



Summons and Agenda for the
Council Meeting

to be held on

28 FEBRUARY 2012

at

6.00pm

SELBY

DISTRICT COUNCIL



To: All District Councillors

cc: Chief Officers
Directors

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 28 FEBRUARY 2012** starting at **6.00PM**. The Agenda for the meeting is set out below.

Chief Executive
20 February 2012

Opening Prayers

AGENDA

1. Apologies for Absence

To receive apologies for absence

2. Disclosures of Interest

To receive any declarations of personal or prejudicial interest in any items set out in the Agenda.

3. Minutes

To approve as a correct record the Minutes of the meeting of the Council held on 13 December 2011 (Pages 4 to 10 attached)

4. Communications

The Chairman, Leader of the Council or the Chief Executive will deal with any communications which need to be reported to the Council. (Pages 11 to 12 attached)

5. Announcements

To receive any announcements from the Chairman, Leader or Members of the Executive.

6. Petitions

To receive any petitions.

7. Public Questions

To receive and answer questions notice of which has been given in accordance with rule 10.1 of the Constitution.

8. Councillors' Questions

To receive and answer questions submitted by councillors in accordance with rule 11.2 of the Constitution.

9. Reports from the Executive

The Leader of the Council, and other members of the Executive, will report on their work since the last meeting of the Council and will respond to questions from Councillors on that work. (Pages 13 to 18 attached)

10. Reports from Committees

To receive reports from the Council's committees which need to be brought to the attention of Council. To receive questions and provide answers on any of those reports. (Pages 19 to 21 attached)

11. Budget, Reserves and Balances 2012/13

The Council is asked to approve the Budget, Reserves and Balances 2012/13. (Pages 22 to 33 attached)

12. Council Tax 2012/13

The Council is asked to approve Council Tax 2012/13. (Pages 34 to 52 attached)

13. The Treasury Management Strategy

The Council is asked to approve the Treasury Management Strategy. (Pages 53 to 90 attached)

14. Pay Policy Statement

The Council is asked to approve and adopt the Pay Policy Statement. (Pages 91 to 111 attached)

15. Village Design Statements

The Council is asked to formally adopt the Village Design Statements into the Local Development Framework. (Pages 112 to 175 attached)

16. The Local Development Framework and the Core Strategy – Implications of the Localism Act

The Council is presented with the implications of the Localism Act on the Local Development Framework and the Core Strategy. (Pages 176 to 179 attached)

17. Schedule of Meetings 2012/13

To approve the Schedule of Meetings 2012/13. (Page 180 attached)

18. Nominations for Chairman and Vice Chairman

To appoint Councillors to the Offices of Chairman Elect and Vice-Chairman Elect for the 2012/13 Municipal Year.

19. 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.

20. Sealing of Documents

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

**SELBY DISTRICT COUNCIL
MINUTES**

Minutes of the MEETING OF COUNCIL held on Tuesday 13 December 2011, in The Council Chamber, Civic Centre, Doncaster Road, Selby, commencing at 6:00 pm.

46	Apologies for Absence
47	Disclosures of Interest
48	Minutes
49	Communications
50	Announcements
51	Public Questions
52	Councillors' Questions
53	Reports from the Executive
54	Reports from Committees
55	The Financial Strategy
56	Selby District Council Core Strategy
57	Review of the Constitution
58	Urgent Action
59	Sealing of Documents

Present: Councillor Mrs K McSherry in the Chair

Councillors: Mrs E Casling, J Cattanach, I Chilvers, M Crane, J Crawford, Mrs D Davies, Mrs M Davis, J Deans, Mrs S Duckett, M Dyson, K Ellis, M Hobson, W Inness, Mrs G Ivey, M Jordan, C Lunn, D Mackay, Mrs P Mackay, Mrs C Mackman, J Mackman, B Marshall, J McCartney, Mrs M McCartney, R Musgrave, Mrs W Nichols, I Nutt, R Packham, C Pearson, D Peart, A Pound, R Price, I Reynolds, Mrs S Ryder, Mrs A Spetch, R Sweeting and J Thurlow

Officials: Chief Executive, Deputy Chief Executive, Director S151, Managing Director of Access Selby, Director of Business Services, Solicitor to the Council, Business Manager (ES), Policy Officer and Democratic Services Manager.

In attendance: Reverend Francis Loftus offered opening prayers.

Public: 6

Press: 1

46. **Apologies for Absence**

Apologies for absence were received from Councillors C Metcalfe, Mrs E Metcalfe, R Sayner and S Shaw-Wright.

47. **Disclosures of Interest**

None.

48. **Minutes**

The minutes of the meeting of the Council held on 13 September 2011 were confirmed as a correct record.

Resolved:

To approve the minutes for signing by the Chairman.

49. **Communications**

None.

50. **Announcements**

The Chairman wished all those present a Merry Christmas and Happy New Year and invited all to a drinks reception following the meeting.

51. **Public Questions**

None.

52. **Councillors' Questions**

Councillor D Mackay had submitted a written question to the Leader of the Council regarding the Tadcaster Central Area Car Park. Councillor Mackay outlined that the Council had obtained planning permission to resurface the Car Park in the spring however little progress had since been made with any works.

The Leader of the Council stated that, following the granting of planning permission, the Council had received an application to apply for permission to bring a Judicial Review of the decision. In September 2011 the High Court rejected all 13 of the grounds put forward as to why the planning decision was flawed and refused permission for the Judicial Review; effectively confirming that the decision taken by the Planning Committee was correct.

An appeal was lodged against this finding and the case has been listed for a hearing in January. The Leader of the Council felt it was vital that the plans for the Car Park were delivered to support local business and residents.

In response to a supplementary question from Councillor Mackay, the Leader of the Council confirmed that the lights in the Tadcaster Central Area Car Park would be fixed in the near future.

53. Reports from the Executive

The Leader of the Council had submitted a report on items considered by the Executive since the last meeting of Council. He informed the Council that he had met with developers for both the Olympia Park Site and the Rigid Paper Site in Selby to look at improving the local area and bringing employment and housing to the district. He had also attended a meeting in Whitley to explain the current situation regarding gypsy and traveller site allocations. In response to a question, he provided an update on the latest position in respect of the Council's search for an appropriate Gypsy and Traveller Site as part of the SADPD.

Councillor Mrs G Ivey, Deputy Leader of the Council and Lead Executive Member for External Relations and Partnerships had submitted a report updating Council on her work since the last meeting of Council.

Councillor C Lunn, Lead Executive Member for Finance, reported on the work he had undertaken since the last meeting of Council. He provided details of his work with the Section 151 Officer to formulate a robust approach to financial planning.

Councillor J Mackman, Lead Member for Place Shaping, reported that in respect of the SADPD the ten week consultation on the preferred options had closed in early December 2011. There would be an analysis of the feedback submitted to the Executive meeting in February 2012. Councillor Mackman also provided an update on potential changes to government policy which could affect the delivery of the Core Strategy.

In the absence of Councillor C Metcalfe, the Leader of the Council responded to questions raised on issues within the Communities portfolio. In response to a question regarding Car Park charges, the Council heard that such charges in Selby remained amongst the lowest in North Yorkshire. Officers undertook to examine an issue raised by Councillor Sweeting in respect of the Car Park at Tadcaster.

The Council then discussed the issue of refuse collection. Councillor Mrs G Ivey clarified issues regarding the most effective way of reporting of missed collections.

Resolved:

To note the reports from the Executive.

54. Reports from Committees

The Chair of Policy Review Committee, Councillor M Jordan, reported on work undertaken since the last Council meeting. This included formulating the Council's response to the Boundary Commission for England's proposals for changes in parliamentary constituencies and work on the Core Strategy.

Councillor Wendy Nicholls, the Chair of Scrutiny Committee, outlined the recent work of the committee. This included scrutiny of the Council's performance reports and Crime and Disorder issues.

The Chair of Audit Committee, Councillor Mrs E Casling, highlighted that the Committee had approved the Council's Statement of Accounts and received the Annual Governance Report. In response to an issue raised, Councillor Mrs E Casling requested that the Audit Report on Recycling and Waste Management be added to the Committee's next agenda.

Resolved:

To note the reports from the Chairs of the Overview and Scrutiny Committees.

55. The Medium Term Financial Strategy

Councillor C Lunn presented a report to the Council that detailed the Executive's proposals for the Draft Medium Term Financial Strategy which would support the Council's objectives and priorities over the next four years. He highlighted the potential for a Council Tax freeze and the Government grant which would be available to partly offset the resulting shortfall in funding. Councillor Lunn explained that it was likely that the grant would only be available for one year and if the Government's offer was taken up further savings would be needed to the Council base budget.

Councillor C Lunn responded to a number of questions in respect of the New Homes Bonus, the development of an economic strategy and the inflation rate used in the report.

Councillor Inness reminded Council of the success of Access Selby working with a reduced budget and achieving excellent results.

Resolved:

To approve the Medium Term Financial Strategy

56. Selby District Council Core Strategy

The Chief Executive reported on a fax received from the solicitors acting on behalf of Samuel Smiths Old Brewery (Tadcaster) in relation to the Core Strategy. The fax had been received immediately prior to the meeting and offered an alternative legal interpretation to the Council's. The document also questioned the involvement of Councillor C Metcalfe in the Core Strategy decision making process. The Chief Executive reminded Council that Councillor C Metcalfe had given apologies for this meeting.

Councillor Mackman presented the report which summarised the journey of the Core Strategy from the Examination in Public (EIP) in September 2011, through Executive Meetings and Policy Review Committee. Supplementary information was circulated which gave an update on ongoing work and requested that the following be inserted into the Green Belt Policy:

- F. Any sites considered for removal from the Green Belt under Criterion D4 (above) will be subject to a sustainability appraisal and assessed for their impact upon the following issues (non-exhaustive):
- any other relevant policy/strategy; and
 - flood risk; and
 - nature conservation; and
 - impact upon heritage assets; and
 - impact upon landscape character; and
 - appropriate access to services and facilities; and
 - appropriate access to public transport.

The Council approved this amendment.

A Councillor highlighted table two in the report. The table demonstrated the phasing of dwelling growth over the plan period. There was a clerical error in the line relating to the years 2018 – 2022, the number of dwellings over this period should read 2300 and not 4800 as printed.

Councillors R Packham and M Jordan raised concerns over the revised allocation in Sherburn, the position of the SADPD in light of the changes to the Core Strategy and the decision to release all Phase Two Sites. Councillor J Mackman acknowledged the concerns and outlined that it was very difficult to anticipate the circumstances that had arisen following the Council's release of the Phase Two Sites.

The release of the Phase Two Sites was necessitated by the need to maintain a five year land supply. He added that it would be unlikely that the SADPD would be finalised prior to the Council adopting the Core Strategy.

Resolved:

- i) To receive and note the report;**
- ii) To note the correction to the clerical error in table 2;**
- iii) To approve the figure of an average of 450 dwellings per annum as the sustainable level of housing growth over the plan period;**
- iv) To approve the phasing of housing growth as:**
 - 6 years at 400 dwellings per annum**
 - 5 years at 460 dwellings per annum**
 - 5 years at 500 dwellings per annum**
- v) To approve Plan A as the preferred option in respect of the shortfall of housing in Tadcaster;**
- vi) To approve the revised Policy CP2 and CP3 and the new Policy CPXX (Green Belt) as amended;**
- vii) To approve Part E be added to the revised CP3**
- viii) To authorise the Managing Director Access Selby, in consultation with the Lead Executive Councillor for Place Shaping, to agree any minor or consequential amendments to the Core Strategy in relation to overall housing numbers, deliverability of development in Tadcaster and Green Belt Policy;**
- ix) To approve the consultation arrangements, publication and submission of the Proposed Changes to the Secretary of State;**
- x) To authorise officers to arrange a reconvened EIP session in the Spring of 2012.**

57. Review of the Constitution

The Leader of the Council presented a report which reviewed the Constitution and detailed proposed minor amendments to improve its operation.

The Leader highlighted that due to the varying levels of development in the Council's Community Engagement Forums it would not be appropriate to support the amendments proposed at paragraph 2.3.1 (Amend Article 10.2 and CEF Procedure Rule 1.6) and 2.3.2 (Amend Article 10.3 to add a new Role and Function at (g) and to repeat the provision in Part 3 (Responsibility for Functions) and Part 4 CEF Procedure Rule 1.1).

Resolved:

- i) To note the report**
- ii) With the exception of those at 2.3.1 and 2.3.2, to approve the constitutional amendments in the report;**
- iii) To approve the amendments to come into effect from 1 January 2012.**

58. Urgent Action

The Chief Executive reported that, in his absence, the Deputy Chief Executive had used his emergency powers to authorise a request to suspend the Examination In Public on the Core Strategy.

Resolved:

To approve the action taken by the Deputy Chief Executive.

59. 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:

To grant authority 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 finished at 7.40pm.

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Letters to Full Council

The Chief Executive
Selby District Council
Doncaster Rd
Selby

Inspector in Charge
Tadcaster Police Station
Station Rd
Tadcaster

4 February 2012

Dear Sirs

Traffic and car parking initiative in Tadcaster

Joint approach working is welcomed and hopefully will be further developed in the future to the reduction in bureaucracy/duplication in costs and avoidance of costs and charges to the community.

In the Tadcaster proposals that are shown on recently distributed flyers I ask for comment please on

what were the perceived issues that caused this new initiative

what research was carried out and what was the results of that research

what consultations were carried out with businesses and with users of the town

what is the cost of implementing the new measures

what is the value for money analysis

what benefits will be seen by town centre users and businesses

there are relatively few numbers of on street parking locations and from my office window I can see stretches of Bridge Street and observed only 2 cars regularly parking beyond the set time limit

what education is to be initiated

The Tadcaster
Business Centre
4-6 Bridge Street
Tadcaster
North Yorkshire
LS24 9AL
Telephone:
01937 835836
Facsimile:
01937 835836
email:
percivalsuk@btconnect.com

**Brian
Percival
Associates**

Chartered Quantity Surveyors,
Construction Economists
Contract Consultants and
Dispute Resolution
Accredited Mediator

Principal:
Brian Percival F.R.I.C.S. M.C.I.Arb
Arbitrator, Adjudicator, Mediator



will this include encouraging the use of the alternative and extensive, albeit private car parking facilities, provided by some businesses

could such an exercise relieve over demand for parking in the central car park

are there to be restrictions placed on the public car parks, time periods, charges, now or in the future

if charges are imposed will the Fairs be charged for the spaces that they take up

is there an adequacy of car parking numbers in the town for the present usage of the town

is this demand expected to grow

if it grows will that overload the existing facilities

how is residential car parking being accommodated

what monitoring, managing, reporting and if required, procedures for revisions to the initiative are scheduled

will high speed response vehicles be further encouraged to use the by pass

high speed large tractors are a substantial cause for concern, are there proposals to cover this issue

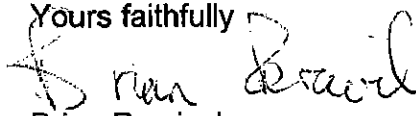
how does car parking sit in the priority listings for the town

what is those priority listing.

the whole town centre has an air of being run down, there are pockets that are outside of that presentation, what proposals are there to remove the dowdy image and promote additional reasons to come to the town

These questions could be put to the CEF, but very few business people find adequate reasons to attend these.

Yours faithfully


Brian Percival

Councillor Mark Crane – Leader of the Council

Over the previous two months I have been working on the budget for the coming year, this is against a backdrop of Government grant having dropped significantly in the previous two years and also the continued low interest rates. The Council has taken difficult decisions in the previous years which have allowed us to balance the books.

Corporate plan – I presented to Executive the updated corporate plan which shows a positive number of performance indicators. The one indicator which required improvement (voids) has shown a significant improvement from the previous report, I should therefore like to place on record my thanks to Access Selby and the chair of that board, Cllr Inness, for their hard work.

Olympia park site. I have met with the companies involved in this potential development and are continuing to work with them in order to see the site develop for both housing and employment land.

Barlow Common – Three organisations are working with Officers concerning the future provision here, a paper will be going to the Executive in April which will give options on the future of the common, I am also pleased to report that the fishing rights there also have three groups wishing to provide a service here.

Windfarms – I receive a lot of correspondence on these and I am concerned at the number of applications received in and around Selby district. I support renewable energy but do not wish to see the landscape spoiled by a number of these wind turbines. I support Drax in their biomass plant and this would provide a very significant amount of renewable energy.

Affordable housing – I am aware that some councils nearby have reduced their % requirement and am of the opinion that Selby must look again at the figure we are currently using.

Local Government Yorkshire and Humber – I Chair the employees committee and have worked with colleagues to put together a structure for the Employees organisation that will support the work of LGYH over the coming years, I have also been involved in creating a new structure for LGYH itself which will be much reduced from the previous organisation, final decision due before full council but after I write this paper.

Mark Crane
Leader

Cllr Gillian Ivey.
Executive Member for Partnerships and External Relations

Report to Council on February 28th 2012.

During the past two months I have represented the Council at a number of meetings and events across North Yorkshire.

The Police and Crime Panel. The next meeting is tomorrow, when a discussion will take place on how the panel will be funded. As members will be aware, elections of the York & North Yorkshire Police Commissioner will take place November 15th 2012

York & North Yorkshire Housing Board: members received a presentation from the Homes and Communities Agency on the Housing Strategy for England launched by the Government in November and included a number of new initiatives: Mortgage Indemnity Fund, Get Britain Building and Re-invigorated Right to Buy which are to be consulted upon.

Members approved the North Yorkshire SHMA, but each Local Authority will sign off its own individual appendices.

It was agreed to look at producing a North Yorkshire Tenancy Framework from which individual Local Authority strategies will develop.

York & North Yorkshire Housing Forum:
members discussed the Sub Regional Tenancy Strategy
and received an excellent presentation from the Credit Union to help residents in Preparing for Housing Benefit Direct payments

I have also had meetings with.....

.....Eggborough Power Station to discuss their proposals to apply to burn Biomass
.....Dovecote Park where the first phase of their expansion plans should provide 35 new jobs in the summer, and improvements to the highway are due to be carried out mid March

At the council I am working with officers on.....

- The Tenancy Strategy for Selby District, which will sit with the North Yorkshire Tenancy Framework mentioned above
- The Selby Mini Olympic Events due to take place on the weekend of June 23 – 24th
- The refurbishment of the All-Weather pitch at Abbey Leisure.
Consultations have taken place with a variety of clubs as to the surface required, the tender process has taken place and I hope to make a recommendation to the Executive on March 1st.

Gillian Ivey

Cliff Lunn Executive Member for Finance

Report to Council

Council Tax Freeze

Most councils in England are now freezing council tax for 2012/13. Notable exceptions are the Teesside councils. The Executive considers that we should freeze for 2012/13 and this recommendation forms part of the budget proposals before council.

Green Car Scheme

The Executive has approved a green car scheme for workers. This is self financing and gives us a saving of £388 per employee who takes up the scheme. It involves a salary sacrifice and is unfortunately not open to councillors.

HRA Rents

Executive approved rent increases within the Government formula which will see average rents to our tenants rise by 7.9%. This will only affect 36% of our tenants as the rest will get compensating benefit increases. Some of the 32% may also be eligible for benefit due to the increase.

It is an average of averages and will mean 2 properties only going up by under 3% but 5 properties going up by around 11%.

The Government formula (max RPI+0.5% +£2) is aiming for convergence by 2015/16 but because of our low starting point we expect to still have 841 below formula rent by this time.

Localism Bill / HRA account

We have been notified of our debt to be taken on as part of the self-financing determination. The debt valuation is £63.068m which includes an amount of notional debt allocated to us under the current subsidy system and which is £327k less than was predicted. Our actual settlement will be £57.733m. This

means we have to service £327k less in debt, we will not have that amount to spend.

We will “self lend” circa £7.5m which will have the effect of saving the General Fund circa £590k per annum, therefore the balance of debt that we need to borrow will be £50.233m.

We will borrow from the PWLB on 28 March 2012 at a discounted interest rate (0.85% lower than normal).

Financial Reports

Budget exceptions, treasury management, treasury management strategy, revenue and capital programmes were all discussed at the Executive meeting on 2 February 2012 and recommendations are before full council.

Meetings

I have attended a meeting with our partners in North Yorkshire of the Joint Procurement Committee at Malton where we took reports on spend analysis and future work plan.

I have also been attending meetings with Cllr Cattnach and Drew Fussey about the provision of broadband for our District.

Cliff Lunn

Cllr John Mackman
Executive Member for Place Shaping

Report to Council on February 28th 2012

This report covers the period December-February which involved attendance at numerous Executive/Executive briefing meetings, attendance at Policy Review Committee meeting (for CS), North Yorkshire Building Control Partnership, Selby Internal Drainage Board, CEF meetings, Parish Council meetings and local Ward case work including a Public Inquiry.

Work Programme Key Points

1) The LDF Core Strategy (CS)

Continued liaison with Officers in progressing the CS towards a conclusion of the Examination in Public (EIP)

At the Council meeting on December 13th I reported that at the request of the Council the EIP Inspector had agreed to adjourn the EIP to allow the Council to carry out further work to address the specific concerns of the Inspector.

Subsequently, having addressed the three principle concerns raised by the Inspector and following approval of the Council the proposed amendments to the CS have proceeded to a 6 week public consultation which is due to conclude on the 15th February 2012.

At the time of writing we have received approximately 10 responses which will in due course be reviewed by the Executive and forwarded to the EIP Inspector in accordance with his timetable and as required by the CS procedures.

The adjourned EIP is due to recommence on the 17th April and conclude either on 19th or 20th of April. Adoption of the CS will depend on how quickly the Inspector reports back to Council with his binding decision but if it is favourable we would hope to achieve adoption before the summer recess or at the latest by the end of September 2012.

In the light of the Localism Act the Council's scheme of delegation will be reviewed to continue to ensure a clear audit trail.

2) The Site Allocations DPD Preferred Options (SADPD)

Following my presentation to Council in September last year and with the approval of Council this key LDF document completed a 10 week consultation period on the 2nd of December 2011.

Currently the CS is the priority for officers and the SADPD will eventually take its lead from the CS and will need to reflect any changes made to the CS as a result of the EIP Inspectors directives. Accordingly, we are working towards a potential autumn version of SADPD "Further Preferred Options" consultation to reflect any amendments made to the adopted CS.

Meanwhile, approximately 40 new sites have been received through the call for sites in November 2011 plus an additional 160 from the SADPD Consultation, work is in progress to review consultation responses and the SHLAA 2011 land details but we are now hopeful that Designated Service Village "number swapping" may well be unnecessary due to additional sites being submitted through the SHLAA.

An initial assessment of the increased housing requirement in villages arising from the CS uplift from 440 to 450 dwellings per annum over the plan period indicates that there are no potential show stoppers in the villages arising from the modest increase in housing numbers.

3) North Yorkshire Building Control Partnership (NYBCP)

Attended several Board and sub-committee meetings to address the continued economic situation, forward budgets and recovery plans.

SDC is one of the 5 partners forming NYBCP (includes Ryedale, Hambleton, Richmondshire and Scarborough). Since the start of the economic downturn in late 2008 the BCP has experienced and continues to experience reduced levels of business due to the recession with income levels significantly down. It is anticipated that the Partnership will run at a deficit for 2011/12 and in accordance with the legal agreement each partner will be expected to make an additional contribution to maintain the agreed reserve balance.

A variation to the Partnership agreement to increase the fixed annual fee which supports the ever increasing burden of statutory duties has been agreed by the joint Board together with a further rationalisation and recovery plan for immediate implementation.

New areas of business are being explored and an IT project which could offer further savings is being actively considered.

4) Village Design Statements (VDS'S)

The latest round of VDS's covering 15 local villages have been sanctioned by the Executive and Policy Review Committee and will be finally presented for adoption by Council as Supplementary Planning Documents at Council on the 28th February

5) Selby Internal Drainage Board

Despite a strong challenge for economic restraint from the majority of councillors present on a casting vote of the Chairman a 2% increase in the precept was approved.

John Mackman
Executive Member

Chair of Policy Review – Councillor Mike Jordan

24 January 2012

The Policy Review Committee met for a lively meeting on January 24th.

We firstly reviewed our previous recommendations to check we had received a reasonable response from the Executive over the past few months. The Committee then discussed the Village Design Statements. Councillor Bob Packham noted a number of duplications in the lists.

The main topic of the evening was the Community Engagement Forums. There was considerable questioning of the reporting officer and the Executive member responsible and, as a consequence, five recommendations were made:

- i. To provide the Committee with information regarding the costs and benefits of the CEFs to date**
Recommended to the Executive
- ii. To review the distribution of money to CEFs;**
- iii. To review the geographical boundaries of the CEFs;**
- iv. To review the terms of reference of the CEFs to ensure a strategic overview is in place;**
- v. To ask the Executive to trial moving resources the resources of running CEFs to the towns and parish Councils for 1 year.**

The meeting then centred around the Draft Budget and discussion continued regarding accepting the Freeze Grant from Central Government.

The final item for discussion was the Work Programme.

The press were in attendance but no members of the public attended.

Chair of Scrutiny – Councillor Wendy Nichols

27 January 2012 – NYCC Scrutiny of Health Committee

Selby District Council's Scrutiny Committee were invited to attend the North Yorkshire County Council's Scrutiny of Health Committee meeting which was held in the Civic Centre. Councillor Peart was in attendance from the Scrutiny Committee. Councillors McCartney, Pearson, Dyson and McSherry are member representatives on the NYCC Scrutiny of Health Committee and were also present.

One of the topics for discussion was Mid Yorkshire Hospitals NHS Trust – Accident and Emergency Unit at Pontefract Hospital which impacts on the Southern Area of the District. Selby Scrutiny members were invited to join in the debate.

Professor Tim Hendra gave the presentation which updated on the reasons behind the closure of A&E at Pontefract Hospital.

The professor explained that the hospital closure of A&E was temporary due to the lack of middle grade doctors. There is funding available to recruit. Currently 50% of their staff are locum. There are 23 middle grade posts and 9 are currently vacant. The 23 posts support Pontefract, Pinderfields in Wakefield and Dewsbury Hospitals. Trying to recruit middle grade doctors is a national problem. There are a large quantity of training posts not filled throughout the country.

The reason Pontefract was picked instead of Pinderfields and Dewsbury is that statistics showed they had fewer patients visiting at night. The Ambulance service are made aware of which hospitals are open between 10.00pm and 7.00am. The Risk Assessment showed that having no middle grade doctors on site too big a risk to patient safety. The hospital cannot be open without a minimum of 6 postholders in attendance.

The 'Critical Friend' report submitted to the 22 December meeting is on the NHS website which gives further information in support of the closure.

The Scrutiny Committee has met once since the last full council.

3 February 2012 – Special Scrutiny Meeting

The Special Meeting was a 'Question and Answer Session' with Nigel Adams MP. The list of questions submitted by Councillors and answers given by the MP are within the minutes from the meeting which are available on the website.

This will be an annual event and on the 2012/13 work programme.

Report of the Chair of Audit Committee Councillor Casling

At the last committee meeting we received the latest internal audit report which showed our status as 'good'. The quarterly report indicated 6 completed reports as Very Good(2) and Good (4).

Cameron Waddell the Commission's District Auditor for Selby who had produced and published the Annual Audit Letter for 2010/11 reported that Selby District Council had responded to the recent financial challenges well and offered low cost efficient services.

The Audit committee started its regular examinations of the risks on the Corporate Risk Register. In reviewing the risk around staff morale, the committee requested to see the results of the recent staff survey. The Committee requested that an item on the Council's partnerships be received at the next meeting. We also saw the risk registers of Access Selby and TSO.

In our "call-in" section of our agenda, we questioned officers about the Recycling and Waste Management, PSU Stores and Property Rentals Internal report's recommendations. The officers reported that all recommendations had been acted upon. The committee were satisfied but commented that it was disappointing to see repeated recommendations from previous internal audit reports.

It is now practice with the committee that any report that receives an "unsatisfactory" rating automatically is placed on the agenda.

Also a member of the committee strongly expressed concerns over the corporate risk of Closed Burial Grounds. The officer involved has offered to come the next meeting.

To: Council
Date: 28 February 2012
Author: Karen Iveson – Executive Director
Lead Officer: Karen Iveson

Title: The Budget, Reserves and Balances 2012/13

Summary:

This report considers the issues impacting on the Council's finances as part of the budget setting process. The impact of the economic climate and cuts to public sector funding mean significant financial risk for the Council although the Executive's budget proposals present a balanced budget for the coming year. Where possible budgets reflect the impact of the identified risks or reserves are in place to mitigate them. As such the proposed budget is considered robust and the Council's reserves and balances are considered adequate.

Recommendation:

It is recommended that councillors consider the Executive Director's statements in paragraphs 2.5 and 2.11 when setting the Council Tax.

Reasons for recommendation

To provide Council with assurance on the proposed budget and the Council's reserves in order to formally set the budget and Council Tax for 2012/13.

1. Introduction and background

1.1 Section 25 of the Local Government Act 2003 requires the Chief Finance Officer (the Executive Director for Selby) to make a formal report to the Council on the robustness of the budget and adequacy of reserves.

2. The Report

Robustness of the Budget

2.1 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 where possible the emerging impacts of the Government's 'Resource Review'. Financial plans also 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 Access Selby's and Council's Core base budget savings plans, 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 £175k operational contingency and £100k commissioning contingency.

- 2.2 The grant from central Government will reduce from £5.2m in 2011/12 to £4.8m for 2012/13 (including £119k Council Tax Freeze Grant in respect of the 2011/12 freeze), with further cuts expected for 2013/14 and 2014/15. Despite the significant strides we have made to reduce our cost base, further savings will be needed over the next 3 years and the future remains uncertain as we await the impact of proposals to localise business rates and Council Tax Benefit, whilst grappling with continuing economic challenges and the longer term impact of the New Homes Bonus scheme.
- 2.3 Access Selby Board have approved a savings plan to meet their Business Plan targets although the Executive has stated that the requirement for further savings can not be ruled out. The level and profile of the required savings will be kept under review as the longer term financial outlook becomes clearer and proposals for more savings will be brought forward over the coming year.
- 2.4 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 the proposals aim to provide some headroom to mitigate this risk. In particular the Executive recognises the risk within Access Selby's budget concerning the generation of £250k additional planning fee income from proposals to localise planning fees. Legislation on this is still awaited from central Government and as each day passes the risk to this income increases. To mitigate this risk the Executive recommend creation of a new Access Selby Reserve as part of their budget proposals.
- 2.5 In respect of the proposed Council Tax requirement for 2012/13, councillors are asked to consider the following statement:

“The Executive Director (s151) reports that the estimates of income and expenditure forming the Council's General Fund Revenue and Housing Revenue budgets for 2012/13 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 and reserves are available to mitigate the risk within the budget and savings plan. In view of this, the Executive Director (s151) considers the Council's budget estimates for 2012/13 to be robust."

Reserves and Balances

2.6 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 (currently set at a minimum £1.5m). The budget proposals see the balance for 2012/13 dropping slightly below this minimum level (to £1.45m) but recovering for 2013/14;
- lii) Specific reserves – amounts earmarked for specific items of expenditure to meet known or predicted liabilities.

2.7 Appendix B shows the estimated balance on each of the Council's reserves at the end of 2012/13 after taking into account the impact of the proposed budget and provides a brief summary of each reserve.

The General Fund (Working) Balance

2.8 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 although the approved Medium Term Financial Strategy recognises this is unsustainable and therefore sees such use of General Fund Balances stop after 2012/13.

Housing Revenue Account Balance

2.9 The current minimum balance on the Housing Revenue Account is £1.5m which equates to £475 per property as at 1 April 2012. The budget proposals will see this balance drop to £1.45m as a result of funding the Housing Investment Programme in 2012/13. Given the

need to maintain the standard of our homes it is considered better to incur the expenditure and take a temporary and measured reduction in balances. The balance is forecast to recover to £1.5m for 2013/14.

Specific Earmarked Reserves

2.10 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 2012/13 revenue budget and capital programme proposals are included with the Budget and Council Tax setting report.

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

“The Executive Director (s151) 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 2012/13 and the medium term financial position;**
- **a risk assessment of the main items of income and expenditure;**
- **a risk assessment of the savings plan;**
- **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 (dropping to £1.45m for 2012/13) for the Housing Revenue Account is considered adequate for this purpose.”

3. Legal/Financial Controls and other Policy matters

3.1 Legal Issues

This report complies with Section 25 of the Local Government Act 2003, which requires the Chief Finance Officer to make a formal report to the Council on the robustness of the budget and adequacy of reserves.

3.2 Financial Issues

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

4. Conclusion

- 4.1 The Council's 2012/13 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 savings to be made during 2012/13 and beyond. Plans are in place to achieve these savings and reserves are available to mitigate the assessed risk within these plans.

5. Background Documents

- 5.1 Budget reports to the Executive.

Contact Officer: Karen Iveson, Executive Director

Appendices:

- Appendix A – Review of general Fund and HRA Balances
Appendix B – Estimated Balances on Reserves

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. 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 and timing of capital receipts and 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 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 19% of net expenditure. The estimated balance at 1 April 2011 is £1.8m.

- ***Adequacy of inflation***

Generally budgetary provision is made for inflation in respect of pay, prices and contract expenditure (in 2012/13 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 2012/13 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
- Land Charges
- Industrial Unit Rents
- Court Costs

There is a risk that expected income will not materialise and a fall in demand beyond that predicted for 2012/13 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 £1.5m which equates to £475 per property at 1 April 2012 which represents 13.5% of the net HRA budget. The estimated HRA balance at 1 April 2013 is projected to be £1.45m due to the financing of the Housing Investment Programme although it is expected that this will recover to the minimum £1.5m in 2013/14. 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 2012/13 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 £3m in 2012/13. 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 maintain the current policy of holding minimum HRA 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.

GENERAL FUND

Description	Estimated Balance April 2012 £'000	Contribution 2012/13 £'000	Utilised 2012/13 £'000	Estimated Balance 31/03/13 £'000	Comments
PFI Scheme	2,419	363	-364	2,418	To fund PFI schemes.
Building Repairs	472	130	-147	455	For spend on buildings repairs (civic centre, leisure centres, depots)
ICT	467	170	-265	372	Fund set up for annual contribution £150k GF & £20k HRA to purchase IT equipment rather than lease. Spend subject to individual project approvals.
Access Selby	0	314	0	314	New reserve to be set up in 2012/13 to mitigate the risks on Access Selby savings / income targets
Contingency	150	0	0	150	To cover unforeseen items
District Election	0	30	0	30	Reserve to cover the costs of the district election.
Industrial Units	42	0	0	42	Contributions from tenants of industrial units for the maintenance of the units
Open Space Maintenance	11	0	0	11	Developer contributions for the upkeep of open spaces that the Council is responsible for
Pension Equalisation Reserve	200	200	0	400	Reserve to dampen the impact of future years employer pensions costs increases .
Planning Enquiries	100	0	0	100	Provision for costs associated with Planning enquiries.
Sherburn Amenity Land	10	0	0	10	Balance of a budget required for works on land at Sherburn undertaken during 1996.
Special Projects	717	0	0	717	To fund capital or 'one-off' revenue projects.
Spend To Save	519	119	0	638	To provide 'up front' investment for initiatives that generate revenue budget savings.
Tadcaster Central Area Project	0	0	0	0	Holds monies for Tadcaster Central Area Project
Transport Repairs & Renewals	161	3	-19	145	Transport fund from which new vehicles are purchased. Balance covers existing fleet.
Wheeled Bin Hardship Fund	18	0	0	18	Set up to provide bins for those on low income / pension that can't afford bin.
General Fund Unallocated	2,290	0	-445	1,844	Unallocated GF Reserve
TOTAL GF Reserves	7,576	1,329	-1,240	7,665	

Capital Receipts	1,450	1,502	-275	2,678	Capital receipts available for investment in projects
Planning Delivery Grant (Capital)	191	0	0	191	Planning delivery grant for funding capital projects not classed as earmarked reserve

HOUSING REVENUE ACCOUNT

Description	Estimated Balance April 2012 £'000	Contribution 2012/13 £'000	Utilised 2012/13 £'000	Estimated Balance 31/03/13 £'000	Comments
Housing Revenue Account	1,527	0	-77	1,450	Minimum balance on reserve currently agreed at £1.5m
Major Repairs - Capital Programme	330	2,970	-2,967	333	Element of the Major Repairs Reserve set up to hold funds for capital programme investment in the HRA stock
Major Repairs - Debt Repayment	0	1,175	0	1,175	Element of the Major Repairs Reserve set up under HRA Self Financing to repay debt.
TOTAL HRA	1,857	4,145	-3,044	2,958	

BALANCES AND RESERVES FORECAST 2012/13



Public Session

Report Reference Number C/11/10

Agenda Item No: 12

To: Council
Date: 28 February 2012
Author: Karen Iveson – Executive Director
Lead Officer: Karen Iveson

Title: The Budget and Council Tax 2012/13

Summary:

This report presents the Executive's revenue and capital budget and Council Tax proposals for 2012/13 following public consultation, scrutiny by the Policy Review Committee and presentation to all councillors.

Recommendations:

It is recommended that;

- i. the revenue budgets and capital programmes for 2012/13 at Appendices E and F be approved;**
- ii. Council Tax is held at the 2011/12 level of £158.88 per Band D property, for 2012/13;**
- iii. the formal Council Tax resolution set out in Appendix B be considered and approved.**

Reasons for recommendations

To allow the Council's budget and Council Tax to be set for 2012/13.

1. Introduction and background

- 1.1 This report presents the Executive's budget and Council Tax proposals for 2012/13 and includes the formal resolution for Council Tax setting purposes under the provisions of the Localism Act 2011 and Local Government Finance Act 1992.

2. The Report

The Budget

- 2.1 The Executive's revenue budget and capital programme proposals are set out in Appendices E and F. In summary they show the following:

General Fund Net Revenue Budget	£9.8m
Housing Revenue Account Net Budget	£11.2m

General Fund Capital Programme	£1.0m
HRA Capital Programme	£3.0m

- 2.2 The proposals have been subject to public consultation and scrutiny by Policy Review Committee.

