivey, M Jordan, C Lunn, D N Mackay, B Marshall, J McCartney, Mrs M McCartney, Mrs K McSherry, Mrs C Mackman, J Mackman, C Metcalfe, Mrs W Nichols, R Packham, C Pearson, B Percival, A Pound, Mrs S Ryder, R Sayner, S Shaw-Wright, R H Sweeting and Mrs D White.

Officials: Chief Executive, Deputy Chief Executive, Strategic Director, Interim Head of Service – Legal and Democratic Services, Head of Service – Finance and Central Services, Head of Service – Environmental Health and Leisure Services, Head of Service – Housing, Head of Service – Human Resources, Media and Corporate Communications Manager and Democratic Services Officer.

Public: 0

Press: 0

Father Darren Moore offered opening prayers

32 **Apologies for Absence**

Apologies for absence were received from Councillors Mrs S Duckett, Mrs J Dyson, WN Martin, Mrs P Mackay, Mrs E Metcalfe, I Nutt, Mrs A Spetch and A Thurlow.

33 **Disclosure of Interest**

None Received

34 **Minutes**

Resolved:

That the minutes of the proceedings of the Council held on 19 May 2009, with the substitution of 'Mrs M Davis' for 'Mrs M Davies' in list of members of the Standards Committee set out in minute 11, be confirmed as a correct record and be signed by the Chairman.

35 **Standards Committee Annual Report 2008/09**

Miss B Potts, Chairman of the Standards Committee submitted the Committee's Annual Report for 2008/09.

2008/09 had been a year of significant change for the Committee and its members had responded well to the new challenges.

Resolved: That the report be noted.

36 **Communications**

(a) Selby Community Project

The Chief Executive reported that he had received a request from the Head of Service – Finance and Central Services seeking approval of the Project Initiation Document (PID) for the Selby Community Project. This would allow the project to proceed to the tender stage.

Resolved:

That the PID be approved to enable the project to proceed to the tender stage.

(b) Selby Renaissance

The Chief Executive reported that he had received a request from Councillor B Percival for £5,000 to be allocated for a public event to mark the completion of the Selby Renaissance project in August 2009.

Resolved:

That the request be granted.

37 **Public Questions**

None.

38 **Councillors' Questions**

None.

39 **Committee and Board Minutes**

Planning Committee – 1 April 2009

Resolved:

That the minutes be noted.

Planning Committee – 29 April 2009

Resolved:

That the minutes be noted.

Licensing Committee – 6 April 2009

Resolved:

That the minutes be noted.

Licensing Committee – 18 May 2009

Resolved:

That the minutes be noted.

Economy Board – 14 April 2009

Resolved: That the minutes be noted.

Audit Panel – 15 April 2009

Resolved:

That the minutes be noted.

Environment Board – 16 April 2009

It was reported that the decision set out in minute 808 (Countryside Management Service) had been the subject of 'call in' and had been discussed at the Overview and Scrutiny Committee on 7 May 2009 (minute 838 refers)

Resolved:

That the minutes be noted.

Social Board – 21 April 2009

In response to questions regarding minute 814 (Decent Homes Update) the Chair of the Board undertook to ensure that councillors were given access to the criteria used to determine which properties were improved. She also indicated that a review would be undertaken of the site currently used by the contractors as a base.

Resolved: That

- (i) the minutes be noted; and**
- (ii) the recommendation set out in minute 816 (Rent Setting) be approved and adopted**

Overview and Scrutiny Committee – 7 May 2009

The Chair of the Committee reported that the decision contained in minute 808 of the Environment Board concerning the Countryside Management Service had been reviewed and endorsed.

In response to a question the Chief Executive reassured councillors that there were no plans to reduce the opening hours of Selby Park.

Resolved:

That the minutes be noted.

Policy and Resources Committee – 12 May 2009.

Resolved: That the minutes be noted;

40

State of the Area Address

Councillor Crane, Leader of the Council, submitted the State of the Area Address for 2009. Councillor Shaw-Wright, as Leader of the Labour Group, commented on the address.

Resolved:

That the State of the Area Address be approved as a consultation document for discussion with the community.

41

Representation on Outside Bodies 2009/10

Councillors considered a schedule giving details of appointments made to outside bodies in 2008/09 and were asked to make nominations for 2009/10. Two nominations Councillors B Marshall and R Sayner, were made for the one place on North Yorkshire County Council Scrutiny Health Panel and, after a vote it was

Resolved:

That appointments be made as shown in the schedule attached to these minutes.

42

Urgent Action

The Chief Executive reported that it had not been necessary to take any urgent action since the last meeting of the Council

Resolved:

That the report be noted.

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.

The meeting closed at 7:00 pm.

Selby District Council **SCHEDULE**
Representatives on Outside Bodies 2009/2010

| OUTSIDE BODY | REPRESENTATIVE |
|--|---|
| PARTNERSHIPS | |
| Association of North Yorkshire Councils | Cllr M Crane Deputy – Cllr B Percival |
| Local Government Association | Cllr C Metcalfe Deputy – Cllr B Percival |
| Local Government Association Fourth Option Special Interest Group | Cllr J McCartney |
| Local Authorities -Yorkshire and the Humber | Cllr M Crane |
| National Association of Councillors (National and Northern Branch) | Cllr J Mackman Cllr S Shaw-Wright |
| Yorkshire and Humber Assembly | Chair of P&R or nominee |
| Yorkshire and Humber Employers' Committee | Chair of P& R or nominee |
| Selby District Local Strategic Partnership | Chair of P& R or nominee |
| Selby Urban Renaissance Programme: | |
| Town Team Executive | Cllr M Crane Cllr B Percival Cllr S Shaw-Wright |
| Selby Town Team | Cllr Mrs J Dyson |
| Sherburn-in-Elmet Town Team | Cllr M Jordan |
| Tadcaster Town Team | Cllr C Metcalfe |
| Energy Team | Cllr Mrs E Casling |

| | |
|---|--|
| NYCC Scrutiny of Health Panel | Cllr R Sayner (Substitute: Cllr Mrs K McSherry) |
| York and North Yorkshire Development Board (Partnership Unit – Secretariat) | Cllr B Percival |
| Strategic Housing Board (New 2009) | Cllr Mrs G Ivey |
| Leeds City Region (New 2009) | Cllr M Crane |

| COMMUNITY LINKS | |
|--|--|
| Age Concern Visiting and Support Group | Cllr Mrs A Spetch |
| Alzheimers Disease Society | Cllr Mrs S Ryder |
| Appleton Roebuck and Copmanthorpe Drainage Board | Cllr Mrs P Mackay Cllr B Percival |
| Association of Voluntary Services for Selby | Cllr Mrs A Spetch |
| Citizens Advice Bureau – Selby | Cllr D Fagan |
| The Alliance (formerly known as Coalfields Communities Campaign) | Cllr S Shaw-Wright |
| Yorkshire Coal Industry Taskforce | Cllr S Shaw-Wright |
| Crossroads Care Scheme Committee | Cllr Mrs D Davies |
| DIAL Management Executive Committee | Cllr C Pearson |
| Drax Power Station Consultative Committee | Cllr I Chilvers Cllr J McCartney Cllr Mrs K McSherry Cllr J Thurlow |
| Eggborough Power Station Consultative Committee (formerly Gale Common) | Cllr Mrs M Davis Cllr Mrs Dyson Cllr Mrs G Ivey Cllr J McCartney Cllr C Pearson Cllr Mrs S Ryder |
| Power Stations Joint Environmental Committee | Cllr I Chilvers Cllr Mrs M Davis Cllr Mrs G Ivey Cllr C Metcalfe Cllr I Nutt Cllr R Packham Cllr C Pearson Cllr J Thurlow |

| | |
|--|--|
| Knottingley to Gowdall Drainage Board | Cllr Mrs D White Mr D Peart |
| National Society for Clean Air | Cllr D Mackay Cllr C Pearson Cllr C Lunn |
| North Wharfe Internal Drainage Board | Cllr D Mackay Cllr R Sweeting |
| North Yorkshire Cultural Partnership | Cllr Mrs G Ivey (Chair of Social Board) |
| North Yorkshire Supporting People | Cllr Mrs G Ivey |
| Oglethorpe and Dawson Education Foundation | Cllr Mrs E Metcalfe Cllr R Sweeting |
| Ouse and Derwent Internal Drainage Board | |
| First Electoral Division – Ouse | Cllr W Inness Cllr B Marshall |
| Third Electoral Division – Cliffe | Cllr Mrs K McSherry Cllr J Deans |
| Read School Drax – Governor | Cllr I Chilvers |
| RELATE | Cllr Mrs K McSherry |
| Access to Services (York & Selby) | Cllr Mrs G Ivey |

| | |
|---|--|
| Selby Area Internal Drainage Board | Cllr Mrs J Dyson Cllr B Percival Cllr C Pearson Cllr K Ellis Cllr I Chilvers Cllr Mrs A Spetch Cllr I Nutt Mrs M Fagan Mr A Cawood |
| Selby Area Committee | Cllr I Chilvers Cllr Mrs C Mackman Cllr R Packham Cllr Mrs A Spetch |
| Selby Area Learning Partnership | Cllr D Fagan |
| Selby College Board of Governors | Cllr C Lunn |
| Selby and District Rail Users Group | Cllr Mrs D Davies Cllr Mrs C Mackman |
| Selby District Advocacy | Cllr Mrs C Mackman |
| South Wharfe Internal Drainage Board | Cllr D Bain-Mackay Cllr K Ellis Mr W Harrison |
| University of Hull– Membership of Court | Cllr Mrs C Mackman |
| Went Internal Drainage Board | Cllr Mrs G Ivey |
| Liaison Committee National Coal Mining Museum for England | Cllr N Martin |
| Yorkshire and Humberside Employers Forum | Chair of P&R Committee |
| Yorkshire and Humberside Pollution Advisory Committee | Chair of Environment Board and Cllr M Jordan |
| Yorkshire and Humberside R.F.C.A Association | Cllr B Marshall |
| Yorkshire Rural Community Council | |

REPRESENTATION ON PARTNERSHIP ORGANISATIONS

| | |
|--|---------------------------------------|
| Audit Consortium Partnership | Cllr M Jordan Chair of Audit Panel |
| Building Control Partnership (2 places) | Cllr J Mackman Cllr J Deans |
| Groundwork (North Yorkshire) | Cllr I Nutt Cllr W Nichols |

SELBY DISTRICT COUNCIL

Minutes of the proceedings of a meeting of the Planning Committee held on 27 May 2009 in Committee Rooms 1& 2, The Civic Centre, Portholme Road, Selby, commencing at 4.00pm.

| | |
|----|--|
| 18 | Minutes |
| 19 | Chair's Address to the Planning Committee |
| 20 | Planning Enforcement Sub Group |
| 21 | Commence times for Committee |
| 22 | Performance Indicator Report: April 2008 – March 2009 (2008/09 Year End) |
| 23 | 2009/0233/FUL – Selby War Memorial Hospital, Doncaster Road, Selby |
| 24 | 2009/0213/REM – Staynor Hall Development, Bawtry Road, Selby |
| 25 | 2009/0054/FUL – Manor Felde, Barff Lane, Brayton |
| 26 | 2009/0013/COU – Haulage Yard, Hazel Old Lane, Hensall |
| 27 | Continuation of meeting |
| 28 | 2009/0004/ FUL – The Surgery, 14 High Street, South Milford |
| 29 | 2009/0162/FUL – 1 The Haven, Selby |
| 30 | 2008/1080/FUL – YMCA Charity Shop, 4-6 New Street, Selby |
| 31 | 2009/0069/FUL – Windy Ridge, 147 Main Road, Drax |

Present: Councillor J Mackman in the Chair

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

Officials: Head of Service – Development Services, Interim Head of Service – Legal and Democratic Services, Development Control Manager, Principal Planning Officer, Planning Officer, Media and Communication Officer, Committee Administrator and Public Speaking Officer.

