

MISSION STATEMENT

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

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21 February 2011

Dear Councillor

You are hereby summoned to a meeting of the Selby District Council to be held in the Civic Suite, Civic Centre, Portholme Road, Selby on **Tuesday 1 March 2011** commencing at **6.00 pm**.

Yours sincerely

Jonathan Lund
Deputy Chief Executive

Opening Prayers will be offered.

AGENDA

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 21 December 2010 (pages 6 to 12 attached) and the Extraordinary Council meeting on 15 February 2011 (TO FOLLOW).

4. **Communications**

(pages 13 to 16 attached).

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 15 December 2010	Green	Minutes 438 to 455 Pages 17 to 28
Planning Committee 12 January 2011		Minutes 484 to 493 Pages 29 to 34
Planning Committee 9 February 2011		Minutes 533 to 544 Pages 35 to 43

Licensing Committee 10 January 2011	Cream	Minutes 475 to 483 Pages 44 to 46
Licensing Committee 7 February 2011		Minutes 524 to 532 Pages 47 to 49
Economy Board 18 January 2011	Pink	Minutes 494 to 498 Pages 50 to 52
Environment Board 20 January 2011	Blue	Minutes 499 to 507 Pages 53 to 56
Social Board 4 January 2011	Yellow	Minutes 465 to 474 Pages 57 to 60
Overview and Scrutiny 10 February 2011	Peach	TO FOLLOW
Policy and Resources Committee 1 February 2011	Gold	Minutes 514 to 523 Pages 61 to 64
Working Towards Tomorrow – Working Group 17 December 2010		Minutes 1 to 6 Pages 65 to 66
27 January 2011		Minutes 1 to 2 Pages 67 to 68
17 February 2011		Minutes 1 to 6 Pages 69 to 71
Remuneration Panel Task and Finish Group 20 January 2011		Minutes 1 to 2 Pages 72 to 73

8. **Prudential Borrowing Indicators 2011/12**

Report of the Head of Service – Finance (pages 74 to 85 attached).

9. **Budget, Reserves and Balances 2011/12**

Report of the Head of Service – Finance (pages 86 to 96 attached).

10. **Council Tax 2011/12**

Report of the Head of Service – Finance (pages 97 to 113 attached).

11. **Changes to the Constitution**

Report of the Deputy Chief Executive and Monitoring Officer (pages 114 to 118 attached)

12. **Schedule of Meetings 2011/12**

To approve the Schedule of Meeting for 2011/12 (page 119 attached).

13. **Nominations for Chairman and Vice-Chairman**

To appoint Councillors to the Offices of Chairman Elect and Vice-Chairman Elect for the 2011/12 Municipal Year.

14. **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.

15. **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.

16. **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 item as there will be disclosure of exempt information as defined in Section 100(1) of the Act as described in paragraph 4 of Part 1 of Schedule 12(A) of the Act.

17. **SDV Structure, Business Plan and Specification**

Report of the Chief Executive (pages 120 to 179 attached).

18. **Public Session**

19. **Shadow Revenue Budget 2011/12**

Report of the Head of Service Finance (pages 180 to 186 attached).

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

SELBY DISTRICT COUNCIL

MINUTES

Minutes of the proceedings of a meeting of the Council held on 21 December 2010, the Civic Centre, Portholme Road, Selby, commencing at 6:00 pm.

456	Apologies for Absence
457	Disclosure of Interests
458	Minutes
459	Communications
460	Public Questions
461	Councillors' Questions
462	Committee and Board Minutes
463	Urgent Action
464	Sealing of Documents

Present: Councillor Mrs K McSherry, (Chairman) in the Chair

Councillors: J Cattanach, I Chilvers, M Crane, J Deans, Mrs J Dyson, Mrs C Goodall, Mrs M Hulme, M Jordan, C Lunn, D N Mackay, Mrs P Mackay, Mrs C Mackman, J Mackman, B Marshall, N Martin, J McCartney, Mrs M McCartney, C Metcalfe, Mrs E Metcalfe, I Nutt, R Packham, C Pearson, B Percival, A Pound, S Shaw-Wright and Mrs A Spetch.

Officials: Chief Executive, Deputy Chief Executive, Head of Service – Finance, Media and Corporate Communications Manager and Democratic Services Manager.

Public: 2

Press: 2

Revered Chris Wilton gave opening prayers

456 **Apologies for Absence**

Apologies for absence were received from Councillors Mrs E Casling, Mrs D Davies, Mrs M Davis, Mrs S Duckett, K Ellis, D Fagan, W Inness, Mrs G Ivey, Mrs W Nichols, Mrs S Ryder, R Sayner, R Sweeting, A Thurlow and Mrs D White.

457 **Disclosure of Interest**

Councillor Brian Percival declared a personal and prejudicial interest in item 7 as he had declared the same interest at Policy and Resources

Committee in relation to minute numbers 424 and 425.

458

Minutes

Councillors highlighted the following amendments to Council minutes for 26 October 2010.

- i) Minute 314 (Social Board) first resolution to read: "Once the centralised booking system for the nine local authority managed community centres is in place, Councillors to be informed."
- ii) Minute 318 (St Richards Chapel) third resolution to read: "Approving(subject to the above) the sale to Yorkshire Housing of the strip of land that the Council owns adjacent to St Richard's Chapel, Selby for £10,000."

Resolved:

That, subject to the above amendments, the minutes of the proceedings of the meetings of Council held on 26 October 2010 and 9 November 2010 be confirmed as a correct record and signed by the Chairman.

459

Communications

- i) North Yorkshire County Council (NYCC) Highways

The Chief Executive reported a letter received from NYCC Highways which detailed repair works to Selby Town Swing Bridge. The works would commence on 14 February 2011 and were expected to take 14 weeks. The works would necessitate the closure of the bridge.

Councillors were concerned about the negative impact on the town of the road closure. It was highlighted that access to the town would also be affected by a short term closure of the A19 near to the hospital site.

Councillors requested that a letter be written to NYCC Highways outlining the Council's concerns at the road closures and to ask if a temporary footbridge could be put in place whilst the Swing Bridge was closed.

Resolved:

That a letter be written to the North Yorkshire Highways outlining the Council's concerns.

- ii) Osgoldcross Forum

The Chief Executive reported a letter from the Osgoldcross Forum. The letter requested that the Council relinquish the Chains of Office of the

former Osgoldcross Rural District Council to the Osgoldcross Forum.

Resolved:

That the request be denied.

iii) Selby Civic Society

The Chief Executive reported a letter received from Selby Civic Society regarding the recent discovery of three maritime shields. The letter offered the Civic Society's help in restoring the shields.

Councillors felt that the shields were a part of the heritage of the area and every effort should be made to restore and preserve them. Assistance in restoring the shields was welcomed from Selby Civic Society.

Resolved: That;

- i) **That the Shields be restored and preserved**
- ii) **That the offer of assistance from Selby Civic Society be accepted.**

460 **Public Questions**

None received.

461 **Councillors' Questions**

Councillor Crane responded to a question from Councillor McCartney with regard to the role of 'Enhanced Chairs Group'. Councillor Crane stated that the group of seven committee and board chairs met with senior officers to be briefed on and discuss forthcoming issues. The group had proved very useful in improving the performance of the Council. Councillors combined their attendance at this meeting with other Council appointments.

Councillor Crane responded to a question from Councillor McCartney detailing a recent housing issue he had attempted to raise on behalf on one of his residents. Councillor Crane apologised for the situation and stated that he had always found Access Selby very helpful whenever he had raised an issue on behalf of his residents.

Committee and Board Minutes

Planning Committee – 20 October 2010

Councillor Shaw-Wright reported that he had been present at the meeting.

Resolved:

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

Planning Committee – 17 November 2010

Councillor Mackman stated that Councillor McCartney's apologies for absence should have been recorded.

Resolved:

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

Licensing Committee – 1 November 2010

The Chief Executive outlined the Council's current policy in relation to the recommendation to Council referred to at minute 331. The recommendation was not accepted.

Resolved: That;

- i) The recommendation to Council at minute 331 be refused;**
- ii) That the minutes be noted.**

Licensing Committee – 6 December 2010

The Chief Executive outlined the Council's current policy in relation to the recommendation to Council referred to at minute 389. The recommendation was not accepted.

Resolved: That;

- i) The recommendation to Council at minute 389 be refused;**
- ii) That the minutes be noted.**

Audit Panel – 7 December 2010

Resolved:

That the minutes be noted.

Economy Board – 23 November 2010

Resolved:

That the minutes be noted.

Environment Board – 28 October 2010

Councillor Packham stated that his name should have been recorded as R Packham.

Councillors discussed the issue of refuse collection by Enterprise during the period of bad weather. Councillor C Metcalfe recognised the good work undertaken by Enterprise and stated that any opportunities to improve would be identified.

Resolved:

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

Social Board – 7 December 2010

Resolved:

That the minutes be noted.

Overview and Scrutiny – 4 November 2010

Councillor Cattanach stated that his apologies should have been recorded for this meeting.

Resolved:

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

Overview and Scrutiny – 9 December 2010

Resolved:

That the minutes be noted.

Policy and Resources Committee – 14 December 2010

The Leader of the Council outlined the Committee and Board changes set out below which were being made ahead of the move to the Cabinet structure.

Economy Board:

Chair – Councillor J Mackman
Vice Chair - Councillor Percival

Removed were Councillors Fagan and Pearson.

Planning Committee:

Chair - Councillor Deans
Vice Chair - Councillor Pearson

Removed was Councillor J Mackman
Added was Councillor S Ryder

Policy and Resources

Removed was Councillor Fagan
Added was Councillor Pearson

Resolved: That;

- i) **The Committee and Board changes listed above be approved.**
- ii) **The minutes be noted.**
- iii) **The recommendation at minute 437 (Closed Circuit Television) be approved.**

Selby Community Internal Project Board – 11 November 2010

Resolved:

That the minutes be noted.

463

Urgent Action

The Chief Executive reported action he had taken in respect of the use of external planning expertise. This action had previously been reported to Policy and Resources Committee.

Resolved:

That the action taken by the Chief Executive be approved.

464

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 6:52 pm

SAXTON FLOOD DEFENCE COMMITTEE

c/o Whitegates

Main Street

Saxton

LS24 9PY

Dear Chief Executive and Councillors,

RE Dyke outside No. 3 and 5 Saxton Lane, Saxton (Council owned properties)

This is a formal request from the above Committee for the Council to fulfil its responsibilities as riparian owner of the above properties and dig the above dyke to its original depth and keep it clear of obstruction therefore enabling the dyke/culvert system of this village to work to its capacity and lower the risk of flooding of properties.

As you know Saxton is at risk from flooding, particularly from run-off fields and the fact that the system of dykes and culverts installed over the years has been severely compromised by lack of maintenance and by the utilities crossing through the culverts and in some cases filling them in.

It is therefore vitally important that what remains is working to its full potential. The dyke outside 3 and 5 Saxton Lane (the Swedish Houses) which is part of the overflow system for the dyke which runs down the Eastern side of Main Street (and then down Saxton Lane as a culvert) has not been cleared for many years and currently is only about 1 foot deep and cluttered instead of the expected 4 feet and clear. This issue has been raised with the council for the last two years by the above voluntary committee.

The matter is taking on further urgency as the NYCC highways department are about to start work on the first phase of improvement works in the village to which your Council has made a significant financial contribution. This scheme connects the overflow system to a new 600 mm pipe which will take flood water away from the village more efficiently and hence lessen the chance of flooding of the properties – particularly on Saxton Lane. To obtain full value for money the overflow system has to work efficiently hence our request to yourselves.

Some residents have already dug out their dykes and we would encourage the Council to follow suit. It has been suggested that the Council has no money however it is our expectation that this would be funded from the Housing Revenue Account not the Council Tax. We are not aware of the terms of the sale of 1 and 7 Saxton Lane and whether the Council retained riparian obligations.

The Saxton Lane scheme that is about to be undertaken was identified by the Parish Council's Land Drainage Engineer as of the highest priority within available resources. Clearance of dykes and ditches was also on her list of recommendations and volunteers from this group regularly clear debris grills in the dyke, dig out grips, remove obstacles and ensure the free flow of water. Hence we are asking the Council to contribute and support that volunteer effort.

If you require any further information please do not hesitate to contact me.

Yours faithfully

Jan Marshall

Chair of Saxton Flood Defence Committee

NB This Committee is a group of volunteers set up by the Parish Council to deal with flooding matters. It consists of residents of the village, representatives of the Parish Council and officers from North Yorkshire County Council, Selby District Council and The Environment Agency.

SAXTON FLOOD DEFENCE COMMITTEE

c/o Whitegates

Main Street,

Saxton,

LS 24 9PY

14 th February 2011

Dear Chief Executive and Councillors,

Re Quarry Bridge over dyke Saxton Lane, Saxton

On behalf of the above volunteer group I am writing to ask the Council to use its discretionary Land Drainage powers to ensure that the above bridge no longer restricts the flow of water out of the village.

In the report of the Land Drainage consultant engaged by the Parish Council (Report: Saxton Village –Flooding of Village July 2008) she highlights “The existing field access culvert into the old quarry, downstream of the village, has been sleeved with a concrete pipe which is partially blocked with rubble. This is restricting flows from the village”. She then recommends that “Replace with a box culvert of adequate size and invert – regrade ditch to suit. Consider relocation if possible. There is an opportunity here to improve flows from the village by regrading ditch and setting invert of culvert accordingly”.

We are requesting the District Council to use the land drainage powers it has to work with the local landowner and reinstate the culvert to the appropriate size so that it no longer restricts the flow of water out of the village or indeed feeds water back into the village in significant events.

Concerns were expressed that this reinstatement might lead to problems in Scarthingwell and to deal with these worries a further report was commissioned (and paid for by the District Council) from the parish council’s land drainage consultant. (Scarthingwell – June 2009 and “Potential flooding of agricultural land due to increased flows from Saxton” January 2010”. These have been shared with the landowners.

In the above reports in summary she indicates that Scarthingwell problems are likely to be caused by diversions within the hamlet – principally in the creation of the golf course. She indicates that the reversion of the Quarry Bridge to its original state would not cause further problems.

Indeed she states in the Scarthingwell report that –

“There is concern that the proposed flood protection works in Saxton will increase the flood risk in Scarthingwell. In particular there is the concern that reinstating the quarry bridge to its historic condition will effectively remove the plug and release more water towards Scarthingwell.

Firstly, it must be re-iterated that the successful drainage of Saxton relies on this occurring. Furthermore, it is my opinion, that should an Application be made to the Agricultural Land Tribunal under Section 28 of the Land Drainage Act then an Order would be given for the restoration to its original capacity”.

The Council has made a significant investment in the scheme down Saxton Lane (that is about to start) to deal with flood waters. To obtain value for its money we appeal to the Council to utilise its discretionary powers and deal with this problem.

If you require further information please do not hesitate to contact me.

Yours faithfully

Jan Marshall

Chair of the Saxton Flood Defence Committee

NB This Committee is a group of volunteers set up by the Parish Council to deal with flooding matters. It consists of residents of the village, representatives of the Parish Council and officers from North Yorkshire County Council, Selby District Council and The Environment Agency.

SELBY DISTRICT COUNCIL

MINUTES

Minutes of the proceedings of a meeting of the Planning Committee held on Wednesday 15 December 2010, in Committee Rooms 1& 2, The Civic Centre, Portholme Road, Selby, commencing at 4.00pm.

438	Apologies for absence
439	Disclosure of interests
440	Minutes
441	Chair's Address to the Planning Committee
442	Planning Application – 2010/0733/REM – 17 Fairways, Selby
443	Planning Application – 2010/0911/LBC – Whiskers, 24-28 Gowthorpe, Selby
444	Planning Application – 2010/0866/FUL – Whiskers, 24-28 Gowthorpe, Selby
445	Planning Application – 2009/0691/REM – 10 Brigg Lane, Camblesforth, Selby
446	Planning Application – 2010/0785/COU – 2 Denison Road, Selby
447	Planning Application – 2010/0803/COU – New House, Wistowgate, Cawood
448	Planning Application – 2010/0555/FUL – Great North Road, Brotherton
449	Planning Application – 2008/1165/FUL – Roose House, Union Lane, Selby
450	Planning Application – 2010/0986/FUL – 19 Westgate, Tadcaster
451	Planning Application – 2010/0536/FUL – Escrick Park Estate, Wheldrake Lane, Escrick
452	Planning Application – 2010/0036/FUL – W A Hare & Sons Ltd, 94 Main Street, Kelfield
453	Planning Application – 2010/0528/FUL – RAF Church Fenton, Busk Lane
454	Planning Appeals Decisions – 4 October – 29 November 2010
455	Enforcement Sub Group Minutes

Present: Councillor J Mackman in the Chair

Councillors: I Chilvers, J Deans, Mrs C Goodall, W Inness, D Mackay, N Martin (substitute for Mrs D Davies), Mrs E Metcalfe, Mrs S Ryder (substitute for Mr C Pearson) and S Shaw-Wright.

Officials: Head of Service – Development Services, Manager of Development Management, Solicitor to the Council, Principal Planning Officer, Senior Planning Officer, Planning Officers, Committee Services Officer, Public Speaking Officer

Also in Attendance: Public Speakers – James D Hemingway, Richard Borrows, Helen Weber, Councillor Wendy Nichols, Melissa Madge, Catherine Isherwood, Councillor Stephanie Gilbert, Robert Youngman, Rod Allison, Mr Foster, Jenny Hubbard

Public: 23
Press: 0

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

Apologies were received from Councillors J Cattanach, C Pearson and Mrs D Davies.

Substitute Councillors were Mrs S Ryder and N Martin.

439 **Disclosure of Interest**

None.

440 **Minutes**

Resolved:

That the minutes of the proceedings of the meeting of the Planning Committee held on Wednesday 17 November 2010 be confirmed, after amendment to minute 356 which has the word 'that' in twice and minute 361 resolution change negotiations to consultation, as a correct record and be signed by the Chair.

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

Localism Bill

The Government released on Monday the Localism Bill for consultation. This includes a number of proposals which may impact on SDC Planning.

Some of the key areas include:

- Abolition of Regional Spatial Strategies
- Transfer of national infrastructure decisions to the Secretary of State
- Powers and processes for parishes and newly created neighbourhood forums to develop neighbourhood plans and neighbourhood development orders.

Officers are currently considering the new bill and any potential implications.

Policy & Resources Committee

The LDF Core Strategy and Allocations DPDs were approved by Policy & Resources Committee for public consultation. These documents when finalised will set the policy context within which this Committee will take decisions on planning applications.

Policy & Resources Committee yesterday also approved for consultation a new Planning Checklist which will be standardised with other planning

departments across North Yorkshire.

A consultation meeting with planning agents has been arranged for Thursday 16 December 2010.

Subject to the approval of Council with the effect from 1 January 2011 the Chair updated that he will be stepping down as Chair of Planning to concentrate on the emerging Leader and Cabinet Structure.

Chairs of Regulatory Committees cannot be part of the Cabinet Structure under a Leader and Cabinet System therefore in order to facilitate succession Planning will be relinquished to take on a new role from the 1 January 2011. Meanwhile and for the foreseeable future and again subject to the approval of Council, Councillor James Deans will take over as the Chair of Planning Committee from the 1 January 2011.

The Chair thanked the Planning Committee and Officers for their support given over the past 8 years and wished everyone the best for the future.

Planning Applications Received

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

442

Application: 2010/0733/REM

Location: 17 Fairway, Selby

Proposal: Reserved matters application following outline approval 2007/1278/OUT

The Senior Planning Officer reported that the application seeks the approval of reserved matters (scale, appearance and landscaping) for the erection of five dwellings following demolition of the existing detached bungalow and garage.

Public Speaker – Mr James Hemingway

- Not in keeping with the rest of the bungalows on the estate
- 20 residents signed a pre-prepared letter
- Several discrepancies on the plan
- 15 neighbours have objected as it is too densely populated

Resolved:

That the application be APPROVED subject to the conditions detailed in the officers report and update report.

443

Application: 2010/0911/LBC
Location: Whiskers, 24-28 Gowthorpe, Selby
Proposal: Listed Building Consent

The Senior Planning Officer reported that the application seeks listed building consent for the partial demolition, conversion and extension of 24-28 Gowthorpe. The proposal is to create two new ground floor retail units (unit 1, 223m² and unit 2, 108m²) with eleven residential apartments on the first, second and newly proposed third floor.

Public Speaker – Richard Burrows

- Previous Planning Application submitted in 2007 which was approved had similarities to the proposal

Resolved:

That the application be APPROVED subject to the conditions in the officers report.

444

Application: 2010/0866/FUL
Location: Whiskers, 24-28 Gowthorpe, Selby
Proposal: Conversion of and extensions to former grocery store and outbuildings

The Senior Planning Officer reported that the application seeks full planning consent for the partial demolition, conversion and extension of 24-28 Gowthorpe.