Council Tax

- 2.3 The Executive propose to freeze Council Tax at £158.88 per band D property for the coming financial year. Policy Review Committee asked the Executive to reconsider its proposal given the impact that this could have on the Council's future financial position and services.
- 2.4 In recommending a freeze in Council Tax the Executive were mindful of the implications but felt the Council would be able to deliver the necessary savings.

3. Legal/Financial Controls and other Policy matters

3.1 Legal Issues

- 3.1.1 This report complies with the requirements of the Localism Act 2011 and the Local Government Finance Act 1992.
- 3.1.2 In determining the Council's 'basic amount of Council tax' for 2012/13 the Council must also determine whether this is excessive in accordance with the principles approved under section 52ZB of the Local Government Act 1992.
- 3.1.3 This requirement is covered in recommendation 6 at Appendix B.

3.2 Financial Issues

3.2.1 The financial issues are as set out in the budget proposals.

3.2.2 By freezing Council Tax for 2012/13 the Council is eligible for Council Tax Freeze Grant estimated at £120k for 2012/13 only.

4. Conclusion

4.1 The Executive's budget proposals present a balanced budget for 2012/13 taking into account necessary savings and planned contributions from earmarked reserves.

5. Background Documents

Budget reports to the Executive

Contact Officer: Karen Iveson, Executive Director

Appendices:

Appendix A – Council Tax Supporting Information

Appendix B – Formal Council Tax Resolution

Appendix C – Council Tax Schedule by Town and Parish Areas

Appendix D – Town and Parish Precepts

Appendix E – Revenue Estimates

Appendix F – Capital Programmes

Council Tax - Supporting Information**PURPOSE**

1. The purpose of this Appendix and other Appendices and Schedules is to enable the Council to calculate and set the Council Tax for 2012/13.

BACKGROUND

2. The Localism Act 2011 has made significant changes to the Local Government Finance Act 1992, and now requires the billing authority to calculate a Council Tax requirement for the year, not its budget requirement as previously.
3. The precept levels of other precepting bodies have been received. These are detailed below:

Town & Parish Councils

4. The Town and Parish Council Precepts for 2012/13 are detailed in Appendix D And total £1,442,120.27. The increase in the average Band D Council Tax for Town and Parish Councils is 1.10% and results in an average Band D Council Tax figure of £47.55.

North Yorkshire County Council

5. North Yorkshire County Council met on 15 February 2012 and set their precept at £32,069,138. This results in a band D Council Tax of £1,057.48.

North Yorkshire Police Authority

6. North Yorkshire Police Authority met on 13 February 2012 and set their precept at £6,203,183. This results in a band D Council Tax of £204.55.

North Yorkshire Fire & Rescue Authority

7. North Yorkshire Fire & Rescue Authority met on 8 February 2012 and set their precept at £1,883,123. This results in a band D Council Tax of £62.10.

Conclusions

8. The recommendations are set out in the formal Council Tax Resolution in Appendix B
9. If the formal Council Tax Resolution at Appendix B is approved, the total Band D Council Tax will be as follows:

	2011/12 £	2012/13 £	Increase %
Selby District Council	158.88	158.88	0.00
North Yorkshire County Council	1,057.48	1,057.48	0.00
North Yorkshire Police Authority	204.55	204.55	0.00
North Yorkshire Fire & Rescue Authority	62.10	62.10	0.00
Sub Total	1,483.01	1,483.01	0.00
Town & Parish Councils (Average)	47.04	47.55	1.10
Total	1,530.05	1,530.56	0.03

The Council is recommended to resolve as follows:

1. It be noted that on 3 October 2011 the Council calculated the Council Tax Base 2012/13
 - (a) for the whole Council area as 30,326 [Item T in the formula in Section 31B of the Local Government Finance Act 1992, as amended (the "Act")]; and
 - (b) for dwellings in those parts of its area to which a Parish Precept relates as in the attached Appendix D
2. Calculate that the Council Tax requirement for the Council's own purpose for 2012/13 (excluding Parish Precepts) is £4,818,196
3. That the following amounts be calculated for the year 2012-13 in accordance with Sections 31 to 36 of the Act:
 - a) £52,859,727 being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(2) of the Act taking into account all precepts issued to it by Parish Councils.
 - b) £46,599,411 being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(3) of the Act.
 - c) £6,260,316 being the amount by which the aggregate at 3(a) above exceeds the aggregate at 3(b) above, calculated by the Council, in accordance with Section 31A(4) of the Act, as its Council Tax requirement for the year. (Item R in the formula in 31B of the Act).
 - d) £206.43 being the amount at 3(c) above (Item R), all divided by Item T (1(a) above), calculated by the Council, in accordance with Section 31B of the Act, as the basic amount of its Council Tax for the year (including Parish Precepts).
 - e) £1,442,120 being the aggregate amount of all special items (Parish Precepts) referred to in Section 34(1) of the Act (as per the attached Appendix C).
 - f) £158.88 being the amount at 3(d) above less the result given by dividing the amount at 3(e) above by Item T (19a) above), 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 Parish Precept relates.
4. To note that the County Council, the Police Authority and the Fire & Rescue Authority have issued precepts to the Council in accordance with Section 40 of the Local Government Finance Act 1992 for each category of dwellings in the Council's area as indicated in the table below.
5. That the Council, in accordance with Sections 30 and 36 of the Local Government Finance Act 1992, hereby sets the aggregate amounts shown in the tables below as the amounts of Council Tax for 2012/13 for each part of its area and for each of the categories of dwellings.

The Council is recommended to resolve as follows:**North Yorkshire Precepts**

Valuation Band	SDC £ p	NYCC £ p	NY Fire Authority £ p	NY Police Authority £ p	Aggregate £ p
A-	88.27	587.49	34.50	113.64	823.90
A	105.92	704.99	41.40	136.37	988.68
B	123.57	822.48	48.30	159.09	1,153.44
C	141.23	939.98	55.20	181.82	1,318.23
D	158.88	1,057.48	62.10	204.55	1,483.01
E	194.19	1,292.48	75.90	250.01	1,812.58
F	229.49	1,527.47	89.70	295.46	2,142.12
G	264.80	1,762.47	103.50	340.92	2,471.69
H	317.76	2,114.96	124.20	409.10	2,966.02

6.

Determine whether the Council's basic amount of Council Tax for 2012/13 is excessive in accordance with principles approved under Section 52ZB Local Government Finance Act 1992.

COUNCIL TAX SCHEDULE BY TOWN & PARISH AREAS

APPENDIX C

2012/13	BANDS							
	A £ p	B £ p	C £ p	D £ p	E £ p	F £ p	G £ p	H £ p
Selby District Council	105.92	123.57	141.23	158.88	194.19	229.49	264.80	317.76
North Yorkshire County Council	704.99	822.48	939.98	1057.48	1292.48	1527.47	1762.47	2114.96
North Yorkshire Police Authority	136.37	159.09	181.82	204.55	250.01	295.46	340.92	409.10
North Yorkshire Fire & Rescue Authority	41.40	48.30	55.20	62.10	75.90	89.70	103.50	124.20
Town/Parish only (a)								
Parish/Town & District (b)								
Total including County, Police & Fire (c)								
Appleton Roebuck & Acaster Selby (a)	15.70	18.31	20.93	23.55	28.78	34.01	39.24	47.09
(b)	121.62	141.88	162.16	182.43	222.97	263.50	304.04	364.85
(c)	1004.38	1171.75	1339.16	1506.56	1841.36	2176.13	2510.93	3013.11
Balne (a)	12.50	14.58	16.67	18.75	22.92	27.08	31.25	37.50
(b)	118.42	138.15	157.90	177.63	217.11	256.57	296.05	355.26
(c)	1001.18	1168.02	1334.90	1501.76	1835.50	2169.20	2502.94	3003.52
Barkston Ash (a)	15.87	18.52	21.16	23.81	29.10	34.39	39.68	47.62
(b)	121.79	142.09	162.39	182.69	223.29	263.88	304.48	365.38
(c)	1004.55	1171.96	1339.39	1506.82	1841.68	2176.51	2511.37	3013.64
Barlby (a)	40.21	46.92	53.62	60.32	73.73	87.13	100.54	120.64
(b)	146.13	170.49	194.85	219.20	267.92	316.62	365.34	438.40
(c)	1028.89	1200.36	1371.85	1543.33	1886.31	2229.25	2572.23	3086.66
Barlow (a)	29.71	34.67	39.62	44.57	54.48	64.38	74.29	89.14
(b)	135.63	158.24	180.85	203.45	248.67	293.87	339.09	406.90
(c)	1018.39	1188.11	1357.85	1527.58	1867.06	2206.50	2545.98	3055.16
Beal (a)	47.98	55.98	63.97	71.97	87.96	103.96	119.95	143.94
(b)	153.90	179.55	205.20	230.85	282.15	333.45	384.75	461.70
(c)	1036.66	1209.42	1382.20	1554.98	1900.54	2246.08	2591.64	3109.96
Biggin (a)	6.21	7.25	8.29	9.32	11.39	13.47	15.54	18.64
(b)	112.13	130.82	149.52	168.20	205.58	242.96	280.34	336.40
(c)	994.89	1160.69	1326.52	1492.33	1823.97	2155.59	2487.23	2984.66

COUNCIL TAX SCHEDULE BY TOWN & PARISH AREAS

APPENDIX C

2012/13		BANDS							
		A £ p	B £ p	C £ p	D £ p	E £ p	F £ p	G £ p	H £ p
Bilbrough	(a)	20.20	23.57	26.94	30.30	37.04	43.77	50.51	60.61
	(b)	126.12	147.14	168.17	189.18	231.23	273.26	315.31	378.37
	(c)	1008.88	1177.01	1345.17	1513.31	1849.62	2185.89	2522.20	3026.63
Birkin	(a)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	(b)	105.92	123.57	141.23	158.88	194.19	229.49	264.80	317.76
	(c)	988.68	1153.44	1318.23	1483.01	1812.58	2142.12	2471.69	2966.02
Bolton Percy, Colton & Steeton	(a)	14.31	16.69	19.07	21.46	26.23	31.00	35.77	42.92
	(b)	120.23	140.26	160.30	180.34	220.42	260.49	300.57	360.68
	(c)	1002.99	1170.13	1337.30	1504.47	1838.81	2173.12	2507.46	3008.94
Brayton	(a)	20.02	23.35	26.69	30.03	36.70	43.37	50.04	60.05
	(b)	125.94	146.92	167.92	188.91	230.89	272.86	314.84	377.81
	(c)	1008.70	1176.79	1344.92	1513.04	1849.28	2185.49	2521.73	3026.07
Brotherton	(a)	28.73	33.52	38.31	43.10	52.68	62.26	71.83	86.20
	(b)	134.65	157.09	179.54	201.98	246.87	291.75	336.63	403.96
	(c)	1017.41	1186.96	1356.54	1526.11	1865.26	2204.38	2543.52	3052.22
Burn	(a)	11.78	13.74	15.71	17.67	21.60	25.53	29.45	35.34
	(b)	117.70	137.31	156.94	176.55	215.79	255.02	294.25	353.10
	(c)	1000.46	1167.18	1333.94	1500.68	1834.18	2167.65	2501.14	3001.36
Burton Salmon	(a)	13.27	15.48	17.69	19.90	24.32	28.74	33.16	39.80
	(b)	119.19	139.05	158.92	178.78	218.51	258.23	297.96	357.56
	(c)	1001.95	1168.92	1335.92	1502.91	1836.90	2170.86	2504.85	3005.82
Byram cum Sutton	(a)	27.33	31.89	36.44	41.00	50.11	59.22	68.33	82.00
	(b)	133.25	155.46	177.67	199.88	244.30	288.71	333.13	399.76
	(c)	1016.01	1185.33	1354.67	1524.01	1862.69	2201.34	2540.02	3048.02
Camblesforth	(a)	24.84	28.98	33.12	37.25	45.53	53.81	62.09	74.51
	(b)	130.76	152.55	174.35	196.13	239.72	283.30	326.89	392.27
	(c)	1013.52	1182.42	1351.35	1520.26	1858.11	2195.93	2533.78	3040.53
Carlton	(a)	20.02	23.36	26.69	30.03	36.70	43.38	50.05	60.06
	(b)	125.94	146.93	167.92	188.91	230.89	272.87	314.85	377.82
	(c)	1008.70	1176.80	1344.92	1513.04	1849.28	2185.50	2521.74	3026.08

COUNCIL TAX SCHEDULE BY TOWN & PARISH AREAS

APPENDIX C

2012/13		BANDS							
		A £ p	B £ p	C £ p	D £ p	E £ p	F £ p	G £ p	H £ p
Cawood	(a)	39.73	46.36	52.98	59.60	72.85	86.09	99.33	119.20
	(b)	145.65	169.93	194.21	218.48	267.04	315.58	364.13	436.96
	(c)	1028.41	1199.80	1371.21	1542.61	1885.43	2228.21	2571.02	3085.22
Chapel Haddlesey	(a)	30.41	35.48	40.54	45.61	55.75	65.88	76.02	91.22
	(b)	136.33	159.05	181.77	204.49	249.94	295.37	340.82	408.98
	(c)	1019.09	1188.92	1358.77	1528.62	1868.33	2208.00	2547.71	3057.24
Church Fenton	(a)	21.79	25.42	29.05	32.68	39.94	47.21	54.47	65.36
	(b)	127.71	148.99	170.28	191.56	234.13	276.70	319.27	383.12
	(c)	1010.47	1178.86	1347.28	1515.69	1852.52	2189.33	2526.16	3031.38
Cliffe	(a)	27.54	32.13	36.72	41.31	50.49	59.67	68.85	82.62
	(b)	133.46	155.70	177.95	200.19	244.68	289.16	333.65	400.38
	(c)	1016.22	1185.57	1354.95	1524.32	1863.07	2201.79	2540.54	3048.64
Cridling Stubbs	(a)	17.14	20.00	22.86	25.71	31.43	37.14	42.86	51.43
	(b)	123.06	143.57	164.09	184.59	225.62	266.63	307.66	369.19
	(c)	1005.82	1173.44	1341.09	1508.72	1844.01	2179.26	2514.55	3017.45
Drax	(a)	21.93	25.58	29.24	32.89	40.20	47.51	54.82	65.79
	(b)	127.85	149.15	170.47	191.77	234.39	277.00	319.62	383.55
	(c)	1010.61	1179.02	1347.47	1515.90	1852.78	2189.63	2526.51	3031.81
Eggborough	(a)	15.36	17.92	20.48	23.04	28.16	33.28	38.40	46.08
	(b)	121.28	141.49	161.71	181.92	222.35	262.77	303.20	363.84
	(c)	1004.04	1171.36	1338.71	1506.05	1840.74	2175.40	2510.09	3012.10
Escrick	(a)	14.43	16.84	19.24	21.65	26.46	31.27	36.08	43.29
	(b)	120.35	140.41	160.47	180.53	220.65	260.76	300.88	361.05
	(c)	1003.11	1170.28	1337.47	1504.66	1839.04	2173.39	2507.77	3009.31
Fairburn	(a)	19.97	23.30	26.63	29.95	36.61	43.27	49.92	59.91
	(b)	125.89	146.87	167.86	188.83	230.80	272.76	314.72	377.67
	(c)	1008.65	1176.74	1344.86	1512.96	1849.19	2185.39	2521.61	3025.93
Gateforth	(a)	13.31	15.52	17.74	19.96	24.40	28.83	33.27	39.92
	(b)	119.23	139.09	158.97	178.84	218.59	258.32	298.07	357.68
	(c)	1001.99	1168.96	1335.97	1502.97	1836.98	2170.95	2504.96	3005.94

COUNCIL TAX SCHEDULE BY TOWN & PARISH AREAS

APPENDIX C

2012/13		BANDS							
		A £ p	B £ p	C £ p	D £ p	E £ p	F £ p	G £ p	H £ p
Hambleton	(a)	26.06	30.40	34.75	39.09	47.78	56.46	65.15	78.18
	(b)	131.98	153.97	175.98	197.97	241.97	285.95	329.95	395.94
	(c)	1014.74	1183.84	1352.98	1522.10	1860.36	2198.58	2536.84	3044.20
Healough & Catterton	(a)	3.27	3.81	4.36	4.90	5.99	7.08	8.17	9.80
	(b)	109.19	127.38	145.59	163.78	200.18	236.57	272.97	327.56
	(c)	991.95	1157.25	1322.59	1487.91	1818.57	2149.20	2479.86	2975.82
Heck	(a)	18.74	21.86	24.98	28.10	34.35	40.60	46.84	56.21
	(b)	124.66	145.43	166.21	186.98	228.54	270.09	311.64	373.97
	(c)	1007.42	1175.30	1343.21	1511.11	1846.93	2182.72	2518.53	3022.23
Hemingbrough	(a)	21.10	24.62	28.13	31.65	38.68	45.72	52.75	63.30
	(b)	127.02	148.19	169.36	190.53	232.87	275.21	317.55	381.06
	(c)	1009.78	1178.06	1346.36	1514.66	1851.26	2187.84	2524.44	3029.32
Hensall	(a)	15.14	17.66	20.18	22.71	27.75	32.80	37.84	45.41
	(b)	121.06	141.23	161.41	181.59	221.94	262.29	302.64	363.17
	(c)	1003.82	1171.10	1338.41	1505.72	1840.33	2174.92	2509.53	3011.43
Hillam	(a)	22.48	26.22	29.97	33.72	41.21	48.70	56.19	67.43
	(b)	128.40	149.79	171.20	192.60	235.40	278.19	320.99	385.19
	(c)	1011.16	1179.66	1348.20	1516.73	1853.79	2190.82	2527.88	3033.45
Hirst Courtney	(a)	58.49	68.24	77.99	87.74	107.23	126.73	146.23	175.47
	(b)	164.41	191.81	219.22	246.62	301.42	356.22	411.03	493.23
	(c)	1047.17	1221.68	1396.22	1570.75	1919.81	2268.85	2617.92	3141.49
Huddleston with Newthorpe	(a)	4.17	4.86	5.56	6.25	7.64	9.03	10.42	12.50
	(b)	110.09	128.43	146.79	165.13	201.83	238.52	275.22	330.26
	(c)	992.85	1158.30	1323.79	1489.26	1820.22	2151.15	2482.11	2978.52
Kelfield	(a)	16.38	19.11	21.84	24.57	30.03	35.49	40.95	49.14
	(b)	122.30	142.68	163.07	183.45	224.22	264.98	305.75	366.90
	(c)	1005.06	1172.55	1340.07	1507.58	1842.61	2177.61	2512.64	3015.16
Kellington	(a)	44.60	52.03	59.46	66.90	81.76	96.63	111.49	133.79
	(b)	150.52	175.60	200.69	225.78	275.95	326.12	376.29	451.55
	(c)	1033.28	1205.47	1377.69	1549.91	1894.34	2238.75	2583.18	3099.81

COUNCIL TAX SCHEDULE BY TOWN & PARISH AREAS

APPENDIX C

2012/13		BANDS							
		A £ p	B £ p	C £ p	D £ p	E £ p	F £ p	G £ p	H £ p
Kirk Smeaton	(a)	16.58	19.35	22.11	24.88	30.40	35.93	41.46	49.75
	(b)	122.50	142.92	163.34	183.76	224.59	265.42	306.26	367.51
	(c)	1005.26	1172.79	1340.34	1507.89	1842.98	2178.05	2513.15	3015.77
Little Fenton	(a)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	(b)	105.92	123.57	141.23	158.88	194.19	229.49	264.80	317.76
	(c)	988.68	1153.44	1318.23	1483.01	1812.58	2142.12	2471.69	2966.02
Little Smeaton	(a)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	(b)	105.92	123.57	141.23	158.88	194.19	229.49	264.80	317.76
	(c)	988.68	1153.44	1318.23	1483.01	1812.58	2142.12	2471.69	2966.02
Long Drax	(a)	14.07	16.42	18.77	21.11	25.80	30.49	35.19	42.22
	(b)	119.99	139.99	160.00	179.99	219.99	259.98	299.99	359.98
	(c)	1002.75	1169.86	1337.00	1504.12	1838.38	2172.61	2506.88	3008.24
Monk Fryston	(a)	27.88	32.52	37.17	41.81	51.11	60.40	69.69	83.63
	(b)	133.80	156.09	178.40	200.69	245.30	289.89	334.49	401.39
	(c)	1016.56	1185.96	1355.40	1524.82	1863.69	2202.52	2541.38	3049.65
Newland	(a)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	(b)	105.92	123.57	141.23	158.88	194.19	229.49	264.80	317.76
	(c)	988.68	1153.44	1318.23	1483.01	1812.58	2142.12	2471.69	2966.02
Newton Kyme cum Toulston	(a)	14.61	17.04	19.48	21.91	26.78	31.65	36.52	43.82
	(b)	120.53	140.61	160.71	180.79	220.97	261.14	301.32	361.58
	(c)	1003.29	1170.48	1337.71	1504.92	1839.36	2173.77	2508.21	3009.84
North Duffield	(a)	20.08	23.43	26.77	30.12	36.81	43.51	50.20	60.24
	(b)	126.00	147.00	168.00	189.00	231.00	273.00	315.00	378.00
	(c)	1008.76	1176.87	1345.00	1513.13	1849.39	2185.63	2521.89	3026.26
Oxton	(a)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	(b)	105.92	123.57	141.23	158.88	194.19	229.49	264.80	317.76
	(c)	988.68	1153.44	1318.23	1483.01	1812.58	2142.12	2471.69	2966.02
Riccall	(a)	58.27	67.98	77.69	87.40	106.82	126.25	145.67	174.80
	(b)	164.19	191.55	218.92	246.28	301.01	355.74	410.47	492.56
	(c)	1046.95	1221.42	1395.92	1570.41	1919.40	2268.37	2617.36	3140.82

COUNCIL TAX SCHEDULE BY TOWN & PARISH AREAS

APPENDIX C

2012/13		BANDS							
		A	B	C	D	E	F	G	H
		£ p	£ p	£ p	£ p	£ p	£ p	£ p	£ p
Ryther cum Ossendyke	(a)	22.44	26.18	29.91	33.65	41.13	48.61	56.09	67.31
	(b)	128.36	149.75	171.14	192.53	235.32	278.10	320.89	385.07
	(c)	1011.12	1179.62	1348.14	1516.66	1853.71	2190.73	2527.78	3033.33
Saxton cum Scarthingwell & Lead	(a)	41.67	48.61	55.56	62.50	76.39	90.28	104.17	125.00
	(b)	147.59	172.18	196.79	221.38	270.58	319.77	368.97	442.76
	(c)	1030.35	1202.05	1373.79	1545.51	1888.97	2232.40	2575.86	3091.02
Selby	(a)	66.33	77.39	88.44	99.50	121.61	143.72	165.83	199.00
	(b)	172.25	200.96	229.67	258.38	315.80	373.21	430.63	516.76
	(c)	1055.01	1230.83	1406.67	1582.51	1934.19	2285.84	2637.52	3165.02
Sherburn in Elmet	(a)	29.84	34.81	39.78	44.76	54.70	64.65	74.59	89.51
	(b)	135.76	158.38	181.01	203.64	248.89	294.14	339.39	407.27
	(c)	1018.52	1188.25	1358.01	1527.77	1867.28	2206.77	2546.28	3055.53
Skipwith	(a)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	(b)	105.92	123.57	141.23	158.88	194.19	229.49	264.80	317.76
	(c)	988.68	1153.44	1318.23	1483.01	1812.58	2142.12	2471.69	2966.02
South Milford	(a)	14.70	17.15	19.60	22.05	26.95	31.85	36.75	44.10
	(b)	120.62	140.72	160.83	180.93	221.14	261.34	301.55	361.86
	(c)	1003.38	1170.59	1337.83	1505.06	1839.53	2173.97	2508.44	3010.12
Stapleton	(a)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	(b)	105.92	123.57	141.23	158.88	194.19	229.49	264.80	317.76
	(c)	988.68	1153.44	1318.23	1483.01	1812.58	2142.12	2471.69	2966.02
Stillingfleet	(a)	13.94	16.26	18.58	20.90	25.55	30.19	34.84	41.81
	(b)	119.86	139.83	159.81	179.78	219.74	259.68	299.64	359.57
	(c)	1002.62	1169.70	1336.81	1503.91	1838.13	2172.31	2506.53	3007.83
Stutton with Hazlewood	(a)	12.99	15.15	17.32	19.48	23.81	28.14	32.47	38.96
	(b)	118.91	138.72	158.55	178.36	218.00	257.63	297.27	356.72
	(c)	1001.67	1168.59	1335.55	1502.49	1836.39	2170.26	2504.16	3004.98
Tadcaster	(a)	33.22	38.76	44.30	49.84	60.91	71.98	83.06	99.67
	(b)	139.14	162.33	185.53	208.72	255.10	301.47	347.86	417.43
	(c)	1021.90	1192.20	1362.53	1532.85	1873.49	2214.10	2554.75	3065.69

COUNCIL TAX SCHEDULE BY TOWN & PARISH AREAS

APPENDIX C

2012/13		BANDS							
		A	B	C	D	E	F	G	H
		£ p	£ p	£ p	£ p	£ p	£ p	£ p	£ p
Temple Hirst	(a)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	(b)	105.92	123.57	141.23	158.88	194.19	229.49	264.80	317.76
	(c)	988.68	1153.44	1318.23	1483.01	1812.58	2142.12	2471.69	2966.02
Thorganby	(a)	15.53	18.11	20.70	23.29	28.46	33.64	38.81	46.58
	(b)	121.45	141.68	161.93	182.17	222.65	263.13	303.61	364.34
	(c)	1004.21	1171.55	1338.93	1506.30	1841.04	2175.76	2510.50	3012.60
Thorpe Willoughby	(a)	17.58	20.51	23.44	26.37	32.23	38.09	43.95	52.74
	(b)	123.50	144.08	164.67	185.25	226.42	267.58	308.75	370.50
	(c)	1006.26	1173.95	1341.67	1509.38	1844.81	2180.21	2515.64	3018.76
Towton (with Grimston, Kirby Wharfe & North Milford)	(a)	8.57	9.99	11.42	12.85	15.70	18.56	21.42	25.70
	(b)	114.49	133.56	152.65	171.73	209.89	248.05	286.22	343.46
	(c)	997.25	1163.43	1329.65	1495.86	1828.28	2160.68	2493.11	2991.72
Ulleskelf	(a)	32.98	38.47	43.97	49.46	60.46	71.45	82.44	98.93
	(b)	138.90	162.04	185.20	208.34	254.65	300.94	347.24	416.69
	(c)	1021.66	1191.91	1362.20	1532.47	1873.04	2213.57	2554.13	3064.95
Walden Stubbs	(a)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	(b)	105.92	123.57	141.23	158.88	194.19	229.49	264.80	317.76
	(c)	988.68	1153.44	1318.23	1483.01	1812.58	2142.12	2471.69	2966.02
West Haddlesey	(a)	15.94	18.60	21.25	23.91	29.22	34.54	39.85	47.82
	(b)	121.86	142.17	162.48	182.79	223.41	264.03	304.65	365.58
	(c)	1004.62	1172.04	1339.48	1506.92	1841.80	2176.66	2511.54	3013.84
Whitley	(a)	18.77	21.89	25.02	28.15	34.41	40.66	46.92	56.30
	(b)	124.69	145.46	166.25	187.03	228.60	270.15	311.72	374.06
	(c)	1007.45	1175.33	1343.25	1511.16	1846.99	2182.78	2518.61	3022.32
Wistow	(a)	15.89	18.54	21.18	23.83	29.13	34.42	39.72	47.66
	(b)	121.81	142.11	162.41	182.71	223.32	263.91	304.52	365.42
	(c)	1004.57	1171.98	1339.41	1506.84	1841.71	2176.54	2511.41	3013.68
Womersley	(a)	44.56	51.99	59.41	66.84	81.69	96.55	111.40	133.68
	(b)	150.48	175.56	200.64	225.72	275.88	326.04	376.20	451.44
	(c)	1033.24	1205.43	1377.64	1549.85	1894.27	2238.67	2583.09	3099.70

TOWN & PARISH COUNCIL PRECEPTS

APPENDIX D

Town / Parish Council	2011/12			2012/13			Council Tax Increase %
	Tax Base	Precept £	Council Tax Band D (£)	Tax Base	Precept £	Council Tax Band D (£)	
Appleton Roebuck & Acaster Selby	363	8,500.00	23.42	361	8,500.00	23.55	0.55
Balne	95	1,800.00	18.95	96	1,800.00	18.75	-1.04
Barkston Ash	212	4,500.00	21.23	210	5,000.00	23.81	12.17
Barlby	1,586	81,639.00	51.47	1,597	96,334.00	60.32	17.19
Barlow	275	11,814.00	42.96	273	12,168.00	44.57	3.75
Beal	264	19,000.00	71.97	264	19,000.00	71.97	0.00
Biggin	57	500.00	8.77	59	550.00	9.32	6.27
Bilbrough	166	4,725.00	28.46	165	5,000.00	30.30	6.46
Birkin	59	0.00	0.00	57	0.00	0.00	0.00
Bolton Percy, Colton & Steeton	227	5,000.00	22.03	233	5,000.00	21.46	-2.58
Brayton	1,938	59,000.00	30.44	1,965	59,000.00	30.03	-1.37
Brotherton	232	10,000.00	43.10	232	10,000.00	43.10	0.00
Burn	199	3,500.00	17.59	204	3,605.00	17.67	0.48
Burton Salmon	196	3,800.00	19.39	196	3,900.00	19.90	2.63
Byram cum Sutton	486	18,720.00	38.52	481	19,720.00	41.00	6.44
Camblesforth	503	16,500.00	32.80	510	19,000.00	37.25	13.57
Carlton	669	20,000.00	29.90	666	20,000.00	30.03	0.45
Cawood	643	38,800.00	60.34	651	38,800.00	59.60	-1.23
Chapel Haddlesey	89	4,005.00	45.00	90	4,105.00	45.61	1.36
Church Fenton	503	15,500.00	30.82	498	16,275.00	32.68	6.05
Cliffe	486	19,724.00	40.58	487	20,118.00	41.31	1.79
Cridling Stubbs	68	1,850.00	27.21	70	1,800.00	25.71	-5.48
Drax	150	5,000.00	33.33	152	5,000.00	32.89	-1.32
Eggborough	653	15,000.00	22.97	651	15,000.00	23.04	0.31
Escrick	466	10,000.00	21.46	462	10,000.00	21.65	0.87
Fairburn	323	9,410.00	29.13	322	9,645.00	29.95	2.82
Gateforth	107	2,116.00	19.78	106	2,116.00	19.96	0.94
Grimston/Kirby Wharfe & Towton	177	2,300.00	12.99	179	2,300.00	12.85	-1.12

TOWN & PARISH COUNCIL PRECEPTS

APPENDIX D

Town / Parish Council	2011/12			2012/13			Council Tax Increase %
	Tax Base	Precept £	Council Tax Band D (£)	Tax Base	Precept £	Council Tax Band D (£)	
Hambleton	710	28,500.00	40.14	729	28,500.00	39.09	-2.61
Healaugh & Catterton	98	425.00	4.34	102	500.00	4.90	13.03
Heck	85	2,417.00	28.44	86	2,417.00	28.10	-1.16
Hemingbrough	710	22,500.00	31.69	716	22,660.00	31.65	-0.13
Hensall	314	7,000.00	22.29	316	7,175.00	22.71	1.85
Hillam	341	11,295.00	33.12	335	11,295.00	33.72	1.79
Hirst Courtney	109	9,300.00	85.32	106	9,300.00	87.74	2.83
Huddleston with Newthorpe	28	200.00	7.14	32	200.00	6.25	-12.50
Kelfield	174	4,220.00	24.25	175	4,300.00	24.57	1.31
Kellington	308	22,670.00	73.60	305	20,403.00	66.90	-9.11
Kirk Smeaton	202	5,000.00	24.75	201	5,000.00	24.88	0.50
Little Fenton	45	0.00	0.00	45	0.00	0.00	0.00
Little Smeaton	134	0.00	0.00	137	0.00	0.00	0.00
Long Drax	43	950.00	22.09	45	950.00	21.11	-4.44
Monk Fryston	428	18,147.00	42.40	434	18,147.20	41.81	-1.38
Newland	76	0.00	0.00	79	0.00	0.00	0.00
Newton Kyme & Toulston	118	2,520.00	21.36	115	2,520.00	21.91	2.61
North Duffield	497	15,000.00	30.18	498	15,000.00	30.12	-0.20
Oxton	10	0.00	0.00	11	0.00	0.00	0.00
Riccall	872	75,697.00	86.81	873	76,302.00	87.40	0.68
Ryther	99	3,500.00	35.35	104	3,500.00	33.65	-4.81
Saxton & Lead	236	12,000.00	50.85	240	15,000.00	62.50	22.92
Selby	4,554	453,136.00	99.50	4,624	460,090.00	99.50	0.00
Sherburn in Elmet	2,151	100,700.00	46.82	2,250	100,700.00	44.76	-4.40
Skipwith	129	0.00	0.00	126	0.00	0.00	0.00
South Milford	903	20,000.00	22.15	907	20,000.00	22.05	-0.44
Stapleton	29	0.00	0.00	30	0.00	0.00	0.00
Stillingfleet	181	3,784.00	20.91	175	3,658.00	20.90	-0.02
Stutton with Hazlewood	392	7,500.00	19.13	385	7,500.00	19.48	1.82

TOWN & PARISH COUNCIL PRECEPTS

APPENDIX D

Town / Parish Council	2011/12			2012/13			Council Tax Increase %
	Tax Base	Precept £	Council Tax Band D (£)	Tax Base	Precept £	Council Tax Band D (£)	
Tadcaster	2,188	111,382.00	50.91	2,235	111,382.00	49.84	-2.10
Temple Hirst	42	0.00	0.00	43	0.00	0.00	0.00
Thorganby	148	3,470.00	23.45	149	3,470.00	23.29	-0.67
Thorpe Willoughby	936	25,186.00	26.91	979	25,816.00	26.37	-2.00
Ulleskelf	332	16,416.00	49.45	336	16,620.00	49.46	0.04
Walden Stubbs	31	0.00	0.00	31	0.00	0.00	0.00
West Haddlesey	90	2,200.00	24.44	92	2,200.00	23.91	-2.17
Whitley	372	9,500.00	25.54	373	10,500.00	28.15	10.23
Wistow	500	11,569.00	23.14	500	11,916.07	23.83	3.00
Womersley	171	11,140.00	65.15	170	11,363.00	66.84	2.60
Total / Average	29,978	1,410,027.00	47.04	30,326	1,442,120.27	47.55	1.10

REVENUE ESTIMATES 2012/2013 To 2014/2015

GENERAL FUND

	2012/2013 Estimate £	2013/2014 Estimate £	2014/2015 Estimate £
<u>Net Expenditure</u>			
Access Selby	5,632,520	5,418,520	5,418,520
Core	2,887,500	2,959,925	3,033,905
Communities Selby	262,450	266,210	270,070
Drainage Board Additional Costs	75,000	75,000	75,000
Net Service Budget	8,857,470	8,719,655	8,797,495
Investment Income	(165,000)	(225,000)	(350,000)
External Interest	118,725	120,825	123,355
Capital Accounting Adjustment	196,685	193,430	190,305
Capital Growth	503,975	124,660	798,000
Contingencies	275,000	275,000	275,000
	9,786,855	9,208,570	9,834,155
Contribution to/ (from) Earmarked Reserves	451,682	557,874	(175,718)
Contribution to/(from) General Fund Balance	(445,480)	-	50,000
NET BUDGET	9,793,057	9,766,444	9,708,437
Formula Grant	(4,795,963)	(4,754,073)	(4,494,073)
Council Tax Freeze Grant	(120,000)	-	-
Collection Fund Surplus Allocation	(58,898)	-	-
Selby District Council Ctax Requirement	4,818,196	5,012,371	5,214,364

REVENUE ESTIMATES 2012/2013 To 2014/2015

HOUSING REVENUE ACCOUNT

	2012/2013 Estimate £	2013/2014 Estimate £	2014/2015 Estimate £
<u>Net Expenditure</u>			
Access Selby	3,979,692	4,026,631	4,051,977
Core	1,917,040	1,938,000	1,980,030
Net Service Budget	5,896,732	5,964,631	6,032,007
Investment Income	(20,000)	(30,000)	(40,000)
External Interest	2,727,220	2,727,220	2,727,220
	8,603,952	8,661,851	8,719,227
Contribution to/ (from) Earmarked Reserves	2,699,460	3,068,480	3,750,290
Contribution from Housing Revenue Account Balance	(77,020)	49,692	-
Net HRA Budget To Be Met From Rents	11,226,392	11,780,023	12,469,517

CAPITAL EXPENDITURE**APPENDIX F**

The tables below shows projected expenditure against available spending powers for 2012/13. 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	2012/13 £'000	2013/14 £'000	2014/15 £'000
<u>Expenditure:</u>			
Leisure Centres & Park	137	-	579
Selby Community Project	82	-	-
ICT Hardware, Software and Infrastructure	357	125	219
Conservation & Listed Buildings Grants	10	-	-
Repair Assistance Loans	30	30	-
Disabled Facilities Grant	350	350	350
Projected Expenditure	966	505	1,148
<u>Funding Sources:</u>			
Capital receipts	322	240	210
Grants and Contributions	140	140	140
Earmarked Reserves	494	125	798
Revenue	10	-	-
Projected Funding	966	505	1,148

Housing Revenue Account	2012/13 £'000	2013/14 £'000	2014/15 £'000
<u>Expenditure:</u>			
Electrical Rewires	300	310	322
HRA Capital Programme	2,667	3,086	3,495
Projected Expenditure	2,967	3,396	3,817
<u>Funding Sources:</u>			
Major Repairs Allowance	2,967	3,396	3,817
Projected Funding	2,967	3,396	3,817

Public Session

Report Reference Number C/11/11

Agenda Item No: 13

To: Council
Date: 28 February 2012
Author: Nicola Chick – Lead Officer Finance
Lead Officer: Executive Director (s151)
Executive Member: Councillor C Lunn

Title: Treasury Management – Treasury Management Strategy Statement 2012/13, Minimum Revenue Provision Policy Statement 2012/13, Annual Investment Strategy 2012/13 and Prudential Indicators 2012/13.

