



Summons and Agenda for the  
**Council Meeting**

to be held on

**25 June 2013**

at

**6.00pm**

**SELBY**  
  
DISTRICT COUNCIL

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





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 Council Chamber, Civic Centre, Doncaster Road, Selby on **TUESDAY 25 JUNE 2013** starting at **6.00pm**. The Agenda for the meeting is set out below.

Chief Executive  
17 June 2013

# AGENDA

Opening Prayers.

## 1. Apologies for Absence

To receive apologies for absence.

## 2. Disclosures of Interest

A copy of the Register of Interest for each Selby District Councillor is available for inspection at [www.selby.gov.uk](http://www.selby.gov.uk).

Councillors should declare to the meeting any disclosable pecuniary interest in any item of business on this agenda which is not already entered in their Register of Interests.

Councillors should leave the meeting and take no part in the consideration, discussion or vote on any matter in which they have a disclosable pecuniary interest.

Councillors should also declare any other interests. Having made the declaration, provided the other interest is not a disclosable pecuniary interest, the Councillor may stay in the meeting, speak and vote on that item of business.

If in doubt, Councillors are advised to seek advice from the Monitoring Officer.

## 3. Minutes

To approve as a correct record the Minutes of the meeting of the Council held on 14 May 2013 (pages 1 to 9 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.

## 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 10 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 22 attached).

## **11. Motions**

To consider the below motion:

The national legislation around the "bedroom tax" is causing considerable alarm and concern locally. Many local authorities are joining with members of the public in calling for the repeal of this iniquitous tax. This tax together with the ongoing changes to our Benefits system will cause distress and hardship to many families. We have all been contacted by local supporters of the "Hands off our Homes" movement and it is essential that we respond to the questions they have raised.

How Selby District Council enforces this is extremely important for our communities and how they view us as an authority

Following concerns expressed by the public, the Labour Group wish to ensure that all Councillors are kept informed and therefore would move that:

**A six monthly update be given to Full Council on:**

- **the number of people affected by this legislation (the figure of 700 has been used when reporting to NYCC)**
- **the number of people who have contacted SDC asking for a smaller property after receiving the notification letter from SDC**
- **the number of smaller properties currently available and their location**

**and further, that the Policy Review Committee be asked to review the current policy and its operation, and in particular**

- **where individuals find alternative properties in the private or RSL market, what incentives are available to support their move and what might prevent individuals from qualifying for these incentives**
- **areas where SDC will provide exemptions in addition to the national recommendations (e.g. adapted properties, family health needs (children with ADHD who cannot share, elderly couples with health issues))**

As individual appeals are assessed and decided, it will be important to ensure we review our criteria. Many authorities and RSLs are re-classifying some rooms for certain groups to ensure fairness.

Steve Shaw-Wright  
Bob Packham  
Rod Price  
Brian Marshall  
Melanie Davis

## **12. The State of the Area Address**

To receive the State of the Area Address from the Leader of the Council.

## **13. 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.

## **14. 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.

## Annual Council

Venue: Council Chamber

Date: 14 May 2013

1	Apologies for Absence
2	Disclosures of Interest
3	Election of Chairman
4	Appointment of Vice Chair
5	Minutes of Previous Council Meetings
6	Communications
7	Leader's Report
8	Appointment to the Committees of Council and Chairs and Vice Chairs of Committees.
9	Appointment to Access Selby Board
10	Appointment of Chairs of Community Engagement Forums
11	Time of Commencement of Meetings
12	Representatives of Outside Bodies

Present: Councillor J Crawford in the Chair

Mrs E Casling, J Cattnach, I Chilvers, M Crane, J Deans, Mrs S Duckett, M Dyson, K Ellis, M Hobson, Mrs G Ivey, M Jordan, C Lunn, D Mackay, Mrs P Mackay, Mrs C Mackman, J Mackman, B Marshall, C Metcalfe, R Musgrave, R Packham, C Pearson, D Peart, I Reynolds, Mrs S Ryder, R Sayner, S Shaw-Wright, Mrs A Spetch, R Sweeting and J Thurlow.

Also Present: Chief Executive, Deputy Chief Executive, Executive Director, Managing Director of Access Selby, Democratic Services Manager, Democratic Services Assistant, PA to SMT, Honorary Aldermen, The Reverend Canon John Weetman, Father Edward Woodcock.