Public Speaker – Richard Burrows

- Demolish and create two new retail shops and flats above
- New employment opportunities in the town centre
- Lots of work is required to underpin the building which would incur significant costs
- Anyone moving into the flats will know the size of the rooms and standard of residential amenity

Resolved:

That the application be APPROVED for the following reasons:

- i) **The Application is supported by English Heritage;**
- ii) **Overwhelming support for the application in National, Regional and Local Policies;**
- iii) **Safeguard the benefit of the listed building;**
- iv) **Improve the town centre streetscene;**
- v) **Improve the Economic Development viability and vitality of the town centre; and**
- vi) **That conditions be delegated to the Head of Services – Development Services**

445

Application: 2009/0691/REM

Location: 10 Brigg Lane, Camblesforth

Proposal: Approval of Reserved Matters (scale, external appearance and landscaping)

The Senior Planning Officer reported that the site previously formed part of the garden to 10 Brigg Lane, and has outline planning permission for three dwellings, including details of layout and access.

RESOLVED:

That the application be APPROVED subject to the conditions detailed in the officers report.

446

Application: 2010/0785/COU

Location: 2 Denison Road, Selby

Proposal: Change of use from 3 bed terrace house to 2 bed first and second floor flat with hot food takeaway to ground floor

The Senior Planning Officer reported that the application site is a two storey mid terraced property currently occupied as a residential dwelling which contains a two storey and single storey extension to the rear which projects up to the rear access road.

Public Speaker – Helen Weber

- Possibly pungent smells from the premises
- Other takeaways in close proximity to this site
- Street gatherings and car doors banging late at night

Public Speaker – Councillor Wendy Nichols, Ward Member

- 43 letters of objection had been received
- Proposed entrance to the takeaway will alter the streetscene
- Position of extractor fan will be between 2 windows at the rear of the property, adjoining the neighbours property
- Residents close by suffer from emphysema
- Adverse effects of all residents close to the property
- Potential problems with ventilation
- Potential highway safety issues

Public Speaker – Melissa Madge

- Single self contained flat
- New entrance to provide access however the boundary wall will remain in place and will keep customers within the boundary
- Owner has 10 other properties in Selby and they primarily have telephone orders and deliveries
- Small family run business
- Specialist extraction flue to ensure no smell or noise disturbance to the local residents
- Shop next door is open until 9.00pm and the local Chinese Takeaway is open until late and neither have boundary walls
- Applicant would be willing to accept a condition to close at 9.00pm if this would assist with the final decision

Resolved:

That the application is REFUSED for the reasons set out in the officers report and update report.

447

Application: 2010/0803/COU

Location: New House, Wistowgate, Cawood

Proposal: Change of use of agricultural outbuilding to use one unit as motor mechanic garage and one unit as a metal fabrication business

The Senior Planning Officer reported that the application relates to the change of use of an agricultural outbuilding to use one part of the building as a motor mechanic garage and one part of the building as a metal fabrication business.

Public Speaker – Catherine Isherwood

- Lived in Cawood for 20 years
- Family run business
- All objections have been considered and conditions are agreed with

Resolved:

That the application be APPROVED subject to the conditions detailed in the officers report and update report.

448

Application: 2010/0555/FUL

Location: Great North Road, Brotherton

Proposal: Retrospective planning application for change of use of site

The Senior Planning Officer reported that the application is a retrospective planning application for the change of use of the site to storage of 72 touring caravans, 28 second-hand cars and vans, 4 portacabins, 4 steel security containers and 16 portaloos together with engineering works to resurface the land.

Public Speaker – Stephanie Gilbert

- False claim that Manheim Auctions will use the site to store cars and vans in relation to the auction
- Green Belt site
- Change from a paddock to industrial site which residents look onto from their bungalows
- Need to protect the village from further industry
- Endless mounds of rubble keep appearing

Public Speaker – Mr Youngman

- Understands residents concerns, proposed to put up a fence to screen area from residents
- Rows of trees will be planted
- Rubble has stopped being delivered
- There will be increased security
- Potential employment for local people
- Wants to move on with the development

Resolved:

That the application be REFUSED for the following reasons and that outstanding enforcement action must be undertaken promptly:

- i) The proposed storage use would result in a detrimental impact upon the visual amenity of the street scene**
- ii) The proposal would result in a significant detrimental impact upon the amenity of the adjacent occupiers by virtue of disturbance from the vehicle movements and collection and drop off associated with storage on the site.**
- iii) The proposal by virtue of the storage on the site would result in a detrimental impact upon views into and out of the Green Belt**
- iv) The proposed storage use for the site would result in an urbanising of the site contrary to the character and form of the locality**

449

Application: 2008/1165/FUL

Location: Roose House, Union Lane, Selby

Proposal: Erection of a 74 bed care home

Councillor N Martin stepped out of the meeting.

The Senior Planning Officer reported that planning consent is sought for the erection of a 74-bed care home. The scheme includes the creation of 25 parking spaces, one disable parking space and an ambulance space. A bin store and cycle shelter would be located close to the southern boundary of the site.

Councillor N Martin returned to the meeting.

Glen Donaldson, NYCC Highways, had visited the site to look at the concerns raised by Planning Committee Members. If Selby District Council wished to pursue a Traffic Regulation Order they would need to discuss this further with NYCC Highways. Any Traffic Regulation Order would be subject to consultation with the local community. However the current application could not be used as a mechanism for putting a Traffic Regulation Order on Union Lane, Selby.

Resolved:

That the application be APPROVED subject to the conditions detailed in the officers report.

Application: 2010/0986/FUL
Location: Mr & Mrs Foster, 19 Westgate, Tadcaster
Proposal: Erection of one commercial unit

Councillors Goodall and Shaw-Wright stepped out of the meeting.

The Senior Planning Officer reported that the application is for the erection of a commercial building creating 149 square metres of accommodation in what would appear as a single storey unit with a pitched roof. However the building would incorporate a mezzanine floor, which would provide additional floor area within the roof space.

The applicant has appealed for non determination and as such the report sought to gain members mindful stance if they had been the determining authority. However the senior planning officer informed committee that the planning inspectorate had confirmed that they had not issued the start date to the appeal and therefore Selby District Council could actually determine the application.

Councillor Goodall returned to the meeting.

Public Speaker – Rod Allinson

- Neighbours will have loss of light
- Only the application site and adjoining land are the only two pieces of land with an open character and grassed area where birds visit
- Proposal would over developed the area
- The two ginnels are the only accesses to the site and all materials would have to be delivered by hand through these ginnels
- Skips will be parked on Westgate
- Application states that opening/operation times would be 9.00am – 6.00pm but questioned whether this was realistic
- Site is not within the commercial centre of the town
- Three quarters of the surrounding houses are residential and are currently vacant and not let
- Previous archaeological digs have shown archaeological interest in the area

Public Speaker – Mr Foster

- Potential to build up current business
- Requested a condition for archaeological works to be submitted prior to the development commencing
- Due to delays in determination of this application business has been lost
- No windows would overlook adjacent properties

- Already appealed to the Secretary of State
- Land already developed
- Development would attract inward investment to Tadcaster which is needed
- A complaint will be raised against the Planning Section of Selby District Council in the way in which they have dealt with the application

Resolved:

That the application be REFUSED in line with the officers report.

The Planning Committee Chair asked members if they were happy to continue after 7.00pm, all were in agreement.

451

Application: 2010/0536/FUL

Location: Escrick Park Estate, Wheldrake Lane, Escrick

Proposal: Erection of 50 KW Wind Turbine

The Senior Planning Officer reported that planning consent is sought for the erection of a single 50 KW wind turbine. The tower of the wind turbine would have a height of 24.6 metres. The total height of the turbine including the blades would be 34 metres accounting for the diameter of the blades. The turbine is a triple bladed design.

Public Speaker – Jenny Hubbard

- Only two objectors
- 2k distance refers to wind farms not turbines
- Nearest property is 700 metres away

Resolved:

That the application be APPROVED subject to the conditions in the officers report and update report.

452

Application: 2010/0036/FUL

Location: W A Hare & Sons Ltd, 94 Main Street, Kelfield

Proposal: Erection of 9 dwellings with associated garages following demolition of offices, workshop and outbuildings

The senior planning officer informed the Planning Committee members that further consideration of the approach on the condition relating to the relocation of the business and the restriction on the commencement of development has been completed. Condition Option 1 should be used and the Section 106 Agreement would be progressed.

Public Speaker – Jenny Hubbard

- The applicant agrees to having a Section 106 Agreement
- Contract work moves from famine to feast
- Windows could be made and stored
- Local firm with 30 employees who want to continue working

Resolved:

That members confirmed the approach for the Condition on the relocation of the company should be in line with the Officers recommendation, the stated reasons for approval, the scope of all conditions and informatives and the scope of the Section 106 agreement matters; thus allowing the Section 106 Agreement to be progressed and Decision Notice to be issued by the Head of Service – Development Services.

453

Application: 2010/0528/FUL

Location: RAF Church Fenton, Busk Lane

Proposal: Erection of 9 live/work units and 4 affordable houses and associated access road and landscaped areas on land at the former officers mess.

The senior planning officer reported that planning permission is sought for the erection of 9 live/work units and 4 affordable houses. The application proposal was a departure from the Selby District Local Plan. However the applicant had demonstrated that there was little prospect of the site being developed in strict accordance with the development plan. Notwithstanding this the proposal was in the overall spirit of policy for this site and there were other considerations that outweighed non-compliance with policy. The proposal also provided a vehicle for the provision of affordable housing.

Resolved:

That the application be APPROVED subject to:

- i) **The signing of a Section 106 Agreement in respect of affordable housing, recreational open space, highway improvements and waste and recycling facilities; and**
- ii) **The conditions listed in the officers report**

454

Planning Appeal Decisions 4 October 2010 – 29 November 2010

The Head of Service – Development Services presented a report detailing seven planning appeal decisions received.

Resolved:

That the report be noted.

455

Enforcement Sub Group Minutes

The Committee received the Enforcement Sub Group Minutes from the meeting held on 22 November 2010 which was to be the last meeting of the Enforcement Sub Group.

Resolved: That;

- i) **The minutes of the proceedings of the meeting of the Planning Enforcement Sub Group held on 22 November 2010 be confirmed as a correct record and be signed by the Chair.**
- ii) **The Planning Committee approve the ceasing of the Enforcement Sub Group and that all future enforcement action will be delegated to officers.**

Councillor Mackman was thanked by members of the committee for his chairmanship and assistance and wished him well for the future.

The meeting closed at 7.50pm.

SELBY DISTRICT COUNCIL

MINUTES

Minutes of the proceedings of a meeting of the Planning Committee held on Wednesday 12 January 2011, in Committee Rooms 1& 2, The Civic Centre, Portholme Road, Selby, commencing at 4.00pm.

484	Apologies for Absence
485	Disclosure of Interest
486	Minutes
487	Chair's Address to the Planning Committee
488	General Fund Budget Estimates, Revenue & Capital Bids 2011/12-2013/14
489	Planning Application 2010/0485/FUL – Mulberry Farm, Wistow
490	Planning Application 2010/1073/COU – Showpeople Site, Selby
491	Planning Application 2010/1134/FUL – West End Avenue, Appleton Roebuck
492	Planning Application 2010/0947/FUL – Hill Top, Lee Lane, Eggborough
493	Planning Appeals Decisions – 30 November to 19 December 2010

Present: Councillor J Deans in the Chair

Councillors: I Chilvers, Mrs D Davies, Mrs C Goodall, D Mackay, J McCartney, Mrs E Metcalfe, C Pearson, Mrs S Ryder and S Shaw-Wright

Officials: Head of Service – Development Services, Manager of Development Management, Solicitor to the Council, Principal Planning Officer, Senior Planning Officer, Planning Officers, Committee Services Officer, Public Speaking Officer

Also in Attendance: Public Speakers – Richard Deadman and James Connor

Public: 24

Press: 2

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

Apologies were received from Councillors J Cattnach.

485 **Disclosure of Interest**

None.

486 **Minutes**

Resolved:

That the minutes of the proceedings of the meeting of the Planning

Committee held on Wednesday 15 December 2010 be confirmed as a correct record and be signed by the Chair.

487

Chair's Address to the Planning Committee

The Chair thanked all for attending. The Chair and the Planning Committee members sent their wishes for Councillor Ellis's wife to make a speedy recovery from a recent illness.

Localism Bill

The Government has released the draft Localism Bill which is expected to be implemented from October this year.

The Bill provides a framework for a number of planning and regeneration proposals but much of the detail is left as yet to be published Regulations.

Key planning provisions include several proposals which may impact on Selby District Council Planning policies and in turn the decisions of this Committee. In particular the Bill contains powers and processes for parishes and neighbourhood forums to develop neighbourhood plans and neighbourhood development orders.

The Bill is due to have its second reading next Monday and further details are due to emerge as the Bill progresses and secondary legislation is made.

The Local Development Framework

The LDF Core Strategy and Allocations DPD's were approved for public consultation by Policy and Resources Committee in December.

Consultation dates for the Allocations DPD are from 10 January to 21 March as follows:

Drop in events

15 February – Abbey Leisure Centre – 3.30pm – 7.00pm

17 February – Sherburn Library – 3.30pm – 7.00pm

21 February – Tadcaster Leisure Centre – 3.30pm – 7.00pm

Parish Councils ONLY evening

17 February – Civic Centre, Selby – 6.30pm

These documents when finalised will set the policy context within which this Committee will take decisions on planning applications.

488

General Fund Budget Estimates, Revenue & Capital Bids 2011/12-2013/14

The Accountancy Services Manager presented a report to councillors with information on the budget estimates relating to Planning Committee Services for 2011/12 – 2013/14. It was explained that the CEC Charges will be approved by Policy & Resources Committee and are not included in the report.

Recommended to Council

That the report be APPROVED and submitted to Full Council on the 1 March 2011.

489

Planning Applications Received

Application: 2010/0485/FUL

Location: Mulberry Farm, Wistow

Proposal: Replacement of existing pig buildings with new pig finishing buildings

The Senior Planning Officer reported that the scheme replaces three of the existing pig buildings within the northern part of the site with a two new pig-finishing buildings.

Resolved:

That the application be APPROVED subject to the conditions detailed in the officers report.

490

Application: 2010/1073/COU

Location: Show People Site, Selby

Proposal: Change of use of land from Mushroom Farm to Show People Quarters

The Senior Planning Officer reported that the proposal is for the change of use of site from its last use as part of the “Mushroom Farm” to “Show People Quarters” creating ten plots, two storage areas and a play area with a tarmac road through the middle of the site.

Public Speaker – Richard Deadman, representative of Thorpe Action Group

Thorpe Action Group has 20 members representing Gateforth, Hambleton and Thorpe Willoughby. Areas of concern to the group were:

- Environmental – damage to surface soil and land drainage
- Highways – A63 will have large vehicles running along it and accessing the site
- Safety for pedestrians which will be difficult to manage
- Selby Development Plan – no provision for show people, threaten the open countryside, protected animals including voles on site
- Recurring trespassing and anti-social behaviour on site
- Urge Section 215 order to be implemented on the site

Public Speaker – James Connor

- All procedures have been followed
- Proposal change of use will include a play area and only 10 plots for families
- Local village shops income will improve
- Currently vacant wasteland
- A safe, secure and permanent position which will be maintained
- Landscaping on site with screening for residents
- Highways – a ‘left turn only’ into the site
- Environmental – not in a flood risk area however a risk assessment will be completed
- Noise pollution to local areas – landscaped screening will reduce noise pollution
- Car pooling scheme on site
- 10 plots equates to 1 family of 4-6 people with maximum of 12 including visitors for parties etc at any one time
- Ecological survey shows no detrimental effect to animals
- Site currently in disrepair, problem would be addressed
- Police would welcome the development
- Additional income for schools

Resolved:

That the application is REFUSED for the reasons set out in the officers report and update report.

491

Application: 2010/1134/FUL

Location: West End Ave, Appleton Roebuck

Proposal: Demolition of 2 no. existing bungalows and construction of 2 no. replacement bungalows and further 8 no. two storey houses, all of which are affordable.

The Senior Planning Officer reported that the scheme proposed 10 social rented/affordable dwellings following the demolition of 2 existing bungalows. The proposal constitutes an exception site for affordable housing.

A letter of objection had been received from Yorkshire Water which has been responded to by the applicant and an amended Flood Risk Assessment has been received. No response has been received from Yorkshire Water but officers are of the opinion the objection has been overcome.

An objection was received from a neighbouring property requesting a fence is erected along the boundary the site shares with Villa Farm. A fence is to be erected behind the existing hedge and this is considered to be acceptable by officers.

Resolved: That;

- i) Subject to the objection being removed from Yorkshire Water; and**
- ii) Subject to the signing of a Section 106 Agreement in respect of affordable housing, and waste and recycling facilities, the application be APPROVED subject to the conditions detailed in the officers report.**

492

Application: 2010/0947/FUL

Location: Hill Top, Lee Lane, Eggborough

Proposal: Replacement horse field shelter in connection with recreational keeping and grazing of horses

The Planning Officer reported that the applicant is seeking permission for a replacement horse field shelter. The site is located outside defined development limits and is therefore located within the open countryside.

RESOLVED:

That the application be APPROVED subject to the conditions detailed in the officers report and update report.

493

Planning Appeal Decisions Received

The Head of Service – Development Services presented a report detailing seven planning appeal decisions received.

Resolved:

That the report be noted.

The meeting closed at 4.50pm.

SELBY DISTRICT COUNCIL

MINUTES

Minutes of the proceedings of a meeting of the Planning Committee held on Wednesday 9 February 2011, in Committee Rooms 1& 2, The Civic Centre, Portholme Road, Selby, commencing at 4.00pm.

533	Apologies for Absence
534	Disclosures of Interest
535	Minutes
536	Chair's Address to the Planning Committee
537	Planning Application 2010/1026/FUL – Squires Coffee Bar, Newthorpe Lane, South Milford
538	Planning Application 2010/1016/FUL – Squires Coffee Bar, Newthorpe Lane, South Milford
539	Planning Application 2010/0888/HPA – 31 Scarthingwell Crescent and 30 Saxton Lane, Saxton
540	Planning Application 2010/0825/FUL – Ashfield, School Road, Hemingbrough
541	Planning Application 2010/0404/FUL – Sunnyside Farm, Fir Tree Lane, Thorpe Willoughby
542	Planning Application 2010/0541/FUL – Land at Selby Business Park, Oakney Wood
543	Planning Application 2010/0805/FUL – Holme Lane/Coupland Road, Selby
544	Planning Application 2010/1184/HPA – 12 Fordlands, Thorpe Willoughby

Present: Councillor J Deans in the Chair

Councillors: J Cattanach, I Chilvers, Mrs D Davies, Mrs C Goodall, W Inness, C Pearson, Mrs S Ryder and S Shaw-Wright.

Officials: Head of Service – Development Services, Manager of Development Management, Solicitor to the Council, Principal Planning Officer, Senior Planning Officer, Planning Officers, Committee Services Officer, Public Speaking Officer

Also in Attendance: Public Speakers: Phil Thomson, Paul Bowness, Councillor Mrs C Mackman, Stuart Natkus and Barry Herrod.

Public: 7

Press: 1

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

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

534 **Disclosure of Interest**

All Councillors had received correspondence from the Land and Development Practice with regard to planning application – Sunnyside Farm, Thorpe Willoughby.

535 **Minutes**

Resolved:

That the minutes of the proceedings of the meeting of the Planning Committee held on Wednesday 12 January 2011 be confirmed as a correct record and be signed by the Chair.

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

The Local Development Framework Consultation

The LDF Core Strategy and Allocations Development Plan Documents were approved for public consultation by Policy and Resources Committee on the 14 December 2010.

Consultation has now opened and comments are invited up to the 21 February 2011.

Drop in events will be held on:

15 February at Abbey Leisure Centre 3.30 – 7.00pm

17 February at Sherburn Library 3.30 – 7.00pm

21 February Tadcaster Leisure Centre 3.30 – 7.00pm

Parish Councils ONLY evening – 17 February Civic Centre 6.30pm

These documents when finalised will set the policy context within which this committee will take decisions on planning applications.

Planning Enforcement Success: Land at Hillcrest Café Great North Road

The Planning Enforcement Team received a complaint alleging the change of use of land at Hillcrest Café on the old A1 to the operation of a caravan sales business and the storage of caravans. An enforcement notice was issued in August 2010.

Following an appeal to the Secretary of State the enforcement notice was upheld on 28 January 2011. This requires ceasing of the operation and

planning permission has been refused on the application deemed to have been made under section 177 (5) of the 1990 Act as amended.

Planning Applications Received

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

537

Application: 2010/1026/FUL

Location: Squire Café Bar, Newthorpe Lane, South Milford

Proposal: Retrospective application for the retention of a new access.

The Senior Planning Officer reported that following the publication of the agenda a letter from the applicant commenting on the Police Highways Officer consultation response had been received. A copy of this letter had been distributed. The Police Highways Officer has been consulted on this further submission and has responded stating that he stands by his previous comments.