Summary:

This report presents for approval the proposed Treasury Management Strategy together with the Minimum Revenue Provision Policy Statement, Annual Investment Strategy for 2012/13 and Prudential Indicators 2012/13 as required by the Department of Communities and Local Government and CIPFA. The draft strategy documents have been scrutinised by Executive at its meeting on 2 February 2012.

Recommendations:

- i. The Operational Borrowing Limit for 2011/12 be revised to £71m**
- ii. The Authorised Borrowing Limit for 2011/12 be revised to £75m**
- iii. The Operational Borrowing Limit for 2012/13 is set at £71m**
- iv. The Authorised Borrowing Limit for 2012/13 is set at £75m**
- v. Councillors delegate authority to the Executive Director (s151) to effect movement within the agreed authorised boundary limits for long-term borrowing for 2012/13 onwards.**
- vi. Councillors delegate authority to the Executive Director (s151) to effect movement within the agreed operational boundary limits**

for long-term borrowing for 2012/13 onwards.

- vii. The treasury management strategy statement 2012/13 be approved.**
- viii. The minimum revenue provision policy statement for 2012/13 be approved.**
- ix. The treasury management investment strategy for 2012/13 be approved.**
- x. The prudential indicators for 2012/13 which reflect the capital expenditure plans which are affordable, prudent and sustainable be approved.**

Reasons for recommendations

To ensure the Council's Treasury Management Strategy and associated policies are prudent and affordable.

1. Introduction and background

- 1.1** The Council is required to operate a balanced budget, which broadly means that cash raised during the year will meet cash expenditure. Part of the treasury management operation is to ensure that this cash flow is adequately planned, with cash being available when it is needed. Surplus monies are invested to maximise returns within a policy which prioritises security of capital and liquidity of funds..
- 1.2** The second main function of the treasury management service is the funding of the Council's capital plans. These capital plans provide a guide to the borrowing need of the Council, essentially the longer term cash flow planning to ensure that the Council can meet its capital spending obligations. This management of longer term cash may involve arranging long or short term loans, or using longer term cash flow surpluses. On occasion any debt previously drawn may be restructured to meet Council risk or cost objectives.
- 1.3** The Council's Treasury Management Strategy is attached at Appendix A. The strategy sets out the limits to borrowing and investments that officers will apply over the coming year in order to ensure the Council's capital investments plans are affordable, prudent and sustainable.
- 1.4** A key issue facing the Council is the impact of Housing Revenue Account (HRA) reform. This essentially sees the end of the housing subsidy system and the opportunity for the Council to manage its HRA with minimum external control. The Council is required to produce a

30 year business plan to be accompanied by a 30 year financial plan.

2. The Report

HRA Reform

- 2.1 The present HRA subsidy arrangements are to be replaced by a new self-financing regime which will commence from 1st April 2012. Under the revised arrangements the Council is expected to become entirely self sufficient, as a result of an adjustment to its HRA debt position.
- 2.2 The Department for Communities and Local Government (DCLG) has produced a settlement valuation based on assumed levels of income and expenditure over the next 30 years.
- 2.3 CIPFA were invited by DCLG to provide guidance on the treatment of borrowing or debt liability notional interest costs once the existing subsidy system finishes. This is against the background of the main drivers for the newly independent HRA being certainty of, and control over, costs and income streams.
- 2.4 CIPFA has recognised this in proposing its preferred option of splitting borrowing into two pools (supported by DCLG) – one for the General Fund and one for the HRA. However both CIPFA and DCLG have made it clear that it is not their intention to impose a single solution. The Council is at liberty to carry on using the current one pool system for debt or the two pool approach, or retain one pool for its existing debt and then split debt for the General Fund and HRA going forward. Based on advice and historical evidence Officers believe that it is best for the Council if the two pool approach is used.
- 2.5 On 1st February the debt settlement valuation for the Council was confirmed at £63.068m. This valuation includes an amount of debt which the Council currently has allocated to it through the housing subsidy system of £5.335m (known as the subsidy capital financing requirement (CFR)). The settlement payment is the difference between the valuation and the subsidy CFR which is will be £57.733m. The settlement payment date is 28 March 2012.
- 2.6 To comply with the Localism Bill the settlement will need to be treated as capital expenditure and will have the effect of increasing the both the HRA CFR and Council's overall CFR.
- 2.7 The (overall) CFR measures the Council's underlying need to borrow. Currently due to historical issues the Council has borrowing in excess of its CFR. A review of the £10.1m debt currently held by the Council has shown that of this £7.5m relates to previous HRA capital expenditure. This debt is currently cash backed by reserved capital receipts from previous asset sales. As a consequence of the excessive penalties associated with early redemption of this debt the

Council has not redeemed these loans.

- 2.8 By using the two pool approach it is possible to disaggregate the Council's existing debt between General Fund and HRA. This then will allow the £7.5m to become part of the HRA pool and the capital receipts to be used as part of the £57.733m debt settlement calculation. The Council would then need to borrow the balance of £50.233m. Going forward the two pool approach would then ensure that all future borrowing undertaken by the Council is allocated to the appropriate service.
- 2.9 The HRA debt settlement valuation will also be the maximum amount that the Council is permitted to borrow for HRA capital expenditure throughout the 30 year financial plan. This will be known as the HRA Debt Cap. The Council is free to choose the length of borrowing it takes and also the type of loan. With interest rates at historically low levels it could be prudent to take borrowing for the maximum period allowed. It is proposed that the Officers work with the Council's Treasury Management Advisors at Sector to determine the optimum approach.
- 2.10 The PWLB has indicated that the interest to be charged on the HRA borrowing taken to fund the settlement will be 0.85% below its normal schedule of lending rates. The actual rate will not be known until the settlement date.

Treasury Management Strategy

- 2.11
- The Council's 'Authorised Limit for External Debt' is £75m for 2012/13, which is the maximum that can be borrowed in the year;
 - The 'Operational Boundary' (the maximum amount that is expected to be borrowed) is £71m in 2012/13, providing £4m headroom for any unusual cashflow purposes, should this be required;
 - Officers will manage the Council's exposure to interest rate variations during the year by working within agreed upper limits for fixed and variable interest rates (variable rate borrowing will be limited to 30%);
 - Within its Treasury Management Strategy, the Council will contain its exposure to the possibility of loss that might arise as a result of having to seek early repayment or redemption of principal sums, by setting limits for the amounts that can be invested from 1 up to 5 years (ranging from £20m down to £3m respectively);
 - The Council has a range of loans with differing maturity limits the value of loans at 02/02/2012 is £10.109m at an average rate of 7.59%;
 - The Council is expecting to pay £57.733m to the Government in respect of the HRA self financing settlement payment. Loans of £50.233m will be raised and the Council will use cash

backing £7.5m of its existing debt which historically belongs to the HRA as the balance.

- As at 02/02/2012 total investments are around £23m at an average rate of 1.41%.

Minimum Revenue Provision (MRP) Policy

- 2.12
- MRP for new borrowing will be based on the asset life;
 - Total MRP for 2012/13 is £710k (£197k for loans and £513k for leases)

Annual Investment Strategy

- 2.13
- The priorities for investing the Council's cash reserves are security of capital and liquidity of funds;
 - Credit ratings and other credit intelligence are used to inform decisions on investments;
 - Cash balances for investment are expected to range between £12m and £26m over the coming year dependent upon cashflows;
 - Interest rates are not forecast to increase over the coming months and therefore sums are being invested over a range of periods of time to try and achieve the budgeted return and to allow us to take advantage of rising rates as soon as possible;
 - An average rate of return of 1.25% has been estimated for 2012/13.

Prudential Indicators

- 2.14
- The Council plans to spend £3.923m on capital projects in 2012/13
 - This expenditure will be funded from major repairs reserve, capital receipts, grants or revenue resources;
 - Principle (Minimum Revenue Provision or MRP) and interest repayments on current and proposed borrowing, less interest on investments, equate to 9.38% of the General Fund Budget and 26.34% of the HRA net budget in 2012/13 – even though the Council is a net investor the cost of borrowing outweighs the investment interest earned;
 - The capital programme in 2012/13 is not reliant on new borrowing.

3. Legal/Financial Controls and other Policy matters

3.1 Legal Issues

There are no legal issues as a result of this report.

3.2 Financial Issues

There are no financial implications as a result of this report. However, the Executive Director (s151) and Lead Officer - Finance will, with advice from the Council's advisor (Sector Treasury Services) look to maximise opportunities with the Council's investment and borrowing position.

4. Conclusion

The Council has a statutory duty to produce its annual treasury management and investment strategies.

5. Background Documents

Finance treasury management files

Contact Details

Nicola Chick
Lead Officer - Finance
Selby District Council
nchick@selby.gov.uk

Appendices:

Appendix A – Treasury Management Strategy 2012/13
Appendix B – Minimum Revenue Provision Policy 2012/13
Appendix C – Annual Investment Strategy 2012/13
Appendix D – Prudential Indicators 2012/13

TREASURY MANAGEMENT STRATEGY STATEMENT 2012/13

1. **Introduction**
 - 1.1 Treasury management is defined as:

“The management of the local authority’s investments and cash flows, its banking, money market and capital market transactions; the effective control of the risks associated with those activities; and the pursuit of optimum performance consistent with those risks. ”
 - 1.2 **Reporting requirements** – The Council is required to receive and approve, as a minimum, three main reports each year, which incorporate a variety of policies, estimates and actuals. These reports are required to be adequately scrutinised by committee before being recommended to the Council. This role is undertaken by the Executive.
 - 1.3 **A Mid Year Treasury Management Report** – This will update members with the progress of the capital position, amending prudential indicators as necessary, and whether the treasury strategy is meeting the strategy or whether any policies require revision.
 - 1.5 **An Annual Treasury Report** – This provides details of a selection of actual prudential and treasury indicators and actual treasury operations compared to the estimates within the strategy.
 - 1.6 The Act therefore requires the Council to set out its treasury strategy for borrowing and to prepare an Annual Investment Strategy (as required by Investment Guidance issued subsequent to the Act) (included as Appendix D); this sets out the Council’s policies for managing its investments and for giving priority to the security and liquidity of those investments.
 - 1.8 The suggested Treasury Management Strategy for 2012/13 covers the following Issues
 - the current treasury position;
 - treasury indicators which will limit the treasury risk and activities of the Council;
 - prospects for interest rates;
 - HRA self financing;
 - the borrowing strategy;
 - policy on borrowing in advance of need;
 - debt rescheduling;
 - the investment strategy;
 - creditworthiness policy; and
 - policy on the use of external service providers.
 - 1.9 These elements cover the requirements of the Local Government Act 2003, the CIPFA prudential Code, the CLG MRP Guidance, the CIPFA Treasury Management Code and the CLG Investment Guidance.

- 1.20 It is a statutory requirement under Section 33 of the Local Government Finance Act 1992, for the Council to produce a balanced budget. In particular, Section 32 requires a local authority to calculate its budget requirement for each financial year to include the revenue costs that flow from capital financing decisions. This, therefore, means that increases in capital expenditure must be limited to a level whereby increases in charges to revenue from: -
- Increases in interest charges caused by increased borrowing to finance additional capital expenditure, and
 - Any increases in running costs from new capital projects are limited to a level which is affordable within the projected income of the Council for the foreseeable future.
- 1.21 The Council uses Sector Treasury Services as its external treasury management advisors.
- 1.22 The Council recognises that responsibility for treasury management decisions remains with the organisation at all times and will ensure that undue reliance is not placed upon our external service providers. (Treasury Management Practice 11)
- 1.23 The capital expenditure plans set out in Appendix D provide a summary of the service activity of the Council. The treasury management function ensures that the Council's cash is organised in accordance with the relevant professional codes, so that sufficient cash is available to meet this service activity. This will involve both the organisation of the cash flow and, where capital plans require, the organisation of appropriate borrowing facilities. The strategy covers the relevant treasury / prudential indicators, the current and projected debt positions and the annual investment strategy.

Table 1: Current Treasury Portfolio at 02/02/12

		Principal		Ave. rate	
		£m	£m	%	
Fixed rate funding	PWLB	3.61			
	Market	<u>6.50</u>	10.11		7.59
Variable Rate Funding	PWLB	0			
	Market	0	0		0
Other long term liabilities	Leases	2.66	2.66		2.95
TOTAL DEBT			<u>12.77</u>	<u>6.62</u>	
TOTAL INVESTMENTS			23.00	1.41	

- 1.24 The Council's current treasury portfolio position is shown in Table 1 and the forecasted position at 31 March 2011, with forward projections are

summarised in Table 2. The table shows the actual external borrowing (the treasury management operations), against the capital borrowing need (the Capital Financing Requirement - CFR), highlighting any over or under borrowing.

Table 2: Forecasted Portfolio Position

	2010/11 Actual £'000	2011/12 Estimate £'000	2012/13 Estimate £'000	2013/14 Estimate £'000	2014/15 Estimate £'000
External borrowing					
Borrowing at 1 April	13,145	14,742	62,475	61,977	61,481
Expected Change in Borrowing	988	(2,008)	(4)	0	0
HRA Settlement – New Borrowing	0	50,233	0	0	0
Leases	609	-492	-494	-496	-452
Actual borrowing at 31 March	14,742	62,475	61,977	61,481	61,029
CFR – the borrowing need	2,267	64,139	63,529	62,819	62,119
Under / (over) borrowing	(12,475)	1,664	1,552	1,338	1,090
Investments					
Total Investments at 31 March	22,717	19,500	16,000	17,000	18,000
Investment Change	(4,627)	(3,217)	(3,500)	1,000	1,000
Net Borrowing	(7,975)	42,975	45,977	44,481	43,029

2. **Treasury Limits for 2012/13 to 2014/15**

- 2.1 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.
- 2.2 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.”

- 2.3 The Executive Director (s151) reports that the authority had no difficulty meeting this requirement in 2010/11, nor are any difficulties envisaged for the current (2011/12) or future years (2012/13 – 2014/15). This view takes into account current commitments, existing plans and the proposals in the budget.
- 2.4 It is a statutory duty under Section 3 of the Local Government Act 2003 and supporting regulations, for the Council to determine and keep under review how much it can afford to borrow. The amount so determined is termed the “Affordable Borrowing Limit”. In England and Wales the authorised limit represents the legislative limit specified in Act.
- 2.5 The Council must have regard to the Prudential Code when setting the Authorised Limit, which essentially requires it to ensure that total capital investment remains within sustainable limits and, in particular, that the impact upon its future council tax and council rent levels is ‘acceptable’. It reflects the level of external borrowing which, while not desired, could be afforded in the short term, but is not sustainable in the longer term.
- 2.6 Whilst termed an “Affordable Borrowing Limit”, the capital plans to be considered for inclusion in corporate financing by both external borrowing and other forms of liability, such as credit arrangements.
- 2.7 The Authorised Limit for external borrowing is a key prudential indicator and represents a control on the maximum level of borrowing. It is a limit beyond which external borrowing is prohibited, and this limit needs to be set or revised by the full Council on a rolling basis, for the forthcoming financial year and two successive financial years. This information is shown in table 3.

Table 3: Authorised Borrowing Limit

	2010/11	2011/12	2012/13	2013/14	2014/15
Authorised Limit for External Debt	£'000	£'000	£'000	£'000	£'000
Borrowing	20,000	14,000	14,000	14,000	14,000
Add HRA Settlement	0	58,000	58,000	58,000	58,000
Other Long Term Liabilities	3,000	3,000	3,000	3,000	3,000
Total	23,000	75,000	75,000	75,000	75,000

- 2.8 The Operational Boundary is the limit beyond which external borrowing is not normally expected to exceed and within which officers will manage the Council's external debt position. In most cases, this would be a similar figure to the CFR, but may be lower or higher depending on the levels of actual borrowing. This information is shown in table 4.

Table 4: Operational Borrowing Limit

Operational Boundary	2010/11	2011/12	2012/13	2013/14	2014/15
	£'000	£'000	£'000	£'000	£'000
Borrowing	14,000	10,000	10,000	10,000	10,000
Add HRA Settlement	0	58,000	58,000	58,000	58,000
Other Long Term Liabilities	3,000	3,000	3,000	3,000	3,000
Operational Boundary Total	17,000	71,000	71,000	71,000	71,000

- 2.9 In respect of its external debt, table 3 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 2010/11 and 2011/12 figures shown above are for comparative purposes. It is also recommended that members continue to delegate authority to the Executive Director (s151), 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 The Executive at its next meeting following the change.
- 2.10 The Executive Director (s151) 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 Executive Director (s151) 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.

3. Prospects for Interest Rates

- 3.1 The Council appointed Sector Treasury Services as a treasury adviser to the Council and part of their service is to assist the Council to formulate a view on interest rates. Annex 1 draws together a number of current City forecasts for short term (bank rate) and longer fixed interest rates. Table

5 gives the Sector central view.

Table 5: Sector View interest rate forecast – December 2011

	2012				2013				2014	
	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2
	%	%	%	%	%	%	%	%	%	%
Bank Rate	0.50	0.50	0.50	0.50	0.50	0.50	0.75	1.00	1.25	1.50
3 Month Rate	0.70	0.70	0.70	0.70	0.75	0.80	0.90	1.20	1.40	1.60
1 Year Rate	1.50	1.50	1.50	1.60	1.70	1.80	1.90	2.20	2.40	2.60
5 Yr PWLB	2.30	2.30	2.30	2.40	2.50	2.60	2.70	2.80	2.90	3.10
10 Yr PWLB	3.30	3.30	3.40	3.40	3.50	3.60	3.70	3.80	4.00	4.20
25 Yr PWLB	4.20	4.20	4.30	4.30	4.40	4.50	4.60	4.70	4.80	4.90
50 yr PWLB	4.30	4.30	4.40	4.40	4.50	4.60	4.70	4.80	4.90	5.00

- 3.2 Growth in the UK economy is expected to be weak in the next two years. Bank Rate, currently 0.5%, underpins investment returns and is not expected to start increasing until quarter 3 of 2013 despite inflation currently being well above the Monetary Policy Committee inflation target. Hopes for an export led recovery appear likely to be disappointed due to the Eurozone sovereign debt crisis depressing growth in the UK's biggest export market. The Comprehensive Spending Review, which seeks to reduce the UK's annual fiscal deficit, will also depress growth during the next few years.
- 3.3 Fixed interest borrowing rates are based on UK gilt yields. The outlook for borrowing rates is currently much more difficult to predict. The UK total national debt is forecast to continue rising until 2015/16; the consequent increase in gilt issuance is therefore expected to be reflected in an increase in gilt yields over this period. However, gilt yields are currently at historically low levels due to investor concerns over Eurozone sovereign debt.
- 3.4 This challenging and uncertain economic outlook has a several key treasury management implications:
- The Eurozone sovereign debt difficulties, most evident in Greece, provide a clear indication of much higher counterparty risk. This continues to suggest the use of higher quality counterparties for shorter time periods;
 - Investment returns are likely to remain relatively low during 2012/13;
 - Borrowing interest rates are currently attractive, but may remain low for some time. The timing of any borrowing will need to be monitored carefully;

- There will remain a cost of capital – any borrowing undertaken that results in an increase in investments will incur a revenue loss between borrowing costs and investment returns.

4. **HRA Self Financing**

- 4.1 The present HRA subsidy arrangements are to be replaced by a new self-financing regime which will commence from 1st April 2012. Under the revised arrangements the Council is expected to become entirely self sufficient, as a result of an adjustment to its HRA debt position.
- 4.2 The Department for Communities and Local Government (DCLG) has produced a settlement valuation based on assumed levels of income and expenditure over the next 30 years.
- 4.3 CIPFA were invited by DCLG to provide guidance on the treatment of borrowing or debt liability notional interest costs once the existing subsidy system finishes. This is against the background of the main drivers for the newly independent HRA being certainty of, and control over, costs and income streams.
- 4.4 CIPFA has recognised this in proposing its preferred option of splitting borrowing into two pools (supported by DCLG) – one for the General Fund and one for the HRA. However both CIPFA and DCLG have made it clear that it is not their intention to impose a single solution. The Council is at liberty to carry on using the current one pool system for debt or the two pool approach, or retain one pool for its existing debt and then split debt for the General Fund and HRA going forward. Based on advice and historical evidence Officers believe that it is best for the Council if the two pool approach is used.
- 4.5 On 1st February 2012 the debt settlement valuation for the Council was confirmed at £63.068m a reduction of £327k on the estimate announced in November 2011. This valuation includes an amount of debt which the Council currently has allocated to it through the housing subsidy system of £5.335m (known as the subsidy capital financing requirement (CFR)). The settlement payment is the difference between the valuation and the subsidy CFR which will be £57.733m. The settlement payment date is 28 March 2012.
- 4.6 To comply with the Localism Bill the settlement will need to be treated as capital expenditure and will have the effect of increasing the both the HRA CFR and Council's overall CFR.
- 4.7 The (overall) CFR measures the Council's underlying need to borrow. Currently due to historical issues the Council has borrowing in excess of its CFR. A review of the £10.1m debt currently held by the Council has shown that of this £7.5m relates to previous HRA capital expenditure. This debt is currently cash backed by reserved capital receipts from previous asset sales. As a consequence of the excessive penalties

associated with early redemption of this debt due to currently low interest rates the Council has not redeemed these loans.

- 4.8 By using the two pool approach it is possible to disaggregate the Council's existing debt between General Fund and HRA. This then will allow the £7.5m to become part of the HRA pool and the capital receipts to be used as part of the £57.733m debt settlement calculation. The Council would then need to borrow the balance of £50.233m. Going forward the two pool approach would then ensure that all future borrowing undertaken by the Council is allocated to the appropriate service.
- 4.9 The HRA debt settlement valuation will also be the maximum amount that the Council is permitted to borrow for HRA capital expenditure throughout the 30 year financial plan. This will be known as the HRA Debt Cap. The Council is free to choose the length of borrowing it takes and also the type of loan. With interest rates at historically low levels it could be prudent to take borrowing for the maximum period allowed. It is proposed that the Officers work with the Council's Treasury Management Advisors at Sector to determine the optimum approach.
- 4.10 The PWLB has indicated that the interest to be charged on the HRA borrowing taken to fund the settlement will be 0.85% below its normal schedule of lending rates. The actual rate to be charged will not be confirmed until the settlement date in March.

5. Borrowing Requirement

- 5.1 The Council currently has due to historic circumstances an over-borrowed position. This means that the capital borrowing need (the Capital Financing Requirement), has been fully funded with loan debt and that there is additional loan debt balances over and above this which are now forming part of the Council's investments until such time as the debt fall due for repayment. This situation is not ideal in the current climate. However, the need for the Council to borrow to pay for the HRA settlement on 28 March has provided an opportunity to address this issue.
- 5.2 The requirement for the HRA reform settlement to be made to the CLG on 28 March 2012 will require a separate consideration of a borrowing strategy. The Council will need to have the cash settlement amount of £57.733m available by the 28th March 2012, so separate borrowing solely for this purpose is anticipated. The PWLB are providing loans at interest rates 0.85% lower than the usual PWLB interest rates solely for the settlement requirements. This provides a compelling reason to utilise this borrowing availability. The exact structure of debt to be drawn is currently being considered by officers to ensure it meets the requirements of the HRA business plan and the overall requirements of the Council. Whilst the debt can be drawn earlier than needed, this may incur a revenue cost, and will be considered when a review of the structure of actual prevailing borrowing and investment interest rates is undertaken nearer to the time.

- 5.3 It is recommended that the Council take the opportunity through the use of the 'two debt pool option' to align debt to the relevant fund (General Fund / HRA). As a consequence £7.5m of existing debt (£1m PWLB & £6.5m market debt) has been identified as belonging to the HRA. This debt will be classed as part of the HRA settlement figure which means that to extinguish its liability to the Government the Council will use £7.5m of its own cash from reserved capital receipts and borrow the balance of £50.233m from the PWLB.
- 5.4 This would leave £2.6m of debt allocated to the General Fund and with a General Fund CFR of £4.7m this means that the capital borrowing need (the Capital Financing Requirement), is not fully funded with loan debt and that cash supporting the Council's reserves, balances and cash flow is used as a temporary measure. This strategy is prudent as investment returns are low and counterparty risk is high and will be maintained for the borrowing excluding the HRA reform settlement.
- 5.5 Against this background and the risks within the economic forecast, caution will be adopted with the 2012/13 treasury operations. The Executive Director (s151) will monitor interest rates in financial markets and adopt a pragmatic approach to changing circumstances:
- if it was felt that there was a significant risk of a sharp fall in long and short term rates, e.g. due to a marked increase of risks around relapse into recession or of risks of deflation, then long term borrowings will be postponed, and potential rescheduling from fixed rate funding into short term borrowing will be considered.
 - if it was felt that there was a significant risk of a much sharper rise in long and short term rates than that currently forecast, perhaps arising from a greater than expected increase in world economic activity or a sudden increase in inflation risks, then the portfolio position will be re-appraised with the likely action that fixed rate funding will be drawn whilst interest rates were still relatively cheap.
- 5.6 Any decisions will be reported to the Executive at the next available opportunity.
- 5.7 The current capital programme funding forecasts for 2012/13 to 2014/15 for both the General Fund and the HRA shows that there is currently no borrowing requirement. This will be reviewed as the capital programmes for these future years are confirmed.
- 5.8 There are three debt related treasury activity limits. The purpose of these are to restrain the activity of the treasury function within certain limits, thereby managing risk and reducing the impact of any adverse movement in interest rates. However, if these are set to be too restrictive they will impair the opportunities to reduce costs / improve performance. Tables 6 and 7 summarise these indicators which are:
- Upper limits on variable interest rate exposure. This

identifies a maximum limit for variable interest rates based upon the debt position net of investments

- Upper limits on fixed interest rate exposure. This is similar to the previous indicator and covers a maximum limit on fixed interest rates;
- Maturity structure of borrowing. These gross limits are set to reduce the Council’s exposure to large fixed rate sums falling due for refinancing, and are required for upper and lower limits.

Table 6: Interest Rate Exposure

Upper Limit for Fixed Interest Rate Exposure	%	%	%	%	%
Net Interest re Fixed Rate Borrowing / Investments	100	100	100	100	100
Upper Limit for Variable Rate Exposure	%	%	%	%	%
Net Interest re Variable Rate Borrowing	30	30	30	30	30
Net Interest re Variable Rate Investments	100	100	100	100	100

Table 7 : Maturity Structure Fixed Rate Borrowing 2011/12

Maturity Structure New Borrowing 2011/2012	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	90%	20%

5.9 The Council has a policy of borrowing from the Public Works Loans Board in the first instance (over periods up to 50 years) or the money markets (over periods up to 50 years) which ever reflects the best possible value for the Council at the time. Individual loans are taken out over varying periods depending on the relative value of interest rates at the time of borrowing need and to avoid wherever possible a distorted repayment profile.

6. Debt Rescheduling

6.1 The Council's current debt portfolio as shown in Table 1 is made up of £4.6m of PWLB debt and £6.5m of market debt. Opportunities for debt

rescheduling have been limited. Flexibility for rescheduling was put into the PWLB debt taken to fund the Community Office Project (£2.6m) to enable opportunities to generate savings if appropriate. This element of the debt portfolio will be kept under review.

- 6.2 The reasons for any rescheduling to take place will include:
- the generation of cash savings at minimum risk;
 - help fulfil the strategy outlined in paragraph 5 above; and
 - enhance the balance of the portfolio (amend the maturity profile and/or the balance of volatility).

- 6.3 Any rescheduling of debt will be reported to Executive at the meeting following its action.

7. Extraordinary & Other Issues

Housing Revenue Account (HRA) Reform

- 7.1 The reforms of the HRA take effect from 1 April 2012. The proposals indicate that the Council will be allocated £63.1m of debt. On 28 March 2012 the Council will have to make a payment of £57.7m to the Government for which it will have to take borrowing of £50.2m on March 28th 2012. This impacts on the Council's Operational and Authorised Borrowing Limits for 2011/12 and it is recommended that the levels of both are raised by £52m to give a revised Operational limit of £71m (currently £19m) and Authorised limit of £75m (currently £23m)
- 7.2 The review of the HRA required as a consequence of the reform has identified that there may be an opportunity to reverse previous decisions by the Council for using capital receipts to fund part of the HRA capital programme, and that this expenditure could be adjusted for within the Debt Cap due to the currently negative position of the HRA CFR. These receipts would then be made available for General Fund use. The impact of this is currently being researched.

MINIMUM REVENUE PROVISION POLICY STATEMENT 2012/13

1 Introduction

- 1.1 Since 2008 the Council's Minimum Revenue Provision (MRP) liability has been governed by statutory guidance issued under the Local Government and Public Involvement in Health Act 2007 and Statutory instrument 2008 no 414 rather than regulation. A general duty has been placed upon local authorities to make an amount of MRP which it considers to be prudent, with responsibility being placed upon the Council to approve an annual MRP policy statement. MRP is the minimum amount that must be charged to revenue to repay loans.

2 Minimum Revenue Provision Policy

- 2.1 In May 2008 the Council set its MRP policy. As part of the budget setting process this policy is reviewed each year.
- 2.2 The currently agreed policy is that for all expenditure prior to 1 April 2008 which formed the General Fund Capital Financing Requirement (CFR) that is capital expenditure funded through borrowing be charged at 4% of the outstanding balance each year. The exception was public conveniences. The public conveniences element was to be charged over 15 years which was agreed as part of the funding for the refurbishment programme. The policy also agreed that all expenditure giving rise to MRP going forward would be charged over a period reasonably commensurate with the asset life.
- 2.3 The Council's MRP policy for 2011/12 is:
- CFR Method – Whereby the amount of MRP is calculated solely in relation to the CFR for the General Fund without any adjustments at the start of the year. This is the method that the Council has applied since an amendment to the regulations in 2006.
- And
- Asset Life Method – for the public conveniences project completed in 2006/07 which is being repaid over 15 years and all other projects funded from borrowing since April 2008.
- 2.4 It is proposed that this policy continues for 2012/13
- 2.5 The Council does not charge MRP on non-operational its assets i.e. those currently under construction. This option is in line with the principle that MRP should only be charged when assets are completed / become operational.
- 2.6 During 2012/13 the Council does not forecast the need for prudential borrowing to fund the General Fund or HRA capital programmes.

- 2.7 In 2012/13 MRP chargeable to the General Fund will relate to historic debt liability of £2.034m, public conveniences of £0.096m and the new civic centre £2.600m. This gives rise to an MRP liability of £197k for 2012/13 (£96k for 2011/12).
- 2.8 Should any expenditure incurred by the Council not be capable of being related to an asset because for example it is a grant to another organisations capital project then an asset life will be assessed on a basis which most reasonably reflects the anticipated period of benefit that arises from the expenditure.
- 2.9 Any finance lease that comes onto the balance sheet via the introduction of the new International Reporting Standards will already have taken capital financing into account as part of their revenue charges. For this reason they will be excluded from MRP calculations.
- 2.10 No revenue charge is currently required for the HRA. However under HRA reform the HRA will be required to charge depreciation on its assets, which will have a revenue effect. In order to address any possible adverse impact, regulations will allow the Major Repairs Allowance to be used as a proxy for depreciation for the first five years.
- 2.11 Repayments included in finance leases are applied as MRP.

ANNUAL INVESTMENT STRATEGY STATEMENT 2012/13

1. Introduction

- 1.1 The Council will have regard to the CLG's Guidance on Local Government Investments ("the Guidance"), and the 2011 revised CIPFA Treasury Management in Public Services Code of Practice and Cross Sectoral Guidance Notes ("the CIPFA TM Code").

2. Investment Principles

- 2.1 All investments will be in sterling. The general policy objective for this Council is the prudent investment of its treasury balances. The Council's investment priorities are:
- the security of capital and
 - liquidity of its investments.
- 2.2 The council will aim to achieve the optimum return on its investments commensurate with the proper levels of security and liquidity. The risk appetite of the Council is low in order to give priority to security of its investments.
- 2.3 The borrowing of monies purely to invest or on-lend and make a return is unlawful and this Council will not engage in such activity.
- 2.4 Investment instruments identified for use in the financial year are listed in Annex 2 under the 'Specified' and 'Non-Specified' Investments categories. Counterparty limits will be as set through the Council's Treasury Management Practices – Schedules.

3. Creditworthiness Policy

- 3.1 The Council uses the creditworthiness service provided by Sector Treasury Services. This employs a sophisticated modelling approach with credit ratings from all three agencies – Fitch, Moody's and Standard and Poors, forming the core element. The credit ratings of counterparties are supplemented with the following overlays:-
- Credit watches and credit outlooks from rating agencies
 - Credit Default Swaps (CDS) spreads to give an early warning of likely changes in credit ratings. CDS spreads are a risk mitigation tool used by the financial markets to help assess the creditworthiness of financial institutions. A CDS is an insurance against debt default.
 - Sovereign ratings to select counterparties from only the most credit worthy countries.
- 3.2 This modelling approach combines credit ratings, credit watches, and

credit outlooks in a weighted scoring system which is then combined with an overlay of CDS spreads for which the end product is a series of colour code bands which indicate the relative credit worthiness of counterparties. These colour codes are used by the Council to determine the duration for investments. The Council is satisfied that this service along with information from other sources such as the financial press and markets gives an additional level of security for its investments. It is also a service that the Council would not be able to replicate using in-house resources.

- 3.3 The selection of counterparties with a high level of creditworthiness will be achieved by selection of institutions down to a minimum durational band within Sector's weekly credit list of worldwide potential counterparties. The Council will use counterparties within the following durational bands:
- Yellow – up to 5 years (this is for AAA rated Government debt or its equivalent, including local authorities)
 - Purple – up to 2 years
 - Blue – up to 1 year (nationalised/semi nationalised UK banks only)
 - Orange – up to 1 year
 - Red – up to 6 months
 - Green – up to 3 months
 - No Colour – not to be used
- 3.4 The Council will not use the approach suggested by CIPFA of using the lowest rating from all three rating agencies to determine creditworthy counterparties as this would leave the Council with very few banks on its lending list, meaning that the value of total deposits would rise thus increasing counterparty exposure risk. The Sector service uses a wider array of information and provides a balanced score for counterparties.
- 3.5 All credit ratings are monitored on a weekly basis and at the time that the Council wishes to lend. The Council is alerted to changes to ratings of all three agencies as they happen through the use of the Sector creditworthiness service.
- If a down grade results in the counterparty/investment scheme no longer meeting the Council's minimum criteria, its further use as for new investment will be withdrawn immediately
 - In addition the Council will be advised of movements in CDS status and other market movements, which could result in an institution being removed from the list.
- 3.6 The Council does not place sole reliance on the use of this service from Sector. Other information from a number of sources is also used to assist in forming a view on suitable counterparties.
- 3.7 The Council will only use approved counterparties from countries with a minimum sovereign rating of AA from Fitch Ratings. The list of countries that currently qualify using this credit criteria are shown in Annex 2. This list will be added to, or deducted from by officers should ratings change in accordance with this policy.

4. **Investment Strategy**
- 4.1 The Council's funds are managed in-house and are a mixture of cash-flow derived and a core balance available for investment up to 2 years if the market conditions are appropriate. Investments will accordingly be made with reference to the core balance and cash flow requirements and the outlook for short-term interest rates (i.e. rates for investments up to 12 months). Core cash balances are derived from reserved capital receipts which are required for repayment of borrowing at a future date of more than 12 months.
- 4.2 Based on its cash flow forecasts, the Council anticipates its cash balances for investment in financial year 2012/13 to range between £12m and £26m. Cash balances consist of capital receipts, earmarked reserves General Fund and HRA balances and the Council's forecast cash flow. Balances will fluctuate during the year due to income being received in advance of expenditure occurring.
- 4.3 The bank rate is forecast to remain unchanged at 0.5% before starting to rise from quarter 3 of 2013. Bank rate forecasts for financial year ends (March) are as follows: -
- 2011/12 0.50%
 - 2012/13 0.50%
 - 2013/14 1.25%
 - 2014/15 2.50%
- 4.4 There are risks to these forecasts if economic growth remains weaker for longer than expected then rates will remain lower for longer. However, should growth pick up more sharply than expected then rates could increase sooner than forecast.
- 4.5 The Council has budgeted for an average return of 1.25% on its investments for 2012/13. This has been based on the rates currently being offered for investments using a mixture of shorter periods for non-core balances and longer periods (if appropriate) for core balances. Sector forecast an average of 0.70% for returns on short-term deposits in 2012/13.
- 4.6 For its cash flow generated balances, the Council will seek to utilise its business reserve accounts and short-dated deposits (over night to three months) in order to benefit from the compounding of interest.
- 4.7 The Council is required to set limits for its investments it would need to contain its exposure to long-dated investments to avoid losses on forced early redemptions. This framework provides a balance between caution and the freedom to take advantage of suitable market opportunities that may arise. Advice is always sought from market information available through the Council's treasury management advisors (Sector Treasury Services) before making such a commitment for investment periods of longer than 364 days. This is shown in Table 1.

Table 1: Limit Principal Sum Investments Greater Than 364 Days

Upper Limit for Total Principal Sums Invested for Over 364 Days	£'000	£'000	£'000	£'000	£'000
1 to 2 Years	20,000	20,000	20,000	20,000	20,000
2 to 3 Years	15,000	15,000	15,000	15,000	15,000
3 to 4 Years	5,000	5,000	5,000	5,000	5,000
4 to 5 Years	3,000	3,000	3,000	3,000	3,000

Table 2: Analysis of Core Cash Investments at 2 February 2012.

