



Summons and Agenda for the
Council Meeting

to be held on

10 DECEMBER 2013

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 Centre, Doncaster Road, Selby on **TUESDAY 10 DECEMBER 2013** starting at **6.00pm**. The Agenda for the meeting is set out below.

Mary Weastell

A long, horizontal, slightly curved handwritten flourish or underline stroke.

Mary Weastell
Chief Executive
2 December 2013

AGENDA

Opening Prayers.

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 meetings of the Council held on 10 September 2013 and 22 October 2013. Pages 1 to 11 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 12 to 24 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 25 to 30 attached.

11. Motions

To consider any motions.

12. The Medium Term Financial Strategy

The Council is asked to approve the Financial Strategy Update. Pages 31 to 58 attached.

13. Olympia Park

The Council is asked to approve the Olympia Park Delivery Framework Document and Masterplan. Pages 59 to 177 attached.

14. Affordable Housing SPD

The Council is asked to adopt the Affordable Housing SPD. Pages 178 to 214 attached.

15. Designation of Appleton Roebuck with Acaster Selby Neighbourhood Area

The Council is asked to approve the designation of the Neighbourhood Area for Appleton Roebuck with Acaster Selby. Pages 215 to 222 attached.

16. Welfare Reform – Six Month Update

The Council is asked to consider the report. Pages 223 to 229 attached.

17. Report of the Local Government Ombudsman

The Council is asked to consider and respond to a report of the Local Government Ombudsman into a complaint against Selby District Council. Pages 230 to 244.

18. Appointment of a Returning Officer and Electoral Registration Officer

The report asks to appoint a Returning Officer and Elections Registration Officer. Pages 245 to 247 attached.

19. Urgent Action

The Chief Executive will report on any instances where she has acted in urgent or emergency situations under the functions delegated to her 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.

Council

Venue: Council Chamber
Date: 10 September 2013

28	Disclosures of Interest
29	Minutes
30	Presentation from Andrew Mason – Church Fenton Action Group on HS2
31	Communications
32	Announcements
33	Petitions
34	Public Questions
35	Councillors' Questions
36	Reports from the Executive
37	Reports from Committees
38	Motions
39	Access Selby Annual Report
40	Traveller Needs Assessment
41	Selby District Council Housing Development Strategy
42	Selby District Council Housing Development Sites
43	National Non Domestic Rates – Discretionary Rate Relief Policy
44	Scrap Metal Dealers Act
45	Urgent Action
46	Sealing of Documents
47	Private Session
48	Sale of Land at Selby Town

Present: Councillor M Dyson in the Chair

Mrs E Casling, I Chilvers, M Crane, J Crawford, Mrs D Davies, J Deans, Mrs S Duckett, 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, R Musgrave, Mrs W Nichols, I Nutt, C Pearson, D Peart, R Price, I Reynolds, Mrs S Ryder, R Sayner, S Shaw-Wright, Mrs A Spetch, R Sweeting and J Thurlow.

Apologies for Absence: Councillors J Cattanach, Mrs P Mackay, Mrs M Davis, J McCartney, Mrs M McCartney, C Metcalfe, Mrs E Metcalfe, R Packham and A Pound.

Also Present: Chief Executive, Deputy Chief Executive, Managing Director of Access Selby, Executive Director (s151), Executive Director, Business Manager, Lead Officer – Policy, Head of Legal Services and Democratic Services Manager. Peter Smith – Consultant and Mary Weastell (Chief Executive – Designate)

Press: 0
Public 4

28. Declarations of Interest

Councillor J Mackman declared that he had registered as an “other interest” his role on the Selby and District Housing Trust. As this interest was not a Disclosable Pecuniary Interest he remained in the meeting and participated during consideration of items 15 and 16 (minutes - 41 and 42 respectively).

Councillor I Reynolds stated that whilst he didn't have a formal interest to declare, his employer had provided professional advice in respect of item 22 (minute 48) and he would leave the meeting and take no part in that item of business.

29. Minutes

The minutes of the meetings of the Council held on 25 June 2013 and 16 July 2013 were confirmed as a correct record.

Resolved:

To approve the minutes for signing by the Chairman.

30. Presentation from the Church Fenton Action Group on HS2

The Council received a presentation from the Church Fenton Action Group on HS2. The presentation outlined the Group's opposition to the proposed development of HS2.

Resolved:

To note the presentation.

31. Communication

Burn Parish Council

The Chief Executive read out a letter received from the Chair of Burn Parish Council. The letter asked that the Council delay the adoption of

the Traveller Needs Assessment. The Council agreed to consider the points raised in the letter when discussing the Traveller Needs Assessment item later in the agenda.

Resolved:

To consider the letter as part of the Traveller Needs Assessment item on the agenda.

Campaign for Real Ale (CAMRA)

The Chief Executive reported a letter received from CAMRA. It requested that the Council put forward a proposal to the Government under the Sustainable Communities Act to protect community pubs. The proposal requested that the Government ensure planning permission and community consultation would be required before community pubs were allowed to be converted for alternative use.

The Chief Executive outlined the legal implications of the request. He stated that the most appropriate course of action would be to write to Parish Councils and remind them of their ability to request community pubs be identified as 'Assets of Community Value' under the Localism Act.

Resolved:

To write to Parish Councils and ask them to consider if any pubs within their area may be the subject of a request to become an Asset of Community Value.

32. Announcements

The Leader of the Council announced that this was the final Council meeting of the Chief Executive. The Chief Executive was due to retire shortly. The Council received tributes to the work of the Chief Executive.

33. Petitions

No petitions were received.

34. Public Questions

No questions from members of the public were received.

35. Councillors' Questions

No questions from Councillors were received.

36. Reports from the Executive

The Leader of the Council reported on the work he had recently undertaken.

Councillor Mrs G Ivey, Deputy Leader of the Council and Lead Executive Member for External Relations and Partnerships, reported on her latest work. Councillor Mrs G Ivey stated that she had attended the recent Selby Cycle Sportive and she offered her thanks to Selby Cycle Club and the Yorkshire Cancer Research Charity for their help in making the event such a success.

Councillor Lunn, Lead Executive Member for Finance, reported on the work he had recently undertaken.

Councillor J Mackman, Lead Executive Member for Place Shaping, reported on his latest work. He provided an update on the Council's site at Bondgate, Selby.

In Councillor C Metcalfe's absence, the Council asked that he provide an update outside of the meeting.

Resolved:

To receive and note the reports from the Executive.

37. Reports from Committees

The Chair of Policy Review Committee, Councillor Jordan, reported on work of the Committee since the last Council meeting. Councillor Jordan stated that an additional meeting of the Committee was to be held on Thursday 12 September 2013 to consider the Affordable Housing SPD.

Councillor Crawford, the Chair of Scrutiny Committee, reported on work of the Committee since the last Council meeting.

Councillor Pearson, the Chair of Audit Committee, reported on work of the Committee since the last Council meeting.

Resolved:

To receive and note the reports from the Committees.

38. Motions

None received.

39. Access Selby Annual Report

Councillor W Inness provided a presentation on the Access Selby Annual Report. The presentation detailed the work undertaken by Access Selby during 2012/13.

Resolved:

To note the presentation.

40. Traveller Needs Assessment

Councillor J Mackman presented the report on the Traveller Needs Assessment. He outlined that the Council had a statutory duty to undertake a Traveller Needs Assessment to inform planning and policy decisions. The Council commissioned Opinion Research Services (ORS) to look at Traveller need over the period to 2028. Their report found a total need for 33 Traveller pitches split in to five year blocks of 9, 7 and 7 pitches respectively.

Councillor J Mackman then referred to the letter received from Burn Parish Council. He outlined the Council's sympathies for the ICT issues experienced by the Parish Clerk. However he stated that all parish councils had been given ample opportunity to contact either the Council or ORS on this issue. Councillor J Mackman outlined the implications of the delay suggested by Burn Parish Council and concluded that there was no tangible benefit in delaying the endorsement of the Traveller Needs Assessment.

The Leader of the Council added that the report was robust and offered a strong evidence base for future decisions

Resolved:

To endorse the Traveller Needs Assessment 2013.

41. Selby District Council Housing Development Strategy

Councillor C Lunn presented the report on the proposed framework for developing more affordable housing in Selby District using Council owned assets and funding as part of the Council's 'Programme for Growth'.

Councillor C Lunn set out that the strategy proposed a programme of 106 houses over a five year period with resources of £5m borrowing up to the HRA debt cap and £5m General Fund borrowing to support delivery by the Selby and District Housing Trust.

Resolved:

To adopt the Housing Development Strategy.

42. Selby District Council Housing Development Sites

Councillor C Lunn presented a review of potential affordable housing development sites in Council ownership as part of the Council's Programme for Growth. Peter Smith gave a presentation to the Council on the selected Sites.

The Council discussed both the five selected sites and those which may be suitable for development in the future. Peter Smith responded to questions regarding the potential site on Portholme Road, Selby.

Resolved:

To endorse the approach to prioritise development sites.

43. National Non Domestic Rates – Discretionary Rate Relief Policy

Councillor C Lunn presented the report on the proposed changes to the Council's Discretionary Rate Relief Policy. The Policy had been developed by the Council's Scrutiny Committee and approved by the Executive.

Resolved:

To approve the policy.

44. Scrap Metal Dealers Act

Councillor M Crane presented the report which, in accordance with the Scrap Metal Dealers Act 2013, sets out how the Council would ensure effective and proportionate regulation of the sector.

Resolved:

- i. To give delegated powers to Access Selby Directors and to the Licensing and Appeals Committee to allow the implementation and subsequent operation of the provisions contained within the Scrap Metal Dealers Act 2013;**
- ii. To note that the proposed fees to be charged under that process will be considered and set by the Executive.**

45. Urgent Action

The Chief Executive informed the Council that he had taken urgent action in respect of the purchase of a piece of land at 57-59 Bondgate.

Resolved:

To approve the action taken by the Chief Executive.

46. 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.

47. Private Session

Resolved:

In accordance with Section 100(A)(4) of the Local Government Act 1972, in view of the nature of the business to be transacted, the meeting be not open to the Press and public during discussion of the following item as there will be disclosure of exempt information as defined in Section 100(1) of the Act as described in paragraph 1 of Part 1 of Schedule 12(A) of the Act.

48. Sale of Land at Selby Town

Councillor M Crane presented the report which considered whether to sell an area of land within Selby Town.

Councillor M Crane updated the Council with details from the valuation report which had recently been received. Having considered the latest information, the Council agreed to the sale of the land for the maximum developer offer.

Resolved:

To agree to the sale of land for the maximum developer offer.

The meeting closed at 7.55pm

Minutes

Extraordinary Council

Venue: Council Chamber
Date: 22 October 2013

49	Disclosures of Interest
50	Adoption of the Selby District Core Strategy Local Plan
51	New Local Plan for the District and Revised Local Development Scheme (LDS)
52	Business Rates Pooling

Present: Councillor M Dyson in the Chair

Councillors Mrs E Casling, J Cattanach, M Crane, J Crawford, J Deans, K Ellis, M Hobson, Mrs G Ivey, M Jordan, C Lunn, Mrs C Mackman, J Mackman, B Marshall, J McCartney, Mrs M McCartney, Mrs K McSherry, R Packham, C Pearson, D Peart, I Reynolds, Mrs S Ryder, Mrs A Spetch and J Thurlow.

Apologies for Absence: Councillors I Chilvers, Mrs D Davies, Mrs M Davis, Mrs S Duckett, W Inness, D Mackay, Mrs P Mackay, C Metcalfe, Mrs E Metcalfe, R Musgrave, Mrs W Nichols, I Nutt, A Pound, R Price, R Sayner, S Shaw-Wright and R Sweeting.

Also Present: Deputy Chief Executive, Executive Director (s151), Director of Community Services, Lead Officer – Policy, Policy Officer (AM), Policy Officer (HG) Solicitor to the Council, Senior Solicitor and Democratic Services Manager.

Press: 0
Public: 0

49. Declarations of Interest

There were no declarations of interest.

50. Adoption of the Selby District Core Strategy Local Plan

The Deputy Chief Executive reported correspondence received from Cunnane Town Planning regarding Appleton Roebuck. The letter highlighted that at a neighbourhood planning meeting a vote had been taken and the majority of parishioners in attendance were not in favour of Appleton Roebuck having Designated Service Village (DSV) status.

Councillor J Mackman responded to the points raised in the letter. In summary, the identification of DSVs was based on a robust assessment taking into account many factors and was justified by evidence and consistent with national policy. He set out the Council's position that Appleton Roebuck had been correctly identified as a DSV and that the letter from Cunnane Town Planning did not alter that position.

Councillor J Mackman then presented the report which proposed the formal adoption of the Selby District Core Strategy Local Plan. The Core Strategy sets out the Council's long term strategic vision for how the District should develop up to 2027 and, when adopted, it would form the framework for the Council's planning policies. He gave an overview of the process undertaken to reach the adoption stage, this included an Examination in Public and subsequent Planning Inspector's report.

Cllr J Mackman highlighted the role of both the Sustainability Appraisal and the Strategic Environmental Assessment in the Core Strategy's development.

In summary, he said that the Adoption of the Core Strategy would provide the important strategic element of an up-to-date development plan in line with statutory requirements under the National Planning Policy Framework (NPPF) and support growth and prosperity in the District. Any subsequent Local Plan documents must be consistent with the Core Strategy. Once adopted by resolution of the Council, the Core Strategy would be part of the development plan and given full weight in assessing planning applications.

Resolved:

To adopt the Selby District Core Strategy Local Plan provided in Appendix 4, with the Main Modifications (recommended by the Inspector) and the Additional Modifications (which the Council is entitled to make) as specified in Appendix 3 of the report.

51. New Local Plan for the District and Revised Local Development Scheme (LDS)

Councillor J Mackman presented the report which provided an update on the preparation of a new Local Plan document encompassing both Site Allocations and Development Management policies and provided a revised Local Development Scheme for 2013 -2016.

He set out that following the adoption of the Core Strategy, the Council must reconsider its approach to the completion of the Local Plan in the light of the NPPF requirements and the time delay since previous progress on the Site Allocations Development Plan Document (SADPD). The Council heard that the best way forward was now to develop the remainder of the new Local Plan as a combined Sites and Policies Local Plan (SAPP).

The report set out the format, scope, broad content and the proposed timetable for the "New Local Plan" document encompassing both the site allocations and development management policies. The Council discussed the timetable for the adoption of the SAPP.

Councillor J Mackman set out details of the Revised Local Development Scheme for 2013 – 2016. This included the SAPP, the Community Infrastructure Levy and the Appleton Roebuck and Acaster Selby Neighbourhood Development Plan. These were programmed to go to Examination in Public in the next three years.

Resolved

- i. To note the report;**
- ii. To approve the format and scope for a new Local Plan for Selby District to cover both Sites Allocations and Development Management policies (the new Sites and Policies Plan (SAPP)), and the proposed timetable;**
- iii. To approve the broad content of the SAPP as a basis for developing the Issues and Options document;**
- iv. To approve the revised Local Development Scheme (LDS) to take effect from 22 October 2013;**

52. Business Rates Pooling

Councillor M Crane gave an update to the Council in respect of the opportunity for Selby District Council to join the proposed North Yorkshire Business Rates Pool.

He set out that under the Business Rates Retention Scheme, local authorities were able to come together, on a voluntary basis, to pool their business rates. This gave them scope to generate additional

growth through collaborative effort, and to smooth the impact of volatility in rates income across a wider economic area.

However, due to the nature of the rates collected by Selby District Council, the other district councils in North Yorkshire had taken the decision to not allow the Council to join the North Yorkshire pool.

There was a potential alternative Leeds City Region pool that the Council could look to join, but further work would be needed to explore the risks and benefits before reporting back to Council.

Resolved:

To note the update.

The meeting closed at 6.51pm

Item 9 - REPORT TO COUNCIL 10 DECEMBER 2013 – Councillor M Crane

I have taken the lead in the issue of Community Infrastructure Levy which is being introduced soon by the Gov't. I have seen proposals that we charge two rates for CIL one in the North and one in the South of the district, the North is £45 psm and £25 psm in the South. It is important that the council shows that it is open for development but also that it has enough money for infrastructure etc.

The first neighbourhood plan is now being commenced and good wishes to Appleton Roebuck with Acaster Selby who are the first in the district, I know that Cllr Musgrave has worked hard to ensure that they get started and we will see what we can learn from them.

In Tadcaster I am pleased to report that the executive has agreed plans to build houses in St Joseph street, subject to planning permission, and has also agreed to refurbish 43 Kirkgate which has needed some work doing on it for a while. This demonstrates commitment to Tadcaster and the improvement to that town. I have a meeting with the brewery, prior to council but after writing these notes and will inform council of any issues following that meeting.

I have held further meetings with BOCM on the issues of Olympia Park. This issue will be discussed at Planning tomorrow, but I am pleased that at least there is now a planning application to look at. I am also pleased that land at Sherburn, for jobs, is coming forward as a planning application. On the subject of Sherburn I have agreed to pay for a condition survey at Sherburn High School and its swimming pool to see if we could make greater community use of this facility.

Finally I have attended meetings of both Leeds City Region, York and North Yorkshire Councils and Local Government Yorkshire and Humber. I have also been heavily involved in the budget for this council for the forthcoming year.

Mark Crane
27 November 2013

Cllr Gillian Ivey.
Executive Member for Partnerships and External Relations

Report to Council on December 10th 2013

Since my last report to Council in September, I have been working with officers on.....

- Plans for the new Leisure Centre.
The contractor has now been appointed and the contract signed. Ground works should be starting shortly. There is a possibility of achieving some further savings though value-engineering suggested by the contractors and these will be considered by the project board when information is available.
- The Affordable Housing SPD was presented to Policy Review Committee for a second time in September, and including all consultation comments. Further amendments were made to the SPD following completion of the process and with consultation comments in mind – particularly, the formula for calculations was simplified. The Affordable Housing SPD was discussed and approved at the November Executive meeting.

The Council in Partnership

The Police and Crime Panel met on October 10th.

In line with her manifesto commitment, the Commissioner has decided to go ahead with the relocation of the Headquarters facility at Newby Wiske to a proposed new northern base. The Panel was satisfied that the initial plans for financing the proposals are viable and that proper governance arrangements are to be in place to ensure continuity of service for the public.

The Panel next meets on January 9th 2014 to hear from the Commissioner about her plans for the Precept; and definitive proposals will be reviewed on February 6th. These are meetings held in public if anyone wants to attend.

The North Yorkshire Strategic Housing Board met on November 25th, and discussed the draft paper currently being prepared, which presents the housing market context for any investment in housing in the North Yorkshire and East Riding area. This information should inform and guide investment of the Local Growth Fund in relation to housing and related infrastructure, and will form an additional chapter for the LEP Growth Strategy.

WLCT & SDC are currently talking to Selby Cycling Club in the hope of organising a second Selby Sportive in late August next year. We are also looking at a joint project with York based around the 'Grand Depart' in July 2014. Both events aimed at promoting cycling in the District.

The Trans Pennine Trail AGM took place in Selby on September 24th, when over 45 people representing 26 Local Authorities plus Friends of the TPT, met together to discuss projects, maintenance and any issues. One of the current issues on several parts of the Transpennine Trail across the country is that of organised cycle time trials taking place – which cannot be allowed due to the hazard to other TPT users.

As is the tradition after the Annual Meeting, we took TPT members out on either a circular walk in Selby or a cycle ride along the 'Planets' section of the TPT spur between Selby & York. Feedback was that everyone enjoyed their day and I'd like to thank Drew Fussey who organised it.

Gillian Ivey

Councillor Cliff Lunn, Executive member for Finance and Resources

Report to Full Council 10th December 2013

At the executive meeting on 3rd October I was on holiday and my items were presented by Cllr Gillian Ivey. They were as follows:

Leisure Landlord Maintenance Programme.

This included planned maintenance to Tadcaster leisure centre, including its roof, guttering and downpipes and the resurfacing of Selby Park's Crazy Golf Course. The executive also requested Wigan leisure to review the charging policy.

ICT Application Delivery and Migration from Windows XP to Windows 7

Windows XP is no longer supported by Microsoft and therefore no longer complies with the Government's "code of connection", which means that transfer of data to and from Government could no longer take place.

The upgrading of the Council's desktop environment also allowed the opportunity to improve working practices, in line with the Council's vision for more flexible, mobile and remote service delivery.

Two options were considered and option two was preferred as it met all the criteria and was considerably cheaper than the "virtualisation" option. It was also less complex and involved less extra staff training.

The cost of the move is £104K, which comes out of the ICT reserve

Spend to Save Investment in Planning

Access Selby have reported that they wished to invest extra resources in planning, which would involve the withdrawal of free planning advice on a first come first served basis and replace it with an appointment system with a fee of £25.

The executive approved this but asked for an outcomes report in July 2014

At the executive meeting on 7th November I presented the following

2nd Interim Budget Exceptions Report

I presented the executive with the major variances between Budgeted and actual expenditure and income for the financial year to 30th Sept 2013 for the core, Access Selby and Communities Selby.

Progress against the Capital Programme is encouraging with over £2.7M being spent in the first half year. £251K has been spent on design and associated fees for the new Leisure Centre project. This is covered by income received from the insurance claim.

Also discussed were budget targets and income received from the pay and display car parks.

2nd Interim Treasury Management Report

This reviewed the council's borrowing and investment activity for the first 6 months of the financial year and showed performance against prudential indicators.

Our long term borrowing remained at £60.33M and prudential limits were not breached during the period. The report also highlighted the potential borrowing to support the Selby and District Housing Trust.

Programme for Growth – Asset Transfer Policy

The executive considered the Transfer of Assets from Selby District Council to Selby and District Housing Trust.

The Executive heard that the Policy provided a broad framework to support the consideration of asset transfers for the purpose of developing more affordable housing and in what circumstances this may apply. In terms of Council housing stock, the Policy Officer clarified the emerging Right to Transfer which would shortly become law.

On 12th November I attended a presentation and dinner where SDC was a finalist in the LABC building excellence awards. Unfortunately we did not win in the best community Building section, but we received a framed certificate as finalists.

This meant that I missed the first presentation about parish council precepts, but the leader Mark Crane stepped in for me. I was present on the second night and hopefully helped to explain our position.

Councillor John Mackman

Executive Member for Place Shaping

Report to Council on 10 December 2013

This report covers the period from the Council meeting on 10 September 2013. During this period I have attended scheduled Executive/Executive Briefing meetings, Selby Internal Drainage Board, North Yorkshire and York Spatial Planning and Transport Board, Leeds City Region Planning Portfolios Group and Local Parish Council meetings as and when required.

Reporting on key items:

1) The Local Plan Core Strategy (CS)

At the Extraordinary Council meeting held on 22 October 2013 I presented the Selby District Core Strategy Local Plan (adoption draft) to Council and recommended its adoption.

Following consideration by Council the Selby District Core Strategy Local Plan was formally adopted by resolution of Council.

Now adopted the Core Strategy forms part of the development plan and will be given full weight in assessing planning applications in Development Management decisions (both delegated to officers and at Planning Committee).

2) The New Local Plan (Post Core Strategy) and Revised Local Development Scheme

Following on from the adoption of the Core Strategy I also presented a report to Extraordinary Council on the new Local Plan and the Revised Local Development Scheme. Council approved the format and scope for a new Local Plan for Selby District to cover both Site Allocations and Development Management policies (the new Site and Policies Plan (SAPP)).

As well as (SAPP) Council also approved the Revised Local Development Scheme as presented at Extraordinary Council.

3) The Sites and Policies Plan (SAPP)

The SAPP replaces the previous Sites Allocation Development Plan document (SADPD). The format, scope and broad contents of the SAPP were approved by Council at the Extraordinary Council on October 22nd.

As with the Core Strategy the SAPP has to follow the route of the statutory process though the stages of issue and options, preferred options, submission to the Secretary of State, EiP (Examination in Public) and formal adoption by resolution of Council.

It is expected that subject to the approval of the Executive at its meeting on 5 December 2013 that the draft SAPP Issues and Options document will go out for public participation in January/February 2014.

4) Duty to Cooperate

I attended the inaugural meeting of the Leeds City Region Planning Portfolios Group. The main agenda items included Duty to Cooperate – issues and implications for local authorities and Leeds City Region, a round table discussion updating Core Strategies and each LA's progress towards adoption, and proposals for Terms of Reference of this LCR group.

Specifically on Duty to Cooperate it was noted that the outcomes expected can be summarised as follows:-

- Cooperation should produce effective policies on strategic cross boundary matters
- The Inspector testing compliance with the duty at examination will assess the outcomes of cooperation and not just whether LPA's have approved each others plan.

5) Programme for Growth

5.1 Housing Trust

By the end of 2013 we anticipate that all 7 trustees will have been appointed. The new post of Housing Development Manager (shared jointly between SDHT and Access Selby) has been advertised and following interviews an appointment has been made.

Registration with the Charity Commission is expected by the end of the year and the process of registration with the HCA as a registered provider is progressing.

Planning permission for 3 properties at St Joseph's Street, Tadcaster and 3 units at 43 Kirkgate, Tadcaster has been granted and subsequent business cases have been developed and approved by the Executive. Business cases for 5 potential development sites (in addition to the 2 Tadcaster pilots) have been commissioned from Access Selby.

The Assets Transfer Policy has been drafted and is expected to be presented to Council for approval in February 2014. Developments on the ground cannot commence until contracts are in place and assets transferred to SDHT – always assuming they are the preferred route of development.

The objective to complete pilot developments by the end of December 2014 remains an ambitious target.

5.2 Gateways

The key aims of the project are to improve the look and feel of Gateways to our towns thus providing a welcome 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 achieved with their roundabouts and public space.

An extensive community engagement exercise was undertaken during September and October with models of the statues being taken to the Community Engagement Forum, Selby Market, the Chamber of Trade and Civic Society. The models were also on display at the Civic Centre in September and Community House in October. Feedback was largely positive, with some members of the public expressing an interest in similar statues being commissioned for other parts of the district. A report on the feedback is attached to this report together with artistic impressions of the iconic structures on the 2 main by-pass roundabouts. NYCC Highways have agreed the basis for making the structures impact safe by passive design and the structural engineer has started work on the final specifications. With the approval of the Executive (December 5) planning permission will be applied for, funding finally confirmed and the project implemented in the New Year (weather permitting).

The Gateways project has made significant progress since April 2013 and now has arrangements in place to commence parallel work on attracting advertising, sharing income and enhancing the maintenance on the roundabouts and other pieces of public realm across the district.

As indicated heritage make overs on the two main A63 roundabouts will commence in the New Year providing planning permission and funding are confirmed. Concurrently officers under delegated powers will secure a contract to sell advertising on roundabouts, verges, pieces of public realm and key street scene views. The income generated will be used to maintain roundabouts and improve the public realm and the street scene in general.

5.3 Bondgate

The Programme for Growth Board as part of the Environmental Site Acquisitions Project commissioned a programme of site investigation in relation to the potential for development of the land at Bondgate.

The detailed findings of the geo-survey report have yet to be studied however it would appear that foundations would need to be piled or rafted to spread foundation loads and a new access to the site would be beneficial.

5.4 Potential Site for Travelling Community

The Selby District Council Planning Committee refused planning permission for the proposed site at Burn. The Executive are reviewing all options as the authority remains exposed to unauthorised developments and failure to meet its statutory obligations.

John Mackman
Executive Member

General open consultation (CEF's and Market Day)

The A3 sheets were also available at Selby Market, the CEFs, the Civic Centre and Community House, with the majority of people telling it's a good idea. The concerns people did have were about where the funding came from, maintenance and safety. When these points were explained, people were satisfied and were supportive.

Arranged Meetings

The Business community were impressed with the designs and the positioning. They could see benefit in getting involved, helping the initiative spread to other roundabouts on the by-pass and elsewhere in the district. They had similar questions regarding cost/funding, maintenance and safety with the additional question of sponsorship. Again officers were able to explain the position with businesses seeming interested in the opportunity to sponsor a roundabout and the overall improvement it would make to people's perceptions of the town and its heritage.