The application is described as 'retrospective' for the retention of a new vehicular access created from the existing vehicular highway access into the site. The use of the term 'access' is somewhat misleading in that the proposal does not create a new entrance onto the B1222 but creates a loop of approximately 130 metres from the highway accessing back into the site. The gap through which vehicles enter the site from the highway and its visibility splay would remain unaltered. However the proposal would extend the overall Squires site onto what was an adjacent agricultural field with an area of approximately 2877 square metres taken up by this expansion of the site.

Public Speaker – Phil Thomson

- Extremely busy site with approximately 2000 motorbikes visiting the site
- Residents feel it is an inappropriate development
- Impacts on the openness of the area
- Access is too small
- Car park can only hold 12-15 cars therefore cannot get motorbikes in and out of site easily

Public Speaker – Councillor Mrs C Mackman

- Extends considerably to agricultural land
- Forms part of another application
- No case put forward for special circumstances
- The site is within the Green Belt

- Police agree it would increase traffic congestion
- Visual and extensive impact on the local environment
- Highway safety a major concern for residents
- A request was made that the application be also refused on highway safety grounds

Public Speaker – Paul Bowness

- Previous application approved to assist with problems of motorbikes in Sherburn
- Vehicles currently stacked back to the railway bridge this will alleviate congestion
- Happy to have a condition included to look at the landscaping aspect
- If forced to close internal road then this will cause a new highways problem.

Resolved:

That the application is REFUSED for the reasons set out in the officers report and update report.

538

Application: 2010/1016/FUL

Location: Squires Café Bar, Newthorpe Lane, South Milford

Proposal: Retrospective application for the internal changes to caravan / camping and car park layout

The Senior Planning Officer reported that the application is retrospective and is for the retention of internal changes to caravan/camping and car park layout. The existing consents for the site have provision for informal camping use to the grassed area to the rear of the café / public house. The development proposed seeks to formalise this layout by providing hard standing to the rear of the site to establish the 32 plots. In addition an alteration to the layout of the car park is proposed to route visitors to the parking provision to the side of the café / public house.

The proposal is considered to result in encroachment into the Green Belt which constitutes inappropriate development within the Green Belt.

Public Speaker – Phil Thomson

- Residents object to this second application
- Potential increase to traffic movement
- Sewage, water and electrical hook up available on site
- Only a small grassed area for camping on site, therefore not a slight detraction from the original site

- It will spoil the openness of the countryside
- No special circumstances given
- Conifer trees planted need to be replaced with blackthorn hedging

Councillor Shaw-Wright left the meeting.

Public Speaker – Councillor C Mackman

- Previous site small scale for camping, proposal will be large scale site
- Vast area with hard standing and electrical hook up points
- Encroaches on the Green Belt
- No special circumstances given
- Detrimental effect to the landscape
- Unauthorised development, without planning permission
- Harmful to the visual amenity of residents
- Narrow road with double white lines
- Recommended that the application be also refused on highway safety grounds

Public Speaker – Paul Bowness

- Camping area important to visitors from overseas
- Criticised for putting down hard standing
- Other areas in approved planning application for a link road and hard standing which has been maintained
- New road layout in current approved application
- Motorbikes on hard standing with tents next to the motorbikes on grass
- No static caravans on site

Resolved: That;

- i) **The application is REFUSED for the reasons set out in the officers report and update report**
- ii) **The authority is granted to take enforcement action; and**
- iii) **Highway Safety be added to the reasons for refusal due to the increase in traffic movement, in particular caravans, narrowness of the roads and the previous record of accidents.**

539

Application: 2010/0404/FUL

Location: Sunnyside Farm, Thorpe Willoughby

Proposal: Application for the erection of a residential development comprising of 8 No dwellings, change of use of land to domestic curtilage and erection of garage to existing dwelling.

The Senior Planning Officer reported that the application seeks full planning permission for the erection of eight detached houses following the demolition of the existing agricultural buildings and change of use of land to create a new residential garden to the rear of the existing farmhouse which would be retained.

The proposed site is in Flood Zone 3 and the Environment Agency feels this site does not comply with their Risk Assessment. The sequential test taken failed.

An appropriate Section 106 Agreement has not been submitted.

Speaker – Stuart Natkus

- Flooding – Environment Agency do not object to flood risk assessment
- Evidence provided for the site
- Sequential test on the Travis Perkins site can be used but not feasible for development
- Exceptional circumstances – there are already pigs and tractors on the site
- Whole site is a farm which can be redeveloped
- Three manure heaps and a cockerel are on the ‘garden site’
- Owner wants to keep the middle section of the land in his ownership with a garden
- S106 Agreement deferred for three months to await a bat survey

A substantive motion was put forward – to defer the application on the following grounds:

- i) To gain further information in respect of the sequential test and the Environment Agencies stance
- ii) To receive the findings of the bat survey
- iii) To receive a S106 Agreement from the applicant
- iv) To explore the site further and establish which is farmland and which is garden land
- v) Negotiation on the proposed layout

Resolved: That;

- i) The application is DEFERRED until further information is received; including**
- ii) Information on the sequential test and view from the Environment Agency**
- iii) Findings from the Bat Survey**
- iv) Section 106 Agreement**

- v) Exploration into which is farm land and which is garden land and;
- vi) Negotiation has been completed with regard to the proposed layout

540

Application: 2010/0825/FUL

Location: Ashfield, School Road, Hemingbrough

Proposal: Proposed two bedroomed house on land to the South of Ashfield

The Senior Planning Officer reported that it is proposed to erect a two bedroom detached house to the rear of the existing bungalow. The proposed dwelling would be L shaped and would have a pitched roof. Access to the site would be taken from St Mary's Avenue and there would be parking provision for two cars within the site at the front of the proposed house. However, it would be contrary to Policy H2A of the Local Plan.

RESOLVED:

That the application is REFUSED for the reasons set out in the officers report.

541

Application:2009/0805/FUL

Location: Holme Lane/Coupland Road, Selby

Proposal: Reserved Matters application for appearance, landscaping, layout and scale of 2005/0336/OUT for the erection of 301 No dwellings with associated garages and utility buildings.

The Principal Planning Officer reported that this Reserved Matters Scheme seeks approval for residential development with associated garages and utility buildings at Holmes Lane, Selby. Means of access was determined as part of the Outline Planning Permission. Layout, scale, external appearance and landscaping are therefore considered at this stage.

There will be one substantial area of public open space with equipment erected.

When a pre-agreed percentage of the residential units have been sold or let, a calculation to determine 'overage' will be carried out.

Public Speaker – Barry Herrod

- Outline Planning Permission has been accepted
- Extensive discussions have taken place with Planning Officers and is supported by Officers
- Jeopardise the site if more than 17% is required for Affordable Housing
- All 51 Affordable Houses will be delivered within Phase 1 of the development
- The appropriate mechanism will be put in place for the S106 Agreement
- The site will provide employment

Resolved:

That the application be APPROVED subject to the following matters:

- i) Completion of a Section 106 Agreement to secure the provision of Open Space within the site and a contribution off site, Affordable Housing within the site, and an Overage Agreement with regard to Affordable Housing; and**

Once the above matters have been resolved satisfactorily;

- ii) Officers be given delegated authority to approve the application subject to the conditions listed in the report.**

542

Application: 2010/0541/FUL

Location: Land at Selby Business Park, Oakney Wood Drive, Selby

Proposal: Erection of a new industrial unit for car sales, delivery and inspection subdivided with an additional unit for an associated use.

The Principal Planning Officer reported that the proposal relates to the erection of a new 'industrial' unit for use as car sales, delivery and inspection. The front part of the building would be used for preparing cars and associated office accommodation to facilitate the business with the rear part of the building subdivided to a supplementary business to the main operation.

Resolved: That;

- i) Subject to Planning Officers securing a master plan that the application can be approved under delegated powers however;**
- ii) Should the applicant refuse to submit a master plan the matter be referred back to Planning Committee to be considered.**

Councillor Mrs S Ryder left the meeting.

543

Application: 2010/0888/FUL

Location: 31 Scarthingwell Crescent and 30 Saxton Lane

Proposal: Replacement of external fabric to 'Airey' property using fair faced brickwork to numbers 21 Scarthingwell Crescent and 30 Saxton Lane.

The Senior Planning Officer reported that the applicant seeks to brick skin around the external fabric of 21 Scarthingwell Crescent and 30 Saxton Lane. Both properties are owned by Selby District Council.

Resolved:

That the application be APPROVED.

544

Application: 2010/1184/HPA

Location: 12 Fordlands, Thorpe Willoughby

Proposal: Erection of a single storey extension to the rear.

The Senior Planning Officer reported that the applicant seeks approval for the construction of a single storey rear extension and the planning application is accompanied by a detailed flood risk/drainage assessment.

Resolved:

That the application is APPROVED subject to the conditions in the officers report.

The meeting closed at 6.40pm.

SELBY DISTRICT COUNCIL

Minutes of the proceedings of a meeting of the Licensing Committee held on Monday 10 January 2011, in Committee Room 2, The Civic Centre, Portholme Road, Selby, commencing at 10.00 am.

MINUTES

475	Apologies
476	Disclosure of Interest
477	Minutes
478	Procedure
479	Guidelines for Hardship
480	Chair's Address to the Licensing Committee
481	Private Session
482	Complaint about behaviour of Hackney Carriage Driver
483	Application for a Hackney Carriage Licence

Present: Councillor R Sayner in the Chair

Councillors: Mrs J Dyson, Mrs P Mackay, Mrs K McSherry, Mrs S Ryder, Mrs D White, R Sweeting (*substitute for K Ellis*) and J Thurlow (*substitute for B Marshall*)

Officials: Senior Solicitor, Licensing Enforcement Officer and Overview and Scrutiny Coordinator.

Public: 0

Press: 0

475 **Apologies for Absence and Substitution**

Apologies were received from Councillors K Ellis and B Marshall.

Substitute Councillors were R Sweeting (*for K Ellis*) and J Thurlow (*for B Marshall*).

476 **Disclosure of Interest**

There were none.

477 **Minutes**

Resolved:

That the minutes of the proceedings of the meeting of the Licensing Committee held on 6 December 2010 be confirmed as a correct record and be signed by the Chair.

478 **Procedure**

The Procedure was noted.

479 **Guidelines for Hardship**

The Guidelines were noted.

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

The Chair informed the committee that the appeal of their decision against the case of a 'Complaint About Behaviour of Licensed Hackney Carriage Driver' that came as agenda item 10 to the Licensing Committee meeting held on 6 September 2010, would be heard in court on 8 February 2011 and she would be attending.

481 **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.

482 **Complaint About Behaviour of a Hackney Carriage Driver**

Councillors received the report of the Licensing Enforcement Officer with regard to the conduct of a licensed Hackney Carriage Driver; in connection with driving a Hackney Carriage upon a footpath in Brayton Lane, Selby, who attended with his employer and a witness.

Councillors were asked to consider whether or not the individual is a fit and proper person to be licensed to drive a Hackney Carriage within Selby District.

The Licensing Enforcement Officer outlined the details of the case and councillors sought clarification on certain details.

The Driver gave an explanation of the circumstances surrounding the incidents which had led to his attendance before the Licensing

Committee. He answered councillors' questions, during which he revealed that he transported councillor White's child as part of his school contract.

The Licensing Enforcement Officer summarised the case and all parties left the room whilst councillors considered the issue.

At this point in the meeting councillor Mrs D White declared a personal interest in the case due to her child using the school run service the applicant provided. Councillor White remained in the room but did not take part in debate thereafter or the vote.

Resolved:

That no further action be taken.

Application for a Hackney Carriage Licence

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

The Licensing Enforcement Officer outlined the details of the case.

The Driver concerned outlined his reasons for the application.

Councillors considered the application against the Council's Guidelines on Hardship and resolved to grant a licence for a vehicle, which was not fully accessible to the disabled.

Resolved:

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

The meeting closed at 10:55am.

SELBY DISTRICT COUNCIL

Minutes of the proceedings of a meeting of the Licensing Committee held on Monday 7 February 2011, in Committee Room 2, The Civic Centre, Portholme Road, Selby, commencing at 10.00 am.

524	Apologies for Absence and Notice of Substitution
525	Disclosure of Interest
526	Minutes
527	Procedure
528	Chair's Address to the Licensing Committee
529	Licensing Fees
530	Hackney Carriage Tariffs
531	Private Session
532	Private Hire Application and Discreet Licensing Issue

Present: Councillor R Sayner in the Chair

Councillors: Mrs D Davies (*Substitute for B Marshall*), Mrs J Dyson, K Ellis, J McCartney, Mrs K McSherry, Mrs S Ryder, Mrs C Mackman (*Substitute for Mrs P Mackay*) and Mrs D White.

Officials: Senior Solicitor, Licensing Enforcement Officer and Committee Services Officer.

524 **Apologies for Absence and Substitution**

Apologies were received from Councillors B Marshall and Mrs P Mackay.

Substitute Councillors were Mrs D Davies (*substituting for B Marshall*) and Mrs C Mackman (*substituting for Mrs P Mackay*).

525 **Disclosure of Interest**

There were none.

526 **Minutes**

Resolved:

That the minutes of the proceedings of the meeting of the

Licensing Committee
7 February 2011

Licensing Committee held on 10 January 2011 be confirmed as a correct record and be signed by the Chair.

527 **Procedure**

The Procedure was noted.

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

The Chair had nothing to update.

529 **Licensing Fees**

Councillors received the report of the Licensing Enforcement Officer which proposed a review of the licensing fees which is done on an annual basis. An increase of 4.6% in accordance with the fees and charges policy was put forward.

The permission of the Committee was sought to increase the current licensing fees.

Resolved:

That the Licensing Committee agree the necessity for an increase in licensing fees by 4.6%.

530 **Hackney Carriage Tariffs**

Councillors received the report of the Licensing Enforcement Officer which brought the committee's attention to the review of Hackney Carriage tariffs.

The permission of the Committee was sought to approve an increase in Hackney Carriage tariffs.

Resolved:

That the Licensing Committee agree the necessity for an increase in Hackney Carriage tariffs.

531 **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.

532

Private Hire Application and Discreet Licensing Issue

Resolved:

That this item be deferred to the next Licensing Committee meeting to be held on 7 March 2011 to allow for the applicant to be in attendance to present their case.

The meeting closed at 10.27.

Selby District Council

MINUTES

Minutes of the proceedings of a meeting of the Economy Board held on **Tuesday 18 January 2011** in Committee Room 2, The Civic Centre, Portholme Road, Selby, commencing at **4.00pm**.

494	Apologies for Absence
495	Disclosure of Interests
496	Minutes
497	Chair's Address to the Economy Board
498	General Fund Budget Estimates and Revenue and Capital Bids 2011/12 to 2013/14

Present: Councillor J Mackman in the Chair.

Councillors: J Deans, I Chilvers (Sub for Councillor I Nutt), Mrs C Goodall, D Mackay (Sub for Mrs P Mackay), N Martin (Sub for Mrs M Davis), Mrs E Metcalfe, B Percival, J Thurlow.

Officials: Head of Service – Finance, Head of Service – Development Services, Democratic Services Manager, Democratic Services Support Assistant.

Public: 0

Press: 0

494 **Apologies for Absence and Substitution**

Apologies received from Councillor Mrs M Davis, Councillor Mrs P Mackay, Councillor I Nutt and Councillor R Sweeting.

Substitute Councillors were Councillor I Chilvers (Sub for Councillor I Nutt), Councillor D Mackay (Sub for Councillor Mrs P Mackay) and Councillor N Martin (Sub for Councillor Mrs M Davis).

495 **Disclosures of Interest**

None.

496 **Minutes**

Resolved:

That the minutes of the proceedings of the meeting of the Economy Board held on Tuesday 23 November 2010 be confirmed as a correct

record and be signed by the Chair.

497

Chair's Address to the Economy Board

The Chair of Economy Board raised the following issues;

Tate and Lyle Site, Selby

Sedalcol are the new owners of the site and aim to be operational by August 2011. The company aims to provide around 55 jobs.

Job creation at Debenhams Site, Sherburn

Work has started on the Debenhams site in Sherburn but it was not known when the site would become operational or when recruitment will begin. Debenhams aim to create up to 800 jobs.

Olympia Park

Negotiations have started with developers facilitated by Atlas with a view to entering into a Performance Planning Agreement to progress up to 6 applications on the site. The Chair of Economy Board stated that a public consultation event was due to take place on Wednesday 19 January at Barlby Bridge Primary School.

Selby Toll Bridge

Tenders are due to be sent out shortly with the aim of starting on the site in March 2011 and completing the project in April or May.

Rusholme Wind Farm

It was stated that the Rusholme Wind Farm was operational and delivering electricity to YEDL.

The Chair suggested several drivers of economic development for Selby District. These included capitalising on existing road and rail transport links, improving transport to Leeds and York and exploiting the potential for job creation and investment associated with the low carbon economy.

498

General Fund Budget Estimates and Revenue and Capital Bids 2011/12 to 2013/14

The Head of Service - Finance presented a report containing budget estimates relating to Economy Board Services for 2011/12 to 2013/14.

The Head of Service – Finance highlighted the key areas outlined in the report. It was stated that the budget estimates are based on a present policy basis and also include known commitments for 2011/12 and 2013/14.

Councillors questioned how the budget estimates will align with the

Council's Service Delivery Vehicle plans. The Head of Service – Finance stated that the report presented the budget estimates with the current structural basis of the organisation and that this was currently being worked on.

Recommended to Council: That;

- i) The General Fund Budget Estimates and Revenue and Capital Bids 2011/12 to 2013/14 report be accepted; and**
- ii) The bid to increase subscription contributions to external partnerships be supported.**

The meeting closed at 4.54pm

SELBY DISTRICT COUNCIL

Minutes of the proceedings of a meeting of the Environment Board held on 20 January 2011, in Committee Room 2, The Civic Centre, Portholme Road, Selby, commencing at 4:00 pm.

MINUTES

499	Apologies
500	Disclosure of Interest
501	Minutes
502	Chair's Address to the Environment Board
503	General Fund Budget Estimates 2013/14
504	Budget Exceptions to September 2010
505	Reports/Minutes for Information – Env Serv Contract Partnering Board
506	Private Session
507	Waste and Recycling Resources Review

Present: Councillor C Metcalfe in the Chair

Councillors: M Crane (*substitute for I Nutt*), M Jordan, C Lunn, Mrs C Mackman, N Martin, R Packham, R Sweeting and Mrs D White.

Officials: Head of Service – Partnerships and Commissioning, Principal Environmental Services Officer, Accountancy Services Manager, Democratic Services Assistant and Overview and Scrutiny Coordinator.

Public: 0

Press: 0

499 **Apologies for Absence and Substitution**

Apologies were received from Councillors I Nutt and J Thurlow.

Substitute Councillors were M Crane (*for I Nutt*).

500 **Disclosure of Interest**

None.

501 **Minutes**

Resolved:

That the minutes of the proceedings of the meeting of the

Environment Board

20 January 2011

Environment Board held on 10 June 2010 be confirmed as a correct record and be signed by the Chair.

502

Chair's Address to the Environment Board

The Chair informed the Board of an email he had received that had also been sent to local MP Nigel Adams.

The resident had congratulated the Enterprise service for the fact that fortnightly refuse collection had continued despite recent bad weather. He believed that in light of this continuing good service an increase in refuse collections would be a poor use of resources.

503

General Fund Budget Estimates 2011/12 - 2013/14

Councillors received the report of the Accountancy Service Manager which provided information on the budget estimates relating to Environment Board Services for 2011/12 - 2013/14.

Councillors questioned the Accountancy Service Manager clarifying the details of the report.

Resolved:

That the budget estimates for 2011/12 – 2013/14 be noted;

Recommended to Council:

That the report accepted.

504

Budget Exceptions to September 2010

The Board received the report of the Accountancy Service Manager which updated Councillor's with details of budget exceptions for the 2010/11 financial year to 30 September 2010. Councillors were informed that as the report was now retrospective it was for their information only.

Resolved:

That the report be noted.

Reports/Minutes for Information

505

Environmental Services Contract Partnering Board

Resolved:

That the minutes be noted.

506

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 xxx of Part 1 of Section 12A of the Act, as amended by the Local Government (Access to Information) (Variation) Order 2006.

507

Waste and Recycling Resource Review

Councillors received the report of the Principal Environmental Services Officer which provided the outcome of a joint review that had been carried out on the resources deployed on the Environmental Services Contract and in particular the recycling service following the successful implementation of Alternate Bin Collections.

Councillors discussed the proposed options.

Councillor Jordan suggested that if the collection day was changed, both recycling and refuse should be collected on a new designated day of the week.

The Principal Environmental Services Officer explained that the intention was to keep collections to the same day as the general public had responded well when it had been implemented. Potentially three collection days could be affected, impacting on around 2400 properties.

Councillor Lunn requested that the ward councillors for those properties affected by the change in collection day be involved in the communications with the residents.

Councillor Packham asked what will happen with the additional cost already incurred by Enterprise.

The Principal Environmental Services Officer clarified that Enterprise were willing to incur the cost over the life of the contract and will recoup it in that way.

Recommendation to the Policy and Resources Committee: That;

- i) Property Numbers – Confirm current position and payment mechanism agreed during tender clarification process**
- ii) Implement minor changes to the collection rounds and establish a second recycling ‘drop-off’ point and**

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

The meeting closed at 5.00pm.

