

SELBY DISTRICT COUNCIL

MINUTES

Minutes of the proceedings of a meeting of the Council held on 1 March 2011,
the Civic Centre, Portholme Road, Selby,
commencing at 6:00 pm.

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Present: Councillor K Ellis, (Chairman) in the Chair

Councillors: Mrs E Casling, J Cattanach, I Chilvers, M Crane, Mrs D Davies, Mrs M Davis, J Deans, Mrs S Duckett, Mrs J Dyson, Mrs C Goodall, Mrs M Hulme, W Inness, Mrs G Ivey, M Jordan, C Lunn, Mrs C Mackman, J Mackman, B Marshall, N Martin, Mrs K McSherry, Mrs W Nichols, I Nutt, R Packham, C Pearson, A Pound, Mrs S Ryder, S Shaw-Wright, Mrs A Spetch, R Sweeting and A Thurlow.

Officials: Chief Executive, Deputy Chief Executive, Head of Service – Finance, Head of Service – Development Services, Head Service Customers and Business Support, Head of Service Partnerships and Commissioning, Head of Service Housing and Property, Solicitor to the Council, Media and Corporate Communications Manager and Democratic Services Manager.

Public: 0

Press: 1

Revered Chris Wilton gave opening prayers.

558 **Apologies for Absence**

Apologies for absence were received from Councillors D Fagan, D N Mackay, Mrs P Mackay, J McCartney, Mrs M McCartney, C Metcalfe, Mrs E Metcalfe, B Percival, R Sayner, Mrs D White.

559 **Disclosure of Interest**

None were disclosed.

560 **Minutes**

Resolved:

That the minutes of the proceedings of the meetings of Council held on 21 December 2010 and 15 February 2011 be confirmed as a correct record and signed by the Chairman.

561 **Communications**

i) Saxton Flood Defence Committee

The Chief Executive reported a letter received from the Saxton Flood Defence Committee. The letter asked the Council to undertake ground works to increase flood protection to two Council owned properties on Saxton Lane.

The Council acknowledged the flooding issues and gave an undertaking to work with neighbouring property owners to develop an effective approach to lowering the flood risk to the properties.

Resolved:

That the Council works with neighbouring property owners to reduce the flood risk.

ii) Saxton Flood Defence Committee

The Chief Executive reported a second letter received from the Saxton Flood Defence Committee regarding Quarry Bridge. The letter asked the Council, du to the absence of an Internal Drainage Board, to use its discretionary powers to ensure the bridge no longer restricted the flow of water out of the village.

The Council felt that, rather than use its discretionary powers, it would

support the Committee in its work to get the land owner to undertake its responsibilities toward reducing flood risk.

Resolved:

That the Council supports the Committee in its work to get the land owner to undertake its responsibilities toward reducing flood risk.

iii) Selby District Scout Council

The Chief Executive reported a letter from Selby District Scouts, the letter invited all District Councillors to attend the Scout's St George's Day Service at Selby Abbey on Sunday 17 April 2011.

Resolved:

That the letter be noted.

iv) Selby Abbey

The Chairman reported an invitation he had received to a Collation and Induction event being held at Selby Abbey. All councillors were invited to the event, however the date and time clashed with the Council meeting on the 5 April. Councillors agreed that the meeting of Council on April 5 would commence earlier, at 5pm.

Resolved: That;

- i) **That the invite be noted;**
- ii) **That the meeting of Council on 5 April 2011 commence at 5pm.**

562 **Public Questions**

None received.

563 **Councillors' Questions**

None received.

Committee and Board Minutes

Planning Committee – 15 December 2010

Resolved:

That the minutes be noted.

Planning Committee – 12 January 2011

Resolved: That;

- i) The minutes be noted;**
- ii) The recommendation at minute 488 (General Fund Budget Estimates, Revenue and Capital Bids 2011/12 -2013/14) be approved.**

Planning Committee – 9 February 2011

Resolved:

That the minutes be noted.

Licensing Committee – 10 January 2011

Resolved:

That the minutes be noted.

Licensing Committee – 7 February 2011

Resolved:

That the minutes be noted.