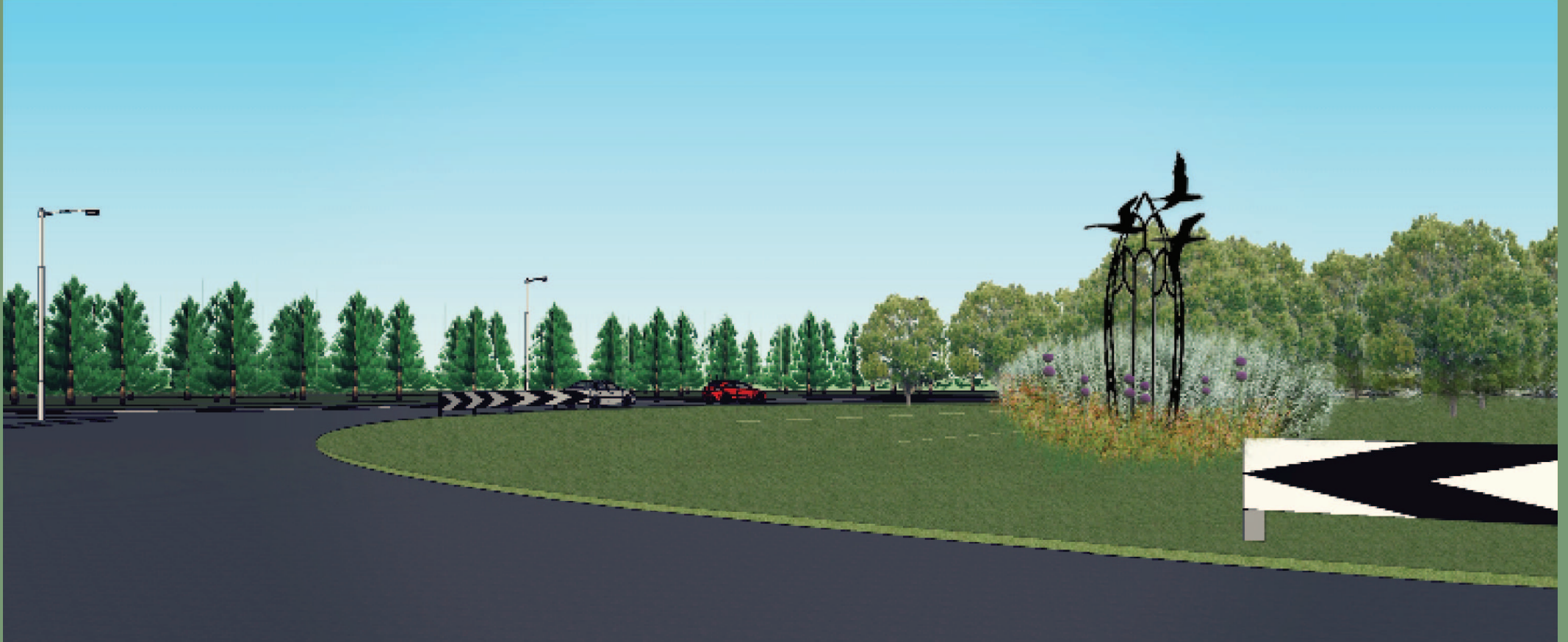
Conclusion

In total there were only 6 negative comments out of the 53 written responses, some not directly associated with the project. From the business community, following the discussions, businesses were in full support. Therefore it is easy to say business and general public opinion is that such sculptures on roundabouts in the district would be a benefit; however this might change if the council was the main funder for the project.

Note prepared by:

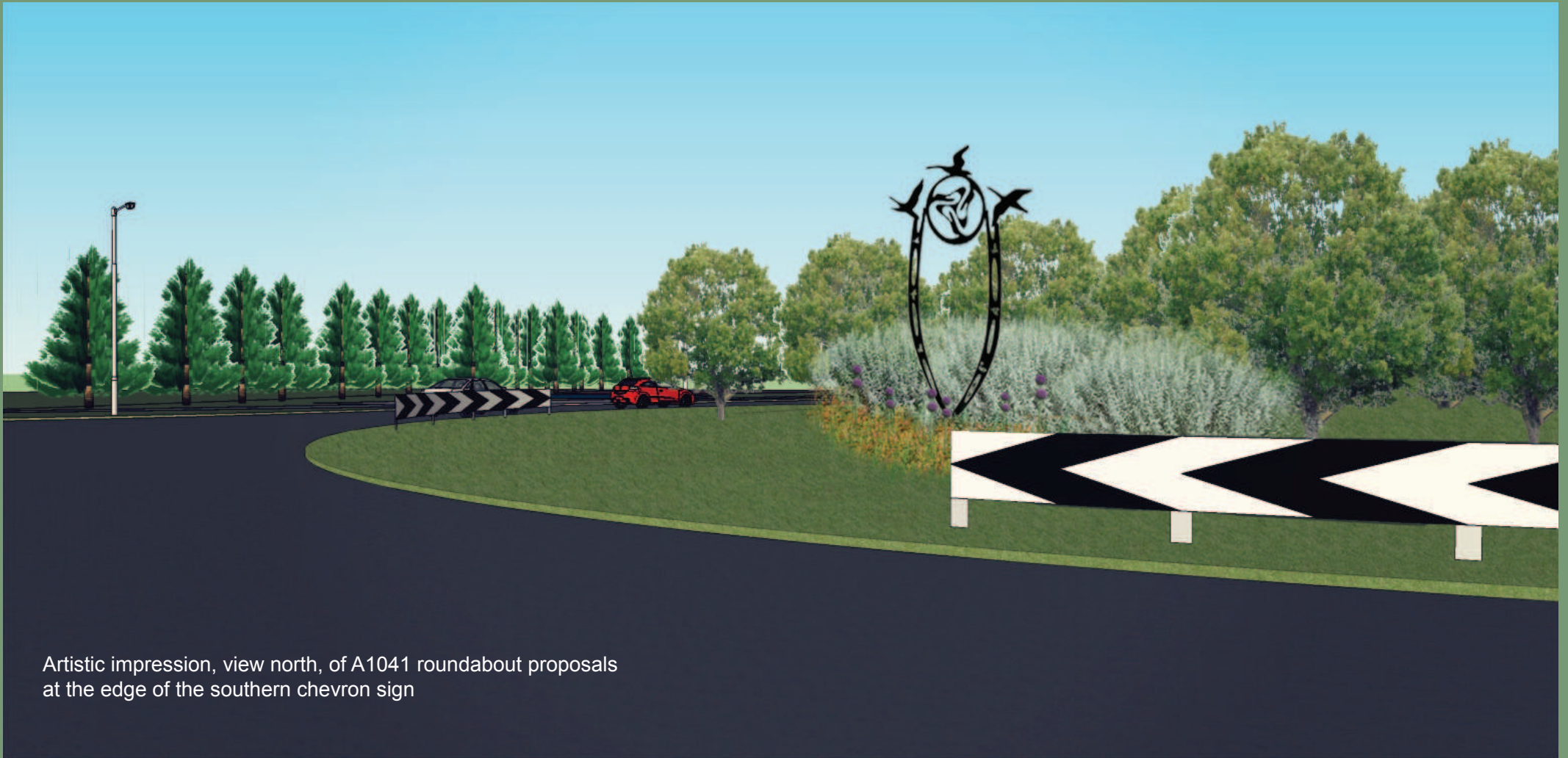
Drew Fussey, Development Manager

November 2013



Artistic impression, view north, of A19 roundabout proposals at the edge of the southern chevron sign

Selby Roundabouts - A19²¹ / A63



Artistic impression, view north, of A1041 roundabout proposals at the edge of the southern chevron sign

Selby Roundabouts - A1041 / A63

Since my last report to council I have been working on the following projects with the Communities Director Rose Norris.

Selby Local Enterprise Partnership

Initial meetings have taken place with the steering group of partners to establish a Draft Strategy, Terms of Reference and Governance for consideration of the board at its inaugural meeting on the 4th December. Membership of the board is made up of representatives from SDC, Selby Town Council, Selby College, York and North Yorkshire LEP and three members from the local Business Community. We are looking at the best way to set up a communication strategy that will keep members of the council informed of our actions and progress.

The relaxation of car parking charges in Selby Town for the last weekend before Christmas has been well publicized in the local press to encourage shoppers to use local shops for their last minute Christmas shopping. This initiative has been well received by the Chamber of Trade and they are thankful for the support of the council at what is a critical trading time for their members.

Tadcaster Tough Stuff Board

Two reports have been presented to the Executive seeking approval to transfer the Land at St Josephs Street and the property at 43 Kirkgate to the new housing trust to progress the development of both sites for housing. A planning application has been lodged for a change of use to 43 Kirkgate.

Tenders were returned on the 25th November for the refurbishment of the Central Area Car Park, I will be able to update members verbally at council on who has won the contract and give some indication of when work will commence.

The recently commissioned shopping study has been completed which composed of on street interviews as well as a postal survey of residents of the Tadcaster and Villages CEF area, the results have been received by the council in the last few days and reinforce earlier surveys by the CEF Partnership Board, namely that the retail offer is limited and that residents were least satisfied with “the appearance of the town centre” and the “number and variety of shops in particular non-food”. This study will now give us a reliable evidence base as we move into more intensive projects to improve both the appearance of the town centre as well as its commercial vitality.

Sherburn in Elmet Community Project

An Initial meeting has been held with Cllr Jordan to look at how this project can move to a worked-up business case with identified funding to enable the aspirations of the community group for an improved village centre to be successfully achieved.

Chris Metcalfe

We have had 2 meetings since the Sept Council meeting

1. Sept 12th we discussed the Affordable Housing SPD and the Medium Term Financial Strategy.

The first topic took some time to complete and the 40% affordable housing number was discussed at length. It was stressed by officers that it is --up to 40%--- and that if a developer can demonstrate that it is inappropriate and not required then that will be taken into account. No resolutions were made. The Medium Term Financial Strategy assumes a 1% increase in council tax along with growth in localisation of business rates. This was supported.

2. October 15th centred around 2 items brought forward as Motions by the Labour Group and a report on the work of the Task and Finish group into a Renewable Energy Strategy.

Labour Motion 1 concerned Planning Conditions with regard to vehicle parking and wheel washing. 5 Resolutions were made with broad support which I would hope we can adopt. We discussed the simple fact that a lot of items such as wheel cleaning (ie keeping the roads fit for use) are covered in other legislation (such as the Highway Code). Labour Motion 2 concerned the Bedroom Subsidy which some tenants are affected by. An officer came along and gave a verbal report and we discussed what items/topics around the subject should be brought before Policy at the next meeting. Finally we discussed renewable energy and a discussion around adopting a set of guidelines was brought to the whole group to 'thrash around'. A final report and final set of guidelines (for planning) will be brought before Policy at the January meeting.

Further to this we are having a meeting in December (was provisional) to discuss the Labour Motion on the Bedroom Subsidy, looking particularly at the outcomes, how we are dealing with issues/enquiries, were we are with arrears, how many are affected and have moved or are able to move.

Last but not least I recently attended the yearly meeting with Eggborough Power Station along with other Parish, District and County Cllrs. The EA are also always in attendance as are planning officers from County Hall. Discussion focused initially on the work at Gale Common where the fly-ash from Eggborough and Ferrybridge C are pumped to and how it is dealt with. The operations to separate by filtration in a building have ceased and they have reverted back to full use of the lagoons. Work is also continuing on the landscaping of the area completed and it is a credit to them that they do that rather than wait until the whole area is complete. They have a 3 stage process to landscaping of which the last stage involves the thinning of trees in the woodlands. Due to issues with Ash Trees it is those which are being removed.

Ambient Dust monitoring has always been well within limits but there have been recent issues with a build up of Boron in ground water. The EA are working with the power station to check if the data is correct and how to resolve the matter. The water involved is all 'on-site' prior to returning to the river.

At this stage the site has no intention of switching to Wood burning but a study is to be undertaken. (One of its limits is that it does not own any land outside its present use which restricts any expansion.

Scrutiny Committee Update

The Scrutiny Committee has met once since the last report to Council on 10 September 2013.

24 September 2013

Access Selby 1st Interim Key Performance Indicator Performance Report: April 2013 – June 2013.

Councillor Mark Crane, Leader of the Council and Mark Steward, Managing Director, Access Selby were present for the Access Selby 1st Interim Key Performance Indicator Progress Report.

The Committee raised several queries over issues such as housing repair figures, figures for the savings plan, the setting of performance indicators and the commerciality of Access Selby. The Committee were informed of some of the initiatives currently taking place such as the Programme for Growth, Better Together Project and the Spend to Save initiative.

Reprovision of a Leisure Centre at Selby

Jonathan Lund, Deputy Chief Executive attended the meeting to present a report which provided the background and set out the latest position on efforts to provide a new leisure centre to replace the fire damaged Abbey Leisure Centre at Scott Road, Selby.

The Committee were informed of the reasons for decided to demolish and rebuild the leisure centre and that a grant of £2,032,500 had been made available by Sport England subject to a formal Lottery Funding Agreement. An explanation was also provided on the next steps of the rebuilding process with a hopeful opening date of early 2015.

The Committee were informed of some of the activities organised following the loss of facilities due to the fire. This included events such as a weight loss programme targeting adults with a Body Mass Index of over 25 and a Healthy Active Children Project. The Committee were informed that the programmes had been a great success however to make the programmes more sustainable, discussion was needed with the health authorities over future funding.

Health Provision in Selby

Tom Hall, Consultant in Public Health, North Yorkshire County Council, Fiona Bell, Deputy Chief Operating Officer/Innovation Lead, Vale of York Clinical Commissioning Group (CCG) and Shane Mullen, Senior Public Health Intelligence Specialist, Public Health and Adult Services were present to discuss health provision in Selby.

The Committee were presented with the Joint Strategic Needs Assessment (JSNA) for Selby and informed that this formed the basis for the Health and Wellbeing Strategy by the Health and Wellbeing Board.

The Committee were informed that Selby was a largely rural district with an ageing population. It was stated that the district contained pockets of deprivation including areas such as Selby South and Selby North. It was also explained that health inequalities were a key feature of the population. Other issues included high levels of smoking, drinking and obesity.

The Committee asked questions about the work being done to tackle the deprivation and the communication channels being established between the different Clinical Commissioning Groups (CCGs) in the area.

The Committee were also provided with a copy of the report by the Director of Public Health for North Yorkshire for information.

Access Selby Service Provision – Street Cleansing

Keith Cadman, Lead Officer, Contracts presented a report on street cleaning provision in the district.

The Committee were informed of the different cleansing services and resources deployed to perform these services. The performance information in the report was also brought to the Committee's attention.

Concern was raised at the littering in Ousegate and it was stated that the parked cars tended to contribute to this problem as they made the streets difficult to clean. It was queried whether the service in York which stopped cars from parking in the street while cleaning was taking place, had been considered for Selby. Concerns were also raised at the recycling boxes and how these could easily move in high winds.

Waste and Recycling Task and Finish Group

A Task and Finish Group has been formed to look at Waste and Recycling, in particular the performance and value for money aspect. The Task Group is chaired by me and the rest of the members are Councillors Chilvers, Hobson and Mackay.

We had our first meeting on 22 October where we were provided with a presentation containing an overview of the waste and recycling service along with different performance statistics. Information was also provided on comparisons with other similar authorities.

Our next task group meeting will take place on Wednesday 18 December 2013 at 3pm.

Jack Crawford
Chair, Scrutiny Committee

Councillor C Pearson - Audit Committee Update to Full Council 10th December 2013

The Audit Committee has met once, on the 25th September 2013, since the last report to council on the 10th September 2013. There were six councillors present out of a possible nine there were no substitutes.

Agenda Items discussed:-

Annual Governance Statement (AGS)

The annual government statement represented progress towards setting the highest Corporate Governance standards and meets the requirements of the accounts and audit regulations.

The committee approved the AGS for 2012/2013

Statement of Accounts 2012-2013

Production of the Annual Statement of Accounts is a statutory requirement. The Statement of Accounts is the financial expression of the Councils overall worth and financial standing.

The committee approved the 2012-2013 statement of Accounts.

Audit Completion Report Year ended 31 March 2013.

The audit completion report for the year ending 31st March 2013 which was completed by Mazars LLP and concluded that SDC have made proper arrangements to secure economy, efficiency and effectiveness in their use of resources.

The committee accepted the Audit Completion Report ended 31st March 2013

Counter Fraud Annual Report.

The report brought the committee up to date with the Councils counter fraud approach and outcomes. The committee were informed with assurance that SDC are taking fraud seriously and have or are developing effective Counter Fraud steps and are following good practice guidelines from Cipfa and the Audit Commission.

The committee received the report.

Internal Audit Progress Report 2013/14

The committee were informed that 3 out of 25 internal audit reviews have been completed over the period April to August 2013 and the Internal Auditors opinion is that of Moderate Assurance.

The committee approved the report

Cllr Chris Pearson

Chair of the Audit Committee



Public Session

Report Reference Number (C/13/10)

Agenda Item No: 12

To: Council
Date: 10 December 2013
Author: Karen Iveson, Executive Director
Lead Officer: Karen Iveson, Executive Director
Executive Member: Councillor Lunn

Title: MEDIUM TERM FINANCIAL STRATEGY UPDATE

Summary:

This report presents an update to the revised Medium Term Financial Strategy (MTFS) approved by full Council in December 2012. Three scenarios have been modelled and the mid-case suggests a target of £10.7m for the 2014/15 draft budget.

At this level, anticipated cuts to Revenue Support Grant will mean total savings of £732k are required over the coming 3 years – with £516k of this required for 2014/15. Plans are in place to deliver around £300k of these savings.

Beyond 2016/17 there is still much uncertainty and opportunities for additional savings will continue to be sought.

Proposals to top-slice New Homes Bonus can be accommodated without impacting on the General Fund revenue budget but this will mean significantly less resource for any future 'Programme for Growth'.

There remains the potential for additional Business Rates income. However the risk to this income means that it would not be prudent to rely on this to support the revenue budget at this stage. However additional receipts could be used to extend the 'Programme for Growth'.

Recommendations:

It is recommended that the Medium Term Financial Strategy Update be approved.

Reasons for recommendation

To set the framework for the 2014/15 budget and 2014 – 2016/17 Medium Term Financial Plan.

1. Introduction and background

- 1.1 This report presents an update to the financial strategy following scrutiny by the Policy Review Committee. It considers the requirements in light of the Government's cuts to Local Authority funding and the continued challenges within the wider economy.

2. The Report

- 2.1 The attached update paper models three scenarios for the Council's General Fund revenue budget over the next 10 years. Based on the mid-case scenario (which assumes a further cut of 12% on Government funding in 2015/16, a 1% increase in Council Tax for the next 3 years and achievement of current savings targets), a budget deficit of £363k is forecast for 2015/16, and a deficit of £429k for 2016/17.
- 2.2 This deficit position combined with savings already planned but not yet delivered, means total savings of £732k are required over the coming 3 years – with £516k of this required for 2014/15.
- 2.3 The on-going risk associated with the economic climate, public sector funding, and delivery of savings, means that it would be prudent to continue to look for additional savings wherever possible and the collaboration project with North Yorkshire County Council will be a key part of our long term savings strategy.
- 2.4 The planned top-slice of the national New Homes Bonus (NHB) pot to provide funding for the LEPs from 2015/16 will reduce future contributions to the 'Programme for Growth' – thereby helping to protect funding for the base revenue budget.
- 2.5 There also remains the potential for additional growth in Business Rates. Such additional receipts could be used to extend the 'Programme for Growth' or should income consistently achieve above our baseline funding then it could be used to support the revenue budget if required. Any such decisions would need to be taken in light of the overall funding risk at that time.

3. Legal/Financial Controls and other Policy matters

3.1 Legal Issues

3.1.1 None arising from the report.

3.2 Financial Issues

3.2.1 Based on the mid-case forecast, the target net revenue budget for 2014/15 would be £10.7m (or £9.9 excluding NHB for the 'Programme for Growth').

3.2.2 This would add a further £429k savings requirement to the Council's Core, taking the total savings to be delivered over the next 3 years to £732k, with £516k of this to be delivered for 2014/15.

4. Conclusion

4.1 There remains significant risk and uncertainty to public sector funding. The mid-case forecast suggests a funding gap of £732k by 2016/17.

4.2 Given the on-going risk to resources and spending, additional savings will be sought wherever possible in order to provide headroom and additional capacity to mitigate future financial risk. To this end, the collaboration project with North Yorkshire County Council will be a key part of our long term savings strategy.

4.3 Subject to the assumptions and by using NHB achieved from 2013/14 onwards to help back fill funding cuts, there should be sufficient resources to continue to divert £880k p.a. from NHB to the 'Programme for Growth' up to 2014/15. Although this is highly dependent upon achieving the savings targets set.

4.4 Any decision to extend the programme beyond 2014/15 will need to be taken in light of the Council's overall financial position, NHB achieved, any additional Business Rates income available and progress against savings targets.

5. Background Documents

5.1 Approved MTFS Update December 2012

Contact Officer:
Karen Iveson, Executive Director
(01757) 292056
E-mail: kiveson@selby.gov.uk

Appendices:

Appendix A - Medium Term Financial Strategy Update October 2012

Selby District Council

Medium Term Financial Strategy Update September 2013

1. Introduction and Background

- 1.1 This paper presents an update to the revised Medium Term Financial Strategy approved by Council in December 2012. It considers the budget pressures and issues facing the Council over the next 3 years and provides the framework for the forthcoming budget round.
- 1.2 The strategic context for the financial strategy remains unchanged although the pressure on Local Government finance is increasing and the strategy aims to forecast, in broad terms, the impact of the June 2013 Spending Review.
- 1.3 The Council's work on its corporate objectives (the 5 Big Things) is progressing and the 'Programme for Growth' is well underway. The financial strategy aims to deliver financial sustainability and resilience for the Council in delivering its objectives and secure the resources necessary to deliver the 'Programme for Growth', in spite of the additional funding cuts we are facing.
- 1.4 To support this paper three scenarios have been modelled and are attached at **Appendix A**.

2 Update on financial assumptions

Interest Rates

- 2.1 The bank base rate remains at 0.5% with a rise not forecasted until late 2016. The approved strategy assumes investment rates will rise to 2.5% by 2015/16.
- 2.2 Current returns are just below 1.25% and the 2013/14 budget assumes this level along with assumptions of 1.5% for 2014/15, and 1.75% for 2015/16. The MTFs has been updated to reflect this profile.
- 2.3 The approved strategy includes provision for a £300k cap on the amount of investment interest used to support the revenue budget and as a result of the on-going low rates it is anticipated that this will not be reached in the next 2 - 3 years.

Appendix A

Inflation

- 2.4 The approved strategy took a cautious stance on inflation projections with 3% included for all years – no changes are proposed at this stage.

Government Grants

- 2.5 This element of funding has seen the most significant changes following the localisation of Business Rates and Council Tax Support.
- 2.6 The 2013/14 Local Government Finance Settlement included a provisional settlement for 2014/15 – the table below summarises the settlement for Selby:

Local Government Finance Settlement February 2013	Actual 2013/14 £000's	Provisional 2014/15 £000's
Revenue Support Grant (RSG)	3,229	2,479
Business Rates Baseline Funding (BRBF)	2,148	2,214
Start-Up Funding Assessment (SUFA)	5,377	4,693

- 2.7 The Chancellor's 'Budget 2013' included a further 1% cut to Local Government resources in 2014/15 (in addition to those previously planned) and the 'Spending Review 2013' announced a further headline 10% cut in 2015/16.
- 2.8 Excluding Business Rates growth above the Retail Price Index (the index used to inflate the Business Rates Multiplier), and taking into account further technical detail announced on 25th July 2013, the impact of these cuts on the Council's Start-Up Funding Assessment (SUFA) over the next 2 years, is estimated as follows:

	2013/14 £000's	2014/15 £000's	2015/16 £000's
RSG	3,229	2,426	1,791
BRBF	2,148	2,214	2,280
SUFA	5,377	4,640	4,071
% Change		-13.71%	-12.26%
Previous MTFP assumptions		4,693	4,434
Reduction in Income		53	363

- 2.9 The current approach to excess Business Rates retained above the Baseline Funding, is to set it aside to off-set potential future losses. In 2013/14 the initial forecast (NNDR1) showed potential Business Rates growth of circa £1.4m (Selby's share) which would mean additional income to the Council of £700k after the payment of the 50% levy. However, a subsequent large appeal means that this will be substantially reduced.

Appendix A

- 2.10 The 2013/14 Budget report highlighted this potential additional income but also stressed the risk within the new funding system and recommended that initially, any additional receipts be set aside in the new Business Rates Equalisation Reserve to off-set any losses before reaching the safety net.
- 2.11 Should the additional Business Rates receipts continue at the 2013/14 level, then there may be opportunity to divert these resources towards spending priorities such as a future 'Programme for Growth' or the base revenue budget. However such decisions would need to be taken in light of the overall funding risk at that time.
- 2.12 There may also be the opportunity to pool Business Rates with other authorities in North Yorkshire in order to retain additional receipts locally and it is proposed that further work be undertaken to establish the preferred way forward.

New Homes Bonus

- 2.13 The approved strategy assumes that Years 1 and 2 New Homes Bonus (NHB) is used to support the 'Programme for Growth' up to 2014/15 – i.e. £880k p.a. No decisions have yet been taken on future support for the programme beyond 2014/15 although the current budget assumes that £880k p.a. continues to be transferred to reserves.
- 2.14 The approved MTFs also assumes that receipts above £880k p.a. are used to support the revenue budget, effectively helping to back fill further grant cuts.
- 2.15 The Government's announcement in the 2013 Spending Review that from 2015/16 £400m will be top-sliced from the national NHB pot and be allocated to the LEPs means that there is likely to be a significant reduction in the NHB resources directly available to the Council.
- 2.16 Based upon the levels of NHB awarded to date, a 35% reduction in 2015/16 is anticipated. Our latest assumptions on NHB are therefore:

	2011/12 £000's	2012/13 £000's	2013/14 £000's	2014/15 £000's	2015/16 £000's	2016/17 £000's
Year 1	445	445	445	445	445	445
Year 2		435	435	435	435	435
Year 3			303	303	303	303
Year 4*				300	357	357
Year 5*					364	364
Year 6*						364
Top-slice*					-667	-794
Total	445	880	1,183	1,483	1,237	1,474

Allocated to the Programme for Growth as 'one-off' resources

* Estimate and top-slice subject to Government consultation

Appendix A

- 2.17 A reduction in NHB of up to £880k can be accommodated without impacting on the revenue budget but this would mean significantly less resources for any future 'Programme for Growth', unless resources can be diverted from elsewhere. Using the above projections, the NHB resources are assumed to be allocated as follows:

Allocation of NHB	2011/12 £000's	2012/13 £000's	2013/14 £000's	2014/15 £000's	2015/16 £000's	2016/17 £000's
Programme for Growth	445	880	880	880	213	86
GF Revenue Budget			303	603	1,024	1,388
Total NHB	445	880	1,183	1,483	1,237	1,474

- 2.18 It should be noted that the projections for NHB do not take into account any additional bonus awarded as a result of the Programme for Growth.

Special and Specific Grants

- 2.19 The Council is in receipt of a number of additional grants for 2013/14 which may continue into the future. Current allocations and the Provisional Local Government Finance Settlement include:

	2013/14 £000's	2014/15 £000's
Transitional Council Tax Support	15	0
Efficiency Support	13	0
Community Right to Bid	8	8
Community Right to Challenge	9	9
CTS New Burdens	44	67
New Homes Bonus Adjustment	18	0
Total Special and Specific Grants	107	84

- 2.20 These grants are not ring-fenced and have been assumed in the current MTFP although no awards are included beyond 2014/15.

Council Tax

- 2.21 The approved strategy assumes that Council Tax will increase in line with inflation. However, the Government's continuing policies on restricting Council Tax rises via the referendum rules and offering Council Tax Freeze Grant to those Councils that do not increase Council Tax, means that this assumption is no longer realistic over the medium term.
- 2.22 The 2013/14 to 2015/16 MTFP assumes Council Tax rises of 1% to 2015/16:

	2013/14	2014/15	2015/16
Tax Base	27,824	28,102	28,383
Band D Charge	£158.88	£160.47	£162.07

Appendix A

Council Tax Income	£4,420,621	£4,509,480	£4,600,118
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- 2.23 Should the Council take the offer of Council Tax Freeze Grant in 2014/15 and 2015/16, then the impact on Council Tax charges and income would be:

	2013/14	2014/15	2015/16
Tax Base	27,824	28,102	28,383
Band D Charge	£158.88	£158.88	£158.88
Council Tax Income	£4,420,621	£4,464,846	£4,509,491
Council Tax Freeze Grant		£44,648	£45,095
Total Income	£4,420,621	£4,509,494	£4,554,586
Difference from MTFP		0	£45.5k

- 2.24 The Council Tax Freeze Grants currently suggested for 2014/15 and 2015/16 are 'one-off' grants which means that in 2016/17 when the grant drops out, the income level would be around £91k lower than it would have been if the Council had applied a 1% increase in both 2014/15 and 2015/16. Over a 10 year period this would mean around £1m less income for the Council. The mid case scenario assumes that Council Tax is increased by 1% in 2014/15 and 2015/16 and by 2% in 2016/17.
- 2.25 The best case scenario assumes a 2% for all three years which would generate an additional £45k in 2014/15 and £94k by 2016/17.

General Balances

- 2.26 In accordance with the current strategy it is assumed that General Fund balances are **not** used to support the revenue budget from 2013/14 onwards.
- 2.27 General Balances remain funding of last resort. Currently there is a balance of £1.5m on this fund which is the approved minimum working balance.

Earmarked Reserves

- 2.28 An initial review of earmarked reserves suggests:
- Asset Management - £130k p.a. is transferred into this reserve to cover our commitments to maintaining our build assets. However, following the move to the new Civic Centre and the fire at Abbey Leisure Centre this amount needs to be reviewed.
 - ICT Replacement – £150k p.a. General Fund and £50k p.a. HRA contributions are planned to sustain this important reserve, which provides the financial capacity to upgrade and replace our

Appendix A

ICT infrastructure, hardware and systems. Fixed contributions allow the smoothing of these irregular costs to avoid peaks and troughs in funding requirements.

- Special Projects Reserve - £880k of New Homes Bonus in 2012/13 – 2014/15 is earmarked to top up this reserve for the Council's 'Programme for Growth'. Contributions beyond 2014/15 are subject to sufficient NHB and/or Business Rates growth.

It must be stressed that the use of NHB resources to fund growth is wholly dependent upon achieving the revenue savings targets set.

- Spend to Save Reserve – the need for on-going savings and efficiencies to achieve the Council's objectives remains a key priority and therefore this reserve, which provides up front investment for improvements and efficiency initiatives, is a crucial part of the financial strategy. An annual contribution of £119k up to 2015/16 is included within the budget in line with previous Council Tax Freeze grant awarded. The reserve has also in the past, been sustained through in-year revenue savings in excess of set targets and through Council Tax Freeze Grant.
- Pension Equalisation – there may be the potential to release funds from this reserve subject to changes in pension rules and the next triennial valuation. Initial indications suggest that employers' pension contribution rates could rise by around 2% from 2014/15 – an increase of £100k p.a. based on the current pay bill.