SELBY DISTRICT COUNCIL

MINUTES

Minutes of the proceedings of a meeting of the Social Board held on 4 January 2011 in Committee Room 2, The Civic Centre, Portholme Road, Selby, commencing at 5.00pm.

465	Apologies for absence
466	Disclosure of interests
467	Minutes
468	Chair's Address to the Social Board
469	Community Safety Partnership Plan Progress Report
470	Periodic Electrical Testing Policy
471	Affordable Housing
472	General Fund Budget Estimates, Revenue & Capital Bids 2011/12 & 2013/14
473	Housing Rents & Miscellaneous Charges 2011/12
474	Housing Revenue Account Revenue & Capital Estimates 2011/12 & 2013/14

Present: Councillor Mrs G Ivey in the Chair

Councillors: I Chilvers, M Davis, Mrs C Goodall, C Lunn, Mrs C Mackman, D Mackay, Mrs W Nichols, A Pound and R Sweeting (*sub K Ellis*).

Officials: Head of Service Housing & Property, Head of Service Finance, Community Safety Partnership Manager, Property Services Manager, Principal Accountant and Committee Services Officer.

Observers: 0
Public: 0
Press: 0

465 **Apologies for Absence and Substitution**

Apologies were received from Councillors K Ellis (*substitute R Sweeting*) and Mrs M McCartney.

466 **Disclosures of Interest**

None.

467

Minutes

Resolved:

That the minutes of the proceedings of the meeting of the Social Board held on 7 December 2010 be confirmed as a correct record and be signed by the Chair.

468

Chair's Address to the Social Board

The Chair thanked members for attending and wished all a Happy New Year.

469

Community Safety Partnership Plan Update

Community Safety Partnership (CSP) Plan Update

A report was submitted, by the Community Safety Partnership (CSP) Manager, to update Councillors on the Community Safety Plan over the last six months.

The CSP Manager gave an update on the financial situation of the CSP. It was requested that the CSP Manager gives members of Social Board an update once the Home Office funding has been awarded as to the amount of funding.

Resolved:

That the report be noted.

The CSP Manager left the meeting.

470

Periodic Electrical Testing Policy

A report was submitted, by the Property Services Manager, to inform councillors of changes to the policy to move from every 5 years to a maximum of every 10 years with regard to the Periodic Electrical Testing of council owned properties.

Resolved:

That the report be noted.

471

Affordable Housing

A report was submitted, by the Head of Service – Housing and Property, to update councillors on affordable housing developments being worked up in the district.

A breakdown of Appleton Roebuck and St Richards Chapel scheme was requested by Councillors.

Resolved: That;

- i) The report be noted; and**
- ii) A breakdown of the Appleton Roebuck and St Richards Chapel schemes be circulated to Social Board members**

472

General Fund Budget Estimates, Revenue & Capital Bids 2011/12 & 2013/14

A report was submitted by the Principal Accountant, presenting councillors with information on the budget estimates relating to Social Board Services for 2011/12 – 2013/14. The report also asked councillors to consider the revenue and capital bids for 2011/12 – 2013/14.

Recommended to Council

That the report and decision of the bids be submitted to Full Council.

473

Housing Rents & Miscellaneous Charges 2011/12

A report was submitted by the Principal Accountant, presenting councillors with information in respect of rent levels and consideration be given to miscellaneous charge levels within the Housing Revenue Account for 2011/12.

Resolved: That;

- i) Councillors found the proposed increase of 7.5% to be too high in the current economic climate**
- ii) Councillors suggested that the decision be made only after the final Government Determination is received**
- iii) A report be brought back to Social Board with further information prior to a final decision being made**
- iv) Approval be given for the proposals for levels of miscellaneous charges for 2011/12 and;**
- v) Approval be given for the proposals of no change for the levels of Hostel Heating and Lighting Charges for 2011/12**

474

Housing Revenue Account Revenue & Capital Estimates 2011/12 & 2013/14

A report was submitted by the Head of Service – Finance, to present councillors with information on the budget estimates relating to Social Board (Housing Revenue Account) Services for 2011/12 and 2013/14 and to enable councillors to consider the capital budgets for 2011/12 and 2013/14.

Recommended to Council

That the report and decision of the bids be submitted to Full Council.

The meeting closed at 6.40pm

SELBY DISTRICT COUNCIL

MINUTES

Minutes of the proceedings of a meeting of the Policy and Resources Committee held on 1 February 2011 in Committee Room 2, The Civic Centre, Portholme Road, Selby, commencing at 4.00pm.

514	Apologies for absence
515	Disclosure of interests
516	Minutes
517	Chair's Address to the Policy and Resources Committee
518	Housing Rents 2011/12
519	General Fund Estimates
520	The Replacement of Two Desktop Scanners for Desk Top Image Processing System
521	Review of Access Selby Opening Hours
522	Private Session
523	Referrals from Other Boards and Committees

Present: Councillor M Crane in the Chair

Councillors: Mrs D Davies (substitute for S Shaw-Wright), Mrs G Ivey, M Jordan, C Lunn (substitute for C Metcalfe), J Mackman, N Martin (substitute for R Packham), B Percival.

Officials: Chief Executive, Deputy Chief Executive, Head of Service – Finance, Senior Finance Officer, Customer Services Manager and Democratic Services Manager.

Press : 1
Public: 0

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

Apologies were received from Councillors C Metcalfe, R Packham and S Shaw-Wright.

Substitute Councillors were Mrs D Davies (for S Shaw-Wright), C Lunn (for C Metcalfe) and N Martin (for R Packham).

515 **Disclosures of Interests**

None were disclosed.

516

Minutes

Resolved:

That the minutes of the proceedings of this Committee held on 14 December 2010 be confirmed as a correct record.

517

Chair's Address to the Policy and Resources Committee

The Chair gave no address.

518

Housing Rents 2010/11

The Head of Service – Finance presented the report in respect of rent levels within the Housing Revenue Account.

The Head of Service – Finance stated that information taken to Social Board on 4 January 2011 was based on calculations from data in the draft housing subsidy determination. The final figures had now been received and there were no changes to the data used in the calculation.

The Committee discussed the guideline rent increase issued from Communities and Local Government.

Recommended to Council:

That councillors note the Government's required rent target to meet formula target rent levels, that being an average of 7.5%, and in accordance with that, Selby District Council agrees to raise rents by an average of 7.5%

519

General Fund Estimates 2011/12 – 2013/14

The Head of Service – Finance presented the report which provided information on the budget estimates relating to Policy and Resources Committee for 2011/12 – 2013/14.

The estimates for 2011/12 – 2013/14 were based on present policy and included known commitments. No inflation provision had been allowed for on salaries for 2011/12 and 2012/13, but 2% had been added for 2013/14. No other inflation had been provided for unless a contract was currently in force that had an inflationary provision included with its terms.

Resolved:

That the budget estimates for 2011/12 – 2013/14 be endorsed.

Recommended to Council: That;

- i) That the report be accepted;**
- ii) That the bids indicated be considered.**

520

The Replacement of Two Desktop Scanners for Desk Top Image Processing System

The Head of Service – Finance presented the report which requested funding to cover the cost of purchasing two replacement desk top scanners to ensure the continuation of the Council's document image processing system.

Resolved:

That a drawdown from the ICT Reserve totalling £15,000 be approved for the purchase.

521

Review of Access Selby Opening Hours

The Deputy Chief Executive presented the report which provided councillors with a review of the revised Access Selby opening hours.

Councillors heard that the review examined the revised Access Selby opening hours approved by Policy and Resources Committee on 18 May 2010.

Service delivery had remained high and the revised opening hours had prompted a shift in the method of contacting Access Selby away from face to face toward telephone calls which also helped improve efficiency. Customer satisfaction had been measured throughout and had shown a further increase from 95.3% to 95.5% overall. The revised opening hours would save £35,000 in a full year.

Resolved:

That the opening hours for Access Selby remain as 9.30 am to 4.00 pm Mondays, Tuesdays, Thursdays and Fridays and from 10 am to 4.00 pm on Wednesdays.

522

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 item 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.

523

Referrals from Other Boards and Committees

Environment Board 20 January 2011

a) Minute 507 – Waste and Recycling Resource Review

Resolved: That;

- i) The current position and payment mechanism regarding property numbers agreed during tender clarification process be confirmed;**
- ii) Minor changes to the collection rounds and the establishment of a second recycling ‘drop-off’ point be implemented;**
- iii) Enterprise implement and manage a full review of the management of the recyclates to maximise efficiency and income generation to mitigate and additional costs (as outlined in Option 3 Appendix 1) to achieve an overall increase in net income as set out in the report.**

The meeting closed at 4.45pm.

MINUTES

Minutes of the proceedings of a meeting of the Working Towards Tomorrow Working Group held on 17 December 2010, the Civic Centre, Portholme Road, Selby, commencing at 10.30 am.

Councillor Mrs G Ivey
Councillor M Jordan
Councillor C Lunn
Councillor C Metcalfe (Chair)
Councillor S Shaw-Wright
Mr M Connor (Chief Executive)
Mr J Lund (Deputy Chief Executive)
Mr G Shelley (Democratic Services Manager)

1. Apologies

None.

2. Introduction and Remit of the Group

The Chief Executive set out the context of Working Towards Tomorrow (WTT) in light of the recent grant settlement.

Councillors acknowledged that the group was established to oversee the move away from the traditional toward a new way of working. The WTT model would develop over the next two years with the foundations in place by 1st of April 2011.

Councillors stated that the group would allow the development of the model with input from the perspective of elected representatives. The group would seek to ensure that the new model was appropriate for councillors' needs.

3. The Project Plan

The Deputy Chief Executive introduced the Project Plan and gave a summary of each of the identified work streams. The Plan was a live and rapidly changing document assisting in the development of WTT.

Councillors heard that key staff from across the Council had been allocated to support the project. This would be work in addition to their standard duties. Workloads were being closely monitored.

The group discussed the opportunities and difficulties in engaging with Third Sector Organisations.

Resolved:

That the work programme be approved.

4. Work Programme

Councillors discussed the work programme for the group. It was felt that papers should be distributed in good time to allow councillors to consider them fully.

Resolved:

That the work programme be approved.

5. Communications

The group reviewed and approved the Communications Strategy.

Resolved:

That the Communications Strategy be approved.

6. Future Meetings

The group approved the schedule of future meetings.

The meeting closed at 12.04pm.

SELBY DISTRICT COUNCIL

MINUTES

Minutes of the proceedings of a meeting of the Working Towards Tomorrow Working Group held on 27 January 2011, the Civic Centre, Portholme Road, Selby, commencing at 1.30 pm.

Councillor Mrs G Ivey
Councillor C Lunn
Councillor C Metcalfe (Chair)
Councillor S Shaw-Wright
Mr M Connor (Chief Executive)
Mr J Lund (Deputy Chief Executive)
Mr G Shelley (Democratic Services Manager)

1. Apologies

Apologies were received from Councillor M Jordan.

2. SDV Governance

The Chief Executive presented the report which asked the Working Group to consider the governance procedures for the Service Delivery Vehicle (SDV).

Councillors heard that the new delivery model would require a radically different approach to governance with the adoption of more commercial practices and structures. However, the SDV would still be part of the Council and would need to retain public accountability.

The report recommended that a Board be established to oversee the operation of the SDV and to lead the interface between the SDV and the Council.

The Working Group discussed the potential composition of the Board. It was felt that the Board would benefit from a mixture of officers and councillors. To ensure democratic accountability, councillors should comprise no less than half of the board and it should be chaired by a councillor. Councillors stated that selection criteria should be established. This criteria and accompanying job specification would need to be met by all those nominated to sit on the Board.

The Chief Executive outlined the role of the Board. The main roles were to oversee the delivery of services against the specification agreed with the client(s), take on the client brief, hold SDV officers to account for the delivery of services and it be accountable to the Council for the use of assets and resources assigned to the SDV. The Working Group

discussed relationship of the Board with Overview and Scrutiny Committees.

It was agreed that a trial run with a shadow SDV Board would be useful ahead of the May 2011 elections. Nominations would be sought for the shadow board at Extraordinary Council on 15 February 2011.

Recommended to Council:

That nominations be received for three councillors to sit on the shadow SDV Board.

The meeting closed at 3.17pm.

MINUTES

Minutes of the proceedings of a meeting of the Working Towards Tomorrow Working Group held on 17 February 2011, the Civic Centre, Portholme Road, Selby, commencing at 10.30 am.

Councillor Mrs G Ivey (Chair)
Councillor C Lunn
Councillor M Jordan
Councillor S Shaw-Wright
Mr M Connor (Chief Executive)
Mr J Lund (Deputy Chief Executive)
Miss J Hibberd (Overview & Scrutiny Officer)

1. Apologies

Apologies were received from Councillor C Metcalfe.

2. Disclosures of Interest

None.

3. Minutes

Resolved:

That the minutes of the proceedings of the meeting of the Working Towards Tomorrow Working Group held on 27 January 2011 be confirmed as a correct record.

4. SDV Governance – follow up

The Chief Executive presented the report of further information, supplied as a result of discussions of the Working Group on 27 January 2011 on the governance procedures for the Service Delivery Vehicle (SDV).

The Working Group were requested to receive the report and support its recommendations to Council on 1 March 2011.

The group discussed the importance of ensuring that Officers on the SDV board have a voice while still upholding the democratic process of only members having voting rights. Councillor Shaw-Wright also requested that emphasis be added to the point that the Board shall have the power to explore business expansion to cover work undertaken for other authorities, within the section 'Expansion of the SDV' of Appendix A. The

Working Group supported the proposals for the make-up and operation of the Board as set out in Appendix A of the Chief Executives report.

The Working Group felt the person specification as set out in Appendix B of the report was explicit and allowed for the accountability of those on the board they had requested.

Councillor Jordan requested that an additional link be included on the 'Representative and Democratic Accountability' diagram at Appendix C, between the Community Engagement Forums (CEF) and the Council / Executive. Following this amendment the Working Group were satisfied with its structure.

The Working Group agreed the principles of the performance rewards system, as set out in Appendix D and recommended that the Working Group consider further options during the coming year.

Councillor Ivey asked for clarity as to what contact points would be provided for Councillors within Access Selby as stated in Appendix E. The group discussed the possibility of a telephone line being provided, purely for use by Councillors to streamline the process of gaining the information needed from Officers to carry out their roles as elected members. The Working Group supported this proposal.

The Working Group reviewed the cost of officer time set out in Appendix F and fully supported the need to make best use of Officer and Councillor time. The costing to be expanded to include an average hourly cost of meetings at various levels to raise awareness. A protocol to be developed showing how an elected member would escalate queries through the democratic system to the responsible Executive member.

Recommended to Council: That;

- i) The Working Group supports the recommendations as set out in the report; and**
- ii) The report be noted.**

5. 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 item as there will be disclosure of exempt information as defined in Section 100(1) of the Act as described in paragraph 4 of Part 1 of Schedule 12(A) of the Act.

6. SDV Structure, Business Plan and Specification

The Chief Executive presented the report of the proposed structure of the SDC and its business plan and performance specification for the Working Groups consideration prior to a report being placed in front of the full Council on 1 March 2011.

The Working Group were requested to receive the report and formulate its recommendation to Full Council.

Efforts had been made to protect those services key to the Council and those most visible to the public. It was emphasised that it is important to use the resources that are available as efficiently as possible. The Working Group supported the reports recommendations as a starting point with the opportunity to refine these throughout the year as lessons are learnt.

Recommended to Council: That;

- i) The SDV Structure, Business Plan and Specification be accepted; and**
- ii) The report is noted.**

The meeting closed at 12:15 pm.

SELBY DISTRICT COUNCIL

MINUTES

Minutes of the proceedings of a meeting of the Remuneration Task and Finish Group held on 20 January 2011, the Civic Centre, Portholme Road, Selby, commencing at 2.45 pm.

Councillor M Crane
Councillor Mrs J Dyson
Councillor C Lunn
Councillor S Shaw-Wright
Mr J Lund (Deputy Chief Executive)
Mr G Shelley (Democratic Services Manager)

1. Apologies

None.

2. Councillor Allowance Scheme

Councillors considered the report of the Remuneration Panel and the minutes of the Extra Ordinary meeting of Council on 9 November 2011.

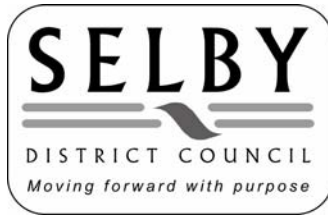
Councillors considered the terms on which the issue had been referred to the Task and Finish Group and felt that it was the overall cost of the scheme that should not increase rather than the remuneration of any particular post.

Recommended to Council

That the Scheme set out below be approved for implementation under the new Leader and Executive arrangements.

The meeting closed at 3.35pm.

Allowance	<i>Basic Allowance</i>	<i>Weight</i>	<i>Units</i>	Total
Basic Allowance	£4,115	1.00	41.00	£168,731
Leader of the Council	£4,115	2.50	1.00	£10,288
Deputy Leader of the Council	£4,115	1.00	1.00	£4,115
Executive Councillors	£4,115	1.00	3.00	£12,346
Majority Group Leader	£4,115	0.50	1.00	£2,058
Opposition Group Leader	£4,115	0.50	1.00	£2,058
Other Group Leader(s)	£4,115	0.00	1.00	£0
Scrutiny Committee Chair	£4,115	0.75	1.00	£3,087
Policy Review Committee Chair	£4,115	0.75	1.00	£3,087
Audit Committee Chair	£4,115	0.50	1.00	£2,058
Planning Committee Chair	£4,115	1.00	1.00	£4,115
Licensing Committee Chair	£4,115	1.00	1.00	£4,115
Total Cost of above				£216,057
<i>Current Scheme Costs</i>				<i>£216,057</i>



Title: Prudential Borrowing Indicators 2011/12

To: Council

Date: 1 March 2011

Service Area: Finance

Author: Nicola Chick, Finance and Administration Manager

Presented by: Karen Iveson, Head of Service – Finance

1 Purpose of Report

- 1.1 To provide councillors with information on the prudential indicators for borrowing required by the CIPFA Prudential Code as specified by the Local Government Act 2003.

2 Recommendation(s)

- 2.1
- i. Councillors approve the prudential borrowing indicators which reflect the capital expenditure plans and treasury management policy decisions and confirm that they are affordable, prudent and sustainable.**
 - ii. Councillors approve 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.**
 - iii. Councillors approve the Authorised Limit for external debt at £23,000,000 and the Operational Limit at £19,000,000 for 2011/12**
 - iv. Councillors delegate authority to the Head of Service – Finance to effect movement within the agreed authorised boundary limits for long-term borrowing for 2011/12 onwards.**
 - v. Councillors delegate authority to the Head of Service – Finance to effect movement within the agreed operational boundary limits for long-term borrowing for 2011/12 onwards.**

3 Executive Summary

- 3.1 Local authorities are required by Regulation to have regard to the Prudential Code for Capital Finance when carrying out their duties in England and Wales under Part 1 of the Local Government Act 2003.
- 3.2 The Code introduced a regime of self-regulation for borrowing monies for capital purposes. A local authority can borrow as much as it wishes as long as it can afford the repayments. The Code outlines four key objectives relating to the capital investment plans and treasury management procedures of local authorities. To demonstrate that these objectives are being fulfilled the Prudential Code sets out the indicators that must be used, and the factors that must be taken into account.
- 3.3 The limits and ratios that form the indicators are for the local authority to set itself. This report details Selby District Council's indicators and ratios for the coming financial year.

4 The Report

- 4.1 The regime of self-regulation for borrowing of monies for capital purposes continues for 2011/12. Essentially this means that the Council can borrow as much as it wishes for capital investment as long as it is able to afford the repayments. This regime is known as the 'Prudential Code' (the Code).
- 4.2 The Code prescribes how the issue of affordability is measured using a set of prudential indicators. The four key objectives of the Code are to ensure that capital investment plans of local authorities are affordable, prudent and sustainable, and to ensure that treasury management decisions are taken in accordance with good professional practice. The indicators are mandatory but the figures used in the calculations are a matter for each local authority.
- 4.3 Prudential indicators must be set and revised by the same body that takes the decisions for the local authority's budgets. The Head of Service – Finance as the Section 151 Officer is responsible for ensuring that all matters required to be taken into account are reported to the Council for consideration, and establishing procedures to monitor performance.
- 4.4 Appendix A sets out the Prudential Code Indicators for 2011/12 and other statements of information required by the Code, which require approval by councillors.
- 4.5 The prudential indicators required by the Code are designed to support and record local decision-making. They are not designed to be comparative performance indicators and the use of them in this way would be likely to be misleading and counter productive.