Institution	Amount £'000	Start Date	Maturity	Rate %
Santander UK plc	1,000	12.12.2011	12.03.2012	1.35
Nat West Bank plc	1,000	02.06.2011	02.03.2012	1.26
Barclays Bank plc	1,000	14.03.2011	14.03.2011	1.57
City of Newcastle Council	2,000	04.04.2011	02.04.2012	1.30
City of Newcastle Council	1,000	01.06.2011	30.05.2012	1.60
Leeds City Council	2,000	15.09.2011	13.09.2012	2.00
Santander UK plc	1,000	05.09.2011	05.03.2012	1.47
City of Newcastle Council	2,000	05.09.2011	03.09.2012	1.70
Barclays Bank plc	1,000	10.11.2011	10.02.2012	0.91
Sheffield City Council	3,000	01.12.2011	29.11.2012	1.55
Doncaster MBC	1,000	24.10.2011	24.05.2013	1.40
North Lanarkshire Council	2,000	18.11.2011	20.05.2013	1.20
Fife Council	2,000	24.11.2011	29.03.2013	0.90
Fife Council	1,000	05.01.2012	06.01.2014	1.30
Total	23,000			

4.8 Table 2 shows an analysis of the Councils cash balances investments as at 2 February 2012.

4.9 Investment instruments identified for use in the financial year are listed at Annex 3 under the following categories:-

- ‘Specified Investments’ – which are defined as
 - Investments denominated in sterling and any payments or repayments in respect of the investment are payable only in sterling.
 - The investment is not a long term investment, i.e. it is only up to 1 year.
 - The making of the investment is not defined as capital expenditure by virtue of regulation 25(1)(d) of the Local Authorities (Capital Finance and Accounting) (England) Regulations 2003 [SI 31456 as amended].
 - The investment is made with a body or in an investment scheme of high credit quality, the UK government or with a UK public sector body.

and

- ‘Non-Specified Investments’ are defined as those not meeting the definition of a Specified Investment.

4.10 Counterparty limits will be as set through the Council’s Treasury Management Practices – Schedules.

5 **Investments Defined as Capital Expenditure**

5.1 Investments in “money market funds” which are collective investment schemes and bonds issued by “multilateral development banks” – both defined in SI 2004 No 534 – will not be treated as capital expenditure.

5.2 A loan or grant or financial assistance by this Council to another body for capital expenditure by that body will be treated as capital expenditure.

6 **End of Year Investment Report**

6.1 At the end of the financial year, the Council will prepare a report on its investment activity as part of its Annual Treasury Report.

7 **Policy on the Use of External Service Providers**

7.1 The Council uses Sector as its external treasury management advisers.

7.2 The Council recognises that the responsibility for treasury management decisions remains with the organisation at all times and will ensure that undue reliance is not placed on our external service providers.

7.3 The Council also recognises that there is value in employing external providers of treasury management services in order to acquire access to specialist skills and resources. The Council will ensure that the terms of

their appointment and the methods by which their value will be assessed are properly agreed and documented, and subjected to regular review.

THE CAPITAL PRUDENTIAL INDICATORS 2012/13 – 2014/15

1. Introduction

- 1.1 The 'Prudential Code' provides Council's with a regime of self-regulation for borrowing money 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.
- 1.2 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.
- 1.3 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.
- 1.4 The Council's capital expenditure plans are the key driver of treasury management activity. The output of the capital expenditure plans are reflected in prudential indicators which are designed to assist members overview and confirm capital expenditure plans.
- 1.5 A key issue facing the Council is the impact of planned HRA reform. This will see the end of the housing subsidy system and will see the HRA as a stand alone business. The legislation is included within the Localism Bill which was enacted in December 2011.
- 1.6 The Council currently pays into the HRA housing subsidy system, and in order to stop future payments from 1 April 2012 the Council is required to pay the CLG £57.7m. This payment is effectively HRA debt, and so the prudential indicators have been adjusted to reflect this change. The actual payment will be made on the 28th March 2012 and so the indicators will take immediate effect from the approval of these limits by Council. The change is expected to be beneficial to the Council.

2. Capital Expenditure:

- 2.1 This prudential Indicator is a summary of the Council's capital expenditure plans, both those agreed previously, and those forming part of this budget cycle. Members are asked to approve the capital expenditure forecasts summarised in Table 1.

Table 1: Capital Expenditure

Capital Expenditure	2010/11 Actual £'000	2011/12 Estimate £'000	2012/13 Estimate £'000	2013/14 Estimate £'000	2014/15 Estimate £'000
General Fund	5,502	3,126	966	505	1,148
HRA Existing	2,988	3,590	2,967	3,396	3,817
HRA Settlement	0	57,733	0	0	0
Total HRA	8,490	64,449	3,933	3,901	4,965

2.2 Other long term liabilities. The above financing need excludes other long term liabilities, such as leasing arrangements which already include borrowing instruments (this includes the leases the councils contractors have for vehicles and equipment within the Street Scene and Leisure Contracts). Table 2 below includes these costs.

Table 2: Financing of Capital Expenditure

Capital Expenditure	2010/11 Actual £'000	2011/12 Estimate £'000	2012/13 Estimate £'000	2013/14 Estimate £'000	2014/15 Estimate £'000
General Fund	6,579	3,126	966	505	1,148
HRA Existing	2,988	3,590	2,967	3,396	3,817
HRA Settlement	0	57,733	0	0	0
Total	9,567	64,449	3,933	3,901	4,965
Financed By:					
Revenue & Reserves	1,502	2,102	504	125	798
Capital Receipts	2,063	2,335	322	240	210
Grants	473	290	140	140	140
Major Repairs Allowance / Reserve	816	1,989	2,967	3,396	3,817
Borrowing - Debt	3,636	57,733	0	0	0
Borrowing - Leases	1,077	0	0	0	0
Total	9,567	64,449	3,933	3,901	4,965

- 2.3 Table 2 summarises the above capital expenditure plans and how these plans are being financed by capital or revenue resources. Any shortfall of resources results in a funding need (borrowing).

3. **The Council's Borrowing Need (the Capital Financing Requirement):**

- 3.1 The second prudential indicator is the Council's Capital Financing Requirement (CFR). The CFR is simply the total historic outstanding capital expenditure which has not yet been paid for from either revenue or capital resources. It is essentially a measure of the Council's underlying borrowing need. Any capital expenditure above, which has not immediately been paid for, will increase the CFR. This is summarised in Table 3.

Table 3: Capital Financing Requirement

	2010/11 Actual £'000	2011/12 Estimate £'000	2012/13 Estimate £'000	2013/14 Estimate £'000	2014/15 Estimate £'000
CFR General Fund	2,326	4,826	4,730	4,534	4,340
CFR GF Leases	2,051	2,654	2,140	1,626	1,120
Total CFR General Fund	4,377	7,480	6,870	6,160	5,460
CFR HRA Existing	(2110)	(1,074)	(1,074)	(1,074)	(1,074)
HRA Settlement	0	57,733	57,733	57,733	57,733
Total HRA	(2,110)	56,659	56,659	56,659	56,659
TOTAL CFR	2,267	64,139	63,856	63,146	62,446
Movement in CFR	4,139	57,123	(710)	(700)	(645)
Movement in CFR represented by					
Net Financing need for the year	4,713	0	0	0	0
HRA Settlement	0	57,733	0	0	0
Less MRP & Other financing movements	(574)	(610)	(710)	(700)	(645)
Movement in CFR	4,139	57,123	(710)	(700)	(645)

- 3.2 Following accounting changes the CFR includes any other long term

liabilities (e.g. finance leases) brought onto the balance sheet. Whilst this increases the CFR, and therefore the Council's borrowing requirement, these types of scheme include a borrowing facility and so the Council is not required to separately borrow for these schemes. These are also shown in Table 3.

- 3.3 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.
- 3.4 The application of resources (capital receipts, reserves etc.) to either finance capital expenditure or other budget decisions to support the revenue budget will have an ongoing impact on investments unless resources are supplemented each year from new sources (asset sales etc.). Table 4 shows the estimates of the year end balances for each resource and anticipated day to day cash flow balances.

Table 4: Year End Resources

	2010/11 Actual £'000	2011/12 Estimate £'000	2012/13 Estimate £'000	2013/14 Estimate £'000	2014/15 Estimate £'000
GF Fund Balances / Reserves	8,595	7,556	7,192	7,557	7,263
HRA Fund Balances / Major Repairs Reserve	1,671	1,857	2,959	4,107	5,314
Capital Receipts	94	1,450	2,678	2,532	2,387
GF Provisions	53	0	0	0	0
HRA Provisions	0	0	0	0	0
Other (Grants)	191	191	191	191	191
Total Core Funds	10,604	11,054	13,020	14,387	15,155
Working Capital	18,644	17,000	14,000	15,000	17,000
Expected Investments	22,717	19,500	16,000	17,000	18,000

4. **Affordability Prudential Indicators**

- 4.1 The previous sections cover the overall capital and control of borrowing prudential indicators, but within this framework prudential indicators are required to assess the affordability of the capital investment plans. These provide an indication of the impact of the capital investment plans on the Council's overall finances. The Council is asked to approve the following indicators:
- 4.2 The indicator of actual and estimates of the ratio of financing costs to net revenue stream identifies the trend in the cost of capital (borrowing and other long term obligation costs net of investment income) against the net revenue stream. These are shown in Table 5. The estimates of financing costs include current commitments and the proposals in this report.

Table 5: Ratio of Financing Costs to Net Revenue Stream

	2010/11 Actual %	2011/12 Forecast %	2012/13 Estimate %	2013/14 Estimate %	2014/15 Estimate %
GF	15.99	17.64	11.29	11.84	11.81
HRA	5.14	4.86	26.52	25.14	23.87

- 4.3 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
- 4.4 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.
- 4.5 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 2012/13 budget setting round are shown in table 6.

Table 6: Incremental Impact of Capital Investment Decisions

Capital Investment Impact Upon:	2011/12 £	2012/13 £	2013/14 £	2014/15 £
Annual Band D Council Tax	0.20	3.53	(0.03)	0.55
Average Weekly Housing Rent	0.16	0.94	0.95	0.95

- 4.6 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).
- 4.7 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.

INTEREST RATE FORECASTS

The data below shows a variety of forecasts published by a number of institutions. The first three are individual forecasts including those of UBS and Capital Economics (an independent forecasting consultancy). The final one represents summarised figures drawn from the population of all major City banks and academic institutions.

The forecast within this strategy statement has been drawn from these diverse sources and officers' own views.

Sector Interest Rate Forecast

	Q/E 1 2012 %	Q/E 2 2012 %	Q/E 3 2012 %	Q/E4 2012 %	Q/E 1 2013 %	Q/E 2 2013 %	Q/E 3 2013 %	Q/E4 2013 %	Q/E 1 2014 %	Q/E 2 2014 %	Q/E 3 2014 %	Q/E4 2014 %	Q/E 1 2015 %
Bank Rate	0.50	0.50	0.50	0.50	0.50	0.50	0.75	1.00	1.25	1.50	2.00	2.25	2.50
5Yr PWLB Rate	2.30	2.30	2.30	2.40	2.50	2.60	2.70	2.80	2.90	3.10	3.30	3.50	3.70
10Yr PWLB Rate	3.30	3.30	3.40	3.40	3.50	3.60	3.70	3.80	4.00	4.20	4.40	4.60	4.80
25Yr PWLB Rate	4.20	4.20	4.30	4.30	4.40	4.50	4.60	4.70	4.80	4.90	5.00	5.10	5.20
50Yr PWLB Rate	4.30	4.30	4.40	4.40	4.50	4.60	4.70	4.80	4.90	5.00	5.10	5.20	5.30

Capital Economics Interest Rate Forecasts

	Q/E 1 2012 %	Q/E2 2012 %	Q/E3 2012 %	Q/E4 2012 %	Q/E 1 2013 %	Q/E 2 2013 %	Q/E 3 2013 %	Q/E4 2013 %
Bank Rate	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50
5Yr PWLB Rate	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00
10Yr PWLB Rate	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00
25Yr PWLB Rate	3.90	3.90	3.90	3.90	3.90	3.90	3.90	3.90
50Yr PWLB Rate	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00

UBS Interest Rate Forecast

	Q/E 1 2011 %	Q/E 3 2011 %	Q/E 1 2012 %	Q/E 3 2012 %	Q/E 1 2013 %	Q/E 2 2013 %	Q/E 3 2013 %	Q/E4 2013 %
Bank Rate	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50
5Yr PWLB Rate								
10Yr PWLB Rate	3.50	3.50	3.60	3.70	3.70	3.70	3.70	3.70
25Yr PWLB Rate	4.90	4.90	4.90	4.90	4.90	4.90	4.90	4.90
50Yr PWLB Rate	5.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00

Survey of Economic Forecasts

This table is based on data from HM Treasury and is a summary of the forecasts from the December 2011 report. The data for 2012-2015 is based on 32 forecasts.

Bank Rate Forecasts	Actual %	Quarter Ended		Annual Average Bank Rate		
		Q4 2012 %	Q4 2013 %	2013 %	2014 %	2015 %
Average	0.90	1.80	3.10	3.10	4.10	4.50
Highest	0.50	0.60	1.20	1.20	2.10	3.10
Lowest	0.50	0.10	0.50	0.50	0.90	1.40

Approved Countries For Investment

Rating	Country
AAA	Australia
	Canada
	Denmark
	Finland
	Germany
	Luxembourg
	Netherlands
	Norway
	Singapore
	Sweden
	Switzerland
	United Kingdom
	AA+
Hong Kong	
United States of America	
AA	Belgium
	United Arab Emirates

LOCAL GOVERNMENT INVESTMENTS (England)SPECIFIED INVESTMENTS

Investment	Security / Minimum Credit Rating	Circumstance of use	Maximum Amount	Maximum Maturity period
Debt Management Agency Deposit Facility* (DMADF)	Govt-backed	In-house	£5m	1 year
Term deposits with the UK government or with UK local authorities with maturities up to 1 year	High security although LA's not credit rated.	(1) In-house using decision matrix and (2) by external fund manager	£5m per Organisation	1 year
Term deposits with credit-rated deposit takers (banks and building societies), including callable deposits, with maturities up to 1 year	Yes-varied Sector Colour - Green	(1) In-house using decision matrix and (2) by external fund manager	£5m per institution	1 year
Certificates of Deposit issued by credit-rated deposit takers (banks and building societies): up to 1 year.	Yes-varied Sector Colour - Green	(1) In-house following consultation with Sector and (2) by external fund manager	£5m per institution	1 year
Gilts : with maturities up to 1 year.	Govt-backed AAA	(1) Buy and hold to maturity: to be used in-house after consultation / advice from Sector. (2) For trading by external fund manager only, subject to the guidelines and parameters agreed with them.	£5m	1 year
Money Market Funds - collective investment scheme as defined in SI 2004 No 534	Yes-varied - AAA	(1) In-house and (2) by external fund managers subject to the guidelines and parameters agreed with them	£5m per institution	1 year

LOCAL GOVERNMENT INVESTMENTS (England)**SPECIFIED INVESTMENTS**

Investment	Security / Minimum Credit Rating	Circumstance of use	Maximum Amount	Maximum Maturity period
Forward deals with credit rated banks and building societies < 1 year (i.e. negotiated deal period plus period of deposit)	Yes-varied Sector Colour - Green	(1) In-house and (2) fund managers	£5m per institution	1 year in aggregate
Gilt Funds and other Bond Funds	Yes – minimum rating Fitch AA-Moody's Aa3 S&P AA-	To be used by external fund managers only subject to the guidelines and parameters agreed with them	£5m	
Treasury bills	Govt-backed	(1) In-house following consultation with Sector and (2) by external fund manager	£5m	1 year
Bonds issued by a financial institution that is guaranteed by the United Kingdom Government (as defined in SI 2004 No 534) with maturities under 12 months.	Govt-backed	(1) Buy and hold to maturity: to be used in-house after consultation / advice from Sector. (2) For trading by external fund manager only, subject to the guidelines and parameters agreed with them.	£5m	1 year
Bonds issued by multilateral development banks (as defined in SI 2004 No 534) with maturities under 12 months	AAA	(1) Buy and hold to maturity: to be used in-house after consultation / advice from Sector. (2) For trading by external fund manager only, subject to the guidelines and parameters agreed with them.	£5m	1 year

LOCAL GOVERNMENT INVESTMENT (England)
NON-SPECIFIED INVESTMENTS

<u>Investment</u>	<u>Security / Minimum Credit Rating</u>	<u>Circumstance of use</u>	<u>Max % of overall investments</u>	<u>Maximum maturity of investment</u>
Term deposits with credit rated deposit takers (banks and building societies) with maturities greater than 1 year	YES-varied Sector Colour Purple	(1) In-house and (2) fund manager	60%	Suggested limit : 2 Years
Certificates of Deposit with credit rated deposit takers (banks and building societies) with maturities greater than 1 year	YES-varied Sector Colour Purple	(1) In-house following consultation with Sector and (2) by external fund manager	30%	Suggested limit : 2 Years
Callable deposits with credit rated deposit takers (banks and building societies) with maturities greater than 1 year	YES-varied Sector Colour Purple	(1) In-house following consultation with Sector and (2) by external fund manager	10%	Suggested limit : 2 Years in aggregate
UK government gilts with maturities in excess of 1 year	Govt backed	(1) Buy and hold to maturity: to be used in-house after consultation / advice from Sector. (2) For trading by external fund manager only, subject to the guidelines and parameters agreed with them.	50%	Suggested maturity limit: 10 years including but also including the 10 year benchmark gilt
Sovereign issues ex UK govt gilts : any maturity	AAA	(1) Buy and hold to maturity: to be used in-house after consultation / advice from Sector. (2) For trading by external fund manager only, subject to the guidelines and parameters agreed with them.	30%	Suggested limit : 10 years

LOCAL GOVERNMENT INVESTMENT (England)
NON-SPECIFIED INVESTMENTS

<u>Investment</u>	<u>Security / Minimum Credit Rating</u>	<u>Circumstance of use</u>	<u>Max % of overall investments</u>	<u>Maximum maturity of investment</u>
Forward deposits with credit rated banks and building societies for periods > 1 year (i.e. negotiated deal period plus period of deposit)	YES-varied Sector Colour Purple	(1) In-house following consultation with Sector and (2) by external fund manager	50%	Suggested limit : 2 Years in aggregate
Deposits with unrated deposit takers with unconditional financial guarantee from HMG or credit-rated parent institution : any maturity	YES-varied Sector Colour Purple	(1) In-house and (2) fund managers	50%	Suggested limit : 1 year
Bonds issued by a financial institution that is guaranteed by the United Kingdom Government (as defined in SI 2004 No 534)	AAA / government guaranteed	(1) Buy and hold to maturity: to be used in-house after consultation / advice from Sector. (2) For trading by external fund manager only, subject to the guidelines and parameters agreed with them.	10%	Suggested limit : 10 years
Bonds issued by multilateral development banks (as defined in SI 2004 No 534)	AAA or government guaranteed	(1) Buy and hold to maturity: to be used in-house after consultation / advice from Sector. (2) For trading by external fund manager only, subject to the guidelines and parameters agreed with them.	30%	Suggested limit : 10 years

All "Non Specified Investments" listed will be sterling-denominated with maturities over 1 year meeting the minimum 'high' rating criteria where applicable.

Note: Whilst the council does not currently utilise the services of a Fund Manager the inclusion of the types of investments that a Fund Manager would use maintains flexibility within the investment strategy should the circumstances be right and the Council wish to appoint one.



Report Reference Number C/11/12

Agenda Item No: 14

To: Council
Date: 13 February 2012
Author: Jackie Humphries – Lead Officer Human Resources
Lead Officer: Janette Barlow – Director of Business Services

Title: Pay Policy Statement

Summary:

The purpose of this report is to seek approval to implement the Council's Pay Policy Statement 2012/13 in accordance with section 38 of the Localism Act 2011.

Recommendations:

- i. That Council approve the Pay Policy Statement for 2012/13 (Appendix 1)**
- ii. That Council approve the Terms and Conditions relating to Pay (Appendix 2)**

Reasons for recommendation

To comply with Localism Act 2011 (the Act) to prepare a Pay Policy Statement articulating the Council's policy towards the pay of the workforce.

1. Introduction and background

Local Authorities are required under section 38(1) of the Localism Act 2011 (the Act) to prepare a Pay Policy Statement (Appendix 1). The Statement must articulate the Council's policy towards the pay of the workforce, particularly senior staff and lowest paid employees.

2. The Report

- 2.1** Each local authority is an individual employer in its own right and has the authority to make decisions on pay that are appropriate to local circumstances and which deliver value for money for local taxpayers. The provisions of the Act do not seek to change this or to determine

what decisions on pay should be taken but they require individual employing authorities to be more open about their own policies in relation to pay and how decisions are made in this regard.

- 2.2 Section 40 of the Act requires authorities in developing their Pay Policy Statement to have regard to any guidance published by the Secretary of State. This includes Communities and Local Government guidance on Openness and Accountability in Local Pay and the Code of Recommended Practice for Local Authorities on Data Transparency.
- 2.3 The government has taken steps to increase transparency on the pay and reward of public sector employees and the Code of Recommended Practice for Local Authorities on Data Transparency which amongst other things asks councils to consider the way they release data on senior salaries.
- 2.4 In March 2011 the Hutton Review of Fair Pay was published which made several recommendations for promoting pay fairness in the public sector by tackling disparities between the lowest and highest paid in the public sector.
- 2.5 A table detailing the Terms and Conditions relating to pay can be found at Appendix 2.
- 2.6 The Organisational Structure indicates the current vacancies and salary grades, Appendix 3.

3. Legal/Financial Controls and other Policy matters

3.1 Legal Issues

The Localism Act received Royal Assent on 15 November 2011. Chapter 8 of the act refers to 'Pay Accountability' and sets out the requirements for councils to determine and publish annual pay policy statements.

The pay policy statement must set out an authority's policies relating to;

- Chief Officer remuneration
- Remuneration of its lowest paid employees
- The relationship between chief officer remuneration and that of other staff

An authority may amend its pay policy statement during the period but must comply with the statement in force in making decisions on relevant remuneration.

3. Conclusion

The provisions contained in the Act bring together the need for increasing accountability, transparency and fairness in the setting of pay which has

culminated in the formalisation of the Council's Pay Policy Statement which outlines the pay and reward of the most senior employees set within the context of the pay of the wider workforce.

Contact Officer: Jackie Humphries

Appendices:

Appendix 1 Statement Of Pay Policy
Appendix 2 Terms and Conditions of Pay
Appendix 3 Organisational Structure

SELBY DISTRICT COUNCIL/ACCESS SELBY
STATEMENT OF PAY POLICY FOR THE PERIOD 1 APRIL 2012 TO 31
MARCH 2013

Introduction

Sections 38 -43 of the Localism Act 2011 require that the authority produce a Policy Statement that covers a number of matters concerning the pay of the Authority's staff, principally Chief Officers. This Policy Statement meets the requirements of the Localism Act in this regard and also meets the requirements of guidance issued by the Secretary of State for Communities and Local Government to which the authority is required to have regard under Section 40 of the Act. This Policy was considered and approved by the Full Council at the Council meeting which took place on 28 February 2012. This Policy also has some connection with the data on pay and rewards for staff which the Authority publishes under the Code of Recommended Practice for Local Authorities on Data Transparency and the data which is published under The Accounts and Audit (England) Regulations (2011). It should be noted that the requirements to publish data under the Secretary of State guidance, the Code of Practice and the Regulations do differ, the data requirements of the Code of Practice and the Accounts and Audit Regulations are summarised at Appendix 1 to this Policy Statement.

Definition of officers covered by the Policy Statement

This Policy Statement covers the following posts:

- Head of Paid Service, which in this authority is the post of Chief Executive.
- Statutory Chief Officers, which in this authority are the posts of Deputy Chief Executive (Monitoring Officer) and Executive Director (Chief Finance Officer)
- Non-statutory Chief Officers (those who report directly to the Head of Paid Service) which in this authority are the posts of Executive Director, Managing Director, Director – Business Services and Director – Community Services.

Policy on remunerating Chief Officers

The Authority's policy on remunerating Chief Officers is set out in the schedule that is attached to this Policy Statement at Appendix 2. It is the policy of this Authority to establish a remuneration package for each Chief Officer post that is sufficient to attract and retain staff of the appropriate skills, knowledge, experience, abilities and qualities that is consistent with the authority's requirements of the post in question at the relevant time.

Policy on remunerating the lowest paid in the workforce

The Authority applies terms and conditions of employment that have been negotiated and agreed through appropriate collective bargaining mechanisms (national or local) or as a consequence of authority decisions, these are then incorporated into contracts of employment. The lowest pay point in this authority relates to spinal column point 5 which is currently £12,312 per annum thus becoming an hourly rate of pay of £6.38 per hour. This pay point and salary was agreed as a fixed point within a salary band during the restructure which took place in 2011 and determined by the Authority as part of the pay salary bands for employees employed on Local Government Services Terms and Conditions. The pay rate is increased in accordance with any pay settlements which are reached through the National Joint Council for Local Government Services.

Policy on the relationship between Chief Officer remuneration and that of other staff

The highest paid salary in this authority is £92852 which is paid to the Chief Executive. The average median salary is £21519. The ratio between the two salaries, the 'pay multiple' is 4.31:1. This Authority does not have a policy on maintaining or reaching a specific 'pay multiple'. Senior Officers' salaries are subject to review and all other employees are subject to pay rates determined in accordance with National Conditions of Service and local pay determination. The Authority's approach to the payment of all staff is to pay that which the Authority needs to pay to recruit and retain staff with the skills, knowledge, experience, abilities and qualities needed for the post in question at the relevant time, and to ensure that the Authority meets any contractual requirements for staff including the application of any local or national collective agreements, or Authority decisions regarding pay.

Policy on other aspects of Chief Officer remuneration

Other aspects of Chief Officer remuneration are appropriate to be covered by this Policy statement, these other aspects are defined as recruitment, pay increases, additions to pay, performance related pay, earn back, bonuses, termination payments, transparency and re-employment when in receipt of a Local Government Pension Scheme pension or a redundancy/severance payment. These matters are addressed in the schedule that is attached to this Policy Statement at Appendix 2.

Approval of Salary Packages in excess of £100k

The authority will ensure that, at the latest before an offer of appointment is made, any salary package for any post that is in excess of £100k will be considered by Full Council. The salary package will be defined as base salary, any bonuses, fees, routinely payable allowances and benefits in kind that are due under the contract.

Flexibility to address recruitment issues for vacant posts

In the vast majority of circumstances the provisions of this policy will enable the authority to ensure that it can recruit effectively to any vacant post. There may be exceptional circumstances when there are recruitment difficulties for a particular post and where there is evidence that an element or elements of the remuneration package are not sufficient to secure an effective appointment. This policy statement recognises that this situation may arise in exceptional circumstances and therefore a departure from this policy can be implemented without having to seek full Council approval for a change of the policy statement. Such a departure from this policy will be expressly justified in each case and will be approved through an appropriate authority decision making route.

Amendments to the policy

It is anticipated that this Policy will not need to be amended during the period it covers (April 2012 – end March 2013). However if circumstances dictate that a change of policy is considered to be appropriate during the year then a revised draft policy will be presented to full Council for consideration.

Policy for future years

This Policy Statement will be reviewed each year and will be presented to full Council each year for consideration in order to ensure that a Policy is in place for the authority prior to the start of each financial year.

Selby District Council **Pay Policy Statement**

The Secretary of State for Communities and Local Government Code of Recommended Practice for Local Authorities on Data Transparency indicates that local authorities should publish the following data concerning staff:

- Salaries, names (with an option for individuals to refuse to consent to this), job descriptions, responsibilities, budgets (including overall salary cost of staff reporting), and numbers of staff for all staff in receipt of a salary of more than £58,200
- An organisational chart of the staff structure of the authority including salary bands and details of currently vacant posts
- The 'pay multiple' – the ratio between the highest paid salary and the median average salary of the whole authority workforce

The Accounts and Audit (England) Regulations (2011) require that the following data is included in the authority's accounts:

- Numbers of employees with a salary above £50K per annum (pro-rata for part-time staff) in multiples of £5K
- Job title, remuneration and employer pension contributions for senior officers, Senior officers are defined as Head of Paid Service, Statutory Chief Officers and Non-Statutory Chief Officers by reference to Section 2 of the 1989 Local Government & Housing Act
- Names of employees paid over £150K per annum

For the above remuneration is to include:

- Salary, fees or allowances for the current and previous year
- Bonuses paid or receivable for the current and previous year
- Expenses paid in the previous year
- Compensation for loss of employment paid to or receivable, or payments made in connection with loss of employment
- Total estimated value of non-cash benefits that are emoluments of the person

For the above pension contributions to include:

- The amount driven by the authority's set employer contribution rate
- Employer costs incurred relating to any increased membership or award of additional pension

Appendix 2 – Terms and Conditions

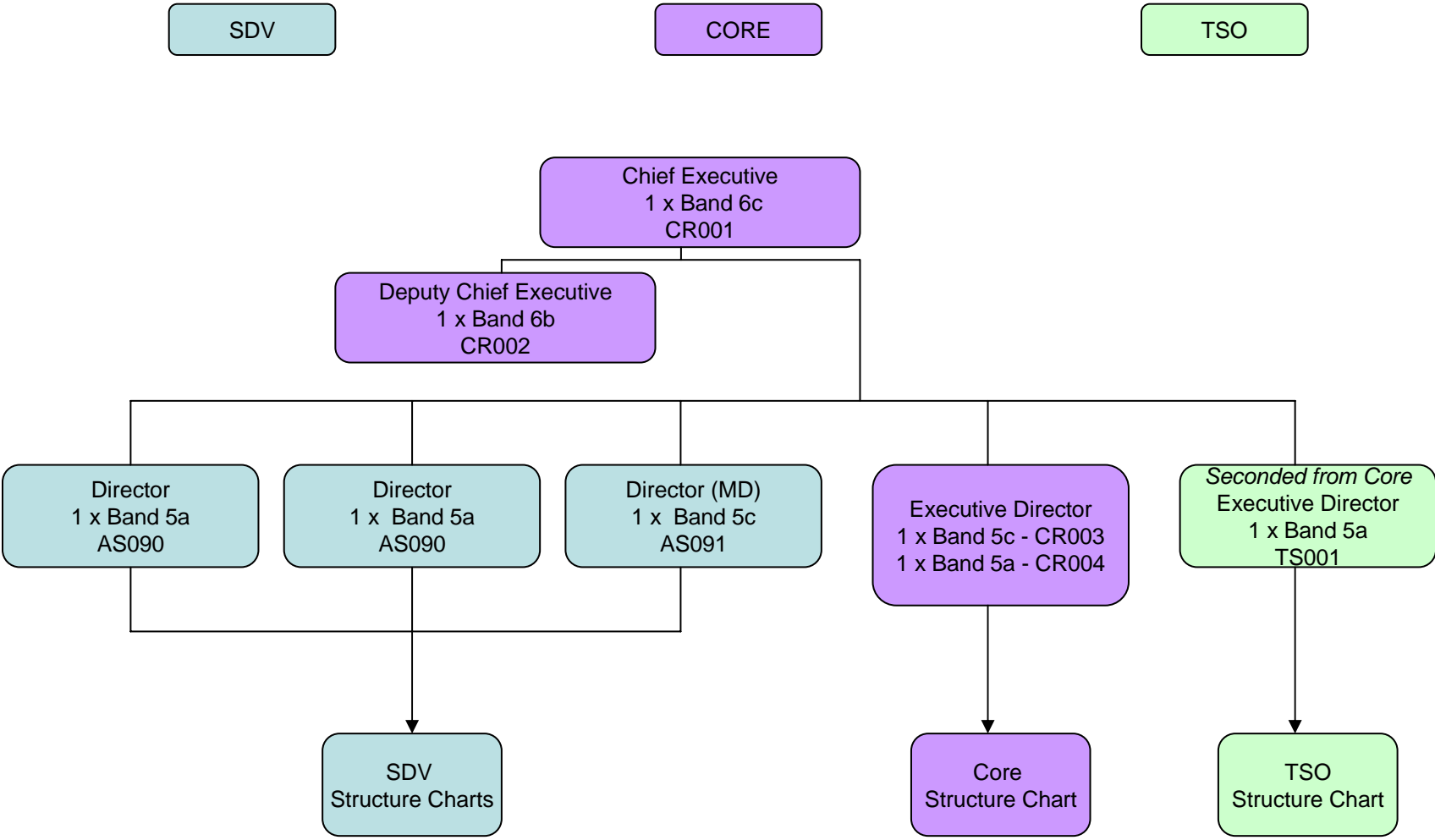
Post	Base Salary	Expenses	Bonuses	PRP	Earn-Back	Honoraria	Ex-Gratia Payments	Election Fees	Joint Authority Duties	Severance Arrangements
Chief Executive	£92852	Travel and other expenses are re-imbursed through normal authority procedures	The terms of the contract of employment do not provide for the payment of bonuses	Not applicable	The terms of the contract of employment do not provide for an element of base salary to be held back related to performance	Honoraria payments for any increased duties and responsibilities are reimbursed through normal authority procedures	There are no plans for the postholder to receive any ex-gratia payments	Election duty fees are paid to the postholder when due	There are no payments related to joint authority duties	The authority's normal policies regarding redundancy and early retirement apply to the postholder. No payments were made in the last year and none are anticipated for 2012/13
Deputy Chief Executive	£72012	Travel and other expenses are re-imbursed through normal authority procedures	The terms of the contract of employment do not provide for the payment of bonuses	Not applicable	The terms of the contract of employment do not provide for an element of base salary to be held back related to performance	Honoraria payments for any increased duties and responsibilities are reimbursed through normal authority procedures	There are no plans for the postholder to receive any ex-gratia payments	Election duty fees are paid to the postholder if applicable when due	There are no payments related to joint authority duties	The authority's normal policies regarding redundancy and early retirement apply to the postholder. No payments were made in the last year and none are

										anticipated for 2012/13
Executive Director (Section 151 Officer)	£56203	Travel and other expenses are reimbursed through normal authority procedures	The terms of the contract of employment do not provide for the payment of bonuses	Not applicable	The terms of the contract of employment do not provide for an element of base salary to be held back related to performance	Honoraria payments for any increased duties and responsibilities are reimbursed through normal authority procedures	There are no plans for the postholder to receive any ex-gratia payments	Not applicable	There are no payments related to joint authority duties	The authority's normal policies regarding redundancy and early retirement apply to the postholder. No payments were made in the last year and none are anticipated for 2012/13
Executive Director	£50799	Travel and other expenses are reimbursed through normal authority procedures	The terms of the contract of employment do not provide for the payment of bonuses	Not applicable	The terms of the contract of employment do not provide for an element of base salary to be held back related to performance	Honoraria payments for any increased duties and responsibilities are reimbursed through normal authority procedures	There are no plans for the postholder to receive any ex-gratia payments	Not applicable	There are no payments related to joint authority duties	The authority's normal policies regarding redundancy and early retirement apply to the postholder. No payments were made in the last year and none are anticipated for 2012/13

Managing Director	£56203	Travel and other expenses are re-imbursed through normal authority procedures	The terms of the contract of employment do not provide for the payment of bonuses	Not applicable	The terms of the contract of employment do not provide for an element of base salary to be held back related to performance	Honoraria payments for any increased duties and responsibilities are reimbursed through normal authority procedures	There are no plans for the postholder to receive any ex-gratia payments	Not applicable	There are no payments related to joint authority duties	The authority's normal policies regarding redundancy and early retirement apply to the postholder. No payments were made in the last year and none are anticipated for 2012/13
Director	£50799	Travel and other expenses are re-imbursed through normal authority procedures	The terms of the contract of employment do not provide for the payment of bonuses	Not applicable	The terms of the contract of employment do not provide for an element of base salary to be held back related to performance	Honoraria payments for any increased duties and responsibilities are reimbursed through normal authority procedures	There are no plans for the postholder to receive any ex-gratia payments	Not applicable	There are no payments related to joint authority duties	The authority's normal policies regarding redundancy and early retirement apply to the postholder. No payments were made in the last year and none are anticipated for 2012/13

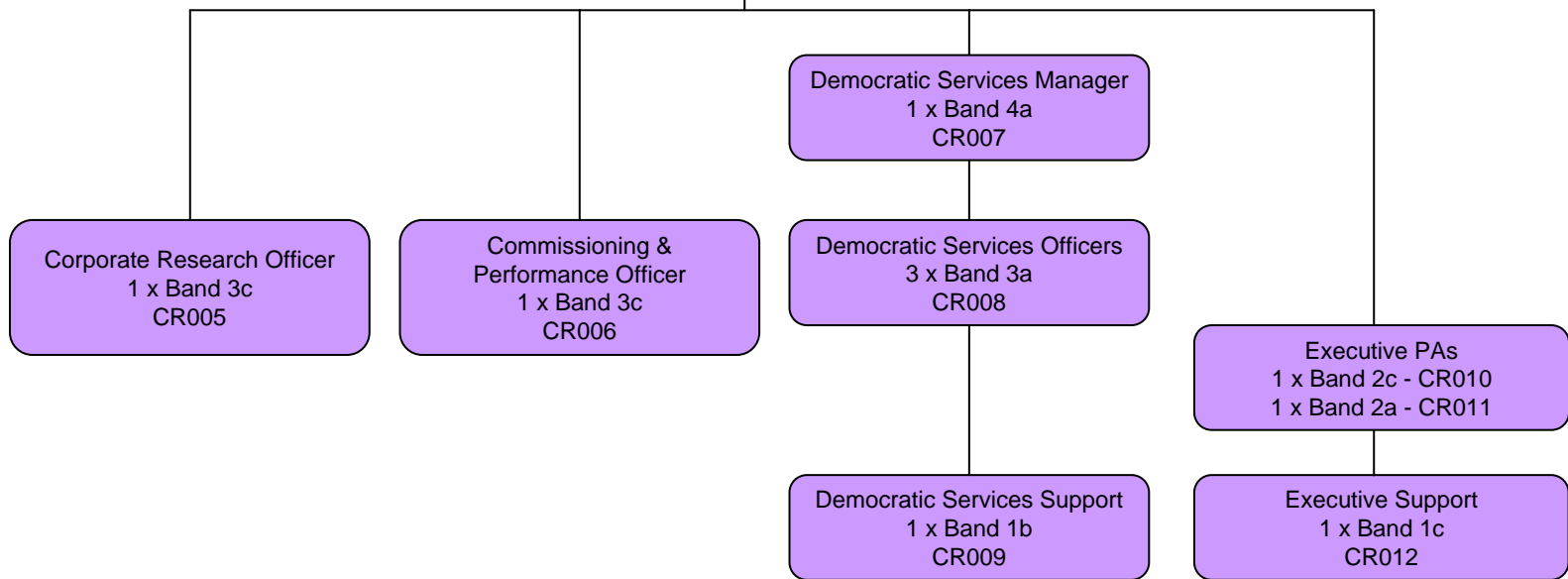
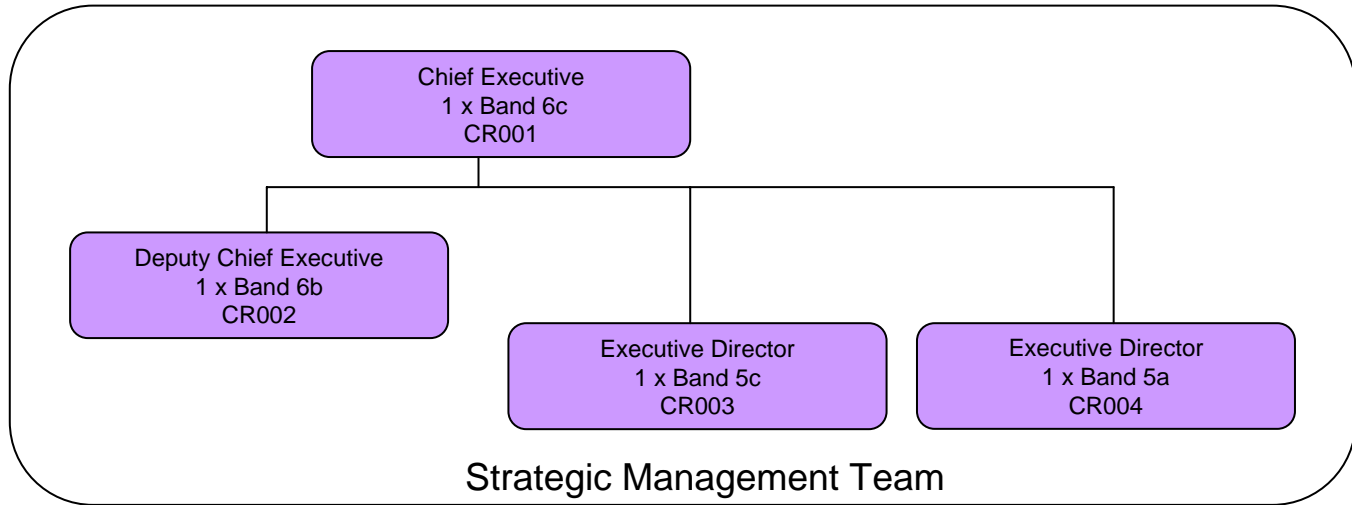
Aspect of Chief Officer Remuneration	Authority Policy
Recruitment	These posts will be advertised and appointed to at the appropriate approved salary for the post in question level unless there is good evidence that a successful appointment of a person with the required skills, knowledge, experience, abilities and qualities cannot be made without varying the remuneration package. In such circumstances a variation to the remuneration package is appropriate under the authority's policy and any variation will be approved through the appropriate authority decision making process.
Pay Increases	The authority will apply any pay increases that are agreed by relevant national negotiating bodies and/or any pay increases that are agreed through local negotiations. The authority will also apply any pay increases that are as a result of authority decisions to significantly increase the duties and responsibilities of the post in question beyond the normal flexing of duties and responsibilities that are expected in senior posts.
Additions to Pay	The authority would not make additional payments beyond those specified in the contract of employment.
Performance Related Pay	The authority does not operate a performance related pay system.
Earn-Back (Withholding an element of base pay related to performance)	The authority does not operate an earn-back pay system as it believes that it has sufficiently strong performance management arrangements in place to ensure high performance from its senior officers. Any areas of under performance are addressed rigorously.
Bonuses	The authority does not pay bonus payments to senior officers
Termination Payments	The authority applies its normal redundancy payments arrangements to senior officers and does not have separate provisions for senior officers. The authority also applies the appropriate Pensions regulations when they apply. The authority has agreed policies in place on how it will apply any discretionary powers it has under Pensions regulations. Any costs that are incurred by the authority

	regarding senior officers are published in the authority accounts as required under the Accounts and Audit (England) Regulations 2011.
Transparency	The authority meets its requirements under the Localism Act, the Code of Practice on Data Transparency and the Accounts and Audit Regulations in order to ensure that is open and transparent regarding senior officer remuneration.
Re-employment of staff in receipt of an LGPS Pension or a redundancy/severance payment	The authority is under a statutory duty to appoint on merit and has to ensure that it complies with all appropriate employment and equalities legislation. The authority will always seek to appoint the best available candidate to a post who has the skills, knowledge, experience, abilities and qualities needed for the post. The authority will therefore consider all applications for candidates to try to ensure the best available candidate is appointed. If a candidate is a former employee in receipt of an LGPS pension or a redundancy payment this will not rule them out from being re-employed by the authority. Clearly where a former employee left the authority on redundancy terms then the old post has been deleted and the individual cannot return to the post as it will not exist. The authority will apply the provisions of the Redundancy Payments Modification Order regarding the recovery of redundancy payments if this is relevant. Pensions Regulations also have provisions to reduce pension payments in certain circumstances to those who return to work within the local government service.



