



Summons and Agenda for the
Annual Council Meeting

to be held on

14 MAY 2013

at

4.00pm

SELBY

DISTRICT COUNCIL



To: All District Councillors

cc: Chief Officers
Directors

You are hereby summoned to attend the Annual Meeting of the Selby District Council to be held in the Council Chamber, Civic Centre, Doncaster Road, Selby on **TUESDAY 14 MAY 2013** starting at **4.00pm**. The Agenda for the meeting is set out below.

Chief Executive
3 May 2013

Refreshments will be served in the Civic Centre from 3:00 pm

Group photographs will be taken at 3:30 pm - please meet in the foyer

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. Election of Chairman

a) Nominations

To invite nominations for the election of Chairman of the Council for the 2013/2014 Municipal Year.

The Chairman will ask for nominations from the floor for Chairman for the ensuing year 2013/2014. If there is more than one nomination then a vote on each nomination will be taken in the order that the nominations are made.

b) Investiture of Chairman

The newly elected Chairman will stand and be invested with the Chairman's Chain of Office by the retiring Chairman. The retiring Chairman will then exchange seats with the newly elected Chairman.

c) Declaration of Acceptance of Office

The newly elected Chairman will make and sign the Declaration of Acceptance of Office and then take the Chair.

d) Retiring Chairman's Valedictory Address

The retiring Chairman will be invited to give his valedictory address.

The presentation by the Chairman of a Silver Salver and Past Chairman's Badge to the retiring Chairman will take place at this time.

Expressions of appreciation of the work of the retiring Chairman may be made from the Chamber at this point in the proceedings.

e) Investiture of Chairman's Consort

The Chairman of the Council will call upon the past Chairman's Lady to invest the newly elected Chairman's Consort with the Chain of Office.

The past Chairman's Lady will stand, remove her Chain of Office and duly invest the newly elected Chairman's Consort.

A presentation of flowers to the Chairman's Consort and the past Chairman's Lady will take place.

The retiring Chairman will take his seat in the body of the Council Chamber.

f) Newly Elected Chairman's Address

The newly elected Chairman will address the meeting.

4. **Appointment of Vice Chairman**

a) Nominations

To invite nominations for the appointment of Vice Chairman of the Council for the 2013/2014 Municipal Year. If there is more than one nomination then a vote on each nomination will be taken in the order that the nominations are made.

b) Investiture of Vice Chairman

The Vice Chairman will approach the dais and be invested by the Chairman with the Vice Chairman's Chain of Office and take the Vice Chairman's place on the dais.

c) Declaration of Acceptance of Office

The newly appointed Vice Chairman will make and sign the Declaration of Acceptance of Office.

d) Investiture of Vice Chairman's Consort

The Chairman of the Council will call for the newly appointed Vice Chairman's Consort to be invested with the Chain of Office.

The newly appointed Vice Chairman's Consort will stand and be duly invested.

A presentation of flowers to the Vice Chairman's Consort will take place.

5. Minutes

To confirm as a correct record the minutes of the proceedings of the meetings of the Council held on 26 February 2013 and 23 April 2013 (pages 5-13 and 14-18 attached).

6. Communications

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

7. The Leader's Report

To receive a report from the Leader of the Council setting out information regarding the discharge of executive functions for the year ahead (Pages 19-21 attached).

8. Appointments to the Committees of the Council and Appointments of Chairs and Vice Chairs

To consider appointments to Committees for the 2013/14 Municipal Year and make appointments of Chairs and Vice Chairs of each Committee. (Nominations will be circulated at the meeting)

9. Appointments to the Access Selby Board

To consider appointments to the Access Selby Board.

10. Appointment of Chairs of Community Engagement Forums

To appoint Chairs of Community Engagement Forums for the 2013/14 municipal Year. (Nominations will be circulated at the meeting)

11. Time of Commencement of Meetings

To agree times of commencement for the Council's Executive and Committee meetings for 2013/14.