Also in Attendance: Public Speakers (except Councillor M Crane who only joined the meeting to speak in respect of minute 25).

Public 28
Press 2

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

Apologies were received from Councillors Mrs E Metcalfe, Mrs C Goodall and J McCartney

Substitute Councillors were Councillors Mrs S Ryder (for Mrs E Metcalfe) and R Sweeting (for Mrs C Goodall).

Planning Committee
27th May 2009

17

Disclosure of Interest

- An email had been sent to most of the members of the committee regarding application 2009/0013/COU – Haulage Yard, Hazel Old Lane, Hensall.
- Councillor J Mackman had received an email concerning application 2009/0004/FUL – The Surgery, High Street, South Milford. This was circulated to members of the planning committee prior to the meeting.

18

Minutes

Resolved:

That the minutes of the proceedings of the meeting of the Planning Committee held on 29 April 2009 be confirmed as a correct record and be signed by the Chair.

19

Chair's Address to the Planning Committee

The Chair informed councillors of the following issues:

- Planning committee visit to the wind farm near to Flixborough will take place on 28 May. The minibus will leave the Civic Centre at 2pm. The 125 mt turbines are on a windfarm sponsored by Wind Prospects and Ridgewind and the installation comprises of 8 turbines.
- Notice has been received of a proposed 3rd wind farm in Selby District called 'Ferrybridge Wind Farm' which would be located between Byram and Birkin and South of Hillam and Burton Salmon. Public exhibitions are being held today and tomorrow, with an officer being present at the exhibition tomorrow between 12 noon and 1pm.
- The next planning training is on 18 June and will comprise a 1 hour session on the planning template. In addition there will be an opportunity for those who missed the session on consequence management to hear a further presentation
- Following the Planning Inspectors decision quashing the enforcement notice and granting planning permission for the Hazlewood Equestrian Centre, notification has been received that applications for permission to apply for judicial review and challenges to both the granting of permission and the quashing of the enforcement notice have been lodged in the High Court. Selby District Council will in due course consider its position as an interested party.

20

Planning Enforcement Sub Group

The Chair informed councillors that at the meeting of the Planning Committee held on 1st April 2009 the committee decided to reduce the size of the sub group from five councillors to four. This was done to reflect the reduction in the size of the Planning Committee. However, it has subsequently come to light that councillors may have felt that a reduction in the size of the sub group was a requirement of the political balance rules rather than an option to be considered, accepted or rejected. For clarification, the Planning Committee was requested to consider whether it wishes the sub group to comprise four councillors (3 Conservatives: 1 Labour) or five councillors (4 Conservatives: 1 Labour).

Resolved:

That the Planning Enforcement Sub Group be comprised of five councillors – J Mackman, J Deans, I Chilvers, D Mackay and B Marshall.

21

Commencement times of Committee.

The Chair referred to discussions at the last meeting of Council and sought the Committee's views on the starting time of meetings.

Resolved:

That meetings of the Committee continue to commence at 4pm.

22

Performance Indicator Report: April 2008 – March 2009 (2008/09 Year End).

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.

The figures covered the whole of the 2008/09 year and showed that the Development Services team had exceeded all national and internal targets.

The Chair on behalf of the committee passed his thanks onto the Development Services staff.

Resolved:

That the report be noted

Planning Applications Received

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

Site Visit

Application: 2009/0233/FUL

Location: Selby War Memorial Hospital Site, Doncaster Road, Selby
Proposal: Erection of a combined community hospital and civic centre building together with detached single storey stores, construction of roads, car parking and the demolition of the existing hospital.

The Development Control Manager updated councillors on issues within the report.

The bat survey had been carried out and confirmation had been received that no bats were found on the site. As such Natural England had no objections to the application. However an additional condition would be added relating to a scheme to mitigate the impact of the proposed building on the bats, which inhabit the locality to ensure the local bat population would not be not adversely affected. An informative would also be imposed ensuring all contractors were aware of the requirements of the Wildlife and Countryside Act 1981.

The Development Control Manager informed councillors of amendments required to some of the published conditions and proposed a new condition be added concerning the timing and phasing of the works. An informative would also be added requiring the applicant to contact the Highways section of North Yorkshire County Council on matters concerning construction traffic.

Two additional letters of objection had been received which did not raise any new issues to those detailed within the report and a 88 name petition had also been received. A letter of support had also been received.

The Development Control Manager presented a detailed resume of the application including details of internal floor plans, which had incorporated comments received from the public consultations, details of the various storey levels and materials and the alternative sites which had been considered were detailed, along with the reasons why these were not considered to be suitable.

Details of the highways and parking were detailed, including relevant policies, which provided specific criteria for the numbers of spaces available. Councillors were also informed that a flood risk assessment had been carried out and the Environment Agency did not object to the proposal

subject to conditions and informatives being imposed. It was confirmed that the proposed application met policy requirements for hospitals and that sustainability requirements for the scheme included travel plans, and low carbon technologies. The scheme complies with policies to minimise impact on the environment.

Mrs Caukill – Objector

Mrs Caukill informed councillors she objected to the application for the following reasons:

- *History of the hospital*
- *Hospital brought as a war memorial*
- *Disgusting being torn down for car park*
- *Not on her own in objecting, has backing from others in Selby*
- *Hospital maintained by the people of Selby until NHS came into being*
- *People still fund the hospital*
- *Land is private land*
- *Why only 24 beds, previous application for 32 beds*
- *No Mortuary*
- *Lots of objections*

Ms Tina Mason – Parish Council

Ms Mason informed councillors of the following issues:

- *Welcomes the investment in a new hospital*
- *Appreciates the need for a new civic centre*
- *Building should be re-orientated to put service areas away from residential properties*
- *Request deferment to look at re-siting service areas*
- *Concerns with parking provision*
- *Poor architectural design of the building*
- *Missed opportunity for a bespoke building*

Ms S Wainwright – Agent

Ms Wainwright informed councillors of the following issues:

- *The logic of the site layout*
- *Construction compound needs to be on green field to allow hospital to continue to operate during construction*
- *Contractor will not use hospital entrance road*
- *Hospital at front of building to allow for several entrances*
- *Building materials similar to existing light coloured render and*

brickwork

- *Ground floor bricks durable*
- *Pre-weathered copper will provide colour and interest to entrance*
- *Roofs of different pitch ranging from flat to 20 degrees*
- *Aluminium chosen as can be used on all pitches*
- *Integral photovoltaic coating to be considered for the roof*
- *Boundary treatments will involve discussions with neighbours*

Proposed by Councillor S Shaw Wright and seconded by Councillor B Marshall that the application be deferred to look at the practicality of moving the proposed building around, materials used, improve design and landscaping.

After discussing the possibility of deferment it was

Resolved:

- (i) That the application be granted as recommended in the Officer's report, subject to amendments to conditions and informatives as requested by officers and**
- (ii) Completion of a section 106 Agreement in respect of Highways Contributions**

Councillor B Marshall wished to be recorded as voting against the decision.

24

Application: 2009/0213/REM

Location: Staynor Hall Development, Bawtry Road, Selby

Proposal: Reserved Matters application of outline 8/19/1011C/PA for the erection of 467 No. dwellings and a community hall together with amendments to previously submitted master plan.

The Head of Service – Development Services requested that the application be deferred as further information had been received which required officers consideration.

Resolved:

That the application be deferred.

Application: 2009/0054/FUL**Location: Manor Felde, Barff Lane, Brayton, Selby****Proposal: Subdivision of existing residential premises to create four self contained units to provide individual assisted residential living accommodation for 4 adults with learning disabilities.**

The Principal Planning Officer updated councillors that 4 letters of objection had been received since the report had been published. An amendment was required to condition 2 concerning the occupation of the units.

Mr R Coultish – Objector

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

- *Concerns of crime and harm to the community*
- *Amendment of condition does not address concerns*
- *Condition amended for fear of discrimination, now discriminating against us*
- *Blanket approval*
- *Wide range of inferred use*
- *No need to seek use beyond intended use*
- *Peaceful and rural location*
- *Antisocial Behaviour and crime fears*
- *Council should apply their own housing policies to protect community from problems*

Mr T Hilton – Parish Council

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

- *Parish Council meeting noted what might happen to this building*
- *Only interested in planning issues*
- *Will have to say hard luck to the Parish Council*

Councillor M Crane – Ward Member

Councillor Crane informed councillors he objected to the application for the following reasons:

- *Previous experiences of the community*
- *Grave concerns about the company*
- *Not a new owner, the same company*

- *Family establishment wouldn't need planning permission*
- *No problem with application if home for genuine learning disabilities*
- *Happy with conditions in the agenda*
- *Grave concerns with amended condition*
- *Request refusal of application*

Ms Jarvis-Lee – Applicant

Ms Jarvis Lee informed councillors of the following issues:

- *Company has not received any complaints*
- *Police have not received any complaints*
- *Astounded by what has heard*
- *Application for the building for vulnerable people*
- *Not the owners of company who will run the building*
- *No reasons why planning permission should be refused*
- *No approach by objectors to company*
- *No evidence of crime*
- *Tenants will be housing association assigned, not assigned by company*

Resolved:

That the application be deferred to seek legal advice and advice on Planning Policy.

26

Application: 2009/0013/COU

Location: Haulage Yard, Hazel Old Lane, Hensall

Proposal: Change of use of land from HGV parking and agriculture to storage of caravans and leisure vehicles

The Principal Planning Officer updated councillors with representations that had been received via email.

Councillor B Marshall left the meeting.

Mr Laurensen – Objector

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

- *Quality of life for residents*
- *Objections from residents and Parish Council*
- *Contamination of land*

- *Neighbouring caravan site*
- *Security lighting concerns*
- *Impact on neighbours*
- *Noise concerns*
- *Highways concerns*
- *Drainage issues*
- *Landscaping*
- *Enforcement concerns*

Mr Wilson – Agent

Mr Wilson informed councillors of the following issues:

- *Responded positively throughout planning process*
- *Have considered local objections*
- *Part of site already has planning permission for HGV Storage*
- *Expect only 10 caravans travelling each day – less impact*
- *Landscape proposals will tidy site*
- *Site is contaminated land*
- *No foul drainage from site*
- *Security proposals will include CCTV*
- *Commercial use*
- *Will sustain a local business*

Resolved:

That the application be granted as recommended in the Officer's report, subject to amendments to condition 2 requiring the proposal to be carried out in accordance with the approved plans.

27

Continuation of Meeting

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

Resolved:

That the meeting continue until the remaining items, which had public speakers, had been dealt with.

28

Application: 2009/0004/FUL

Location: The Surgery, 14 High Street, South Milford

Proposal: Single storey extension to existing surgery building and reconfiguration of car park.

The Principal Planning Officer informed councillors that the sequential test was not required for this application as it was a minor development.

An additional letter had been sent to the planning committee which was circulated at the meeting concerning conditions.