Band Split

- Band 6: 2
- Band 5: 2
- Band 4: 1
- Band 3: 5
- Band 2: 2
- Band 1: 2
- Total: 14**



Band Split

Band 6: 0

Band 5: 0

Band 4: 1

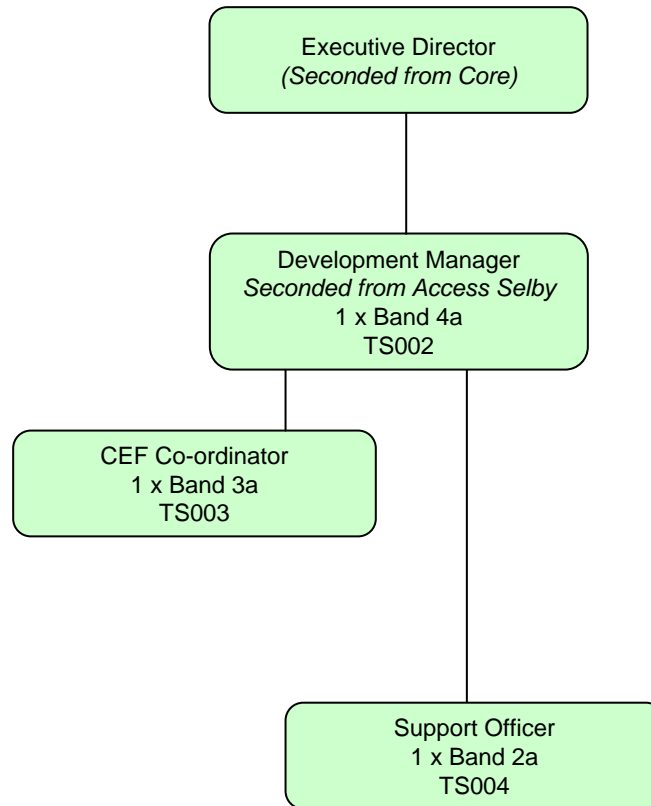
Band 3: 1

Band 2: 1

Band 1: 0

Total: 3

Temporary Posts



SDV STRUCTURE

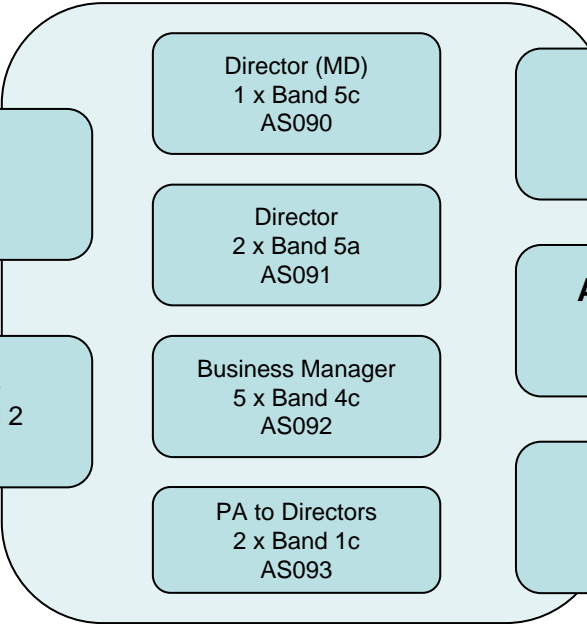
COMMUNITY SERVICES

SDV MANAGEMENT TEAM

BUSINESS SERVICES

Community Support Teams
1 x Band 4, 2 x Band 3, 31 x Band 2
11 x Band 1 TOTAL = 45

Community Specialist Teams
4 x Band 4, 13.5 x Band 3, 27.5 x Band 2
TOTAL = 45



Business Support
8 x Band 4, 4 x Band 3, 12.5 x Band 2
20 x Band 1 TOTAL = 44.5

Asset and Contract Management
2 x Band 4, 2 x Band 3, 24 x Band 2
2 x Band 1 TOTAL = 30

Business Development
3 x Band 4, 6 x Band 3, 3 x Band 2
TOTAL = 12

Total SDV Band Split

- Band 5: 3
- Band 4: 23
- Band 3: 27.5
- Band 2: 98
- Band 1: 36
- Total: 187.5**

Management Team Band Split

- Band 5: 3
- Band 4: 5
- Band 1: 2
- Total: 10**

Band Split

Band 6: 0

Band 5: 0

Band 4: 1

Band 3: 2

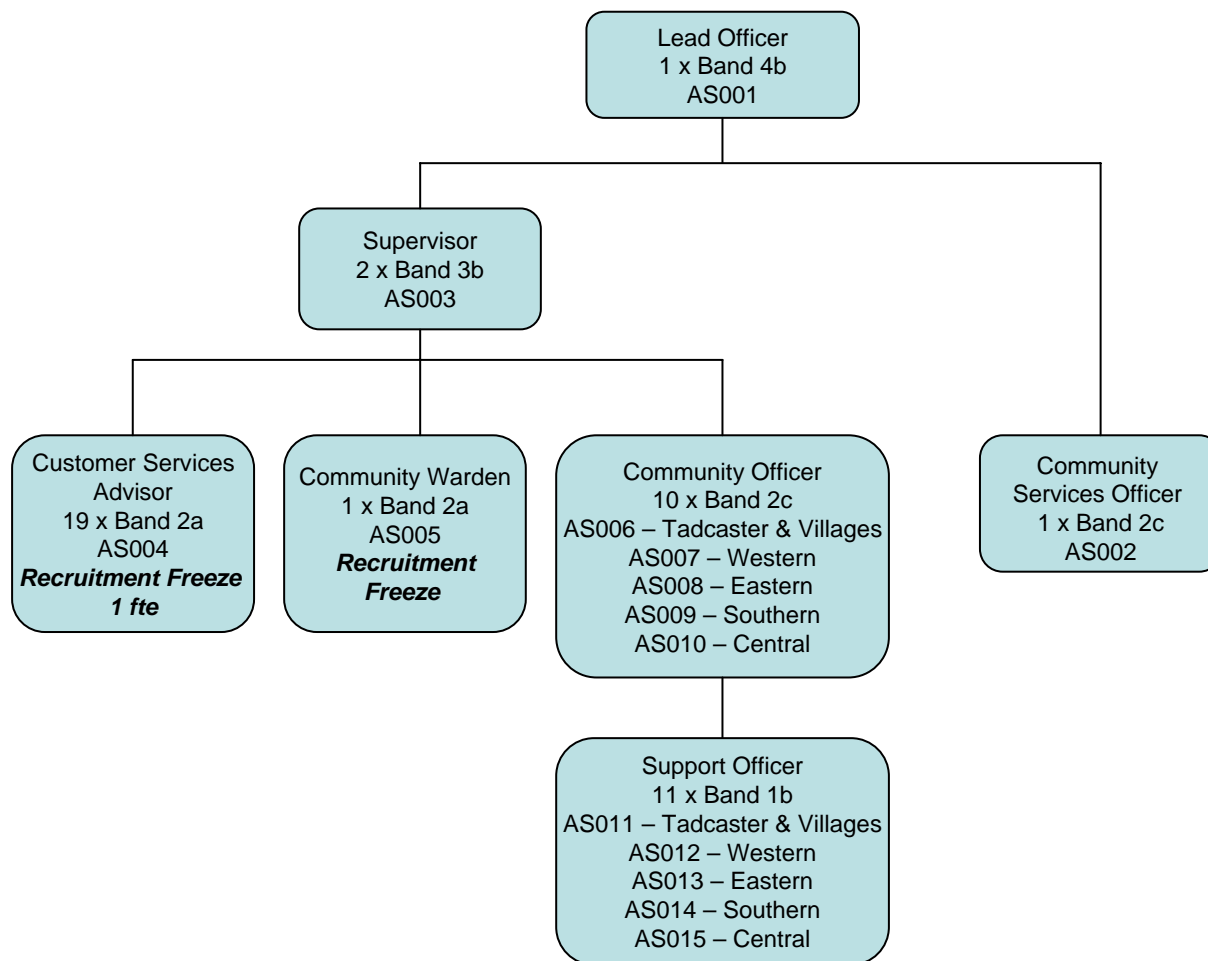
Band 2: 31

Band 1: 11

Total: 45

Community Support Teams

Generic officers dealing with a range of duties relating to Env health, Streetscene, Housing Management, Benefit Checks, Planning Enforcement. Housing Wardens similarly split around CEF areas and therefore available to support Community Officers



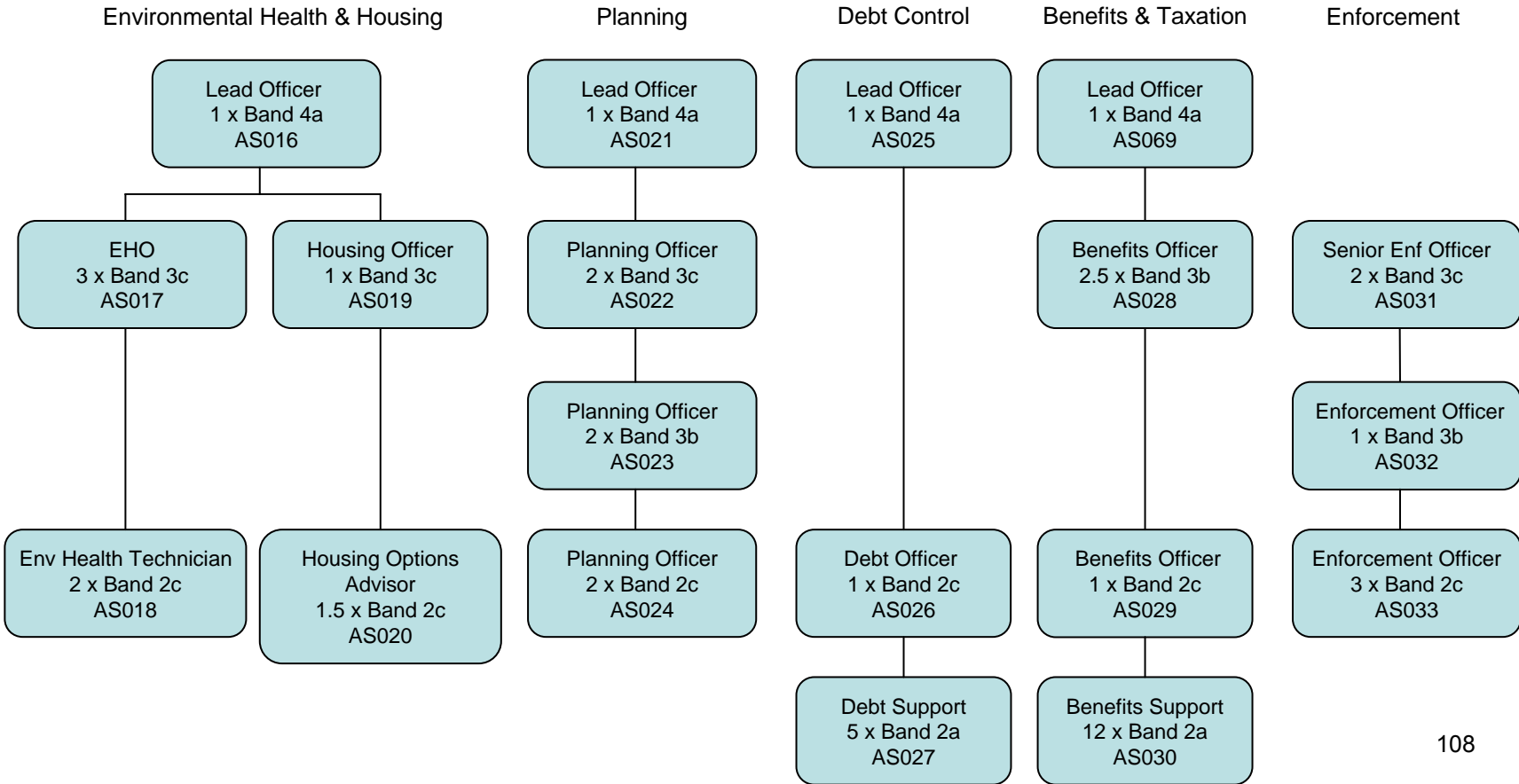
Band Split

- Band 6: 0
- Band 5: 0
- Band 4: 4
- Band 3: 13.5
- Band 2: 27.5
- Band 1: 0

Total: 45

Community Specialist Teams

These officers will carry out specialist core work relating to Environmental Health, Planning Applications, Revs and Bens, Homelessness. In addition a dedicated enforcement team will lead on formal enforcement action across all disciplines.



Business Support

Specialist support including Legal, HR, Returns, Finance and Communications. General admin support to all areas and Shadow Board support.

Business Administration

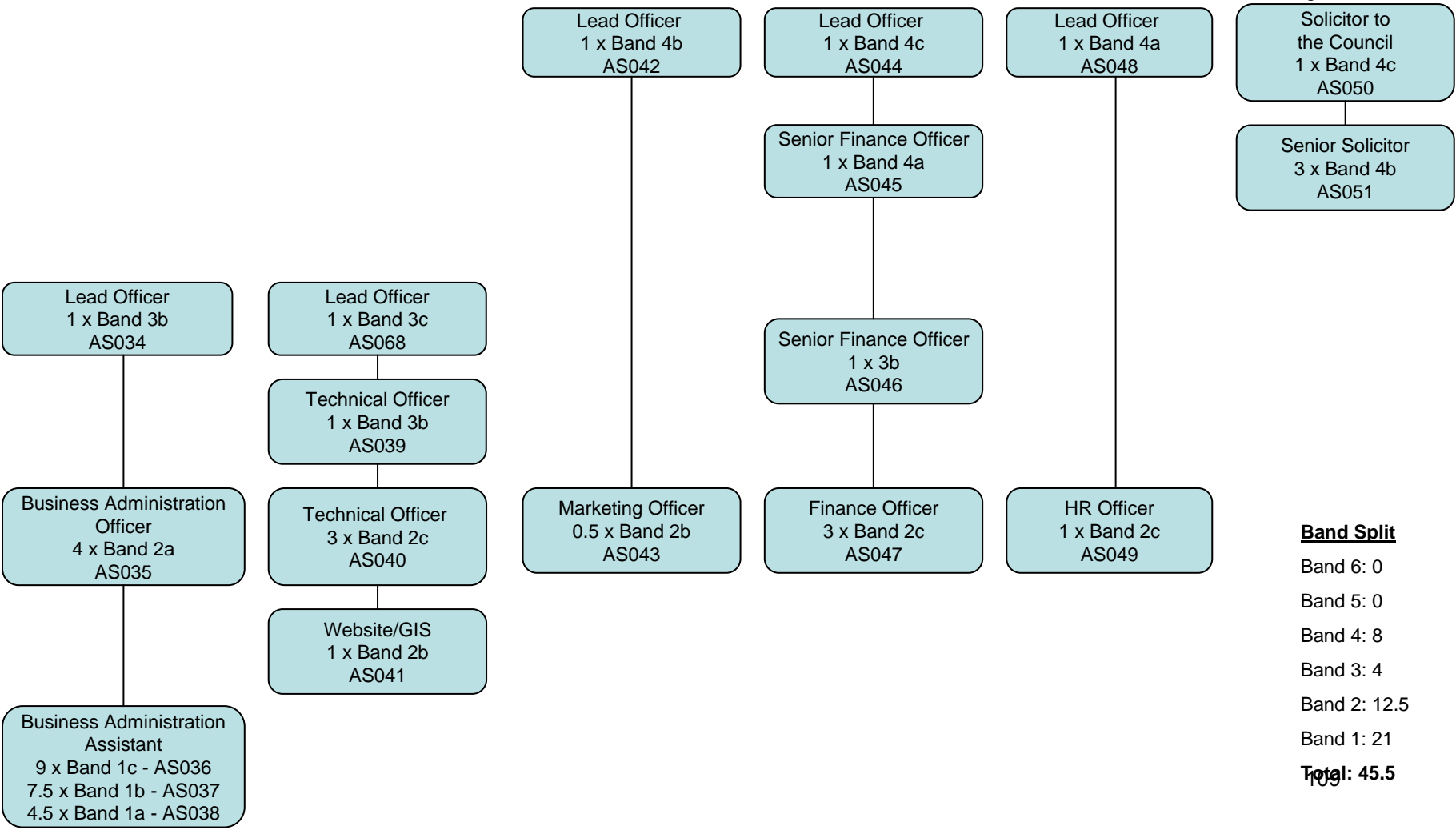
Data & Systems

Marketing and Communications

Finance

Human Resources

Legal Services



Band Split

- Band 6: 0
- Band 5: 0
- Band 4: 8
- Band 3: 4
- Band 2: 12.5
- Band 1: 21
- Total: 45.5**

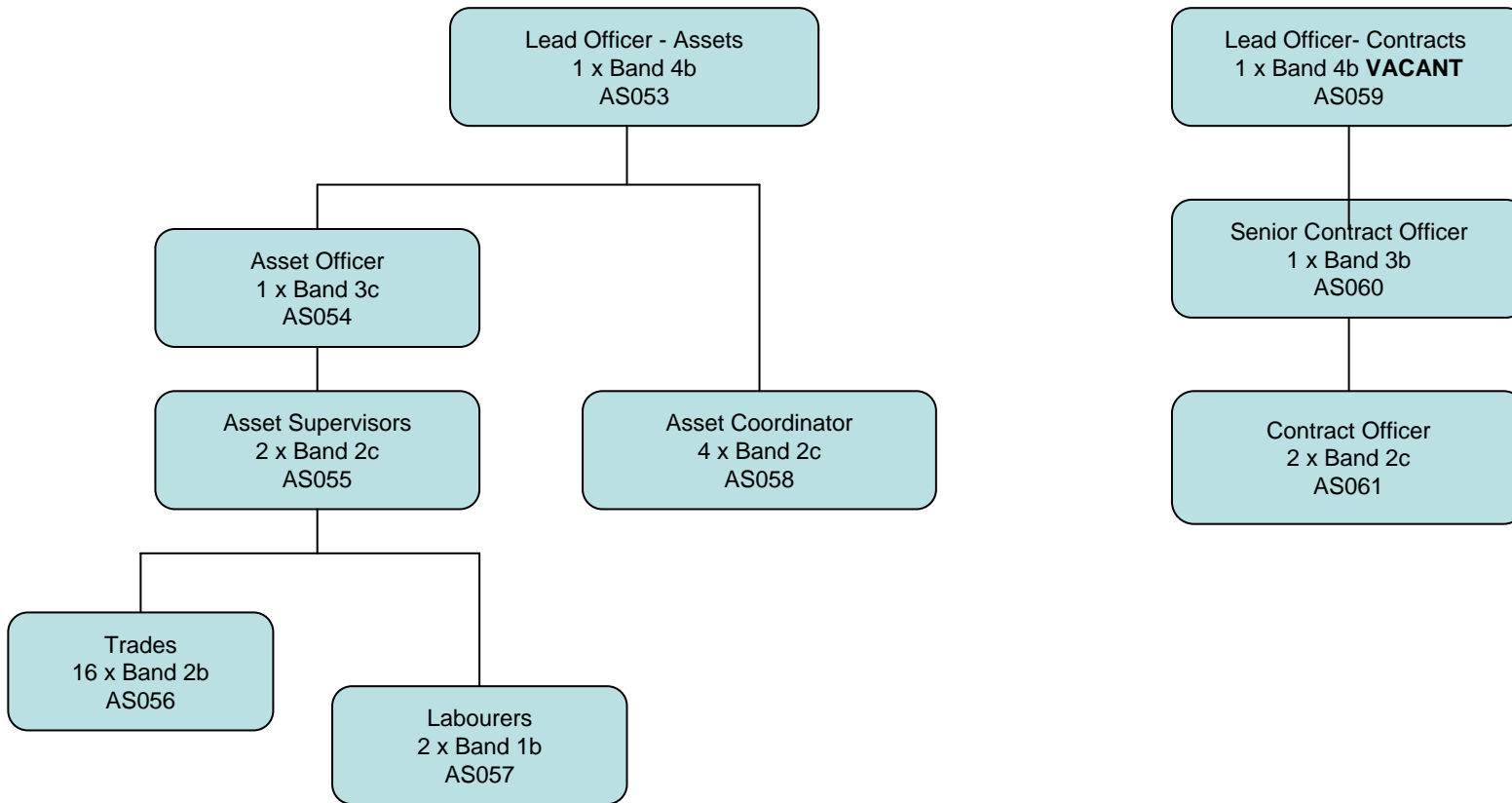
Band Split

Band 6: 0
 Band 5:0
 Band 4: 2
 Band 3: 2
 Band 2: 24
 Band 1: 2

Total: 30

Relates to Tradesmen, Area Maintenance, Commercial Assets, Public Realm and maintenance of Car Parks, Burial Grounds, Bus Stations

Includes Procurement, PSU Contracts, Building Control, Leisure, Pest Control, Public Conveniences, Waste and Recycling, ICT and Cleaners



Band Split

Band 6: 0

Band 5: 0

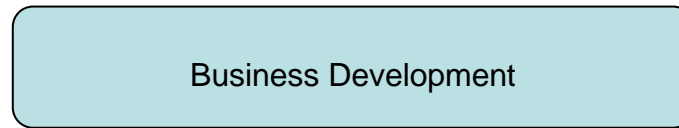
Band 4: 3

Band 3: 6

Band 2: 3

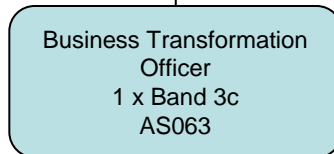
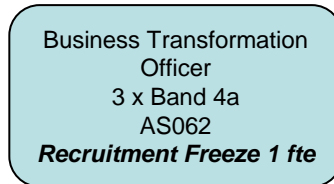
Band 1: 0

Total: 11

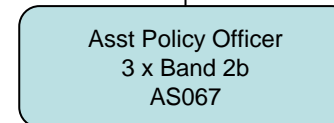
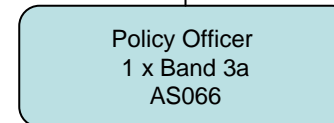
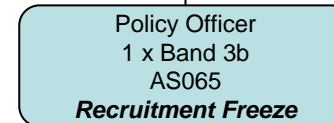
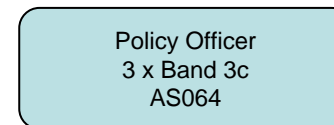


Includes Corporate Improvement, Risk Management, Business Transformation, Income Generation, Governance. Strategy and Policy development across all areas

Business Transformation



Policy Strategy



To: Council
Date: 13 February 2012
Author: Andrew McMillan – Policy Officer
Lead Officer: Mark Steward – Managing Director

Title: Village Design Statements Adoption

Summary:

Following a six-week period of consultation, a range of comments on the Village Design Statements (VDS) has been received. Officers have responded to those comments and where appropriate have made changes to the VDS documents.

Recommendation:

- i. **Formally adopt the Village Design Statements in to the Local Development Framework for use in planning decision making.**

Reasons for recommendation

- i. **To complete the formal adoption process.**

1. Introduction and background

- 1.1 Following the successful Adoption of nine Village Design Statements in 2009, work began on a further round of production. The villages under consideration are: Appleton Roebuck, Barlow, Bilbrough, Brotherton, Byram, Carlton, Church Fenton, Hensall, Monk Fryston, Newton Kyme, North Duffield, Riccall, Stutton, Ulleskelf, and Womersley. Copies of the draft VDS are available upon request.
- 1.2 The VDS documents have been prepared in partnership between Parish Councils, local people and Officers from Access Selby to present architectural and design guidance to anyone proposing new development within the villages. The documents set out the existing character to ensure that new development respects the unique aesthetic attributes of the villages in the District and to promote high quality design, but does not require new development to slavishly copy old designs.

- 1.3 This round of Village Design Statements is the last in the current programme while Access Selby concentrates on the core LDF documents. In the uncertainty surrounding the Localism Bill, changes to the planning system, and potential Neighbourhood Plans, VDS may return, perhaps in an alternative format.

2. The Report

- 2.1 Consultation on the draft VDS documents took place between 1 August and 12 September 2011 (six weeks). A schedule of comments received during this time is included in the Consultation Statement (Appendix 1), together with the Council's response to those issues raised. Where appropriate, changes have been made to the VDS documents themselves.
- 2.2 On 3 November 2011 The Executive considered the draft VDS documents and approved them. Officers then typeset and formatted the VDS documents in their final form ready for Policy Review Committee to consider on 24 January 2012.
- 2.3 There were no issues raised by Policy Review for The Executive to consider and therefore the documents may be approved by Full Council.

3 Legal/Financial Controls and other Policy matters

3.1 Legal Issues

- 3.1.1 Upon Adoption, there is a period of 3 months for anyone to launch a legal challenge to the document. Interested parties who have taken part in the consultation may consider such action.
- 3.1.2 Some consultation responses demonstrate disagreement with the *concept* of the VDS: these disagreements relate to the *use of* the document rather than the *content* of the document. However, the purpose of the VDS is clearly set out within the documents and therefore Access Selby does not consider such misuse of the document by developers to be likely within the planning framework as a whole.
- 3.1.3 The Solicitor to the Council is in agreement with the above.

3.2 Financial Issues

- 3.2.1 The costs associated with the Village Design Statement programme have been accounted for in the budget:

4. Conclusion

- 4.1 The Council has undertaken a full public consultation in cooperation with its Parish Council partners to complete the latest round of Village Design Statements. Those documents have been amended appropriate to the responses received to the consultation, and considered by the Policy Review Committee. Full Council may now Adopt them for Development Management use in planning decision-making.

5. Background Documents

Minutes of Policy & Resources Committee 24 March 2011

Minutes of Executive 21 July 2011

Minutes of Executive 3 November 2011

Minutes of Policy Review Committee 24 January 2012

Minutes of Executive 2 February 2012

Contact Details

Andrew McMillan

Policy Officer

Selby District Council

amcmillan@selby.gov.uk

01757 292092

Appendix 1: Consultation Statement (including a schedule of comments received together with Council response).

Selby District Local Development Framework

Consultation Draft Village Design Statements Supplementary Planning Document

CONSULTATION STATEMENT (The Town and Country Planning (Local Development) (England) (Amended) Regulations 2008)

Introduction

Under the Planning and Compulsory Purchase Act 2004 (as amended) it is a requirement to prepare and make available a Consultation Statement setting out:

- the names of any persons whom the authority consulted in connection with the preparation of the Supplementary Planning Document (SPD);
- how those persons were consulted;
- a summary of the main issues raised in those consultations; and
- how those issues have been addressed in the SPD.

This statement is a record of the consultation undertaken during the production stage of the SPD prior to adoption. The consultation prior to adoption has been done informally and so no formal records of attendees' names and contact details have been kept. Now the consultation period has ended, this statement incorporates a schedule of comments received, together with the Council's response.

Purpose of the VDS SPD

A Village Design Statement (VDS) is a planning document intended to give advice and guidance to anyone who is considering any form of development no matter how large or small, in the following villages; Appleton Roebuck, Barlow, Bilbrough, Brotherton, Byram, Carlton, Church Fenton, Hensall, Monk Fryston, Newton Kyme, North Duffield, Riccall, Stutton, Ulleskelf, and Womersley

The VDS covers relatively straightforward work such as replacing doors and windows as well as more significant work such as building extensions and new buildings. It sets out the elements that make up *local character* in order to improve the quality of design in any new development.

There are parts of the villages that have been more susceptible to changes than others and so a balance is necessary. However, the residents of the villages and the Council both consider that good design is very important and that local identity should be maintained. The advice in the VDS is not intended to be prescriptive. It should be used as inspiration to design new modern development that is respectful to its surroundings.

The advice is given so that anyone developing can avoid lengthy discussion in the planning application process, as the design context is clearly set out from the beginning.

Persons whom the Council consulted, and how they were consulted in the preparation of the SPDs

Throughout 2009 and 2010, Officers from Selby District Council presented the VDS project to the Parish Councils and invited them to create a Steering Group out of interested local people.

In some villages the VDS was a follow-on project arising out of a need identified in an up-to-date Parish Plan, and in other villages the VDS was simply an attractive proposition to ensure any development is appropriate.

The work began in 2009 and the steering groups arranged meetings that were open to the public and would report back to the Parish Council, with articles in the parish newsletters. Officers from Selby District Council advised on the form and content of a Supplementary Planning Document so that the VDS could be Adopted in to the Local Development Framework attended meetings to advise the steering groups.

A press release resulted in newspaper stories promoting the VDS project and inviting people to contact the Parish Councils or District Council to find out more.

SA/SEA and HRA

There is no longer any requirement to subject Supplementary Planning Documents to Sustainability Appraisal and Strategic Environmental Assessment processes.

However, an accompanying Habitats Regulations Assessment (HRA) screening was also undertaken. The HRA Screening Assessment Stage resulted in positive feedback from English Nature who are satisfied by the HRA findings that there will be no conflict with Natura2000 sites.

Consultation with Members

Members were presented with the draft SPDs at Policy & Resources Committee on 24 March 2011. Some minor typographical errors were noted, but unanimous support was given for the draft documents, including approval for consultation purposes.

Formal Consultation of the SPD

The formal consultation involved the following:

Copies of the Consultation Draft Village Design Statement SPDs and supporting documents were made available at the following Council offices and libraries at normal opening times:

- Access Selby, Market Cross Shopping Centre, Selby
- Selby Library, 52 Micklegate
- Sherburn in Elmet Library, Finkle Hill
- Tadcaster Library, Station Road
- Barlby Library, Howden Road

All documents were also available to view online at www.selby.gov.uk.

Notification of the VDS consultation made in the local newspapers on 1 August, and letters/emails sent to interested persons as set out in Appendix 1:

Parish Councils discussed their VDS documents and commented accordingly, having invited comments from Parishioners at those meetings. Some additional activities

were undertaken to stimulate additional interest including stalls at village fairs, drop-in discussions, and “piggy backing” other village events with information.

The 6-week consultation period ended on 12 September and a schedule of the comments received together with the Council’s response may be found in Appendix 2.

Adopting the VDS

The amended VDS documents were considered by the Council at the following meetings:

- Executive – 3rd November 2011
- Policy Review – 24th January 2012
- Executive – 2nd February 2012
- Full Council - 28th February 2012 (approved for Adoption and use in decision making).

The minutes of each meeting are available on the Council’s website.