Furthermore, changes to the National Insurance Contribution rates with effect from April 2017, for employers with their own pension schemes (currently NIC rates are discounted) will add a further £120k p.a. to our payroll costs.

The £200k p.a. that is currently set aside and the £600k balance expected on this reserve at the end of 2013/14 will be reviewed following the final results of the valuation due late in 2013.

- Business Rates Equalisation – this reserve was created in 2012/13 in anticipation of the new rules governing localised Business Rates and the funding risk inherent within the scheme. The current strategy assumes that any excess Business Rates above our baseline are transferred into this reserve to mitigate any funding shortfalls prior to the safety net being reached, until greater experience of the scheme is gained.

Appendix A

Notwithstanding any future decision on Business Rates pooling, the safety net threshold means losses of up to £161k would be borne by the Council – therefore the maximum requirement for say a 3 year period would be £483k.

The fund has been established with £300k and therefore a top up £183k would provide enough resources to give a minimum 3 years' worth of cover.

The latest estimate for Business Rates income suggests additional receipts of circa £700k (after the payment of a levy to central Government) in 2013/14.

- Discretionary Rate Relief – this new reserve has been established with £300k from the 2012/13 General Fund revenue surplus. Future contributions could come from excess Business Rates income subject to availability and prioritising against the 'Programme for Growth'.
- PFI – the on-going adequacy of this reserve will be reviewed in light of interest rates and inflation. Any necessary increases in contributions will form part of the revenue budget and will be funded as a commitment before further service growth is considered.
- Contingency – this reserve provides resources to cover unforeseen issues beyond those that can be accommodated by in year contingency budgets – for example significant planning appeal costs. The reserve is topped-up using year-end surpluses if available and required. No changes are proposed.

2.29 A forecast of General Fund reserve balances is set out at **Appendix B**.

3 Revenue Budget

Costs

3.1 It is assumed that on average costs will increase in line with inflation.

3.2 Whilst cuts in general grant continue, any demand led cost pressures must be contained within the net revenue budget.

Income

3.3 Income budgets continue to be under pressure although shortfalls are being managed within Access Selby's net cost envelope – being offset by cost savings where necessary. Opportunities for growing income generation remain a priority and proposals for the planning service are currently in development.

Savings

- 3.4 The latest versions of the savings action plans are set out at **Appendix C**. Access Selby has made good progress against its savings target over the last year and has up to £512k headroom within its savings plan (i.e. savings identified in excess of target). This headroom is reliant on achieving the savings identified but provides the potential for crucial resources to sustain and develop the Council's service delivery arm for the ultimate benefit of the customers it serves.
- 3.5 The Core savings target has been achieved for 2013/14 but £304k is required for 2014/15 onwards – largely the result of localised Planning Fees not being implemented by central Government. The Executive considered charging for green waste collection to meet its target but have since decided to defer the proposals and further opportunities will be sought over the coming 2 years.
- 3.6 In summary the savings plans show:

Current Savings Summary	2013/14 £000's	2014/15 £000's	2015/16 £000's
Access Selby savings to be delivered	277	299	258
Core savings to be delivered	0	217	45
Total savings still to be delivered to meet targets per current plan	277	516	303

- 3.7 These savings are assumed within the current budget and are prior to any additional savings needed as a result of the further cuts to Government funding set out in paragraph 2.8.

4 Capital Programme

- 4.1 There is currently around £0.5m available in usable capital receipts over next 3 years after Disabled Facilities Grants and other capital project commitments. The approved programme is attached at **Appendix D**.
- 4.2 The fire at Abbey Leisure Centre and the resulting temporary gym arrangements mean that receipts from the sale of land at the former Civic Centre site will be delayed to 2015. These receipts have been earmarked for the 'Programme for Growth' should they be realised within the life of the programme.
- 4.3 As at 31 March 2013 there is £493k of capital receipts allocated to the 'Programme for Growth'. It is also proposed that balances related to Planning Delivery Grant and other small balances are transferred to the

Appendix A

Programme for Growth to help mitigate the risk to the land sale receipts.

- 4.4 At this stage there are no plans to take out further prudential borrowing although this will be kept under review as the 'Programme for Growth' develops.

5 Programme for Growth

- 5.1 The 'Programme for Growth' is the Council's strategic programme to support delivery of its Corporate Plan. The programme comprises a range of cross cutting projects designed to '**build a stronger Selby district**' by investing in jobs; housing and infrastructure; retail; and the leisure economy.

- 5.2 The programme is funded largely by New Homes Bonus (up to £880k p.a.) and unallocated capital receipts. The latest programme is set out in the table below:

	Capital £000	Revenue £000	2012/13 £000	2013/14 £000	2014/15 £000
Prog management	0	93	3	40	40
Housing	100	229	4	81	108
Infrastructure	0	105	0	105	0
Jobs	0	118	0	54	47
Retail	0	500	0	500	0
Leisure	2,004	0	0	4	2,000
Strategic sites	1,750	0	5	1,652	93
Total	3,854	1,045	12	2,436	2,288
Funding					
Balance B/Fwd			0	2,441	885
Reserve - revenue		3,716	1,960	880	880
Capital Receipts	1,266		493	0	769
Project spend			-12	-2,436	-2,288
Commitments C/Fwd					-163
Balance			2,441	885	83

- 5.3 It should be noted that the programme funds include estimated capital receipts of £1m in 2014/15 which may not be realised. To help mitigate this risk £231k has been allocated from the 2012/13 revenue budget surplus and it is proposed that surplus Planning Delivery Grant and other small capital balances are allocated to the programme, although this still leaves £541k capital funding at risk.

- 5.4 The risk to capital receipts has been identified as part of the programme's outline business brief and the potential for prudential borrowing has been recognised in the leisure project brief. There may also be further potential to mitigate the risk by allocating other funds to the Programme (e.g. excess Business Rates).

- 5.5 Based on the assumptions at paragraph 2.17 NHB contributions could be £213k and £86k in 2015/16 and 2016/17 respectively.

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- 5.6 At this stage no decisions have been taken on the programme beyond 2015/16 but subject to priorities there may be opportunity to extend the programme through excess Business Rates receipts or bids for funding from the LEP.

6 Revenue Budget Outlook 2014/15 to 2016/17

- 6.1 The forecasted resources available to support the revenue budget for 2014/15 to 2016/17, based on the mid case scenario, are shown in the table below:

General Fund Revenue Resources	2013/14 £000's	2014/15 £000's	2015/16 £000's	2016/17 £000's
SUFA	5,377	4,640	4,071	3,664
NHB	1,183	1,483	1,237	1,474
Special and Specific Grants	107	84	0	0
Council Tax	4,421	4,510	4,600	4,739
Council Tax Freeze Grant	49	49	0	0
Collection Fund Surplus	60	0	0	0
Total Resources	11,037	10,766	9,909	9,877
Core	4,859	4,690	4,242	4,095
Access Selby	6,049	6,045	6,030	6,211
Total Net Budget	10,908	10,735	10,272	10,306
Surplus/(Deficit)	129	31	(363)	(429)

- 6.2 Based on the mid-range scenario, the gap between projected expenditure and funding is forecast at £429k by 2016/17 (subject to assumptions), which is in addition to the current savings targets set out at paragraph 3.6. Therefore in total, on-going savings of £516k are to be delivered in 2014/15 followed by a further £150k in 2015/16 and then a further £66k in 2016/17 – giving a total of £732k by 2016/17.

Savings Summary	2014/15 £000's	2015/16 £000's	2016/17 £000's
Access Selby savings to be delivered	299	258	258
Core savings to be delivered	217	45	45
Additional Core Savings	0	363	429
Total savings still to be delivered	516	666	732

- 6.3 Due to the uncertainty of Government grant/Business Rates it is extremely difficult to predict the level of resources we can expect for

Appendix A

2014/15 and beyond. The strategy assumes that NHB is used to help backfill funding cuts but should the cuts be more severe, then additional savings may be needed. It is therefore proposed that further efficiencies are pursued in order to create additional financial capacity and resilience wherever possible.

- 6.4 An announcement on funding levels for 2014/15 and 2015/16 is expected in December and any changes can be incorporated into the Executive's budget proposals before they are considered by full Council in February 2014.
- 6.5 Based on the indicative budget, within the current Medium Term Financial Plan (3 year budget) and amended for the updated assumptions in this paper, the net revenue budget is expected to total no more than £10.735m for 2014/15 and then drop to £9.909m for 2015/16 and £9.877m for 2016/17.

7 Conclusions

- 7.1 Forecasted revenue resources for 2014/15 are £10.766m. The target Net Revenue Budget for 2014/15 is £10.735m giving a forecasted surplus of £31k for the year.
- 7.2 Looking ahead to 2016/17 and the additional funding cuts expected in 2015/16 and potentially beyond, the deficit on the General Fund is estimated to be £429k, which when combined with savings already being sought, means a total savings target of £732k will be needed by 2016/17.
- 7.3 The additional savings have been allocated to the Core and proposals for savings will be brought forward as part of the 2014/15 to 2016/17 budget.

Revised Savings Targets	2013/14 £000's	2014/15 £000's	2015/16 £000's	2016/17 £000's
Core	0	217	408	474
Access Selby	277	299	258	258
Total	277	516	666	732

- 7.4 Furthermore, there remains risk with the new business rates retention scheme, the continuing economic recession and delivery of savings. The Council's longer term financial position is heavily reliant upon resources keeping pace with inflation and costs being contained within base budget. Subject to assumptions, the funding gap over the next 10 years could be over £1m; therefore it would be prudent to continue to look for other efficiencies and savings wherever possible.

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- 7.5 Top-slicing of the national NHB pot to provide funding for the LEPs from 2015/16 means that there will be significantly less resources to fund any future 'Programme for Growth' although based on the assumptions within this paper, funding to support the revenue budget can be protected. There is also the potential to lever LEP funding towards the Council's growth agenda.
- 7.6 And there remains the potential for additional Business Rates income the Business Rates growth and potentially pooling which could be used to extend the Programme for Growth or if income consistently achieves above the base line funding level, it could be used to support the revenue budget should this be necessary.

SELBY DISTRICT COUNCIL - 10 YEAR FINANCIAL PLAN (August 2013) Mid Case

Appendix A1

	Base 2013/14	← Medium Term Financial Plan →		2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	
		2014/15	2015/16	2016/17							
KEY ASSUMPTIONS											
Inflation		3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	
Interest Rates		1.50%	1.75%	2.00%	2.00%	2.50%	3.00%	3.50%	4.00%	4.00%	
Tax Base Increase		1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	
Government Grant (SUFA) Increase		-13.70%	-12.26%	-10.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	
Council Tax Increase		1.00%	1.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	
COUNCIL TAX											
Tax Base (Number of Band D Equivalents)	27.824	28.102	28.383	28.667	28.954	29.243	29.536	29.831	30.129	30.431	30.735
Council Tax @ Band D (£)	158.88	160.47	162.07	165.31	168.62	171.99	175.43	178.94	182.52	186.17	189.89
Council Tax Income (£000's)	4,421	4,510	4,600	4,739	4,882	5,030	5,182	5,338	5,499	5,665	5,836
Precept (£000's)	4,421	4,510	4,600	4,739	4,882	5,030	5,182	5,338	5,499	5,665	5,836
REVENUE FINANCING											
	£000's	£000's	£000's	£000's	£000's	£000's	£000's	£000's	£000's	£000's	£000's
Council Tax	4,421	4,510	4,600	4,739	4,882	5,030	5,182	5,338	5,499	5,665	5,836
SUFA	5,377	4,640	4,071	3,664	3,738	3,812	3,889	3,966	4,046	4,127	4,209
Top-slice for Parish CTS	- 160	-	-	-	-	-	-	-	-	-	-
Transitional Council Tax Support	15	-	-	-	-	-	-	-	-	-	-
Council Tax Freeze Grant	49	49	-	-	-	-	-	-	-	-	-
New Homes Bonus	1,183	1,483	1,237	1,474	1,474	1,474	1,474	1,474	1,474	1,474	1,474
Special and Specific Grants	92	84	-	-	-	-	-	-	-	-	-
Collection Fund Surplus/Deficit (+/-)	60	-	-	-	-	-	-	-	-	-	-
TOTAL EXTERNAL RESOURCES	11,037	10,766	9,909	9,877	10,094	10,316	10,544	10,778	11,019	11,266	11,520

	Base	← Medium Term Financial Plan →									
	2013/14 £000's	2014/15 £000's	2015/16 £000's	2016/17 £000's	2017/18 £000's	2018/19 £000's	2019/20 £000's	2020/21 £000's	2021/22 £000's	2022/23 £000's	2023/24 £000's
REVENUE BUDGET											
Operational Budget - Core	3,715	3,437	3,805	3,796	3,909	4,027	4,283	4,272	4,400	4,532	4,821
Operational Budget - Access Selby	6,049	6,045	6,030	6,211	6,397	6,589	6,787	6,990	7,200	7,416	7,639
Investment Interest	- 200	- 250	- 280	- 300	- 300	- 300	- 300	- 300	- 300	- 300	- 300
Contributions to Reserves:											
PFI Scheme (Updated - incl SDC's contributic	363	383	396	409	435	437	440	442	443	443	443
Building Repairs	130	130	130	130	130	130	130	130	130	130	130
Computer Development	150	150	150	150	150	150	150	150	150	150	150
District Election	30	30	30	34	34	34	34	38	38	38	38
Pension Equalisation	200	200	200	200	200	200	200	200	200	200	200
Spend to Save (C.Tax Freeze Grant)	119	119	119								
Special Projects/P4G (New Homes Bonus)	880	880	213	86	86	86	86	86	86	86	86
Balances	129	-									
Contributions from Reserves:											
Spend to Save	- 150						- 18				
PFI	- 378	- 389	- 401	- 409	- 422	- 434	- 447	- 459	- 472	- 484	- 497
District Election			- 120				- 136				- 153
Forecast Net Revenue Budget	11,037	10,735	10,272	10,306	10,620	10,919	11,209	11,549	11,875	12,211	12,557
Difference between resources and forecast budget (a - b)	- 0	31	- 363	- 429	- 526	- 603	- 665	- 771	- 856	- 945	- 1,037

SELBY DISTRICT COUNCIL - 10 YEAR FINANCIAL PLAN (August 2013) Best Case

	Base 2013/14	← Medium Term Financial Plan → 2014/15	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24
KEY ASSUMPTIONS											
Inflation		3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%
Interest Rates		1.50%	1.75%	2.00%	2.00%	2.50%	3.00%	3.50%	4.00%	4.00%	4.00%
Tax Base Increase		1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%
Government Grant (SUFA) Increase		-13.70%	-10.00%	-8.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%
Council Tax Increase		2.00%	2.00%	2.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%
COUNCIL TAX											
Tax Base (Number of Band D Equivalents)	27.824	28.102	28.383	28.667	28.954	29.243	29.536	29.831	30.129	30.431	30.735
Council Tax @ Band D (£)	158.88	162.06	165.30	168.60	173.66	178.87	184.24	189.77	195.46	201.32	207.36
Council Tax Income (£000's)	4,421	4,554	4,692	4,833	5,028	5,231	5,442	5,661	5,889	6,126	6,373
Precept (£000's)	4,421	4,554	4,692	4,833	5,028	5,231	5,442	5,661	5,889	6,126	6,373
REVENUE FINANCING											
	£000's	£000's	£000's	£000's	£000's	£000's	£000's	£000's	£000's	£000's	£000's
Council Tax	4,421	4,554	4,692	4,833	5,028	5,231	5,442	5,661	5,889	6,126	6,373
SUFA	5,377	4,640	4,176	3,842	3,919	3,997	4,077	4,159	4,242	4,327	4,413
Top-slice for Parish CTS	- 160	-	-	-	-	-	-	-	-	-	-
Transitional Council Tax Support	15	-	-	-	-	-	-	-	-	-	-
Council Tax Freeze Grant	49	49	-	-	-	-	-	-	-	-	-
New Homes Bonus	1,183	1,483	1,237	1,474	1,474	1,474	1,474	1,474	1,474	1,474	1,474
Special and Specific Grants	92	84	-	-	-	-	-	-	-	-	-
Collection Fund Surplus/Deficit (+/-)	60	30	30	30	30	30	30	30	30	30	30
TOTAL EXTERNAL RESOURCES	11,037	10,841	10,135	10,180	10,451	10,732	11,023	11,324	11,635	11,957	12,291

REVENUE BUDGET	£000's	£000's	£000's	£000's	£000's	£000's	£000's	£000's	£000's	£000's	£000's
Operational Budget - Core (excl invest inter)	3,715	3,437	3,805	3,796	3,909	4,027	4,283	4,272	4,400	4,532	4,821
Operational Budget - Access Selby	6,049	6,045	6,030	6,211	6,397	6,589	6,787	6,990	7,200	7,416	7,639
Investment Interest	- 200	- 250	- 280	- 300	- 300	- 300	- 300	- 300	- 300	- 300	- 300
Contributions to Reserves:											
PFI Scheme (Updated - ncl SDC's contributi	363	383	396	409	435	437	440	442	443	443	443
Building Repairs	130	130	130	130	130	130	130	130	130	130	130
Computer Development	150	150	150	150	150	150	150	150	150	150	150
District Election	30	30	30	34	34	34	34	38	38	38	38
Pension Equalisation	200	200	200	200	200	200	200	200	200	200	200
Spend to Save (C.Tax Freeze Grant)	119	119	119								
Special Projects/P4G (New Homes Bonus)	880	880	213	86	86	86	86	86	86	86	86
Balances	129	-									
Contributions from Reserves:											
Spend to Save	- 150						- 18				
PFI	- 378	- 389	- 401	- 409	- 422	- 434	- 447	- 459	- 472	- 484	- 497
District Election			- 120				- 136				- 153
Forecast Net Revenue Budget	11,037	10,735	10,272	10,306	10,620	10,919	11,209	11,549	11,875	12,211	12,557
Difference between resources and forecast budget (a - b)	- 0	106	- 137	- 127	- 168	- 187	- 186	- 225	- 240	- 254	- 266

SELBY DISTRICT COUNCIL - 10 YEAR FINANCIAL PLAN (August 2013) Worst Case

	Base 2013/14	← Medium Term Financial Plan → 2014/15	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24
KEY ASSUMPTIONS											
Inflation		3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%
Interest Rates		1.50%	1.75%	2.00%	2.00%	2.50%	3.00%	3.50%	4.00%	4.00%	4.00%
Tax Base Increase		1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%
Government Grant (SUFA) Increase		-13.70%	-14.00%	-12.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%
Council Tax Increase		0.00%	0.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%
COUNCIL TAX											
Tax Base (Number of Band D Equivalents)	27.824	28.102	28.383	28.667	28.954	29.243	29.536	29.831	30.129	30.431	30.735
Council Tax @ Band D (£)	158.88	158.88	158.88	162.06	165.30	168.60	171.98	175.42	178.92	182.50	186.15
Council Tax Income (£000's)	4,421	4,465	4,510	4,646	4,786	4,931	5,080	5,233	5,391	5,554	5,721
Precept (£000's)	4,421	4,465	4,510	4,646	4,786	4,931	5,080	5,233	5,391	5,554	5,721
REVENUE FINANCING											
	£000's	£000's	£000's	£000's	£000's	£000's	£000's	£000's	£000's	£000's	£000's
Council Tax	4,421	4,465	4,510	4,646	4,786	4,931	5,080	5,233	5,391	5,554	5,721
SUFA	5,377	4,640	3,991	3,512	3,582	3,654	3,727	3,801	3,877	3,955	4,034
Top-slice for Parish CTS	- 160	-	-	-	-	-	-	-	-	-	-
Transitional Council Tax Support	15	-	-	-	-	-	-	-	-	-	-
Council Tax Freeze Grant	49	94	45	-	-	-	-	-	-	-	-
New Homes Bonus	1,183	1,483	1,237	1,474	1,474	1,474	1,474	1,474	1,474	1,474	1,474
Special and Specific Grants	92	84	-	-	-	-	-	-	-	-	-
Collection Fund Surplus/Deficit (+/-)	60	- 30	- 30	- 30	- 30	- 30	- 30	- 30	- 30	- 30	- 30
TOTAL EXTERNAL RESOURCES	11,037	10,736	9,752	9,602	9,812	10,028	10,250	10,478	10,712	10,953	11,199

REVENUE BUDGET	£000's	£000's	£000's	£000's	£000's	£000's	£000's	£000's	£000's	£000's	£000's
Operational Budget - Core	3,715	3,437	3,805	3,796	3,909	4,027	4,283	4,272	4,400	4,532	4,821
Operational Budget - Access Selby	6,049	6,045	6,030	6,211	6,397	6,589	6,787	6,990	7,200	7,416	7,639
Investment Interest	- 200	- 250	- 280	- 300	- 300	- 300	- 300	- 300	- 300	- 300	- 300
Contributions to Reserves:											
PFI Scheme (Updated - ncl SDC's contribu	363	383	396	409	435	437	440	442	443	443	443
Building Repairs	130	130	130	130	130	130	130	130	130	130	130
Computer Development	150	150	150	150	150	150	150	150	150	150	150
District Election	30	30	30	34	34	34	34	38	38	38	38
Pension Equalisation	200	200	200	200	200	200	200	200	200	200	200
Spend to Save (C.Tax Freeze Grant)	119	119	119								
Special Projects/P4G (New Homes Bonus)	880	880	213	86	86	86	86	86	86	86	86
Balances	129	-									
Contributions from Reserves:											
Spend to Save	- 150						- 18				
PFI	- 378	- 389	- 401	- 409	- 422	- 434	- 447	- 459	- 472	- 484	- 497
District Election			- 120				- 136				- 153
Forecast Net Revenue Budget	11,037	10,735	10,272	10,306	10,620	10,919	11,209	11,549	11,875	12,211	12,557
Difference between resources and forecast budget (a - b)	- 0	1	- 520	- 705	- 808	- 891	- 959	- 1,071	- 1,163	- 1,258	- 1,357

											Appendix B
Reserves											
Description	Actual Balance 31 March 13	Use	Contribs	Estimated Balance 31 March 14	Use	Contribs	Estimated Balance 31 March 15	Use	Contribs	Estimated Balance 31 March 16	
	£	£	£	£	£	£	£	£	£	£	£
Revenue Reserves											
General Fund											
PFI Scheme	2,422,360	- 378,060	363,480	2,407,780	- 389,400	382,730	2,401,110	- 401,080	396,030	2,396,060	
Building Repairs & Projects*	562,244	- 20,500	130,000	671,744	- 93,000	130,000	708,744		130,000	838,744	
ICT	679,934	- 642,690	200,000	237,244	- 230,000	200,000	207,244	- 100,000	200,000	307,244	
Access Selby	438,310			438,310			438,310			438,310	
Contingency	553,135			553,135			553,135			553,135	
Election	66,954		30,000	96,954		30,000	126,954	- 150,000	30,000	6,954	
Industrial Units	58,119	- 25,000		33,119			33,119			33,119	
Open Space Maintenance	11,158			11,158			11,158			11,158	
Pensions Equalisation Reserve**	400,000		200,000	600,000		200,000	800,000		200,000	1,000,000	
Planning Inquiries	100,000			100,000			100,000			100,000	
Sherburn Amenity Land	9,992			9,992			9,992			9,992	
Special Projects (Programme for Growth)	1,944,000	- 1,943,240	884,242	885,002	- 1,519,453	880,000	245,549	- 162,922		82,627	
Special Projects (Non_PFG commitments)	571,702	- 254,242		317,460			317,460			317,460	
Spend To Save	312,090	- 318,810	119,070	112,350		119,070	231,420		119,070	350,490	
Tadcaster Central Area	466,090	- 250,690		215,400			215,400			215,400	
Wheeled Bins	18,000			18,000			18,000			18,000	
NDR Equalisation	300,000			300,000			300,000			300,000	
Discretionary Rate Relief Fund	300,000			300,000			300,000			300,000	
NYCC Collaboration	250,000			250,000			250,000			250,000	
General Fund	1,544,817		129,055	1,673,872		31,000	1,704,872		-	1,704,872	
Sub Total	11,008,905	- 3,833,232	2,055,847	9,231,520	- 2,231,853	1,972,800	8,972,467	- 814,002	1,075,100	9,233,565	
Capital Reserves											
Capital Receipts***	3,343,534	- 249,720	102,500	3,196,314	- 3,210,000	561,079	547,393	- 205,000	257,500	599,893	
Capital Receipts (Programme for Growth)	493,000	- 493,000	227,636	227,636	- 769,057	541,421	-			-	
Planning Delivery Grant (Capital)	192,750	- 192,750		-			-			-	
LPSA Grant - Balance from 07/08	32,499	- 32,499		-			-			-	
Community Safety Grant - Balance from 08/09	2,387	- 2,387		-			-			-	
	4,064,170	- 970,356	330,136	3,423,950	- 3,979,057	1,102,500	547,393	- 205,000	257,500	599,893	
* Potential for up to £500k to be allocated to Abbey Leisure Centre rebuild - subject to scheme costs											
** Payment to Pension Fund and reserve contributions to be reconsidered following triennial valuation due 2013/14											
*** Includes £3m insurance settlement re Abbey Leisure Centre											

Core & Communities Selby
GENERAL FUND BASE BUDGET
SAVINGS/EFFICIENCIES ACTION PLAN
2013/14 - 2015/16
Updated July 2013

Key:

Green	Savings likely to be achieved/low risk
Amber	Tentative savings - further work required/medium risk
Red	Savings require a change in Council policy or significant change in service delivery/high risk

Proposed Savings	Status	2013/14 £	2014/15 £	2015/16 £	Progress
Inflation factor		0.020	0.020	0.020	
Procurement Workstream					
Election software	Green	4,700	4,700	4,700	Completed
Audit Partnership	Green	15,000	15,000	15,000	Completed
		19,700	19,700	19,700	
WTT - Transformation (Core)	Green	50,000	50,000	50,000	Completed
Core Structure	Green	-	82,000	82,000	
Total Transformation		50,000	132,000	132,000	
Asset Management Workstream					
Total Asset Management		-	-	-	
Value for Money Workstream					
Internal Drainage Boards	Green	146,000	146,000	146,000	Completed
Community Safety	Green	15,000	15,000	15,000	Completed
Ward boundary review	Amber	-	-	30,000	To be implemented following next election May 2015 - amount subject to review of allowances
Total Value for Money		161,000	161,000	191,000	
Base Budget Review Workstream					

Proposed Savings	Status	2013/14 £	2014/15 £	2015/16 £	Progress
External Audit Fee		31,840	31,840	31,840	Completed
Early Retirements - Strain on Pension Fund	Green	75,000	75,000	75,000	Completed
Corporate and Democratic Core	Green	7,000	7,000	7,000	Completed
Pay Award from 2.5% est to 1% revised	Green	22,230	33,150	48,118	Completed
Car Allowances	Green	2,850	2,850	2,850	Completed
Total Base Budget Review		138,920	149,840	164,808	
Discretionary Service Review Workstream					
External Grants	Green	12,000	12,000	12,000	Completed
Total Discretionary Service Review		12,000	12,000	12,000	
Inflation adjustment		15,417	29,046	42,824	
Total General Fund Savings		397,037	503,586	562,332	
Target		397,037	720,147	574,650	
Headroom/Deficit (+/-)		0	- 216,561	- 12,318	
Green Savings		363,911	469,797	495,395	
Amber Savings		-	-	32,473	
Red Savings**		-	-	-	
To be identified		33,126	250,350	46,782	
Total		397,037	720,147	574,650	

ACCESS SELBY
GENERAL FUND BASE BUDGET
SAVINGS/EFFICIENCIES ACTION PLAN 2013/14 -
2015/16 (V2)
Updated 2nd July 2013.