Economy Board – 18 January 2011

Resolved: That;

- i) That the minutes be noted;**
- ii) The recommendations at minute 498 (General Fund Budget Estimates, Revenue and Capital Bids 2011/12 -2013/14) be approved.**

Environment Board – 20 January 2011

Councillor Packham asked a question regarding an item discussed in private session at the Environment Board. The question would be

responded to in private session.

Resolved: That;

- i) **The minutes be noted;**
- ii) **The recommendation at minute 503 (General Fund Budget Estimates 2011/12 -2013/14) be approved.**

Social Board – 4 January 2011

Resolved: That;

- i) **The minutes be noted;**
- ii) **The recommendation at minute 472 (General Fund Budget Estimates, Revenue and Capital Bids 2011/12 -2013/14) be approved.**

Overview and Scrutiny – 10 February 2011

Councillor Cattanach highlighted that Councillor R Saynor was not present at the meeting and her name should be removed from the list of those present. He also highlighted that at minute 551, the acronym Police And Criminal Evidence (PACE) Act should have been recorded as such.

Resolved:

That, subject to the above amendments, the minutes be noted.

Policy and Resources Committee – 1 February 2011

Councillor Casling stated that she had attended the meeting. Councillor Crane stated the title of minute 518 should be recorded as Housing Rents 2011/12. Councillor Mackman stated that the third part of the resolution of item 523 (referrals from other Boards and Committees) should be recorded as set out below:

- iii) Enterprise implement and manage a full review of the management of the recyclates to maximise efficiency and income generation to mitigate any additional costs (as outlined in Option 3 Appendix 1) to achieve an overall increase in net income as set out in the report.

Resolved: That;

- i) **Subject to the above amendments, the minutes be noted;**
- ii) **The recommendation at minute 518 (Housing Rents 2011/12) and minute 519 (General Fund Estimates) be approved.**

Working Towards Tomorrow – Working Group – 17 December 2011

Resolved:

That the minutes be noted.

Working Towards Tomorrow – Working Group – 27 January 2011

Resolved: That;

- i) The minutes be noted;**
- ii) The recommendation at minute 2 (SDV Governance) be approved.**

Working Towards Tomorrow – Working Group – 17 February 2011

Resolved: That;

- i) That the minutes be noted.**
- ii) That the recommendations at minute 4 (SDV Governance – follow up) and minute 6 (SDV Structure, Business Plan and Specification) be approved.**

Remuneration Panel Task and Finish Group – 20 January 2011

Resolved:

- i) That the minutes be noted.**
- ii) That the recommendation at minute 2 (Councillor Allowance Scheme) be approved.**

565

Prudential Borrowing Indicators 2011/12

The Head of Service – Finance presented the report which provided information on the prudential indicators for borrowing required by the CIPFA Prudential Code as specified by the Local Government Act 2003.

Resolved: That;

- i) The prudential borrowing indicators which reflect the capital expenditure plans and treasury management policy decisions be approved and confirmed that they are affordable, prudent and sustainable;**
- ii) The amendment to the 2010/11 Authorised Limit for external debt to £23,000,000 and the Operational Limit at £19,000,000 for 2010/11 be approved;**
- iii) The Authorised Limit for external debt at £23,000,000 and the Operational Limit at £19,000,000 for 2011/12;**

- iv) **Delegated authority be given to the Head of Service - Finance to effect movement within the agreed authorised boundary limits for long-term borrowing for 2011/12 onwards;**
- v) **Delegated authority be given to the Head of Service - Finance to effect movement within the agreed operational boundary limits for long-term borrowing for 2011/2012 onwards.**

566 **Budget, Reserves and Balances**

Councillors received the report of the Head of Service - Finance on the robustness of the budget and the adequacy of the Council's reserves and balances.

Resolved:

That the report, and in particular, the statements in paragraphs 4.4 and 4.12 of the report be taken into account when setting the Council Tax (see minute 567 below).

567 **Council Tax 2011/12**

Councillors received the report of the Head of Service – Finance which set out the information necessary to enable the 2011/2012 Council Tax to be determined.