Press: 0  
Public: 20

## **1. Apologies**

Apologies for absence were received from Councillors, Mrs D Davies, Mrs M Davis, W Inness, J McCartney, M McCartney, Mrs K McSherry, Mrs E Metcalfe, Mrs W Nichols, I Nutt, A Pound and R Price.

## **2. Declarations of Interest**

There were no declarations of interest.

## **3. Election of Chairman**

It was moved by Councillor M Crane, seconded by Councillor Mrs G Ivey unanimously agreed.

### **Resolved:**

**To elect Councillor M Dyson as Chairman of the Selby District Council for the 2013/14 Municipal Year.**

### **Investiture of Chairman**

The newly elected Chairman was invested with the Chairman's Chain of Office by the retiring Chairman.

### **Declaration of Acceptance of Office**

Councillor M Dyson read and signed the Statutory Declaration of Acceptance of Office in accordance with the provisions of the Local Government Act 1972.

[Councillor M Dyson in the Chair]

### **Retiring Chairman's Valedictory Address**

Councillor J Crawford gave his Valedictory Address.

Councillor M Dyson presented Councillor J Crawford with a Silver Salver and Past Chairman's Badge to mark him holding the office of Chairman of the Council.

On behalf of all councillors, Councillors M Crane and S Shaw-Wright expressed their thanks to Councillor J Crawford and the Chairman's Consort for their year of office.

### **Newly Elected Chairman's Address**

Councillor M Dyson addressed the meeting.



The charities that would be supported by the Chairman for 2013/14 were the STAR appeal for the Stroke Rehabilitation Unit at York Hospital and the Selby Abbey Organ Restoration Fund.

#### **4. Appointment of Vice Chairman**

##### **Nominations**

It was moved by Councillor M Crane, seconded by Councillor Mrs G Ivey and unanimously agreed.

##### **Resolved:**

**To appoint Councillor J Cattanach as Vice Chairman of the Selby District Council for the 2013/14 Municipal Year.**

##### **Declaration of Acceptance of Office**

Councillor J Cattanach read and signed the Statutory Declaration of Acceptance of Office in accordance with the provisions of the Local Government Act 1972.

#### **5. Minutes**

The minutes of the meeting of the Council held on 26 February 2013 and 23 April 2013 were confirmed as a correct record.

##### **Resolved:**

**To approve the minutes for signing by the Chairman.**

#### **6. Communications**

No communications had been received.

#### **7. The Leader's Report**

The Leader of the Council submitted a report setting out the information required in respect of the discharge of Executive functions for the 2013/14 municipal year.

##### **Resolved:**

**To receive and note the report from the Leader of the Council.**

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

Councillors considered each Group Leaders' nominations for committee membership and the Chairs and Vice Chairs for the 2013/14 municipal year.

**Resolved:**

**To make the following appointments to Committee membership and Chairs and Vice Chairs for the 2013/14 municipal year.**

**Planning Committee – 12 Members**

**Conservative**

J Deans (Chair)  
R Musgrave (Vice Chair)  
J Cattanach  
I Chilvers  
D Mackay  
Mrs E Metcalfe  
C Pearson  
D Peart  
Mr I Reynolds

**Labour**

Mrs D Davies  
J Crawford  
S Shaw-Wright

**Licensing and Appeals Committee – 10 Members**

**Conservative**

R Sayner (Chair)  
Mr K Ellis (Vice Chair)  
Mrs C Mackman  
R Sweeting  
Mrs P Mackay  
Mrs K McSherry  
S Ryder

**Labour**

B Marshall  
S Duckett  
J Thurlow

**Audit Committee - 9 Members**

**Conservative**

C Pearson (Chair)  
Mrs C Mackman (Vice Chair)  
J Cattanach  
I Nutt  
M Dyson  
S Ryder

**Labour**

Mrs W Nichols  
Mrs D Davies

**Independent**

Mrs M McCartney

### **Policy Committee - 9 Members**

#### **Conservative**

M Jordan (Chair)  
I Reynolds (Vice Chair)  
R Musgrave  
Mrs E Metcalfe  
Mrs A Spetch  
I Nutt  
K Ellis

#### **Labour**

R Packham  
Mrs M Davis

### **Scrutiny Committee - 9 Members**

#### **Conservative**

D Peart  
D Mackay  
E Casling  
I Chilvers  
M Hobson  
M Dyson

#### **Labour**

J Crawford (Chair)  
R Price (Vice Chair)

#### **Independent**

J McCartney

## **9. Appointments to the Access Selby Board**

Councillors considered Group Leaders' nominations for the Access Selby Board.