Mr M Baker – Agent

Mr Baker informed councillors of the following issues:

- *Clarification on what the additional accommodation will provide*
- *Pre application favourable response received from planning department*
- *Utilises existing available space*
- *Single storey minimises impact*
- *Maximum distance from adjacent properties*
- *Provides safer and better car parking*
- *In keeping with existing building*
- *Will give enhanced level of service to local community*

Resolved:

That the application be granted as recommended in the Officer's report, subject to amendment to condition 2 relating to drainage and a new condition requiring the existing boundary treatment of the site be retained

29

Application: 2009/0162/FUL

Location: 1 The Haven, Selby

Proposal: Retrospective application for the retention of a 1800mm high close boarded timber fence

There were no updates for this application

Mr Walter – Objector

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

- *Comments in consultation with other residents*

- *Contravention of policy ENV1*
- *Policy encourages high quality design and layout of development*
- *Haven is high density three storey development*
- *Fence is one factor which contributes to the poor appearance of the Haven*
- *Fence erected by developer*
- *Breach of covenants imposed on house owners*
- *Prominent position*
- *Open space been taken away*
- *Supporters cite justifications that are not material considerations*
- *Granting permission will create unwelcome precedent*

Mr D Jackson – Agent

Mr Jackson informed councillors of the following issues:

- *Does not contravene Policy ENV1*
- *Character not changed by fence*
- *Graffiti and broken window on front of estate*
- *Covenants in deeds refers to front of houses*
- *Landscaping at the side of the fence*
- *Highways happy – no loss of sight*
- *Similar plots on Staynor Hall estate*
- *No objections received until fence completed*

Resolved:

- (i) That the application be refused, for the reasons set out in the officer's report,**

And

- (ii) Instructions be given to take Enforcement Action to remove the unauthorised fence.**

30

Application: 2008/1080/FUL

Location: YMCA Charity Shop, 4-6 New Shop, Selby

Proposal: Erection of single storey extension to rear, with beer garden following demolition of existing two storey building including the relocation of fire escape around new extension.

Resolved:

That as this application had no public speakers, it be deferred to the next planning committee meeting.

Planning Committee
27th May 2009

27

31

Application: 2009/0069/FUL

Location: Windy Ridge, 147 Main Road, Drax

Proposal: Erection of a detached garage and hay store

Resolved:

That as this application had no public speakers, it be deferred to the next planning committee meeting.

The meeting closed at 7.22pm.

SELBY DISTRICT COUNCIL

Minutes of the proceedings of a meeting of the Planning Committee held on 24 June 2009 in Committee Rooms 1& 2, The Civic Centre, Portholme Road, Selby, commencing at 4.00pm.

| | |
|-----|--|
| 105 | Minutes |
| 106 | Chair's Address to the Planning Committee |
| 107 | Budget Management to 31 March 2009 |
| 108 | 2009/0257/FUL – The Cottage, Main Street, Colton |
| 109 | 2007/1199/FUL – Highfield nursing Home, Scarthingwell Park |
| 110 | 2008/1080/FUL – YMCA Charity Shop, 4-6 New Street, Selby |
| 111 | 2009/0069/FUL – Windy Ridge, 147 Main Road, Drax |
| 112 | Private Session |
| 113 | Enforcement Action |
| 114 | Enforcement Sub Group Minutes |

Present: Councillor J Mackman in the Chair

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

Officials: Head of Service – Development Services, Interim Head of Service – Legal and Democratic Services, Principal Planning Officer, Senior Planning Officer, Planning Officer, Trainee Solicitor, Enforcement Officer, Committee Administrator and Public Speaking Officer.

Also in Attendance Public Speakers.

Public 6
Press 0

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

Apologies were received from Councillor S Shaw-Wright

Substitute Councillor was Councillor Mrs D Davies.

104 **Disclosure of Interest**

Councillor J Mackman had received correspondence from Mrs Skirrow concerning application, 2007/1199/FUL Highfield Nursing Home.

Councillor Mackman also declared he had received a pamphlet detailing a timeline from the developers of the Highfield Nursing Home. This had also been received by several other members of the committee.

All the correspondence above had been passed onto Planning Officers.

105

Minutes

Resolved:

That the minutes of the proceedings of the meeting of the Planning Committee held on 27 May 2009, subject to the following amendments,

Minute 23

- **2nd sentence should read ‘ The bat survey had been carried out and confirmation had been received that no bats were found on both the existing hospital or the proposed site’.**
- **4th sentence should read ‘a scheme to mitigate the impact of the proposed new building on bats, which inhabit the locality to ensure the local bat population would not be adversely affected’.**
- **5th paragraph – 1st sentence should read ‘ Details of the highways and parking were outlined, including relevant policies, which provided specific criteria for the numbers of parking spaces available’**
- **Under Mrs Caukill’s objections – 2nd objection should read ‘ Hospital built as a war memorial’**
- **Under Ms Wainwright’s issues – 5th issue should read ‘ building materials similar to existing hospital light coloured render and brickwork’**

be confirmed as a correct record and be signed by the Chair.

106

Chair’s Address to the Planning Committee

The Chair informed councillors of the following issues:

- Some members had recently attended a useful site visit to the wind farm at Flixborough
- Since the committee last met, a public exhibition had taken place

regarding a proposed 5 turbine wind farm at Cleek Farm, Cliffe. Developers were also planning to hold another exhibition at Hensell, details were still to be arranged.

- Subject to approval by the Policy and Resources Committee Officers were proposing the preparation of a supplementary planning document regarding the installation of wind farms.
- The current training schedule was now completed. Training would recommence in October. Members were invited to provide topics to the Committee Administrator, The Head of Service – Development Services or to the Chair.
- The District Council would be maintaining a watching brief, as an interested party, regarding the Hazelwoods Equestrian Centre.

107

Budget Management to 31 March 2009

The Head of Service – Development Services updated councillors with details of the major variations between budgeted and actual expenditure and income for the committee for the 2008/09 financial year to 31 March 2009.

Councillor Pearson arrived

The Head of Service – Development Services explained that there were a few amendments to the total overspend figures in the report and that the expected income was reduced due to the reduction in the number of fees received. In response to questions he also confirmed that next years budget would be set with the reduced income in mind.

Resolved:

That the report be noted and

Recommended to Policy and Resources Committee that:

The carry forward budgets be approved

Planning Applications Received

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

Application: 2009/0257/FUL

Location: The Cottage, Main Street, Colton

Proposal: Erection of three dwellings with garages, associated access and works

The Senior planning officer informed councillors that correspondence had been received that morning. A deferment of the application was requested to allow time for officers to consider and respond to the points made in this correspondence.

Resolved:

That the application be deferred

Application: 2007/1199/FUL

Location: Highfield Nursing Home, Scarthingwell Park

Proposal: Proposed erection of a 50 bed care home with additional 15 close care apartments following demolition of the existing care home

The Principal Planning Officer updated councillors with issues within the report. A bat survey had been undertaken since the compilation of the report and the results had confirmed there was a roost of common pipistrelle bats at the roof top towards the south west part of the main building. Other species had also been recorded in flight over the site and a suspected roost was located in an oak tree along the drive. Suggested mitigation and compensation measures were proposed in the report.

The Principal Planning Officer confirmed that the development did constitute inappropriate development in the Green Belt and officers view was that the case made by the applicant in support of the application was not of sufficient merit to outweigh the harm by reason of inappropriateness and to the openness of the Green Belt.

The Principal Planning Officer informed councillors of the points made by objectors to the application.

Councillors were informed that if they were mindful to approve the application, it would have to be referred to the Secretary of State.

Mr Holmes – Agent

Mr Holmes informed councillors of the following issues:

- *The applicant was investing several million pounds into the local community*
- *Replacing current home with state of the art facility*
- *Secure long term future of the facility*
- *60 people employed*
- *Ensure high quality environment for most vulnerable residents*
- *Residents come from local communities*
- *Whilst home currently meets minimum registration it would not be registered as a carehome today*
- *New home exceeds all statutory requirements*
- *Relocation considered but current home capable of being brought up to standards*
- *Designed to allow phased development*
- *Accords with County Council policy document – ‘ Our Future Lives’*
- *Single en-suite accommodation offers appropriate level of care*
- *Significant alterations made to design to address concerns*
- *3 Storey accommodation located in furthest corner of site to avoid impact on church and improve setting in park*
- *Building is ‘fit for purpose’*
- *Effects of relocation of frail and elderly residents*
- *Lack of harm of development*
- *Barrister examined case for Very Special Circumstances*
- *Development is sustainable*

The Chair guided councillors through the steps required to determine whether very special circumstances exist to justify approval. This entailed weighing the benefits of each consideration and weighing them against the harm resulting from the proposed development.

Resolved:

That the application be approved

The reasons for the approval were:

That although the development was inappropriate in the Green Belt, the applicant had demonstrated very special circumstances exist in that the benefits of the proposed development clearly outweighed the harm to the Green Belt.

The benefits which were considered by councillors were:

- **Minimal encroachment into the open countryside**
- **Replacement of existing building**
- **The new building will preserve and improve the setting of the Listed Building referred to in the report and the historic parkland**
- **The phasing of the development will have minimal impact on the existing residents and will mean that frail and elderly residents will not need to be relocated**
- **The new development will be fit for purpose and will comply with current standards for homecare**

110 Councillor McCartney left the meeting

Application: 2008/1080/FUL

Location: YMCA Charity Shop, 4-6 New Shop, Selby

Proposal: Erection of single storey extension to rear, with beer garden following demolition of existing two storey building including the relocation of fire escape around new extension.

The Planning Officer updated councillors that an additional letter had been received concerning this application since the report had been published but it provided no additional information to that contained within the report.

Resolved:

That the application be approved

111

Application: 2009/0069/FUL

Location: Windy Ridge, 147 Main Road, Drax

Proposal: Erection of a detached garage and hay store

The Planning Officer informed councillors there were no updates to the published report.

Resolved:

That the application be approved

112 **Private Session**

Resolved:

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

113 **Enforcement Action**

The Planning Enforcement Officer informed councillors that based on advice received from the heritage consultant it was not expedient to take enforcement action.

Resolved:

That the report be noted and no enforcement action to be taken for the breach and that the file be closed in respect of ENF/2007/0354/ENF.

114 **Enforcement Sub Group Minutes**

The Chair presented councillors with the minutes of the meeting of the Enforcement Sub-Group held on 11 May 2009.

Resolved:

That the minutes be noted

The meeting closed at 5.57pm.

SELBY DISTRICT COUNCIL

Minutes of the proceedings of a meeting of the Licensing Committee held on 8 June 2009, in Committee Room 2, The Civic Centre, Portholme Road, Selby, commencing at 10.00 am.

| | |
|----|---|
| 46 | Minutes |
| 47 | Procedure |
| 48 | Chair's Address to the Licensing Committee |
| 49 | Private Session |
| 50 | Complaint about behaviour of Licensed Private Hire Operator |
| 51 | Complaint about behaviour of Licensed Hackney Carriage Driver |

Present: Councillor R Sayner in the Chair

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

Officials: Senior Solicitor, Licensing Enforcement Officer and Committee Administrator

Public: 0

Press: 0

44 **Apologies for Absence and Substitution**

Apologies were received from Councillors Mrs J Dyson, K Ellis and Mrs K McSherry.

Substitute Councillors were Mrs E Metcalfe (*for Mrs J Dyson*) and C Pearson (*for Mrs K McSherry*).

45 **Disclosure of Interest**

None.

46 **Minutes**

Resolved:

That the minutes of the proceedings of the meeting of the Licensing Committee held on 18 May 2009 be confirmed as a correct record and be signed by the Chair.

47 **Procedure**

The Procedure was noted.

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

The Chair asked that all questions go through her.

49 **Private Session**

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

50 **Complaint about behaviour of Licensed Private Hire Operator**

Councillors received the report of the Licensing Enforcement Officer with regard to the conduct of a Private Hire Driver in connection with the displaying of a vehicle sign stating the word 'Taxi'.

The word 'Taxi' was displayed on the rear of the vehicle and this word was associated solely with the use of a Hackney Carriage and it was forbidden under Section 46 of the Local Government (Miscellaneous Provisions) Act 1976 for a Private Hire Vehicle Licence to exhibit a sign so as to lead any person to believe that it was a Hackney Carriage.

The driver had been interviewed and made aware of the Schedule of Conditions and removed the offending sign straight away. The driver was in attendance and apologised stating he would contact the Licensing Enforcement Officer first if he wanted to add any signage to his vehicle in future.