- 4.6 As part of the implementation of International Financial Reporting Standards (IFRS) the Council has been required to review all assets that are being used for the delivery of services and being paid for via leases or rentals including those used by Enterprise and Wigan in the delivery of their contracts. Any of these leases which are classified as a finance lease must have the assets they are funding included in the Council's balance sheet from 2010/11. The 2009/10 information also has to be amended for comparative purposes. The funding of these assets then becomes classed as 'Other long term liabilities, and they need to be included in the indicators shown in tables 3,4,5,6 and 7 of Appendix A.
- 4.7 This review has been completed and the vehicles used by Enterprise in the Street Scene contract that are being funded through finance leases have a gross value of £3.057m and this will be added to the Council's Balance Sheet. Wigan Leisure Trust has a finance lease for Gym equipment with a value of £222k. The cost of these leases forms part of the contract sums that the Council pays to its contractors. The effect on the capital financing requirement prudential indicator is an additional £2.02m net in 2010/11 and £609k net in 2011/12.
- 4.8 In addition these changes have an effect on the Council's Authorised and Operational Limits for external debt and during the current financial year they need to be increased to allow for these leases. A level of £3.0m is assessed as adequate. This raises the Authorised Limit from £20m to £23m and the Operational Limit from £16m to £19m. The proposals for future years will take these leases into account.
- 4.9 As part of the budget for 2010/11 Council approved temporary borrowing of £308k in 2010/11 and £231k in 2011/12 for the new Civic Centre to fund a timing gap for receiving capital receipts. In 2010/11 this borrowing will be £286k, it is unlikely that the funding will be required in 2011/12. This will cause a temporary increase in the capital financing requirement in 2010/11. Once the receipts are realised in 2011/12 a voluntary reduction of the capital financing requirement can be made to match the temporary borrowing.

5 Financial Implications

- 5.1 There are no financial implications as a consequence of the prudential indicators in this report. The procedures to monitor performance against the prudential indicators should not in itself create any additional expenditure.

6 Conclusions

- 6.1 The prudential indicators can be used as a guide to councillors to ensure that the Council's capital spending plans are affordable over the long term. The indicators can act as an aid when formulating spending plans for new projects.

7 Link to Corporate Plan

- 7.1 Prudential indicators form part of the financial procedures, which, underpin the delivery of all the Council's services and therefore work with and support all of the Council's strategic themes.

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

- 8.1 The prudential indicators support all of the Council's Priorities.

9 Impact on Corporate Policies

- | | |
|---------------------------------------|------------------|
| 9.1 Service Improvement | No Impact |
| 9.2 Equalities | No Impact |
| 9.3 Community Safety and Crime | No Impact |
| 9.4 Procurement | No Impact |
| 9.5 Risk Management | Impact |

This report helps to ensure the reduction of risks arising from spending outside delegated powers and enabling an accurate, realistic and manageable budget.

- | | |
|----------------------------|-------------------------|
| 9.6 Sustainability | Impact/No Impact |
| 9.7 Value for Money | Impact |

The approval of prudential borrowing limits assists in the monitoring of the financial well being of the Council in delivering its services. The calculation of the prudential indicators ensures that spending plans are affordable.

10 Background Papers

- 10.1 Accountancy working papers.
CIPFA publications on the Prudential Code for Capital Finance in Local Authorities.

PRUDENTIAL CODE INDICATORS 2011/12**1 AFFORDABILITY INDICATORS**

- 1.1 The actual capital expenditure that was incurred in 2009/10 and the estimates of capital expenditure to be incurred for the current and future years that have been approved are shown in table 1.

Table 1: Capital Expenditure

	2009/10 Actual £'000	2010/11 Forecast £'000	2011/12 Estimate £'000	2012/13 Estimate £'000	2013/14 Estimate £'000
Economy	1,947	0	0	0	0
Environment	34	20	0	0	0
Planning	0	0	0	0	0
Policy & Resources	935	5,922	1,876	347	125
Social - GF	841	1,146	340	400	300
Social - HRA	5,576	3,492	2,367	2,271	2,271
TOTAL	9,333	10,580	4,583	3,018	2,696

- 1.2 Estimates of the ratio of the financing costs to net revenue stream for the current and future years, together with the actual figures for 2009/10 are shown in table 2.

Table 2: Ratio of Financing Costs to Net Revenue Stream

	2009/10 Actual %	2010/11 Forecast %	2011/12 Estimate %	2012/13 Estimate %	2013/14 Estimate %
GF	2.68	10.02	11.82	12.51	10.09
HRA	8.69	13.48	1.55	2.87	3.01

- 1.3 The estimates of financing costs include current commitments and the proposals in the budget. The financing costs ratio takes into account the net effect of borrowing and lease costs and investment returns on the General Fund. The figures for the General Fund include the cost of the finance leases within the contracts. The figures for the Housing Revenue Account include the effect of the Major Repairs Allowance, which is being used to fund the decent homes initiative.

- 1.4 Estimates of the capital financing requirement for the Council for current and future years and the actual capital financing requirement for 2009/10 are shown in table 3. The impact of the finance leases on the General fund Capital Financing requirement is identified separately.
- 1.5 The capital financing requirement measures the authority's underlying need to borrow for a capital purpose. The negative Housing Revenue Account capital financing requirement means that the Account does not need to borrow funds externally but can use the negative allocation. In practice this means that reserved HRA capital receipts may be used in lieu of external borrowing. In accordance with best professional practice, Selby District Council does not associate borrowing with particular items or types of expenditure. The authority has an integrated treasury management strategy and has adopted the CIPFA Code of Practice for Treasury Management in the Public Services.

Table 3: Capital Financing Requirement

	2009/10 Actual £'000	2010/11 Forecast £'000	2011/12 Estimate £'000	2012/13 Estimate £'000	2013/14 Estimate £'000
GF Borrowing	2,424	2,317	5,304	5,163	4,636
GF Leases	0	2,020	2,629	2,137	1,644
Total GF	2,424	4,337	7,933	7,300	6,280
HRA	-2,330	-2,110	-1,074	-854	-854

- 1.6 Selby District Council has, at any point in time, a number of cash flows both positive and negative, and manages its treasury position in terms of its borrowings and investments in accordance with its approved treasury management strategy and practices. In day-to-day cash management, no distinction can be made between revenue and capital cash. External borrowing arises as a consequence of all the financial transactions of the authority and not simply those arising from capital spending. In contrast the capital financing requirement reflects the authority's underlying need to borrow for capital purposes.
- 1.7 CIPFA's Prudential code for Capital Finance in Local Authorities' includes the following key indicator of prudence;

"In order to ensure that over the medium term net borrowing will only be for a capital purpose, the local authority should ensure that net external borrowing does not, except in the short term, exceed the total of capital financing requirement in the preceding year plus the estimates of any additional capital financing requirement for the current and the next two financial years."

- 1.8 The Head of Service – Finance reports that the authority had no difficulty meeting this requirement in 2009/10, nor are any difficulties envisaged for the current (2010/11) or future years (2011/12 – 2013/14). This view takes into account current commitments, existing plans and the proposals in the budget.
- 1.9 It should be noted that actual external debt is not directly comparable to the authorised limit and operational boundary, since the actual external debt reflects the position at one point in time. Table 4 shows the actual and forecasted external debt position of the Council.
- 1.10 The external debt also includes finance leases and the 2009/10 and 2010/11 figures have been adjusted to reflect the impact of the leases identified within the Street Scene and Leisure contracts.

Table 4: Actual and Forecasted External Debt

	Actual	Forecasted			
	31 March 2010 £'000	31 March 2011 £'000	31 March 2012 £'000	31 March 2013 £'000	31 March 2014 £'000
Gross External Debt					
External Borrowing	11,125	10,113	10,104	10,100	10,100
Other Long Term Liabilities	2,020	2,629	2,137	1,644	1,190
Gross External Debt	13,145	12,742	12,241	11,744	11,290

- 1.11 In respect of its external debt, table 5 details the proposed authorised limits for the Council's total external debt gross of investments for the next three financial years which councillors are recommended to approve. These limits separately identify borrowing from other long-term liabilities such as finance leases. The 2009/10 and 2010/11 figures shown below are for comparative purposes. It is also recommended that members continue to delegate authority to the Head of Service – Finance, within the total limit for any individual year, to effect movement between the separately agreed limits for borrowing and other long term liabilities. Any such changes made will be reported to Policy and resources Committee at its next meeting following the change.
- 1.12 The Head of Service – Finance reports that these authorised limits are consistent with the authority's current commitments, existing plans and the proposals in the budget for capital expenditure and financing, and with its approved treasury management policy statement and practices. The Head of Service – Finance confirms that they are based on the estimate of the most likely, prudent but not worst-case scenario, with in addition sufficient headroom over and above this to allow for operational

management, for example unusual cash movements. Risk analysis and risk management strategies have been taken into account; as have plans for capital expenditure, estimates of the capital financing requirement and estimates of cash flow requirements for all purposes.

Table 5: Authorised Limit for External Debt

Authorised Limit For:	Actual		Forecasted		
	2009/10 £'000	2010/11 £'000	2011/12 £'000	2012/13 £'000	2013/14 £'000
External Borrowing	18,000	20,000	20,000	20,000	20,000
Other Long Term Liabilities	3,000	3,000	3,000	3,000	3,000
Gross External Debt	21,000	23,000	23,000	23,000	23,000

- 1.13 Councillors are also recommended to approve the following operational boundary for external debt for the same period the details of which are shown in table 6. The operational boundary for external debt is based on the same estimates as the authorised limit but reflects directly the Head of Service – Finance estimate of the most likely, prudent but not worst case scenario, without the additional headroom included within the authorised limit to allow for example for unusual cash movements, and equates to the maximum of external debt projected by this estimate.

Table 6: Operational Boundary for External Debt

Authorised Limit For	2009/10 £'000	2010/11 £'000	2011/12 £'000	2012/13 £'000	2013/14 £'000
External Borrowing	14,000	16,000	16,000	16,000	16,000
Other Long Term Liabilities	3,000	3,000	3,000	3,000	3,000
Gross External Debt	17,000	19,000	19,000	19,000	19,000

- 1.14 The operational boundary represents a key management tool for in year monitoring by the Head of Service – Finance. Within the operational boundary, figures for borrowing and other long-term liabilities are separately identified as shown in Table 6. Councillors are recommended to delegate authority to the Head of Service - Finance, within the total operational boundary for any individual year, to effect movement between the separately agreed figures for borrowing and other long-term liabilities, in a similar fashion to the authorised limit. Any such changes will be reported to Cabinet at its next meeting following the change.
- 1.15 In taking its decisions on this report, Councillors are asked to note that the

authorised limit determined for 2011/12 (see paragraph 1.12 above) will be the statutory limit determined under section 3(1) of the Local Government Act 2003.

- 1.16 The increase in the authorised and operational boundaries from 2010/11 reflected the borrowing required for the new Civic Centre.

2 **PRUDENTIAL INDICATORS FOR PRUDENCE**

- 2.1 CIPFA's Prudential Code for Capital Finance in Local Authorities includes the following as a key indicator of prudence:

"In order to ensure that over the medium term net borrowing will only be for a capital purpose, the local authority should ensure that net external borrowing does not except in the short term, exceed the total of the capital financing requirement in the preceding year plus the estimates of any additional capital financing requirement for the current and next two financial years."

- 2.2 The information in table 7 shows that Selby DC had no trouble in meeting this requirement in 2009/10, nor are any difficulties envisaged for the current or future years. This view takes into account current commitments, existing plans, and the agreed budget and capital programme.

Table 7: Net External Borrowing Compared with Capital Financing Requirement (CFR)

Is net External Borrowing Below CFR?	2009/10 Actual 31.03.10 £'000	2010/11 Original 31.03.11 £'000	2010/11 Revised 31.03.11 £'000	2011/12 Estimate 31.03.12 £'000	2012/13 Estimate 31.03.13 £'000	2013/14 Estimate 31.03.14 £'000
Net External Borrowing	-11,699	-9,375	-10,246	-6,259	-4,263	-5,210
Capital Financing Requirement	94	211	2,227	6,859	6,446	5,426

- 2.3 The increase in the net external borrowing reflects the borrowing for the new Civic Centre, and the reduction in investments as earmarked reserves and capital receipts are utilised for planned projects. The movement in capital financing requirement reflects the impact of expenditure on the new civic centre and the inclusion of the finance leases within the Street Scene and Leisure contracts.

- 2.4 In considering its programme for capital investment, the Council is required within the Prudential Code to have regard to:

- Affordability, e.g. Implications for the Council Tax

- Prudence and sustainability, e.g. implications for external borrowing
- Value for money, e.g. option appraisal
- Stewardship of assets, e.g. asset management planning
- Service objectives, e.g. strategic planning for the authority
- Practicality, e.g. achievability

2.5 A key measure of affordability is the incremental impact on the Council Tax, and the Council could consider different options for its capital investment programme in relation to their differential impact on the Council Tax.

2.6 The estimate of the incremental impact of capital investment decisions agreed as part of the budget, over and above capital investment decisions that have previously been taken prior to the 2009/10 budget setting round are shown in table 8.

Table 8: Incremental Impact of Capital Investment Decisions

2.7	Capital Investment Impact Upon:	2010/11 £	2011/12 £	2012/13 £	2013/14 £
	Annual Band D Council Tax	4.26	0.00	3.47	0.03
	Average Weekly Housing Rent	8.33	1.06	2.05	2.24

2.8 The impact on Council Tax represents the cost of additional revenue financing of capital spending (or any prudential borrowing less any revenue savings or income). The figures show the impact of the borrowing for the new civic centre – commencement of interest payments in 2010/11 and principal repayments from 2012/13.

2.9 Housing rents are effectively fixed by rent restructuring any extra revenue costs due to capital investment have no impact on HRA rents. The figures for rent therefore show the element of rent required to support capital projects.

3 PRUDENTIAL INDICATORS FOR TREASURY MANAGEMENT

3.0 Selby District Council has adopted the CIPFA ‘Code of Practice for Treasury Management in Public Services’.

3.1 As part of the prudential indicators and Treasury Management Strategy approved for 2010/11 the Council approved an upper limit on its fixed interest rate exposures of 100% of its net outstanding principal sums for the next three years. As part of the strategy it is recommended that this limit is approved for 2011/12 to 2013/14.

- 3.2 In addition the Council approved an upper limit on its variable interest rate exposures for 2010/11 of 30% of its outstanding principal sums for the next three years. It is recommended that this limit is approved again for 2011/12 to 2013/14.
- 3.3 This means that the Head of Service - Finance will manage fixed interest rate exposures within a range of 70% to 100% and variable rate exposures within a range 0% to 30%, the purpose is to manage interest rate fluctuations to ensure that the Council does not over expose itself to variable rate debt. This is a continuation of current practice. This information is summarised in table 9.

Table 9: Interest Rate Exposure

	2010/11	2011/12	2012/13	2013/14
Upper Limit Fixed Interest Rates				
Borrowings	100%	100%	100%	100%
Investments (Lendings)	100%	100%	100%	100%
Net	100%	100%	100%	100%
Upper Limit on Variable Interest Rates				
Borrowings	30%	30%	30%	30%
Investments (Lendings)	100%	100%	100%	100%
Net	100%	100%	100%	100%

- 3.4 It is also recommended that interest rate exposures on cash investments are managed within the range 0% to 100% fixed rate and 0% to 100% variable rate to give maximum flexibility to take advantage of interest rate changes in the financial markets. This is summarised in table 9.
- 3.5 The Council is also required to set upper and lower limits for the maturity structure of its borrowings. The proposals for these limits are set out in table 10. The limits are the projected amount of fixed rate borrowing maturing in each period as a percentage of total borrowing at fixed rates. The purpose of this is to ensure that the Council is not required to repay all of its debt in one year.

Table 10: Borrowing Maturity Structure

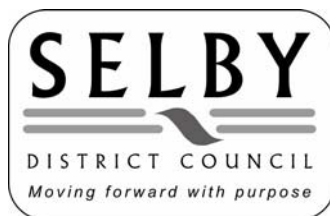
	Upper Limit	Lower Limit
Under 12 Months	20%	0%
12 months and within 24 months	20%	0%
24 months and within 5 years	50%	0%
5 years and within 10 years	90%	0%
10 years and 15 years	90%	0%
15 years and over	75%	20%

- 3.6 The Council is also required to set limits for its investments. In order to provide flexibility the treasury management strategy will recommend that the maximum amounts which could be held at any time for longer than 364 days are defined. This information is shown in table 11.

Table 11. Upper Limit on Investments Beyond 364 Days

	Upper Limit
1 to 2 Years	£20m
2 to 3 Years	£15m
3 to 4 Years	£5m
4 to 5 Years	£3m
Over 5 Years	£0m

- 3.7 The purpose of these limits is so that the Council contains its exposure to the possibility of loss that might arise as a result of having to seek early repayment or redemption of investments. This framework provides a balance between caution and the freedom to take advantage of suitable market opportunities that may arise. Advice is always sought for investment periods longer than 364 days.



Agenda Item No: 9

Title:	The Budget, Reserves and Balances 2011/12
To:	Council
Date:	1 March 2011
Service Area:	Finance
Author:	Karen Iveson – Head of Finance
Presented by:	Karen Iveson

1 Purpose of Report

- 1.1 To report on the robustness of the budget and the adequacy of the Council's reserves and balances.

2 Recommendation

- 2.1 **It is recommended that councillors consider the Head of Finance's statements in paragraphs 4.4 and 4.12 when setting the Council Tax.**

3 Executive Summary

- 3.1 This report considers the robustness of the Council's budget and the adequacy of its reserves and balances having regard to a variety of factors.

4 The Report

Robustness of the Budget

- 4.1 The economic climate continues to impact upon the Council's financial position, and the Council's financial strategy and 3 year medium term financial plan have been refreshed to take account of the cuts in public sector funding and to include cautious assumptions on investment interest and income. Cost pressures from increasing demand for services will continue to be closely monitored and will be managed through the Council's base budget savings strategy, whilst the medium term financial position will be kept under continuous review. The medium term financial plan includes an annual contingency of £275,000 to help mitigate risk to both income and expenditure, this includes the usual £100k operational contingency, plus £25k for the Local Development Scheme and £100k commissioning contingency.
- 4.2 The grant from central Government will reduce from £6.1m in 2010/11 to £5.2m for 2011/12 (and then to £4.7m for 2012/13). Such cuts will require significant savings and in preparation for this, proposals for a new service delivery model have been approved and savings were put forward as part of the budget and approved at the Council meeting on 15 February 2011. The level and profile of the required savings will be kept under review as the longer term financial outlook beyond 2012/13 becomes clearer.
- 4.3 There is an on-going risk that sufficient savings will not be delivered within the required timescales (in such circumstances reserves and balances would have to be used to bridge any gap between net spending and grant), although proposals aim to provide some headroom to mitigate this risk. Furthermore, additional resources from the New Homes Bonus have not yet been included within the budget (potentially estimated at around £300k) as we await final details following the Government's consultation, which ended on 24th December 2010.
- 4.4 In respect of the proposed budget requirement for 2011/12, councillors are asked to consider the following statement:

“ The Head of Finance reports that the estimates of income and expenditure forming the Council's General Fund Revenue and Housing Revenue budgets for 2011/12 have been prepared on the basis of existing plans, known commitments and the financial implications of the proposals for savings and where necessary, service development and improvement. Where it has been necessary to do so, in the case of certain budgets such as contract payments, investment income and income from fees and charges, assumptions have been used for inflation, interest rates and demand for services which are considered

to be reasonable and prudent. In addition a risk assessment is undertaken for these budgets. In view of this, the Head of Finance considers the Council's budget estimates for 2011/12 to be robust."

Reserves and Balances

- 4.5 As with most local authorities, the Council maintains a range of reserves and balances. These can be analysed into three main types:
- i) General Fund (Working) Balance – comprises of a non-earmarked balance (currently set at a minimum of £1.5m) which is set aside to cover the risk of excess inflation or unforeseen events;
 - ii) Housing Revenue Account - as with the General Fund balance but this time relating to a local authority's housing function whilst it operates a Housing Revenue Account (proposal to increase this to £1.5m);
 - iii) Specific reserves – amounts earmarked for specific items of expenditure to meet known or predicted liabilities
- 4.6 Appendix B shows the estimated balance on each of the Council's reserves at the end of 2011/12 after taking into account the impact of the agreed budget and provides a brief summary of each reserve.

The General Fund (Working) Balance

- 4.7 As indicated above, the General Fund Balance is an un-earmarked balance. Following a review of the adequacy of this balance there are no proposals to change the minimum of £1.5m. Any estimated balance above this figure is available to support the budget and future council tax levels within the context of the Council's financial strategy. The Council is planning to use £1m from general Balances over the next 2 years to help smooth the impact of the cuts to public sector funding and therefore current projections show balances depleting to £2m by the end of 2012/13. Appendix A sets out the review of the General Fund Balance.

Housing Revenue Account Balance

- 4.8 The current minimum balance on the Housing Revenue Account is £250 per dwelling which equates to £793k as at 1 April 2011. However the budget risk assessment (see Appendix A) suggests that this level is too low and therefore it is proposed to increase the minimum balance to £1.5m from 1 April 2011. The estimated HRA balance will be £1.475m at 1 April 2011 and whilst this appears to be below the amount required £25k has been earmarked from revenue resources to meet this target.