Key:

Green
Amber
Red

Savings likely to be achieved/low risk
 Tentative savings - further work required/medium risk
 Savings require a change in Council policy or significant change in service delivery/high risk

Proposed Savings	Status	2013/14 £	2014/15 £	2015/16 £	Progress
Inflation factor		0.020	0.020	0.020	
Procurement Workstream					
Collaborative corporate contracts through shared procurement service Note: The balance of this target will reduce as individual procurement projects are identified	Red	36,610	61,560	61,560	Delivery of the remaining saving by year end is a risk and the target has therefore been reduced. The target has been impacted by the delay in the delivery of the CCTV Project and the reduction in saving from the green waste project.
Total Procurement		36,610	61,560	61,560	Completed
Transformation					
Spend to save initiatives	Red	0	25,000	25,000	Saving to be reviewed.
CRM Replacement - Capital investment required to achieve revenue savings	Amber	12,620	52,262	52,262	Approval has been given for the CRM replacement project. Realisation of savings is highly dependant on staff efficiencies being achieved
Mobile Working - Capital investment required to achieve revenue savings	Amber	0	134,500	145,500	Approval has been given for the Mobile Working Project. Realisation of savings is highly dependant on staff efficiencies being achieved
Service delivery options	Red	25,000	50,000	50,000	Saving to be reviewed.
Total Transformation		37,620	261,762	272,762	

Proposed Savings	Status	2013/14 £	2014/15 £	2015/16 £	Progress
Asset Management Workstream					
Running costs of new Civic Centre	Amber	40,000	40,000	40,000	A NNDR appeal date has been set at 17 July 2013. We have now agreed with the PCT the formula for calculating the split of utilities bills resulting in a lower annual bills.
Barlby Depot	Amber	8,380	8,380	8,380	Options for the future of the depot are currently being explored
Total Asset Management		48,380	48,380	48,380	
Value for Money Workstream					
Telecommunications Mast	Red	-	13,000	13,000	There is a proposal to take over the ownership of the mast from the Police with a view to manage in the interim prior to the relocation. There is no set timescale for this. This will generate an income however the figures have not been agreed. There will be no savings achieved during 2013/14.
Negotiation for share of out performance on Council Tax collection	Red	25,000	25,000	25,000	Currently underachieving on the collection of Council Tax. A review of this data is required to establish impact.
Car Park Income	Green	97,500	97,500	97,500	Future estimates have been reflected in the 13/14 budget process.
Total Value for Money		122,500	135,500	135,500	
Base Budget Review Workstream					
Car Allowances	Amber	41,150	41,150	41,150	2013/14 savings will need to be reviewed regularly, on-going changes to service delivery could have a positive knock on effect on mileage claims.
Housing Benefit Overpayments Recovery	Green	125,000	125,000	125,000	Due to the nature of the Debt, on-going review required.
Total Base Budget Review		166,150	166,150	166,150	

Proposed Savings	Status	2013/14 £	2014/15 £	2015/16 £	Progress
Discretionary Service Review Workstream					
New charge for planning advice	Green	30,000	30,000	30,000	Now charging for planning advice, further proposals for additional income generation within Planning are being considered
Maximise current income streams	Amber	50,000	100,000	100,000	Progress against pilot projects in marketing strategy is being made including Civic Centre Room Hire. A process is to be developed with the assistance of the Finance Team to establish where (if any) progress has been made to influence and establish whether this saving is achievable. Going forward, the Programme for Growth will significantly contribute to achieving the target
Redeploy resources to pursue grant funding opportunities	Red	50,000	50,000	50,000	Lead officers considering grant opportunities as part of their budget monitoring.
Policy changes to introduce new income streams	Red	-	-	100,000	Parking Charges can't be considered at Tadcaster until the legal challenge has been heard and we have carried out the improvements, which will be late 2014/15 at the earliest.
Total Discretionary Service Review		130,000	180,000	280,000	
Inflation adjustment		21,867	52,232	79,494	
General Fund Savings in Progress		563,127	905,584	1,043,846	
Completed (GREEN) General Fund Savings		2,633,546	2,773,310	2,925,459	(Maintained on a separate sheet)
Total General Fund Savings		3,196,673	3,678,894	3,969,305	
Target		3,173,668	3,340,335	3,457,103	
Headroom/Deficit (+/-)	**	23,005	338,559	512,202	
Green Savings		2,896,247	3,041,265	3,198,773	
Amber Savings		158,297	399,324	419,217	
Red Savings**		142,129	238,305	351,314	
Total		3,196,673	3,678,894	3,969,305	
Note: Value of savings to be delivered to meet target		277,421	299,070	258,330	

2013/14 – 2016/17 GENERAL FUND CAPITAL PROGRAMME

PROJECTS	Current Programme 2013/14	Estimated Programme 2014/15	Estimated Programme 2015/16	Total	Financing
	£	£	£	£	
Asset Management Plan Leisure Centres & Park	20,500	93,000		113,500	Building Repairs Reserve
ALC All Weather Pitch	250,000			250,000	Special Projects Reserve
Tadcaster Central Area	250,690			250,690	Tadcaster Central Area Project Reserve
Road Adoption - Industrial Units Sherburn	25,000			25,000	Industrial Units Reserve
Mast Relocation	145,210			145,210	Spend to Save Reserve
CCTV	23,600			23,600	Spend to Save Reserve
Grants					
Conservation / Heritage Grants					
Disabled Facilities Grants	350,000	350,000	350,000	1,050,000	Capital Receipts/Grant
Repair Assistance Loans	35,800			5,800	Capital Receipts
Energy & Efficiency Grants	13,640			13,640	Capital Receipts
ICT Hardware & Systems Within ICT Strategy					
Implementation & Infrastructure Costs	546,690	75,000	75,000	696,690	ICT Reserve
Desktop Replacement Programme	15,000	25,000	25,000	65,000	ICT Reserve
Mobile Working Solution	81,000	130,000		211,000	ICT Reserve
TOTAL	1,757,130	673,000	450,000	2,880,130	

SUMMARY OF FUNDING

Capital Receipts	249,720	200,280	200,280	650,280
Grants & Contributions	149,720	149,720	149,720	449,160
Reserves	1,357,690	323,000	100,000	1,780,690 *
Borrowing	0	0	0	0
TOTAL	1,757,130	673,000	450,000	2,880,130

* 113,500 Building Repairs
 250,690 Tadcaster Central Area
 250,000 Special Projects
 168,810 Spend to Save
 972,690 ICT
 25,000 Industrial Units
1,780,690

Public Session

Report Reference Number (C/13/11)

Agenda Item No: 13

To: Council
Date: 10 December 2013
Author: Helen Drye - Lead Officer Policy
Lead Officer: Keith Dawson - Director
Executive Member: Cllr Mark Crane – Leader of the Council

Title: Olympia Park

Summary:

The Adopted Core Strategy requires an approved Masterplan and Framework Delivery Document to be in place before planning applications on the Olympia Park strategic development site can be determined. This report sets out the steps to ensure an appropriate policy framework is in place.

Recommendations:

- i. To approve the Olympia Park Delivery Framework Document and Masterplan**
- ii. To note the timetable for preparing a supplementary planning document set out in paragraph 2.12.**

Reasons for recommendation

To provide a policy framework for consideration of a planning application for the Olympia Park strategic site.

1. Introduction and background

- 1.1** Olympia Park is the strategic development site included in the Adopted Core Strategy. The developers submitted a planning application covering part of the allocation in May 2012.
- 1.2** The Core Strategy includes a policy for this strategic development site which requires a Delivery Framework Document (DFD) and an

approved Master Plan prior to determination of any planning application.

- 1.3** The Delivery Framework Document and Master Plan are prepared by the developers. The Council is preparing a Supplementary Planning Document (SPD) to influence delivery of the site over the life of the core strategy.
- 1.4** The applicants entered into a Planning Performance Agreement (PPA) with the Council to project manage the planning application through the statutory process. After long and complex negotiations involving various technical issues a report on the application is now being prepared for consideration by Planning Committee.
- 1.5** To enable Planning Committee to consider the planning application, the Delivery Framework Document and Master Plan should be considered and approved by Council in advance. The SPD can be presented to Council for approval at a later date.

2. The Report

- 2.1** Within the adopted Core Strategy it is intended that the majority of new employment opportunities and about 40% of the Selby housing target will be provided through a large scale, mixed use development on land to the east of Selby (Olympia Park). This will include up to 1,000 new dwellings and 23 ha of employment land in the period up to 2027, including B1 offices, B1 and B2 industrial units, B8 storage and distribution premises, higher value uses, local convenience retail facilities and a public house. About 10 hectares of land is also reserved for longer term employment use.
- 2.2** The Adopted Core Strategy includes a policy for this Strategic Development Site which requires:
 - An approved Delivery Framework Document prepared by the landowners to demonstrate viability and deliverability of the scheme,
 - An approved Master Plan produced in consultation with stakeholders and the local community prior to determination of any applications for development.
- 2.3** The developers submitted a draft Delivery Framework Document and a Master Plan in May 2012. An assessment by Officers suggested that they were broadly in line with the then Core Strategy draft policy CP2A.
- 2.4** At the same time Officers produced a draft supplementary planning document, and all three documents were approved for public consultation by Council in June 2012.

- 2.5** It was agreed that following the public consultation period, a report would be submitted directly to Council which would incorporate any changes arising from the consultation process.
- 2.6** The Leader also gave delegated authority to officers to reflect the responses from the public consultation in the report to Council, after consultation with the relevant Executive Councillor. The leader agreed that this delegation will be to the Director of Community Services after consultation with the Leader, with a caveat that if any potentially controversial changes are necessary they may need to be considered by the Executive.
- 2.7** Public consultation took place on all three documents over summer and the aim was to report the results back to Council in September 2012.
- 2.8** The results of the consultation have not yet been presented to Council due to potentially controversial consultation responses covering a range of issues including:
- Recreation open space contributions
 - Access arrangements
 - Education provision
 - Wildlife
 - Sustainability appraisal
- 2.9** Over the course of the last year long and complex negotiations facilitated by ATLAS have gradually helped to resolve these issues.
- 2.10** The Masterplan and Framework Delivery Document are now ready to be presented to Council for approval, having been assessed and considered to have been prepared with the necessary public consultation and to be broadly in line with the Adopted Core Strategy SP7.
- 2.11** When approved by Council the Masterplan and Framework Delivery Document can be used by the Planning Committee in the determination of the current live planning application.
- 2.12** Although the draft supplementary planning guidance is also nearing completion, it has a more formal status and must be prepared in accordance with the relevant Regulations. This will include reporting of the consultation responses to Council and the relevant statutory assessments. It is envisaged that the SPD will be presented to Council for approval in spring 2014, and if approved will help to guide development of the strategic development site up to 2027.

3. Legal/Financial Controls and other Policy matters

3.1 Legal Issues

- 3.1.1** Supplementary Planning documents must be prepared in accordance with the relevant Regulations.

3.2 Financial Issues

3.2.1 Within approved budget.

4. Conclusion

4.1 Council is requested to approve the Masterplan and Framework Delivery Document attached at the end of this report to facilitate a decision on this important strategic site.

5. Appendices

Olympia Park Framework Delivery Document
Olympia Park Masterplan

Contact Officer: Keith Dawson – Director

Selby Farms Ltd and BOCM PAULS Ltd

Olympia Park

Framework and Delivery Document - May 2012

Revision D October 2013



FOREWORD

WELCOME TO OUR VISION FOR OLYMPIA PARK.

Probably only once in a generation does a town like Selby have the opportunity to secure its long-term economic and housing future. We believe that Olympia Park will give Selby that opportunity and what we have set out in the following pages is the way in which the landowners see the Vision being delivered.

Selby Farms and BOCM PAULS have worked together with Selby District Council for more than ten years to create a scheme that will deliver much needed jobs and housing in a highly sustainable location on the edge of Selby town and the village of Barlby. The scheme recognises the need to reinvigorate the housing supply with a mix of modern family homes. The shift in the nature of employment is represented within the concept for the Selby Farms employment land.

The two landowners both have long associations with Selby and Barlby and we are genuinely delighted to be involved in creating a lasting legacy that will carry historic Selby into the next phase of its exciting modern development.



Richard Cooper
 Group Commercial Director
 BOCM PAULS Ltd



John Dickinson
 Director
 Selby Farms Ltd

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OLYMPIA PARK PROJECT VISION

Source: ATLAS, Planning Performance Agreement Inception Day Summary Report, May 2011

'The development should fully integrate both physically and socially with Selby town centre and the wider area and aspire to be sustainable and to promote better opportunities for housing provision and jobs whilst being a development that is sufficiently flexible so that it is viable and deliverable. A safe environment will be created within the development that encourages healthy lifestyles and living and delivers an appropriate level of community facilities.

It will be a development where connections and linkages take advantage of and build on existing provisions and in particular, encourage pedestrian and cycle linkages within the site and to the town centre. It should promote the use of public transport as a means to integrate existing residents and workers of Selby with the development and new residents and workers from the development with Selby.

The development will have a distinctive design character that draws on the variety of local context and in particular the rich tapestry and mixed local styles that exist in Selby. It should promote the opportunities of 'gateways' to both housing and employment parts of the development. It should have effective green infrastructure that integrates with the high quality green spaces, sports facilities, pedestrian and cycle linkages and also retains respects and promotes biodiversity.

The development will provide a range of house types to improve the offer of accommodation within Selby, with a level of affordable housing that is viable and responds to local need. It will contribute to meeting the educational needs directly generated by the residents of the development and will aim to do so in such a way that encourages interaction with the new residents.

The employment opportunities will create jobs that assist in meeting both the needs generated by the development itself, Selby and wider needs whilst ensuring that the employment elements are easily accessible by a range of transport modes. The employment offer should also promote Selby as a business destination in North Yorkshire.'

DOCUMENT STRUCTURE

Olympia Park is designated as a strategic location for mixed economic and residential growth as an urban extension to the town of Selby, North Yorkshire. The local authority, Selby District Council (SDC), has identified the site in their Core Strategy as the only strategic development site in the District. Amongst the provisions within Core Strategy Policy SP7 which covers Olympia Park, is a requirement for the promoters to produce a Masterplan and Framework Delivery Document (FDD) and to have it approved prior to the determination of any subsequent planning applications.

This document and the Preferred Masterplan are intended to meet the policy requirement and will inform decisions being made during the determination of subsequent planning applications.

This document intends to meet the policy requirement and in the event that the Core Strategy is not adopted during the determination of planning applications for Olympia Park, an aspirational policy will inform determination, (if

it is adopted, the application will be determined against a Supplementary Planning Document or SPD). The aspirational policy or the SPD will be supported by this Framework and Delivery Document and the Preferred Masterplan.

Whilst designed specifically to meet the immediate policy requirements of SDC, the FDD provides a detailed record of the Olympia Park landowners' intentions for the site. It will form the basis against which future planning applications will be considered and will provide a reference document for any party which might have an interest in the evolution of the Olympia Park project and its future.

The FDD describes the site, its geographic location and features. It goes on to examine the way in which the Olympia Park scheme has evolved from its beginnings in 2006 to the scheme produced by Spawforths on behalf of the landowners and submitted to SDC with the FDD in May 2012.

Taking the Preferred Masterplan, key principles for the site such as movement hierarchies, green infrastructure and sustainability are described and examined in detail and where constraints affect the site, their mitigation and positive outcomes are set out. The inter-relationship of each element is described with respect to both the site itself and its immediate surrounding area.

The FDD concludes with a section that refers to the viability of the Olympia park project and the ways in which the partners will bring the site forward for development.

The FDD has been produced by the landowners, but has been the subject of detailed collaborative work between them, officers and advisers of SDC and ATLAS, (staff of which have facilitated the development of the document).

EXECUTIVE SUMMARY

Olympia Park is a unique mixed use development opportunity which will deliver 878 houses, retail facilities and over 2,500 full time equivalent (FTE) jobs in a highly sustainable location to the east of Selby town and within Barlby parish. The majority of the site is less than a mile from the town centre. The site will be able to deliver approximately 40% of Selby's housing requirement in the plan period up to 2027.

The Olympia Park site comprises approximately 92 hectares of brownfield and greenfield land in three ownerships:-

- Selby Farms Ltd (Selby Farms) – land immediately to the west of the A63 Selby Bypass
- BOCM PAULS Ltd (BOCM PAULS) – land to the south of Barlby Road, including land south of the Leeds-Hull railway line
- Greencore plc (Greencore) – land already consented for B1, B2 and B8 uses and lying to the west of the A19/A63 roundabout and immediately to the east of BOCM PAULS

This FDD has been produced by Spawforths, the planning consultants for BOCM PAULS and Selby Farms, and covers the area within their ownership.

The River Ouse to the north, west and south, the Leeds-Hull railway, the A63 Selby Bypass and the Potter Group all provide strong physical boundaries within and around the site which have shaped the approach to the disposition of uses. Employment uses have been located immediately to the west of the A63 on land that will be opened up by the provision of a new access road from the existing roundabout on the A63. This new access will link to the Potter Group and will not only provide excellent access for the employment land to the trunk road and motorway network, but will also provide an opportunity to divert Potter Group HGV traffic away from Barlby Road.

A new bridge from Barlby Road over the Leeds-Hull railway will provide the main access to the residential area south of the railway and will result in the closure of the existing level crossing and

the remediation of contaminated land adjacent to Barlby Road. The retained BOCM PAULS mill and new retail and residential uses on brownfield land fronting Barlby Road will create an exciting and much improved gateway to Selby.

The proposals for the Olympia Park site are based on the Preferred Masterplan which is the final iteration of a process started in 2006 when SDC commissioned BDP to produce a Concept Plan for the subject area. The evolution of the Masterplan has been a collaborative one involving the landowners, SDC and ATLAS and most recently has been conducted under a Planning Performance Agreement.

The Preferred Masterplan has accommodated the rights of neighbours and the constraints they impose on the scheme. The proposals have been the subject of significant local consultation and comments from the community have helped shape the scheme.

The site of the proposed residential area to the south of the railway already contains sports and

allotment facilities which as part of the scheme will be relocated and substantially enhanced. The scheme will also provide a primary school, if required by the local education authority. The scheme will retain many of the existing mature trees, some of which will line the pedestrian and cycle routes that will link the residential and employment areas with the town and surrounding areas.

The site is within the floodplain of the River Ouse and part of it has flooded in the past. The site now benefits from the 1 in 200 year protection provided by the flood defences completed by the Environment Agency in 2008. The site is considered by EA to be a “defended site”.

A surface water drainage strategy directs water away from the site and takes it under the A63. Sustainable Urban Drainage Scheme (SUDS) provide the opportunity to enhance wet and semi wet wildlife habitats throughout the site. Acoustic bunding which will mitigate local noise

sources will also contribute to the green infrastructure.

All the residential areas, the retail and the bridge access from Barlby Road, together with the access road which will open up employment land, will be the subject of a planning application in May 2012. The proposed disposition of uses in the employment land are contained in an indicative concept plan located in the appendix.

The delivery of residential and employment land will take place up to 2027. It is expected that infrastructure provision (starting with the bridge access to the residential land and the access road to the employment land) will start in 2013/2014

Extensive viability work carried out by the landowners demonstrates that this exciting and highly sustainable opportunity for the creation of jobs and housing in Selby is deliverable.



View from BOCM PAULS looking across the site.

THE SITE

The Olympia Park site comprises 92 ha of land located immediately to the east of Selby town centre and within the Barlby Parish and within a meander of the River Ouse. The boundary of the site is formed by the River Ouse, Barlby Road (A19), the Leeds-Hull railway and the Selby Bypass (A63). The site surrounds an employment site currently occupied by the Potter Group, a large freight, warehouse and distribution site where containers are transferred between road and rail. Selby itself is approximately 30 miles east of Leeds and 23 miles south of York. Selby is connected by rail to Leeds, Hull, York, Manchester and London. It is also accessed from junctions 34, 36 and 37 of the M62 Motorway which lies seven miles to the south of the site.

To the west of Potter Group, the BOCM PAULS land is predominately previously developed brownfield land with allotments, sports pitches, woodland and some agricultural land. To the east of Potter Group the land is greenfield owned by Selby Farms. This land is currently farmed with a farm house and associated buildings on the river side. BOCM PAULS also own an operational mill business on the Barlby Road frontage. North of

the railway and to the east of the BOCM PAULS mill is Greencore owned land with the benefit of consent for B1, B2 and B8 uses.

To the west of the railway lies Barlby Bridge, a residential neighbourhood with some facilities including a primary school, public house, corner shop and recreation and open space. Between this housing and the BOCM PAULS mill is the Rank Hovis mill.

Between the western side of Olympia Park and the River Ouse there are a number of private residences situated on Ouse Bank including Bleak House, Willowbank House and Elm House. These properties are all accessed by rights-of-way through the BOCM PAULS land.

Land to the north of the Leeds-Hull railway line is currently accessed directly off Barlby Road. Land to the south of the railway line is accessed via a level crossing over the railway line from Barlby Road and via Recreation Road, a traffic controlled single track road which runs under the railway line. The level crossing provides the primary access route to the Potter Group whilst

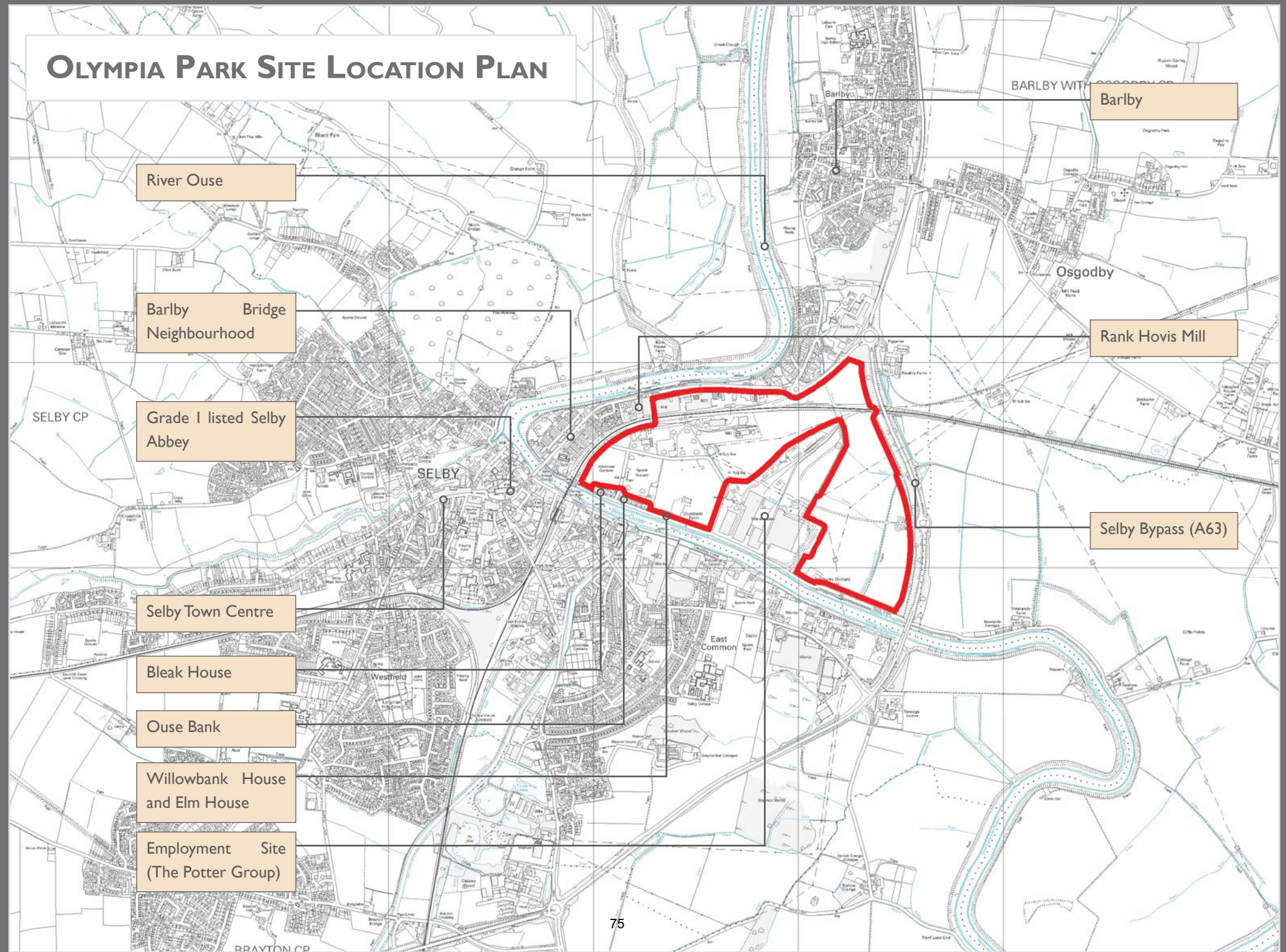
existing residential properties on Ouse Bank are primarily accessed via Recreation Road. The eastern land is accessed from a spur road and roundabout on the A63 Bypass.

There are a number of unadopted roads and tracks within the boundary of the site which serve as the rights-of-way that link the two access points and the Potter Group site and Ouse Bank properties. The River Ouse towpath runs along the southern boundary of the site and forms part of the Trans-Pennine Trail (National Route 65).

The site whilst predominately flat slopes gradually down towards the south eastern corner, where the A63 Bypass crosses the River Ouse, and consequently the western part of the site, within the immediate meander of the River Ouse, is at the highest level.

The Grade I listed Selby Abbey in Selby Town Centre is visible from within the site and over it from the elevated section of the A63 Bypass.

OLYMPIA PARK SITE LOCATION PLAN



THE SITE - SITE PHOTOGRAPHS



1. View from A63 looking west towards The Potter Group



4. Heading east over the River Ouse from Selby



2. Looking south-west towards the existing 'gateway' to Selby past BOCM PAULS mill along Barlby Road



5. Ouse Bank as seen from Ousegate



3. Looking south-east from the river bank over Barlby Road - showing the relationship between the Rank Hovis and BOCM PAULS mills and Barlby Bridge housing



6. Looking north to the railway level crossing



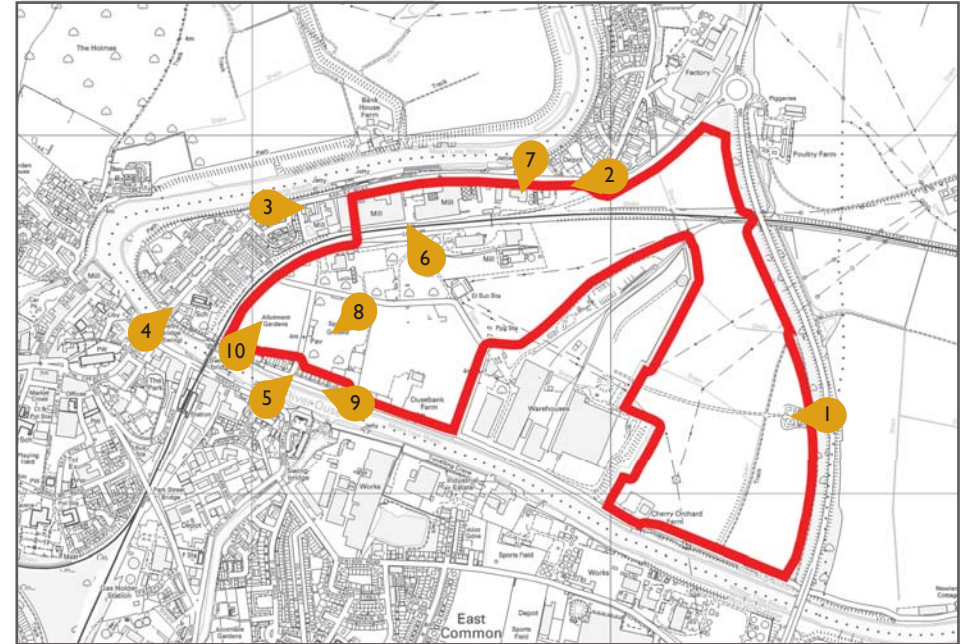
7. Looking south-west from the river bank Derelict Buildings on Barlby Road



8. Views to Selby Abbey are ROSSible when trees are not in leaf



9. Looking west from the flood defences showing Ouse Bank properties and Selby Abbey



Red line to be confirmed by SDC



10. Looking north over the allotments towards the mills from Trans-Pennine Trail

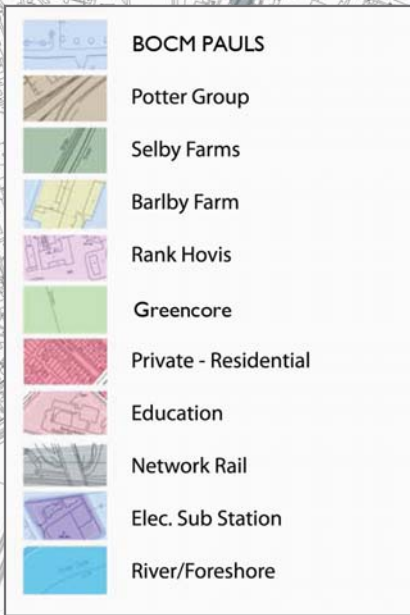
THE SITE

LAND OWNERSHIP

There are three principal land owners on the Olympia Park site BOCM PAULS Ltd, Selby Farms Ltd and Greencore owning 45.7ha, 36.3ha and 5.3ha respectively.

There are a number of other landowners with operational uses or smaller land holdings within the Olympia Park site boundary.

LAND OWNERSHIP PLAN



THE SITE

SITE HISTORY

Until the early 20th century, development in Selby was largely focused on the western bank of the River Ouse and Olympia Park was a wet, marginal land prone to flooding within the rivers meander. A few properties, clustered around the Toll Bridge crossing on Barlby Road are identified on the 1890s map spreading from the Toll Bridge on the eastern banks of the river and from Barlby to the north by the early 20th Century. As is common in the UK, industry in the form of mills and other industrial uses developed to the east of the main habitation. The proximity to the Leeds-Hull railway appears to have given rise to a number of rail spurs to serve the industry in the area and the Potter Group continue to use this facility. The scale of the BOCM PAULS mill and industrial operations on the site have reduced significantly over recent years leaving a number of unused structures within the site. Many of these structures line Barlby Road which serves as one of the main access corridors into Selby.

The former and current industrial uses on the site form the character of the western part of Olympia Park. The structures and buildings on the BOCM PAULS site, Rank Hovis site and the Potter Group all tend to have large footprints and the mill structures are tall. This industrial character contrasts starkly with the neighbouring Victorian grid pattern character of the mainly red brick terraced housing to the west. These properties were built to house the workers of the neighbouring mills and industrial buildings.

The skyline of Selby is dominated by the Grade I listed Selby Abbey. The tower of the Abbey can be seen throughout Selby and the surrounding area.