#### **Resolved:**

**To appoint Councillors W Inness (Chair), A Pound and S Shaw-Wright to the Access Selby Board for the municipal year 2013/14.**

## **10. Appointment of Chairs of Community Engagement Forums**

Councillors considered nominations for Chairs of Community Engagement Forums.

#### **Resolved:**

**To appoint the following as Chairs of Community Engagement Forums for the 2013/14 Municipal year:**

**Tadcaster - D Mackay  
Eastern - E Casling  
Western - A Pound  
Southern - C Pearson  
Central - S Shaw-Wright**

Councillor Crane passed on his thanks to Councillor Inness for his work as Chair of the Eastern Community Engagement Forum.

#### **11. Time of Commencement of Meetings**

Councillors were asked to agree the start times Council's Executive and Committees for the 2013/14 Municipal Year.

**Resolved:**

**For the first meeting of the Executive and each Committee to continue as printed in the agenda. Thereafter, start times would be determined by the Executive and each Committee at their first meeting.**

#### **12. Non Executive Appointments to Outside Bodies**

Councillors considered nominations for appointments to various Non Executive Outside Bodies.

**Resolved:**

**To make the Non Executive Appointments to Outside Bodies for the 2013/2014 municipal year shown in appendix A**

The meeting closed at 4.52pm

**Selby District Council  
Representatives on Outside Bodies 2013/2014**

<b>OUTSIDE BODY</b>	<b>REPRESENTATIVE</b>	<b>TERM EXPIRES/NO. OF PLACES</b>	<b>MINUTE REFERENCE NO.</b>
National Association of Councillors (National and Northern Branch)	Cllr J Mackman Cllr S Shaw-Wright	2014 (2)	12/2013
NYCC Scrutiny of Health Panel	Cllr Mrs K McSherry  (Sub: Cllr M Dyson)	2014 (1)	12/2013
Age Concern Visiting and Support Group	Cllr Mrs A Spetch	2014 (1)	12/2013
Alzheimers Disease Society	Cllr Mrs S Ryder	2014 (1)	12/2013
Association of Voluntary Services for Selby	Cllr Mrs A Spetch	2014 (1)	12/2013
Citizens Advice Bureau – Selby	Cllr R Sayner	2014 (1)	12/2013
The Alliance (formerly known as Coalfields Communities Campaign)	Cllr S Shaw-Wright	2014 (1)	12/2013
Yorkshire Coal Industry Taskforce	Cllr S Shaw-Wright	2014 (1)	
DIAL Management Executive Committee	Cllr D Peart	2014 (1)	12/2013

<b>OUTSIDE BODY</b>	<b>REPRESENTATIVE</b>	<b>TERM EXPIRES/NO. OF PLACES</b>	<b>MINUTE REFERENCE NO.</b>
Drax Power Station Consultative Committee	Cllr I Chilvers Cllr M Dyson Cllr Mrs K McSherry Cllr R Price	2014 (4)	12/2013
Eggborough Power Station Consultative Committee (formerly Gale Common)	Cllr D Peart Cllr Mrs G Ivey Cllr J McCartney Cllr C Pearson Cllr Mrs S Ryder Cllr J Crawford	2014 (6)	12/2013
Oglethorpe and Dawson Education Foundation	Cllr Mrs E Metcalfe Cllr R Sweeting	2014 (2)	12/2013
Read School Drax – Governor	Cllr I Chilvers	2014 (1)	12/2013
RELATE	Cllr Mrs K McSherry	2014 (1)	12/2013
Selby Area Committee	Cllr I Chilvers Cllr Mrs C Mackman Cllr Mrs A Spetch Cllr R Price	2014 (4)	12/2013
Selby College Board of Governors	Cllr C Lunn	2014 (1)	12/2013