Attached for information are the relevant start times from 2012/13 (page 22 attached).

12. Non Executive Appointments to Outside Bodies

A list of appointments of representatives on Non Executive outside bodies for 2012/2013 including revisions will be circulated at the meeting. Councillors are asked to agree nominations for 2013/2014.

Council

Venue: Council Chamber
Date: 26 February 2013

74	The Late Former Councillor Winnie May
75	Disclosures of Interest
76	Minutes
77	Presentation from North Yorkshire County Council (NYnet) – Superfast Broadband for North Yorkshire
78	Communications
79	Announcements
80	Petitions
81	Public Questions
82	Councillors' Questions
83	Reports from the Executive
84	Reports from Committees
85	Motions
86	Budget Reserves and Balances
87	The Budget and Council Tax 2013/14
88	The Treasury Management Strategy
89	Pay Policy Statement
90	Programme for Growth - Housing Trust
91	Constitutional Amendments
92	Schedule of Meetings 2013/14
93	Nominations for Chairman and Vice Chairman
94	Urgent Action
95	Sealing of Documents

Present: Councillor J Crawford in the Chair

Mrs E Casling, J Cattnach, I Chilvers, M Crane,
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 C
Mackman, J Mackman, B Marshall, Mrs K McSherry,
J McCartney, Mrs M McCartney, C Metcalfe, Mrs E
Metcalfe, Mrs W Nichols, I Nutt, R Packham, C
Pearson, D Peart , R Price, I Reynolds, Mrs S
Ryder, S Shaw-Wright, Mrs A Spetch R Sweeting
and J Thurlow

Apologies for Absence: Councillors Mrs P McKay, R Musgrave, A Pound and R Sayner

Also Present: Chief Executive, Deputy Chief Executive, Managing Director of Access Selby, Executive Director (s151), Development Manager, Lead Officer – Media and Communications and Democratic Services Manager.

John Moore and Ian Marr – NYnet

Press: 0

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74. The Late Former Councillor Winnie May

A minutes silence was held in tribute to the Late Former Councillor Winnie May. The Council heard a number of tributes to her work and character.

75. Declarations of Interest

There were no declarations of interest.

76. Minutes

The minutes of the meeting of the Council held on 11 December 2012 were confirmed as a correct record.

Resolved:

To approve the minutes for signing by the Chairman.

77. Presentation from North Yorkshire County Council and NYnet – Superfast Broadband for North Yorkshire

The Council received a presentation on the Superfast Broadband for North Yorkshire project from John Moore and Ian Marr.

Resolved:

To note the presentation.

78. Communication

None.

79. Announcements

None.

80. Petitions

None received.

81. Public Questions

None received.

82. Councillors' Questions

Councillor Mrs McCartney had submitted a question to the Leader of the Council regarding car park fees within Selby town. The Leader outlined that the Council's pricing strategy was to create greater turnover in short stay car parks to encourage more custom for the town's retailers. People wishing to stay for longer periods of time should use long stay car parks at a significant saving. He added that Selby's car parks were well priced in comparison to other local towns.

Councillor J McCartney had submitted a question regarding the Council's Legal Team and the time taken to prepare a lease, the size of the backlog of work and the extent of outsourcing. The Leader of the Council responded by outlining that the Legal Team was, in the majority of cases, able to prepare leases expediently. He gave details of the backlog of cases and some examples of long standing issues which were taking a significant period of time to resolve.

83. Reports from the Executive

The Leader of the Council reported on the work he had recently undertaken. His report outlined on going discussions to create job opportunities in Selby District. The Leader of the Council responded to questions on the Government's welfare reforms. He stated that the impact of the new underoccupancy rules was an item for discussion at the forthcoming meeting of LGYH. In response to a question the Leader defended the Council's use of consultants in its recruitment of a Chief Executive.

Councillor Ellis raised the concerns of residents of Church Fenton regarding the planned route of HS2 past the village. Councillor Ellis stressed the impact on both current and future property prices. He urged the Council to lobby for an alternative route. The Leader of the Council stated that he would meet with residents to understand their concerns and look to progress the matter.