Councillors asked various questions in relation to the incident and it was agreed that it was a genuine mistake and no further action be taken.

Resolved:

That no further action be taken but if the driver came before the Committee again this incident would be taken into consideration.

Complaint about behaviour of Licensed Hackney Carriage Driver

The Committee was informed that this hearing was in relation to the behaviour of a Licensed Hackney Carriage Driver.

A decision was made that this matter be deferred until such a time as the Licensing Enforcement Officer had spoken to the Crown Prosecution Service as to whether there was a prosecution pending, for the driver to be legally represented and that the attendance of the Police Constable involved be requested.

Resolved: That

- (i) This hearing be deferred pending the result of the allegation of driving without due care and attention and in order that the driver can be legally represented; and**
- (ii) In addition, the Committee ask that the PC involved be invited to attend this hearing.**

The meeting closed at 10:30 am.

Selby District Council

Minutes of the proceedings of a meeting of the Economy Board held on 9 June 2009, in Committee Room 2, The Civic Centre, Portholme Road, Selby, commencing at 5.00pm.

| | |
|----|---|
| 54 | Minutes |
| 55 | Chair's Address to the Economy Board |
| 56 | Time of Commencement of Meetings |
| 57 | Performance Indicator Report: April 2008 – March 2009 (Year End 2008/09) and Performance Indicator Report: April 2009 |
| 58 | Budget Management to 31 st March 2009 |
| 59 | Economic Development Activity Update |
| 60 | Selby District Urban Renaissance Programme – Selby Heritage Partnership Scheme |
| 61 | Industrial Units Update |
| 62 | Private Session |
| 63 | Urban Renaissance Phase 2 |

Present: Councillor Fagan in the Chair

Councillors: J Deans, Mrs C Goodall, Mrs P Mackay, N Martin, Mrs E Metcalfe, Mrs C Mackman (for I Nutt), C Pearson.

Officials: Head of Service – Finance and Central Services, Head of Service – Housing, Development Policy Manager, Senior Development Policy Officer, Support Services Manager, and Committee Administrator.

Public: 0

Press: 0

52 **Apologies for Absence and Substitution**

Apologies were received from Councillor I Nutt

Substitute Councillor was Mrs C Mackman

53 **Disclosure of Interest**

None

54

Minutes

Resolved:

That the minutes of the proceedings of the meeting of the Economy Board held on 14 April 2009 be confirmed as a correct record and be signed by the Chair.

55

Chair's Address to the Economy Board

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

- A folder containing information will be provided in the Members room for councillors. The folder will include the profile of the District, minutes from the LSP Economy Sub Group, minutes of the Employment and Skills Partnership and monthly updates of Economic Activity on a sub regional and Leeds City Region functional areas.
- The Development Policy team are working on potential inward investment projects
- Officers have been requested by the Chair and Vice Chair to produce a report concerning Selby District Council's involvement on improving broadband access and speed
- Business Link are holding a free seminar on the 2nd July commencing at 8.45am at the Parsonage Hotel, Escrick entitled 'Survive and Thrive – How to manage your business in tough times.' It is aimed at all business regardless of size or sector and will offer practical advice and support.

56

Time of Commencement of Meetings

The Chair referred to discussions at the last meeting of Council and sought the Committee's views on the starting time of meetings.

Resolved:

That the meetings of the Economy Board continue to commence at 5pm.

57

Performance Indicator Report: April 2008 – March 2009 (Year End 2008/09) and Performance Indicator Report: April 2009

The Head of Service – Finance and Central Services updated councillors on the progress made in 2008/09, and being made in 2009/10 for the corporate and statutory National Indicators for which the Economy Board was responsible.

Resolved:

That the report be noted

58

Budget Management to 31st March 2009

The Head of Service – Finance and Central Services updated councillors with details of the major variations between budgeted and actual expenditure and income for the 2008/09 financial year to 31 March 2009.

Resolved:

That the report be noted and

Recommended to Policy and Resources committee that:

the carry forward budgets be approved

59

Economic Development Activity Update

The Development Policy Manager presented a report to councillors detailing the recent developments in economic development in the district

Resolved:

That the report be noted

60

Selby District Urban Renaissance Programme – Selby Heritage Partnership Scheme

The Senior Development Policy Officer presented a report, which detailed the first years progress of the Selby Heritage Partnership Scheme.

The Senior Development Policy Officer responded to councillors regarding the inclusion of other towns into the scheme.

Resolved:

That the report be noted

61

Industrial Units Updates

The Head of Service – Housing updated councillors on the current position regarding the management of industrial units within the District.

This was a new role for the Housing Service and feedback on the frequency and details of the report was welcomed.

Following councillors questions the Head of Service – Housing agreed to provide a report, in conjunction with Development Policy and Finance sections, to the next meeting of the Economy Board concerning rental options, budget impacts, private sector comparisons and the current economic climate for the industrial units in the District.

Resolved:

That the report be noted

62

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.

63

Urban Renaissance Phase 2

The Development Policy Manager updated councillors on progress on the two priority projects identified under the Urban Renaissance Phase 2.

Resolved:

That the report be noted

The meeting closed at 5.36pm.

SELBY DISTRICT COUNCIL

Minutes of the proceedings of a meeting of the Environment Board held on 11 June 2009, in Committee Room 2, The Civic Centre, Portholme Road, Selby, commencing at 4:00 pm.

| | |
|----|--|
| 66 | Minutes |
| 67 | Chair's Address to the Environment Board |
| 68 | Service Performance Agreements (SPAs) |
| 69 | Environment Board Performance Indicator Report: April 2008 – March 2009 and 2009/2010 Performance Indicator Report: April 2009 |
| 70 | Budget Management to 31 March 2009 |
| 71 | Food and Health and Safety Service Plans 2009/10 |
| 72 | Private Session |
| 73 | Review of Markets Service |
| 74 | Streetscene Procurement Update |

Present: Councillor C Metcalfe in the Chair

Councillors: I Chilvers (*for I Nutt*), Ms M Davis, M Jordan, C Lunn, D Mackay (*for R Sweeting*), Mrs C Mackman, R Packham, A Pound, R Sweeting and Mrs D White.

Officials: Head of Service – Environmental Health & Leisure, Interim Head of Service – Legal and Democratic Services, Principal Environmental Health Officer (Commercial), Principal Environmental Health Officer, Principal Officer (Waste & Recycling), Acting Principal Environmental Health Officer, Accountancy Services Manager, Market Superintendent and Committee Administrator.

Public: 0

Press: 0

64 **Apologies for Absence and Substitution**

Apologies were received from Councillors I Nutt, R Sweeting and J Thurlow.

Substitute Councillors were I Chilvers (*for I Nutt*), D Mackay (*for R Sweeting*).

65 **Disclosure of Interest**

None.

66

Minutes

Resolved:

That the minutes of the proceedings of the meeting of the Environment Board held on 16 April 2009 be confirmed as a correct record and be signed by the Chair.

67

Chair's Address to the Environment Board

Commencement of Time of Meetings

The Chair referred to discussions at the meeting of Annual Council and sought the Committee's views on the starting time of meetings for the municipal year 2009/10.

Resolved:

That the meetings of the Environment Board continue to commence at 4:00 pm.

The Chair informed councillors of the following:

- A meeting had been held with the new Streetscene Contractors – Enterprise and councillors were informed that they were to be invited to a future meeting of the Environment Board.
- As part of our continued drive to educate the public on recycling issues, we held a 'Compost Doctor' event at the recent Bank Holiday Selby Market where officers from the District Council and colleagues from the North Yorkshire Waste Partnership manned a stall offering advice and information regarding home composting. The stall promoted the North Yorkshire Compost Doctor service which offered expert compost advice from getting started to making the most of your composting system at home, assisted lots of people with their composting problems and generated a number of new requests for compost bins.
- Training on fuel efficient driving had taken place for members of staff who drive on SDC business but also for other employees who were drivers in Selby District. This feeds into National Indicators 185 and 186 in reducing CO2 from local authority operations and per capita CO2. I am unable to inform councilors the winning figure for the exercise I understand is a lady driver topping the fuel efficiency list.

- Councillor Metcalfe informed councillors that he had been nominated as Energy Champion.
- Donna Blake (EH Technician) has successfully completed the NEBOSH Diploma in Health & Safety. The Council have supported this qualification training as have the Health & Safety Executive who assisted by undertaking accompanied health & safety inspections to establishments enforced by the HSE which is consistent with the Council's partnership with the HSE. This qualification builds capacity and expertise within the Council with regard to health & safety.

68

Service Performance Agreements (SPAs)

The Head of Service – Environmental Health and Leisure apologised to Councillors for the error in the Gershon Efficiencies Identified on the Environmental Protection and Private Housing and Waste, Recycling and Streetscene as the improvement figures for 2009/10 had been transposed.

He also apologised for Appendix B within the Budget Management Report (Minute No 70) as this had the Economy Board General Fund Base Budget Savings and not the Environment Boards. The correct Appendix B was circulated to Councillors at the meeting,

The Interim Head of Service – Policy and Performance submitted a report with regard to the SPAs for 2009/10 for the services that were within the remit of the Environment Board.

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

The services that fall within the remit of Environment Board were:

- Commercial Health
- Environmental Protection & Private Housing
- Waste, Recycling and Streetscene

Councillors raised various issues in relation to the SPAs and it was agreed that with the following amendment, the SPAs be approved:

- That the targets for NI 195a and NI 195b be amended to read 12% and 4% respectively for April 2010.

Resolved: That

The Service Performance Agreements with the above amendment be approved.

69

Environment Board Performance Indicator Report: April 2008 – March 2009 and 2009/2010 Performance Indicator Report: April 2009

The Head of Service – Environmental Health and Leisure updated councillors on the progress that had been made in 2008/09 on the corporate and statutory National Indicators (NIs) for which the Board was responsible.

He was pleased to inform councillors that there was a “thumbs up” in every row apart from Climate Change. Officers were looking at dealing with Climate Change and bringing a new Action with a new national indicator report to a future meeting of the Board.

Councillors raised various issues in relation to flytipping and flyposting. Officers offered to look into these in a little more depth and would speak to relevant sections within the Council in connection with these issues e.g. planning enforcement.

Resolved:

That future actions and priorities be established to recognise achievement and address the areas of weakness highlighted and that the strong performance and the good work of officers be acknowledged.

70

Budget Management to 31 March 2009

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 to 31 March 2009.

Councillors commented on various issues and in particular the recycling credits, as to why performance had gone up but the credits had diminished. It was agreed that this issue be looked into and that further information be provided for councillors on the Board.

Resolved:

- (i) That Councillors endorse the actions of officers and note the contents of the report; and**
- (ii) That further information on Recycling Credits be provided to councillors on the Board.**

Recommendation to Policy and Resources Committee:

That the carry forward budgets as detailed in appendix C of the report be approved.

71

Food and Health and Safety Service Plans 2009/10

The Principal Environment Health Officer (Commercial) submitted a report setting out the Food Safety and Health and Safety Plans for 2009/10.

The Food Standards Agency required that each local authority develop a Food Safety Service Plan concerning food safety enforcement and the Health and Safety Executive required each local authority develop a Health & Safety Service Plan concerning health and safety enforcement.

The Officer informed Councillors that:

- Selby District Council was one of three North Yorkshire authorities selected for audit in 2008, and accreditation was successfully retained in respect of the North Yorkshire Quality Management System;
- Achieved food premises inspection target of 100% for higher risk premises;
- Participated in national food safety week visiting 9 schools;
- Participated in a Primary Care Trust Initiative giving advice on domestic hygiene for young children.

Resolved:

That the Service Plans for Food Safety and Health and Safety 2009/10 be approved.