<b>OUTSIDE BODY</b>	<b>REPRESENTATIVE</b>	<b>TERM EXPIRES/NO. OF PLACES</b>	<b>MINUTE REFERENCE NO.</b>
Selby and District Rail Users Group	Cllr Mrs D Davies Cllr Mrs C Mackman	2014 (2)	12/2013
University of Hull– Membership of Court	Cllr Mrs C Mackman	2014 (1)	12/2013
Liaison Committee National Coal Mining Museum for England	Cllr S Shaw-Wright	2014 (1)	12/2013
Yorkshire and Humberside R.F.C.A Association	Cllr B Marshall	2014 (1)	12/2013
NY Police and Crime Panel	Cllr G Ivey	2014 (1)	12/2013
North Yorkshire Older Peoples' Partnership Board	Cllr J Cattanach	2014 (1)	12/2013

## **REPORT TO COUNCIL 25 June 2013**

Since the last meeting of Council I have held meetings with BOCM and their representatives regarding Olympia Park I have also had a telephone conference with Selby Farms regarding their land at the same site. Clearly the Council wish to see the land developed in unison and I have made this point, quite clearly, to both parties.

I have started the process of recruiting a new Chief Executive for this authority, working with NYCC as agreed at the last Council meeting. There have been adverts placed and the job description has been agreed with NYCC. I am pleased to say that there has been a good deal of interest and we are now in the process of sifting those applications.

I have attended Leeds City Region Leaders Board meeting and am pleased that authorities are working well together although the “combined authority” bid which includes all 5 West Yorkshire authorities plus York may present some difficulty because of its lack of co-terminosity. I have supported both Bradford and York councils in their bids to ensure that the National Rail museum and the Film and Television Arts museum remain open. I believe that both museums give this Region more visitors than would otherwise be the case.

I have held meetings with the York and North Yorkshire LEP. I am sure that many Councillors will know that York have given notice to leave and it is likely that the name will change to reflect this, whilst this LEP has less funds than Leeds City Region LEP it still has the opportunity to help this district in economic terms and I will still wish to keep involved and see if we can help to ensure that economic opportunity in this area is assisted.

The jobs strand to the “programme for growth” which I lead on is showing some very promising signs with both apprenticeships at this Council as well as job opportunities for local people working in partnership with local organisations. I have also had approaches from businesses wanting to move and or grow in the district. These should give us a considerable number of new jobs as a district, something which not all districts can say at this moment.

Finally I now represent York and North Yorkshire on the LGYH executive, I attended the most recent LGYH meeting where Leaders discussed the issues created by the Scottish devolution vote, believe me, whatever the outcome, there are challenges ahead in regard to this.

Mark Crane

12 June 2013



Cllr Gillian Ivey.  
Executive Member for Partnerships and External Relations

### Report to Council on June 25<sup>th</sup> 2013

During the past four months I have represented the Council at meetings across North Yorkshire.

#### Police and Crime Panel.

The Panel met in March to discuss the draft Police & Crime Plan with the Commissioner – which was subsequently agreed for publication.

In April the Panel met with the Commissioners preferred candidate for the position of Chief Constable, ACC David Jones.

After Mr Jones had addressed panel members and responded to questions, the Panel was pleased to ratify his appointment.

The Chair of the Police and Crime Panel C.Cllr Carl Les, and committee administrator Ray Busby joined me to make a presentation to Scrutiny Committee in April, and also responded to questions.

The Commissioner has accepted invitations to speak at both Southern and Central CEF's in the near future.

#### Strategic Housing Board.

The main focus of the March Board meeting was a Board Discussion - 'Making Stronger Links between Housing, Planning, Economic Development and Transport'.

James Farrar (lead officer from the NY LEP) outlined the need to develop a LEP area growth strategy to help us better position ourselves when bidding for government monies in the future. This strategy needs to reflect an understanding of the economics of North Yorkshire and the scope for private sector growth.

Public sector austerity means that the private sector will be instrumental for growth in North Yorkshire.

I chaired the York & North Yorkshire Housing Forum which met in York in April and received updates on.....

- North Yorkshire-wide Gypsy and traveller forum.
- York Landlord Accreditation Scheme
- HCA update on funding available, and on projects throughout the County.
- Rural Housing Enabler current schemes

Anyone wishing to see minutes of any of the above meetings is welcome to contact me for copies.