Resolved: That;

- i) **The information contained in Appendix E of the report in relation to the Council Tax for 2011/2012 be noted;**
- ii) **The values contained in Appendices A to D and Schedule C of the report in relation to the Council Tax for 2011/2012 be approved;**
- iii) **Having calculated the aggregate in each case of the amounts at Schedule B and Appendix E of the report, the Council, in accordance with Section 30(2) of the Local Government Finance Act 1992 hereby sets the amounts shown in Schedule C of the report as the amounts of Council Tax for the year 2011/2012 for each of the categories of dwellings shown at Schedule C of the report.**

568 **Changes to the Constitution**

The Deputy Chief Executive presented the report to advise Council of the need to change some elements of the Council's "Leader and Executive" model Constitution to reflect the new service delivery structure.

The report explained the types of changes which would be necessary and requested authority to make them.

Resolved: That;

- i) The report be noted;**
- ii) The Chief Executive be authorised, subject to the Council approving the new structures, to make the necessary changes to the new Constitution as set out in paragraphs 4.7, 4.12, 4.13 and 4.16.**

569

Schedule of Meetings 2011/12

The Chief Executive submitted the proposed Schedule of Meetings for 2011/12 for councillors' approval.

Councillors discussed the proposed schedule and asked that the Western Community Engagement Forum scheduled for 10 May 2011 be removed from the calendar.

Resolved:

That, subject to the above amendment, the schedule of meetings be approved.

570

Nominations for Chairman and Vice Chairman

Resolved: That;

- i) Councillor Mrs K McSherry be nominated to the office of Chairman Elect for the 2011/2012 Municipal Year;**
- ii) A nomination for the Vice Chairman be reserved to be received following the District Elections in May 2011.**

571

Urgent Action

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

572

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 was 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.

573 **Private Session**

Resolved:

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

574 **Committee and Board Minutes**

Environment Board – 20 January 2011

Councillor Packham asked a question regarding the Waste and Recycling Review item from Environment Board on 20 January 2011 and the costs incurred by a service provider. Councillor Jordan gave a response.

Resolved:

That the response be noted.

575 **Service Delivery Vehicle (SDV) Structure, Business Plan and Specification**

The Chief Executive presented the report which set out the proposed structure of the SDV, its business plan and performance specification for consideration and adoption.

The Chief Executive reported that the Council had agreed to adopt a revised Service Delivery Model on 9 November 2010. Since that time officers had been working hard to develop the detail of the model.

Councillors debated the report at length, acknowledging the difficult decisions, in particular with regard to staff reductions, which had to be made as a result of the reduction in government grants.

The Chief Executive indicated that the Core would comprise the three statutory officers, democratic services and a small team to manage corporate commissioning, policy and performance, the Third Sector Organisation (TSO) would comprise a number of officers, including a Head of Service who would be seconded to develop the model and help build capacity and confidence, Both the Core and the TSO were integral to the

success of the model.

Recruitment would be built upon a framework of core competences which were a further development of the competency framework which had been part of the Council's recruitment and development systems for some time.

Following approval by Council the proposed structures would be subject to consultation with staff for 30 days and the proposed changes to terms and conditions would be subject to a concurrent 90 day consultation period. The Chief Executive act under delegated authority to incorporate any changes arising from the consultation period within the agreed budgets for the Core, SDV and TSO.

The Chief Executive acknowledged councillors' concerns around the capacity of the TSO to meet the demands required by the model and responded to a number of questions about TUPE and continuous service, the balance scorecard, the use of fixed salary points, pensions, job evaluation and pay equality, and remuneration for SDV Board Members.

Resolved:

That the Council adopts the structure, business plan and specification for the SDV as an initial starting point for the financial year commencing 1 April 2011.

576

Public Session

Resolved:

That the meeting return to public session.

577

Shadow Revenue Budget 2011/12

The Head of Service – Finance presented a report which outlined the high level shadow revenue budgets for the Council under the new service delivery model.

Resolved:

That the shadow revenue budgets be approved.

The meeting closed at 8.55pm