Councillor Mrs G Ivey, Deputy Leader of the Council and Lead Executive Member for External Relations and Partnerships, reported on her latest work. She stated that the midnight football project had started successfully as part of the Council's programme to deliver sport in the community.

Councillor Lunn, Lead Executive Member for Finance, reported on the work he had undertaken within his remit. This included Housing Rents, Employer Sponsored Volunteering and Homelessness Prevention.

Councillor J Mackman, Lead Executive Member for Place Shaping, reported on his latest work. He reminded the Council that the Examination in Public on the Core Strategy would reconvene on 27 February 2013 and responded to a question regarding the provision of a suitable site for the Travelling Community.

Councillor C Metcalfe, lead Executive Member for Communities, presented his report. He updated the Council in respect of the lease between the Council and Yorkshire Wildlife Trust (YWT) for Barlow Common. The Council discussed the Management Plan for Barlow Common and the level of expertise within YWT. Councillor C Metcalfe would provide a copy of the lease to Councillor J McCartney as it became available.

Resolved:

To receive and note the reports from the Executive.

84. Reports from Committees

The Chair of Policy Review Committee, Councillor Jordan, reported on work of the Committee since the last Council meeting. He highlighted the Committee's work regarding green waste.

Councillor Mrs W Nichols, the Chair of Scrutiny Committee, outlined the recent work of the Committee. Her report covered the Committee's recent scrutiny of Police and the Fire and Rescue Service.

Councillor Mrs E Casling, the Chair of Audit Committee, gave an update to Council regarding the matters covered at the last meeting.

Resolved:

To receive and note the reports from the Committees.

85. Motions

- A. Councillor Shaw-Wright moved the following motion which was seconded.

The Labour Group requests that our authority adopts a policy to ensure that empty building sites are properly fenced and enclosed from the time of purchase rather than just at the time when development begins which may be a number of years later. Such enclosures should clearly display the names of the owners or

their agents together with contact numbers to report any danger, damage, fly-tipping etc.

Councillor Shaw-Wright outlined that the purpose of the motion was to improve the appearance of some areas of the District.

Following debate, the Leader of the Council acknowledged the intent of the motion. However, he clarified that the motion was outside the remit of Planning Policy and consequently the Council could not support it.

Resolved:

To take no further action.

- B. Councillor Shaw-Wright moved the following motion which was seconded.

The Labour Group is concerned that building sites within the District make no allowance for contractors and sub-contractors' vehicles to be parked off- road by ensuring areas are set aside for these vehicles within the site.

We request that SDC adopts a practice of placing conditions on planning permissions that:

a) All contractors and sub-contractor vehicles must be parked within the site boundary and not on public roads.

b) A regular programme of road washing during the winter months is guaranteed to keep roads clean of mud and debris.

The Council debated the motion. The Leader of the Council outlined that in a number of instances there was not sufficient space to allow contractors and sub contractors to park on site.

The Council agreed to refer the motion to Policy Review Committee where the issues could be examined in more detail.

Resolved:

To refer the motion to Policy Review Committee.

86. Budget, Reserves and Balances

The Executive Director (s151) presented the report for consideration by the Council. The report set out the issues affecting the Council's finances as part of the budget setting process.

The Council heard that the Executive's proposed budget was robust and reserves were considered adequate.

Resolved:

To have regard to the Executive Director's statements in paragraphs 2.6 and 2.12 when setting the Council Tax.

87. The Budget and Council Tax 2013/14

Councillor Lunn presented the report on the Executive's recommended budget and capital programme for 2013/14 to 2015/16.

Councillor Lunn stated that despite Central Government funding cuts, changes to the Council Tax Benefit scheme, growing demand for benefits and housing services and continuing economic uncertainty, the Council was on course to deliver a balanced and sustainable budget.