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

- Choice-based lettings policy (Home Choice) which was presented to Policy Review Committee in April and approved by the Executive in June.
- Plans for the new Leisure Centre. The Project Board has met recently to consider Design stage E. Council officers and WLCT staff are working hard to achieve all requirements set down by Sport England as part of the bid.
- Delivering Sport and Active Leisure in the Community. The pilot for the midnight football league took place over February and March in poor weather

and only 46 participants were identified. Due to a saving in initial costs it has been agreed to run a second pilot during the summer to re-test the scheme, whilst remaining within budget.

- The Active Healthy Adults programme is already fully subscribed and taking place in Selby and Tadcaster. Following successful results for the first 100 applicants it is proposed to then roll the scheme out to the rural areas.
- Affordable Housing SPD. Officer and member working groups have met to consider and shape the draft Affordable Housing SPD drafted by Arup. The Executive have approved the draft to go out for consultation and I will present the draft SPD to the Policy Review Committee in July as part of the consultation.
- The Annual Leisure Review. The review is currently being drafted and will be presented to the Executive in July.

*Gillian Ivey*

Report to Full Council on 25<sup>th</sup> June 2013

Cllr Cliff Lunn

Executive member for Finance and Resources

Thursday 7<sup>th</sup> March

At the executive meeting I presented a report on Income management software and a new upgrade with procurement of an associated bureau service. This was necessary to ensure we complied with our obligations in relation to debit and credit card payments

I outlined the savings associated with this upgrade in comparison to purchasing a replacement program.

This was approved by the executive.

Thursday 9th May.

At full executive I presented a report on the Government's enhanced right to buy scheme and the arrangements for "one for one" replacement homes.

We discussed entering into an agreement with Govt. to retain the additional capital receipts from such sales, these to be used to fund up to 30% of the cost of replacement homes.

Questions were asked about the effect of any monies we have already spent on bringing homes up to date, e.g. the Airey Homes, and it was explained that any expenditure of this nature would be taken into account in the pricing of any new purchase.

We agreed to enter into the agreement .

Thursday 6th June

At full executive I presented the Treasury Management Annual review.

This showed that we exceeded our target on management returns with an average return of 1.3% against our benchmark of 1.25%. A very small difference, I know, but in the present economic climate and with a drop in interest rates at the end of the financial year, a good result nevertheless.

This was coupled with buoyant cash flows and meant that we achieved £312K in interest, which was £127K above our budget.

The council's prudential borrowing limits were not breached.

The Executive approved the report and endorsed the actions of the officers

I also presented a report prepared by Overview and Scrutiny on The National Non Domestic Rates and on the rate relief.

The review was from a task and finish group chaired by Cllr Chris Pearson, and presented various recommendations on discretionary relief. These were designed to provide certainty over the award of relief and possibly to limit the discretionary element to give preference to those who could evidence investment in the local community.

It was also proposed that any general relief decisions (non charity) should , subject to budget approval, be made by the executive, or by the chief executive in consultation with the leader in exceptional circumstances .

I have also attended meetings of the program board.

On 18<sup>th</sup> June I am attending a dinner after which there will be a presentation of an award for which this building has been nominated. This has happened in the past, without Selby winning, but I will report verbally at the meeting both on the food and the award. I will of course declare the value of the meal and entertainment.

Obviously this has not yet happened at time of writing.

## **Councillor John Mackman**

### **Executive Member for Place Shaping**

#### **Report to Council on 25 June 2013**

This report covers the period from the Council meeting on 26 February 2013. During this period I have attended scheduled Executive / Executive Briefing meetings, Selby Internal Drainage Board, North Yorkshire Building Control Partnership, North Yorkshire and York Spatial Planning and Transport Board and Local Parish Council meetings as and when required.

Reporting on key items:

#### **1) The Local Plan Core Strategy (CS)**

Having considered legal submissions regarding the interpretation of Section 20(7) of the Planning and Compulsory Purchase Act 2004 (as amended) and having considered the impacts of the revocation of the Regional Spatial Strategy (RSS) which came into force on 22 February 2013 the independent inspector held a final EIP hearing on 27 February 2013.

The inspector having heard evidence particularly on the total housing numbers closed the EIP on the 27 February 2013 but requested further statements to be submitted on the issue of Sustainability Appraisal (SA). Subsequently, the inspector ruled that unless he decided that a much higher housing delivery figure was required (e.g. 550 instead of SDC's 450) then the previously submitted SA would meet Core Strategy requirements.