Specific Earmarked Reserves

- 4.9 In relation to reserves set aside for specific items of expenditure, a review has also been conducted to determine adequate levels. These form part of the Council Medium Term Financial Strategy and recommendations on the use of these reserves to support the 2011/12 revenue budget proposals were approved at the Council meeting on 15 February 2010.
- 4.10 As part of the move to the new service delivery model and the reduction in the Council's work force there will also be redundancy and pension costs to cover. At this stage it is not possible to calculate such costs with any certainty as these will vary from individual to individual, however, they could be in the region of £1.3m over the next 3 years. Supplementary estimates will come forward to Council for approval once these costs have been established.
- 4.11 There are a number of earmarked reserves which can be used to fund these one-off costs:

Reserve/Balances	£000's
Special Projects	562
Spend to Save - unallocated	148
Spend to Save - balance from WTT Phase 1	150
General Balances	440
Total	1,300

There is also the potential to capitalise some of these costs and this will be considered as part of the Council's Medium Term Financial Strategy which will be reviewed over the coming financial year.

- 4.12 In respect of the adequacy of the Council's proposed financial reserves and balances councillors are asked to consider the following statement:

“The Head of Finance reports that, having conducted a review of the Council's requirement for the minimum working balance, taking into consideration various matters including:-

- **the Council's spending plans for 2011/12 and the medium term financial position;**

- the potential redundancy and pension strain costs arising from the need for base budget savings and consequent implementation of the new service delivery model
- a risk assessment of the main items of income and expenditure;
- adequacy of estimates of inflation, interest rates;
- treatment of demand led pressures;
- the need to respond to emergencies, and
- other potential calls on balances

a minimum amount of £1.5m for the General Fund balance and a minimum of £1.5m for the Housing Revenue Account is considered adequate for this purpose.”

5 Financial Implications

5.1 There are no financial implications as a direct result of this report.

6 Conclusions

6.1 The Council's 2011/12 budgets are robust, and based on current assumptions regarding the economic climate the Council has adequate levels of reserves and balances, however cuts in Government grants will require significant savings to be made during 2011/12. The Council has approved a new service delivery model which is intended to deliver the necessary savings in 2011/12 and beyond.

7 Link to Corporate Plan

7.1 The budgets and financial management support all of the Council's strategic themes and in particular:

- Making better use of resources
- Organising to deliver

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

8.1 Sound financial management underpins all of the Council's priorities.

9 Impact on Corporate Policies

9.1	Service Improvement	No Impact
9.2	Equalities	No Impact
9.3	Community Safety and Crime	No Impact
9.4	Procurement	No Impact
9.5	Risk Management In preparing the budget and suggesting appropriate levels of reserves and balances cognisance is given to the identified risks. This report is required by statute and the Council would be criticised by the Audit Commission for non-compliance if it was not considered and approved by councillors.	Impact
9.7	Value for Money The budgets and use of reserves and balances are designed to deliver value for money services and make best use of the resources available.	Impact

10 Background Papers

- 10.1
- i) Local Government Act 2003
 - ii) Guidance on Local Authority Reserves and Balances – published by CIPFA

Review of General Fund and HRA Balances

Introduction

1. The Chartered Institute of Public Finance and Accountancy (CIPFA) considers that a case for introducing a statutory minimum level of reserves, even in exceptional circumstances, has not been made. The Institute believes that Local Authorities, on the advice of their Chief Finance Officer, should make their own judgements on such matters taking into account all the relevant local circumstances. Such circumstances vary, and there is a broad range within which authorities might reasonably operate depending on their particular circumstances.
2. There is no definitive guidance as to the minimum level of balances or reserves, either as an absolute amount or as a proportion of expenditure, since each local authority is independent, operates in a unique local environment and the decision is one of a number of inter-related decisions taken as part of its financial strategy. Section 32 of the Local Government Act 1992 requires billing authorities (such as Selby) to have regard to the level of reserves needed for meeting estimated future expenditure when calculating the budget requirement. Budgets are based upon forecasts of pay and price inflation, changes in interest rates, and the demand for and levels of service to be provided. The existence of balances provides for unexpected changes from these forecasts. Consequently, the provision of an appropriate level of balances is a fundamental part of prudent financial management over the medium term.

Principles to Assess the Adequacy of Reserves

3. Setting the level of general reserves is just one of several related decisions in the formulation of the medium-term financial strategy and the budget for a particular year. Account should be taken of the key financial assumptions underpinning the budget alongside a consideration of the authority's financial management arrangements. In addition to the cash flow requirements of the authority, the following factors should be considered:

Budget Assumptions

- treatment of inflation and interest rates
- a risk assessment of the main items of income and expenditure
- estimates of the level of and timing of capital receipts and general cashflows
- treatment of demand-led pressures (e.g. take-up of housing benefits)

- treatment of planned efficiencies and savings
- financial risks inherent in significant funding partnerships or major capital developments
- the availability of other funds to deal with major contingencies and the adequacy of provisions

Financial Standing and Management

- the overall financial standing of the authority
- the authority's track record in budget and financial management
- the capacity to manage in-year budget pressures
- the strength of financial information and reporting arrangements
- the authority's financial procedure rules and budgetary flexibility
- the adequacy of insurance arrangements to cover major unforeseen risks

Use of any "excess" balances

4. Any use of excess balances (i.e. those above the agreed minimum working balance) needs to be carefully considered in association with the ongoing refinement of the Council's medium-term financial strategy. Balances are a finite resource and can only be used once. Any application of balances should be focused on support for short-term budget restructuring and not ongoing 'base' items of expenditure. Ideally balances should be used to fund one-off expenditure, time-limited expenditure or 'invest to save' type spending.

The impact of the cuts in public sector funding will require significant savings to be made and there is an on-going risk that sufficient savings will not be delivered within the required timescales – reserves and balances would have to be used to bridge any gap between net spending and grant.

What is an appropriate level of Balances for Selby District Council?

5. The current Council policy is for the General Fund Balance to be a minimum £1.5m. This represents approximately 15% of net expenditure or 4% of gross expenditure. The estimated balance at 1 April 2011 is £2.5m. Given the shortfall in investment interest due to the economic recession and the cuts in Government grant, the excess balances over £1.5m will be used to support revenue spending and Council Tax in the medium term.

- *Adequacy of inflation*

Generally budgetary provision is made for inflation in respect of pay, prices and contract expenditure (in 2011/12 no allowance for pay inflation

has been included within the budget). An adverse variance of 1% in the assumptions made to these forms of expenditure would result in additional expenditure of **£150k** in any one year.

- *Adequacy of interest rate assumption*

The Council is a net lender. An adverse variance of 1% in interest rates would increase the budgeted expenditure by approximately **£100k**.

- *Treatment of demand led pressures*

Demand volatility can affect both expenditure (e.g. take up of housing benefits) and income (e.g. number of planning applications). Housing Benefits are a significant item of expenditure estimated at over £20m in 2011/12 the majority of which is met by government subsidy. The estimate of subsidy is complex and is therefore relatively 'high risk'. There had also been a number of regulatory changes in recent years affecting the take up and it is considered prudent therefore to allow for some fluctuation in the net cost of benefits either reflecting subsidy variations, demand changes and changes in regulations. A figure of **£300k** is considered adequate for this purpose.

With regard to income from fees and charges the major income budgets are those relating to:

- Trade waste
- Car Parks
- Planning and Building Control
- Land Charges
- Industrial Unit Rents
- Markets

There is a risk that expected income will not materialise and a fall in demand beyond that predicted for 2011/12 of say a further 10% would lead to a reduction in income of around **£300k**. Counter to this is the potential for increased planning fees from decentralisation of the current prescribed charging regime. At the time of writing this report legislation is awaited and therefore additional income has not been taken into account.

- *Responding to emergencies*

Examples include flooding, and the outbreak of foot and mouth disease. As a local authority, the Council can, in certain cases, gain protection through the Government's Bellwin Scheme. However, this only reimburses 85% of eligible expenditure above a specified threshold.

There were two major issues during 2004/5 which the Council had to fund from general balances. A figure of **£200k** is considered adequate to cover for emergencies.

- *Other Issues*

The Council also has an unusually large Non Domestic Rate debit to collect due to the power industries. The timing of receipts and any changes in debit could have a major impact on the Council's cash flow – an issue which will require particularly close monitoring during the economic recession.

Taking all of these factors into account it would be prudent to maintain the current policy of holding minimum General Fund balances of £1.5m. This combined with the Council's internal financial controls should ensure the authority recognises financial 'issues' early and has the capacity to respond accordingly.

6. The Housing Revenue Account (HRA) suggested balance is currently based on £250 per property, which gives a minimum requirement of £793k at 1 April 2011 which represents 7.6% of the net HRA budget. The estimated HRA balance at 1 April 2011 is projected to be £1.475m and it is proposed that this is increased by £25k during 2011/12 to £1.5m. The HRA Business Plan indicates that this will be depleted by 2016/17.

The HRA does not have a contingency budget as part of its overall budget. An assessment has been made of the HRA budgets which are subject to external influence. This assessment includes the impact of additional expenditure against revenue budgets, variations in the capital programme, the impact of limiting growth bids, reduced income collection rates and an assessment of risk of the age of the stock and vulnerability for repairs planned for future years having to be brought forward.

- *Adequacy of inflation*

Generally budgetary provision is made for inflation in respect of pay, prices and contract expenditure (in 2011/12 no allowance for pay inflation has been included within the budget). An adverse variance of 1% in the assumptions made to these forms of expenditure would result in additional expenditure of **£100k** in any one year.

- *Treatment of demand led pressures*

Demand volatility can affect expenditure (e.g. requests for housing repairs). Housing repairs are a significant item of expenditure estimated

at £2.8m in 2011/12. The estimate of repair costs is based on prior year data however, the age of the stock and winter weather conditions affects the need for repairs year on year. It is considered prudent therefore to allow for some fluctuation in the cost of repairs. A figure of **£300k** is considered adequate for this purpose.

- *Capital Programme*

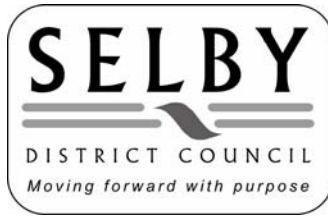
The HRA has a substantial capital programme each year. This is based on an estimate of the amount of work and costs at a point in time. Until the programme commences and a full assessment is made of properties in the relevant element of the programme there is a degree of uncertainty to the volume of work. In addition until the contract for the works is let the costs can only be estimated. It is considered prudent to allow for some fluctuation in the capital programme for additional costs through either additional works or costs or both. A figure of **£300k** is considered adequate for this purpose.

The capital programme is spread across a number of years and elements of the programme due to resources available will be deferred until later years this in itself carries a risk that works may need to be undertaken sooner than expected or that the cost of repairs increases until such time as a particular element of the programme is delivered. It is considered prudent to allow for some fluctuation in the capital programme. A figure of **£500k** is considered adequate for this purpose.

- *Other Issues*

The value of bad debts requiring write off within the HRA is currently rising due to the current economic climate. These bad debts are met from HRA income. It is considered prudent to allow for some fluctuation in bad debts levels. A figure of **£100k** is considered adequate for this purpose.

Taking all of these factors into account it would be prudent to have a Housing Revenue Account general balance of £1.5m. This combined with the Council's internal financial controls should ensure the authority recognises financial 'issues' early and has the capacity to respond accordingly.



Title: Council Tax 2011/12

To: Council

Date: 1 March 2011

Service Area: Finance

Author: Karen Iveson, Head of Finance

Presented by: Karen Iveson, Head of Finance

1 Purpose of Report

1.1 To present councillors with information to enable the 2011/12 Council Tax to be formally agreed.

2 Recommendations:

- 2.1
- (i) Councillors note the information contained in Appendix E of this report in relation to the Council Tax for 2011/12.**
 - (ii) Councillors formally approve the values contained in Appendices A to D and Schedule C in relation to the Council Tax for 2011/12.**
 - (iii) That having calculated the aggregate in each case of the amounts at Schedule B and Appendix E, the Council, in accordance with Section 30(2) of the Local Government Finance Act 1992 hereby sets the amounts shown in Schedule C as the amounts of Council Tax for the year 2011/12 for each of the categories of dwellings shown at Schedule C.**

3 Executive Summary

- 3.1 This report includes appendices and schedules detailing all the information that councillors require to enable them to formally approve the Council Tax for the forthcoming financial year.

4 The Report

- 4.1 Subject to approval of the previous agenda item the Council will set a net budget of £10.191m and will therefore require a net Band D District charge of £158.88 (i.e. no increase on the 2010/11 charge).
- 4.2 At the time of writing the Council has still to receive two Internal Drainage Board precept demands. It is estimated that the total value of the precepts will be similar to the amount included in the General Fund Estimates.
- 4.3 Under the Local Government Finance Act 1992 and other statutory regulations Council must note and approve specific schedules of financial information.
- 4.4 The formal approval of Council is required for the attached appendices as detailed below:
- (i) The revenue estimates for 2011/2012 (Appendix A);
 - (ii) The capital programme for 2011/2012 (Appendix B);
- 4.5 At the meeting on 14 December 2010 the District Council calculated the following amounts for the year 2011/2012 in accordance with regulations made under Section 33(5) of the Local Government Finance Act 1992:
- (i) 29,978 being the amount calculated by the Council in accordance with Regulation 3 of the Local Authorities (Calculation of the Council Tax Base) Regulations 1992 as its Tax Base for the year;
 - (ii) The amounts contained in Appendix C have been calculated by the Council, in accordance with Regulation 6 of the Regulations, as the amounts of its Council Tax Base for the year for dwellings in those parts of its area to which one or more special items relate.
- 4.6 The Council should approve the amounts at Appendix D now calculated by the Council for the year 2011/2012 in accordance with Sections 32 to 36 of the Local Government Finance Act 1992.
- 4.7 The Council should note that for the year 2011/2012, North Yorkshire County Council, North Yorkshire Fire and Rescue Authority and North Yorkshire Police Authority have stated the amounts shown in Appendix E in their precepts issued to the Council, in accordance with Section 40 of the Local Government Finance Act 1992 for each of the categories of dwellings shown in that Appendix.

4.8 Schedule A attached, details the 2011/2012 District and Parish charge for a Band D property in each of the Parishes in the District. Schedule B details the District and Parish charge for each band within each Parish. Schedule C details the total charge including Parish, District Council, County Council, Fire and Rescue Authority and Police Authority precepts for each band within each Parish.

4.9 Finally, the Council should resolve the following:

Having calculated the aggregate in each case of the amounts at Schedule B and Appendix E, the Council, in accordance with Section 30(2) of the Local Government Finance Act 1992 hereby sets the amounts shown in Schedule C as the amounts of Council Tax for the year 2011/2012 for each of the categories of dwellings shown at Schedule C.

5 Financial Implications

5.1 There are no further financial implications as a result of this report.

6 Conclusions

6.1 The Council has a statutory obligation to raise a fair annual council tax in order to meet the financial requirements of services delivered to the public for the forthcoming financial year.

7 Link to Corporate Plan

7.1 The setting of Council Tax supports all of the Council's strategic themes.

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

8.1 The setting of Council Tax supports all of the Council's Priorities.

9 Impact on Corporate Policies

9.1 Service Improvement Impact

Effective financial management helps to ensure that the Council is aiming for continuous improvement as demanded by the principles of Best Value.

9.2 Equalities No Impact

9.3 Community Safety and Crime No Impact

9.4 Procurement No Impact

9.5 Risk Management Impact/No Impact

This report sets the overall budget framework and enabling an accurate, realistic and manageable budget.

9.6 Sustainability No Impact

9.7 Value for Money Impact/No Impact

The report itself will not lead to any efficiency savings. The budgets identified in Appendix A include any cashable Gershon efficiency savings.

10 Background Papers

10.1 Minutes of the Council meeting of 14 December 2010.
Accountancy working papers.

GENERAL FUND

	2011/2012 Estimate £	2012/2013 Estimate £	2013/2014 Estimate £
<u>Net Expenditure</u>			
Economy Board	358,170	361,940	352,050
Environment Board	2,630,970	2,757,570	2,810,400
Planning Committee	72,220	38,630	13,250
Policy & Resources Committee	6,868,150	6,857,840	6,892,320
Social Board	925,980	921,030	933,410
ICT Projects	118,000	264,750	124,660
Savings	(751,210)	(1,653,570)	(2,100,000)
	10,222,280	9,548,190	9,026,090
Investment Income	(214,810)	(324,200)	(499,680)
FRS17 Superannuation Adjustment	33,210	34,300	35,780
External Interest	769,840	776,250	778,130
Capital Accounting Adjustment	(649,480)	(535,850)	(409,970)
Capital Growth	155,000	-	-
Contingencies	275,000	275,000	275,000
	10,591,040	9,773,690	9,205,350
Contribution to/ (from) Reserves	144,470	255,460	410,110
Contribution from Balances	(545,000)	(445,480)	
TOTAL	10,190,510	9,583,670	9,615,460

CAPITAL EXPENDITURE**APPENDIX B**

The tables below shows projected expenditure against available spending powers for 2011/12. In 2011/12 the Council will receive support through the Housing Subsidy system to assist with its borrowing for Housing projects. In addition, under the Prudential Code for capital finance the Council may also borrow additional funds so long as it is able to afford the repayments.

General Fund	2011/12 £'000	2012/13 £'000	2013/14 £'000
<u>Expenditure:</u>			
Planning Grants	10		
Leisure Centre	3	100	
Selby Community Project	1,593	82	
ICT Hardware, Software and Infrastructure	118	265	125
Relocation of Telephone Mast	155		
Disabled Facilities Grant	338	300	300
Projected Expenditure	2,217	747	425
<u>Funding Sources:</u>			
Capital receipts	1,791	242	160
Grants and Contributions	140	140	140
Earmarked Reserves	276	365	125
Revenue	10		
Projected Funding	2,217	747	425
Spending Power Available to Carry Forward			

Housing Revenue Account	2011/12 £'000	2012/13 £'000	2013/14 £'000
<u>Expenditure:</u>			
Electrical Rewires	360	360	360
HRA Capital Programme	2,007	1,911	1,911
Projected Expenditure	2,367	2,271	2,271
<u>Funding Sources:</u>			
Revenue	513	962	1,300
Major Repairs Allowance	1,989	1,960	1,931
Projected Funding	2,502	2,922	3,231
Spending Power Available to Carry Forward	135	651	960

**PARISH COUNCIL PRECEPTS
BAND D EQUIVALENT PROPERTIES**

APPENDIX C

Appleton Roebuck & Acaster Selby	363
Balne	95
Barkston Ash	212
Barlby	1,586
Barlow	275
Beal	264
Biggin	57
Bilbrough	166
Birkin	59
Bolton Percy, Colton & Steeton	227
Brayton	1,938
Brotherton	232
Burn	199
Burton Salmon	196
Byram cum Sutton	486
Camblesforth	503
Carlton	669
Cawood	643
Chapel Haddlesey	89
Church Fenton	503
Cliffe	486
Cridling Stubbs	68
Drax	150
Eggborough	653
Escrick	466
Fairburn	323
Gateforth	107
Hambleton	710
Healaugh & Catterton	98
Heck	85
Hemingbrough	710
Hensall	314
Hillam	341
Hirst Courtney	109
Huddleston with Newthorpe	28
Kelfield	174
Kellington	308
Kirk Smeaton	202
Little Fenton	45
Little Smeaton	134
Long Drax	43

Monk Fryston	428
Newland	76
Newton Kyme and Toulston	118
North Duffield	497
Oxton	10
Riccall	872
Ryther	99
Saxton & Lead	236
Selby	4,554
Sherburn in Elmet	2,151
Skipwith	129
South Milford	903
Stapleton	29
Stillingfleet	181
Stutton with Hazlewood	392
Tadcaster	2,188
Temple Hirst	42
Thorganby	148
Thorpe Willoughby	936
Towton (with Grimston, Kirby Wharfe & North Milford)	177
Ulleskelf	332
Walden Stubbs	31
West Haddlesey	90
Whitley	372
Wistow	500
Womersley	171

29,978

APPENDIX D

Amounts now calculated by the Council for the year 2011/2012 in accordance with Sections 32 to 36 of the Local Government Finance Act 1992:

- a) **£52,412,286** being the aggregate of the amounts which the Council estimates for the items set out in Section 32(2)(a) to (e) of the Act.
- b) **£40,930,750** being the aggregate of the amounts which the Council estimates for the items set out in Section 32(3)(a) to (c) of the Act.
- c) **£11,481,536** being the amount by which the aggregate at (a) above exceeds the aggregate at (b) above, calculated by the Council, in accordance with Section 32(4) of the Act, as its budget requirement for the year.
- d) **£5,308,604** being the aggregate of the sums which the Council estimates will be payable for the year into its general fund in respect of redistributed non-domestic rates, revenue support grant, additional grant or SSA reduction grant, increased by the amount of the sums which the Council estimates will be transferred in the year from its collection fund to its general fund in accordance with Regulation 4(7) of the Local Government Changes for England (Collection Fund Surpluses and Deficits Regulations 1995) and increased by the amount of any sum which the Council estimates will be transferred from its Collection Fund pursuant to the Collection Fund (Local Government Changes for England) (Community Charges) Directions under Section 98(4) of the Local Government Finance Act 1988 made on 22 November 1995.
- e) **£205.92** being the amount at (c) above less the amount at (d) above, all divided by the amount at paragraph 11(i) of the report, calculated by the Council, in accordance with Section 33(1) of the Act, as the basic amount of its Council Tax for the year.
- f) **£1,410,027** being the aggregate amount of all special items referred to in Section 34(1) of the Act.
- g) **£158.88** being the amount at (e) above less the result given by dividing the amount at (f) above by the amount at paragraph 11(i) of the report, calculated by the Council, in accordance with Section 34(2) of the Act, as the basic amount of its Council Tax for the year for dwellings in those parts of its area to which no special item relates.