HISTORIC PHOTOGRAPHS

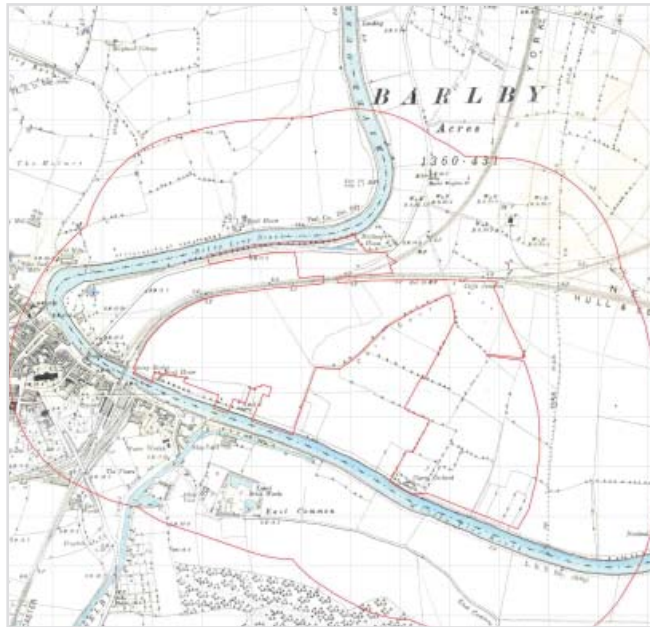


Pre-1913 BOCM PAULS mill looking from the north looking over the River Ouse and Barlby Road



Pre-1913 BOCM PAULS mill looking east with Barlby Road shown on the left

1890 MAP



- Development is restricted to west of the River Ouse
- The railway has been constructed with a spur reaching north towards Barlby
- The Toll Bridge and Barlby Road have also been completed

1950 MAP



- Development has continued to spread along Barlby Road from Selby
- The current BOCM PAULS mill site has been developed
- Properties on Ouse Bank appear for the first time
- The rail head into Potter Group appears

2011 MAP



- The A63 Selby Bypass has been constructed defining the eastern boundary of the site
- Housing development has occurred within Barlby
- Further industrial development has occurred on the opposite side of the River Ouse

THE SITE

PLANNING POLICY CONTEXT

Olympia Park is identified in SDC's Core Strategy as a strategic site for mixed employment and residential development.

This identification reflects its unique location on the edge of the built up area close to Selby town centre, providing an opportunity to create a sustainable urban extension, combined with the regeneration of former industrial land and premises.

The site was selected following evaluation of a number of alternative locations around Selby, and was considered the most sustainable option because of its good relationship with the existing pattern of development, its accessibility to the highway network and public transport, and because it is part brownfield.

Development at this location is acknowledged in the Core Strategy as the most appropriate way of promoting a significant proportion of planned new housing and employment growth

in Selby, which is identified as the principal settlement and focus for future growth. As such the development will make a major contribution towards Selby's role as the economic, cultural and social hub of the District.

Parts of the site were previously allocated for employment growth in the Selby District Local Plan or safeguarded for the expansion of freight handling and storage activities associated with the Potter Group railhead. The creation of new employment opportunities is also intended to support the continued expansion of these activities.

DEVELOPMENT PRINCIPLES

The development principles for the site are contained within policy SP7 of the Core Strategy. These development principles are;

- i. Development within the defined area will be programmed to deliver 1000 new homes and 23 hectares of new employment land in the period up to 2027, with a further 10.6 hectares reserved for longer term employment use.
- ii. A comprehensive, phased approach to development is required in accordance with an approved Framework and Delivery Document and an approved Master Plan, which will ensure the release of employment land in the eastern part of the site prior to future residential development south of the Leeds–Hull railway.
- iii. The Master Plan will be produced in consultation with stakeholders and the local

community prior to determination of any applications for development.

- iv. Principal access to new residential development south of the Leeds–Hull railway will be from a new junction with Barlby Road involving a new road bridge across the railway and stopping up of the existing level crossing. Access to new employment land in the eastern part of the site will be taken from the existing roundabout junction on the A63 Selby Bypass, through a new link road to the Potter Group site. Both the new link road and road bridge are required to be constructed in advance of residential development south of the railway.
- v. The impact of new development on the existing transport network should be minimised.
- vi. A sequential approach should be taken to residual flood risk and development vulnerability, in accordance with the requirements set out in the Council's Level 2 SFRA (February 2010). Site specific FRAs

will be required to address relative flood level vulnerabilities across the site.

- vii. Development proposals will be expected to deliver the necessary infrastructure, facilities and services, including recreation open space, to support new and expanded communities, and to cater for the needs of new businesses, in accordance with the Councils approved standards applicable at the time of future planning application(s). This may include financial contributions to secure provision by public agencies and reservation of land to accommodate education and health care provision, and community facilities such as a meeting hall, local convenience shopping and recycling.
- viii. The development should provide up to approximately 40% affordable housing over the lifetime of the scheme. Each residential phase of development will be expected to contribute towards affordable housing provision, the precise amount, type, and tenure of each phase to be determined at application stage (for each phase of

development), through an Affordable Housing Plan.

- ix. The opportunities created through the development of this area should be maximised to enhance the riverside and general environment including the retention, enhancement and creation of green infrastructure and wildlife habitats, provision of new landscaping, including structural landscaping, relocation of existing allotments and sports fields within the site, and provision of new recreation and amenity space.
- x. Proposals should ensure high quality design reflecting the prominent 'gateway' location of the site.
- xi. Development should maximise opportunities for sustainable travel, including reducing the dependency on the car through development of a Travel Plan and by providing suitable access to existing local facilities and services, providing new passenger transport links, and ensuring safe, attractive and convenient pedestrian and cycle routes between the

development and neighbouring areas, including Selby Town Centre.

- xii. Development should protect and enhance the amenities of existing and future residents and protect the viability of existing and future businesses.
- xiii. New development should protect and enhance the character and setting of Selby Town Centre Conservation Area, including maximising views to the Abbey Church and ensuring Selby's skyline is not detrimentally impacted upon.
- xiv. Development should incorporate sustainable development principles, including sustainable construction and drainage methods, and low carbon layout and design, and should where feasible and viable derive the majority of total predicted energy requirements from de-centralised and renewable or low carbon sources. In addition to incorporation of micro generation infrastructure, this might include energy from local biomass or waste technologies, combined heat and power schemes and/or community heating projects.

OLYMPIA PARK PROJECT VISION

Source: ATLAS, Planning Performance Agreement Inception Day Summary Report, May 2011

Collaborative working has created a joint and shared Vision and Objectives for the site which brings together the aspirations of the landowners, local authority and other stakeholders.

'The development should fully integrate both physically and socially with Selby town centre and the wider area and aspire to be sustainable and to promote better opportunities for housing provision and jobs whilst being a development that is sufficiently flexible so that it is viable and deliverable. A safe environment will be created within the development that encourages healthy lifestyles and living and delivers an appropriate level of community facilities.

It will be a development where connections and linkages take advantage of and build on existing provisions and in particular, encourage pedestrian and cycle linkages within the site and to the town centre. It should promote the use of public transport as a means to integrate existing residents and workers of Selby with the development and new residents and workers from the development with Selby.

The development will have a distinctive design character that draws on the variety of local context and in particular the rich tapestry and mixed local styles that exist in Selby. It should promote the opportunities of 'gateways' to both housing and employment parts of the development. It should have effective green infrastructure that integrates with the high quality green spaces, sports facilities, pedestrian and cycle linkages and also retains respects and promotes biodiversity.

The development will provide a range of house types to improve the offer of accommodation within Selby, with a level of affordable housing that is viable and responds to local need. It will contribute to meeting the educational needs directly generated by the residents of the development and will aim to do so in such a way that encourages interaction with the new residents.

The employment opportunities will create jobs that assist in meeting both the needs generated by the development itself, Selby and wider needs whilst ensuring that the employment elements are easily accessible by a range of transport modes. The employment offer should also promote Selby as a business destination in North Yorkshire.'

OLYMPIA PARK DEVELOPMENT OBJECTIVES

Source: Extract from ATLAS, Planning Performance Agreement Inception Day Summary Report, May 2011

TRANSPORT AND CONNECTIVITY

- Integrating new development with existing, with the best possible access to services and community facilities that already exist and also those that may be delivered by the development
- Encouraging alternative modes of travel to the car by accommodating pedestrians, cyclists and public transport
- Achieve good permeability within the site and to the surrounding area including the town centre for both pedestrians and cyclists
- Public transport should be provided and it should be delivered at the early stages with an emphasis to linking into existing networks
- The development should facilitate economic growth whilst also ensuring that the access arrangements segregate commercial and non-commercial traffic where possible
- Whilst promoting alternative modes of travel to the private car, the development should make appropriate provision for car parking.
- The development should consider the existing pedestrian and cycle linkages beyond application boundaries and seek to ensure these are retained to help future proof routes to and through the site.

HOUSING & THE BUILT ENVIRONMENT

- Design approach helps to create a sense of arrival and place, such as through the provision, layout and use of high quality green space
- The design approach should draw upon the variety of local contexts and in particular the rich tapestry and mixed local styles that exist in Selby to define a mix of character areas.
- Create a design framework that builds in flexibility to respond to the changes in market conditions over time, in particular in relation to the approach to unit sizes, densities and storey heights
- The design approach should acknowledge the difference in context and potential approach for housing to the north and south of the railway line
- Identify and enhance gateways into the both the housing and employment parts of the sites and how these can be treated.
- Careful design treatment will be necessary around the point at which the road bridge accesses the site.

ENVIRONMENTALLY SENSITIVE

- Development of the site should be approached in a manner that seeks to incorporate and safeguard measures for future integration of sustainable energy infrastructure
- Development at the site should aspire to be as sustainable as possible whilst at the same time ensuring that it is both deliverable and viable
- Employment is a key part of the development proposed at the site and its potential to deliver sustainable credentials of achieve carbon reduction should be fully explored
- The provision of sports pitches, allotments, green infrastructure and open space at the site should be considered in the context of promoting sustainability
- The development should promote biodiversity by retaining and respecting environmental assets which exist at the site and by identifying the potential to promote new opportunities.
- The development should promote sustainable urban drainage considering existing ground conditions, drainage infrastructure and flood risk relationships.

COMMUNITY FACILITIES & SERVICES

- Make sure needs of new population are appropriately addressed particularly education, health, community and sports
- Capacity related to school provision should be explored further and addressed, in particular relating to primary school provision which is constrained.
- The delivery of other community infrastructure including health facilities and community facilities would be desirable but will need to be considered in the context of need generated from the development and existing provision
- Sports facilities which will include sports pitches should be provided at the site and could be the focus to create a 'hub' of activity.
- The potential to make sports facilities at the site available for community and school use should be explored
- Provision of new of community facilities at the site should not damage the sustainability of existing facilities near the site and more broadly across Selby.

ECONOMY

- The employment / commercial development proposed should be linked to promoting Selby as a business destination.
- The employment / commercial development proposed should promote opportunities for retaining existing and creating new and jobs in Selby
- The employment use at the site should seek to deliver a mix of uses whilst also being sensitive to proposed and existing adjacent uses.
- The higher value employment uses (such as car showrooms) should be accommodated along A63 Bypass, these should be sustainable and complementary to other employment based activity
- Provision of the access road from the A63 will be a key requirement to promote the site and attract occupiers and it should therefore form part of the earlier phases.
- The approach to phasing of the site should have regard to the short, medium and long term aspirations for bringing forward employment activity to the site.
- The potential for linkages with Selby College for training should be encouraged.

EQUITY & HOUSING PROVISION







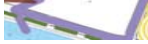













- The development should seek to deliver the policy target of approximately 40% affordable housing across the site, subject to viability
- The S106 should have sufficient flexibility to deal with viability
- The development should seek to include an appropriate mix of housing types, including an element of housing for larger families / larger units
- The development should consider and deliver appropriate accommodation for the elderly
- The design approach to houses should be tenure neutral and ensure full integration
- The potential for self build accommodation and live / work housing should be explored with the market and accommodated within the development.



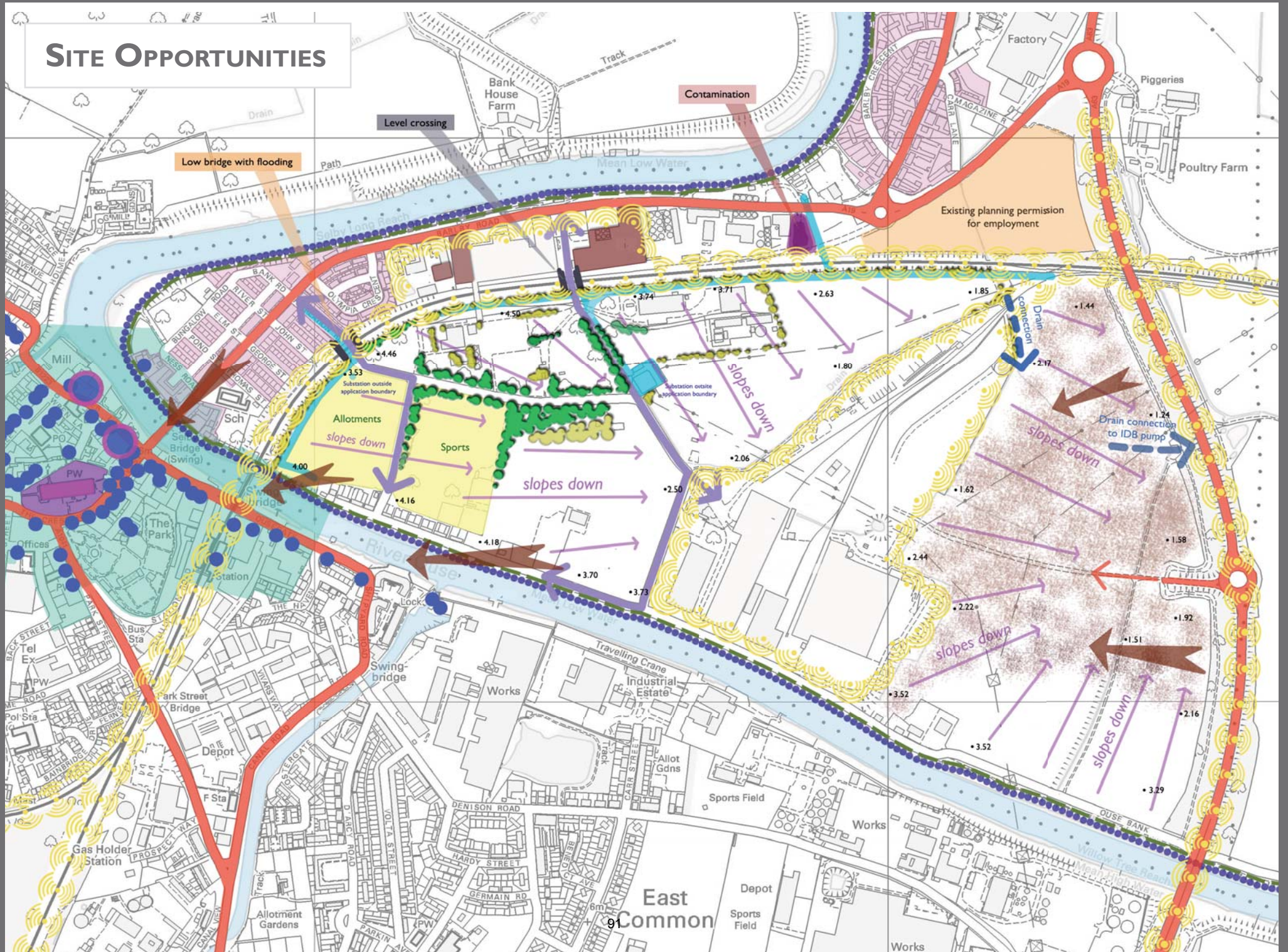
SITE ANALYSIS

INTRODUCTION

The Olympia Park proposal seeks to maximise the opportunities that this sustainable site provides and to minimise the impact of constraints. Initial desk top surveys of the site and technical assessments testing the quantum and location of development have identified several constraints and opportunities. Detailed reports of technical constraints will be submitted with the subsequent planning applications, (refer to appendix for a comprehensive list of these reports). A summary of site constraints and opportunities, is outlined in the following pages. This information has been used to shape and influence the scheme creating a development that is practical, achievable, deliverable and accords with the Vision for the area and the policy aspirations contained in Policy SP7 of the Core Strategy.

-  Trans-Pennine Trail
-  Grade I listed building - Selby Abbey
-  Grade II listed building
-  Grade II* listed building
-  Views to Abbey Tower
-  Noise source
-  Right-of-way
-  IDB connections
-  Utilities
-  Trees with Tree Preservation Order
-  Trees
-  Waterway
-  Substation (outside application boundary)
-  Highway
-  Flood defence - 1 in 200 year - raised approx. 3m above site.
-  Sportground / Allotments - private clubs
-  Tall buildings
-  Conservation Area
-  Underlying Peat
-  Housing

SITE OPPORTUNITIES



East Common
91

SITE ANALYSIS

SITE CONTEXT

The site is located immediately to the east of Selby town centre and within the Barlby parish. The boundary of the site is formed by the River Ouse, Barlby Road (A19) the Leeds/Hull railway and the Selby Bypass (A63). The railway forms a significant barrier to movement between the southern parts of the site and the neighbouring areas with only limited crossing points at Recreation Road and via the level crossing to Barlby Road, effectively making this part of the site quite inward looking.

Ouse Bank residents have vehicular and pedestrian rights of access across BOCM PAULS land to their properties via Recreation Road and under the railway. Potter Group have rights of access across BOCM PAULS land to access their site via the level crossing.

Existing allotments and sports pitches are located in the western corner of the site and are accessed via the Recreation Road underpass. These community facilities are leased from

ADJACENT LAND USES

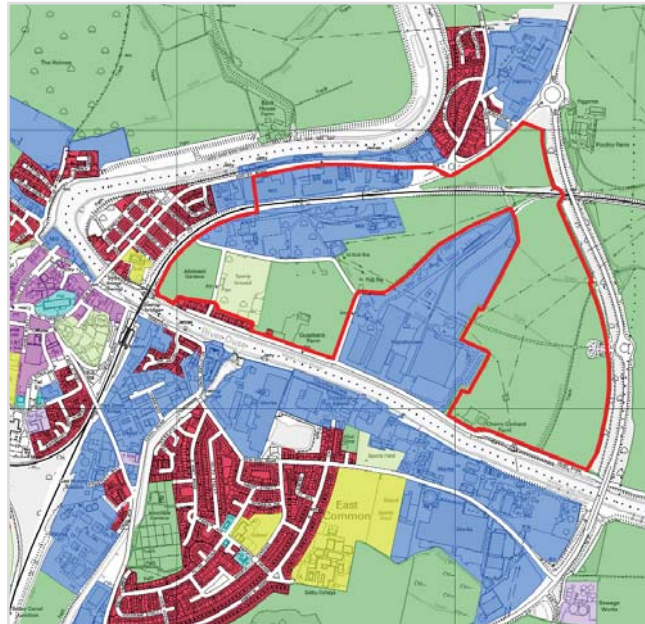
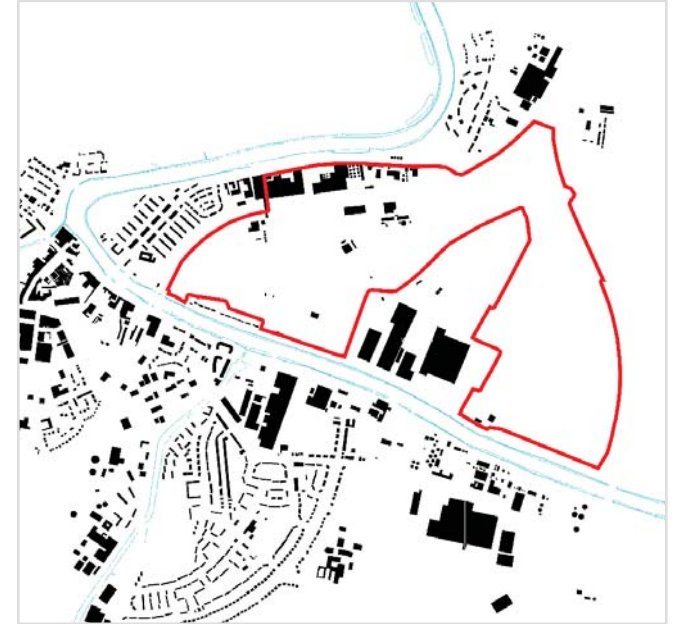


FIGURE GROUND PLAN



- Development focuses around Selby Town Centre
- Large plan buildings are located around the site indicating industrial and agricultural uses
- Dense terraced housing is located west of site
- Garden suburb style housing to the north of the site (Barlby)

BOCM PAULS for a peppercorn rent and are well used by the community.

BOCM PAULS site, north of the railway, is in close proximity to Barlby and Barlby Bridge and is linked to these areas by Barlby Road.

BOCM PAULS land which sits close to Selby town centre (on the western part of the site) is heavily industrialised and houses a number of large buildings. The Potter Group and Leeds-Hull railway dominate this area. The eastern part of the site is a greenfield site between the Potter Group and the A63 Bypass.

The BOCM PAULS mill and Rank Hovis mill on Barlby Road are existing employment uses within and next to the site respectively. To the north of the site lies Barlby where Greencore's factory is located next to the A63. An area of land north of the railway, owned by Greencore has existing consent for employment uses and lies within the Olympia Park site. The figure-ground plan of the area expresses its character as a location between two places, the neighbourhoods of

Selby and Barlby. The fine-grain typologies of the surrounding housing and the large industrial blocks throughout the site are evident from the figure ground plan.

Within the site there is a large primary substation located at the junction of Recreation Road and the Potter Group access road. There is also a small substation close to the railway bridge over Recreation Road.

The site enjoys considerable river frontage and access to the Trans Pennine Trail. This trail connects Selby Farms and BOCM PAULS land between the Potter Group and provides easy access to Selby town centre and the wider area.

VIEWS

The towers and spires of Selby Abbey are sometimes visible from specific locations within the site if trees are not in leaf. Unrestricted views to the Abbey are also possible from the flood

defences to the south of the site and over the site from the A63 Bypass.

Southerly views across the flat floodplain towards the river and East Common are punctuated by commercial factory and warehouse units with long views only possible from the flood defences which rise above the site. On the opposite bank of the river (Ousegate) a number of recently constructed residential apartment blocks are visible. Views east are prevented by the A63 which sits on an embankment. Equally views of the river are restricted by the height of the flood defences to the south (approx. 3m above ground level).

Views into the site are possible from south of the River Ouse on Ousegate (to the east of the railway) but are blocked by the railway bridge from the western end. Further views of the eastern part of the site will be visible from the A63 Bypass until the tree planting on the embankment matures. The site will also be visible from properties to the south of the river.

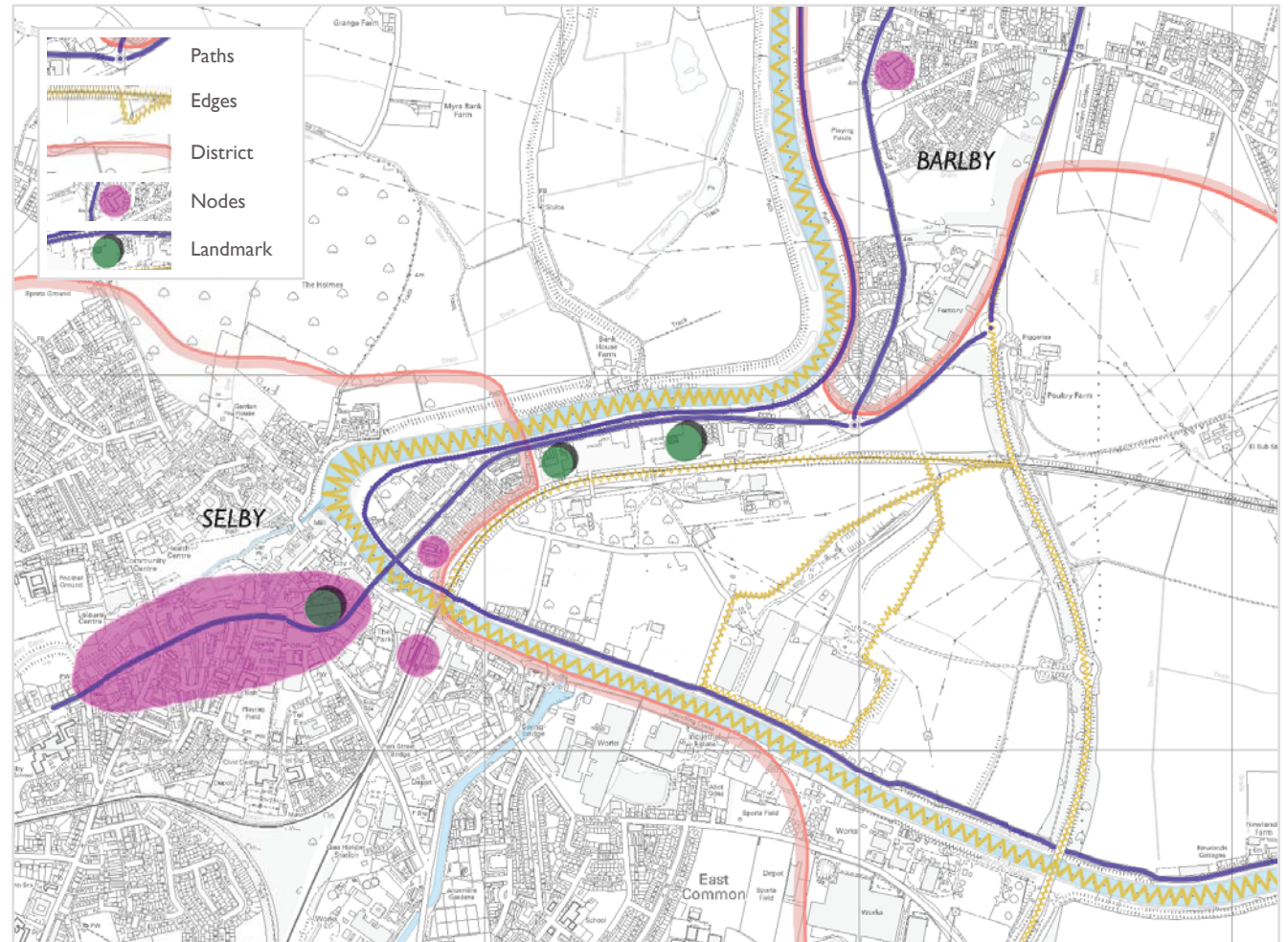
SITE ANALYSIS

URBAN DESIGN ANALYSIS

The river running along the southern boundary of the site forms a strong barrier to movement creating an edge with limited local crossing points - the old Toll bridge and the new A63 Bypass swingbridge. A further edge is formed by the Leeds-Hull railway which wraps around the edge of the site and divides the BOCM PAULS land into north and south. The only crossing points of the railway are the level crossing in the BOCM PAULS operational mill and via the Recreation Road underpass. The river separates the site from Selby and the railway separates the majority of the site from Barlby. The BOCM PAULS land north of the railway relates to Barlby.

The Selby Farms land is isolated from its surroundings by the railway, The Potter Group, the river and the A63 Bypass with the only connections being the Trans-Pennine Trail to the south and an access point from the Bypass.

The terrain of the area is relatively flat which places a visual importance on height and makes



An analysis of the Olympia Park site following principles described by Kevin Lynch

the mill buildings of BOCM PAULS, Rank Hovis and Selby Abbey dominate the area as notable landmarks.

Ouse Bank properties sit immediately next to the site with red brick terraces, semi-detached and detached typologies. The neighbouring Barlby Bridge area is dominated by terraced housing typology and to the north sits the Garden Suburb style housing of Barlby. The primary building material used in the local area is red brick with selective use of other materials for details.

The Selby Farms land and the northern BOCM PAULS land will be highly visible from the A63 Bypass and Barlby Road respectively. Policy SP7 requires that high quality design be used to reflect the 'gateway' location of the site.

TOWNSCAPE CHARACTER

The separation from surrounding neighbourhoods arising from the river and railway edges

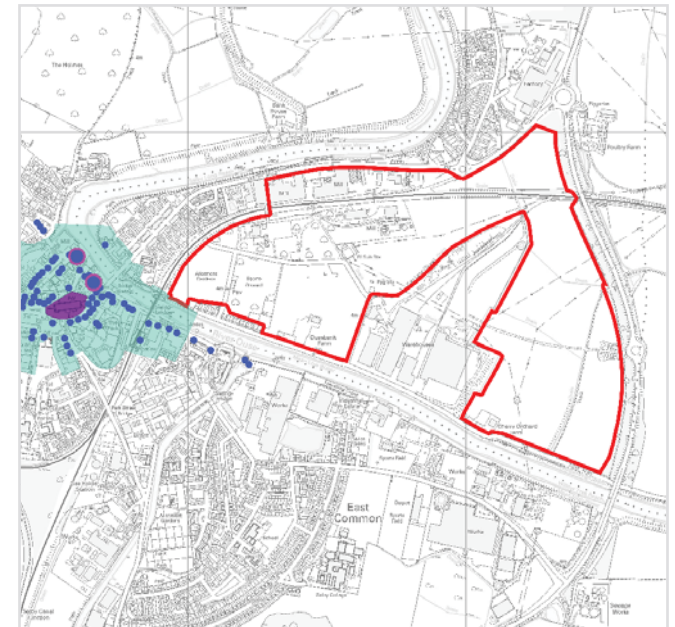
allows opportunities to create a distinct neighbourhood. There is also an opportunity to relate BOCM PAULS land north of the railway to Barlby.

There are a number of derelict buildings on the BOCM PAULS site which are currently being demolished. This will bring betterment to the area, particularly on the approach to Selby along Barlby Road.

Selby lies to the south-west of the site on the opposite side of the river. The town centre conservation area which extends into the south-western corner of the site contains a number of listed buildings. Recent town centre development has sought to maximise the opportunities provided by the river through the creation of an urban frontage along Ousegate.

Policy SP7, which emphasises the development should protect and enhance the setting of the conservation area and views to the skyline and maximise and enhance the riverside exert on influence on the site.