Whilst we initially expected the inspector to issue his report w/c 8 April or 15 April it was further delayed when the Government issued new interim household projections on the 9 April 2013 and the inspector requested additional written submissions on the consequences of these latest household projections on the required total housing delivery.

At the time of writing we await the inspector's final report and recommendations on the Core Strategy.

#### **2) The Local Plan (Post Core Strategy)**

The Core Strategy continues to be a key priority at the present time, the 'Site Allocations and Management Development Plan' will be significantly influenced by the independent inspectors final decision on the Core Strategy.

Council will recall that the Site Allocations DPD reached preferred options stage in September 2011 however, given the issues and enforced delays experienced with the Core Strategy, the introduction of the new National Planning Policy (NPPF), and the revocation of the RSS and the diminishing weight attached to the 'old style' Local Plans (like the SDLP) it is now considered essential to adopt a Forward Plan (post CS) based on the latest guidance.

The NPPF envisages a Local Plan for districts and no longer refers to DPD's and importantly requires LPA's to adopt up-to-date plans in line with the NPPF. Consequently officers are preparing a work programme post CS to combine the SADPD and MDP into a single 'Sites and Policies Plan' (SAPP).

In general terms the SAPP will cover site allocations for housing and employment and other uses, as well as any spatial policies and proposals and incorporate all the DM policies needed to deliver the CS.

Scoping the potential content of the new SAPP is in progress taking into account NPPF requirements, legal compliance, Core Strategy requirements, existing SDLP policies, the SADPD, the evidence base and further stages of consultation.

### **3) Programme for Growth**

#### Housing Trust

Project team meetings took place in March, April and May with a further meeting of the Trustee Board planned for 20 June.

The Articles of Association and the Council Trustees have been approved by the Executive under Council delegated powers and 'Selby and District Housing Trust' was incorporated as a private limited company and registered at Companies House on 29 May 2013.

Access Selby and Leazes Homes have submitted proposals for the project implementation phase and progress is being made on the Council's Development Strategy which will be critical to the success of the Trust.

A planning application has been submitted for the pilot build project at St Joseph's Street Tadcaster and the business case is in progress. A similar project is under consideration to convert 43 Kirkgate (owned by the Council but surplus to operational requirements) to retail and residential accommodation.

Recruitment of ordinary Trustees is underway with two interviews planned in June.

#### Gateways

A project team has been established under the Programme for Growth to consider the feasibility and merits of achieving Gateway improvements in Selby district.

The key aims of the project will be to improve the look and feel of Gateways to our major towns thus providing a welcoming appeal and improving the image of the area in the same way that other authorities such as Leeds, York, Harrogate, Craven and Ripon have successfully done.

Initial design concepts are being developed by Groundwork for some of the main roundabouts on the Selby by-pass and a presentation from a sponsorship company which can generate advertising revenue to assist with funding improvements to Gateways has been undertaken.

Team members are seeking the views of their local Town and Parish Councils on the concepts involved and discussions with NYCC Highways are underway with regard to licencing arrangements.

Subsidiary work to progress the developments at Brook Street corner in Selby and review the potential for improvement works at the toll/swing bridge in Selby are also being pursued.

#### **4) Potential Site for the Travelling Community**

The Executive on the 1 November 2012 and subsequently full Council on 11 December 2012 authorised Access Selby to submit and progress the necessary applications to facilitate the delivery of a 15 pitch Gypsy and Traveller site on part of the former airfield at Burn.

Additionally, Council endorsed matched funding of £188k from the approved Programme for Growth to secure the land from the HCA and develop the 2.6 hectare site.

On the 20 December 2012 the HCA notified the authority that Selby's preferred scheme 2 bid would be supported subject to contract and discussions with the HCA are continuing on the terms and conditions of purchase. Consequently, Access Selby submitted a planning application and DC officers have proceeded to gather the necessary evidence base for their planning report to the Planning Committee.

However, due to an administrative oversight, Access Selby's agents failed to issue all the necessary statutory consultation notices to all the owners' and tenants involved.

The impact of this oversight has been the need to withdraw the original planning application and resubmit a new application and for consultees to be reconsulted as required by the Town and Country Planning Procedure Orders.