- h) See Schedule A for details** being the amounts given by adding to the amount at (g) above the amounts of the special item or items relating to dwellings in those parts of the Councils area mentioned above divided in each case by the amount at Appendix D, calculated by the Council, in accordance with Section 34(3) of the Act, as the basic amounts of its Council Tax for the year for dwellings in those parts of its area to which one or more special items relate.
- (i) See Schedule B for details** being the amounts given by multiplying the amounts at (h) above by the number which, in the proportion set out in Section 5(1) of the Act, is applicable to dwellings listed in a particular valuation band divided by the number which in that proportion is applicable to dwellings listed in valuation band D calculated by the Council, in accordance with Section 36(1) of the Act, as the amounts to be taken into account for the year in respect of categories of dwellings listed in different valuation bands.

NORTH YORKSHIRE PRECEPTS**APPENDIX E**

Valuation Band	NYCC	NY Fire Authority	NY Police Authority
	£ p	£ p	£ p
A-	587.49	34.50	113.64
A	704.99	41.40	136.37
B	822.48	48.30	159.09
C	939.98	55.20	181.82
D	1057.48	62.10	204.55
E	1292.48	75.90	250.01
F	1527.47	89.70	295.46
G	1762.47	103.50	340.92
H	2114.96	124.20	409.10

DISTRICT COUNCIL TAX - BAND D**SCHEDULE A****(including Parish Precepts)****Band D
Charge
£ p****PARISH COUNCIL**

Appleton Roebuck & Acaster Selby	182.30
Balne	177.83
Barkston Ash	180.11
Barlby	210.35
Barlow	201.84
Beal	230.85
Biggin	167.65
Bilbrough	187.34
Birkin	158.88
Bolton Percy, Colton & Steeton	180.91
Brayton	189.32
Brotherton	201.98
Burn	176.47
Burton Salmon	178.27
Byram cum Sutton	197.40
Camblesforth	191.68
Carlton	188.78
Cawood	219.22
Chapel Haddlesey	203.88
Church Fenton	189.70
Cliffe	199.46
Cridling Stubbs	186.09
Drax	192.21
Eggborough	181.85
Escrick	180.34
Fairburn	188.01
Gateforth	178.66
Hambleton	199.02
Healaugh & Catterton	163.22
Heck	187.32
Hemingbrough	190.57
Hensall	181.17
Hillam	192.00
Hirst Courtney	244.20
Huddleston with Newthorpe	166.02
Kelfield	183.13
Kellington	232.48
Kirk Smeaton	183.63
Little Fenton	158.88

Little Smeaton	158.88
Long Drax	180.97
Monk Fryston	201.28
Newland	158.88
Newton Kyme cum Toulston	180.24
North Duffield	189.06
Oxton	158.88
Riccall	245.69
Ryther cum Ossendyke	194.23
Saxton cum Scarthingwell & Lead	209.73
Selby	258.38
Sherburn in Elmet	205.70
Skipwith	158.88
South Milford	181.03
Stapleton	158.88
Stillingfleet	179.79
Stutton with Hazlewood	178.01
Tadcaster	209.79
Temple Hirst	158.88
Thorganby	182.33
Thorpe Willoughby	185.79
Towton (with Grimston, Kirby Wharfe & North Milford)	171.87
Ulleskelf	208.33
Walden Stubbs	158.88
West Haddlesey	183.32
Whitley	184.42
Wistow	182.02
Womersley	224.03

DISTRICT COUNCIL TAX (INCLUDING PARISH COUNCIL EXPENDITURE)

SCHEDULE B

PARISH COUNCIL	Parish Band D 2011/12	BANDS							
		A	B	C	D	E	F	G	H
		£ p	£ p	£ p	£ p	£ p	£ p	£ p	£ p
Appleton Roebuck & Acaster Selby	23.42	121.53	141.79	162.05	182.30	222.81	263.32	303.83	364.60
Balne	18.95	118.55	138.31	158.07	177.83	217.35	256.86	296.38	355.66
Barkston Ash	21.23	120.07	140.08	160.10	180.11	220.14	260.16	300.18	360.22
Barlby	51.47	140.23	163.60	186.98	210.35	257.10	303.84	350.58	420.70
Barlow	42.96	134.56	156.98	179.42	201.84	246.70	291.54	336.40	403.68
Beal	71.97	153.90	179.55	205.20	230.85	282.15	333.45	384.75	461.70
Biggin	8.77	111.77	130.39	149.03	167.65	204.91	242.16	279.42	335.30
Bilbrough	28.46	124.89	145.71	166.53	187.34	228.97	270.60	312.23	374.68
Birkin	0.00	105.92	123.57	141.23	158.88	194.19	229.49	264.80	317.76
Bolton Percy, Colton & Steeton	22.03	120.61	140.70	160.81	180.91	221.12	261.31	301.52	361.82
Brayton	30.44	126.21	147.25	168.29	189.32	231.39	273.46	315.53	378.64
Brotherton	43.10	134.65	157.09	179.54	201.98	246.87	291.75	336.63	403.96
Burn	17.59	117.65	137.25	156.87	176.47	215.69	254.90	294.12	352.94
Burton Salmon	19.39	118.85	138.65	158.47	178.27	217.89	257.50	297.12	356.54
Byram cum Sutton	38.52	131.60	153.53	175.47	197.40	241.27	285.13	329.00	394.80
Camblesforth	32.80	127.79	149.08	170.39	191.68	234.28	276.87	319.47	383.36
Carlton	29.90	125.85	146.83	167.81	188.78	230.73	272.68	314.63	377.56
Cawood	60.34	146.15	170.50	194.87	219.22	267.94	316.65	365.37	438.44
Chapel Haddlesey	45.00	135.92	158.57	181.23	203.88	249.19	294.49	339.80	407.76
Church Fenton	30.82	126.47	147.54	168.63	189.70	231.86	274.01	316.17	379.40
Cliffe	40.58	132.97	155.13	177.30	199.46	243.79	288.11	332.43	398.92
Cridling Stubbs	27.21	124.06	144.73	165.42	186.09	227.45	268.79	310.15	372.18
Drax	33.33	128.14	149.49	170.86	192.21	234.93	277.63	320.35	384.42
Eggborough	22.97	121.23	141.44	161.65	181.85	222.26	262.67	303.08	363.70
Escrick	21.46	120.23	140.26	160.31	180.34	220.42	260.49	300.57	360.68
Fairburn	29.13	125.34	146.23	167.12	188.01	229.79	271.57	313.35	376.02
Gateforth	19.78	119.11	138.95	158.81	178.66	218.37	258.06	297.77	357.32
Hambleton	40.14	132.68	154.79	176.91	199.02	243.25	287.47	331.70	398.04
Healaugh & Catterton	4.34	108.81	126.95	145.09	163.22	199.49	235.76	272.03	326.44
Heck	28.44	124.88	145.69	166.51	187.32	228.95	270.57	312.20	374.64
Hemingbrough	31.69	127.05	148.22	169.40	190.57	232.92	275.26	317.62	381.14
Hensall	22.29	120.78	140.91	161.04	181.17	221.43	261.69	301.95	362.34
Hillam	33.12	128.00	149.33	170.67	192.00	234.67	277.33	320.00	384.00
Hirst Courtney	85.32	162.80	189.93	217.07	244.20	298.47	352.73	407.00	488.40
Huddleston with Newthorpe	7.14	110.68	129.12	147.58	166.02	202.92	239.80	276.70	332.04
Kelfield	24.25	122.09	142.43	162.79	183.13	223.83	264.52	305.22	366.26
Kellington	73.60	154.99	180.81	206.65	232.48	284.15	335.80	387.47	464.96
Kirk Smeaton	24.75	122.42	142.82	163.23	183.63	224.44	265.24	306.05	367.26
Little Fenton	0.00	105.92	123.57	141.23	158.88	194.19	229.49	264.80	317.76
Little Smeaton	0.00	105.92	123.57	141.23	158.88	194.19	229.49	264.80	317.76
Long Drax	22.09	120.65	140.75	160.87	180.97	221.19	261.40	301.62	361.94
Monk Fryston	42.40	134.19	156.55	178.92	201.28	246.01	290.73	335.47	402.56
Newland	0.00	105.92	123.57	141.23	158.88	194.19	229.49	264.80	317.76
Newton Kyme cum Toulston	21.36	120.16	140.18	160.22	180.24	220.30	260.34	300.40	360.48
North Duffield	30.18	126.04	147.04	168.06	189.06	231.08	273.08	315.10	378.12
Oxton	0.00	105.92	123.57	141.23	158.88	194.19	229.49	264.80	317.76
Riccall	86.81	163.79	191.09	218.39	245.69	300.29	354.88	409.48	491.38
Ryther cum Ossendyke	35.35	129.49	151.06	172.65	194.23	237.40	280.55	323.72	388.46
Saxton cum Scarthingwell & Lead	50.85	139.82	163.12	186.43	209.73	256.34	302.94	349.55	419.46
Selby	99.50	172.25	200.96	229.67	258.38	315.80	373.21	430.63	516.76
Sherburn in Elmet	46.82	137.13	159.99	182.85	205.70	251.41	297.12	342.83	411.40
Skipwith	0.00	105.92	123.57	141.23	158.88	194.19	229.49	264.80	317.76
South Milford	22.15	120.69	140.80	160.92	181.03	221.26	261.48	301.72	362.06
Stapleton	0.00	105.92	123.57	141.23	158.88	194.19	229.49	264.80	317.76
Stillingfleet	20.91	119.86	139.83	159.82	179.79	219.75	259.69	299.65	359.58
Stutton with Hazlewood	19.13	118.67	138.45	158.23	178.01	217.57	257.12	296.68	356.02
Tadcaster	50.91	139.86	163.17	186.48	209.79	256.41	303.03	349.65	419.58
Temple Hirst	0.00	105.92	123.57	141.23	158.88	194.19	229.49	264.80	317.76

Thorganby	23.45	121.55	141.81	162.07	182.33	222.85	263.36	303.88	364.66
Thorpe Willoughby	26.91	123.86	144.50	165.15	185.79	227.08	268.36	309.65	371.58
Towton (with Grimston, Kirby Wharfe & North Milford)	12.99	114.58	133.67	152.78	171.87	210.07	248.25	286.45	343.74
Ulleskelf	49.45	138.89	162.03	185.19	208.33	254.63	300.92	347.22	416.66
Walden Stubbs	0.00	105.92	123.57	141.23	158.88	194.19	229.49	264.80	317.76
West Haddlesey	24.44	122.21	142.58	162.95	183.32	224.06	264.79	305.53	366.64
Whitley	25.54	122.95	143.43	163.93	184.42	225.41	266.38	307.37	368.84
Wistow	23.14	121.35	141.57	161.80	182.02	222.47	262.91	303.37	364.04
Womersley	65.15	149.35	174.24	199.14	224.03	273.82	323.60	373.38	448.06

TOTAL COUNCIL TAX 2011/2012

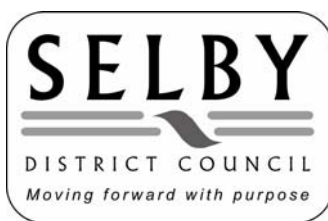
SCHEDULE C

BANDS

PARISH COUNCIL

	A	B	C	D	E	F	G	H
	£ p	£ p	£ p	£ p	£ p	£ p	£ p	£ p
Appleton Roebuck & Acaster Selby	1004.29	1171.66	1339.05	1506.43	1841.20	2175.95	2510.72	3012.86
Balne	1001.31	1168.18	1335.07	1501.96	1835.74	2169.49	2503.27	3003.92
Barkston Ash	1002.83	1169.95	1337.10	1504.24	1838.53	2172.79	2507.07	3008.48
Barlby	1022.99	1193.47	1363.98	1534.48	1875.49	2216.47	2557.47	3068.96
Barlow	1017.32	1186.85	1356.42	1525.97	1865.09	2204.17	2543.29	3051.94
Beal	1036.66	1209.42	1382.20	1554.98	1900.54	2246.08	2591.64	3109.96
Biggin	994.53	1160.26	1326.03	1491.78	1823.30	2154.79	2486.31	2983.56
Billbrough	1007.65	1175.58	1343.53	1511.47	1847.36	2183.23	2519.12	3022.94
Birkin	988.68	1153.44	1318.23	1483.01	1812.58	2142.12	2471.69	2966.02
Bolton Percy, Colton & Steeton	1003.37	1170.57	1337.81	1505.04	1839.51	2173.94	2508.41	3010.08
Brayton	1008.97	1177.12	1345.29	1513.45	1849.78	2186.09	2522.42	3026.90
Brotherton	1017.41	1186.96	1356.54	1526.11	1865.26	2204.38	2543.52	3052.22
Burn	1000.41	1167.12	1333.87	1500.60	1834.08	2167.53	2501.01	3001.20
Burton Salmon	1001.61	1168.52	1335.47	1502.40	1836.28	2170.13	2504.01	3004.80
Byram cum Sutton	1014.36	1183.40	1352.47	1521.53	1859.66	2197.76	2535.89	3043.06
Camblesforth	1010.55	1178.95	1347.39	1515.81	1852.67	2189.50	2526.36	3031.62
Carlton	1008.61	1176.70	1344.81	1512.91	1849.12	2185.31	2521.52	3025.82
Cawood	1028.91	1200.37	1371.87	1543.35	1886.33	2229.28	2572.26	3086.70
Chapel Haddlesey	1018.68	1188.44	1358.23	1528.01	1867.58	2207.12	2546.69	3056.02
Church Fenton	1009.23	1177.41	1345.63	1513.83	1850.25	2186.64	2523.06	3027.66
Cliffe	1015.73	1185.00	1354.30	1523.59	1862.18	2200.74	2539.32	3047.18
Cridling Stubbs	1006.82	1174.60	1342.42	1510.22	1845.84	2181.42	2517.04	3020.44
Drax	1010.90	1179.36	1347.86	1516.34	1853.32	2190.26	2527.24	3032.68
Eggborough	1003.99	1171.31	1338.65	1505.98	1840.65	2175.30	2509.97	3011.96
Escrick	1002.99	1170.13	1337.31	1504.47	1838.81	2173.12	2507.46	3008.94
Fairburn	1008.10	1176.10	1344.12	1512.14	1848.18	2184.20	2520.24	3024.28
Gateforth	1001.87	1168.82	1335.81	1502.79	1836.76	2170.69	2504.66	3005.58
Hambleton	1015.44	1184.66	1353.91	1523.15	1861.64	2200.10	2538.59	3046.30
Healaugh & Catterton	991.57	1156.82	1322.09	1487.35	1817.88	2148.39	2478.92	2974.70
Heck	1007.64	1175.56	1343.51	1511.45	1847.34	2183.20	2519.09	3022.90
Hemingbrough	1009.81	1178.09	1346.40	1514.70	1851.31	2187.89	2524.51	3029.40
Hensall	1003.54	1170.78	1338.04	1505.30	1839.82	2174.32	2508.84	3010.60
Hillam	1010.76	1179.20	1347.67	1516.13	1853.06	2189.96	2526.89	3032.26
Hirst Courtney	1045.56	1219.80	1394.07	1568.33	1916.86	2265.36	2613.89	3136.66
Huddleston with Newthorpe	993.44	1158.99	1324.58	1490.15	1821.31	2152.43	2483.59	2980.30
Kelfield	1004.85	1172.30	1339.79	1507.26	1842.22	2177.15	2512.11	3014.52
Kellington	1037.75	1210.68	1383.65	1556.61	1902.54	2248.43	2594.36	3113.22
Kirk Smeaton	1005.18	1172.69	1340.23	1507.76	1842.83	2177.87	2512.94	3015.52
Little Fenton	988.68	1153.44	1318.23	1483.01	1812.58	2142.12	2471.69	2966.02
Little Smeaton	988.68	1153.44	1318.23	1483.01	1812.58	2142.12	2471.69	2966.02
Long Drax	1003.41	1170.62	1337.87	1505.10	1839.58	2174.03	2508.51	3010.20
Monk Fryston	1016.95	1186.42	1355.92	1525.41	1864.40	2203.36	2542.36	3050.82
Newland	988.68	1153.44	1318.23	1483.01	1812.58	2142.12	2471.69	2966.02
Newton Kyme cum Toulston	1002.92	1170.05	1337.22	1504.37	1838.69	2172.97	2507.29	3008.74
North Duffield	1008.80	1176.91	1345.06	1513.19	1849.47	2185.71	2521.99	3026.38
Oxton	988.68	1153.44	1318.23	1483.01	1812.58	2142.12	2471.69	2966.02
Riccall	1046.55	1220.96	1395.39	1569.82	1918.68	2267.51	2616.37	3139.64
Ryther cum Ossendyke	1012.25	1180.93	1349.65	1518.36	1855.79	2193.18	2530.61	3036.72
Saxton cum Scarthingwell & Lead	1022.58	1192.99	1363.43	1533.86	1874.73	2215.57	2556.44	3067.72
Selby	1055.01	1230.83	1406.67	1582.51	1934.19	2285.84	2637.52	3165.02
Sherburn in Elmet	1019.89	1189.86	1359.85	1529.83	1869.80	2209.75	2549.72	3059.66
Skipwith	988.68	1153.44	1318.23	1483.01	1812.58	2142.12	2471.69	2966.02

South Milford	1003.45	1170.67	1337.92	1505.16	1839.65	2174.11	2508.61	3010.32
Stapleton	988.68	1153.44	1318.23	1483.01	1812.58	2142.12	2471.69	2966.02
Stillingfleet	1002.62	1169.70	1336.82	1503.92	1838.14	2172.32	2506.54	3007.84
Stutton with Hazlewood	1001.43	1168.32	1335.23	1502.14	1835.96	2169.75	2503.57	3004.28
Tadcaster	1022.62	1193.04	1363.48	1533.92	1874.80	2215.66	2556.54	3067.84
Temple Hirst	988.68	1153.44	1318.23	1483.01	1812.58	2142.12	2471.69	2966.02
Thorganby	1004.31	1171.68	1339.07	1506.46	1841.24	2175.99	2510.77	3012.92
Thorpe Willoughby	1006.62	1174.37	1342.15	1509.92	1845.47	2180.99	2516.54	3019.84
Towton (with Grimston, Kirby Wharfe & North Milford)	997.34	1163.54	1329.78	1496.00	1828.46	2160.88	2493.34	2992.00
Ulleskelf	1021.65	1191.90	1362.19	1532.46	1873.02	2213.55	2554.11	3064.92
Walden Stubbs	988.68	1153.44	1318.23	1483.01	1812.58	2142.12	2471.69	2966.02
West Haddlesey	1004.97	1172.45	1339.95	1507.45	1842.45	2177.42	2512.42	3014.90
Whitley	1005.71	1173.30	1340.93	1508.55	1843.80	2179.01	2514.26	3017.10
Wistow	1004.11	1171.44	1338.80	1506.15	1840.86	2175.54	2510.26	3012.30
Womersley	1032.11	1204.11	1376.14	1548.16	1892.21	2236.23	2580.27	3096.32
NYCC	704.99	822.48	939.98	1057.48	1292.48	1527.47	1762.47	2114.96
NYFARA	41.40	48.30	55.20	62.10	75.90	89.70	103.50	124.20
NYPA	136.37	159.09	181.82	204.55	250.01	295.46	340.92	409.10
SDC	105.92	123.57	141.23	158.88	194.19	229.49	264.80	317.76
TOTAL	988.68	1153.44	1318.23	1483.01	1812.58	2142.12	2471.69	2966.02



Title: Changes to the Constitution
To: Council
Date: 3 1 March 2011
Service Area: Governance
Author: Jonathan Lund – Deputy Chief Executive

1 Purpose of Report

- 1.1 To advise the Council of the need to change some elements of the Council's "Leader and Executive" model Constitution to reflect the new service delivery structure, explain the types of changes which will be necessary and to seek authority to make the necessary changes.

2 Recommendation(s)

- 2.1 **To receive, note and endorse the Report.**
- 2.2 **To authorise the Chief Executive to make the necessary changes to the new Constitution as set out in paragraphs 4.7, 4.12, 4.13 and 4.16.**

3 Executive Summary

- 3.1 The Council will introduce a new model of service delivery from 1st April 2011. As a consequence the "Leader and Executive" model Constitution which was approved in November 2010 for implementation after the ordinary Council elections in May 2011 is being reviewed to reflect the proposed new service delivery model.
- 3.2 The principles of the "Leader and Executive" model constitution will remain unchanged and the extent of committee and officer delegations will also remain unchanged. However there will need to be a series of amendments made to the Constitution to reflect different officer job roles and job titles and to accommodate anticipated changes to procedure.