Appendix 1: List of Consultees

- All Parish Councils
- Nathaniel Lichfield & Partners
- Jacobs
- W R Dunn & Co
- Wildblood MacDonald
- The David R Bamford Partnership
- Stephenson Estate Agents
- Chris Carr Associates
- Roger Holroyd
- DPP LLP
- Richard Letts Architects
- Richard Parkin Architect
- Raymond Barnes MRTPI
- R A Pauling Design
- Planrite
- R R Rimmer RIBA
- Mr Chris Hearn
- Ainscough Strategic Land
- FTMINs, Chartered Minerals Surveyors
- Iain Bath Planning
- Architek Design & Planning
- Savills
- John Howlett Planning
- BNP Paribas Real Estate UK Ltd
- Peter Baker Associates
- DLP Planning Ltd
- Acorn Rural Property Consultants
- BNP Paribas Real Estate UK Ltd
- Townsend Planning Consultants
- Amy Denton
- Peel Environmental Ltd
- P M Barton RIBA
- Signet Planning
- Easdale Land Partnership
- Potts Parry Ives & Young
- Composite Energy
- Hickling Gray Associates
- Gelder And Kitchen
- F J Architects
- BGP Planning
- Planning & Design Associates
- Elsworth Design Associates
- Jennifer Hubbard BA MRTPI
- DWA Architects
- Drawsign
- Downes Illingsworth Partnership Ltd
- CRB Drawing Services
- David Chapman Associates
- Darnton Elgee Architects
- Fining Associates
- Barnes Noble Edwards
- GMI Property Co Ltd
- Mr N E Townend
- Nuttall Yarwood & Partners
- Mrs S Walker RIBA
- MJF Architects
- Mitchell & Proctor
- Humphreys Teal Partnership
- Michael Pretty Architects
- Pearce Bottomly Architects
- Dyfan Jones
- M B Design
- Laverack Associates
- Knott & Mercer Design Partnership
- Jennesson Associates Ltd
- John R Paley Associates
- Mr M Swinglehurst
- Brenchley Associates Ltd
- Signscope
- Amethyst Conservatories
- Derry Adams Associates
- Anglian Home Improvements
- A E Wright
- Mr D Jones
- Aurora Conservatories
- Carter Jonas LLP
- A Lockwood
- Mr B Carr
- Mr B Jones
- Carlton Consulting
- D Butler
- DLP Planning Consultants
- Crombie Wilkinson
- Colliers CRE
- Dalton Warner Davis
- Hartley Planning Consultants
- Land and Development Practice

- Rollinson Planning Consultancy
- Shearman & Sons
- Jen Wheeler, G L Hearn Property Consultants
- Planning Potential Ltd
- D. Planning
- Smiths Gore
- Clegg & Son
- Bruton Knowles
- Lister Haigh Ltd
- Colliers CRE
- Eric Bell Associates
- Nathaniel Lichfield & Partners
- Lamber Smith Hampton
- GMI Property Co Ltd
- Building Design (UK) Ltd
- Atisreal Limited
- Stephenson Wroe
- Stuart Copeland Associates
- Elmhurst Windows Ltd
- The Land and Development Practice
- Sanderson Weatherall
- Indigo Planning Limited
- Knight Frank LLP
- Carter Jonas
- Storeys:ssp
- DLP Consultants
- LHL Group
- AAH Planning Consultants
- Windsor Conservatories
- G W Brown Building Design Services
- G R Planning Design Consultants
- Ivy Windows
- Jade Conservatories
- John Goodrick Equestrian Developments
- Planning and Development Consultants
- Dacres Commercial
- S P Johnson
- The Land & Development Practice
- West Yorkshire Windows
- Mr S Saunders
- O'Neill Planning Associates Ltd
- Peacock & Smith
- C T Ratcliffe-Springall
- JWPC Limited
- Orion Windows Ltd
- Peacock & Smith
- Knight Frank LLP
- Turley Associates
- Mr M Carpenter
- Cunnane Town Planning
- Walton & Co Planning Lawyers
- Land & Development Practice
- Mr R Taylor
- GVA Grimley
- England & Lyle
- Mr P Johnson
- Halcrow Group Ltd
- N W Architects Ltd
- Brian Scott Designs
- Stott Thompson Architects
- Browne Smith Baker
- Bartle & Son
- Wendy Sockett
- Gavin Winter
- Signet Planning
- Hallam Land Management Ltd
- Simon Humphrey
- Carter Jonas
- NOMS/HM Prison Service
- Planning Prospects
- Cliff Walsingham & Co
- BNP Paribas Real Estate
- Nathaniel Litchfield & Partners
- Dalton Warner Davis LLP
- Bartonwillmore
- Directions planning Consultancy
- Ms J McKenna
- Dacres Commercial
- Julie White
- M T S Architectural Services
- C McHale Architects
- Barton Willmore
- Dalton Warner Davis LLP
- Andrew Stephenson
- J V H Town Planning Consultants
- Savills
- Ian Baseley Associates
- Goldfinch Estates Ltd
- O'Neil
- A J Wild
- Development Planning Partnership
- Planningprospects

- Development Land and Planning Consultants Ltd
- Fox Lloyd Jones
- Alison Roland
- Barton Willmore Partnership
- FFT Planning
- Ailie Savage
- Andrew Greaves Associates
- Anthony J Blaza & Associates
- Dunlop Haywards
- Applies Surveying and Design York
- Atisreal
- Abacus Design Partnership
- Architectural And Building Design
- Arkon UK Ltd
- B L Wales
- Barraton Design Studio Ltd
- Blackburn Wigglesworth & Associates Ltd
- Brenchley Associates Ltd
- Briggs Burley
- Bryant Tasker Associates
- Building Design (UK) Ltd
- Mr C Hearn RIBA
- Allen Construction Management Ltd
- Drivers Jonas
- Drivers Jonas Deloitte
- Mills and Reeve LLP
- Indigo Planning
- Claire Norris
- Andrew Martin Associates
- Scott Wilson
- CB Richard Ellis
- DPP
- Nathaniel Lichfield and Partners
- DPDS Consulting Group
- Dalton Warner Davis
- DTZ
- Savills Planning & Regeneration
- Fusion Online Ltd
- Commercial Estates Group
- Mr G Megson
- Andrew Dixon
- North Yorkshire County Council
- City of York Council
- Doncaster Metropolitan Borough Council
- Yorkshire and the Humber Planning
- Leeds City Council
- East Riding of Yorkshire BC
- Yorkshire and Humber Regional Assembly
- Harrogate Borough Council
- Parish Clerk to Bubwith Parish Council
- Parish Clerk to Rawcliffe Parish Council
- Parish Clerk to Pollington Parish Council
- Parish Clerk to Gowdall Parish Council
- Parish Clerk to Asselby Parish Council
- Parish Clerk to East Cottingwith Parish Council
- Parish Clerk to Barmby on the Marsh Parish Council
- Parish Clerk to Sykehouse Parish Council
- Parish Clerk to Thorpe Audlin Parish Council
- Parish Clerk to Moss and District Parish Council
- Parish Clerk to Airmyn Parish Council
- Parish Clerk to Norton Parish Council
- Parish Clerk to Ellerton and Aughton Parish Council
- Parish Clerk to Acaster Malbis Parish Council
- Parish Clerk to Wighill Parish Council
- Parish Clerk to Long Marston Parish Council
- Parish Clerk to Bilton in Ainsty with Bickerton Parish Council
- Parish Clerk to Ledsham Parish Council
- Parish Clerk to Thorp Arch Parish Council
- Parish Clerk to Upton & North Elmsall Parish Council

- Parish Clerk to Darrington Parish Council
- Parish Clerk to Wressle Parish Council
- Parish Clerk to Heslington Parish Council
- Parish Clerk to Micklefield Parish Council
- Parish Clerk to Askham Richard Parish Council
- Parish Clerk to Copmanthorpe Parish Council
- Parish Clerk to Deighton Parish Council
- Parish Clerk to Naburn Parish Council
- Parish Clerk to Snaith and Cowick Parish Council
- Parish Clerk to Wheldrake Parish Council
- Parish Clerk to Aberford Parish Council
- Parish Clerk to Bramham cum Ogelthorpe Parish Council
- Smilesallround Estate Agents
- Savills
- Redmove
- Your Move
- Quantum Estate Agents
- Park Row Properties
- Coalters Ltd
- Abson Blaza
- William H Brown
- Richard Kendall Estate Agents
- Keith Taylor Estate Agents
- Stephenson & Son
- Castle Dwellings
- Grays & Co
- Rentons
- Savills (L&P) Ltd
- Lister Haigh Ltd
- Smiths Gore
- Mannign Stainton
- Bairstow Eves
- Clegg & Son
- Houses etc
- Link Agency
- Linley & Simpson
- Dacre, Son & Hartley
- Hartley & Worstenholme
- Feather Smailes Scales
- Crown Estate Agents
- Wigginton Roberts
- Lister Haigh
- Thomlinsons
- Verity Frearson
- Strutt & Parker
- Renton & Parr
- Ackroyd & Ackroyd
- Hepworths
- Beadnall & Copley
- Harrison's Estate Agents
- Nicholls Tyreman
- Hunters
- Emsleys
- Chris Clubley & Co
- Sreetons
- Stephenson's Estate Agents
- Harlequin
- Hopkins Estate Agents
- Bairstow Eves
- Peter Greenwood & Co
- Myrings Estate Agents
- Maxwell Hodgson
- Houses Etc
- Hunters
- Myring Heward
- Harrison's Estate Agents
- Crown Estate Agents
- Park Row Properties
- J A Jones
- Escrick Park Estate
- R Cooper
- Mr K D Waddington
- J A Maltby
- Rural Solutions
- Mr and Mrs T Wadsworth
- Pre Planning
- Purearth Plc
- Mr V Goodes
- Selby Site Manager
- Mary Blake
- Strata Homes Ltd
- Alison Whiteley
- Simon Peacock
- Mr & Mrs Chalmers
- H R Poskitt
- Peter Morris
- Mrs K Atkinson
- CO2 Sense Yorkshire
- Brian Percival
- Mr P Gerrard
- R Forrester
- F McGuire
- L O'Dowd
- J T Wood & Sons
- Harworth Estates
- Four Leaf Nurseries
- Caron Lumley

- Carter Jonas
- Mrs C Naylor
- Mrs J M Tazegul
- Martin Falkingham
- Richard Nowell
- Mr G Chambers
- K S Lamb
- B L Wales
- Trevor Marrow
- Lisa Powell
- Margaret Miles
- Lindsay Britton
- P & D P Holland
- M Reynolds
- Trevor Goring
- G Eves
- Mr D Lynch
- Richard Atkinson
- Mrs R Barrett
- Elaine Lawrenson
- Mrs Ann Chambers
- Y Sidwell
- Sue White
- Hazel Stringer
- John Taylor
- Beverley Williams
- Tom Eves
- A Pound
- David Ingall
- Mr P C Johnson
- Phil Jones
- Graham Orr
- Crombie Wilkinson
- York & North
Yorkshire Playing
Fields Association
- Christian Melton
- W B Fryer
- Mr & Mrs R
Strothard
- Mr D Scorah
- Chris Hale
- CSL Surveys
- Miss B Potts
- Mr & Mrs Jackson
- Norwood Nurseries
- McCarthy &
Stone Ltd, c/o
The Planning
Bureau Ltd
- D Thompson
- Chair of Derwent
Valley
Conservation
Group
- Mr G Storey
- Marcus Bousfield
- Keith
Leppingwell
- James Perry
- Lampertia Ltd
- Brayshaw
Properties
- John Cook
- Mrs M Caukill
- Pam Gascoigne
- National Grid
- The Gypsy
Council
- Stewart
Association
- W M Morrison
Supermarkets
plc
- Ian Hinchey
- Ms K Horton
- B A Kilmartin
- Mr & Mrs B & I
Shooter
- Duncan Lorriman
- Daniel Gath
Homes
- Gypsy Council
- Campaign for
Real Ale, York
Branch
- Help the Aged
- Hesselwood
Brothers
- Institute of
Directors
Yorkshire
- Mr M Savege
- D Broadbent
- Carter Jonas
- Rigid Containers Ltd
- Cyclists Touring Club
- Crown Estates
Commissioners
- Mr A Bowe
- Mr Derrick Potter
- Cooper & Cutt
- Andrew Dobson
Design Associates
- Mr P R Swales
- S C Teinor & D M
Hinsley
- Mr G Markham
- Mr Watson
- L Gregory
- K Couchie
- Martin D Smith
- Mr Rhodes
- Lafarge Aggregates
Ltd
- Highways Agency
- A Livsey
- The Planning &
Design Partnership
- G M Dunne
- Mr & Mrs A Swann
- ID Planning
- Sam Murray
- Mrs C Bird
- Circuit Planning
Representative
- N W Architects
- IWA West Riding
Branch
- Mr K Tillett
- exSite Projects Limited
- Northern Electric
- Mr E Brown
- Jean Bills
- Karen Kirkbright
- Mr B Farrall
- Mr P N Dowding
- E Boldan
- Rose Freeman
- Mrs B Oldfield
- Dr Howard Ferguson
- J D Brewer

- Old Selebians
- Mr J A Outhwaite
- Jonathan France
- Mr R P Wagstaff
- Mr K Bradshaw
- Mrs F D Lawn
- J E Clark
- Keith Tillett
- Flaxley Road
Tenants &
Residents
Association
- Andrea Field
- Derek Richardson
- Mr D T Arnold
- Neil Thornber
Commercial
- Mr S Wadsworth
- J Swift / Michael
Dobson
- A Thomas
- T Marlow
- Stuart Link
- Mrs S C Teinor
- Raymond Wood
- Mr J D Hemingway
- Phillip Mason
- Mrs A Farrar
- Richard Dixon
- South Milford
Village Hall
Committee
- Mr I Butter
- Rural Solutions
- Kelly Dewhurst
- Mr J Fleeman
- Ye Fraternite of
Olde Selebians
- Barry Hague
- The Inland
Waterways
Association
- Miss Emma
Bradley
- Mr K Sinclair
- Mr P Johnson
(representing
travelling
showpeople)
- Tangent
Properties
- Annette Elliott
- Mssrs J A & K
Middleton
- Cllr M Davis
- Mr D Tredgett
- R Breeze
- Rae Watson
- Mr Potts
- Keith Ellis
- Mr Denis Murphy
- David Davison
- Chris C Dent
MCIAT
- Michael
Johnstone
- Mrs Hawkhead
- Mr R N Watson
- Abbots Rd
Tenants &
Residents
Association
- Mr Green
- Chair of the LSP
Environment Sub
Group
- Sherburn CIP
Group
- Chair of the LSP
Economy Sub
Group
- Mr K Riley
- Mr M Smith
- The Lawn Tennis
Association
- Mrs B Carson
- H Graham
- Highfield
Residents
Association
- Lafarge
Aggregates Ltd
- Eastfield
Properties
- Jane Bryant/David
Tasker
- J B Tankard
- David W S Simpson
- Colin Raper
- N Hare
- Mr J Tate
- Christopher & Joan
Topping
- Mr K S Muschik
- Mr Lapish
- Mark & Pru Topping
- John Harrison
- G Bailey
- Wentcliffe Holdings
Ltd
- Mr & Mrs Benaddi
- Clifford & Gillian
Plowes
- Michael Cain
- John Taunton
- Madeline Porter
- Mr Breedon
- Graham Lees
- George F White
- Mr Roger Pipe
- Purearth plc
- Drivers Jonas
- Mr H Robin Poskitt
- Jacqueline Roe
- A Senior
- Irene Newton
- Hesselwood Brothers
- Savills
- Jason Brownbridge
- A Cawood
- Stuart Black
- Roderic Parker
- Mr David Lewis
- Scott Road Medical
Centre
- Mr Clive Narrainen
- G Ingham
- Sherburn in Elmet
Community
Association
- Paul Crossley
- Burn Gliding Club

- Brian Lockwood
- J A Chilvers
- Jenkins Mercer
- Retons
- Steve Lockwood
- D Boldison
- Mrs Thompson
- John Bruce
- P J Mandley
- Masters
Construction
- Sheila M Campbell
Bruce
- D J Ashton
- Mr Peter Boyes
- Mr & Mrs Taylor
- Mrs Moore
- Mr S G Pinder
- Jigsaw Childcare
Ltd
- Chair of the LSP
Community Safety
Partnership Sub
Group
- J Wetherell
- Mr Steve Cobb
- Bryan Wilcockson
- J France
- Jas Bowman and
Sons Ltd
- Gleeson Homes
- Selby Practice-
Based
Commissioning
Group
- Mr David Brewer
- Kenneth Tyro
- R M Middleton
- Homes &
Communities
- Allison Ingham
- Ann Barker
- Anna Crooks
- Homes &
Communities
Agency (Leeds)
- Martin Elliot
- Natural England
- Defence Estates
- DEFRA
- Home Office
- Regional
Development
Agency
- Department of
Trade and
Industry
- Mark Duggleby
- Kate Wheeler
- Rural Action
Yorkshire
- The Forestry
Commission
- Office for
Government
Commerce
- Department for
Education and
Skills
- Regional Public
Health Group -
Yorkshire and
the Humber
- Department of
Constitutional
Affairs
- Department for
Culture, Media
and Sport
- Geoff Dibb
- Civil Aviation
Authority
- Sport England
- Ouse & Derwent
IDB
- Home Office
- Colin Holme
- Zoe Buddle
- James Walsh
- Yorkshire
Forward
- Haslam Homes
- Barratt & David
Wilson Homes
- Persimmon
Homes (York)
Limited
- Mack and Lawler
Builders Limited
- R K Poskitt (Beal)
Limited
- Taylor Wimpey UK Ltd
- Home Builders
Federation Ltd
- Countrywide Homes
- Pullan Development
(Selby) Limited
- David Wilson Homes
- Yorvik Homes
- G Blades and Sons
Ltd
- Pilcher Developments
Ltd
- Sparta Developments
Ltd
- Mr N Adams
- Caddick Construction
Ltd
- Hogg Builders (York)
Ltd
- Henry Boot Homes Ltd
- Centurion Homes Ltd
- Barwick Development
Ltd
- Mr P Stock
- Redrow Homes
- Shepherd Homes Ltd
- W A Hare and Sons
Ltd
- Christopher Hull
- Barratt Homes East
Yorkshire Division
- Bovis Homes Limited
- Yorkshire Housing
- George Wimpey North
Yorkshire Ltd
- Taywood Homes
Limited
- Miller Homes Limited -
Yorkshire
- Redrow Homes
Yorkshire Ltd
- Miller Homes
- Village Home Builders
Ltd

- Countryside Properties (Northern Ltd)
- Haslam homes
- Edenvale Homes (York) Ltd
- George Wimpey North Yorkshire Ltd
- Bellway Homes (North West Division)
- Galliford Try Housebuilding Division
- Daniel Gath Homes Ltd
- Yorkshire Metropolitan Housing Association
- Hanover Housing Association
- Home Housing Association
- The Anchor Trust
- Chevin Housing Group
- Harewood Housing Society
- Ryedale Housing Association - Central Office
- Signet Housing
- Mr C Turner
- Broadacres Housing Association
- Chevin Housing Association
- South Yorkshire Housing Association
- Jephson Housing Foundation
- Railway Housing Association
- Conservation Area Advisory Committee
- North Yorkshire Police
- Linda McAvan MEP
- Mr. Nigel Adams MP
- Diana Wallis MEP
- Cllr A Lee
- Mr T Kirkhope MEP
- Cllr J Snowball
- Cllr G Gatman
- James Deans
- Mr E McMillan-Scott MEP
- Mr G Bloom MEP
- Selby Post
- York & County Secretary - The Press
- Wetherby News Ltd
- Yorkshire Post Newspapers Ltd
- Selby Times
- Disability Rights Commission
- Mr A Bower
- N Williamson
- Miss D U Fairburn
- David Van Kesteren
- British Chemical Distributors and Trade Ass
- Age Concern North Yorkshire
- North Yorkshire County Council, Business and Environmental Services
- Institute of Directors Yorkshire
- Selby District Association for Voluntary Services
- Mr G Gordon
- Mrs Welsh
- National Grid
- RWE npower
- Access Advisory Group
- Trans Pennine Trail Office
- Royal Society for Nature Conservation
- Ramblers Association (West Riding Area)
- RSPB
- Yorkshire Derwent Trust Ltd
- Advisory Council for Education of Romany and Other Travellers
- Traveller Law Reform Coalition
- Arriva Yorkshire
- The National Federation of Gypsy Liaison Groups
- Drax Power Limited
- Northern Gas Networks
- Bob Hulmes
- Holmar Property Developments
- Robin Hood Airport Doncaster Sheffield
- British Geological Survey
- Women's National Commission
- Confederation of British Industry (CBI)
- Road Haulage Association
- Rail Freight Group
- Skills Funding Agency
- Help the Aged

- Gypsy Council
- Freight Transport Association
- Equal Opportunities Commission
- (Diocese of York)
- York England
- Society for the Protection of Ancient Buildings
- Future Energy Solutions
- Civic Trust for North East
- Victorian Society
- The Georgian Group
- York Georgian Society
- Yorkshire Naturalists Union
- Council for British Archaeology
- UK Coal
- Farming & Wildlife Advisory Group
- First rural Business Centre
- Mr P E Milsom
- National Farmers' Union
- Selby Industrial Association
- Rural Action Yorkshire
- Yorkshire Local Councils Associations
- Department for Education and Employment
- York & North Yorkshire Chamber of Commerce
- Ancient Monuments Society
- Selby College
- Sport England
- Tony Rivero
- The Diocese of York
- Civil Aviation Authority
- Commission for Racial Equality
- York & North Yorkshire Playing Field Association
- The Coal Authority - Planning & Local Authority Liaison
- Royal Mail Property Holdings
- Network Rail
- RenewableUK
- Friends of the Earth
- Yorkshire Wildlife Trust
- Coal Authority
- Health & Safety Executive - Regional Office
- The Woodland Trust
- CPRE York and Selby Branch
- North Yorkshire County Council, ACS
- RenewableUK (formally BWEA)
- Amanda Brown
- Civil Aviation Authority
- Cyclists Touring Club
- North Yorkshire and York Primary Care Trust
- York Hospitals NHS Foundation Trust
- North Wharfe, South Wharfe, Ouse & Derwent & Acaster IDB's
- Yorkshire Ambulance Service NHS Trust
- York Health Services Trust
- North Yorkshire Family Health Services Authority
- Land, Property and Planning
- NHS North Yorkshire and York
- Environment Agency, North East Regional Office
- Selby Fire Station
- North Yorkshire Fire & Rescue Service
- Yorkshire Water
- Environment Agency
- Dr Bruce Willoughby
- Knottingley-Gowdall IDB
- Appleton Roebuck & Copmanthorpe IDB
- Police Architectural Liaison Officer
- Mobile Operators Association
- Mr D Ingram
- British Telecom North East
- The Woodland Trust
- Went IDB
- Selby Area IDB
- Martyn Coy
- Selby & District Primary Care Group
- NHS Yorkshire and the Humber
- Director of Public Health

- North Yorkshire
Ambulance Service
- Police Architectural
Liaison Officer
- North Yorkshire
Health Authority
- J B Tankard
- Mrs H Toone

- Mrs Dossett
- Eric Gibson
- Colin Arthur
Heather
- Terry Bloomfield
- Mr Brendan
Walsh

- J A Outhwaite
- Mr & Mrs B
Falkingham
- Mr M Cain
- RW & PA Humphrys

Appendix 2: Schedule of consultation responses and Council’s response

General comments: All VDS documents:

Your Name and Contact Details	Your comments (where relevant: including how we can solve your concerns)	SDC response
North Yorkshire Police	<p>With reference to the draft Village Design Statements (Appleton Roebuck, Barlow, Bilbrough, Brotherton, Byram, Carlton, Church Fenton, Monk Fryston, Newton Kyme, North Duffield, Riccall, Stutton, Ulleskelf and Womersley) can I request that Appendix B: General advice for Prospective Developers at B27 be amended to the following in respect of the North Yorkshire Police:</p> <p><i>“B27 In addition, North Yorkshire Police have specialist Police Architectural Liaison Officers who would be pleased to offer 'designing out crime' advice in respect of development proposals. They may be contacted on 0845 6060247.”</i></p> <p>The reason for requesting the amendment is that the Community Safety Partnership at Selby no longer exists in its previous format and the telephone number shown on the VDS's is no longer available. The telephone number that I have given above is the generic number for the North Yorkshire Police so should never need amending again.</p>	Agree – make change
National Farmers Union	<p>It is envisaged that the VDS will allow the farming industry to build a strong, responsive and competitive economy that can also help mitigate and adapt to climate change, including moving to a low-carbon economy. Food production is an important aspect of a vibrant rural community and any barriers to investment that planning can resolve are welcomed. Furthermore planning policies should support sustainable economic growth in rural areas by taking a positive approach to new development. In many circumstances this will involve using modern building practices and materials that are compatible with modern farming</p>	<p>The VDS will not affect the principle of development – ie will not restrict rural communities from developing. Instead it sets out the local visual context or character that development should seek to respect.</p> <p>The VDS will not restrict modern demands, but it does set the context for modern</p>

	<p>systems. The use of renewable energy technology is welcomed, and should not be excluded merely on aesthetic grounds. The NFU fully supports the principle of renewable energy and the role that farming can play in this as a form of diversification through harnessing and exploring low-carbon renewable energy services, in order to play a role in the mitigation of climate change.</p>	<p>development to be respectful to the local vernacular. Similarly, the use of renewable energy technology will inevitably lead to changing aesthetic qualities of farms. As long as the principles of the VDS are acknowledged, then modern development of all types can be accommodated in the villages.</p>
<p>Cunane Town Planning obo Samuel Smith Old Brewery</p>	<p>The VDS could have the potential to encourage attempts to secure development in countryside villages such as Acaster Selby or Stutton, which would be irresponsible in the face of adopted planning policy. A VDS intrinsically recognises the possibility of development proposals and that such proposals, where subject to planning controls, may be granted permission. It is essential therefore that the VDS emphasises the pre-eminence of the development plan and what I might summarise as a general resistance to development in the countryside and a presumption against development in the Green Belt, unless specifically in accordance with locally and nationally defined criteria. These issues have been addressed in earlier representations regarding the emerging draft but have not been fully and satisfactorily addressed.</p>	<p>The role and status of the VDS is clearly set out in the appendix (hierarchy of LDF documents), and also in the introduction to a VDS where it is clear that the document is used to guide the architecture and form of development. It is clear that it will not affect the principle of development.</p> <p>It is unnecessary to repeat national planning policy in local planning policy, and therefore it is unnecessary to repeat local policy in SPD.</p>
<p>Cunane Town Planning obo Samuel Smith Old Brewery</p>	<p>References throughout the document to the VDS being applied in consideration of “development” proposals is misleading in that as much of what it relates to does not necessarily compromise “development” in a sense that it may be understood by “the man in the street”. I suggest either that the opening section 1 “ Purpose of a village design statement” should include an early definition of what is meant by “development” encompassing a broad range of works from replacing windows and doors , new fences, repairs to buildings, small extensions and new build works. The alternative is to use a phrase such as “works” to offset the implication that “development” will be acceptable in the villages concerned. Similarly, having adopted the word “development” you are then forced to refer to those carrying out the work as “developers” which has clear connotations of works of a comparatively major scale in relation to some of the villages to which these VDS relate.</p>	<p>The Council considers that to the “man in the street”, there is no discernable difference between “development” and “works”. The VDS is clear in that it seeks to improve the understanding of local context and promote it wherever any change is undertaken, be it though a formal planning application or simple repairs/maintenance.</p> <p>The existing text already refers to a broad range of “development”.</p> <p>By inference, changing to “works”, the</p>

		Council would have to refer to people undertaking “works” as “workers” which is less clear than “developers”.
Cunane Town Planning obo Samuel Smith Old Brewery	The point is made at 1.4 of section I that the VDS can be used in evidence to justify the refusal of planning permission, which is laudable in principle. However, it follows that it must also be open to potential developers to plead compliance with VDS as evidence in support of approving a development.	Support welcome. Agreed, in the interests of balance, amend the text to note that the VDS may be used to support a planning application or to justify refusal. Agree make changes
Cunane Town Planning obo Samuel Smith Old Brewery	As a second point of detail, Para A8 appears to currently form part of para A7 and I suggest an amendment to the first sentence to read: <i>“Even if planning permission is not required, it is still very much in the interests of the village that any work be undertaken in sympathy with the village’s character.”</i>	Typographical error. Agree make changes As stated above, such a change is arbitrary and unnecessary.
Cunane Town Planning obo Samuel Smith Old Brewery	In addition to a stronger introduction regarding the intended purpose of the VDS I request that there be specific reference added, most probably at Para B2 to the effect: <i>“B2- There are lots of conflicting issues in considering new development but planning policies in the Development Plan, particularly those relating to proposed development in the countryside and the Green Belt, will be pre-eminent. Only where development can be considered acceptable within the terms of those policies and Government guidance, will the VDS then provide a basis for an assessment as to whether the design and character of development is appropriate for its location.”</i>	It is unnecessary to repeat national planning policy in local planning policy, and therefore it is unnecessary to repeat local policy in SPD. The role and status of the VDS are clearly set out in the VDS.
Mr & Mrs Gray	A7 2 nd sentence: “the advice has been used” – again whose advice?	“The advice” means” this VDS” Agree make change to all VDS
Mr & Mrs Gray	Needs a new para for para A8	Typographical error
Mr & Mrs Gray	Para A8 – agreed, but how is it policed	The VDS is intended to guide and inform anyone undertaking development as to the benefits of appropriate development – ultimately though if it does not require

		permission there can be no intervention or policing.
Mr & Mrs Gray	Appendix B. Agree with all this, especially B5. Smaller developments are more desirable as seen from the response to the LDF exercise.	Support welcome
Mr & Mrs Gray	B8: yes agree they would be very helpful. How will we (Parish Council & District Council) know that this has happened?	Developers are encouraged to discuss proposals and include the outcome in their planning application.
Mr & Mrs Gray	B10, B11 and B12 – how do we police this?	Policing may only be possible on Listed Buildings where there are statutory controls. On other buildings there is no mechanism for policing.
Mr & Mrs Gray	B13, B14 & B15 - agree	Support welcome
Mr & Mrs Gray	B18 agree. The fences around some properties are awful, esp when they fall apart and are left in this state.	Support welcome
Mr & Mrs Gray	B19- yes, but not enormous trees unless there is lots of space. Roots can damage house foundations, drains etc.	Support welcome
Mr & Mrs Gray	B20 & B24. An alarming number of properties have “block paved” their driveways – how can we stop this?	It is not for the VDS to attempt to stop this. Where permitted development rights exist the planning system does not get involved. Where planning permission is required for hard standing then an appropriate material must be agreed.
Jennifer Hubbard	Taken as a whole, the document is not well-ordered. It is evident from recent discussions that the Parish Council has a clear understanding of the purpose of a VDS but experience elsewhere shows that such documents are widely misunderstood by the general public. It is important, therefore, that the purposes of the VDS are set out clearly at the beginning of the document. As drafted, this information appears, in part, under the heading “VDS Objectives” at the beginning of the document; under “Purpose of a Village Design Statement” and in Annex A. Annex A itself (which I assume is in standardised format attached to all VDSs) it’s highly confusing. The first three paragraphs should be incorporated in some form or another at the beginning of the VDS and the rest of the	The Council is satisfied that the role and purpose of the VDS is clearly set out in the generic text at the beginning of the document, and that the Appendix adds additional detail. The layout is appropriate and logical.

	Appendix (if it is necessary at all) merely used to explain the statutory background to the document. A6 and A7 could also be usefully introduced into the main document.	
Jennifer Hubbard	If this Appendix is to remain in its present form, it needs to be made clear not just that it provides general advice but that the advice is District-wide and not specific to North Duffield.	The appendix is titled “General advice for prospective developers” so it is clear it is general advice.
Jennifer Hubbard	At B4 – the first sentence is helpful. The remainder is not. Is it the Council’s, position that asymmetric drawings or street scene views are essential to accompany a planning application?	The guidance sets out how to improve a planning application submission – nowhere does it state that it is policy to request such things.
Jennifer Hubbard	Whilst it is accepted that every encouragement should be given to good design and the use of appropriate materials, the advice at Appendix B generally appears over-prescriptive unless applying to conservation areas and listed building.	Disagree – good design should not be the sole preserve of listed buildings and Conservation Areas. Every area should be treated with the utmost respect. The advice in the VDS attempts to do this.
Jennifer Hubbard	There are conflicts between Appendix B (encouragement of modern development) and the Parish Council-written sections of the VDS.	Disagree - The VDS sets the context of the existing village. Modern development is encouraged where it is respectful to the existing character. Achieving an appropriate balance is the aim of the VDS.
Mr Chris Vertigans	Para A2: VDS should contain a greater depth of specific design information and detail about how this can be achieved. The VDS touches briefly on certain design issues without offering any substance to guide the developer/designer as to what is appropriate and acceptable in the context of the village.	No text is submitted to suggest such greater depth. The VDS sets out the existing broad character (and in the context of North Duffield this character is simply that variety is key). It is not intended to prescribe or dictate what should be done in the future.
Mr Chris Vertigans	Para A6: Design And Access Statement – explain what it is and provide an example.	The annex is not exhaustive – it s a simple guide to some common issues. The VDS need not explain every last detail as information about Design And Access Statements is freely available on the web.
Mr Chris	Para A6 “Where a site lies on the “border of 2 or more character areas” suggests	Disagree – it clearly states “2 or more”. It

Vertigans	<p>the village (North Duffield) only has 2 styles of design –one good and the other bad.</p> <p>By providing more information and detail on the qualities of acceptable and unacceptable design you will enhance this document turn it into a valuable asset to aid and guide further village development.</p>	<p>also states that reference should be given to each character description. Clearly it does not say good and bad – it acknowledges that there are different characters and that new development should respect it’s <i>context</i> or <i>setting</i>.</p> <p>It is not the intention that the VDS dictates explicit criteria for development to adhere to. Instead it sets out the context of the existing village thus allowing developers to respond to both local character and modern requirements.</p>
Mr Chris Vertigans	Para A8 requires a new paragraph spacing	Typographical error
Mr Chris Vertigans	Para A8 and B9 – Good design will increase the appeal and the value of the development. On what financial basis can this statement be substantiated?	The former Commission for Architecture and the Built Environment produced several publications demonstrating the financial value of quality design over standardised design. Further, value is not just financial.
Mr Chris Vertigans	Para B2: Misleading statement that is not specific to this village (North Duffield)	No justification for the misleading statement, therefore cannot be responded to. Appendix A and B are intended to be generic and not specific to one village.
Mr Chris Vertigans	B2: refers to “the village character”. I still don’t understand what you refer to and whether or not the green and blue are areas of good and bad, or new and old.	The character is set out broadly in the VDS. The green and blue identify different areas of character – the green shading highlights the “North Duffield” character as opposed to the more recent “anywhere” houses.
Mr Chris Vertigans	“Modern but appropriate development is encouraged” - explain please?	The explanation is contained in the preceding sentence of the same paragraph. The Council does not wish to see new buildings

		<p>simply try to copy the traditional ones found in the village. However it does not want new buildings to be “anything goes”. A balance that respects the existing, but isn’t a slave to it, is appropriate. The VDS sets out the <i>context</i>, (Evidence Base for the character of the village) it is up to a quality designer to use this information and meet the needs of modern society and tastes without compromising the existing qualities.</p>
Mr Chris Vertigans	Isometric drawings/street scenes – are these a requirement of SDC? If not they should be!	This general good practice advice in the VDS is not policy. It is not a requirement nationally for such supporting drawings so the VDS as an SPD may only encourage, not demand.
Mr Chris Vertigans	<p>“Examples of inappropriate design, materials and layouts within a village should not be used as a precedent for further inappropriate use of these features.” This is a prime example of the kind of statement that will only confuse and complicate the issue of design and what constitutes good and bad design.</p> <p>Design is so subjective it is difficult to pin down, but it may be helpful to provide a broader description or drawings/sketches of what is considered to be appropriate and inappropriate – without risking any opportunity to offend anybody who might live in an inappropriate house!</p>	<p>The statement is clear – just because something “bad” has gone before, it doesn’t mean that we should give up and allow more “bad” design.</p> <p>The second point is key: The VDS attempts to establish the benchmark for understanding the existing village, thus allowing the designer to start from an informed position. The VDS is not trying to set out a checklist and is not prescriptive in its requirements. It guides, with general principles rather than allowing and prohibiting specific features.</p>
Mr Chris Vertigans	B7, B8 and B9 don’t quite describe the Planning Process [and the sub heading would suggest].	No alternative is offered.
Mr Chris Vertigans	B9: “the need for good design remains” – this is subjective, it could be argued that good design is a matter of personal opinion	Agree; to be considered at planning applications using this guidance.
Mr Chris	B9: DOES should be DO	Typographical error

Vertigans		
Mr Chris Vertigans	B9 “Planning Permission” – would it be useful to insert a URL to the Planning Portal Interactive House to help people understand what is deemed to be permitted development and what is not?	A link to Planning Portal would be a useful addition. make change to all VDS
Mr Chris Vertigans	B10 – “many buildings are very old” – ambiguous – what is “old”?	It is not necessary to state each building period – the issue is undertaking appropriate repairs and maintenance.
Mr Chris Vertigans	B10 – “Cars” should be “vehicles”	Agree – make change on all VDS
Mr Chris Vertigans	B10 damage from splashing through puddles – please review the credibility of the document. It appears that we are only talking about buildings that front onto the main street (within the green shaded area on the [North Duffield] village map)	Disagree – this is generic advice not specific to North Duffield.
Mr Chris Vertigans	B11 – “rain cannot penetrate cement easily so it is found that the bricks and stone wear out faster than the mortar joints.” Consider the properties of FL quality and engineered bricks to avoid statements which could be misleading to the general public.	The statement is not misleading. No explanation as to what FL quality is.
Mr Chris Vertigans	B11 - “this accelerates wear and buildings will become damp.” Misleading: This is not the only cause of damp.	It does not say it is the <i>only</i> cause of damp – just that it is <i>a</i> cause of damp.
Mr Chris Vertigans	B12 – whole section needs rewording so that people do not miss understand that a new uPVC gutter system is worse than a traditional timber one supported on iron brackets – for example. Or that the suggestion by adding a conservatory will seriously affect the integrity of both the appearance and the way the traditional buildings function – are we talking about uPVC or hardwood timber version?	Again this is generic advice. The essence of the statement is that “cheap is not best”, and “sometimes modern is not suitable”. The list of examples is not exhaustive, and details are not discussed. It is guidance, and the appropriate advice is offered via English Heritage Historic Environment Local Management arm (HELM.)
Mr Chris Vertigans	B13 - “within historic areas” we are talking about a village environment here aren’t we?	It is not clear what issue is being raised.
Mr Chris Vertigans	B13 – “safe access” – and parking without having to mount the pavement.	This is generic information about the conflict between historic layouts and modern highway requirements – it is not specific to North Duffield. – Parking matters considered in

		Paragraph B14.
Mr Chris Vertigans	B13: “bespoke design will be needed” so what design standards should be used if the development roads comply with the adoption requirements of Highways Dept.	This is generic information about the conflict between historic layouts and modern highway requirements – detail at planning stage NYCC highways consulted on planning application
Mr Chris Vertigans	B14- “historic areas were never designed for the private car”. Consider rewording this statement so that it does not appear as though car owners are to blame for shortfalls in sufficient parking space, poor or restricted access to parking areas and driveways in plots and a general increase in car ownership.	The paragraph does not imply such issues. It merely acknowledges the conflict between historic areas and modern needs, and a requirement for bespoke, sympathetic solutions. Again, it is generic not specific.
Mr Chris Vertigans	B14 – “rural villages often feature heavy machinery such as combine harvesters...” this is not totally accurate and can only mean parking on main Street [North Duffield]. I doubt if the village [North Duffield] has any other roads wide enough to accommodate a combine harvester.	The advice is generic and not tailored to one settlement. Further, the examples of heavy machinery are not exhaustive.
Mr Chris Vertigans	B14 – bespoke high way solutions: providing practical solutions to substantiate this statement would be very helpful.	It is impossible to prescribe a solution to a generic problem and not tailored to one specific village. The advice is to understand the context and design appropriately – an “off the shelf” solution is unlikely to be adequate.
Mr Chris Vertigans	B16 – Home power generation and environmental system should be sites carefully to reduce their visual impact. I thought the whole point of this was to site or locate the energy producing equipment in the most advantageous way possible to maximise its efficiency and performance. For example, by best use of prevailing wind or sun path.	Although there are operational requirements for such systems, their installation should not be at the expense of all else. Appropriate siting in the interests of operational efficiency AND aesthetic quality are equally important.
Mr Chris Vertigans	B 16 – reduced consumption instead of power generation: sorry but a wind turbine generates power for use in providing artificial light and power for cooking – for example. It may also power the central heating system. Heat insulation and energy use is covered under part L of the Building Regs and is the need to produce an energy rating for every home using the SAP calculation method. The EPC is then used to demonstrate this to the building control officer for issue of a completion certificate.	While that is true of new buildings, retro-fitting such measures to older properties may have different requirements and outcomes.