72

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.

73

Review of Markets Service

Councillors received the report of the Principal Environmental Health Officer to consider options for the future delivery of the current markets service.

The projections showed that although Selby markets had the potential to make a modest profit it would no longer be sufficient to cover the budget deficit for Tadcaster.

There were three options put forward to the Board and it was agreed that Option 3 was the preferred one with an additional recommendation of the officers exploring further opportunities to run a market in Tadcaster.

Recommendations to Council:

- 1) That Selby District Council cease to operate the Tadcaster Thursday Market and transfers Selby Monday Market (including Bank Holiday Markets) and Selby Farmers' Market to Selby Town Council at a net cost of £3,666 in 2009/10 and £3,420 in 2010/11;**
- 2) That Officers continue to explore opportunities to provide market services in Tadcaster and report back to a future meeting of the Board;**
- 3) That delegated authority be given to the Head of Service - Environmental Services and Chair of Environment Board to negotiate the details of the transfer of Selby Monday Market (including Bank Holiday Markets) and Selby Farmers' Market to Selby Town Council;**
- 4) That delegated authority is given to the Head of Service – Legal to formally agree the transfer of Selby Monday Market (including Bank Holiday Markets) and Selby Farmers' Market to Selby Town Council;**
- 5) That the projected budget in Appendix 1 be adopted in**

accordance with the policy decision of Council concerning future delivery of the service.

74

Streetscene Procurement Update

Councillors received the report of the Principal Environmental Services Officer on the progress with the procurement of the new Environmental Services Contract.

The current contracts for Waste and Recycling Collections, Street Cleansing and Grounds Maintenance expire on 30 September 2009. The new integrated environmental services contract would bring all these services together in one contract. This contract would be for an initial period of 7.5 years, with an option to extend for a further 7 years.

The procurement project was carried out and awarded to Enterprise Managed Services and had secured a saving to the Council over the life of the contract together with a number of service improvements, particularly the introduction of mixed plastic collections.

The Principal Environmental Services Officer updated councillors on the position at this moment in time and explained that Enterprise Managed Services would be invited to attend the September meeting of the Environment Board.

Councillors felt that the 17 September 2009 would be too late to discuss any questions and issues with the contractors as the start of the new contract was October 2009. It was felt that the end of August or beginning of September would be more appropriate.

It was agreed that officers look at the work programme and availability of councillors for a new date being set for a special meeting or the existing date of 17 September 2009 be moved forward to accommodate the contractors.

Councillors raised the issue of the Communication Strategy and when were they going to see or receive a copy. It was agreed that this would be circulated.

Resolved:

- (i) That the Principal Environmental Services Officer be thanked for her attendance;**
- (ii) That the Committee Administrator along with the Head of Service – Environmental Health & Leisure look at a suitable date for the Contractors to be invited to attend the Board;**

Environment Board

11 June 2009

- (iii) That the Committee Administrator circulates a copy of the Communication Strategy to all councillors on the Board.**

The meeting closed at 5:47 pm.

SELBY DISTRICT COUNCIL

Minutes of the proceedings of a meeting of the Social Board held on 16 June 2009 in Committee Room 2, The Civic Centre, Portholme Road, Selby, commencing at 5.00pm.

| | |
|----|--|
| 77 | Minutes |
| 78 | Chair's Address to the Social Board |
| 79 | Time of commencement of meetings |
| 80 | Social Board 2008/09 Performance Indicator Report: April 2008 to February 2009 |
| 81 | Service Performance Agreements – Housing (SPAs) |
| 82 | Service Performance Agreements – Policy and Performance (SPAs) |
| 83 | Selby District Draft Community Safety Partnership Plan |
| 84 | The Councils Decent Homes Programme |
| 85 | Budget Management to 31 March 2009 |
| 86 | Housing Investment Programme – Budget Management to 31 March 2009 |
| 87 | Housing Revenue Account – budget Management to 31 March 2009 |
| 88 | Affordable Housing Project Board Minutes |

Present: Councillor Mrs G Ivey in the Chair

Councillors: I Chilvers, Ms M Davis, Mrs D Davies (for Mrs W Nichols), K Ellis, Mrs C Goodall, C Lunn, D Mackay, Mrs C Mackman, Mrs M McCartney and A Pound

Officials: Head of Service – Housing, Interim Head of Service – Policy and Performance, Property Services Manager, Safer & Stronger Communities Co-ordinator and Committee Administrator.

Also in Attendance: Mr P Furminger – Tenant Representative

Public: 2
Press: 0

75 **Apologies for Absence and Substitution**

Apologies were received from Councillor Mrs W Nichols

Substitute Member was Councillor Mrs D Davies

76 **Disclosures of Interest**

None

77 **Minutes**

Resolved:

That the minutes of the proceedings of the meeting of the Social Board held on 21 April 2009 be confirmed as a correct record and be signed by the Chair.

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

The Chair addressed the Board on the following issues:

- The Leisure Centre Trust – including details of facilities. Thanks to Councillors Pound and Ms Davis for their representation on the Task Group. It was expected the contract would be signed within the next few weeks.
- New rent charges had now been confirmed and will be implemented by 1st August 2009.
- A brief update concerning Choice Based Lettings – a project manager had been appointed and sub groups established to help finalise the key principles of the scheme. A draft scheme is being produced and there will be local consultations events in the near future.

79 **Time of Commencement of Meetings**

The Chair referred to discussions at the last meeting of Council and sought the Committee's views on the starting time of meetings.

Resolved:

That the meetings of the Social Board continue to commence at 5pm.

80 **Social Board 2008/09 – Performance Indicator Report: April 2008 to February 2009**

The Interim 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.

Officers would report back to members regarding the impact of the withdrawal of direct payments to landlords on rent arrears.

Resolved:

That the report be noted

81

Service Performance Agreement – Housing (SPAs)

The Head of Service – Housing sought approval for the Service Performance Agreements for the 2009/10 for Housing Services. The target relating to indicator NI156 had not been revised due to the current economic climate.

Councillors questioned the Head of Service with regard to the breakdown of expenditure, the Head of Service – Housing would provide further details directly to members.

Resolved:

That the Service Performance Agreements be approved.

82

Service Performance Agreement – Policy and Performance (SPAs)

The Interim Head of Service – Policy and Performance sought approval for the Service Performance Agreements for the 2009/10 for Housing Services.

Resolved:

That the Service Performance Agreements be approved

83

Selby District Draft Community Safety Partnership Plan

The Safer & Stronger Communities Co-ordinator explained his new role as Partnership and Equalities Officer. He presented the draft partnership plan and the priorities for the forthcoming year.

As councillors were keen to ensure that the Neighbourhood Watch Scheme was still considered a priority and it was confirmed that the Police would be auditing the scheme and councillors would be kept informed of this. A new

scheme called Community Watch was currently being introduced.

It was confirmed that action plans were still being developed but these were not annual but on a 3 year cycle.

Resolved:

That the 2009 refresh of the draft Selby District Community Safety Partnership Plan 2008 – 11 be approved .

84 **The Councils Decent Homes Programme**

The Property Services Manager informed councillors of the delivery of the Decent Homes Programme. He update councillors on the current situation concerning the Airey Housing and was awaiting costings for the future work.

Resolved:

That the report be noted

85 **Budget Management to 31 March 2009**

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

Councillors sought clarification of the traffic light system used in the report and requested that the format of the reports be reviewed

Resolved:

That the report be noted and

Recommended to Policy and Resources Committee

That the carry forward budgets outlined in the report be approved

86 **Housing Investment Programme – Budget Management to 31 March 2009**

The Head of Service – Housing updated councillors with details of the position of the Council's Housing Investment Programme for the 2008/09 financial year

Resolved:

That the report be noted and

Recommended to Policy and Resources Committee that

That the carry forward budgets outlined in the report and the revised 2009/10 programme be approved

87

Housing Revenue Account – Budget Management to 31 March 2009

The Head of Service – Housing updated councillors with details of the major variation between budgeted and actual expenditure and income for the Housing Revenue Account for the 2008/09 financial year

Councillors noted that there appeared to be differences in sums quoted and those that appeared in the table at 5.1 of the report.

Resolved:

That the report be noted and

Recommended to Policy and Resources Committee

That the carry forward budgets outlined in the report be approved

88

Affordable Housing Project Board Minutes – 23 October 2008, 29 January 2009 and 9 April 2009

Resolved:

That the minutes be noted

The meeting closed at 5.59pm.

Selby District Council

Minutes of the proceedings of a meeting of the Audit Panel held on 23 June 2009, in Committee Room 2, The Civic Centre, Portholme Road, Selby, commencing at 4:00 pm.

| | |
|-----|--------------------------------------|
| 92 | Minutes |
| 93 | Time of Meetings |
| 94 | Audit and Inspection Fees 2009/10 |
| 95 | Statement of Accounts 2008/09 |
| 96 | Internal Audit Annual Report 2008/09 |
| 97 | Annual Governance Statement |
| 98 | Audit Panel Workplan 2009/10 |
| 99 | Private Session |
| 100 | Contract Audit |
| 101 | Review of Corporate Risk Register |
| 102 | Risk Register – Accountancy Service |

Present: Mrs E Casling (In the Chair)

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

Also in attendance: Mr A Marr – Audit Commission
Mr J Ingham – Audit Manager, North Yorkshire Audit Partnership
Head of Service – Environmental Health & Leisure – for Minute No: 100

Officials: Head of Service – Finance and Central Services, Accountancy Services Manager and Committee Administrator

Public: 0

Press: 0

89 **Apologies for Absence**

Apologies were received from Councillor R Packham.

Substitute Member was Mrs D Davies.

90 **Disclosure of Interest**

Councillor M Jordan declared a personal interest in Minute No: 100 (Selby Community Project).

91 **Chairman's Introductions**

The Chair welcomed new officers and members to the Panel.

The Chair asked that an 'Action Sheet' be drawn up to include any comments received on issues raised at meetings, what action needs to be taken and when the issues have been resolved.

It was agreed that the Committee Administrator would draw up the Action Sheet, which would be included in the agenda of all future Audit Panel Meetings.

92 **Minutes**

Resolved:

That the minutes of the Audit Panel held on 15 April 2009 be confirmed as a correct record and be signed by the Chair.

93 **Time of Meetings**

Resolved: That

Meetings of this Panel commence at 4.00 pm for the municipal year 2009/10.

94 **Audit and Inspection Fees 2009/10**

Mr Marr from the Audit Commission presented the Panel with the Annual Inspection Fee and Annual Audit Fee letters from the Audit Commission outlining the proposed work to be undertaken for the 2009/10 financial year.

The inspection fee will be £8,320 and the Annual Audit fee for 2009/10 will be £96,600:

Resolved: That the letters be noted.

95 **Statement of Accounts 2008/09**

The Head of Service – Finance and Central Services informed the Panel that the Statement of Accounts for 2008/09 were still being prepared and that they would be taken to the Policy and Resources Committee to be held on 30 June 2009.

It was agreed that all members of the Audit Panel receive an electronic copy and hard copy of the Statement of Accounts and if any comments or issues wish to be raised by any members then these be passed to the Chair of Audit Panel to be discussed at the Policy and Resources Committee.

Resolved:

That all members of the Audit Panel receive an electronic copy and hard copy of the Statement of Accounts and if any comments or issues wish to be raised by any members then these be passed to the Chair of Audit Panel to be discussed at the Policy and Resources Committee.

96

Internal Audit Annual Report 2008/09

The Panel considered the report of the Audit Manager – North Yorkshire Audit Partnership on the annual audit report for 2008/09.

The report highlighted:

- A clear statement of assurance by the North Yorkshire Audit Partnership regarding the adequacy and effectiveness of the internal control system; and
- A summary of the Partnership's performance during the year.