He outlined that the proposals included a Council Tax freeze, thereby qualifying for the Government's Council Tax Freeze Grant in 2013/14 and 2014/15. The budget proposals did not include charging for green waste collection at this time but options for savings on this discretionary service would be explored over the coming year.

An amended set of appendices A to D was circulated which included updates to a number of parish council precepts.

Resolved:

- i) To approve the revenue budgets and capital programmes for 2013/14 at appendices E and F to the report;**
- ii) To hold Council Tax at the 2012/13 level of £158.88 per Band D property, for 2013/14;**
- iii) To approve the formal Council Tax resolution set out at Appendix B to the report.**

88. The Treasury Management Strategy

Councillor Lunn presented the report on the proposed Treasury Management Strategy together with the Minimum Revenue Provision Policy, Annual Investment Strategy for 2013/14 and Prudential Indicators 2013/14.

Councillor Lunn clarified that the recent downgrade of the UK credit rating would have no significant impact on the Council's Treasury Management Strategy.

Resolved:

- i) To set the Operational Borrowing Limit for 2013/14 at £71m;**
- ii) To set the Authorised Borrowing Limit for 2013/14 at £75m;**

- iii) **To delegate authority to the Executive Director (s151) to effect movement within the agreed authorised boundary limits for long-term borrowing for 2013/14 onwards;**
- iv) **To delegate authority to the Executive Director (s151) to effect movement within the agreed operational boundary limits for long term borrowing for 2013/14 onwards;**
- v) **To approve the treasury management strategy statement 2013/14;**
- vi) **To approve the minimum revenue provision policy statement for 2013/14;**
- vii) **To approve the treasury management investment strategy for 2013/14;**
- viii) **To approve the prudential indicators for 2013/14 these reflect the capital expenditure plans, which are affordable, prudent and sustainable.**

89. Pay Policy Statement

The Leader of the Council presented the report on the implementation of the Council's Pay Policy Statement for 2013/14.

The Leader of the Council set out that the Pay Policy Statement was a requirement under the Localism Act 2011. The Statement articulated the Council's policy toward the pay of the workforce, particularly senior staff and the lowest paid.

Resolved:

- i) **To approve the Pay Policy Statement for 2013/14 at appendix 1 to the report;**
- ii) **To endorse the Terms and Conditions relating to Pay at appendix 2 to the report.**

90. Programme for Growth – Housing Trust

Councillor J Mackman presented the report on one of the 'Programme for Growth' projects. The project had been established to consider the feasibility of a Housing Trust. The Trust would aim to deliver new build affordable housing and bring empty properties back into use. In appropriate circumstances the Trust could also be used to improve and let existing empty Council dwellings if the properties were transferred into the Trust.

Councillor J Mackman set out the need to build more affordable homes within the district and that the establishment of a Housing Trust was a successful method of delivery used elsewhere.

The Council debated the report and the below amendment to recommendation ii) within the report was moved and seconded:

- ii) **To Delegate authority to the project board to approve the governance documents of the company:**

A vote was taken and the amendment was lost.

The Council discussed the possible transfer of empty Council homes to the Trust. The Leader of the Council clarified that the report before the Council did not authorise the transfer of any Council properties to the Trust. He stated that any future transfer of any Council properties in to the Trust would require a separate report, specific justification and a subsequent, appropriately authorised decision to proceed.

Resolved:

- i) **To approve the establishment of a charitable company limited by guarantee;**
- ii) **To delegate authority to the Executive to approve the governance documents of the company;**
- iii) **To delegate authority to the Executive to appoint up to three directors on the Board.**

91. Constitutional Amendments

Councillor Crane presented the report on the review of the Constitution and proposed minor amendments to improve its operation and correct any anomalies, oversights or errors.

Resolved:

To amend the Constitution, with effect from the 1 March 2013, as set out in the report.

92. Schedule of Meetings 2013/14

The schedule of meetings 2013/14 was circulated for comment and consideration. The Council asked officers to make contact with Selby AVS regarding the clash between some Eastern Community Engagement Forums and Planning Committee meetings.