Mr Chris Vertigans	B16: Change “cutting” to “reducing”.	No merit or disadvantage in either word Agree change word on all VDS
Mr Chris Vertigans	B16” change “maintaining” to “increasing”	No merit or disadvantage in either word
Mr Chris Vertigans	B17 Natural environment. What about creating an allotment space for the village and or a green buffer space which is centrally located rather than the playing fields which is on the edge of the village	VDS does not consider such issues, this is the role of the SADPD or if introduced through the Localism Bill the Neighbour hood Development Plan
Mr Chris Vertigans	B22: flood risk. I think I know what you are trying to say but it could be said better.	Agree will change paragraph to all VDS. Flood risk is dealt with through planning application stage. Make changes to text
Mr Chris Vertigans	B22: generic flood advice. Can we have some that is specific [to North Duffield] or some solutions such as having an FFL at or above road kerb.	The appendix is generic advice only. The VDS is not a Flood Risk Assessment. Flood risk is dealt with through planning application stage.
Mr Chris Vertigans	B25: definition between public and private space: make this relevant to the village [North Duffield]. I would read this as meaning my plot versus any space outside this.	The VDS has been consulted with North Yorkshire Police. Wording has been supplied by them for this text.
Mr Chris Vertigans	B25 siting buildings to prevent areas that are not overlooked: check this sentence as it doesn’t quite make sense	Amend text to be clearer
Mr Chris Vertigans	B25: removing potential hiding places: such as trees and vegetation and dark alleyways	Trees and vegetation should not be removed on crime reasons alone. The importance of vegetation to character and local amenity, as well as habitat must be considered.
Ulleskelf Parish Council	Appendix B – General Advice for Prospective Developers – B3 & B4 each have a typo with a sentence which needs to be moved along to join the previous one.	Typographical error
Ulleskelf Parish Council	B26 Typo “Secured by Design” is etc	Typographical error
Bilbrough PC	Bullet pint checkloist of character areas’s key features should be included	Agree – add to each VDS once text is agreed

Bilbrough – schedule of comments

Your Name and Contact Details	Your comments (where relevant: including how we can solve your concerns	SDC response
Bilbrough PC	Para 1.8: capital letter needed at start of sentence	Typographical error
Bilbrough PC	Form should be from	Typographical error
Bilbrough PC	Intro: Should be Red Hill FIELD Lane	Make change
Bilbrough PC	Intro: Add in that A64 runs along the old Roman Road.	Make change
Bilbrough PC	Add a list of all Listed buildings	Agree add list

Appleton Roebuck – schedule of comments

Your Name and Contact Details	Your comments (where relevant: including how we can solve your concerns	SDC response
Cunane Town Planning obo Samuel Smith Old Brewery	<p>We have previously expressed concern about the inclusion of Acaster Selby within the Appleton Roebuck VDS as there are very major differences between the two settlements in relation to size, history and current planning policy considerations. Acaster Selby is located partly within the open countryside and within the Green Belt, it has no defined development limit and should not be subject to the kind of development pressures that will be relatively greater in relation to Appleton Roebuck. You will be aware that our client has been forced to oppose a number of attempts to secure housing development within and around the settlement of Acaster Selby and we are concerned that a VDS should not encourage further attempts to secure such development.</p> <p>In various correspondence you have conceded that “Appleton Roebuck” as the title of the document refers to the Parish and to the community rather than the physical boundaries of Appleton Roebuck [village] itself. You accept that Acaster Selby and Holme Green are intrinsically linked to the “main village”, from an historical perspective, but also that they are within the “rural hinterland” of Appleton Roebuck and you accept there are differences in function and appearance and that there is an improbability of large development. Keeping in mind the VDS is an SPD, that is to say a planning document, it is essential that the highly material differences are emphasised in the text of the document, which should be amended accordingly.</p>	<p>The differences in the settlements are highlighted by the different character areas. The likelihood or otherwise of large scale development does not influence the reasoning behind a VDS. As noted elsewhere in the objection, the VDS may be used formally in a planning application and also in influencing minor development such as replacement doors. It is unnecessary to repeat national planning policy in local planning policy, and therefore it is unnecessary to repeat local policy in SPD. Nowhere in the VDS does it promote large scale development. The role and status of the VDS are clearly set out in the VDS.</p>
Cunane Town Planning obo Samuel Smith Old Brewery	<p>With regard to the setting out of the VDS, I have major concerns about the positioning of the section on “infill estates” after those relating to Acaster Selby and Holme Green. The section relating to infill estates must form part of the description of Appleton Roebuck and should at the very least follow on as a sub section after character area 2: main Street. This will assist further in</p>	<p>Agreed – the infill estates section would logically be included with the Appleton Roebuck area, not Acaster Selby or Holme Green.</p>

	differentiating between the application of the VDS to Appleton Roebuck as opposed to its application to Holme Green and Acaster Selby.	Amend order to reflect the above.
Cunane Town Planning obo Samuel Smith Old Brewery	On points of detail, we have concerns about the reference beside the middle picture on the third page relating to Acaster Selby, where there is a reference to “gap sites”, which may be interpreted by some as identifying potential infill sites notwithstanding the planning policy position in the current Local Plan.	Agreed – “gap site” is more typically referred to as a development opportunity. With no alternative wording suggested, replace with “ <i>break in the built form</i> ”.

Brotherton – schedule of comments

Your Name and Contact Details	Your comments (where relevant: including how we can solve your concerns	SDC response
No name given	P2 2nd para FOXCLIFF – there should be no “E” 4th line - quarry -WAS a major.....	Agree make change
Brotherton Parish Council	Map needs amending – FOXCLIFF on the A162 is in Brotherton Parish not Byram parish. Also needs a key to coloured areas	Agree make change
Brotherton Parish Council	Over use of the words “Main Street” and “main street” for different roads. There is not street named Main Street. Suggest P5 Para 1: “the main road is unusual as it winds tightly up the riverbank to the top of the hill giving a convoluted ENTRANCE TO THE VILLAGE CENTRE.”	Agree make change
Brotherton Parish Council	P6 3 rd para: Delete first sentence beginning “The Main Street...”, and replace with “THE GREAT NORTH ROAD WHICH WAS THE ORIGINAL A1 RUNS NORTH-SOUTH AND HAS A VARIETY OF BUILDING STYLES.”	Agree make change.
Brotherton Parish Council	P4, para 3: suggest “the original character can still be found in places and it is BOTH feasible and DESIRABLE to reintroduce some of these...”	Agree make change
Brotherton Parish Council	P4, Para 4: Delete all. Replace with “BROTHERTON AND BYRAM ARE TWO SEPARATE VILLAGES WITH THEIR OWN UNIQUE CHARACTER. THEY ARE NO DESSECTED BY THE OLD A1 DUAL CARRIAGEWAY ADDING STRENGTH TO THE FEELING THAT HISTORICALLY THIS HAS ALWAYS BEEN THE CASE.”	Agree make change

Brotherton Parish Council	P5 PARA 1: "Brotherton is slightly larger than Byram. IT HAS FEWER HOUSES BUT MORE EMPLOYMNET AND SERVICES."	Agree make change
Brotherton Parish Council	P5 para 2. The quarry WAS a major..."	Agree make change
Brotherton Parish Council	P6 Para 4. Delete last sentence. Replace with: "THE ONLY LEGACY OF THE PAST BEING THE OLD LIMESTONE BOUNDARY WALLS WHICH CAN BE SEEN THROUGHOUT THE VILLAGE"	Partially Agree make change, but add that variation is not Brotherton's identity – instead it is a village that has suffered development that has been out of character.
Brotherton Parish Council	P8 last paragraph: More tree screening would help to soften these developments. FURTHER INDUSTRIALISATION WOULD ERODE THE VILLAGE CHARACTER."	Disagree, it is not for the VDS to comment on the suitability of a village for economic development or otherwise.
Brotherton Parish Council	P10, para 3. Keep 1 st sentence, but replace the rest with "THERE IS ALONG NARROW [PUBLIC FOOTPATH, MADE OF MAGNESIAN LIMESTONE WHICH LINKS CHURCH STREET WITH SCHOOL CROFT AND THE GREAT NORTH ROAD. THE ORIGINAL STONE SCHOOL HOUSE NOW USED BY DELACEY MOTOR CLUB IS ALONG THERE.	Agree make change.

Byram – schedule of comments

Your Name and Contact Details	Your comments (where relevant: including how we can solve your concerns	SDC response
No name given-	P1 Introduction 4th para Sir John RAMSDEN - not Ramsay - I should have picked this up before but its a case of reading as you know it sometimes. P2 1st full para, 1st line FOXCLIFF - no E, this was pointed out in previous email. P7 Last para - 6th line Queen Margarets built late 80s and early 90s - this was in previous email.	Agreed - amend VDS
No name given	There is no mention of Sutton village and we are officially called BYRAM-CUM-SUTTON. As you know Sutton is a small hamlet, it comprises Sutton Hall,	Agree - Parish Council to provide information to allow section to be added to the VDS with its

	private dwelling, and is made up of cottages, bungalows, houses and converted farm buildings which are now dwellings.	own character area. Include map.
Brotherton Parish Council	Map needs amending – FOXCLIFF on the A162 is in Brotherton Parish not Byram parish. Also needs a key to coloured areas	Agree make change

Hensall: Schedule of responses

Your Name and Contact Details	Your comments (where relevant: including how we can solve your concerns	SDC response
Various	Various photographs submitted	Received with thanks
Mrs F M A Farman. Clerk to Hensall Parish Council	<p>Since the aim seems to have meant different things to different councils and since there seems to be overlap with the “Village Plan” documents I have added a few points which might be added if it lies in the remit of this document. Other villages have been quite aspirational in their VDS submissions. Our version seems , to me, quite formal and even mechanistic .</p> <p>I have detailed some possible additions in no particular order or ranking</p> <p>There is no mention of the Schools; that Snaith serves the secondary pupils,6th formers go to Selby , New College at Pontefract, and some to Scunthorpe. We have a highly regarded primary school attracting applicants from outwith the immediate area</p> <p>Nothing about the active sports and leisure activities or how we might like them to develop given money and ideas. We have an excellent cricket club catering for 1st and 2nd teams and youth teams. The football club is also very active, There are darts and domino teams and possibly other activities in or near the village like the golf and bowls at Eggborough Power Station</p> <p>More could be made of La Anchor’s reputation and the Railway Tavern is not mentioned</p> <p>2 Play areas not mentioned but are important assets</p> <p>Industries and employers not mentioned e.g. the second biggest coal fired power</p>	<p>The VDS is not the same as a Village/Parish Plan, although it is recognised that some Parishes do overlap the two documents. They have different purposes. A Parish Plan has no status in planning decision making, and is instead a rolling agenda for the Parish Council to work towards a series of goals for improving the village. The VDS is an architectural/urban description that sets the framework for developers’ to design appropriate new development, and is adopted into the Local Development Framework thus giving it weight. As such, while most of the suggestions are laudable, they are not relevant to the VDS.</p> <p>Suggestions concerning the history section (Weeland Roadway, landing points on the Aire etc) are helpful to build the picture of why the settlement was there in the first place and may</p>

	<p>station in Europe near by, the Airgas plant, Norman Lewis Tankers, Tanko, MIT, farms etc.</p> <p>Nothing about the social structure of the village, the age distribution, types of employment of the villagers. We have a broad range including farm workers, miners, power station workers, commuters, restaurateurs and publicans, teachers and civil servants, clerical workers of varying grade. Hensall has many top range managers Many outside authorities seem to underestimate the range of skills in such a modern village, addressing us as if we were in a 19th century Punch cartoon</p> <p>The separation of some parts of this village especially the Dene Close area, separated by actual distance, wealth status, age status</p> <p>The lighting of the village in which previous councils have been so heavily active</p> <p>In the history section we could usefully add details/ mention of the village's place on the ancient Weeland roadway and the landing point on the Aire which was active till the beginning of the 20th century[possibly till later – check]. The Hensall quarries were very significant and their presence is marked all over the surrounds of the village. These present challenges and opportunities e.g. the acquiring of the Gowdall Lane quarry as a village asset currently in progress</p> <p>Affordable housing</p> <p>Much depends on the scope of the VDS but that it has been the way some settlements have chosen to present themselves. There is nothing about our desires of how we would like to see Hensall develop in the future, immediately, near future and long term. It might not be the remit of the VDS but it is worth trying.. VDS documents are official papers for the use of future planning and since a village is not merely a buildings but humans living in common, with a debt to its history and to its future, a more human element must be part of the planning structures. We have all seen the consequences of settlements designed and built by architects. Try Skelmersdale!</p>	<p>be usefully added.</p>
John Lupton	<p>Interesting read with a couple of observations;</p> <p>1) Reference is made on Page 5 to 'views of Drax Power Station from Station</p>	<p>1) Agreed – amend draft</p> <p>2) Typesetting error – the text is continued but</p>

	<p>Road'. Surely this should be Eggborough Power Station ?</p> <p>2) The text at the bottom of the page (Page 5 again) does not carry on to any subsequent page.</p> <p>3) Does my own property, Waterworks House on Wand Lane, fall within the boundary of the village ?</p>	<p>has been obscured by the map image. Amend accordingly.</p> <p>3) The village boundary is not defined by the VDS – it merely identifies broad areas of “character” to guide and influence potential future development.</p>
Parish Council / Michael Wright	Additional photographs supplied	Received with thanks.
Parish Council / Michael Wright	<p>Introduction and history – amendments and additions</p> <p>Hensall is a detached rural community located on the A645 Snaith-Eggborough Road, some 8 miles south of Selby. The village itself began as a collection of farms clustered at the top of a small hillock out of the River Aire floodplain, making use of the fertile soils all around.</p> <p><i>A History of Hensall</i> by Joyce Jenkinson, Jean Barnes and Stephen Hogben gives a fascinating insight into the origins, development and patterns of social life in Hensall from Neolithic times until the 1970s.</p> <p>Little was known about early human settlement in the area until an archaeological survey conducted in 1990, when Neolithic and Bronze age flint tools were found near the River Aire. An aerial photograph, taken during the survey, shows the site of a possible Roman fort at nearby Roall, to the west of Hensall.</p> <p>The village, then known as Edeshale, is mentioned in William the Conqueror’s 1086 Domesday survey. Thereafter, its name appears in several forms until 1404 when the more recognisable Hensall became fashionable until it appeared in its modern form of Hensall.</p> <p>The aftermath of the Norman Conquest was a formative time for Hensall. In common with other villages, long, narrow plots of land lined a through road, with dwellings by the street or slightly back. The boundary furthest from the road was</p>	<p>Useful additions to the document setting out the context for the village’s growth over the years.</p> <p>Update VDS accordingly.</p>

marked by a hedge or lane. Evidence of this pre-enclosure layout still remains today. Most plots on the south side of Main Street are 45 feet wide with a lane (once called Back Lane, now Field Lane) running across the bottom. The plots to the north (La Anchor) side are 90 feet wide.

During the wide-ranging changes to council territories in 1974, Hensall's western boundary was extended to include the Wand Lane and Dene Close properties around Gallows Hill. Prior to this date, the boundary was the Ancient Drain/ Beck Drain which runs behind Finkle Street and Dove Cote Gardens to the River Aire. Consequently, the area stretching from Hensall Farm and the Steam Mill west to the Gallows Hill area was in Eggborough. This drain is marked on the map above by the dark line and everything to the east, (where the name Hensall appears) was in Eggborough at this time.

The view towards the Finkle Street/ Main Street T-Junction from the Eggborough side of Becks Drain showing the steam mill, cottages and semi-detached houses which open onto the street.

To most people passing by on the A645 today, Hensall is a single street that dissects the A645 at the traffic lights outside St Paul's Church. An attractive view of the church is offered on the south side, while the northern side features a variety of houses, many post war era.

St Paul's Church is the largest and arguably the most architecturally interesting building in the village. Lord Downe, who commissioned the build to impress his future wife, Lady Dawnay, lived in nearby Cowick Hall in the 19th Century. The Architect chosen was William Butterfield who was to design All Saints, Margaret Street and the Chapel of Keble College, Oxford. St Paul's Church was one of three local churches (the others being Cowick and Pollington) simultaneously commissioned by Viscount Downe and built by Butterfield. The project also included a vicarage and a school built alongside each church. Newspaper accounts at the time state the foundation stones of each church were laid on the 4th of July 1843. The churches at Cowick and Hensall were both

consecrated on the 12th October, 1854.
Station Road joins the A645 and extends northward to the Station itself.
Continuing over the level crossing, Station Road is briefly undeveloped on both sides affording middle-distance views over farmland and Eggborough power station before it arrives at the edge of the main part of the village, nestled in the gently rolling arable farmland.
Hensall railway station is on the Pontefract line and was built by the Lancashire and Yorkshire Railway which came into being in 1847. For over a hundred years, the station was a hub of activity moving sand from the quarries and produce from the farms. In the 1950s, the station had a staff of 18 and, in 2011, operates one of the last set of electrical wheel gates in the world.

Northern Rail currently runs a limited passenger service, although the line is well used by freight trains transporting coal to Drax Power Station.

For hundreds of years, life in Hensall was closely associated with the land and its related industries. At the end of the 19th Century, the population of 300 folk included farmers, blacksmiths and wheelwrights. Millers and maltsters lived alongside bricklayers, shoemakers, dressmakers and grocers. Teachers worked in the school. A vicar and Methodist minister looked after the spiritual needs of the community. Three inns provided refreshment at the end of the day and a village police officer kept the peace.

It was a way of life that continued into the 20th Century, evidenced by around 10 family farms that were operating at the beginning of the 1970s, with most of the farm houses located in the Main Street/ Finkle Street/ Field Lane area of the village.

Many of the farms, commercial buildings and workers' houses have now gone and have been replaced by cul-de-sac housing developments. A standardisation and uniformity gives a suburban character with little of the Hensall character

	<p>visible in the layouts and designs of houses. Fortunately these are often hidden behind other houses so Main Street does retain some original feel. What services and facilities remain are spread throughout the village so there is no longer an obvious "village centre", apart, perhaps, from the busy Village Stores and Post Office area in Finkle Street.</p> <p>Although Hensall is not one of the chocolate-box villages, there is a style and character that separates it from other surrounding villages that should be retained in any new development.</p> <p>The village can be grouped into three broad character areas:</p> <ol style="list-style-type: none"> 1. Old Village - Main Street and Finkle Street area which is the original part of the village with many of the older properties. Farms, houses and commercial properties built in the traditional "Selby style". 2. The post-war linear ribbon development of Field Lane and Station Road where each house was built one at a time or in a small terrace or group. The main difference between these houses and Main Street are that the designs of the houses are more 'National style', having little regard for the materials or designs of Main Street 3. More recent small estate developments – these are larger than the post-war groups of houses above, and deviate from the ribbon layout style, Introduce uniformity and standardisation, as well as different materials. 	
<p>Parish Council / Michael Wright</p>	<p>Character area 1: additional text</p> <p>The original settlement was made up of farms aside Main Street that runs east to west through the village over a gentle hill in the undulating farmland. A characteristic form of development is a grouping of farm buildings with their side elevations adjoining the road and the farmyards opening directly on to the street. The Hensall Village Plan, adopted by the West Riding County Council in the early 70s describes the Main Street/ Finkle Street cross-roads as 'the village centre'.</p> <p>The original ribbon settlement pattern has succumbed to infill cul-de-sac</p>	<p>Useful additional information received with thanks. Agree to amend</p>

	<p>development with the gradual loss of working farms, although some traditional character still remains. This can be seen in the original farmhouses, set either at 90 degrees to the road or facing the street, a few metres from the footpath.</p> <p>The decline of local employment opportunities coupled with new housing within the village has ensured that Hensall has become a commuter village.</p>	
Parish Council / Michael Wright	On both Main Street and Finkle Street , houses open directly on to the narrow footpath	Agree – make change
Parish Council / Michael Wright	Hensall House is formerly Ivy House .	Useful additional information Agree make changes
Parish Council / Michael Wright	<p>Character area 2: petrol station no longer there.</p> <p>To the left of the first floor is found a pointed tripartite window; in the centre is a 6-pane sash with a pointed arch set in high gable; and Lord Downe’s initial is set into the header of the cast iron drain pipes.</p>	<p>Agree – make change</p> <p>Useful additional information</p>
Parish Council / Michael Wright	<p>Dene Close (Character Area 3). No detached houses. Also minor typographical improvements:</p> <p>Semidetached double fronted houses populate this estate. They are built in a dark red brick with red pan tile roof and have a gabled roof design with the eaves facing the front and no punctures for roof windows.</p>	<p>Agree – make change</p> <p>Useful additional information</p>
Parish Council / Michael Wright	1 Becks Drain should read Beck Drain (no ‘s’)	Agree – make change
Parish Council / Michael Wright	2 Remove the words ‘Lady Dawnay’. So this would segment would read ‘...who commissioned the build to impress his future wife, lived in nearby Cowick Hall ...’ (It’s not actually incorrect but could be confusing and would take more text to explain properly [especially for someone pedantic about history] which isn’t necessary here	Agree – make change

North Duffield: Schedule of responses

Your Name and Contact Details	Your comments (where relevant: including how we can solve your concerns	SDC response
<p>Mrs. Janet R.Clark</p>	<p>On reading the above document I am very disappointed that the last sentence on the page Character Area 1 in the paragraph headed Layout states 'The village is unusual in the District as it does not have a church, instead worshippers make their way to nearby Skipwith or Bubwith'</p> <p>The Methodist Church stands at the junction of main street and the A163 and is even seen in the third picture on that particular page. The original Primitive Church was built in 1821 and although now demolished is marked by a stone. The Wesleyan Church, built 1834, is now used as a meeting room and is attached to the present Methodist church which was built in 1876 and which holds services weekly.</p> <p>At the end of the last sentence in the second paragraph headed Layout the statement says '.....development of a small school.' I am not aware what constitutes a 'small school' but with presently well over 100 pupils wonder if this is correct.</p> <p>The information regarding the church and school in the document is very misleading and does not portray the facilities available within the village correctly.</p>	<p>The text considers the appearance of the village and refers to a "typical" Church of England facility with a tower or spire that would normally be found in a village. It was not intended to cover all religious orders, nor was it intended to offend.</p> <p>The VDS may be usefully amended to be clear as to the context of the above, and also to include information about the Methodist church</p> <p>Agree make changes</p> <p>The "smallness" of the school is subjective, and in terms of the VDS design guidance, largely irrelevant. However in the interests of completeness, remove the word "small".</p> <p>Agree make changes</p>
<p>Ed Ryder</p>	<p>I agree that the core theme of detached houses and brick construction remains prevalent. This is one of the things that originally attracted us to the village 5 years ago. The development away from the 3 main streets is rather uniform and</p>	<p>Support welcome.</p>

	<p>much less characterful than on the 3 main roads. I would agree that future development should revert back to more traditional character traits of individual style buildings so as to avoid the look of a developers estate. I note that the VDS says 'of crucial importance is that.....no two houses are the same'. I think that is absolutley correct.</p> <p>North Duffield retains a country character at heart at this should be preserved where at all possible. New development should include green spaces and maintain the open feel referred to in the statement.</p> <p>If one looks at recent developments in the village the new houses at Champions Gate where the buildings are individual and set in their own good sized plots, have sold much better, even taking account of the road noise, than those crammed into small plots on the A163 junction.</p> <p>More generally there is a broad mixture of property available in the village which would suit buyers at all levels. There seems no need for example, for special attention to be given to affordable housing.</p> <p>Consideration also needs to be given to the local economy. There are no employers in the village, so any new residents will have to commute to work. I think many people feel that the skipwith road is already a very busy road for a B road and further traffic would make the roads less safe and make the village noisier and less child friendly, as many cars use the road to cut through to the A19 at Escrick.</p> <p>Even taking into account the current property downturn, houses do not sell quickly in the Village. This would indicate that there is no desire from the market to see any further development in the village in the immediate future as supply already more than meets demand.</p>	<p>Support welcome.</p> <p>Comments are not issues covered by the VDS.</p>
Mr Carter.	"no unfavourable comments"	Support welcome
Mrs Wilkinson	Would like to see a group of smaller properties built on a site, preferably	Comments are not issues covered by the VDS.

	bungalows. These could be for sale or rent, to enable older people who wish to move to a smaller	
Mrs Clayton:	Property with a small garden, to sell or move from the larger house to suitable accommodation for older people. Preferably not close to young families, so not part of a 'mixed' development. They said that this had been discussed at the local Womens Institute and many ladies were in agreement. It was suggested that a site mentioned in the Site Allocations study, next to Kapuni, the bungalow at the Selby road end of Green Lane, which would be an infill site, would be good, especially as there are bungalows at either side of the field in question. (How can we persuade a builder to do this?). Do not want any more 3 storey houses in the village.	Comments are not issues covered by the VDS. This matter is covered in the VDS as it establishes character of the village.
Jennifer Hubbard	What is the purpose of the Location Map? It tells us nothing about those characteristics of the village which are material to the VDS – how the Village “fits” in its countryside setting etc.	The location map sets out the location of the village to assist in locating it. It is not intended to explain the landscape setting or the character of the village.
Jennifer Hubbard	The section “Purpose of a Village Design Statement” is unclear. It appears to be a mix of general comments and comments specific to North Duffield.	The <i>purpose the VDS</i> text will be partially generic as it will apply to all VDS documents. However in places there will need to be specific reference to North Duffield which is the subject of the document.
Jennifer Hubbard	Paragraph 1.0 is tautologous. Under “VDS Objectives” and “Purpose of a Village Design Statement” references appear to the <i>unique</i> qualities, character and position of the Village. What does this mean? All villages are “unique” in that no two villages are identical. The document should identify what characteristics differentiate North Duffield from other villages.	Although paragraph 1.0 itself does not set out any unique characteristics of the village, the remaining sections that set out the unique characteristics of the village do indeed set out the unique characteristics of the village.
Jennifer Hubbard	Paragraph 1.1 is particularly unhelpful in that it refers to <i>local distinctiveness</i> , without explanation.	Disagree the last part of this paragraph 1.1 explains that local distinctiveness is local character
Jennifer Hubbard	North Duffield could have been described as a farming community until the middle of the 20 th Century but it is now a commuter settlement. No working farms remain within the village.	Agree make change

Jennifer Hubbard	<p>References to the <i>traditional linear settlement</i> are unhelpful. Going back in time, all villages were linear in that there was no need for development to occur other than directly fronting roads and tracks. Many villages in Selby remain predominantly linear (Cliffe, Thorganby etc.) but this description does not fit North Duffield today. This is clearly demonstrated by the plan indicating character areas by blue and green shading and also by the description of the Village in the Landscape Appraisal forming one of the background papers to the LDF which describes North Duffield as <i>a village compact in form</i>.</p> <p>It is agreed, however, that the Village Green and roads radiating from it are locally distinctive.</p>	<p>This is the character of North Duffield – a traditional linear settlement where three roads meet and houses have stretched along these routes. This has subsequently been “infilled” and “rounded off” by modern development. The VDS attempts to explain this character.</p>
Jennifer Hubbard	<p>Apart from mining settlements, all rural settlements started life as farming communities. North Duffield is not distinctive in this respect.</p>	<p>The text is emphasising that this is a community of farming origin as opposed to a mining settlement.</p>
Jennifer Hubbard	<p>It is reasonable to include the first three paragraphs in this section as background material but they tell us nothing about how new development should be accommodated. The remainder of this section would be more helpful if, in describing features within the village, there is some explanation attached of how these features should inform new development.</p>	<p>The VDS sets out the existing settlement – providing a context to inform developers. It is not prescriptive, nor should it be. A reasonable developer will use the information to inform his/her development proposals and demonstrate how the existing character has been used to create something new.</p>
Jennifer Hubbard	<p>Instances of poor/bad development would also be helpful as examples of things to avoid.</p>	<p>Approached tactfully, this could be a useful addition to the VDS, though no such examples are presented.</p>
Jennifer Hubbard	<p>The timescales for the changes identified should be explained. There has been no “growth in ribbons” along the three main roads for the last 40 years. The first estate development (Garth Avenue) between Main Street and Back Lane was built in the 1960s and the significant estate developments west of Main Street, including the new school, began in the early 1970s.</p>	<p>Agreed – timescales could usefully be included.</p>
Jennifer Hubbard	<p>Character area 1: What does the sentence “North Duffield is made up of several infill plots and recent development” mean?</p>	<p>Agreed – this paragraph is out of place and confusing. Instead, a more fitting introduction to the character area should be inserted</p>

		explaining the 3 lanes and the basis of this character area.
Jennifer Hubbard	There is very little material in this section which actually describes the characteristics – as opposed to the history – of the areas. Buildings are generally (but not always) 2-storey in a range of types with detached, semi-detached and terraces occurring randomly, but generally with hedges forming the boundaries with the highway. There is also variety in building sizes, building lines, the orientation of buildings and plot widths, reflecting the development of these areas over time	The VDS sets out the existing settlement – providing a context to inform developers.
Jennifer Hubbard	Apart from a sentence in “Introduction and History” there is no reference to the landscape setting of the village: the open views to the east to the (important and distinctive) Lower Derwent Valley, lack of fixed boundary vegetation and woodland to the north and north east, strong physical boundaries to the west and the character of the rear boundaries of residential curtilages with the adjacent countryside. Because most modern development is contained by roads, there are only a few examples of new interfaces with the countryside, but these are generally harsh and un-landscaped e.g. to the east of Back lane where rear garden fences and garden paraphernalia appears clearly in views travelling west along the A163 road. Planning permission was refused for these properties to extend their curtilages to provide orchards and amenity planting. New development on the periphery of the village should include suitable edge treatment with the countryside. This may mean larger than average plots on the outer edge of the development to accommodate peripheral planting without compromising useable garden space. If the Parish Council envisages that these characteristics should be reflected in new development, they need to be spelled out	Agree This landscape description could usefully be incorporated into the VDS.
Jennifer Hubbard	New ribbon development extending along the three roads would be likely to be strenuously resisted by the Local Planning Authority. A repeated reference to linear development and infill plots is likely to give a misleading impression to members of the public reading the document.	Agree that linear development along the 3 roads is likely to be resisted, but the character of linear development as opposed to cul-de-sacs is appropriate. However this would be subject to site characteristics.
Jennifer Hubbard	The document should – but does not – encourage innovative design, which	The VDS sets out the existing settlement –

	national policy recognises is an element of sustainability. In fact, the Locally-drafted Section of the VDS appears to positively oppose this.	providing a context to inform developers. It is not prescriptive, nor should it be. A reasonable developer will use the information to inform hi/her development proposals and demonstrate how the existing character has been used to create something new. In no way does it restrict innovative design.
Jennifer Hubbard	There is no planning justification for requiring dwellings to be of similar proportions to their neighbours. If design and materials are sympathetic to the location, single, two and three storey development can coexist happily.	Agreed – re design and materials, but “design” incorporates proportions. Single and multiple storey dwellings can co-exist happily, but there remains a local character of dwellings being broadly similar in proportions.
Jennifer Hubbard	<p>The two most damaging developments that have occurred in recent years along the three roads are:</p> <p>1) The development of 8 houses at The Paddocks on land previously comprising 2 large houses set in mature landscaped grounds, with a pond. Issues of impact on village form and character did not prevent the redevelopment of this area. All the trees within the site and some on the periphery were lost. The houses are built too close to the remaining boundary trees and, within the last week, significant tree works have been carried out to some of these trees which are prominent features travelling through the village – as was predicted at the application stage.</p> <p>There is only one similar plot remaining in the village (immediately to the north of the Village Hall). Consideration might be given to the need to protect this plot from similar unsympathetic development.</p> <p>2) The use of front gardens for vehicle parking has occurred in many places leading to greenery being replaced by a variety of often unpleasant hard surfaces. Planning permission may now be required for such operations, depending on the area of hard surfacing proposed, and this should be pointed</p>	<p>1) The principle of development is not considered in the VDS.</p> <p>Established vegetation and trees form part of the character of the village and should be considered at the application stage – as set out in the VDS.</p> <p>The use of the VDS on future planning applications may assist in protecting the plot from similar unsympathetic development.</p> <p>2) It is unnecessary to list the things that are Permitted Development or those that require permission. There is no identified local character for hard standing, and no suggestion is put forward.</p> <p>A link to Planning Portal would be a useful addition.</p>

	out in the DVS.	Agree make change to all VDS
Jennifer Hubbard	<p>The document should also identify a preference for new front boundaries to be formed by hedges and for existing hedges to be retained rather than being replaced by walls or fences. A good example of boundary fencing to be avoided can be found at the junction of Main Street with the A163 road where the boundaries to both roads, in a highly prominent position, have been formed by a 2 metre high close-boarded fence – for which planning permission was granted!</p> <p>Some of these matters are considered briefly in Appendix B but this is general advice not targeted to North Duffield. The points should be made in the main body of the document.</p>	Agree - Although the VDS considers established vegetation and boundary treatment, it could usefully be bolstered in the main text.
Jennifer Hubbard	The proposals that new estate development should replicate the character of older development along the three main roads is unrealistic. Rather, within any new estate development, there should be a requirement for a hierarchy of streets which, together with the scale and character of the development fronting the streets, clearly differentiates the main or “through” or linking streets from lower order pedestrian-dominated streets. The “main” streets could reflect (not copy) some of the characteristics of the three older village streets.	The core character of North Duffield is the linear “ribbon” growth of the 3 roads. It is down to a competent designer to incorporate this in to development proposals. The VDS does not prescribe how this should be done, but merely sets the context of the village as a starting point.
Jennifer Hubbard	Pedestrian and cycle linkages should be established between the existing settlement and any new development. Several such “snickets” exist throughout the village - from Main Street leading to Back Lane to the south of the Village Hall; from Main Street adjacent to the public house car park, leading to the village school and from Green Lane leading into the Broadmanor housing development. These are important as well as distinctive local features. No mention is made of them in the VDS.	Agree -Mention of the existing “snickets” can be usefully included in the text of the document.
Jennifer Hubbard	The photographs of standardised repetitive housing accompanying the text on Character Area 2 clearly demonstrate the need for variety in building types, heights etc. (see above comment that adjacent properties should [not] be of similar proportions).	Those properties are of similar proportions, but also of very limited variety. It is the combination of these attributes that render them out of character with the remainder of the village, not just the proportions.
Jennifer Hubbard	The document lacks advice on the treatment of the interface between the built-	It is not clear what issue is being raised.

	up areas of the settlement (existing and proposed – see email).	However the document clearly states that where development is to occur on the “border” between two or more character areas, that consideration is given to both/all those area characters. It would not be possible to list every connotation of this as there are numerous potential “borders”, and numerous potential development proposals.
Mr & Mrs Gray	Page 2: para 1.0 spelling of FROM is incorrect	Agree Typographical error
Mr & Mrs Gray	Page 2: para 1.1 Agree. We need to see more typical Yorkshire buildings, as seen in many villages eg brickwork on gable ends patterned – not necessarily intricate but distinctive. No fascia boards or barge boards. Gutters held directly on to the brickwork. Instead of “one size fits all” as in larger housing estates, which could be the same all over the country, it would be good to see more individual designs, with houses much more in keeping with traditional houses. Not all houses of similar design, but all fitting in with each other, with a mixture of 2,3 or 4 bedroom houses, ALL with a reasonable sized garden, and with more than a yard between them, all with chimneys.	Support welcome
Mr & Mrs Gray	Page 2: para 1.2 Agree. It is important that alterations and extensions to existing house fit in	Support welcome
Mr & Mrs Gray	Page 2 para 1.3 Agree – as in para 1.1 comment above.	Support welcome
Mr & Mrs Gray	1.4 – agree. The Council needs to ensure that developers know what we are looking for, and not just put in any bplans they may have used elsewhere and may not be what we would like to see in the village.	Support welcome
Mr & Mrs Gray	1.5 - yes	Support welcome
Mr & Mrs Gray	Page 4. para 2. ...The junction marked BY... ...has been realigned to the SOUTH of the village...	Typographical errors
Mr & Mrs Gray	Page 4 Last but one para: Highlights and landmarks COLON the old school COLON Post Office COLON the village green COLON the kings Arms	
Mr & Mrs Gray	Page 6 in LAYOUT. Last sentence. It does not have an ANGLICAN church; there is a Methodist chapel.	Agree The text considers the appearance of the village and refers to a “typical” Church of England facility with a tower or spire that would

		<p>normally be found in a village. It was not intended to cover all religious orders, nor was it intended to offend.</p> <p>The VDS may be usefully amended to be clear as to the context of the above, and also to include information about the Methodist church</p>
Mr & Mrs Gray	Gradual infilling paragraph: is the school really small?	<p>The “smallness” of the school is subjective, and in terms of the VDS design guidance, largely irrelevant. However in the interests of completeness, remove the word “small”. Agree make change</p>
Mr & Mrs Gray	Page 7 Building materials. ...separating the house FROM the road...	Agree Typographical error
Mr & Mrs Gray	<p>Building details of crucial importance... this is not the situation at present. Our own property built years before neighbouring properties is a bungalow and is surrounded by a variety, including huge 5 bed houses, 3 bed semis, ¾ bed detached and some bungalows. We are completely dwarfed and it’s not good planning. Does this statement mean that this is what we would like to see? Perhaps insert “in future”... each house shares...)</p> <p>Last para- nota all properties have chimneys.</p>	<p>The VDS describes the character of the village as it currently is – which includes a great variety of dwelling types and styles juxtaposed. It is not for the VDS to say what must or must not be built in the future – only to guide as to what would “fit in”.</p> <p>The character statement is a general description. There will always be differences, exceptions and variations. Although some have no chimneys, the vast majority do and this is a strong element of the local character.</p>
Mr & Mrs Gray	Page 8: yes agree strongly with this. Although the houses on most estates are quite innocuous, they don’t have a lot of character. Everyone agrees that Maple Drive, the Barratt development off Green Lane, is a monstrosity, and does not fit in at all with the village properties. We definitely do not want more of this.	Support welcome
Mr & Mrs Gray	Page 10 last sentence: “...the advice of each...” – whose advice? Or is advice	

	not the right word?	
Maureen Fernyhough	<p>It has long been my opinion that the developers are not interested in design and being respectful to the village, their only interest is how much money they can make with little or no thought of how their buildings affect the village or people. I am amazed SDC allow these developers to submit their plans stating the style and number of dwellings to be built but once they receive PP they simply change the plans to suit themselves with no thought whatsoever for local people or their way of life. I do not know how the planning dept works but I am sure they never visit the site where building is taking place or consider the owners of existing properties, they simply judge how it works out on paper. I have written to them every time a new development has been advertised and I know of several people who have done the same but it is all a waste of time and they simple ignore our worries and pamper to the developers – I wonder why!!!</p>	<p>Although this comment is not relevant to the VDS, a response is considered necessary. Developments must be built in accordance with approved plans. If they are not then enforcement action may be taken, however the Council must be informed of the breach before it may act.</p> <p>Development Management Officers always visit sites when an application is submitted.</p> <p>Consultation responses are never ignored. The issues raised are considered and appropriate action is taken if appropriate. The Officer's report will show how objections are considered.</p>
Maureen Fernyhough	<p>The three plots in particular are the one on the corner opposite the pond, the one on the green where one bungalow was pulled down and three or four detached houses were crammed into the same space with no consideration for the look or for the existing residents and how their outlook would be affected. As for the development at the end of the green Lane just around the corner from the A163 these are the totally wrong dwellings. 3 storeys look so out of place and parking on the road at this point is positively dangerous. There has long been a problem with water and sewage flow especially from the time the Broad Manor development and at the time of the development on the corner opposite the pond this happened again when one house owner and his family were offered accommodation in an hotel until the problem was solved. So when I read on the VDS 1.4 that "Where design is not respectful to the village the VDS can be used as evidence to justify the refusal of planning permission" I laughed out loud and I doubt it very much.</p>	<p>These issues are material planning considerations, but are not covered by the VDS.</p>
Maureen	As I read the VDS I agree with quite a lot of it but really I do think we have to be	Support welcome.