**John Mackman**  
**Executive Member**

## **Chris Metcalfe Executive Member Communities**

Since last council my time has been devoted to elements of the Programme for Growth, attending Executive and the Programme Board.

### **Tackling the Tough Stuff Tadcaster**

The project team meets on a regular monthly basis and is making good progress on a number of fronts namely land and property and the Riverside Linear Park.

#### **Land and Property**

A planning application has been submitted for 3 dwellings on land at St Josephs Street, following a positive response from SSOB to the Chief Executive, and offering their stone as the principle building material we believed that this could be “plain sailing” for the delivery of this project, but we have recently received correspondence from the breweries agent stating that in their opinion the site could be better utilised with 6 dwellings.

I have sought approval from the executive to apply for planning permission for the change of use of the redundant council offices at 43 Kirkgate, to provide a ground floor retail/office unit with 3 apartments using the next two floors. We are in the process of appointing a planning consultant to move this project forward.

The board is scoping the feasibility of developing a retail study consultation to better understand residents shopping patterns and what would entice them to spend more of their money in the town. This information will enable us to develop a business argument to bring more of the vacant and boarded up shops back into use.

The project board has led on developing an Empty Homes Strategy to ensure that the council has an effective plan on how to work with landlords in a progressive manner to bring empty homes back into use. The strategy sets out 3 interlocking approaches (encouragement, support and enforcement) which the council will use in parallel to address empty homes. The draft strategy has been considered by the Policy Committee and a number of their proposals have been incorporated into the draft strategy before it goes out to wider consultation. The principle addition was the inclusion of a policy for the council to impose council tax charges of 150% on properties left empty for more than two years, the purpose to encourage property owners to be more proactive in bringing homes back into use.

#### **Riverside Linear Park**

An extensive consultation on our proposals has now closed and there has been overwhelming support for the project from the wider community, but with a number of very detailed objections by people living within close proximity to the riverside, their concerns are being considered and addressed where possible. One notable response was from agents for SSOB who stated that their client could see no need for a riverside park. Next step is to present our findings to Tadcaster Town Council as the landowner and a key partner for their approval to proceed.

#### **Central Area Car Park**

As you will know the council was successful in winning its High Court hearing regarding the Judicial Review of the council’s planning permission to refurbish the car park. Sadly the brewery has taken the opportunity to appeal the decision and therefore we have to wait even longer to get the right to refurbish this major asset situated at the heart of the town centre.

I now fully realise, even if I had an inkling earlier why this project is called **Tackling the Tough Stuff Tadcaster**.

**Chris Metcalfe**



### **Report by Cllr Mike Jordan on the Policy Review meeting of April 16th 2013.**

Firstly I reported that I now have regular meetings with the Deputy Leader to ensure we are covering the right items and flagging up any new ones we wish to raise and discussing how they fit with the Exec work---hence one of the reasons the June meeting was cancelled.

Items discussed in April were as follows:

- Countryside Management and Green Space Strategy---we digested it and asked that a 6 week consultation process with the public take place.
- Gambling Policy----this was to review the updated policy and we were all fine with this.
- Choice Based Lettings Report---this was a major report and we raised a lot of concerns with a sprinkling of praise for the work done. We had 4 recommendations---  
1. That a press release about it is done. 2. That the 3 bandings remain. 3. A further press release through the North Yorkshire Strategic Partnership takes place when it is implemented. 4. That the committee supports the policy
- Empty Homes Strategy---again a major report with a lot of discussion. A lot was asked and 4 recommendations came out of this. 1. That this Strategy be an agenda item at the CEFs. 2. That we monitor the amount of empty homes 6 monthly rather than yearly. 3. That an additional Performance Indicator concerning Environmental Health be added to assess the number of dilapidated homes along with EDMOs and CPOs. 4. The Council consider Council tax on homes that have been empty for more than 2 years be raised to 150%.

Lastly we reviewed last year's work load and agreed future work programme with the proviso to amend as necessary. Overall a very good meeting at which all members seemed to have had their Weetabix for breakfast!

## **Scrutiny Committee Update**

The Scrutiny Committee has met twice since the last report to Council on 26 February 2013.

### **23 April 2013**

#### Police and Crime Panel

Councillor Carl Les, Chair of the Police and Crime Panel, Councillor Gillian Ivey, Vice Chair of the Police and Crime Panel and Ray Busby, Support Officer to the Police and Crime Panel were present to provide a presentation about the work of the Police and Crime Panel.