LISTED BUILDINGS AND CONSERVATION AREA



There are numerous listed buildings with Selby Town Conservation Area. Of these two are Grade II* and one is Grade I listed buildings:

-  Selby Abbey is Grade I Listed
-  Corunna House and Abbots Staiths Buildings are Grade II* Listed

SITE ANALYSIS

LANDSCAPE CHARACTER

There are a number of Tree Preservation Order (TPO) trees and some Woodland Order within the site which are broadly focused around the existing Recreation Road. In particular the Woodland area has been left unmanaged in the past.

The extension to Recreation Road, which runs through the site, is a tree lined route which links Barby Road to the Potter Group and the substation in the site. This forms the formal route in the area.

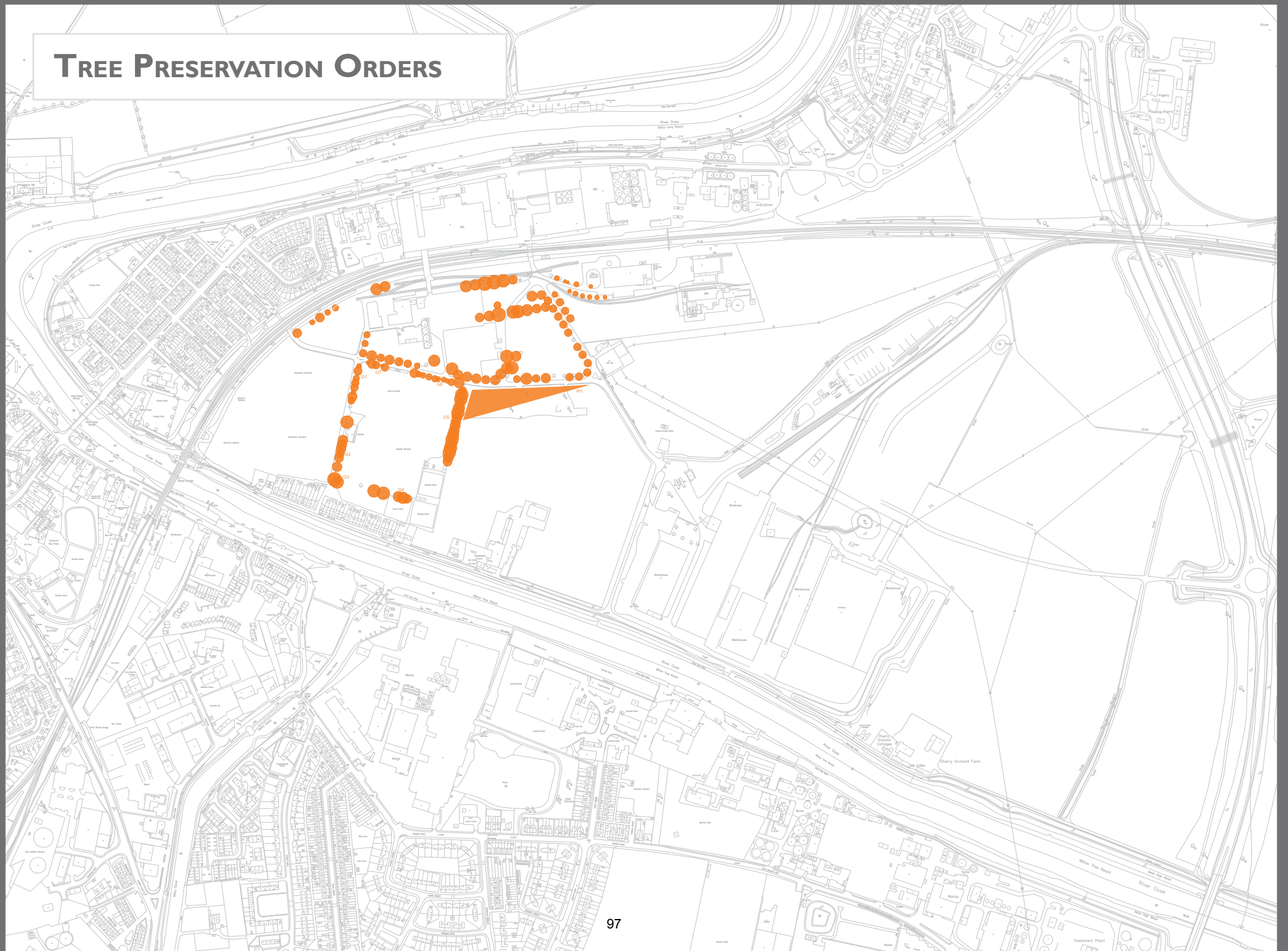
Recreation Road appears to have earned its name by linking Barby Bridge to the sports pitches and bowls club within the BOCM PAULS land. These facilities are currently used by Selby Olympia Football Club and the Selby Olympia Bowls Club. To the west of the sports pitches, next to the railway, sits an area of private allotments.

The eastern parts of BOCM PAULS land and Selby Farms land are currently used as agricultural land across which run a number of land drains.

There are a number of unadopted roads running through the site of various quality and state of repair with some being severely pot holed. The roads are generally tarmac although some are cinder tracks. There are no pavements alongside the roads.

Policy SP7 emphasises the need for the riverside to be enhanced and green infrastructure created including new wildlife habitat, landscaping, recreation and amenity space as well as the relocation of the existing sports facilities and allotments.

TREE PRESERVATION ORDERS



SITE ANALYSIS

ACCESSIBILITY

The main connections from the site to Selby and Barlby are via the River Bank (pedestrian and cycle) and Recreation Road, a narrow vehicular route linking to Barlby Road. Further road access is currently over a level crossing and through the BOCM PAULS mill giving access to Barlby Road and therefore Barlby and Selby. Despite these constraints the proximity of Selby suggests that development on the western site will have strong pedestrian connections to Selby. Policy SP7 requires that the existing level crossing be closed and a bridge used to cross the railway from Barlby Road.

Selby Farms land is well connected via the A63 Bypass to the strategic road network and the M62 supporting the allocation as employment land.

The Trans-Pennine Trail also allows pedestrian access from Selby and the BOCM PAULS land along the southern side of the Potter Group.

Vehicular access to this area will be from the existing roundabout on the A63 Bypass.

The Potter Group has access through the BOCM PAULS land to their entrance on the west of their site. This route passes through the BOCM PAULS mill site and over the level crossing. Policy SP7 requires that a new access road be provided through Selby Farms land providing the Potter Group with an alternative access. This aims to reduce HGV movements on Barlby Road.

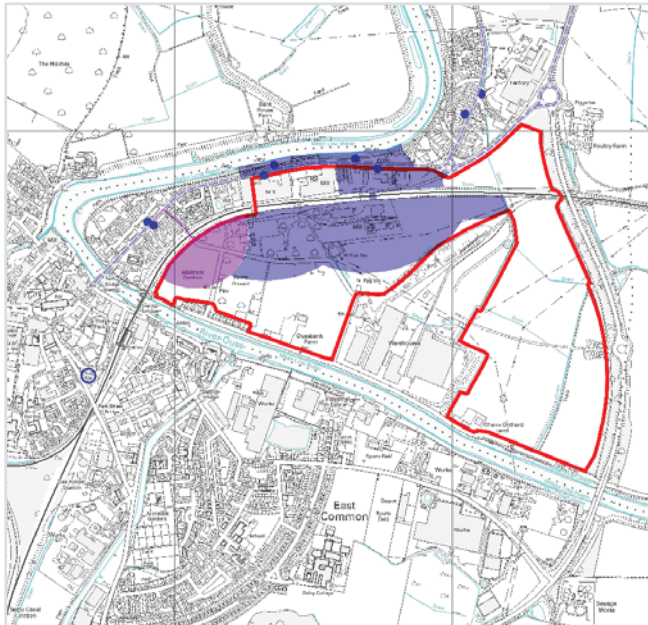
The Ouse Bank properties also have rights-of-way across the site through the recreation Road underpass on a route that follows the perimeter of the allotments to the rear of their properties. These rights of way maybe transferred (with agreement) at a later stage to enable residents to use the newly created infrastructure.

Elm House and Willowbank House also have a right-of-way through the site from the level crossing running to the west of The Potter Group to the track adjacent to the river.

The Olympia Park site is well-located in terms of distance to the town centre and local services and has a 2km walking catchment from the centre of Olympia Park. Pedestrian footpaths along Barlby Road provide access to BOCM PAULS land to the north of the railway line and the northern sections of the wider Olympia Park site.

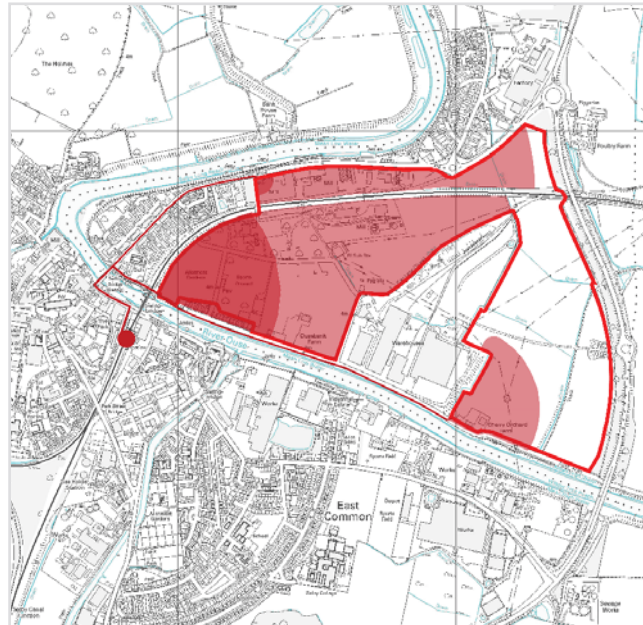
The site is well served by public transport with three bus services currently operating along Barlby Road. These buses provide links to Selby, York, and Goole, with service number 415 providing the most frequent service of three buses per hour in both directions from Selby to York. Many of the bus stops on Barlby Road are within 400m (approx. 5mins walk) of a large proportion of the BOCM PAULS site. Greater coverage of both local and regional destinations is available by changing buses in Selby town centre. Selby Train Station is within 800 metres (approx. 10mins walk) of the BOCM PAULS part of the site and the station provides direct routes to Leeds and Hull as well as York, Manchester and London .

PUBLIC TRANSPORT: ACCESS TO BUS ROUTES



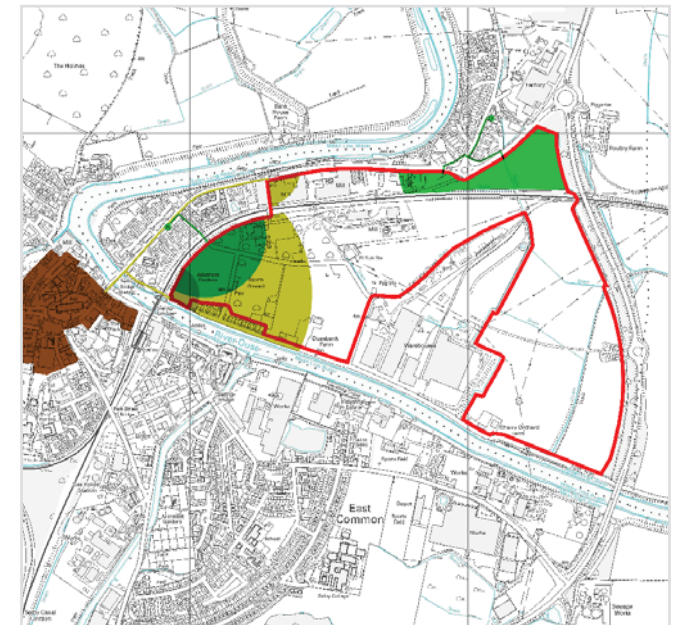
- The nearest bus route follows Barby Road
- The above image illustrates 400m walking distance to bus stops where known (pink shade). If potential walking distances to bus stops are unknown the 400m distance is shown as the crow flies from the bus stops (blue shade)

PUBLIC TRANSPORT: ACCESS TO RAIL STATIONS



- Selby Railway Station is within walking distance of the site.
- The dark red shade indicates up to 1km walking distance from the railway station
- The light red shade indicates up to 2km walking distance from the railway station

ACCESS TO FACILITIES



- The Selby Shopping and Commercial Centre sits to the west of the site area. The light green shade indicates 800m from its boundary
- There are also two convenience stores close to the site. The dark green shade shows 400m from these facilities

SITE ANALYSIS

HIGHWAYS

Recreation Road which passes under the railway line via a single carriageway, is constrained to one car width and is used by residents living in properties on Ouse Bank and affords car access to the Potter Group site. This arrangement is unsuitable for use by large numbers of residents.

Existing access over the level crossing currently prevents the development of BOCM PAULS southern land for housing. However a large housing site can be delivered with the introduction of a bridge across the Leeds-Hull railway line (as required by Policy SP7) to replace the level crossing. The proposed new bridge (providing it is delivered by 2014) will negate the need for substantial maintenance work to be undertaken on the level crossing. Highways improvements will also be required to the existing access on to the A19 Barlby Road.

A roundabout on the A63 Bypass has already been constructed to allow future access to the eastern (Selby Farms) section of the Olympia

Park site and must be extended by a new link road to the Potter Group in accordance with the requirements of SP7.

JUNCTIONS

The baseline information and technical assessments undertaken confirm that existing junctions on Barlby Road have the capacity to take the additional residential traffic associated with the Olympia Park proposals without further remodelling. A new roundabout junction on Barlby Road is required to facilitate the proposed residential development on BOCM PAULS land. Traffic entering and leaving the highway network via the A63 Bypass (generated as a result of the employment proposals), will Bypass the town centre and minimise the impact of any increased traffic on local roads. However the Toll Bridge junctions within the town will require improvements.

For further Highways details refer to appendix for list of relevant technical reports available.

AIR QUALITY

In 2011 SKM Enviros reviewed the baseline air quality measurements carried out by SDC and other available data on local air quality. They concluded that, within the development site and the wider area, air quality levels are within the relevant air quality standards and therefore no further mitigation measures are required.

For further Air Quality details refer to appendix for list of relevant technical reports available.

MILL WORKS

The BOCM PAULS Mill on Barlby Road was built in 1989 and in milling terms, the factory is still a relatively modern facility which has had heavy investment over the last ten years. It makes approximately 250,000 tonnes of pig and poultry feed per annum. Having faced a difficult market in the last decade, rationalisation of the mill's activities has put it on a much sounder footing and has secured its future as a key location for BOCM PAULS over the long term.

It is not economically viable to close the mill and replace the facility with a new build factory elsewhere. The cost of replacing the mill on a like for like basis is estimated to be around £15m. Given the current mill's relatively modern facilities, it would produce a negative environmental impact if the mill was to be demolished and a new mill built elsewhere. The Company have therefore decided to retain the mill and develop around it.

Remodelling and refurbishment work to the existing BOCM PAULS operational mill is required to facilitate the proposed new bridge access and neighbourhood centre.

These works will improve the mills' appearance and this will enhance the image of Barlby Road. It will also create an opportunity to carry out environmental improvements to the mill, making it a better neighbour.

SITE ANALYSIS

NOISE

Daytime and nighttime noise surveys have been undertaken on both BOCM PAULS and Selby Farms land identifying noise constraints. The data obtained has determined that the site broadly falls within levels where noise should be taken into account when determining planning applications particularly for housing and, where appropriate, conditions imposed to ensure an adequate level of protection against noise. The site provides the opportunity to improve the noise environment within and around the site. In particular landscape buffers and screening will be constructed on the Potter Group western boundary and adjacent to the railway line to mitigate the impact of noise to residential development. These buffers will be designed to support and create new wildlife habitats as required by policy SP7.

The key sources of noise are BOCM PAULS operational mill, the Leeds-Hull railway, the

Potter Group activities, Highways traffic and the Rank Hovis Mill.

BOCM PAULS OPERATIONAL MILL

The mill creates noise levels marginally above accepted standards (background) mainly from cooler exhausts located high on the roof of the building. These will be mitigated in the proposed scheme.

THE LEEDS-HULL RAILWAY

The Leeds-Hull railway also creates noise levels marginally above the accepted standard (background) primarily from the engines, located high on the diesel trains. The noise sources, particularly on the raised western end of the line will require mitigation.

THE POTTER GROUP

As the primary activity within the site is the transfer of freight between road and rail, noise sources are from HGV movements and rail movements within the site. There is also a stone crushing plant within the Potter Group site which creates further noise. These noise levels are marginally above accepted standards and will be mitigated in the proposals.

HIGHWAYS TRAFFIC

As with most urban areas, traffic noise is an issue that will need to be taken into consideration when developing the site.

RANK HOVIS MILL

Noise is emitted from high levels within the Rank Hovis mill due to their operational processes. These noise levels are marginally above accepted standards and will be mitigated in the proposals.

Whilst noise affecting the development site has the potential to be intrusive, it is considered that with the inclusion of appropriate measures to mitigate the worst case effects, noise would not present a significant constraint to the granting of planning permission for these proposals at the Olympia Park site.

For further noise details refer to appendix for list of relevant technical reports available.

GROUND CONDITIONS

Desktop study information and site investigations have identified areas of the site which may require mitigation (shown on the site opportunities plan). Within the BOCM PAULS land to the north of the railway, there is an area of contamination towards the eastern end of the site. Within the BOCM PAULS land south of the railway, there is only minor contamination from a leaking toilet. Investigations to Selby Farms land investigations have not revealed any contamination however the northern part of the site is underlain with peat creating unstable ground. Assessment of the ground conditions has shown all conditions can be satisfactorily mitigated through an appropriate remediation strategy which is technically and economically viable.

- The existing baseline information and technical assessments confirm that due to ground conditions and potential contaminants on part of the site, mitigation and remediation works on BOCM PAULS land will be required prior to the redevelopment of the site

- Consultation with North Yorkshire County Council and the Coal Authority have established that the Site is unlikely to be affected by past or possible future coal mining operations.
- Historical plans do not indicate any quarries or clay pits in the vicinity.
- Sub-structures within the existing made ground are unsuitable for future development and will need to be broken out.
- Variable made ground and the soft underlying alluvial soils will constrain foundation options for potential future buildings particularly because of the underlying peat on Selby Farms land and where existing structures remain. Based on current understanding, piled foundations are likely to be necessary for much of the site but it is recommended that foundation requirements are assessed specifically during the detailed design of the future development. Similarly, specific assessment will need to be made of the settlement potential of future roadways, embankments and other structural features.

For further geotechnical details refer to appendix for list of relevant technical reports available.

SITE ANALYSIS

FLOOD RISK

Selby District Council commissioned both a Level 1 and Level 2 Strategic Flood Risk Assessment. (SFRA) The Level 1 Assessment showed that the Olympia Park site is situated in an area defined by the Environment Agency (EA) as High Risk of flooding (Flood Zone 3a.) However, the Level 2 Assessment determined the risk of overtopping to be very low because of the high standard of protection given by the Selby flood defence scheme (completed in September 2008). Hydraulic modelling results show that the flood defences on the left bank of the River Ouse are not overtopped during either the 1% AEP (1 in 100 year) event including an allowance for climate change or the 0.5% annual probability (1 in 200 year) event. Olympia Park is therefore considered to be an area benefiting from flood defences during these magnitude events and is regarded as a “protected site”.

Also the Level 2 Strategic Flood Risk Assessment (SFRA) recommends that the residual risk of the flood defences being breached is low

because of the recent construction, the quality of the construction and the EA inspection and maintenance programmes. However this residual risk should be mitigated against through layout, construction and management of the site in accordance with the Level 2 Assessment.

Site specific Flood Risk Assessments (FRA) will be submitted with the applications in accordance with policy SP7 and the Level 2 Assessment. The risk of surface water flooding will be mitigated by the site-wide holistic drainage strategy that will be implemented as the site is developed. There are no other significant sources of flooding.

The principal source of flooding to the Olympia Park area has historically been the River Ouse and the site experienced flooding from this source in March 1947 and more recently in November 2000. The 2000 event was due to overtopping of the defences along Barlby Long Reach west of Barlby village and to the north of Barlby Road opposite the BOCM PAULS Mill. Initially, land north of the railway line flooded as it backed up behind the raised (Selby-Hull) railway

line, followed by flooding of the site south of the railway line as the flood water weired over the railway line and infiltrated through the ballast.

The site is low lying and relatively poorly drained. The EA Flood Map for Surface Water indicates that during a 1 in 200 year rainfall event, some areas of the site may experience flooding from surface water. Previously undertaken flood risk assessments for the site have indicated that there are no other significant sources of flood risk to the site.

As previously discussed, the risk of a failure of the new flood defences due to a breach is considered to be very unlikely. Nevertheless, the mitigation measures will ensure that the development is safe and protected against the residual risk.

Mitigation measures recommended by the SFRA include:

- Maintaining existing flood flow pathways through the site.

- Locating more vulnerable uses (housing) in the most protected areas (western).
- Safe refuges should be created within residential and non-residential buildings
- Sleeping accommodation should be restricted to the first floor above 1 in 200 year flood event levels and non-sleeping accommodation below this level.
- Site specific FRA should be completed for development.
- A floodline warning system should be adopted and signage installed indicating the appropriate egress routes.

For further flood risk details refer to appendix for list of relevant technical reports available.

SURFACE WATER DRAINAGE

The site north of the railway line positively drains to a combined mains sewer running along Barlby Road which conveys foul and surface water to Barlby Waste Water Treatment Works (WWTW). Land to the south of the railway line is drained by a network of channels known as the Cherry Orchard drain network. These convey runoff in an easterly/north-easterly direction under the embanked A63 Bypass at the eastern edge of the site to a pumping station located on the left bank of the River Ouse at Newlands Farm. The pumping station discharges directly into the River Ouse.

Surface Water discharge from the site into the network of drains which connect to the Internal Drainage Board pump must be kept to current levels.

Policies SP7 and SPI8 promote biodiversity and use of SUDS. The existing drains within the site will be extended and developed to create

green infrastructure and support biodiversity in accordance with this policy.

For further drainage details refer to appendix for list of relevant technical reports available.

SITE ANALYSIS

ECOLOGY

Policy SP7 and Policy SPI8 require the creation of new green infrastructure and the incorporation of biodiversity into scheme.

With this in mind ecological surveys have been undertaken on both BOCM PAULS and Selby Farms land in order to confirm the ecological value of the Olympia Park site and to identify potential opportunities which the site provides to support the policies.

BOCM PAULS LAND:

Surveys have confirmed the land has low ecological value but have identified:

- There are bat roosts in a number of the derelict buildings
- There are no ponds on the site suitable for great crested newts.
- A barn owl roost and potential breeding site could exist in the former extraction plant and appropriate mitigation measures might be required.
- Water voles have also been recorded in the existing drainage ditches

SELBY FARMS LAND:

Surveys have identified that there are:

- There are potential areas for bat roosting habitats in some of the vacant buildings and further survey work will be required.
- There are no signs of barn owls, although there is anecdotal evidence of barn owls in the area.
- The site represents a potential habitat for water vole and otters.
- There is potential for great crested newts on the site and therefore further survey work will be required.

The habitats present on the site are not considered important on a national scale, however they do have local value and benefit a variety of wildlife species. New wildlife habitat should be created as part of the development.

For further ecology details refer to appendix for list of relevant technical reports available.

ARCHAEOLOGY

A desk-based assessment of the Olympia Park site, including parts that were formerly under industrial use by BOCM PAULS was carried out. The archaeology and cultural heritage paper confirms that the potential for previously unrecorded remains being discovered on site is considered to be low for all archaeological periods.

Further archaeological evaluation is currently underway and will be submitted with subsequent applications. This work comprises a programme of geophysical survey and palaeoenvironmental assessment. Further survey work, may include further excavation or an archaeological watching brief during construction.

The buildings within the site area are not considered to be of significant historical or architectural value.

For further archeology details refer to appendix for list of relevant technical reports available.

UTILITIES

Asset plans have been obtained from all utility companies that operate in the Selby area. Responses have identified that the local area is currently served by utility companies including Northern Gas Networks, Yorkshire Water, CE Electric and BT Openreach. Some diversion/undergrounding of existing utilities will be necessary to facilitate the development, but it is considered that these do not impose a significant constraint on the development.

New connection enquiries have been made to relevant utility companies with regard to the provision of new utility supplies to the proposed development. An intermediate pressure gas main is located along the northern site boundary (Barlby Road) providing sufficient capacity for a gas supply to the proposed development. Potable water can be fed via the existing potable water mains currently serving the site, which should be retained and reinforced where necessary or via a new potable water main from the Selby Ring Main where sufficient capacity has been

identified for the proposed development. An electricity primary substation is located within the site boundary and will be retained for future use within the development proposals. The local electricity network within the site will be undergrounded and extended where necessary to serve the proposed development. The BT Openreach network currently serving the site will be undergrounded and extended to provide a suitable telecom connection for the proposed development.

Yorkshire Water have confirmed that Barlby Waste Water Treatment Works (WWTW), which lies close to Olympia Park, has sufficient capacity to serve the whole of the site as well as other potential locations within the catchment. In addition the Selby WWTW also has capacity.

Ouse Bank properties currently discharge sewerage, via a pump on BOCM PAULS land directly into the River Ouse. Olympia Park provides an opportunity to improve this situation with agreement from the Ouse Bank residents.

SITE ANALYSIS

SOCIAL INFRASTRUCTURE

The proposed scheme is close to existing neighbourhoods, has good access to road networks, public transport and a wide range of local facilities.

The close proximity of the site to Selby town centre, Barlby and Barlby Bridge means a wide range of local facilities including, doctor's surgery, the local hospital, shops, restaurants, professional services, places of worship and sports and recreational facilities are within approximately 10-15 minutes walking distance.

The close proximity of the site to Selby railway station, (approximately 10 minutes walking distance) which runs services to Leeds, Hull, Manchester and London substantially extends the range of facilities easily accessible from Olympia Park to include major city centre facilities such as department stores, art galleries, theatres, restaurants etc.

Bus services operating along Barlby Road link the site to existing facilities in Barlby Bridge and Barlby and provide regular access to Selby, York, and Goole. Many of the bus stops on Barlby Road are within 400m (approximately 5mins walk) of a large proportion of the BOCM PAULS site and the landowners are currently discussing with the bus services providers the potential of extending this local bus service into the site.

The Trans Pennine Trail that runs on the southern boundary of the site, along the waters edge, provides easy access to facilities and services in Selby town centre and provide a link to the surrounding countryside.

More locally, two convenience stores in Barlby can be easily accessed and Barlby Primary school is within 10 minutes walk of the site. Because of limited capacity at the school North Yorkshire County Council (NYCC) has requested a new school is included in the Olympia Park proposal.

On the western corner of the site there are existing sports pitches, allotments and a bowls club which are regularly used by the community and club and team members.

SUSTAINABILITY

The Olympia Park site is considered to be a sustainable option to meet the housing needs of the District within the life of the emerging Local Development Framework (LDF). Policy SP7 requires that the site contribute to national and local targets to reduce greenhouse gas emissions by considering the layout, design and use of the development. Particular policies which relate to sustainability are SP15, SP16, SP17 and SP18.

The proximity of the site to Selby Town centre and existing public transport as well as pedestrian and cycle connections give potential to reduce the residents' dependency on the private car, although existing pedestrian and cycle routes will need to be improved and enhanced.

The large area of the site creates potential to layout and orientate buildings to benefit from passive and renewable energy sources such as solar energy. Buildings could also utilise sustainable design to reduce their energy consumption and water use. Housing built on the site will be required to achieve the highest viable level of Code for Sustainable Homes (CfSH). Employment uses will also have to achieve the highest BREEAM standard viable in line with Policy SPI6.

There may also be potential for the site to connect to decentralised, renewable or low carbon forms of energy. Discussions have taken place with Whites Recycling Solutions, the occupiers of the former Tate and Lyle plant, on the potential to utilise waste heat as a heat source for Olympia Park in accordance with SPI6. Whilst discussions have been positive, further investigation of this and other potential energy sources need to be undertaken.

Further opportunities for decentralised, renewable or low carbon energy may arise within

the site. A public building (e.g. school) or business may decide to install a system which could provide energy to support some or all of the site. Opportunities for delivery of fuel to supply such a system, using the existing railhead which serves the Potter Group, should be explored.

SUMMARY

Analysis of the Olympia Park site confirms that whilst the site has some constraints, these can be mitigated and therefore they do not represent significant barriers to development of the site. Any constraints to development are outweighed by the significant opportunities provided by this sustainable urban extension to Selby. Olympia Park will deliver sustainable housing and economic growth in a location that will allow residents to live close to a new employment hub and have access to local services and community facilities - all within walking distance of Selby town centre.

The masterplan has evolved through collaborative working between the landowners, SDC and other stakeholders.

Informing the evolution of the masterplan are the aspirations contained in the Vision and in policy SP7 of the Core Strategy which places emphasis on placemaking and deliverability.

Viability assessment has been undertaken at each of the stages of development to ensure revised proposals are viable and robust. The findings of these assessments have been used to inform the masterplan.

The following pages describe design evolution in detail using the following structure:

- Community & Consultee Engagement,
- Masterplan Design Principles
- Masterplan stages



Selby Abbey

DESIGN EVOLUTION

COMMUNITY AND CONSULTEE ENGAGEMENT

Through extensive community and consultee engagement, the Olympia Park landowners and their consultant team have discussed and evolved masterplan proposals with a wide range of interested parties including, local residents, active community groups and organisations, local councillors, key local authority officers, statutory bodies and other key stakeholders.

To facilitate on-going dialogue with these groups the landowners and members of their consultant team have held regular meetings, discussions and exhibitions over a number of years which has enabled all interested parties to be informed of the development proposals and have an opportunity to comment upon them. Through this process of engagement, key issues have been identified and discussed and the masterplan has evolved to enable it to respond positively, where possible, to the issues raised. Whilst the Olympia Park planning application was submitted to the local authority in May 2012 the landowner

continues to engage with the community and consultees.