Fernyhough	wary of these developers and look in to their methods and reasons for building before N Duffield is spoiled forever and the generations who have lived here and cared for it are pushed into the background.	
Mr Chris Vertigans	Para 1.0: should be "FROM"	Agree Typographical error
Mr Chris Vertigans	Para 1.1: add in "social ideology" and "external pressure from interested parties"	Unnecessary as it is a general explanation of how house building has evolved, not an exhaustive list of the reasons for it. Suggested additions do not strengthen the VDS.
Mr Chris Vertigans	1.3: Where in the VDS does it mention design standards or qualities for doors and windows and not to mention glazing.	This is a generic introduction to all VDS documents. As such it is intended to explain that the VDS may be applied to major or minor development. It is not specific to this VDS.
Mr Chris Vertigans	Para 1.3: suggest adding "building juxtapositions"	Agree – a useful addition
Mr Chris Vertigans	Para 1.3 "Size" – does this refer to plot size or house size or both?	It refers to all proportions – plot, building, and details on each building.
Mr Chris Vertigans	Para 1.3 "Should not copy old buildings" – what exactly should not be copied?	The VDS seeks to encourage an understanding of local character, but does not seek to make new development a slavish copy of historic designs.
Mr Chris Vertigans	Para 1.4: "where design is not respectful to the village, the VDS can be used as evidence to justify the refusal of planning permission" I support this in principle, however if the document is to be used as the basis to refuse PP the SDC better make sure that it has it absolutely watertight and offers or suggests what exactly constitutes good and bad design without any ambiguity. For this reason I believe that this consultation draft needs further work and development to enhance the design content and include "village specific" reference, elements and narrative text.	Support welcome. No suggestion for additional text included, so no additions may be made.
Mr Chris Vertigans	Para 1.5: "Early discussion" refer to the option for pre-application meeting and benefits of this.	The text already refers to early discussion with the LPA. Pre-application meeting is not the only option.

Mr Chris Vertigans	Summary: N Duffield WAS a farming community	Agree – make change
Mr Chris Vertigans	Summary mentions brick construction – should also include roof materials, doors and windows, scale and proportion etc.	All elements are important, but this is a simple introduction summary. The list of features is explored on the pages that follow for a fuller summary of the village character.
Mr Chris Vertigans	Intro/history: Junction marked BY	Typographical error.
Mr Chris Vertigans	Intro/history: road realigned SOUTH of the village	Typographical error.
Mr Chris Vertigans	Intro/history: “landscape is very flat”. Very important local specific statement which needs to be read in context with the generalised comments further in the document	agree
Mr Chris Vertigans	Intro/history: Para 5 – ambiguous - rewrite	Agree – explain what “grown a lot” means
Mr Chris Vertigans	Intro/history: Para 6 – something not quite right here with these 2 sentences.	Agree – more detail/context/explanation required
Mr Chris Vertigans	Intro/history: Para 7: this is true about no obvious original settlement, but the document states elsewhere about the 3 main roads so it doesn’t tie up	Agree – amend to make this clearer regarding the 3 main routes growing.
Mr Chris Vertigans	Intro/history: Character areas bullets: should read “is blurred” not “blurs”	Agree – make change
Mr Chris Vertigans	<p>2 charcater areas is incorrect as the “green” one includes at least 2 recent large residential developments plus one smaller one.</p> <p>The suggestion is that the green area contains everything that is “correct and proper” with the village and the opposite for the blue shaded areas</p>	<p>The chronology of the development is irrelevant – it is broad character that is important and the developments broadly follow the “traditional” style so they may be in the green area.</p> <p>The VDS sets out the existing character and it infers that the green is the more local style. However, the VDS is not judging what is right or wrong, only setting out what the local character actually is.</p>

		<p>Notwithstanding the above, the areas are only indicative – as previously stated there is no “on and off” with character. The blue areas show those developments that are significantly different from the core North Duffield character – there will always be blurred lines as some elements are harmonious while some are blatantly different. The boundaries therefore are reasonable.</p> <p>Given North Duffield’s development over time, it is not so simple to be specific about every detail.</p>
Mr Chris Vertigans	Character area 1: layout. Para 1. No church issue. This doesn’t set a good example about being sensitive to the village and may upset the people who use the Chapel on the A163.	<p>The text considers the appearance of the village and refers to a “typical” Church of England facility with a tower or spire that would normally be found in a village. It was not intended to cover all religious orders, nor was it intended to offend.</p> <p>The VDS may be usefully amended to be clear as to the context of the above, and also to include information about the Methodist church Agree to amend</p>
Mr Chris Vertigans	A photo of housing around the green may be useful	Agreed – insert photo
Mr Chris Vertigans	Building details (Char area 1). Houses set in “lots” of green mature vegetation. Be specific not general.	Difficult as each dwelling has a different range of planting, species, heights, maturity etc. However, the general description may be bolstered setting out maturity, dense tree and hedge/bush cover which provides a green screening to many properties. Boundaries also

		marked by vegetation rather than walls/fences are also common.
Mr Chris Vertigans	Building details (Char area 1). Shouldn't you also mention fenestration and orientation on the façade?	Disagree, as the variety of the houses and buildings in the street renders this impossible. Every style, size and position is represented, and there is no real pattern or layout to acknowledge. In short, there is no discernable character in this regard.
Mr Chris Vertigans	Character area 2: use of the word "estates" is wrong – more appropriate to call them "developments.	Agree –make change
Mr Chris Vertigans	Spelling of "introduced"	Agree Typographical error
Mr Chris Vertigans	Character area 2: increased density observation: Isn't this an SDC policy rather than design issue?	It is merely an observation that the density of housing has increased which has changed the character of the village.
Mr Chris Vertigans	Character area 2: be specific on the character traits, again it will remove ambiguity in the document and provide the reader/user/better quality information	No suggestions for alternative/additional wording are supplied.

Monk Fryston – schedule of comments

Your Name and Contact Details	Your comments (where relevant: including how we can solve your concerns	SDC response
MF Parish Council	Location map: Circle around village needs to be Monk Fryston only and not Hillam	Agree – make change
MF Parish Council	Page numbering in contents page required	Agree – to be implemented upon final version
MF Parish Council	Intro: para 1.0 Our village occupies a unique position in the surrounding countryside. It has evolved over hundreds of years to suit the needs and	Disagree- the intro is generic, not just about one village. The suggested amendment makes

	circumstances of the people who lived here throughout the ages. As a result of this. we are naturally drawn to the elements that make our village different from others. and those things that make it unique.	no discernable difference.
MF Parish Council	There's no mention of green belt or conservation village status	Can be usefully added in to the document.
MF Parish Council	Para 3 of introduction & history: Change last sentence to Monk Fryston is most commonly associated with Monk Fryston Hall Hotel, St Wilfrid's Church and the thatched cottage in the centre of the Village	Agree- add details
MF Parish Council	Para 4 of introduction & history: change 1st sentence to Upon entering the village the character of	Agree – for readability
MF Parish Council	Don't think Malven House & Muse Houses are 3 storey - please check	The Listing entry states that they are 3 storey, and the photograph shows 3 storey buildings.
MF Parish Council	Relate map to photos and text	Partially agree – draw in character areas which will then relate better to the text. Agree to make change
MF Parish Council	Can we get a picture without a car in it (character area 1)	No image supplied Will attempt to do this
MF Parish Council	The war Memorial is sited at the church. The public houses are not in this area. There is a small Cemetery which is shared by Hillam and Burton Salmon parishes	Agree – make amendments to text
MF Parish Council	Main St development A paragraph: variation in proportions (missing 'n')	Agree Typographical error
MF Parish Council	Old vicarage lane is not close to the village of Hillam Mill close is near to Hillam	Agree make change

Ricall– schedule of comments

Your Name and Contact Details	Your comments (where relevant: including how we can solve your concerns	SDC response

Riccall Parish Council	<p>There are glaring grammar and spelling mistakes - eg - what are 'Other Characterises' - front page!!</p> <p>Words like THESES and PAINS (instead of Panes) abound.</p> <p>Under the Regen Centre article - sentence ends 'visitor provides' - provides WHAT?</p>	<p>Typographical errors</p> <p>Regen Centre text is contained in a text box that has cut off the remaining text – amend.</p>
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Ulleskelf: Schedule of responses

Your Name and Contact Details	Your comments (where relevant: including how we can solve your concerns	SDC response
Anne Temple	<p>The main street area is indeed has a very varied range of houses. There are several that stand out as too tall and totally out of keeping they are Septima House and Rose Lodge on Ings Road and Fieldside on Church Fenton Lane. Generally any development should be of similar design to existing houses.</p> <p>Any development should be restricted to areas within the existing village area where possible i.e. land near the station and near Barleyhorn Road. Exceptions to these would be the old green houses that need developing. No houses should be built on open fields.</p> <p>Other things that need to be provided are footpaths and lighting to the ex RAF camp and a footpath to Kirby Wharfe.</p> <p>Schooling and bus and train services should also be taken into account for future developments.</p>	<p>Overall support welcome. There will always be “exceptions to the rule” but the chapter describes overall character.</p> <p>Insertion of photographs and caption of Septima House and Fieldside may highlight where the character has not been followed. Agree to make change</p> <p>Remaining comments are not issues covered by the VDS.</p>

No name or address	Developments next to existing houses should be the same. Bungalows near bungalows. No 3 storey houses.	Overall support for the VDS welcome.
No name or address	Septima House, Ings Road. Please nothing like this again – looks awful.	Insertion of photographs and caption of Septima House may highlight where the character has not been followed.
B Goodman	<p>More houses would cause a bigger layout than we already have in Ulleskelf. The road through is already too heavily served as a bye road to Selby.</p> <p>Insufficient schooling. Insufficient shops. Insufficient medical facilities. No footpaths toand Kirby Wharf</p> <p>Already the village has doubled in size over the last 15 years.</p> <p>One bungalow = 2 four bedroom houses - Proof</p>	Comments are not issues covered by the VDS.
No name or address	West Garth Bungalows = Low density housing with gardens	General support welcome
No name or address	Church Fenton Lane; Can we have an example of what we do not want – No 3 storey near bungalows.	The VDS sets out the existing character and explains what will fit in, not what won't fit in. Where there are examples of development not in keeping then these may be highlighted, but to discuss all potential forms of inappropriate development is not required.
Paner	<p>Ryedale/Wheatdale Road : Ensure that any development contains two storey properties only to keep in line with current properties.</p> <p>Character is in line with area being built both in local style of building and number of properties, in other words kept to a minimum.</p> <p>Village prides itself on being just that a village peaceful, quiet and tranquil.</p>	General support welcome
Martin Doolan,	MOD housing at RAF Church Fenton: Now that Fenton fields has been	Comments are not issues covered by the VDS.

	recognised as part of Ulleskelf can the Council please supply a cycle path/footpath between the two so that the two parts can join together in all aspects of day to day life.	
No name or address	Do not want estates. Would like any additional houses to be in keeping with those around.	General support welcome
No name or address	For a better village, land by train station would be better used or parking and a better train service. Youngsters and older ones are isolated unless they drive especially Sunday.	Comments are not issues covered by the VDS.
No name or address	Would public transport get any better? Please consider this.	Comments are not issues covered by the VDS.
No name or address	Can you consider the building of a school if the village must grow any more!	Comments are not issues covered by the VDS.
No name or address	No tall houses. Brick built	General support welcome
No name or address	Houses off main roads rather than estates. Maintain the character of varying buildings without large changes in size and with design similarities.	General support welcome
No name or address	All builders have their own style. It is very important that the right builder builds the houses. Will the job go to tender?	Comments are not issues covered by the VDS.
No name or address	Do not want to see anything resembling an estate, where would the children go. Schools cannot cope locally.	Comments are not issues covered by the VDS.
No name or address	Please do not cram in 15+ houses on the planned plot next to the railway. Use the land to improve parking for the train station and vastly improve the train service.	Comments are not issues covered by the VDS.
Ulleskelf Parish Council	Introduction & History - 5 th paragraph – correct spelling Grimston Estate. 8 th paragraph – should read listed buildings not cottages and read Manor Farm not Manor Farm Cottages.	Agree make changes
Ulleskelf Parish Council	Village Layout – Number of farms remaining operating is only two; third sentence add “a” to make “The village is <u>a</u> low density, linear village with narrow and twisty roads.”	Agree make changes
Ulleskelf Parish Council	Character Area – 2 Purple – Hallgarth Close – The size of the area shaded purple on the map is larger than the land in Hallgarth Close.	This is just the name of the Character Area, not necessarily a description of all the elements within it.

Ulleskelf Parish Council	Character Area – 3 Yellow – The area highlighted in yellow covers West End Approach and West Garth and includes bungalows but also detached houses	This is just the name of the Character Area, not necessarily a description of all the elements within it.
Ulleskelf Parish Council	Character Area – 4 Blue – Don't understand the word trade. Is it a typo, should it be traffic?	Agree make changes
Ulleskelf Parish Council	Character Area – 5 Red – Ryedale houses are Housing Association/Affordable Homes.	Noted
Ulleskelf Parish Council	Character Area – 6 Pink – Spelling of <u>Barley</u> Horn Road; Only has semi detached houses, some of which are still "Council houses".	Agree make change
Ulleskelf Parish Council	Character Area 7 – Former MOD housing at RAF Church Fenton – Think it needs a map.	Agree make change
Ulleskelf Parish Council	Character Area 1 - Main Street – 1 st paragraph - There is actually only one working farm on Main Street, Intake Farm; 4 th paragraph – Typo space in the word moving.	Agree make change
Ulleskelf Parish Council	Character Area 2 – Hallgarth Close – the end of the 1 st paragraph should read Main Street and Ings Road; 3 rd paragraph – Last word – Not sure whether it should be elaborate???	Agree make changes Elaborate is correct, but usefully add " <i>relative to the simpler styles found in Main Street</i> "
Ulleskelf Parish Council	Character Area 4 – Church Fenton Lane – The 1st paragraph should read church Fenton Lane is well known for its garage and small shop etc. The garage no longer sells petrol; 2 nd paragraph, 2 nd sentence should read - "Each house is different, but reflects the taste of the period; 3 rd paragraph – typo on bungalows.	Agree make change
Ulleskelf Parish Council	Character Area 5 – Ryedale Road/Wheatdale Road – Does it need a mention that the Ryedale houses are Housing Association Affordable Houses?	Such an amendment would not add greatly to the VDS
Ulleskelf Parish Council	Character Area 6 – Barley Horn Road – Does it need a mention that some of the semis are still Council houses?	Such an amendment would not add greatly to the VDS
Ulleskelf Parish Council	Character Area 7 – RAF Church Fenton – Does it need a mention about the Management Company operation of the estates?	Such an amendment would not add greatly to the VDS
Ulleskelf Parish Council	Diagram of the Hierarchy of Plans – Does it need mentioning that the Regional Spatial Strategy (RSS) is now defunct?	Agree make change – update the hierarchy
Ulleskelf Parish Council	B6 – There are some examples of this in the village already – Septima House and Rose Lodge in Ings Road and Fieldside House on Church Fenton Lane.	Noted

Womersley: Schedule of responses

Your Name and Contact Details	Your comments (where relevant: including how we can solve your concerns	SDC response
Julie Evison	<p><u>Interesting Structures:</u></p> <p>1 -The remains of the mediaeval magnesian limestone village cross – the location could be marked on the map – could you comment within the VDS that if this is not restored, it will be lost forever?</p> <p>2 - The village pump and trough – again should be marked on the map. Again, they are interesting historical structures and should be protected/restored and could the VDS advise this aim?</p> <p>3 - The pigeoncote at home farm - could this be mentioned in the same way as above? Perhaps a photo of this should be included as I bet most villagers are not aware of its historical reference and listing 41/5/25</p> <p>4 - The old wheel wash on the Womersley Beck – could this be mentioned in the same way?</p> <p>5 - Ice House in the Ice House Park – this is a listed monument and has reference no MON30131. I do not have access to a picture of this, but its historical importance is of no doubt. Could this be acknowledged within the VDS and how should we go about ensuring its survival when it is not on land that is owned by the parish etc?</p> <p>As Womersley has no village green / centre etc to the village, surely it makes</p>	<p>Highlighting the important structures is welcome, and marking them on the map is acceptable.</p> <p>Safeguarding the structures is not the role of the VDS, however highlighting their importance may assist in an improved understanding and appreciation of them.</p> <p>The lack of a village green is an important aspect of the village character.</p> <p>Inclusion of the Conservation Area map is desirable.</p> <p>Agree</p>

	<p>mentioning these structures really important to give the village its identity and character? I hope you can agree.</p> <p>Also would it be possible to mention that the village does lack a central / amenity space (other than the large open sports field or the tiny bit of grass in front of the village hall car parking area which really do not count!). These sort of areas normally provide more of a meeting place for villagers and can create an amenity space for watching the world go by and perhaps watching wildlife etc I hope you understand what I mean by this and assume you will get the idea do you agree that it should be mentioned as this is unusual?</p> <p>Also, should a map of the conservation area be included within the VDS?</p>	
Julie Evison	<p>Intro & history</p> <ol style="list-style-type: none"> 1. You comment that Womersley Park is a sturdy almost white building material used extensively etc – this sentence does not appear to make any sense? Pls re-write 2. Suggest replace the 3rd picture – as ivy is now cut back from wall on the right - see <i>image no 5118 on disc</i> 3. Womersley's character – you say there is a relative lack of street lighting – but the parish council have thousands of pounds to spend on street lighting – so the streets will be lighter v soon on a night – pls refer to PC? 	<ol style="list-style-type: none"> 1) agree - amend 2) agree – make change 3) agree - make change
Julie Evison	<p>Layout</p> <ol style="list-style-type: none"> 1. One at a tome?? What does this mean? 2. You comment that on the plan it appears that some building particularly in main st, follow a building line. The road on park lane was rerouted by Lord Hawke to divert traffic away from the Park, so make his estate more private. The sharp bend is where the road would have travelled straight on. I would remark that the theory about the original road is more correct. 3. Agree – brick should be avoided! 	<ol style="list-style-type: none"> 1) Agree typographical error 2) Agree add additional information to text 3) support welcome
Julie Evison	<p><i>Walls for buildings</i> – should be magnesian limestone rubble or lime render in colour to match surrounding properties.</p>	<p>Support for the VDS building principles welcome. Some of these comments will</p>

	<p><i>Windows</i> – should be small, with multiple panes of glass, wooden in construction and painted a light colour – not necessarily white – no more plastic! Ideally Georgian sash is preferable – but again anything used should be similar in design and construction to the windows in the adjoining properties/curtilage etc</p> <p><i>Headers and cills</i> – suggest stone surrounds are more suitable</p> <p><i>Doors</i> – ideally a stone step, should be timber plank and battened – painted to owners choice</p> <p><i>Roofs</i> – the eaves should face the front and be pantile with stone slates to eaves. NO FLAT ROOFS SHOULD BE ALLOWED TO BE BUILT AS IN image attached.</p> <p><i>Roof Tiles</i> – red/orange clay pan tile or slate as appropriate to tie in with adjoining properties.</p> <p><i>Boundary Walls</i> – pls see image of a wall within the grounds of Womersley Park – one you will see is an existing and the other is a new stepped wall that was built to separate Womersley Park – from the new housing development at Womersley Park gardens! As you can see this is a terrible wall and should never have been allowed to happen. It does not mirror the wall at the opposite side of the garden and does not even match the height of the listed wall it meets that runs parallel with Park Lane!</p> <p><i>Size of buildings</i> – the size of buildings built in plots should not be overly dominant. Pls see Orchard House image as an example. Also this is an example of incorrect materials used in the construction.</p> <p><i>Driveways</i> – drives should be laid with either limestone chippings as at Womersley Park or the Church or tarmac. Chippings obviously help water dissipate. Low Farm has recently installed a paved parking / driveway which is out of character with the village as a material and in colour – see image</p>	<p>require minor amendments to the text to bolster the descriptions. However some are aspirational and may not necessarily describe the character as it exists.</p> <p>Support for wall, window, header & cill, doors, roof descriptions welcome.</p> <p>It is beyond the role of the VDS to prevent flat roofs, but it may encourage appropriate shapes.</p> <p>Example of the new wall at Womersley Park, Orchard House and Low Farm are noted.</p> <p>Driveway construction is aspirational.</p>
Julie Evison	<p>In order to keep continuity around the village, I think the only way forward is to bear the above in mind and try to ensure that designs keep to various parameters, depending on the location in the village itself. For example if there are a lot of magnesian limestone properties, rectangular in length – then anything new must be very similar in design. If there is a lot of lime render, then this must be mirrored.</p>	<p>This is the driving force behind the VDS. It is intended to guide and advise as to the existing <i>context</i> of the village to that a designer may understand local character. He may then use this information to design a modern building that is respectful, without slavishly copying</p>

	<p>Windows, Roof Tiles, boundaries etc should all be dealt with in the same manner.</p> <p>This is a charming village, with some very well maintained properties and other properties including farm houses which could do with some serious investment as they seem to be falling down. This is a shame and should not be allowed to happen. The boundary walls are an unusual feature which must be safeguarded for future generations and coping stones must not be allowed to be stolen.</p> <p>The village has a distinct shortage of smaller start up homes, say 1, 2 or 3 bedroom sized for young and local people to get established in the housing market, such as those situated on Cow Lane. Potential development sites need to be found within the village to accommodate such a requirement.</p>	<p>historic designs. Clearly it is a balance, but the VDS sets the scene.</p> <p>Noted</p> <p>Repairs and investment in existing buildings is beyond the remit of the VDS, as is security of building materials.</p> <p>No change necessary</p> <p>House types and availability of building plots is beyond the remit of the VDS. The VDS does not affect the principle of development, only the aesthetic qualities of development that is already acceptable in principle.</p>
Julie Evison	<p>Later additions:</p> <p>The VDS should include a picture of either a property from Womersley Park Gardens or Orchard House in this section, as they are the largest later additions and should be reflected in this document. All are out of context in terms of design and size with the rest of the village.</p>	<p>Agreed. Add information, photo and appropriate caption.</p>
Julie Evison	<p>Buildings of interest</p> <p>1. Womersley park complex? Prefer if complex removed as sounds like a school? Do you want a picture of the front elevation? <i>See image called Womersley Park on disc. The Hall itself dates from the 17C, with the south east wing constructed towards the end of the 18C and the building is a Georgian Grade 11* building.</i></p> <p>2. The main entrance to Womersley Park is on Churchfield road <i>see image 5095</i>– which leads via Carriageway Drive to the Hall itself/</p> <p>3. Walls – think this should have a separate title as they are so special and significant? Most of the walls in the village were built in the late C18 using magnesian limestone rubble and pinkish brown brick with ashlar dressings. IF ANY FURTHER WALLS ARE TO BE BUILT IN THE VILLAGE THEY SHOULD</p>	<p>1) amend as suggested</p> <p>2) amend as suggested</p> <p>3) insert new title and emphasis the importance of the walls. Add detail as suggested.</p> <p>4) amend as suggested.</p> <p>5) Insert description of boundary treatment</p> <p>6) Support welcome</p>

	<p>FOLLOW THE SAME LOOK AND PRINCIPLE. Also, one of the more unusual and special aspects of the walls is the coping stones. There have been instances of these being stolen and not replaced – which is extremely unfortunate and will have a detrimental effect on the character of the village longer term as the walls will then degrade – see <i>images on disc</i></p> <p>4. From Park Lane, there are two additional gateways leading into the estate, not just one.</p> <p>5. Boundaryies of property – many properties have natural boundary treatments – as the building adjoins the footpath with eaves to the road. Where the boundary is a garden wall etc, and there is a verge before the highway, THESE SHOULD ALL REMAIN THE SAME AND BE MAINTAINED AS GRASS AND USED TO PLANT BUSHES AND SHRUBS ETC – SEE IMAGES ENCLOSED</p> <p>6. Roof – consistency should be created about future roofs used on buildings – and pan tile roofs with stone slates to eaves is preferable</p> <p>7. Flat roofs – not to be used ie at Garden Cottage</p> <p>8. St Martins Church – this features an iron fence facing the footpath. It also has a beautiful working clock which I believe should be mentioned.</p> <p>9. Other structures – the VDS should include pictures of all these structures so villagers can see what they look like – these should all be restored if required – we have not seen the magnesian village cross on bank wood road, where is that? I have attached an image of pigeoncote. ALSO YOU DO NOT MENTION THE ANCIENT MONUMENT OF THE ICE HOUSE IN THE ICE HOUSE PARK – Ref MON30131 – have you got a picture of this? This is an ancient monument is unusual and needs to be retained for guture generations. Also there is the old wheel wash at the Womersley Beck – have included an image for you – this should be featured too I believe. Do you agree?</p>	<p>7) VDS sets out the roof character but cannot dictate no flat roof</p> <p>8) Useful additional information</p> <p>9) Other structures agreed to insert</p> <p>10) Can insert listing number if known</p> <p>11) Map and text re: conservation area can be usefully added</p> <p>12) No need to reference TPOs in the village.</p> <p>13) Useful additional information</p> <p>14) Amend as appropriate</p> <p>15) Highlight this issue re: need for appropriate design even in the lowliest of structures. Emphasise that a pumping station will never be built to dwelling house standards, but there can be more done to link infrastructure equipment with local character.</p> <p>16) Include this building</p> <p>17) Include this building</p>
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	<p>10. Listed structures in the village – should you include the references of all listings such as went farm is 41/5/20 and the pigeoncote is 41/5/25?</p> <p>11 Conservation areas – should all these be included on the village map with references?</p> <p>12 TPO's - should these all be included in a map with references?</p> <p>13. Pontefract gate lodge – this was originally another entrance into Womersley Park – it isn't any longer but is one of the more unusual structures in the village.</p> <p>14 – You have shown a picture of Top House Farm – next to the wording for Low Farmhouse – this needs amending as such</p> <p>15. Yorkshire water station – the design of this is very poor and does not take into account the character of the village which it should have replicated. Without screening, it affects the character that you have of the village when entering from Bank Wood Road.</p> <p>16. The Old Vicarage is not mentioned – should it be as it is an historial building? Also a new vicarage has been built adjoining onto the wall of Park Lane, behind the vicarage. This has not been built with roofing or materials which are sympathetic to its surroundings or area.</p> <p>17. The Manor House is not mentioned – this is also a listed property?</p>	<p>Agree to make changes</p>
	<p>I have taken the time to enclose a CD with various images for your attention. The descriptions are below and relate to the comments made above to give you further clarification. These can be used for inclusion with the VDS as you see think appropriate:</p> <p>5008 – verge planted up outside Top House Farm</p>	<p>Photographs received with thanks</p>

5091 – stepped wall constructed inbetween the grounds of Womersley Park and the new houses constructed in Womersley Park Gardens.

5092 – the wall that was already in situ in the grounds of Womersley Park on the opposite side of the stepped wall – that this wall should have been made to match exactly.

5093 – picture shows roof and size in construction of Orchard House (newly built) – in relation to the plot size and also the surrounding buildings.

5095 – formal entrance onto carriageway drive leading to Womersley Park

5096 – stolen copings from wall replaced with mixture of sand and cement

5097 – agricultural building constructed in position and materials which are unsympathetic to the immediate residential dwellings.

5099 – listed pigeon loft

5100 – Womersley Park Gardens – shows one of the houses on the estate next to the stepped wall which does not match the wall within the grounds of Womersley Park itself.

5102 – Orchard House again on Park Lane - notice dark latticed windows, the colour of the stone used in construction and the size of the building within the plot.

5103 – shows flat roof at Garden Cottage

5104 – shows pantile roof and stone slates in roof construction

5107 – shows the same at the Village Hall

5105 – this shows copings in place on one of the walls

5106 – this shows the old wheel wash at Womersley Beck –w hich could be restored and is an interesting feature of the village

5109 – this shows copings on a wall and some which have been stolen and never replaced. If the water is allowed to penetrate for long, it will eventually degrade over time and break down.

5110 – the Yorkshire Water building at the Bank Wood Road entrance into the village – as you can see there is no screening and it does not follow any of the characteristic of the village in its design

5111 – Pontefract Gate Lodge on Bank Wood Road – a building of interest which used to be one of the entrances to Womersley Park – but is no longer.

<p>5112 – Cow Lane – picture shows the rendered adjoining cottages, and plastic windows in one of them. It also shows the new build house, which is too large for the plot and dwarfs the cottages either side of it which are rendered</p> <p>5114 – Low Farm – this shows the blue paving stones which have been used which are totally out of character in the village. Also on the same development there are brown and white windows of differing arrangements</p> <p>5117 – picture of wood gates. There are many types of gates in the village but suggest iron or wood is suitable all painted the owners colour choice. Also this image shows Went Farm.</p> <p>5118 – main st, park lane – with ivy cut back form wall tops. Note the copings that have been stolen in the foreground.</p> <p>5119 – verge – shown fully bedded up with planting</p> <p>5120 – another verge – grass with large stones to prevent cars pulling up onto the verge itself</p> <p>5121 – rear of Womersley Park</p> <p>5122 – alternative shot of Church</p> <p>5124 – close up of memorial at the front and the clock</p> <p>Womersley Park – picture of the front elevation of Womersley Park with the Church spire in the background.</p>	
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To: Council
Date: 28 February 2012
Author: Michelle Sacks
Lead Officer: Mark Steward, Managing Director
Executive Member: Councillor John Mackman

Title: Local Development Framework, Core Strategy – Implications of the Localism Act 2011 for the Reconvened Examination in Public.

Summary:

Part Six of the Localism Act 2011 relates to Planning and Chapter One in particular relates to Plans and Strategies.

Following the Commencement Order of 15 January, changes affecting the Local Development Framework came into force. This report refers to some of those changes and the need to revise the delegations granted to officers by Full Council on 13 September 2011.

Recommendations:

- (i) To note the changes to the Local Development Framework following the implementation of the Localism Act 2011.
- (ii) To authorise the officers representing the Council at the reconvened EiP to make additional modifications to the Core Strategy policies before and during the reconvened EiP.
- (iii) To authorise the Managing Director, Access Selby, after consultation with the Leader of the Council, to propose main modifications relating to the Core Strategy Policies to the Inspector before and during the reconvened EiP.
- (iv) To authorise the Managing Director, Access Selby, to deal with any procedural issues not covered by existing delegations to enable effective conduct of the reconvened EiP.

Reasons for recommendation

The implementation of the Localism Act 2011, in particular the commencement Order of 15 January 2012, has introduced changes to the Local Development

Framework. In order to ensure that it is clear within the context of the new terminology, it would be appropriate/helpful to update the delegations of Full Council granted on 13 September 2011 to take into account the changes within the Localism Act 2011.

1. Introduction

- 1.1 Full Council received a report on 13 December 2011 and approved the publication and submission of the revised changes to the Core Strategy. Delegation was also granted to the Managing Director, Access Selby, in consultation with the Lead Executive Councillor for Place Shaping, to agree any minor or consequential changes to reflect the principle issues determined by the Executive in relation to overall housing numbers, deliverability of development in Tadcaster and Green Belt Policy.
- 1.2 In accordance with Full Council's approval, the proposed changes and supporting documents were published and subject to six-week consultation finishing on the 15 February. Along with the representations received, the Proposed Changes and related documents will be submitted to the Secretary of State prior to the EiP reconvening in April.
- 1.3 The Localism Act makes some amendments to the LDF procedures and it is considered appropriate, for the avoidance of doubt at the reconvened EiP and during the weeks preceding, to ensure officers have the appropriate delegations to deal with issues that may arise during the process in order to prevent unnecessary delays and potential adjournments and/or further suspensions.

2. Background

- 2.1 The EiP of the Selby District Core Strategy (SDCS) took place in September 2011 and was suspended at the request of the Council to enable further work to be undertaken on the Core Strategy. The Inspector's decision dated 10th October 2011 may be found on the Council's website.
- 2.2 During the intervening period, the Council has addressed three topics;
 - (i) The overall scale of housing development over the plan period;
 - (ii) The scale of housing and employment development proposed for Tadcaster and the implications for the Green Belt;
 - (iii) The strategic approach to Green Belt releases.
- 2.3 The reconvened EiP will take place on 17th, 18th and 19th April 2012.

3. The Localism Act 2011

- 3.1 The Act makes provision for the Regional Strategies to be revoked. Such revocation may only take place when the Secretary of State makes such

an Order and as yet, this has not been made. Therefore, the RSS remains relevant for the time being. The Regional Strategy will be replaced by the Duty to Co-operate but this duty is not to be applied retrospectively to plans that were submitted prior to 15 November 2011 and therefore, is not applicable to Selby.

3.2 Section 112 of the Localism Act amends section 20 (7) of the Planning and Compulsory Purchase Act 2004 and now provides that the Inspector must recommend adoption where he considers that it would be reasonable to conclude that the document satisfies the statutory requirement and can be considered sound.

3.3 The Council does not have to implement inspectors' recommendations. But will still only be able to adopt the development plan document if the inspector has recommended adoption. Where the inspector has not recommended adoption, the authority will be able to adopt only after following the inspector's modifications or make their own modifications and re-submit the draft document to the inspector for examination. The authority will also be able to make non-material changes before adoption.

During the EiP the Council will have the power to request recommendations for modifications from the inspector that would make the document suitable for adoption. If the Council does not propose the recommendation to the Inspector, he will be unable to recommend any modifications (and therefore risk the Core Strategy being found unsound).

3.4 Within the Act, there is a further distinction made between "main modifications" and "additional modifications".

"Main Modifications" are those which must be recommended to the Inspector for consideration.

"Additional Modifications" are those which do not materially affect the policies of the Core Strategy. These may also be made without the need to be examined in public.

3.5 Following consideration of the representations and during the reconvened EiP, it is anticipated that officers may need to revise the draft policies in order to respond to issues raised through consultation and during the hearing. As part of the preparation for the EiP in September, Full Council granted a range of delegations to officers to enable robust decision making to take place that would not cause unnecessary delays to the process. Due to the change in the legislation, the terminology has changed and it is considered important for the avoidance of doubt to obtain new delegations to enable officers to make decisions during the process in line with that new terminology.

3.6 It is proposed that officers who are representing the Council at the EiP be delegated specific authority to make decisions that relate to matters arising under "additional modifications". These are likely to relate to minor

amendments that change wording but do not affect the desired outcome for what will be achieved by implementation of the policy.

- 3.7 It is proposed if it becomes apparent that “main modifications” are required to a policy, the decision to make a specific request to the Inspector to recommend the main recommendation should be delegated to the Managing Director, Access Selby after consultation with the Leader of the Council. These are likely to relate to more significant changes to policies that may affect the current anticipated outcome or implementation of a policy.
- 3.8 For councillors information, because the Proposed Changes already agreed by the Council and which have been the subject of consultation, are those which the Council would wish the inspector to recommend as a change to the Core Strategy, officers have formally requested the inspector to consider those as the modifications so far. Relating correspondence with the inspector is available on the Council’s ‘Core Strategy EiP’ web page.

4. Next Steps

- 4.1 A report will be presented to the Executive which will set out the current position following the close of the Consultation period on 15 February.
- 4.2 Officers are preparing for the reconvened EiP and making the necessary arrangements, as per the authorisation from Full Council on 13 December.

5. Conclusion

- 5.1 Following the change in terminology within the Localism Act 2011 it is considered appropriate for the avoidance of doubt to update existing delegations in preparation for the reconvened EiP.

Contact Details: Michelle Sacks – Solicitor to the Council
(01757) 292012
msacks@selby.gov.uk

Background Documents

The Localism Act 2011
Agendas and Minutes from:
Full Council 13th September 2011
Full Council 13th December 2011