Councillors commented on the Audits completed and particular reference was made to the two areas, which had been identified as being unsatisfactory.

The Audit Manager informed councillors that action had been taken on these two areas and once they were in the final stage they would be brought back to the next Audit Panel Meeting.

Resolved:

That the report be noted.

97

Annual Governance Statement

The Head of Service – Finance and Central Services informed the councillors that she had provided them with an amended Annual Governance Statement, which set out details of the Annual Governance Statement for Councillor's approval. The Council had to ensure that proper arrangements were in place to govern its affairs and ensure that public money was safeguarded.

Resolved

That the Annual Governance Statement be approved.

98

Audit Panel Workplan 2009/10

The Panel received the proposed workplan for the forthcoming year.

Councillors raised questions with regard to the possible extra subject areas on the workplan and in particular Review of the Constitution. The Head of Service – Finance and Central Services suggested that the financial aspects of the Constitution be added to the workplan for December 2009.

Mr Marr also indicated that certain areas on the workplan be moved into the appropriate meeting date for the work to be brought before the Panel.

Resolved:

That the revised workplan be approved.

99

Private Session

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

100

Contract Audit

The Panel considered an audit report on the Contract Audit.

Councillors commented on the content of the report and issues in relation to contracts not being completed accurately.

It was agreed that the Decent Homes and Planning and Development issues be put on the new Action Sheet to be introduced where councillors can see what action needs to be carried out and what action has been taken and when the issue is resolved.

Resolved:

That the report be noted.

101

Review of Corporate Risk Register

The Audit Manager – North Yorkshire Audit Partnership presented councillors with the latest Review of the Corporate Risk Register.

The management of Corporate Risks continued to run well, with the register now being reviewed quarterly by the Operational Management Team and Risk Management Plans developed in all cases where risks were considered to be outside tolerance levels.

Councillors commented on various risks within Appendix A that ratings had either increased or decreased and the Audit Manager gave an explanation for these.

Resolved:

That the actions of officers in furthering the progress of risk management be endorsed.

102

Risk Register – Accountancy Service

The Accountancy Services Manger presented councillors with the Risk Register for Accountancy Services.

Resolved:

That the Risk Register for Accountancy Services be noted.

The meeting closed at 5:25 pm.

SELBY DISTRICT COUNCIL

Minutes of the proceedings of a meeting of the Overview and Scrutiny Committee held on 25 June 2009, in Committee Room 2, The Civic Centre, Portholme Road, Selby, commencing at 5:00 pm.

| | |
|-----|--|
| 117 | Minutes |
| 118 | Chair's Address to the Overview and Scrutiny Committee and Work Programme |
| 119 | Time of Commencement of Meetings |
| 120 | State of the Area Address |
| 121 | Overview and Scrutiny Committee 2007/2008 Performance Indicator Report: April 2008 – March 2009 (Year End 2008/09) |
| 122 | How the Overview and Scrutiny Committee scrutinise the Local Strategic Partnership (LSP) – Social Sub Group |
| 123 | Meeting with the NHS/PCT |
| 124 | Questions to the Chief Executive |

Present: Councillor J McCartney in the Chair

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

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

Also in Attendance: Mrs K Goodwin – for Minute Nos: 122 and 123

Public: 0

Press: 0

115 **Apologies for Absence**

An apology from Councillor B Marshall was received.

116 **Disclosure of Interest**

None.

117

Minutes

RESOLVED:

That the minutes of the proceedings of the meeting of the Overview and Scrutiny Committee held on 7 May 2009 be confirmed as a correct record and be signed by the Chair.

118

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

The Chair informed the Committee that the Leader of the Council was unable to attend for Agenda Item 6 (State of the Area Address).

It was agreed with the Leader that his non attendance at this meeting would not stop the public consultation on the State of the Area Address.

The Chair informed the Committee that a new date for the Leader to attend the Committee would be on Thursday 16 July at 5:00 pm in Committee Room 2. Also on the agenda would be an update on the Community Safety Partnership Review 2009/10 and two proposals for Task and Finish Groups, one on CCTV and the other on Selby District Council's relationship with Charities, Voluntary Groups and Community Groups.

Councillors were informed that the next Parish Forum would take place on Monday 20 July 2009 at Riccall Regen Centre and the topic to be covered would be the New Streetscene Contract. Neil Skinner, Corporate Policy and Performance Officer would be in attendance along with Sarah Smith, Principal Officer (Waste & Recycling).

The Chair updated councillors on the progress of the issue raised some months ago on Education Facilities for 'Looked after Children'. A meeting was to take place on Monday 27 July (am) at Selby Children's Centre. Once further details were received these would be emailed to all members of the Committee.

119

Time of Commencement of Meetings

The Chair referred to discussions at the last meeting of Council and sought the Committee's views on the starting time of meetings.

Resolved:

That meeting of the Committee continue to commence at 5:00 pm.

120

State of the Area Address

This item has been deferred to an Extraordinary Meeting of the Overview and Scrutiny Committee to be held on 16 July 2009.

121

Overview and Scrutiny Committee 2007/2008 Performance Indicator Report: April 2008 – March 2009 (Year End 2008/09)

The Interim 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 was being made in 2008/2009 for the corporate and statutory National Indicators (NIs) for which they were responsible.

The Interim Head of Service – Policy and Performance went through the Performance Indicators for all Boards/Committees in depth and gave councillors the relevant information they required as to exceeding targets, maintaining targets and any that needed attention.

The issue of discontinuing swimming for the disabled on a Sunday afternoon at Abbey Leisure Centre was raised and the Committee agree that the Social Board be requested to review the provision of swimming for the disabled.

Resolved: That

- (i) the report be noted and the future actions and priorities be established to recognise achievement and address the areas of weakness highlighted;**
- (ii) the Social Board be requested to review the provision of swimming for the disabled.**

122

How the Overview and Scrutiny Committee scrutinise the Local Strategic Partnership (LSP) – Social Sub Group

Mrs K Goodwin the Chair of the LSP Social Sub Group gave Councillors a brief outline of what the group did, its objectives on social and health care and that the group met six times a year and was very well attended.

Councillors asked various questions in relation to:

- Sherburn Pride Project – pilot scheme where partners concentrated on one area rather than spreading resource thinly across many villages.

- Adult Participation in Sport – encouraging more people to join existing sports organisations

Councillors asked that Mrs Goodwin supply the Committee with further information showing improvements that had an impact on reference numbers 2, 5, 11, 14 and 15 in the Sub Group Action Plan.

Resolved:

That Mrs Goodwin supply all members of the Committee with further information showing improvements that had an impact on reference numbers 2, 5, 11, 14 and 15 in the Sub Group Action Plan.

123

Meeting with the NHS/PCT

Mrs Goodwin introduced herself as Project Lead for the Selby Community Project covering the new hospital and civic centre build.

The Chief Executive updated the Committee on the details in place for the new build to take place, some of which were:

- The outline business case and planning permission had been approved by the Department of Health
- The intention to start work on the site would be early 2010 and completed by Mid 2011
- Appointment of Contractor through the bidding process
- Work with the 5 Contractors and accept a tender
- The full business case needed to be approved
- Refining the internal design
- The timetable for draw down of NHS funding
- The project was working to extremely tight deadlines

Councillors raised various issues and concerns in relation to car parking, maintenance of the buildings, flooding in the vicinity, cost of the build, function of the hospital, IT systems and the naming of the new hospital.

Mrs Goodwin and the Chief Executive responded to all concerns raised.

Resolved:

That Mrs Goodwin be thanked for her update on the project and attendance at the meeting.

Questions to the Chief Executive

The Chief Executive responded to the following questions:

- Office layout and cost of erection of new offices for Strategic Management Team and Heads of Service.

The Chief Executive informed councillors that the cost of this was minimal and the panels from other offices were being re-used where possible.

- Community Safety – Crime & Disorder Committee

The Committee were informed that the Safer & Stronger Communities Co-ordinator was attending a meeting regarding the above at North Yorkshire County Council on 29 June 2009. A report would go to Council in the Autumn with firm recommendations as to the way forward.

- Possibility of Selby District Council IT Department being a back up service for the County Council for Councillors who have dual role.

The meeting closed at 6:44 pm.

SELBY DISTRICT COUNCIL

Minutes of the proceedings of an Extraordinary meeting of the Overview and Scrutiny Committee held on 16 July 2009, in Committee Room 2, The Civic Centre, Portholme Road, Selby, commencing at 5.00 pm.

| | |
|-----|---|
| 154 | Chair's Address to the Overview and Scrutiny Committee and Work Programme |
| 155 | State of the Area Address |
| 156 | Selby District Community Safety Partnership |
| 157 | Task and Finish Groups |
| 158 | Questions to the Chief Executive |

Present: Councillor J McCartney in the Chair

Councillors: Mrs S Duckett, Mrs J Dyson, Mrs M Hulme, Mrs K McSherry, R Sayner and Mrs A Spetch

Officials: Chief Executive, Head of Service – Policy and Performance, Safer and Stronger Communities Organiser and Democratic Services Manager

Also in Attendance: Councillor M Crane

Public: 0

Press: 0

152 **Apologies for Absence**

Apologies were received from Councillors J Cattnach and W Inness

153 **Disclosure of Interest**

None received

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

The Chair reminded councillors that there was a Parish Forum on Monday 20 July 2009 at the Regen centre Ricall

Public Session

155

State of the Area Address

The Leader of Selby District Council, Councillor Mark Crane, responded to questions from councillors concerning the State of the Area Address for 2009/10.

The questions covered the following issues:

- Cleanliness of streets/communities and the removal of chewing gum.
- Plastic recycling
- Groups which had been established following the demise of the Yorkshire and Humber Regional Assembly

The Chief Executive undertook to inform councillors of the format and functions of the recently established regional groups.

Resolved:

That the Leader be thanked for his attendance and for responding to councillors' questions.

156

Selby District Community Safety Partnership – Partnership Plan 2008-2011 – The 2009 – 2010 Review

The Committee considered the Partnership's review of 2009/10 together statistical data relating to community safety and crime.

The Safer and Stronger Communities Organiser explained the functions of the Partnership and commented on the results of the British Crime Survey statistics for Selby District and answered councillors' questions.

Resolved:

That the report be noted

157

Task and Finish Groups

Councillors considered proposals to set up Task and Finish Groups to look at CCTV in Selby District and to review the relationships between Overview and Scrutiny Committee

Selby District Council and voluntary and community groups.

Resolved: That

(i) the proposal be supported and

(ii) a report be submitted to the next meeting setting out the scope and remit for both Task and Finish groups

158

Questions to the Chief Executive

The Chief Executive responded to the following questions:

Selby Community Project

Councillors were informed that the Strategic Health Authority had agreed to provide funding towards the scheme and it was anticipated that construction would start in spring 2010 with completion in 2011.

Staff Changes

It was reported that those members of staff who had been displaced as a result of restructuring were placed in a 'pool' for a maximum period of twelve months. The cost of the process was met from within the Council's budget.

Staff Bonuses

Councillors were informed that there was no longer a bonus scheme although arrangements could be made for an honorarium to be paid in appropriate circumstances

Staff Qualifications

The Chief Executive explained the Council's policy on staff training and the financial constraints which it had to operate within.

The meeting closed at 6.05pm.