For full Community Engagement details refer to the document entitled 'Statements of Community Involvement' authored by Spawforth and which forms part of the planning submission documents.

DESIGN PRINCIPLES

Underpinning the Preferred Masterplan are the following key development principles:

- To create a masterplan that delivers the Vision for Olympia Park
- To create a masterplan that accords with the policy aspirations contained in SP7 of the Core Strategy
- To create a masterplan that delivers the landowners' physical and financial aspirations.
- To create a masterplan that is financially viable
- To create a masterplan that is deliverable

DESIGN EVOLUTION

INTRODUCTION TO MASTERPLAN STAGES

Whilst masterplan stages for Olympia Park have consistently sought to maintain a similar disposition of residential and commercial development to that outlined in the BDP masterplan produced for SDC in 2006, a number of alternative masterplan stages have been developed to address aspirations contained in SP7, and Vision, technical constraints, current and forecast market conditions and land owner aspirations.

The key themes which have informed the masterplan evolution process relate to:

- Changes to the layout on BOCM PAULS land north of the railway
- A review of the total extent of employment land proposed on Selby Farms land
- Altered perceptions of how the development relates to Selby and Barby
- Increased housing numbers required within the Core Strategy and to ensure scheme viability.

- Greater understanding of technical constraints
- Placemaking aspirations

Initially, in 2003 Spawforths were commissioned to look only at development on the western side of the site with the view to BOCM PAULS selling this land to a housebuilder. The masterplan at this stage saw the development to the west as part of Selby and emphasised this by creating a strong formal axis orientated on the distant views of Selby Abbey and a strong urban grid.

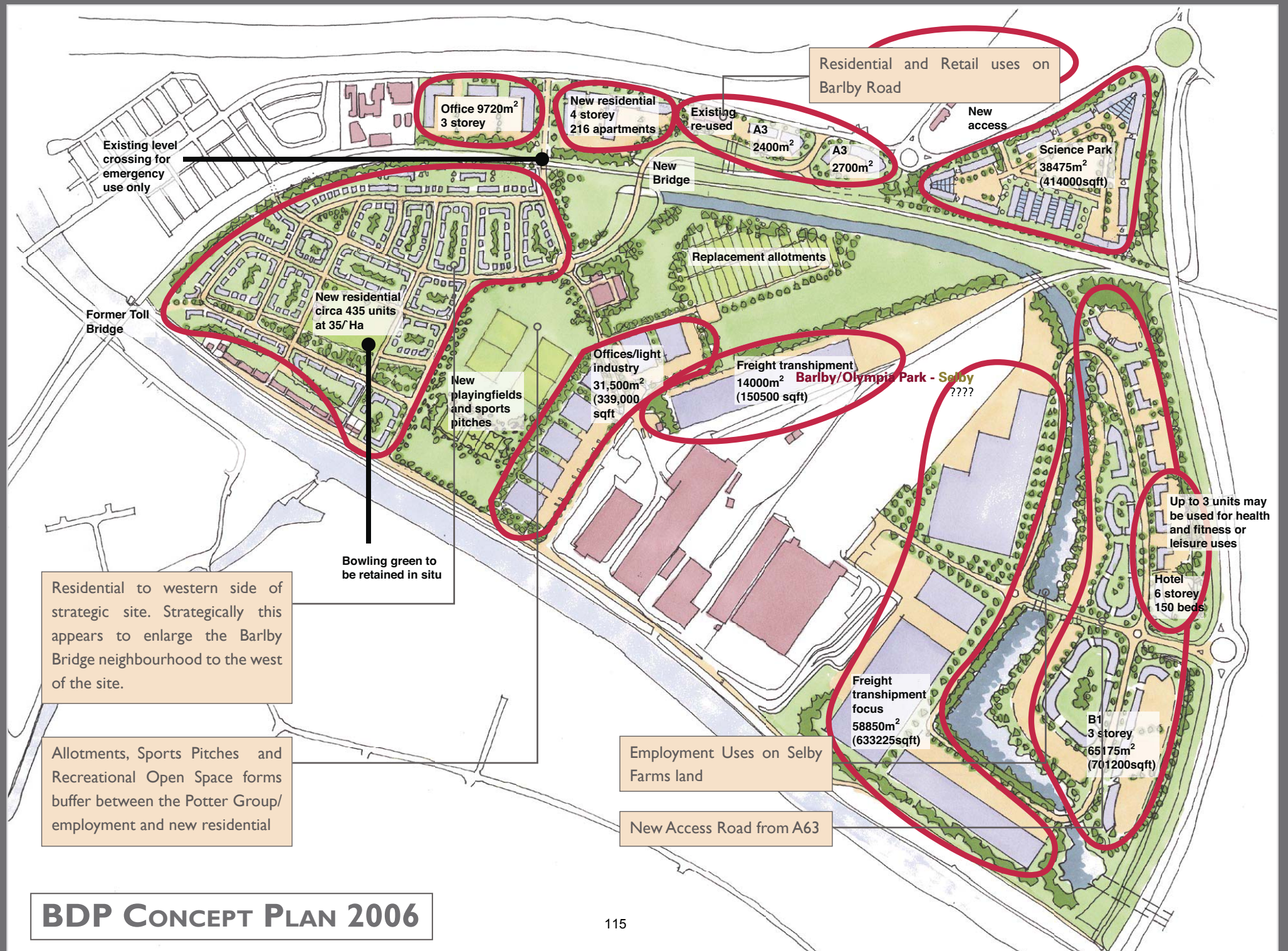
A selection of masterplan stages are outlined on the following pages:

BDP CONCEPT PLAN

In 2006 BDP and King Sturge were appointed by SDC to prepare a series of options for the employment led mixed use development of Olympia Park, comprising land owned by BOCM PAULS north and south of the railway, existing premises owned by the Potter Group and land

owned by Selby Farms and Greencore adjacent to the A63 Selby Bypass. King Sturge provided economic input into the baseline study which influenced the concept plan.

The BDP concept plan determined the disposition of residential and employment within the site and had the support of Selby's Economy Board. It determined that BOCM PAULS land south of the railway was most appropriate for housing. BOCM PAULS land north of the railway most appropriate for mixed use and Selby Farms land most appropriate for employment.



BDP CONCEPT PLAN 2006

DESIGN EVOLUTION

EVOLUTION STAGE ONE

This masterplan, which envisaged the BOCM PAULS Mill building being demolished to accommodate a road bridge across the railway line and residential and commercial development on the resultant Barlby Road frontage, was the subject of the previous Masterplan and Delivery Framework report submitted to SDC.

Essentially it is a progression of the concept plan previously completed by BDP on behalf of SDC in their bid to ascertain the potential of the Olympia Park site to deliver sustainable and viable development.

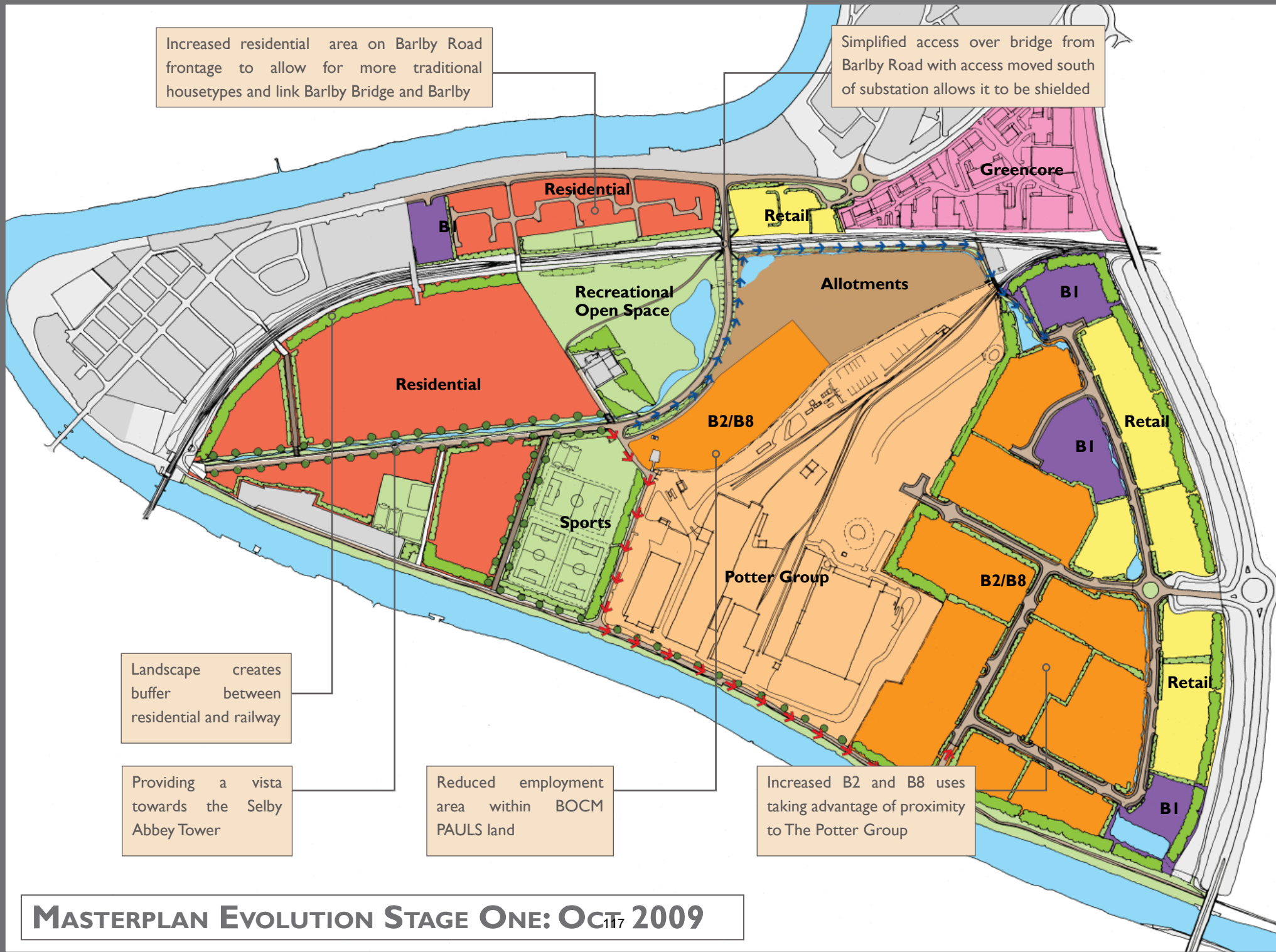
It is worth noting this proposal delivers only 400 houses, which was the required number at the time, and therefore falls well short of the 1000 houses subsequently identified by SDC as being required in their Draft Core Strategy.

KEY CHANGES

- Proposed new access junction on Barlby Road. Level crossing retained, but a stronger gateway is created by simplifying the access thus allowing more space for frontage development on Barlby Road
- Direct views of the substation within the site are prevented by realigning the access road
- Quantum of B2 and B8 uses on Selby Farms land are increased to take advantage of the rail freight facilities owned by The Potter Group
- Employment uses and the sports pitch and allotments are located to screen views into The Potter Group from the residential
- Landscape buffer to mitigate potential noise source which also has potential to provide new wild life habitat and promote biodiversity.
- Replaced the apartments on the Barlby Road site with more traditional mix of terraced, detached and semi-detached housing. This sought to create a new neighbourhood facing Barlby Road and link the Barlby Bridge and Barlby neighbourhoods.
- Reduced the amount of B1 on Barlby Road to reflect changing market demand.
- Reinforced pedestrian link with Barlby Road to improve non car dependent connectivity to surrounding as promoted in the Vision.
- Retained access into Selby Farms land and Potter Group and made this into a stronger gateway with proposed new roundabout.
- Strengthen water's edge on Potters boundary by landscaping and creating a pedestrian/cycle link between BOCM PAULS and Selby Farms.
- Landscape buffer along the railway that has the potential to provide new habitats for wildlife and thus promote biodiversity.

Increased residential area on Barlby Road frontage to allow for more traditional housetypes and link Barlby Bridge and Barlby

Simplified access over bridge from Barlby Road with access moved south of substation allows it to be shielded



Landscape creates buffer between residential and railway

Providing a vista towards the Selby Abbey Tower

Reduced employment area within BOCM PAULS land

Increased B2 and B8 uses taking advantage of proximity to The Potter Group

MASTERPLAN EVOLUTION STAGE ONE: OCT 2009

DESIGN EVOLUTION

EVOLUTION STAGE TWO

Confirmation that the BOCM PAULS mill north of the railway was to be retained resulted in changes to the location of the road bridge over the railway line and the arrangement of proposed land uses on the site, particularly on the Barlby Road frontage. Nonetheless, the disposition of uses on the land south of the railway in the ownership of BOCM PAULS and Selby Farms, largely remained the same as shown on the BDP concept plan.

Following publication of Selby's Employment Land Review (2007), consideration of the anticipated requirement for employment land during the Core Strategy plan period and the anticipated abnormal costs required to develop on underlying peat, changes were made to the masterplan to reflect projected employment land requirements based on current and anticipated market demand.

KEY CHANGES

- Repositioning of the road bridge over the railway line to accommodate the BOCM PAULS Mill following a decision to keep it on the grounds of viability and sustainability. This reduced the amount of retail/commercial land available leaving a public house on the existing Barlby roundabout and shifting the residential east.
- The retained mill effectively separates Barlby Bridge and Barlby neighbourhoods allowing the new public house and residential on the frontage to be seen as an extension to Barlby rather than an extension to Barlby Bridge.
- Repositioning of high value commercial uses on Selby Farms land to compensate for the abnormal costs associated with developing on underlying peat and to create strong and attractive employment edge to the site.
- The positioning of B1, B2 and B8 development, on the remaining and more stable ground. This mix of employment sought to diversify the types of employment available within Selby.
- 7.80 hectares of employment land safeguarded beyond the LDF plan period, in recognition of the longer term employment land target set out in the Draft Core Strategy and Employment Land Review.
- This masterplan sought to confirm higher value commercial uses on the northern part

of Selby Farms' land given the presence of underlying peat and to ensure a viable form of development.

- Reconfiguration and expansion of employment on BOCM PAULS land adjacent to Potter Group to create an improved 'face' to the Potter Group.

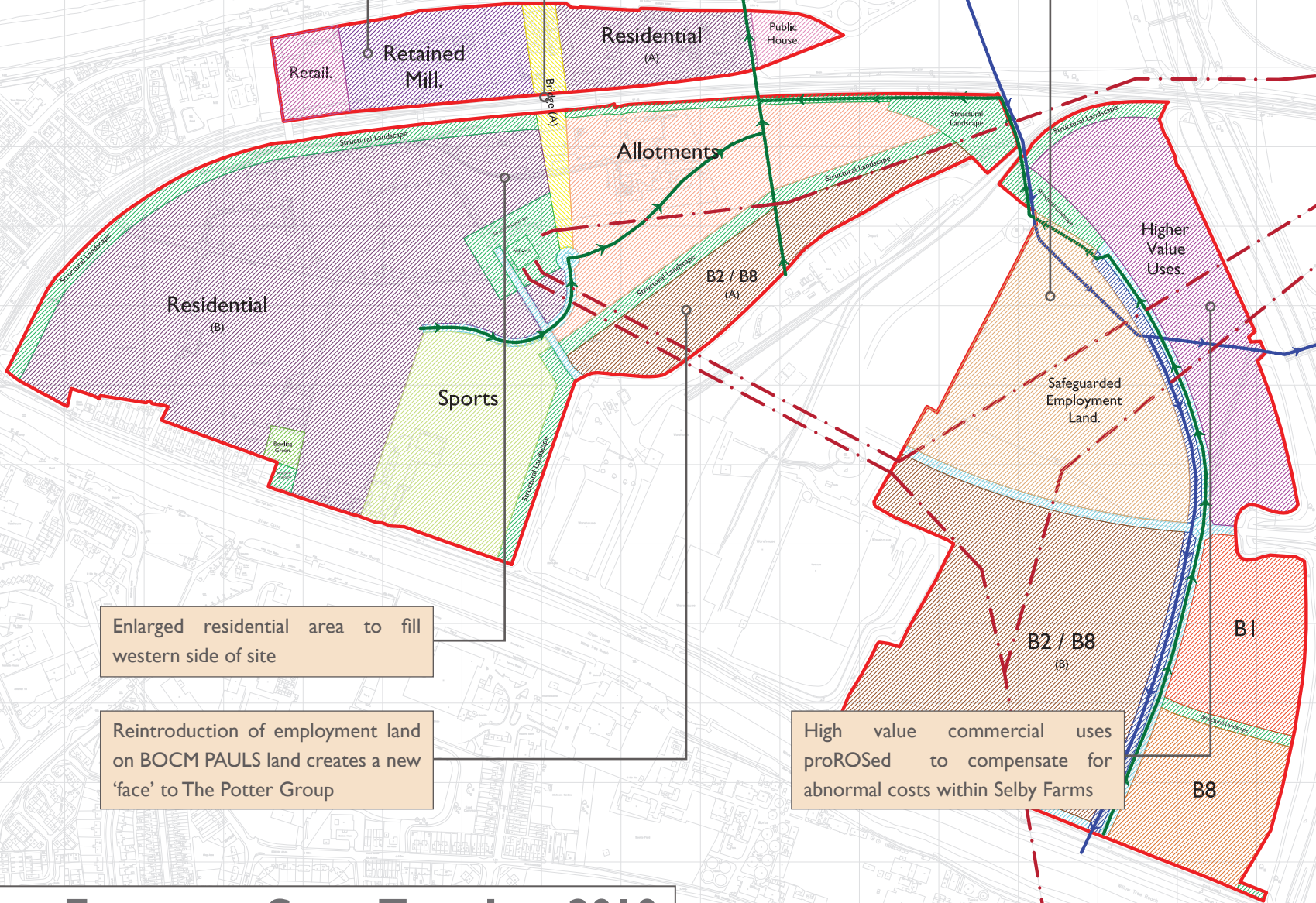
LAND USE	HECTARES	ACRES
Retail Areas	0.92	2.26
Retained Mill	2.69	6.65
Residential	20.05	49.53
Allotments	6.25	15.44
Sports	4.63	11.44
Employment (B1, B2/B8)	21.72	53.66
High Value	6.07	14.99
Public House	0.49	1.22
Safeguarded Employment	7.81	19.29

Retention of
BOCM PAULS mill

Bridge relocated
to accommodate
retained mill

Greencore site
planning approval
already granted

Safeguarded employment
land beyond the LDF
plan period



Enlarged residential area to fill
western side of site

Reintroduction of employment land
on BOCM PAULS land creates a new
'face' to The Potter Group

High value commercial uses
proROSeD to compensate for
abnormal costs within Selby Farms

MASTERPLAN EVOLUTION STAGE TWO: JULY 2010

DESIGN EVOLUTION

EVOLUTION STAGE THREE

This revision also sought retention of the BOCM PAULS Mill resulting in changes to the location of proposed land uses on the site and the location for the road bridge across the railway. This masterplan sought to reassess the amount of housing land that could be brought forward on the western part of the site in order to increase the amount of housing land available in this sustainable location.

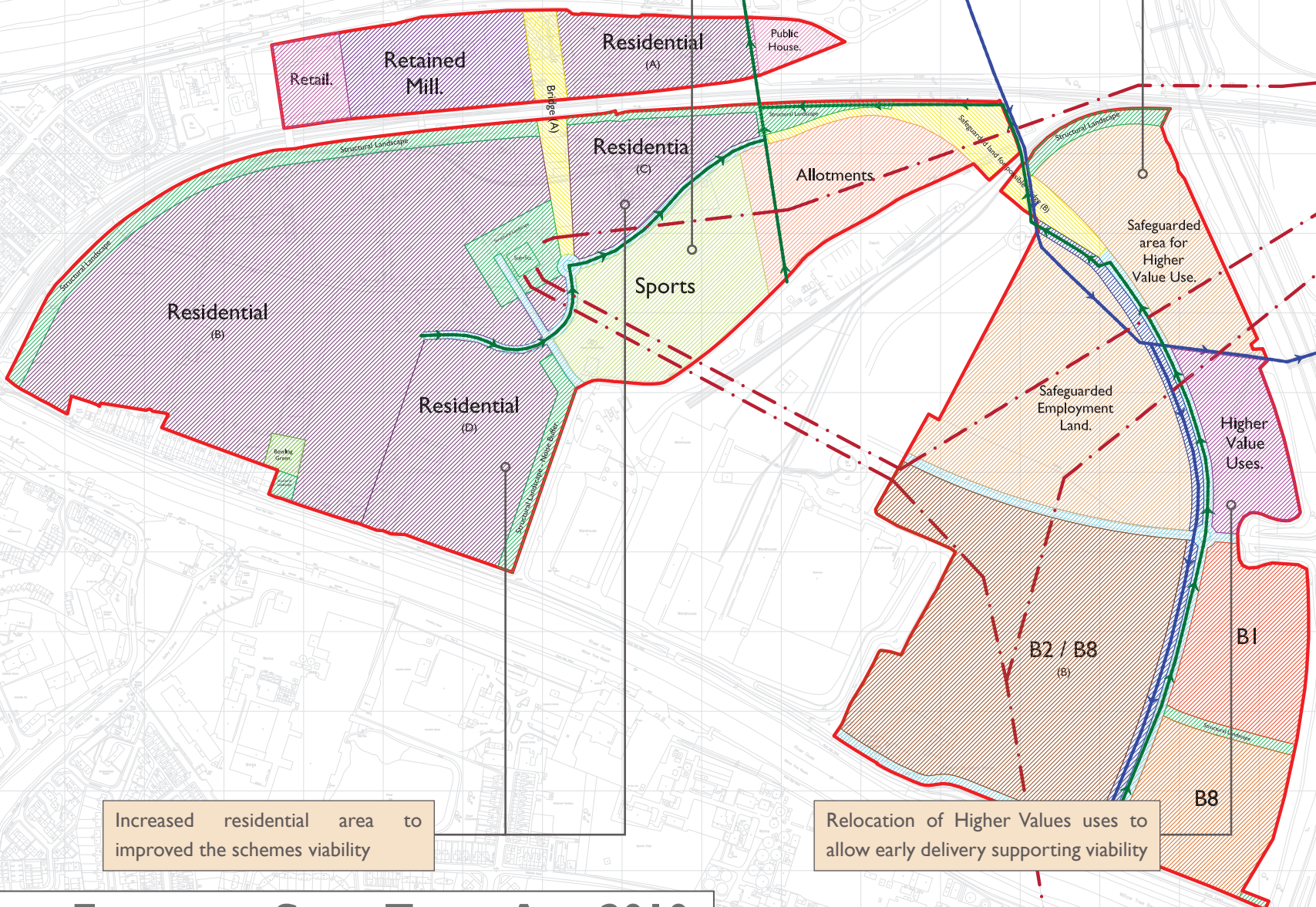
KEY CHANGES

- Significant increase in the housing land required to meet the aspirations of SDC and the landowners for increased housing numbers. SP7 requirement for up to 1000 houses.
- All employment proposed is now focused onto the eastern part of the site to create sufficient capacity to accommodate increased housing numbers on BOCM PAULS land.
- ROS and Allotments repositioned close to housing to provide a physical and visual separator to Potter Group's industrial operations and give ease of access not only for Olympia Park residents but also Barlby Bridge and Barlby residents.
- Inclusion of B1, B2 and B8 uses on Selby Farms land that will come forward in the short to medium term and can be built on more stable ground.
- Higher value employment land on Selby Farms safeguarded beyond the LDF plan period

LAND USE SCHEDULE		
LAND USE	HECTARES	ACRES
Retail Areas	0.92	2.26
Retained Mill	2.69	6.65
Residential	27.13	67.05
Allotments	3.25	8.02
Sports	4.42	10.91
Employment (B1, B2/B8)	18.27	45.15
High Value	2.14	5.28
Public House	0.49	1.22
Safeguarded Employment	11.61	28.68

Sports pitches and Allotments positioned to provide buffer between The Potter Group and residential

Area safeguarded as High Value beyond the LDF plan period to increase range of employment provided



Increased residential area to improved the schemes viability

Relocation of Higher Values uses to allow early delivery supporting viability

MASTERPLAN EVOLUTION STAGE THREE: AUG 2010

DESIGN EVOLUTION

EVOLUTION STAGE FOUR

The amount of development included in this stage was altered to reflect current market need and sought to safeguard a further 9.32 hectares of employment land beyond the LDF plan period.

KEY CHANGES

- Retention of land on BOCM PAULS to accommodate 1000 houses to meet SDC housing need.
- Identification of further high value uses, (A), (B) and (C) in the northern part of the Selby Farms land allocated to come forward during the plan period to support the rest of Selby Farms.
- Position of these higher value uses to create an attractive employment gateway into the site.
- Identification of further safeguarded employment land on Selby Farms, in recognition that the B2 and B8 uses identified in previous masterplan options did not reflect market demand or current employment land targets identified in the emerging Core Strategy.
- Focusing higher value uses on Selby Farms land around the entrance gateway to this part of the site to create .
- The creation of a roundabout on BOCM PAULS land to create a gateway into the residential development land and improve legibility.

LAND USE SCHEDULE		
LAND USE	HECTARES	ACRES
Retail Areas	0.78	1.93
Retained Mill	2.57	6.36
Residential	26.11	64.52
Allotments	3.36	8.30
Sports	4.73	11.68
Employment (B1, B2/B8)	15.96	39.45
High Value	4.89	12.08
Public House	0.51	1.26
Safeguarded Employment	9.32	23.03

Sports pitches and Allotments positioned to provide buffer between The Potter Group and residential

Area of safeguarded land with employment and high value uses for beyond the LDF plan period

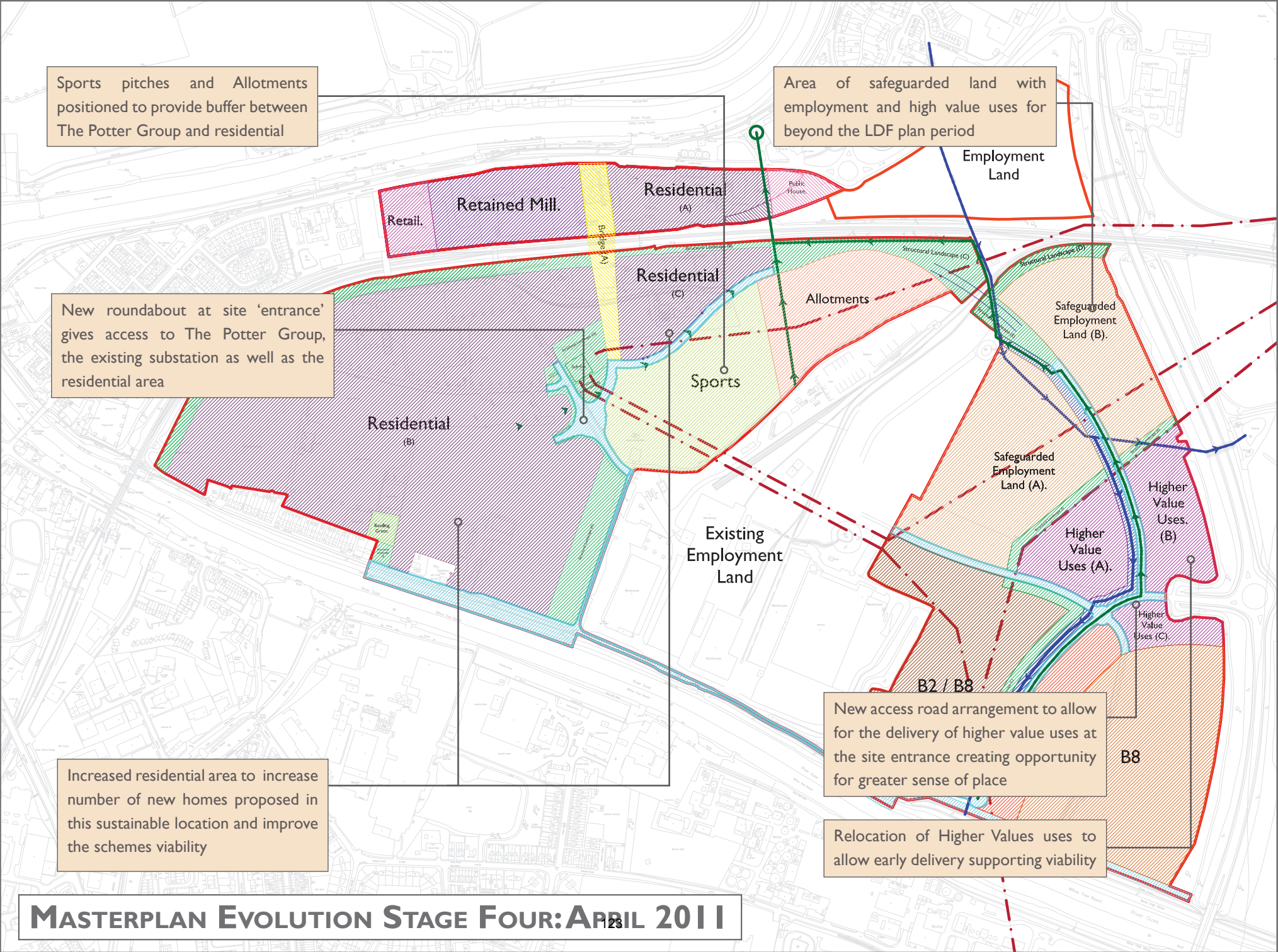
New roundabout at site 'entrance' gives access to The Potter Group, the existing substation as well as the residential area

Increased residential area to increase number of new homes proposed in this sustainable location and improve the schemes viability

New access road arrangement to allow for the delivery of higher value uses at the site entrance creating opportunity for greater sense of place

Relocation of Higher Values uses to allow early delivery supporting viability

MASTERPLAN EVOLUTION STAGE FOUR: APRIL 2011



DESIGN EVOLUTION

EVOLUTION STAGE FIVE

The principles of the previous stage evolved as a greater understanding of the site developed through continuous analysis and community and consultee engagement. The Barlby Road gateway to the site and into Selby was given greater consideration in line with SP7. The masterplan also developed to utilise existing trees and support placemaking. Further analysis of the site had changed perceptions of how the site should relate to the surrounding neighbourhoods. It was considered that whilst the frontage to Barlby Road was the gateway to Selby it was actually part of the Barlby neighbourhood. Similarly the western part of the site which had previously been seen as part of Barlby Bridge was now recognised as separated by the railway and therefore could have its own distinctive character. Discussions with the neighbouring Ouse Bank residents also determined the location of Recreational Open Space to the rear of their properties and access through the development.