The Committee were informed how the Panel went about scrutinising the Police and Crime Commissioner and how the different Scrutiny Committees in North Yorkshire could feed into the scrutiny process.

#### Access Selby 3<sup>rd</sup> Interim Key Performance Indicator Progress Report April 2012 to December 2012 and SLA Development Progress Report

Councillor Gillian Ivey, Deputy Leader of the Council and the Director of Community Services presented this report. The Committee were informed that there was currently one amber indicator relating to Council Tax recovery and one red indicator relating to processing benefit claims. Concern was raised with regard to the waiting times at the customer contact centre and on the phone to customer services. It was noted that an item on customer services had been brought forward on the work programme to discuss this issue.

#### Health Service Provision – Yorkshire Ambulance Service

Helen Hugill, Service and Quality Improvement Manager, Yorkshire Ambulance Service was present for this item.

Details on the performance of the Ambulance Service was provided with regard to response times. Information was also provided on the call flow between the two customer service centres should be an over demand and the Committee were informed that discussions were taking place with Clinical Commissioning Groups about attendance responses and whether in non emergencies, patients could be taken to the Doctor instead of the hospital.

#### Communities Selby Service Provision

The Executive Director presented the report which outlined progress made since the Communities Selby project was set up in 2011. The Committee were informed that a successful pilot of a new Employer Sponsored Volunteering (ESV) scheme had been undertaken and there were new arrangements in place for administering the Community Engagement Forums (CEFs) with four of them now being supported by Selby AVS.

Concerns were raised with regard to the current administration with the CEFs and it was stated that there were mistakes such as the wrong agenda being sent out along with irrelevant information. Members felt that the Tadcaster CEF which was administered by an independent person was more efficiently run and best practice could be shared to improve the other CEFs.

#### Scrutiny Annual Report 2012/13

The Committee considered the Scrutiny Annual Report 2012/13 which provided an update of the work done by the Scrutiny Committee in the past year.

#### **7 May 2013**

#### Scrutiny Task and Finish Group Review of National Non-Domestic Rates Discretionary Relief

Councillor Pearson, Chair of the Task and Finish group provided a presentation on the work completed by the group in their review of National Non-Domestic Rates Discretionary Reliefs. The group was comprised of Councillors Pearson, Chilvers and Hobson. The aims of the group were to review the existing policy for awarding relief and exploring options under the Council's general power to award relief.

The Committee made a range of recommendations which were passed to the Executive for consideration.

The next meeting of the Committee will be on 2 July 2013 and Councillor Crawford will now be the Chair of the Committee for 2013/14 year.

## **Audit Committee Update**

There has been one further meeting of the Audit Committee since the last update to Council. This was held on 17 April 2013. The Committee considered the Mazars Audit Strategy Memorandum 2012/13 which set out the external Audit Plan for the year ending 31 March 2013. There was also the consideration of the following items:

- **Audit Progress Report April 2013** – Mazars felt that the audit was progressing well and that regular meetings between Mazars' staff and the Council finance team were proving beneficial.
- **Annual Governance Statement, Action Plan Review** – the Committee considered the issues identified in the action plan and how these were being addressed.
- **Internal Audit Quarter 3+ Report 2012/13** – it was reported that Veritau had made good progress in the delivery of the agreed audit plan with 23 out of 27 audits being completed at the current stage and draft reports being issued with the final four. The Committee also discussed the recent issuing of Council Tax bills and requested that a report be received at the next Audit Committee meeting.
- **Internal Charter, Terms of Reference and Audit Plan 2013/14** – the Committee were updated on the position regarding the Internal Audit Terms of Reference which had been delayed due to changes in national guidance. The Audit Plan for 2013/14 was also presented and it was explained that this was aligned to the Council's risk registers.
- **Accounts and Audit Regulation 6 Review** – The Committee were informed that the client feedback results indicated that overall there was a high level of satisfaction with the service provided.
- **Annual Committee Annual Report** – The Committee considered the Audit Committee Annual Report 2012/13 which provided an overview of the work of the Audit Committee in 2012/13.

The next meeting of the Committee will be on 26 June 2013 and Councillor Pearson will now be the Chair of the Committee for 2013/14 year.