SELBY DISTRICT COUNCIL

Minutes of the proceedings of a meeting of the Policy and Resources Committee held on 30 June 2009, in Committee Room 2, The Civic Centre, Portholme Road, Selby, commencing at 4.00pm.

| | |
|-----|--|
| 127 | Minutes |
| 128 | Chair's Address |
| 129 | Time of Meetings |
| 130 | Budget Management and General Fund Outturn |
| 131 | General Fund Capital Programme |
| 132 | Statement of Accounts |
| 133 | Annual Governance Statement |
| 134 | SPAs Policy and Performance |
| 135 | SPAs Accountancy |
| 136 | SPAs Legal |
| 137 | Village Design Statements |
| 138 | ICT Strategy Working Group |

Present: Councillor B Percival (Vice Chairman) in the Chair

Councillors: Mrs E Casling, I Chilvers (substitute for M Crane), Mrs D Davies (substitute for Mrs W Nichols), D Fagan, M Jordan, Mrs C Mackman (substitute for Mrs G Ivey) J Mackman, C Metcalfe, R Packham and S Shaw-Wright

Officials: Deputy Chief Executive, Strategic Director, Head of Service – Finance and Central Services, Head of Service – Development Services, Head of Service – Policy and Performance, Interim Head of Service – Legal and Democratic Services, Accountancy Services Manager, Senior Development Policy Officer (Special Programmes) and Democratic Services Manager

Also in Attendance: Representative of the District Auditor

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

Apologies were received from Councillors M Crane, Mrs G Ivey and Mrs W Nichols.

Substitute councillors were I Chilvers, Mrs D Davies and Mrs C Mackman.

126 **Disclosures of Interest**

Councillors Chilvers, M Jordan, J Mackman, Mrs C Mackman and R Packham declared a personal interest in minute 137 in so far as it related to the area in which they lived.

127 **Minutes**

Resolved:

That the minutes of the proceedings of this Committee held on 12 May 2009 be confirmed as a correct record and be signed by the Chair.

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

Councillor Percival reported that he was in the Chair as Councillor Crane was attending the Local Government Association conference in Harrogate.

129 **Time Of Meetings**

The Chair referred to discussions at the annual meeting of Council and sought the Committee's view on the starting time of meetings.

Resolved:

That meetings of the Committee continue to commence at 4 pm.

130 **Budget Management and General Fund Budget Outturn to 31 March 2009**

The Head of Service – Finance and Central Services submitted a report by the Operational Management Team giving details of the Committee's expenditure and income variations for the financial year 2008/09 together with the outturn figures for the General Fund Revenue Budget.

The report set out reasons for variances and sought approval to proposals for budget carry forwards and contributions to reserves.

Councillors questioned the Head of Service on the content of the report.

The Head of Service – Finance and Central Services undertook to arrange for councillors to be furnished with information relating to the Homelessness Strategy. The Head of Service – Development Services agreed to supply information to councillors regarding the Retail study.

Resolved: That

- (i) the report be noted and the actions of officers be approved;
- (ii) the outturn position on the Council's General Fund for 2008/09 be acknowledged;
- (iii) the £420,820 general Fund Revenue Budget carry forward requests set out in appendix C to the report be approved;
- (iv) the actions of the Head of Service – Finance and Central Services in contributing funds to the following reserves be endorsed:
 - (a) Contingency Reserve £53,220
 - (b) Planning Enquiry Reserve £8,720
 - (c) Spend to Save Reserve £460,824

131

General Fund Capital Programme

The Head of Service – Finance and Central Services presented a report by the Operational Management Team giving details of the position of General Fund Capital Programme for the 2008/09 financial year to 31 March 2009.

Resolved: That

- (i) the position of the General Fund Capital Programme for 2008/09 at 31 March 2009 be noted; and
- (ii) the monitoring of the programme by officers be endorsed.

Recommended to Council:

That the carry forward budgets, with the inclusion of a carry forward of £9,435 for a Buildings at Risk Survey and £30,000 for Conservation Area Grants, outlined in the report and listed in appendix C be approved.

132

Statement of Accounts 2008/09

The Head of Service – Finance and Central Services submitted the Council's accounts for the financial year 2008/09 for approval. It was the responsibility of the Policy and Resources Committee to approve the accounts on behalf of the Council.

The Head of Service updated councillors on changes to the accounts which had occurred since they were originally circulated.

Councillors questioned the Head of Service and the Accountancy Services Manager on the accounts and sought clarification on a number of issues including pension contributions, debtors, asset valuation and accountancy practices.

The Head of Service undertook to supply councillors with more detailed information concerning the following:-

Action taken to deal with issues raised in the Accounts for 2007/08
Section 106 Agreements
Decent Homes programme
Gas Maintenance

Resolved:

That the Statement of Accounts 2008/09 be approved.

133

Annual Governance Statement

The Head of Service – Finance and Central Services submitted the Annual Governance Statement for approval. The report had been considered and accepted by the Audit Panel at their meeting on 23 June 2009.

Councillors questioned the Head of Service on the report and made particular reference to contract documentation and it was confirmed that further reports would be submitted on this issue.

Resolved:

That the Annual Governance Statement for 2008/09 be approved.

134

Service Performance Agreements (SPAs)- Policy and Performance

The Head of Service- Policy and Performance submitted a report setting out the service Performance Agreement in respect of the Policy and Performance Unit.

Councillors discussed the targets relating to the number of Community Engagement Forums to be established in 2009/10.

Resolved: That

- (i) all future SPAs reports should contain information relating to previous years in order that comparisons can be made;**
- (ii) the Service Performance Agreements with the exception of those relating to the Community Engagement Forums be agreed; and**
- (iii) a further report be submitted after the Council has considered a report on the Community Engagement Forum pilot scheme.**

135

SPAs - Accountancy, Central Administration and Customer Services

The Head of Service – Finance and Central Services submitted a report setting out the Service Performance Agreement for the Accountancy, Central Administration and Customer Services Units.

Resolved:

That the Service Performance Agreements be agreed.

136

SPA's – Democratic, Legal and Electoral Services

The Interim Head of Service – Legal and Democratic Services submitted a report setting out the Service Performance Agreements for Democratic, Legal and Electoral Services.

Councillors discussed the targets set for legal services and the implications for the section of the revised staffing arrangements.

Resolved:

That the Service Performance Agreements be agreed.

(Councillors I Chilvers, M Jordan, Mrs C Mackman, J Mackman and R Packham declared a personal interest in the following item, minute 137, as they lived in one of the areas affected)

137

Village Design Statements

The Head of Service – Development Services presented the Village Design Statements Consultation Drafts for Brayton, Cawood, Osgodby, Sherburn–in-Elmet and Wistow for approval prior to public consultation.

A further report would be made to the Committee at the conclusion of the consultation process.

Councillors commented on the documents and questioned the Senior Development Policy Officer (Special Programmes) on the status of the statements within the planning process.

Resolved: That

(i) the content of the Village Design Statements Supplementary Planning Documents be noted and approved to enable a programme of public consultation to take place prior to their adoption and use in determining planning applications; and

(ii) the Head of Service – Development Services and the relevant village’s steering group be given delegated authority to approve minor amendments prior to public consultation.

138

ICT Strategy Working Group

Resolved:

That the minutes of the ICT Strategy Working Group of 18 March 2009 be received.

The meeting closed at 6:16 pm.

SELBY DISTRICT COUNCIL

Minutes of the proceedings of a meeting of the Policy and Resources Committee held on 14 July 2009, in Committee Room 2, The Civic Centre, Portholme Road, Selby, commencing at 4.00pm.

| | |
|-----|---|
| 141 | Minutes |
| 142 | Chair's Address |
| 143 | Wind Farms |
| 144 | Performance Indicators |
| 145 | Savings and Efficiency |
| 146 | North Yorkshire Procurement Partnership |
| 147 | Sustainable Communities Act |
| 148 | Referrals from Other Boards |
| 149 | ICT Working Group |
| 150 | Private Session |
| 151 | Development Services Restructure |

Present: Councillor M Crane in the Chair

Councillors: D Fagan, Mrs G Ivey, M Jordan, Mrs C Mackman (substitute for B Percival), J Mackman, D Mackay (substitute for C Metcalfe), Mrs W Nichols and R Packham.

Officials: Deputy Chief Executive, Strategic Director, Head of Service – Finance and Central Services, Head of Service – Development Services, Head of Service – Policy and Performance, Interim Head of Service – Legal and Democratic Services, Policy Officer (Community Engagement and Development), Corporate Improvement Officer, Development Policy Manager and Democratic Services Manager.

Press 0

Public 0

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

Apologies were received from Councillors C Metcalfe, B Percival and S Shaw-Wright

Substitute councillors were Councillors Mrs C Mackman (for B Percival) and D Mackay (for C Metcalfe)

140 **Disclosures of Interest**

None received

141

Minutes

Resolved:

That the minutes of the proceedings of this Committee held on 30 June 2009 be confirmed as a correct record and be signed by the Chair.

142

Chair's Address to the Policy and Resources Committee

No address was made.

143

Wind Farms

The Head of Service – Development Services submitted a report setting out details of a structured approach to deal with planning applications for commercial wind farms. The report had anticipated that there would be a number of applications in the near future and councillors were informed that two applications had been received since the report had been produced.

It was intended that a Supplementary Planning Document would be produced which would provide a firm basis for making development control decisions relatively quickly.

Consultants would be engaged to carry out a landscape assessment as part of the process

Councillors were informed that two applications had been received since the report had been produced.

Resolved:

That, in view of the fact that two applications have already been received, independent specialist advice be used, as required, on windfarm installations and £ 30,000 be set aside from the Contingency Reserve for this purpose.

Performance Indicators

The Head of Service – Policy and Performance updated councillors on the progress that had been made in 2008/09 and which was continuing in 2009/10 on the corporate and statutory National Indicators for which the Committee were responsible.

Councillors commented on the information set out in the report and questioned officers on the corporate complaints procedure and the customer contact centre.

Resolved: That

(i) the report be noted

(ii) the format of the report be amended to reflect the fact that complaints are dealt within 20 working days and

(iii) a report on the performance of customer service centre be submitted to the September 2009 meeting of the Committee.

Savings and Efficiency

The Head of Service – Finance and Central Services presented councillors with an update on the strategic project “achieving a balanced and sustainable budget” and requested approval for an outline efficiency and savings strategy for 2008/09 to 2010/11.

The target set out in the updated Strategy had increased from £2.45 million to £3.2 million. At the end of the financial year 2008/09 savings of £1.5 million had been achieved against a target of £993,000

Resolved: That

(i) the progress made on achieving the approved savings to date be noted;

(ii) the outline efficiency and savings strategy set out at Appendix B be approved.

North Yorkshire Procurement Partnership

The Head of Service – Finance and Central Services submitted a report seeking support to the establishment of a new shared procurement service which would provide advice and support to member councils.

The Council would join with Ryedale District and Scarborough Borough Councils to form the partnership which would operate from 1 August 2009 until 31 July 2012. The estimated cost to Selby Council would be £35,000 per annum which was forecast to be offset by savings arising from procurement activity.

The Partnership would operate as a joint committee and each of the partners would have one councillor on it. The draft partnership agreement was set out in Appendix B to the report.

Recommended to Council: That

- (i) the Council joins the North Yorkshire Procurement Partnership with effect from 1 August 2009 in accordance with the final version of the partnership agreement a draft of which had been set out in Appendix B to the report and**
- (ii) a councillor be appointed to represent Selby District Council on the Partnership Management Board.**

Sustainable Communities Act

The Policy Officer (Community Engagement and Development) presented a report setting out proposals submitted by individuals, groups and local communities within North Yorkshire to promote the sustainability of their local area.

The proposals had been considered by a panel consisting of representatives of the councils within North Yorkshire and the panel's recommendations were set out in an appendix to the report

Resolved: That

- (i) **the report of the North Yorkshire Sustainable Communities Strategy panel be noted, and**
- (ii) **proposals 2 (Broadband network extension), 4 (regulation of bottled gas prices) and 5 (removal of restrictive covenants) put forward by the panel be supported**

Referrals from Other Boards

- a) Social Board – 16 June 2009

Minute 86 – Housing Investment Programme 2009/10

Councillors were asked to approve the Housing Investment Programme 2009-10 and carry forward budgets.