- 3.3 Further changes to the Constitution will be necessary later in the year to reflect the new provisions contained within the Localism Bill which is now being debated in Parliament.

4 The Report

- 4.1 On 9 November 2010 the Council resolved to change its decision-making structures and move to a “Leader and Executive” model of governance. The Council also approved a revised Constitution to govern the new arrangements. The changes, and the new Constitution come into force after the ordinary election of district councillors in May 2011.

- 4.2 The Council has also embarked upon a process substantially to re-organise its structures and systems for delivering services to help the Council respond more effectively to the challenges of the Comprehensive Spending Review and the Local Government Financial Settlement.

- 4.3 The new model of service delivery will require some changes to the new Constitution and this report outlines those changes.

- 4.4 It should be noted, however, that the principles of decision-making set out in the constitution and the rights and obligations of the public, councillors and officers will remain unchanged and the scope of delegation to the Executive, Committees and Officers is also unchanged.

4.5 Delegations – Changing Job Roles and Titles

- 4.6 As the new service delivery model places greater emphasis on generic and cross-functional working rather than the more traditional service or professional silos, the most recurring requirement will be to change the Constitution where it refers to job roles or job titles. For example the frequent references to Heads of Service will need to be amended to reflect the new roles and responsibilities at an equivalent level.

- 4.7 In order to accommodate these changes before new job roles and titles are approved by Council it is proposed to amend the Constitution to delete existing references to “Head of Service for ...” and replace it with reference to the “Responsible Officer for...” The Chief Executive as Head of the Paid Service has responsibility for allocating roles and responsibilities and it is proposed that the Chief Executive will prepare, insert into the Constitution and thereafter maintain, an up-to-date list of the Responsible Officers.

- 4.8 Existing references to the Chief Executive, Head of the Paid Service, Proper Officer, Section 151 or Chief Financial Officer and Monitoring Officer remain unchanged. The scope, extent and nature of the existing delegations will also remain unchanged.

4.9 The principal areas affected by these changes will be Part 3 – Responsibility for Functions and the following sections of Part 4 – Financial Procedure Rules, Officer Employment Procedure Rules and Contract Procedure Rules.

4.10 SDV Board

4.11 The new service delivery model also anticipates the establishment of a Service Delivery Vehicle Board which will comprise Councillors and non-voting Officers and a co-opted Non-executive Director. The role of this Board will need to be reflected in the Constitution.

4.12 Article 8 of the Constitution refers to Regulatory and Other Committees. This Article will be amended to refer to the SDV Board in the following terms:

“8.3 Other Committees

The Council will appoint an SDV Board with the responsibilities set out in Part 3 of this Constitution”

4.13 Part 3 Responsibility for Functions – Section 5 will be amended to add the following

Committee	Membership	Functions
SDV Board	<u>Non-Executive Directors</u> 3 Councillors (voting members) 1 co-opted member (non voting) <u>Executive Directors</u> 2 Officers (non voting)	To determine and review the strategic direction of the business within the policy and budget framework of Selby District Council.
Detailed Responsibilities		
1. Determine, and monitor performance in achieving, the business's key financial objectives.	2. Report and account for the activities of the SDV to the Council, the public and other stakeholders.	
3. Consider emerging issues which may be material to the business and affairs of the SDV.	4. Develop proposals for joint ventures, strategic partnerships and alliances which are significant in terms of the business of the SDV.	

5. Receive regular Business and Financial Reports and review performance in the light of the business's strategy, objectives, corporate and business plans, budgets and policies.	6. Consider and approve the SDV's procedures for reviewing, monitoring and managing risk.
7. Receive and consider high level reports on matters material to the business including relations with regulatory authorities, human resources, information technology, insurance, disaster recovery, litigation and health and safety.	
<p>The SDV Board will operate to deliver a business which is commercially focussed but which operates under the statutory framework which regulates local government and in accordance with the Constitution of Selby District Council and the Rules of Procedure contained therein.</p> <p>All decisions of the Board will be given effect using the existing delegations to officers or by way of report and recommendation to the appropriate decision-making body of the Council.</p>	

4.14 The Audit Committee

4.15 The Constitution establishes an Audit Committee as one of three Overview and Scrutiny Committees of the Council and sets out a number of specific functions which include the approval of the Council's Annual Governance Statement, Statement of Accounts, Income and Expenditure and balance sheet or records of receipts and payments.

4.16 This power of approval goes beyond the normal powers of an overview and scrutiny committee and, for the avoidance of doubt, and to pave the way, if necessary, for the Audit Committee to take on any residual ethical and governance roles remaining once the national standards regime is abolished it is proposed to amend Article 6 – Overview and Scrutiny Committees, Part 3 – Responsibility for Functions Section 6 (Specific Responsibility for Overview and Scrutiny Functions) and Part 4 – Overview and Scrutiny Procedure Rules to state expressly that the Council's statutory Overview and Scrutiny Functions as set out in the Local Government Act 2000 and subsequent regulations will be carried out by either the Policy Review Committee and the Scrutiny Committee only.

4.17 Joint Arrangements

- 4.18 Council is now engaged in a wide variety of joint service delivery arrangements (e.g. the NYorks Building Control Partnership), shared services (e.g. ICT with Craven DC) and contractual service partnerships (e.g. Enterprise, WLCT). Each has its own governance arrangements and it is likely to be necessary to review and streamline those arrangements. This will have to be implemented over time and in consultation with our partners, but the Constitution will need to accommodate that process and further amendments to the Constitution are likely to be necessary in the coming year.

5 Financial Implications

- 5.1 There are no financial implications arising from this report

6 Conclusions

- 6.1 This report outlines the necessary consequential changes to the Council's future Constitution arising from the adoption of a new service delivery model in April 2011

7 Link to Corporate Plan - none

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

- 8.1 It facilitates the achievement of projects aimed at ensuring the Council makes best use of its resources and is organised to deliver.

9 Impact on Corporate Policies

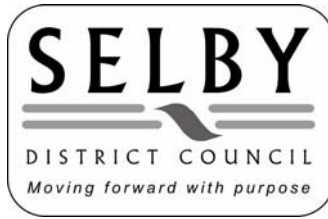
9.1	Service Improvement	Impact
	The changes will help implement the service improvements which are the intended consequence of the new service delivery model.	
9.2	Equalities	No Impact
9.3	Community Safety and Crime	No Impact
9.4	Procurement	No Impact
9.5	Risk Management	No Impact
9.6	Sustainability	No Impact
9.7	Value for Money	No Impact

10 Background Papers

- 10.1 New Constitution

2011/12 Schedule of Meetings

		2012																										
	May	June	July	August	September	October	November	December	January	February	March	April	May															
M	2	Bank Hol			1	School hols		3					2	Bank Hol			2	School hols			M							
T	3				2	School hols		4	1	POLICY			3	School hols			3	School hols	1		T							
W	4		1	School hols		3	School hols		5				4	AUDIT	1			4	School hols	2		W						
T	5	ELECTION	2	EXECUTIVE		4	School hols	1	EXECUTIVE	6	EXECUTIVE	3	EXECUTIVE	1	EXECUTIVE	5	EXECUTIVE	2	EXECUTIVE	1	EXECUTIVE	5	EXECUTIVE	3	EXECUTIVE	T		
F	6	COUNT	3	School hols	1		5	School hols	2		7		4		2		6		3		2		6	Bank Hol	4		F	
M	9		6	LICENSING	4	LICENSING	8	School hols	5	LICENSING	10	LICENSING	7	LICENSING	5	LICENSING	9	LICENSING	6	LICENSING	5	LICENSING	9	Bank Hol	7	Bank Hol	M	
T	10	WESTERN CEF	7		5	WESTERN CEF	9	School hols	6		11		8		6	WESTERN CEF	10		7		6		10	School hols	8		T	
W	11		8	PLANNING	6	PLANNING	10	School hols	7	PLANNING	12	PLANNING	9	PLANNING	7	PLANNING	11	PLANNING	8	PLANNING	7	PLANNING	11	PLANNING	9	PLANNING	W	
T	12		9		7	EXECUTIVE	11	School hols	8	SOUTHERN CEF	13		10		8		12		9		8	SOUTHERN CEF	12	POLICY	10		T	
F	13		10		8		12	School hols	9		14		11		9		13		10		9		13	School hols	11		F	
M	16		13	TAD CEF	11		15	School hols	12	CEF STEERING GROUP	17		14		12	CEF STEERING GROUP	16		13	School hols	12		16		14	LICENSING	M	
T	17	ANNUAL COUNCIL	14		12		16	School hols	13	COUNCIL	18		15		13	COUNCIL	17	TAD CEF	14	WESTERN CEF	13		17	WESTERN CEF	15	ANNUAL COUNCIL	T	
W	18	CENTRAL CEF	15		13	CENTRAL CEF	17	School hols	14		19	EASTERN CEF	16		14		18		15	School hols	14	CENTRAL CEF	18	AUDIT	16		W	
T	19	Executive BRIEFINGS Southern CEF	16	Executive BRIEFINGS	14	SOUTHERN CEF	18	School hols	15	Executive BRIEFINGS	20	Executive BRIEFINGS	17	Executive BRIEFINGS	15	Executive BRIEFINGS	19	Executive BRIEFINGS	16	Executive BRIEFINGS	15	Executive BRIEFINGS	19	Executive BRIEFINGS	17	Executive BRIEFINGS	T	
F	20		17		15		19	School hols	16		21		18		16		20		17	School hols	16		20		18		F	
M	23		20	STANDARDS	18		22	School hols	19	TAD CEF	24	School hols	21		19	STANDARDS	23		20		19	STANDARDS	23	SCRUTINY Provisional	21		M	
T	24		21	SCRUTINY	19		23	School hols	20	SCRUTINY	25	SCRUTINY Provisional	22	SCRUTINY	20	SCRUTINY Provisional	24	POLICY	21	SCRUTINY Provisional	20	SCRUTINY	24	COUNCIL Provisional	22		T	
W	25	EASTERN CEF	22	CEF STEERING GROUP	20	EASTERN CEF	24	School hols	21	CENTRAL CEF	26	School hols	23		21	EASTERN CEF	25	CENTRAL CEF	22	EASTERN CEF	21		25	Eastern CEF	23		W	
T	26		23	POLICY	21	Executive BRIEFINGS	25	School hols	22		27	School hols	24		22	SOUTHERN CEF	26		23		22		26	SOUTHERN CEF	24		T	
F	27		24		22		26	School hols	23		28	School hols	25		23	School hols	27		24		23		27		25		F	
M	30	Bank Hol	27		25		29	Bank Hol	26	STANDARDS	31		28	TAD CEF	26	Bank Hol	30		27		26		30	TAD CEF	28		M	
T	31	School hols	28	COUNCIL	26	POLICY	30	School hols	27	WESTERN CEF			29		27	School hols	31	SCRUTINY Provisional	28	COUNCIL	27			29		31		T
W			29	AUDIT	27	SCRUTINY Provisional	31	School hols	28	AUDIT			30	CENTRAL CEF	28	School hols			29		28				30		W	
T			30		28	Executive Provisional			29				29		29	School hols					29				31		T	
F				29	School hols				30				30		30	School hols					30						F	



Title: Shadow Revenue Budget 2011/12
To: Council
Date: 1 March 2011
Service Area: Finance
Author: Karen Iveson
Head of Service – Finance

1 Purpose of Report

- 1.1 The report outlines the high level shadow revenue budgets for the Council under the new service delivery model. The proposed 'cost envelopes' are within the budget approved by Council on 15 February 2011.

2 Recommendation

- 2.1 **It is recommended that the shadow revenue budgets be approved.**

3 Executive Summary

- 3.1 This report presents the 'cost envelopes' within which the SDV and TSO will operate and shows the overall budget which will be retained by the Council's support core.

4 The Report

- 4.1 The Council's budgets have been constructed using the current committee structure and these have been used for formal budget and Council Tax setting purposes.
- 4.2 However, moving to a commissioning authority and implementation of the new service delivery model will require a restructure of the Council's finances although at operational level it is envisaged that budgets will continue to be devolved in line with CIPFA's Best Value Accounting Code of Practice.
- 4.3 This report presents the outline 'cost envelopes' for year 1 of the new model and it is anticipated that these will be refined further over the coming year.

- 4.4 Details are contained in Appendix 1 and show that the shadow budgets correspond to the approved Medium Term Financial Plan (MTFP).
- 4.5 Further development and refinement of the cost envelopes and income or surplus sharing arrangements will be undertaken over the 1st year of operation and will be submitted to the executive for approval as part of the budget process for 2012/13.
- 4.6 Whilst the SDV and TSO are part of the Council they are bound by the same legislative regime as the Council and are subject to the same financial, auditing and governance requirements of the Council.

Core Budget

- 4.7 The Council's small support core will cover strategic, corporate management and the democratic process (including elections) along with statutory responsibilities covered by the Monitoring and Section 151 officers, high level commissioning and performance management.
- 4.8 For simplicity during the first year, all of the 'corporate' costs and income will be retained by the core – including Internal Drainage Board Levies, investment interest, loan interest payments; reserve contributions and other accounting adjustments (for capital charges and FRS17 pension costs etc); Formula Grant and Council Tax. However, over time and as the 'arms length' nature of the SDV and TSO develop, it is expected that this will become more sophisticated.
- 4.9 There are contingencies within the core budget as follows:
- £100k – operational contingency for unforeseen cost/income pressures – use delegated to S151 Officer
 - £25k – Local development Scheme contingency – use delegated to S151 Officer
 - £100k – commissioning contingency for 'contract' variations with the SDV/TSO – use delegated to S151 Officer in consultation with the Leader of the Council

SDV Budget

- 4.10 The SDV's cost envelope contains all of the Council's revenue costs and income related to service delivery. It is intended that the cost envelope is sub-divided into General Fund and Housing Revenue Account to fulfil our statutory obligations (for a ring fenced HRA).
- 4.11 It is expected that the SDV will operate within these cost envelopes unless additional work or variations to the performance specification are requested – with such variations being covered by the commissioning contingency held by the Core.
- 4.12 It is also considered prudent to allow a £100k operational contingency for the SDV within the cost envelope.

- 4.13 The cost envelopes will be further subdivided into expenditure and income, with an expectation that net costs are contained within the overall envelope but any surpluses or additional income achieved above an agreed threshold will be subject to sharing between the Core and SDV.
- 4.14 Such an arrangement allows cost control whilst incentivising the SDV to out perform on income generation. However, in the first year of operation and given the considerable financial risk the Council is facing it is proposed that any surplus is returned to the Core (earmarked as SDV reserve) for ultimate allocation by the future Executive.
- 4.15 Future proposals for surplus or income sharing will be subject to review and approval as the new service delivery model is implemented and the 'contract' between the Core and SDV is refined.
- 4.16 Whilst it is expected that the SDV will operate within its cost envelope the Core will need to understand the costs of the services provided by the SDV on behalf of the Council in order to demonstrate value for money from the arrangements in place, for its own financial reporting needs and for reporting to stakeholders, and to satisfy any requirements of central government.

TSO Budget

- 4.17 The TSO's cost envelope largely covers the funding allocated to the Community Engagement Forums and any community grants that the Council awards to external organisations.
- 4.18 Over time it is expected that this area of the Council's business will grow as capacity is developed within the community and voluntary sector and the Council's approach to participatory budgeting evolves.

5 Financial Implications

- 5.1 The summary cost envelopes for 2011/12 are as follow:

	General Fund £000's	HRA £000's
Core	3,555	2,654
SDV	6,365	(2,654)
TSO	270	0
Total	10,190	0

- 5.2 The summary cost envelopes for the General Fund agree to the Council's Net Budget to be met from Formula Grant and Council Tax (£10.2m). The cost envelopes for the HRA show a net £0 reflecting the ring fencing of the HRA – with £2.6m 'net rent' being paid over to the Core to cover the costs of depreciation on Council dwellings etc. A more detailed breakdown of the cost envelopes is contained in Appendix 1.

6 Conclusions

- 6.1 The shadow budgets set out in Appendix 1 to this report show a high level breakdown of the cost envelopes relating to the 3 elements of the new service delivery model which correspond to the detailed budgets contained in the Council's MTFP.
- 6.2 The broad principles of operation will require each part of the organisation to work within the cost envelopes assigned although some provision for contingencies is contained within the plans.
- 6.3 Budgets for devolvement to operational management will follow the detailed budget heads (which follow CIPFA's 'best value Accounting Code of Practice') contained within the Council's current MTFP.

7 Link to Corporate Plan

- 7.1 The shadow budgets are within the budget framework previously agreed by Council and provide the resources to deliver the Council's aims and objectives.

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

- 8.1 The Council's priorities have been taken into account when setting the budget.

9 Impact on Corporate Policies

9.1	Service Improvement Controlling costs and income in high level 'envelopes' will allow resources to be flexed to meet demand ultimately leading to improved efficiency.	Impact
9.2	Equalities	No Impact
9.3	Community Safety and Crime	No Impact
9.4	Procurement	No Impact
9.5	Risk Management Budget risk is considered as part of formal budget setting. Contingencies with the Core and SDV budgets will allow for a level of unforeseen expenditure in order to manage overall costs within the set cost envelopes.	Impact
9.6	Sustainability	No Impact
9.7	Value for Money	Impact

	The setting of cost and income envelopes is designed to encourage improvement in value for money.	

10 Background Papers

Budget working papers.

Shadow Revenue Budget - General Fund

Appendix 1

	2011/12			
	£ Core	£ SDV	£ TSO	£ Total
Operating Costs	3,359,929	12,755,606	490,054	16,605,589
Transfer Payments	0	20,779,840	0	20,779,840
Government Grant / Subsidy	0	(21,154,500)	0	(21,154,500)
Operating Income	(309,860)	(3,990,630)	(208,460)	(4,508,950)
Net	3,050,069	8,390,316	281,594	11,721,979
Capital Charges	761,770	0	0	761,770
FRS17	(103,710)	0	0	(103,710)
CEC Charged to HRA	0	(974,700)	0	(974,700)
HRA CEC to GF	0	179,690	0	179,690
ICT Projects	118,000	0	0	118,000
Revenue Growth	0	111,250	0	111,250
Capital Growth	155,000	0	0	155,000
Savings:				
Included in MTFP	(123,600)	(717,110)	(80)	(840,790)
Additional Savings	(115,900)	(624,160)	(11,150)	(751,210)
NET Service Budget	3,741,629	6,365,286	270,364	10,377,279
Investment Income	(214,810)			(214,810)
FRS17 Superann Adj	33,210			33,210
External Interest	769,840			769,840
Capital A/c Adjustment MRP Charge	(649,480)			(649,480)
Contingencies	275,000			275,000
Net Service Budget before contribution to/(from) Reserves	3,955,389	6,365,286	270,364	10,591,039
Contribution To Reserves				
Building Repairs	130,000			130,000
Comp Development Cont	150,000			150,000
Transport Contrib	3,000			3,000
PFI	347,500			347,500
Pension Equalisation Reserve	200,000			200,000
District Election	35,900			35,900
Contribution From Reserves				
Computer Development	(118,000)			(118,000)
PFI	(343,030)			(343,030)
Spend To Save	(155,000)			(155,000)
District Election	(105,900)			(105,900)
GF Unallocated Balances	(545,000)			(545,000)
NET REVENUE BUDGET	3,554,859	6,365,286	270,364	10,190,509
Grant NDR/RSG	(5,251,686)			(5,251,686)
Ctax Freeze Grant	(119,000)			(119,000)
Amount to be met from Ctax	(1,815,827)	6,365,286	270,364	4,819,823
Ctax Requirement				
Ctax to be levied	(4,762,905)			(4,762,905)
Collection Fund Deficit/(Surplus)	(56,918)			(56,918)
Agrees to MTFP	(6,635,650)	6,365,286	270,364	(0)

Shadow Revenue Budget - General Fund

Appendix 1

<u>Summary Cost Envelopes</u>	2011/12			
	£ Core	£ SDV	£ TSO	£ Total
Operating Costs	3,632,929	12,071,846	490,054	16,194,829
Operating Income	(309,860)	(3,990,630)	(208,460)	(4,508,950)
Transfer Payments	0	20,779,840	0	20,779,840
Government Grants	0	(21,154,500)	0	(21,154,500)
Savings Target (MTFP and Additional requirements):				
- Expenditure	(239,500)	(850,170)	(11,230)	(1,100,900)
- Income	0	(491,100)	0	(491,100)
Contingencies	275,000	0	0	275,000
Other Adjustments	596,820	0	0	596,820
Contributions to Reserves	866,400	0	0	866,400
Contributions from Reserves/Balances	(1,266,930)	0	0	(1,266,930)
Net Cost Envelope	3,554,859	6,365,286	270,364	10,190,509