Resolved:

To approve the schedule of meetings for 2013/14.

93. Nominations for Chairman and Vice Chairman

Resolved:

- i) **To nominate Councillor Michael Dyson to the office of Chairman Elect for the 2013/2014 Municipal Year;**

- ii) **To nominate Councillor John Cattanach to the office of Vice Chairman Elect for the 2013/2014 Municipal Year.**

94. Urgent Action

The Chief Executive informed the Council that he had taken emergency action to appoint Councillors Mrs C Casling, Cattanach, Ellis and Reynolds to Escrick Parish Council to enable the Parish Council to function until an election could be held.

Resolved:

To approve the action taken by the Chief Executive.

95. 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 closed at 8.33 pm

Extraordinary Council

Venue: Council Chamber
Date: 23 April 2013

96	Disclosures of Interest
97	Civic Parking Enforcement
98	The Local Government Boundary Commission for England (LGBCE) Review of Selby District
99	Gambling Policy
100	Joint Working With North Yorkshire County Council
101	Overview and Scrutiny Work Programme 2013/14
102	Councillor Conduct Matter

Present: Councillor J Crawford in the Chair

I Chilvers, M Crane, 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, Mrs C Mackman, J Mackman, B Marshall, Mrs K McSherry, C Metcalfe, R Musgrave, Mrs W Nichols, R Packham, C Pearson, D Peart, A Pound, R Price, I Reynolds, Mrs S Ryder, R Sayner, S Shaw-Wright, Mrs A Spetch R Sweeting and J Thurlow

Apologies for Absence: Councillors Mrs E Casling, J Cattanach, D Mackay, Mrs P MacKay, J McCartney, Mrs M McCartney, Mrs E Metcalfe and I Nutt

Also Present: Chief Executive, Deputy Chief Executive, Managing Director of Access Selby, Executive Director (s151), Executive Director, Chief Executive of North Yorkshire County Council (NYCC), Deputy Leader of NYCC, Chief Executive of Ryedale District Council and Members of North Yorkshire Youth Council

Press: 0
Public 7

96. Declarations of Interest

There were no declarations of interest.

97. Civil Parking Enforcement

Councillor C Metcalfe presented the report and requested Council approval, in accordance with the Constitution, to implement the North Yorkshire Civil Parking Enforcement scheme in the summer of 2013.

Councillor C Metcalfe outlined North Yorkshire County Council's commitment to subsidise losses the Council may incur in the first three years of the scheme's operation.

The Council agreed to appoint Councillor C Metcalfe as its representative on the Joint Committee for the Parking and Traffic Regulation Adjudication System.

Resolved:

- i) To Delegate off-street car park enforcement functions to Harrogate Borough Council;**
- ii) To Nominate Councillor C Metcalfe to the Joint Committee for the Parking & Traffic Regulation Adjudication System.**

98. The Local Government Boundary Commission for England (LGBCE) Review of Selby District

The Deputy Chief Executive presented the report which asked the Council to agree a warding pattern submission to the LGBCE. The submission was in response to the LGBCE's decision to reduce the size of the Council from 41 to 31 Councillors.

The Deputy Chief Executive outlined the process undertaken by the Council to devise the warding pattern. The Council had taken account of the three statutory criteria as set out by the Commission. These were Electoral Equality, Community Identity and Effective and Convenient Local Government.

The Council discussed the proposed scheme including the plans to split the parish of Barlby. Councillor Crane outlined the difficulties in balancing the three statutory criteria. Any scheme put forward would represent a compromise.

Councillor J Mackman proposed an amendment to the warding pattern. The Council agreed that the two member ward of Hambleton be split into two single member wards. The first ward would contain the parishes of Hambleton, Gateforth and Burn. The second would consist of the Parishes of Monk Fryston, Hillam, Burton Salmon, Birkin and Beal.

Resolved:

To agree the Council's submission, as amended, setting out the Council's proposals for Warding Arrangements in Selby District as part of the LGBCE's consultation.