Resolved : That the carry forward budgets and revised programme 2009/10 be approved

- (b) Social Board – 16 June 2009

Minute 87 – Housing Revenue Account

Councillors were asked to approve the carry forward budgets

Resolved: That the request be granted

149 **ICT Working Group**

Resolved:

(i) That the minutes of the ICT Strategy Working Group of 17 June 2009 be received, and

(ii) the recommendation set out in minute 17 relating to ICT replacement be approved.

150 **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 paragraphs 2 and 4 of Part 1 of Schedule 12A to the Act.

151 **Development Services Restructure**

The Head of Service of Service – Development Services submitted a report which updated councillors on the results of the restructuring of the development services area which was approved in March 2008

The report reviewed the operation of the new structure, identified successes and areas for further improvement

Resolved: That the report be noted.

The meeting closed at 5:55 pm.

Minutes of the meeting of the Selby Community Project - Internal Project Board held at 10.00 am on Thursday 14 May 2009 in Committee Room 1, Civic Centre, Selby.

Present: Councillor M Crane (MC) (Chair)
M Connor, (MCo) Chief Executive
J Lund, (JL) Strategic Director
Councillor D Fagan (DF)
Councillor M Jordan (MJ)
Councillor N Martin (NM)
Councillor C Mackman (CM)

In attendance: K Goodwin, (KG) Project Lead – Selby Community Project - Selby District Council
R Bullen, (RB) Associate Director, Turner & Townsend Project Management
J Wain, Strategic Directors' Support Assistant
L Gill, Chief Executive's Support Assistant

1. Welcome Action

Councillor Crane welcomed everyone to the meeting of the Internal Project Board (IPB).

2. Apologies

There were no apologies for absence.

3. Minutes of last Meeting – 19 March 2009

The minutes from the meeting held on 19 March 2009 were approved as a correct record.

4. Matters Arising

There were no matters arising.

5. Project Initiation Document (PID)

A copy of the PID document had been circulated prior to the meeting. KI informed the group that the PID document was currently a draft document and would be subject to change.

MC reminded everyone that the PID document is a confidential commercially sensitive document and not intended for public consumption.

KI went through the PID document. Details of the Capital costs, approved budget and current cost estimate were set out but costs are constantly challenged.

Running costs/whole life cycle costing is detailed at 4.2.2. It is anticipated that savings of £52k per annum will be achieved but there is still work to be done and these figures are subject to change.

MJ queried whether the physical costs of moving to the new civic centre had been taken into account. KI confirmed that the physical costs of moving had not been included in the figures. Moving costs will be a revenue cost and these will need to be budgeted for.

Project funding is detailed at 4.2.3. Funding for the project is to come from the combined sale of the current civic centre site and the depot. The remaining funding will be secured through prudential borrowing.

Maintenance liability is detailed at 4.2.4. There is currently a backlog of maintenance required at the Civic Centre which will cost in the region of £2m. The £2m would bring the building back to a basic operational standard but not to a building "fit for purpose" for the current environment.

KI informed the group that a risk assessment document had been produced and was available to anyone who wished to see it.

There was discussion regarding restrictive covenants on the hospital site. The covenant is 96 years old and the Legal Section are currently looking into this matter. Insurance indemnity will be taken out. The anticipated cost is around £15k which will be shared between SDC and the NYYPCT.

NM raised car parking concerns. JL informed the meeting that every available car parking space had been squeezed onto the site. Including disabled parking there will be 167 spaces available for hospital and civic centre staff controlled by a barrier and there will be 100 unrestricted spaces for patients and visitors.

There was discussion around where the community buses will park once the civic centre moves. There was a suggestion that they could park at the Prospect Way Depot but this can be dealt with at a later stage in the process.

Staff are to be encouraged to walk or cycle to work if possible. Shower facilities and cycle racks are to be provided at the new site. Flexible ways of working are also to be encouraged including working from home and the new flexible working policy.

A dialogue has been opened with local bus companies.

6. Feedback from Residents' Meeting – Boundary Issues

JL updated on the outcome of consultation with the residents.

The majority of residents had opted for the smallest hedge and smallest fence option. This option gives the residents the least amount of privacy.

7. Planning Application Update

Planning application is to go to Planning Committee on 27 May 2009 with a recommendation for approval.

Several objections have been received on privacy grounds. Once planning approval has been obtained it is proposed to go back to the residents to agree boundary landscaping as there was a clear inconsistency between their concern for loss of privacy and their choice of boundary landscaping which offered the least privacy.

There are now no highway objections to the proposal.

Noise attenuation works are to be included for third floor in-patients.

A compromise has been reached with English Nature and the County Ecologist is satisfied with regard to the bat survey. A further survey will be carried out later in the year but at the moment no bat roosts have been found.

A Section 106 Agreement will make provision for a zebra crossing, mini-roundabout and speed cushions.

8. Project Update – Rob Bullen

RB gave an update on the project.

Fourteen pre-qualification questionnaires have been received. One had been rejected as it had arrived late. A shortlist of 5 has been produced, all achieving a score of above 90%. The shortlist is as follows:-

Sir Robert McAlpine
BAM Construction Ltd
Miller Construction Ltd
Kier Regional Ltd
Interserve Project Services Limited

Both successful and unsuccessful bidders have been informed.

There are currently 2 keys issues; the timing of the Strategic Health Authority's approval for the business case and approval of the planning application.

Stage 1 tender documents ask for proposals on how prospective tenderers will seek to engage with local firms on the project. There is no bonus for early completion of the project but there are damages in line with the requirements of the programme.

9. Date of Next Meeting

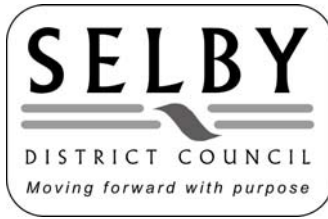
18 June 2009 at 4.00 pm. NM gave his apologies for this meeting.

MD

10. Any Other Business

Regular joint statements are being issued by SDC and the NHSNYY. A Communications Strategy is in place. Currently looking at producing dedicated web pages for the project.

The meeting closed at 10.45 am.



Agenda Item No:8

Title: CEF Evaluation – Tadcaster and Villages Pilot
To: Council
Date: 28 July 2009
Author: Martin Connor, Chief Executive

1 Purpose of Report

- 1.1 For the Council to consider adopting the Tadcaster and Villages Pilot Community Engagement Forum (CEF) as the blueprint for its community engagement process for the remainder of Selby District and agree a timetable for their implementation.

2 Recommendation(s)

- 2.1 **That the Council adopts the Tadcaster and Villages Pilot Community Engagement Forum as the blueprint for its community engagement process for the remainder of Selby District and agrees a timetable for their implementation.**

3 Executive Summary

- 3.1 In mid 2008 the Council considered options for a new community engagement process and agreed that Councillor Chris Metcalfe would chair a pilot in the Tadcaster and Villages Community Investment Programme (CIP) area. The intention was to create and evaluate a community engagement mechanism which would meet the legislative criteria and report back to Council with an evaluation of the pilot results and a recommendation for next steps.
- 3.2 This report sets out how the pilot was conducted and the results of its evaluation by the CEF Partnership Board and presents a recommendation for the adoption of the process as the Councils community engagement vehicle.

4 The Report

- 4.1 At its meeting on 12 February 2008, the Council gave its agreement to a pilot exercise in the Tadcaster and Villages CIP area to explore a mechanism for community engagement in light of government legislation and best practice. The pilot was to be chaired by Councillor Chris Metcalfe.
- 4.2 Councillor Metcalfe was charged with forming a recommendation to Council on a form of community engagement which could be adopted across the whole of Selby District.
- 4.3 Following the decision by Council, a working group was formed and, during its life, counted the following amongst its number:
- Councillor Chris Metcalfe
 - Councillor Mrs Gillian Ivey
 - Martin Connor
 - Steve Martin
 - Jonathan Lund
 - Ann Haller
 - Heather Watts
 - Neil Skinner
 - Roy Wilson (CIP representative)
 - Kay Richie, North Yorkshire County Council
 - Cecil Pugh, North Yorkshire Fire and Rescue
 - Bruce Prendergast, North Yorkshire Police
 - Richard Abbott, North Yorkshire Police
- 4.4 The intention from the outset was to ensure inclusivity with our major partners on the basis that we all serve the same community and that any community engagement mechanism should be appropriate and sustainable for all partner bodies.
- 4.5 The working group went through several iterations of terms of reference documents, membership lists, etc. before testing these out at meetings with an invited audience in Tadcaster on 22 July and 15 September 2008.
- 4.6 It is fair to say that, at the meetings in Tadcaster, there was a significant amount of initial resistance and scepticism. Several people in the audience were defending the CIP and JAG process and could not see the benefit of broadening the remit to cover all aspects of community life.
- 4.7 There was acceptance, however, that the pilot should be supported and a number of community meetings followed together with the formation of a partnership board comprising:
- All Selby District Councillors for the area
 - All North Yorkshire County Councillors for the area

- Representatives from North Yorkshire Police and North Yorkshire Fire and Rescue Service
- Parish Councils' representatives
- Co-opted community representatives

- 4.8 A devolved budget equivalent to £20,000 p.a. was allocated by Selby District Council and all members of the Partnership Board were given a right to vote on its use. A grant budget of 4,150 p.a. was formed from this amount (equivalent to £10,000 p.a.) and a sub-group was created to oversee its allocation and use. The Chair of the sub-group was the Chair of the former Tadcaster and Villages CIP group and is the Vice-Chair of the Forum.
- 4.9 Meetings have been very well attended and well supported by partners. Lessons have been learned and changes to format have been made (the Partnership Board, for example, now meets on a separate night to the CEF) but response has been very favourable.
- 4.10 A number of working groups have been formed (Task and Finish) led, in general, by members of the community to address specific concerns and this has not only produced results but led to a growing confidence in the community that they can make a difference and be part of the solution.
- 4.11 Initial scepticism has now evaporated and both the community and members of the Partnership Board are supportive of the process and would like to see it continue.
- 4.12 The belief is that the CEF format achieves its objectives and should be rolled out across the rest of the district. The new officer structure provides the resource for this community engagement mechanism but the recommendation is that the roll out should be staged as follows:
 - October 2009 – one further CEF
 - April 2010 – two further CEFs
 - Final tranche by October 2010
- 4.13 Council is asked to approve the roll out.

5 Financial Implications

- 5.1 The officer structure should soon be in place and its costs have already been covered in the structure review (which provided an overall saving to the Council).

The devolved budget equivalent to £20,000 p.a. would add £10,000 for the roll out of one extra CEF in the current year.

6 Conclusions

- 6.1 Community engagement is an important issue to the Council and features in a number of pieces of legislation. The Tadcaster and Villages pilot has been

a success and continues to develop. There is sufficient evidence from the evaluation process to warrant this recommendation to Council that the CEF model be rolled out to the remainder of the district.

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 should lead to improved value for money and the implementation of community engagement proposals | Impact |
| 9.2 | Equalities The proposal increases the equality of access to our community to both services and policy formulation. | Impact |
| 9.3 | Community Safety and Crime The proposals would refocus our input to community safety through the community engagement and partnership strands of activity. | Impact |
| 9.4 | Procurement | No Impact |
| 9.5 | Risk Management The risk of not implementing the changes revolves around our ability to implement community engagement requirements. | Impact |
| 9.6 | Sustainability | No Impact |
| 9.7 | Value for Money | Impact |

| | | |
|--|---|--|
| | <p>The proposals will allow community input to local service provision, hopefully draw down external funding and at the same time allow the implementation of a new requirement for community engagement.</p> | |
| | | |

10 Background Papers

10.1 None