99. Gambling Policy

Councillor C Metcalfe presented the report on the Council's Gambling Policy, in line with the requirements of government policy and the Gambling Act 2005.

Councillor C Metcalfe outlined that the report had been approved by the Executive at its meeting on 7th March 2013 and that a consultation exercise had been undertaken.

Resolved:

To approve the Gambling Policy prepared under the authority of the Gambling Act 2005.

100. Joint Working with North Yorkshire County Council (NYCC)

The Leader of the Council introduced the report on collaborative working between Selby District Council and NYCC.

The Chief Executive detailed the work he had undertaken in the three months from January 2013 in examining the concept of increased collaborative working between the two tiers of local government.

He outlined that, after a number of years of financial constraint, the opportunities to make savings had become harder to find. With the predictions of further cuts, collaborative working was viewed as the next logical step to ensure financial viability for the future.

Discussions between the two authorities saw closer integration as a goal at both an operational and a strategic level. The Chief Executive set out the initial concept as closer integration which retained the political and democratic sovereignty of the two authorities, assigned a place on the NYCC Management Board for the District Chief Executive with the designation of Assistant Chief Executive and developed a closer working relationship between the NYCC Chief Executive and Leader and the Leader, Executive and Council at Selby.

The Chief Executive urged the need to be positive in the Council's approach to the concept and to robustly challenge services to establish where delivery best sits. The proposals would be considered by NYCC's meeting of full Council on 15 May 2013.

The Chief Executive responded to questions from councillors regarding the role of the new Chief Executive and the impact of potential political differences between the two authorities. The Council unanimously supported the concept.

Resolved:

- i) To accept that the concept of collaboration between Selby District Council and North Yorkshire County Council is proven and to commit to its implementation on the lines set out in the report;**
- ii) To agree to the appointment of a joint post of Chief Executive of Selby District Council and Assistant Chief Executive with North Yorkshire County Council;**
- iii) To acknowledge that both recommendations are subject to the agreement of North Yorkshire County Council along the same lines.**

101. Overview and Scrutiny Work Programmes 2013/14

The Leader of the Council presented the Overview and Scrutiny Committee Work Programmes for the 2013/14 municipal year. He outlined the need for the Executive to work closely with the Council's Overview and Scrutiny Committees to ensure effective work programmes were in place.

Resolved:

To approve the Work Programmes for the 2013/14 municipal year.

102. Councillor Conduct Matter

The Deputy Chief Executive and Monitoring Officer presented the report of a hearing into allegations of a breach of the Councillors' Code of Conduct by Councillor J McCartney. He set out the process of considering the complaint and offered his gratitude to Carole Dunn, Assistant Chief Executive and Monitoring Officer at NYCC, who heard the complaint on his behalf.

The Hearing had found that Councillor McCartney had twice breached the Councillor Code of Conduct. He had behaved in a way that a reasonable person would regard as disrespectful to them – contrary to paragraph 1 of the Code. He had also brought the office of Councillor into disrepute – contrary to paragraph 4 of the code.

The Leader of the Council indicated his intention that the place on Planning Committee currently offered to the Independent Group would be withdrawn at Annual Council. A position on another committee would be offered to maintain the political composition.

Councillor Deans indicated that as the person who had raised the complaint against Councillor J McCartney he would not participate in the vote.

At the conclusion of the debate six councillors requested a recorded vote in accordance with the Council's constitution. The vote was taken as shown below:-

For the Proposal (32)

Councillors; I Chilvers, M Crane, J Crawford, Mrs D Davies, Mrs M Davis, Mrs S Duckett, M Dyson, K Ellis, M Hobson, W Inness, Mrs G Ivey, M Jordan, C Lunn, Mrs C Mackman, J Mackman, B Marshall, Mrs K McSherry, C Metcalfe, R Musgrave, Mrs W Nichols, R Packham, C Pearson, D Peart, A Pound, R Price, I Reynolds, Mrs S Ryder, R Sayner, S Shaw-Wright, Mrs A Spetch, R Sweeting and J Thurlow

Against the Proposal (0)

None.

Abstentions (0)

None.

Resolved:

- i) To find that there has been a breach of the Code of Conduct on the grounds and for the reasons set out in the report;**
- ii) To publish the findings of the hearing;**
- iii) To recommend to the Independent Group that Councillor J McCartney should be replaced as an Independent Group Member on Planning Committee;**
- iv) To require Councillor J McCartney to undertake one to one training with the Monitoring Officer or his representative on the Code of Conduct;**
- v) To require, in future, all Councillors to sign an undertaking to observe the provisions of the Code of Conduct.**

The meeting closed at 7.26 pm

To: Annual Council
Date: 14 May 2013
Author: Keith Dawson - Director
Lead Officer: Keith Dawson – Director
Executive Member: Councillor Mark Crane

Title: The Leader’s Report to Council

Summary:

This Report satisfies the requirements set out in the Constitution that the Leader of the Council presents a report setting out information regarding the discharge of executive functions for the year ahead. The information required for 2013/14 is set out below.

Recommendations:

To receive and note the Leader’s Report to Council on the Discharge of Executive Functions.

Reasons for recommendation

To meet the obligations set out in the Executive Procedure Rules paragraph 1 (page 92) of the Constitution.

1. Role and Composition of the Executive

The Executive Procedure Rules require that the Leader of the Council reports on the discharge of executive functions for the year ahead. For 2013/14 the arrangements shall be as follows

a. Members of the Executive

Councillor Mark Crane – Leader of the Council

Councillor Gillian Ivey – Lead Councillor for External relations/partnerships and Deputy Leader of the Council

Councillor Clifford Lunn – Lead Councillor for Finance and Resources

Councillor John Mackman – Lead Councillor for Place Shaping

Councillor Christopher Metcalfe – Lead Councillor for Communities

b. Executive Committees

No Executive Committees were established in 2012/13 and there are no plans to appoint any Executive Committees in the year ahead.

c. Executive Delegations

No standing Executive Delegations to Members of the Executive were established in 2012/13 and there are no plans to establish any standing Executive Delegations in the year ahead. From time to time specific delegations may be considered appropriate to deal with matters specified at the time.

d. Executive Delegations to Officers

The full Scheme of Delegations to Officers is set out in Part 3 of the Council's Constitution and there are no proposals to amend the delegations set out in that part of the Constitution.

e. Executive Delegations to Community Engagement Forums

The full Scheme of Delegations to Committees and other Bodies, including Community Engagement Forums is set out in Part 3 of the Council's Constitution and there are no proposals to amend the delegations set out in that part of the Constitution.

f. Executive Delegations to Joint Committees

The Council undertakes the following functions by way of Joint Committees and the Executive Councillors appointed to serve under those arrangements are set out below:

Building Control (North Yorkshire Building Control Partnership) –
Councillor John Mackman

Procurement (North Yorkshire Procurement Partnership) –
Councillor Mark Crane (with Cllr Cliff Lunn as substitute)

From April 2012 the former Joint Committee responsible for delivering Internal Audit services (North Yorkshire Audit Partnership) ceased to operate and from that date Internal Audit services are provided by a Joint Venture Company (Veritau) to which the Council is a shareholder. There are no Executive Councillors appointed to serve under this arrangement.

2. Urgent Decisions

In line with the reporting requirements of The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 no decisions of the Executive were taken under the special urgency provision in 2012/13.

2. Legal/Financial Controls and other Policy matters

None arising from this report

3. Background Documents

None

Contact Details:

Keith Dawson
Director of Community Services

Start Times for Committees in 2012/13

Meeting	Start Time
Council	6.00pm
Annual Council	4.00pm
Executive	4.00pm
Licensing	10.00am
Planning	4.00pm
Access Selby Board	5.00pm
Policy Review	5.00pm
Scrutiny	5.00pm
Audit	5.00pm