This stage shows the last significant design changes to the masterplan.

KEY CHANGES

- Moving the residential on the Barlby Road frontage east to link to Barlby.
- Creating a gateway into Selby and the new site by creating a retail frontage along Barlby Road allowing for distinctive buildings on the frontage.
- The proposed retail uses on Barlby Road to provide facilities for the new neighbourhood within the site and support the surrounding areas.
- Discussions with the education authority determined a need for a new school within the site which has been placed at the heart of the new development creating a focus for the new neighbourhood.
- The retention of existing trees created opportunities for a mature landscape within the residential area. A unique opportunity to create a green heart of the development and green links to surrounding areas.
- For the first time a primary route within the development is indicated.
- Creation of an new access into Selby Farms that provides easy access to all parts of the site.
- Retention of rights of way for Ouse Bank properties following consultation with residents

- Development of pedestrian/cycle links to Recreation Road.
- Landscape enhancement of riverside.

LAND USE SCHEDULE

LAND USE	HECTARES	ACRES
Retail Areas	1.16	2.87
Retained Mill	2.26	5.58
Residential	22.96	56.74
Allotments	1.78	4.40
Sports	3.71	9.17
Employment (B1, B2/B8)	15.56	38.45
High Value	8.16	20.16
Public House	0.61	1.5
Safeguarded Employment	10.96	27.08
Primary School	1.50	3.71
Long Term Development Area	1.11	2.74

Retail and public house are focused around residential entrance creates a gateway to the site, also shields the mill from view

Apartments provide a large scale building suited to the new 'entrance to Selby'

Bridge relocated to allow the required height to be gained before crossing the railway

Retention of TPO Trees with new landscaping to provide a mature landscape setting for the new residential units. Recreation Road landscaped to form key pedestrian routes

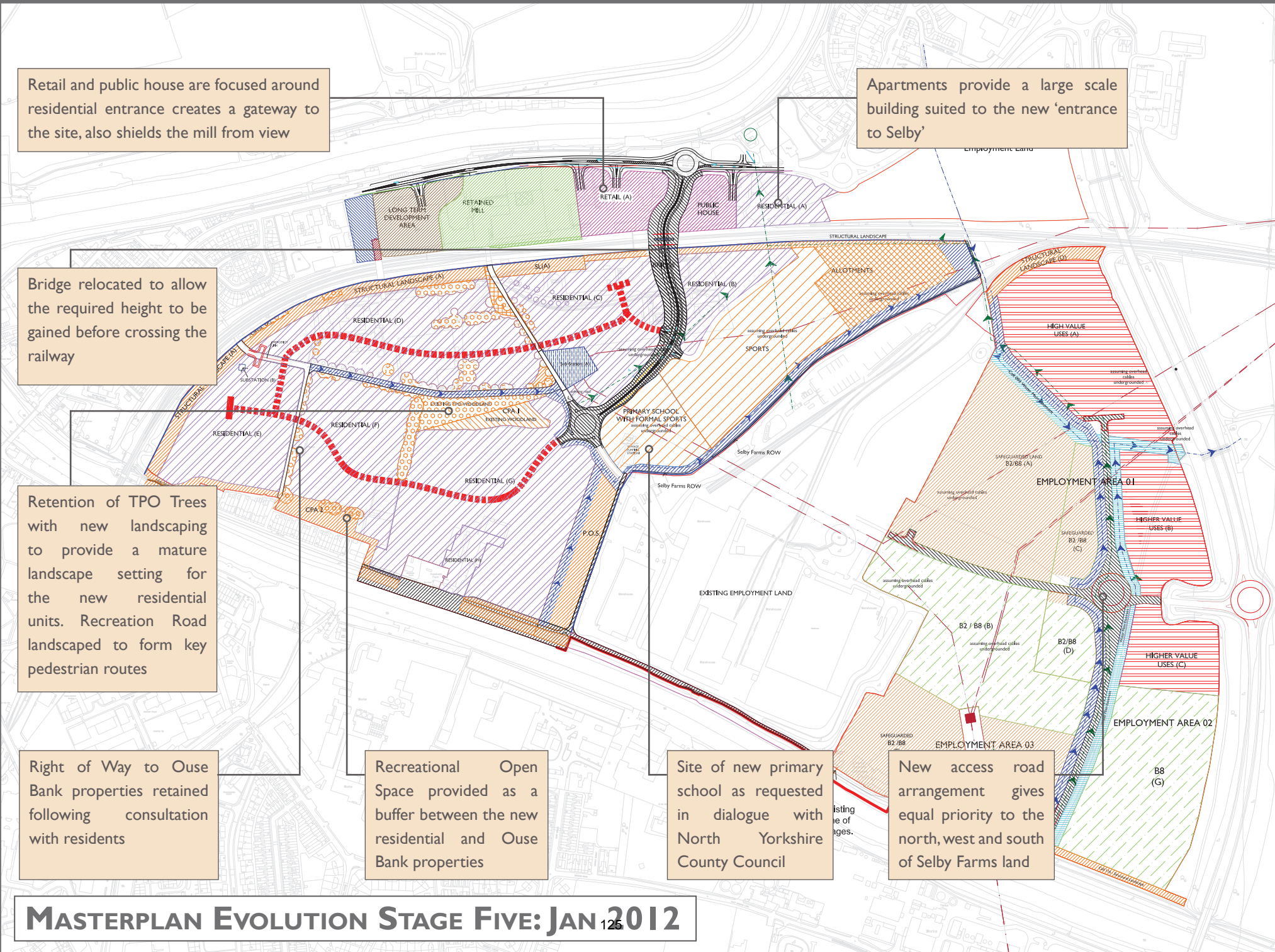
Right of Way to Ouse Bank properties retained following consultation with residents

Recreational Open Space provided as a buffer between the new residential and Ouse Bank properties

Site of new primary school as requested in dialogue with North Yorkshire County Council

New access road arrangement gives equal priority to the north, west and south of Selby Farms land

MASTERPLAN EVOLUTION STAGE FIVE: JAN 2012



DESIGN EVOLUTION

PREFERRED MASTERPLAN

The design process has resulted in a masterplan that has evolved in response to detailed site analysis, community and consultee engagement, changing market conditions and the emerging requirements of SDC.

DELIVERING THE VISION AND KEY CHANGES

Preferred Masterplan delivers the Olympia Park Vision and the policy aspirations contained in SP7. In particular it promotes placemaking and deliverability.

The site delivers 878 new houses and over 2500 FTE new job opportunities. It will deliver approximately 40% of Selby's housing need in the plan period up to 2027. It supports the growth of Selby providing opportunity for a mix of housing and promotes the town as a business destination in North Yorkshire by creating an employment hub that has easy access to the strategic road network.

The proposal will bring improvement to the site

and surrounding area. For example, the level crossing will be replaced with an access bridge providing safer access. The site will also be opened up to development opportunities through construction of new accesses on Barlby Road and the A63 Bypass.

Redundant and derelict buildings on BOCM PAULS land will be demolished and replaced with new development that will enhance the area and in particular Barlby Road which is a main access corridor into Selby.

It will integrate with Selby town centre, Barlby Parish and the wider areas through strong pedestrian, cycle and vehicular links between the site and surrounding areas. It will provide easy access to public transport and in particular to existing bus routes along Barlby Road and train services to Leeds, Hull, Manchester and London from Selby railway station. On-going discussions with bus service providers are seeking to secure bus penetration into the site.

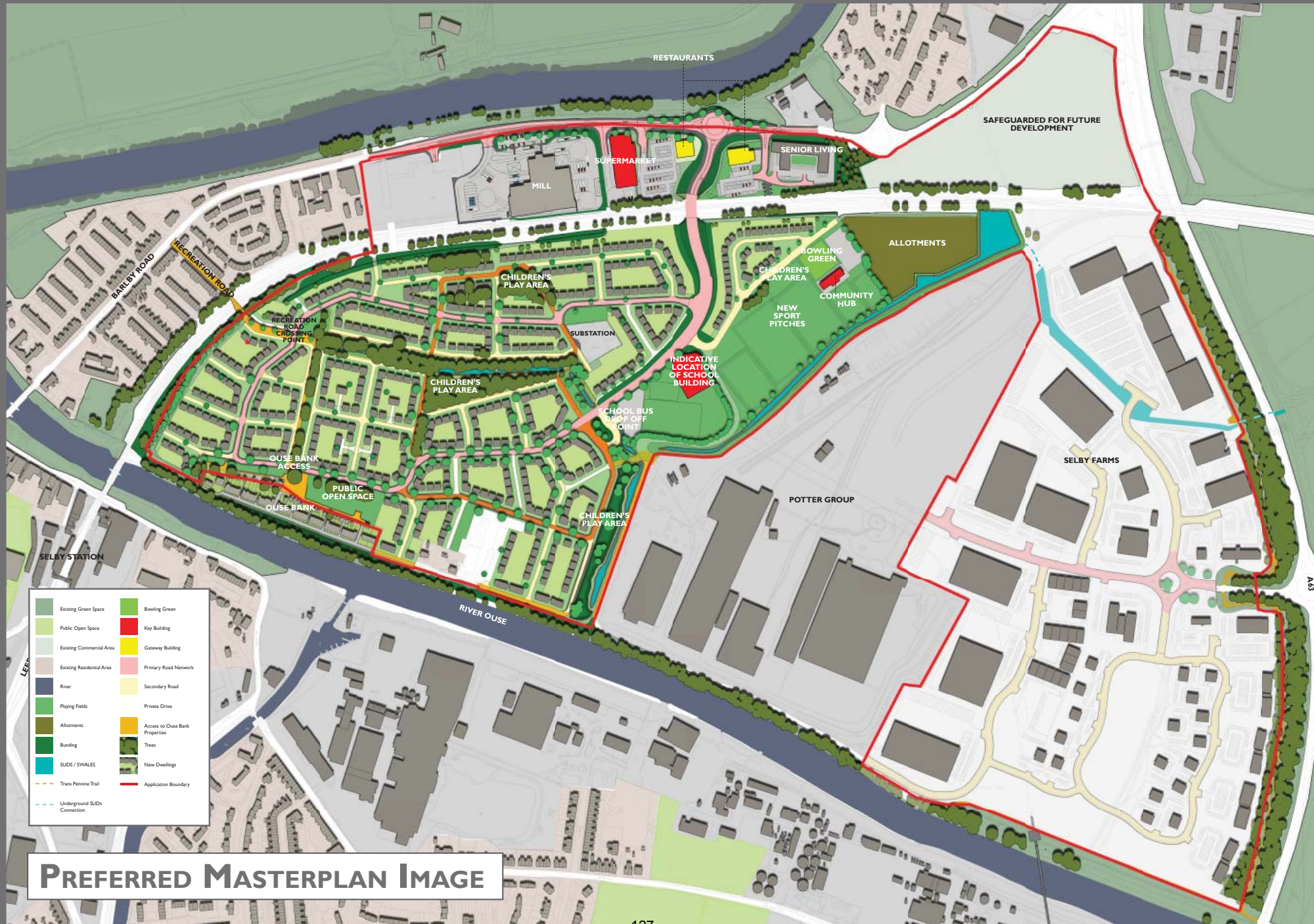
It will link new community facilities including, sports pitches, allotments, bowling green, community hub building and primary school to

existing facilities available in Selby town centre and the surrounding areas making it a highly sustainable site that brings additional facilities into the area.

It will create new green infrastructure and link this with existing green infrastructure and this will promote biodiversity by providing wildlife habitats. It will also open up the site not only to the Olympia Park residents but to those in the surrounding areas, prompting a healthy lifestyle by encouraging walking, cycling and play.

It will have a distinctive character created by

- New gateways into the residential and employment sites.
- The reinforcement where possible of the water's edge .
- The promotion of views of the Abbey.
- The development of a green infrastructure that runs across the whole site and links areas of ROS, Community facilities and play together.
- The access bridge and the changing levels at both entrances.



PREFERRED MASTERPLAN IMAGE

- | | |
|-----------------------------|--------------------------------|
| Existing Green Space | Bowling Green |
| Public Open Space | Key Building |
| Existing Commercial Area | Gateway Building |
| Existing Residential Area | Primary Road Network |
| River | Secondary Road |
| Playing Fields | Private Drive |
| Allotments | Access to Ouse Bank Properties |
| Bunding | Trees |
| SUDS / SWALES | New Dwellings |
| Trans Pennine Trail | Application Boundary |
| Underground SUDs Connection | |

PREFERRED MASTERPLAN

INTRODUCTION

The following pages describe the preferred masterplan in detail using the following structure:

- Evolution and Land Use
- Movement Hierarchy
- Green Infrastructure
- Social Infrastructure
- Landscape
- Sustainability
- Urban Design Response to Site Constraints.

EVOLUTION TO PREFERRED MASTERPLAN

In the final iteration of the masterplan, place making and pedestrian movement are promoted through refinement of the access road into BOCM PAULS and replacement of the proposed roundabout with a village green located adjacent to the school. The internal road layout is developed to support local legibility.

KEY CHANGES

- The access road into BOCM PAULS land is realigned to provide a visual link with Selby Abbey. A clear internal road hierarchy is established that improves legibility and enhances placemaking (SP7)
- Recreation Road is linked to Olympia Park and community facilities via a tree lined pedestrian/cycle route that improves connectivity (SP7)
- Swales and drainage ponds running across the site are designed to support wildlife and biodiversity. (SP7 & SP18)
- Acoustic landscape buffer/screen between housing and Potter Group developed into community hub in heart of the site
- Opportunity for Potter Group expansion created on Selby Farms land.
- Landscape bund/acoustic fence along railway line to provides wildlife corridors and noise mitigation (SP7 & SP18)
- Roundabout in the heart of BOCM PAULS site is replaced by a 'village green' which marks the entrance into housing and creates a green link to the surrounding green spaces.
- Development of Selby Farms access as an employment gateway off the A63 Bypass and as an employment hub. (SP7)

- Development of phasing plan to ensure site can be delivered in the plan period up to 2027. (SP7)
- Potter Group traffic sent to rear of school to prevent severance from the residential area

LAND USE SCHEDULE

LAND USE	HECTARES	ACRES
Retail Areas	1.21	2.98
Retained Mill	2.28	5.64
Residential	23.20	57.34
Allotments	1.71	4.22
Sports	3.42	8.45
Employment (B1, B2/B8)	14.61	36.10
High Value	8.39	20.73
Primary School	1.50	3.70
Public House	0.52	1.29
Safeguarded	10.60	26.19
Long Term Development	1.11	2.74

Retail and public house are focused around residential entrance creates a gateway to the site, also shields the mill from view

Access Road width reduced to slow vehicle speeds on approach and exit of the site.

Indicative layout of employment shown. Actual layout will be determine by market forces. 10.6ha safeguarded for the next planning period

Acoustic protection incorporated into structural landscape opposite mills

Retention of TPO Trees with new landscaping to provide a mature landscape setting for the new residential units

Urban grid with street hierarchy creates clear movement network allowing interaction between vehicular , pedestrian and green routes

Vista to Selby Abbey from primary loop road within site to assist with legibility and orientation

New 'village green' forms landscaped entrance to site and creates a green hub with links to surrounding green spaces

Following discussions with North Yorkshire County Council Highways and Education Authorities the access to Potter Group does not separate the school from the majority of the housing by passing in front of the school.

Access road layout amended to allow for phasing before employment comes forward

PREFERRED MASTERPLAN

MOVEMENT HIERARCHY

Vision - To develop a scheme that 'both physically and socially integrates with Selby town centre and the wider area'. To build on 'existing provision and encourage pedestrian and cycle links within the site and to the town centre'. To 'promote use of public transport'.

.SP7 -To 'maximise opportunities for sustainable travel.'

Within the proposed scheme a network of primary, secondary and tertiary routes and paths runs throughout the site connecting all parts of the site to its surroundings via primary vehicular and pedestrian access onto Barlby Road and a new link road to the A63 Bypass, a primary pedestrian access onto Recreation Road and a pedestrian access along the waters edge.

VEHICULAR MOVEMENT

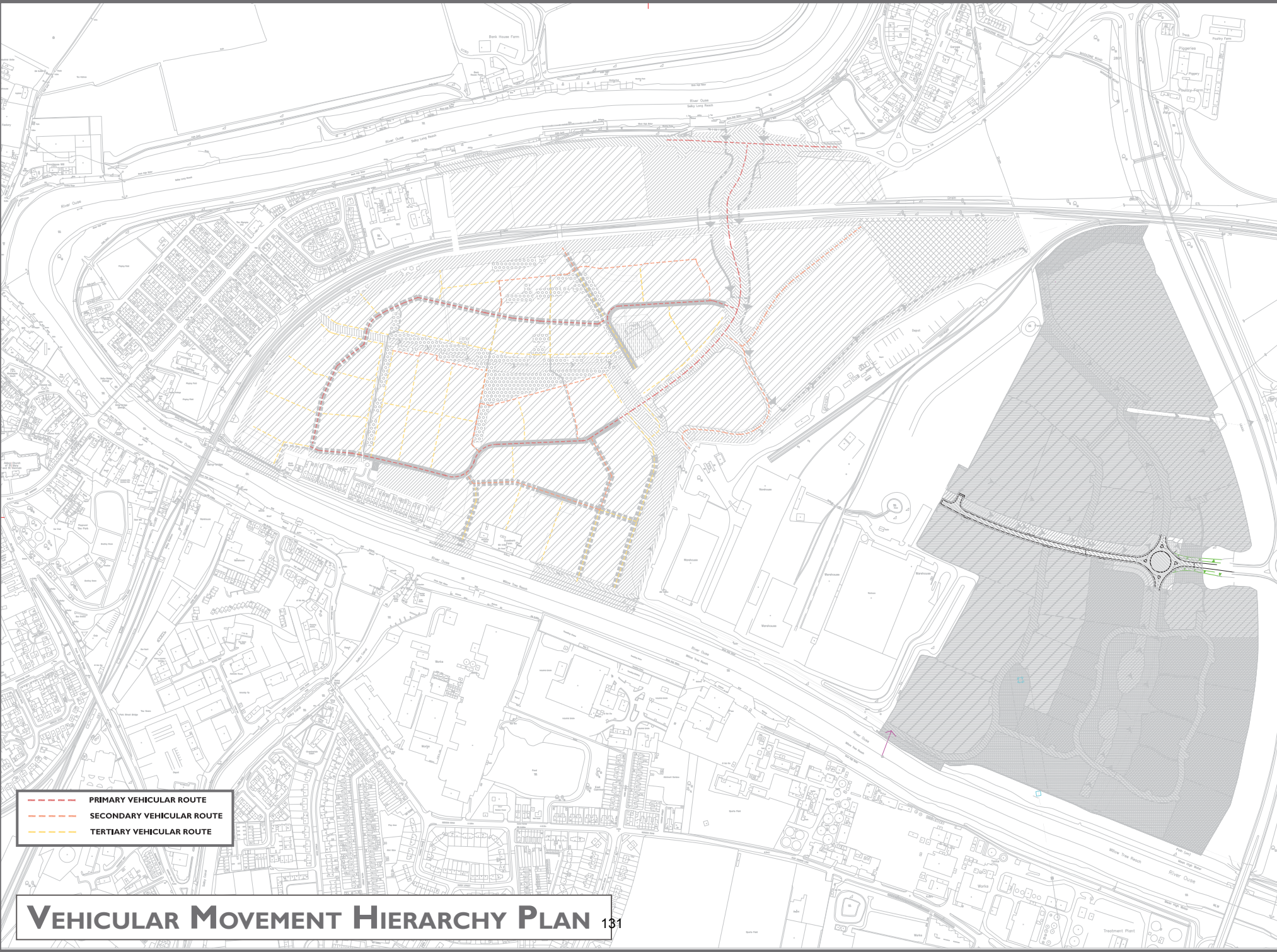
The principle access into the residential development on the BOCM PAULS site is from a new roundabout junction on Barlby Road and via a new bridge which spans the Leeds-Hull

railway. This bridge is suitably designed to take all vehicles including refuse, emergency vehicles, bus and cars etc and will provide emergency access. It effectively opens the site up for development by overcoming the limitation of the existing level crossing which will be closed following bridge construction, anticipated completion 2014). It provides a very strong, clearly defined and attractive physical link to Selby town centre, and the wider areas. Once over the bridge Potter Group traffic will turn off the spine road before it drops into the residential areas.

The access road runs deep into the site, affording views to the towers and spires of Selby Abbey in the distance and more locally of the community facilities, the school and the village green which flank it. The road terminates at the point where the views of the Abbey are no longer available and at this point it offers drivers a choice of alternative routes all of which are suitably designed to accommodate phasing and delivery requirements. Secondary and tertiary roads which connect to the primary access route, facilitate easy movement throughout the site and easy connection to the wider environment.

Ouse Bank residents can continue to access their properties via Recreation Road, while at the same time Olympia Park residents are prevented from using this constrained route through a system of cross roads which prevent vehicles from moving from the adopted road network to the private road and vice versa. For more detailed highways information refer to list of relevant reports available in appendix.

Access to the employment land on Selby Farms has been taken from the existing roundabout on the A63 Bypass. A new spine road extends into the heart of the Selby Farms site and will provide easy access. It also provides The Potter Group, who currently access their site via the level crossing, with an alternative opportunity route by which to access their site. This direct access onto the A63 effectively connects Selby Farms and Potter Group to the wider strategic highways network and to all the employment opportunities this presents. It also negates the need for Potter Group HGV's to use Barlby Road, bringing immediate benefit to the area. The construction of a new roundabout on the Selby Farms land will ensure all parts of this employment site can be easily accessed and it creates a strong gateway into the site.



- PRIMARY VEHICULAR ROUTE
- SECONDARY VEHICULAR ROUTE
- TERTIARY VEHICULAR ROUTE

VEHICULAR MOVEMENT HIERARCHY PLAN 131

PREFERRED MASTERPLAN

PEDESTRIAN AND CYCLIST MOVEMENT

A network of pedestrian and cycle primary, secondary and tertiary routes run throughout the site and connect all parts of the site to the surrounding area. This network of routes maximises the opportunity for sustainable travel and for integration.

In the heart of the BOCM PAULS site a tree lined pedestrian/cyclist only route connects the site, the village green and most importantly the school to Recreation Road, and the waters edge creating easy access to Selby town centre, the Trans Pennine Trail and the wider area. Access to Barlby Road is reinforced by a network of routes running across the site.

These connections to Selby town centre and the wider area provide easy and none car dependent access to a range of local facilities including doctor's surgery, the local hospital, shops, restaurants, professional services, places of worship and sports and recreational facilities

which are within approximately 10-15 minutes walking distance.

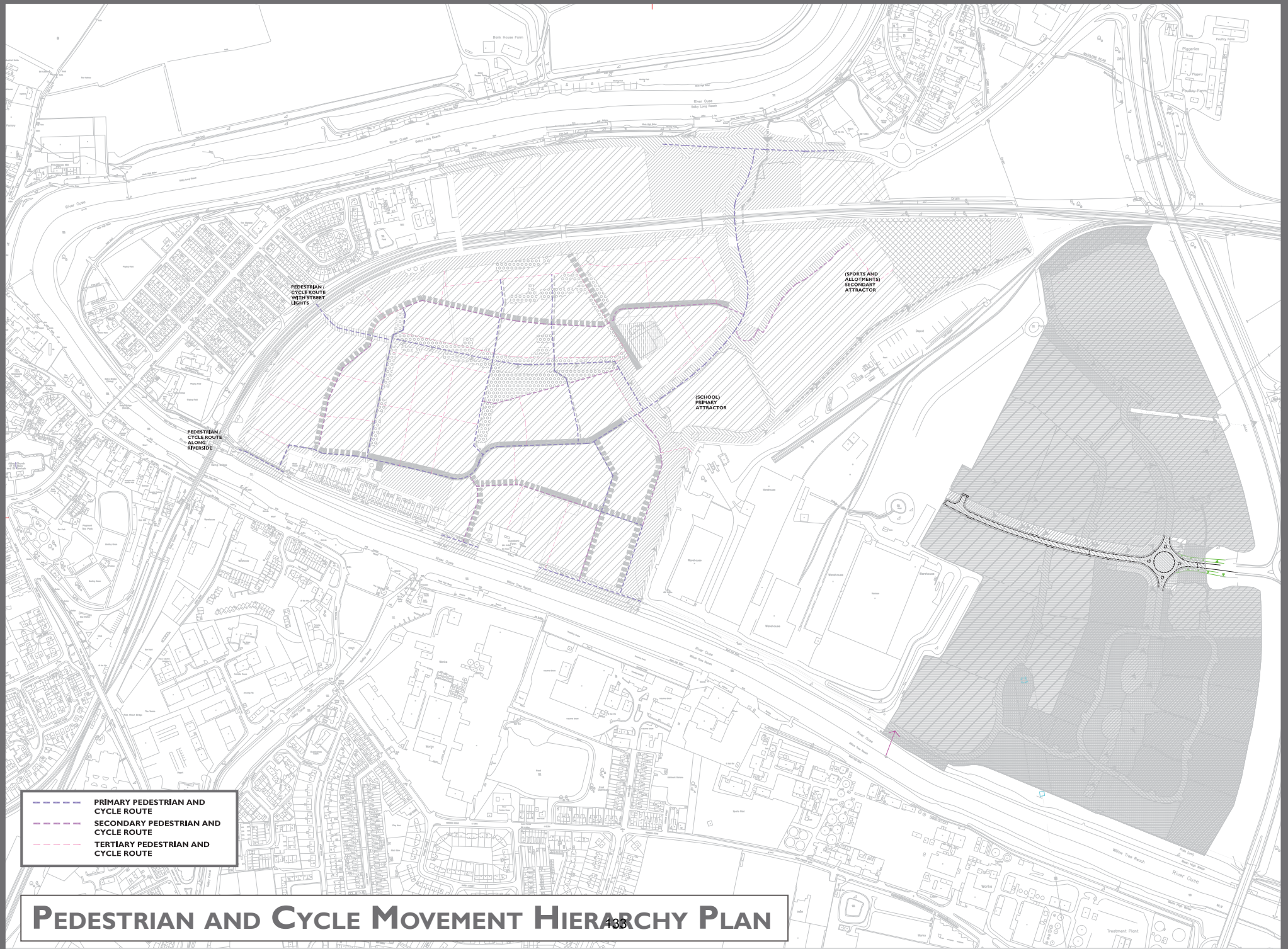
The Trans-Pennine Trail provides pedestrian and cycle access along the water's edge and a connection between BOCM PAULS and Selby Farms sites affording easy access to all those who choose to live and work on this site. It also provides access to Selby town centre and the surrounding countryside.

Whilst the proposals for Selby Farms are conceptual (with the exception of the access road which is a requirement of Policy SP7 and will form part of a detailed planning application) there is clearly an opportunity to develop pedestrian and cycle routes throughout this site that follow the alignment of the road and the proposed swales and holding ponds and other opportunities will emerge as the employment site proposals are developed. There is an opportunity to develop the waters edge and to reinforce links to BOCM PAULS land, Selby town centre and the surrounding country side. It seems reasonable to suggest however that

given its employment use and relationship to the A 63 Bypass vehicular access and connectivity will be a priority.

PUBLIC TRANSPORT

Bus services operating along Barlby Road link the site to existing facilities in Barlby Bridge and Barlby and provide regular access to Selby, York, and Goole. Many of the bus stops on Barlby Road are within 400m (approximately 5 mins walking time). The landowners are currently in discussions with the bus service providers to extend the bus service on Barlby Road into the site in the early phases of development. The access Bridge/Road is designed to accommodate buses and a lay-by has been included in the proposed scheme, adjacent to the new primary school and community hub. The pedestrian/cycle routes will provide easy access to Selby railway station, (approximately 10 minutes walking distance) which runs services to Leeds, Hull, Manchester and London and this will substantially extend the range of facilities easily accessible to the residents and workers of Olympia Park.



PEDESTRIAN /
CYCLE ROUTE
WEST STREET
LIGHTS

PEDESTRIAN /
CYCLE ROUTE
ALONG
RIVERSIDE

(SCHOOLS)
PRIMARY
ATTRACTOR

(SPORTS AND
ALLOTMENTS)
SECONDARY
ATTRACTOR

- — — — — PRIMARY PEDESTRIAN AND CYCLE ROUTE
- — — — — SECONDARY PEDESTRIAN AND CYCLE ROUTE
- — — — — TERTIARY PEDESTRIAN AND CYCLE ROUTE

PEDESTRIAN AND CYCLE MOVEMENT HIERARCHY PLAN

PREFERRED MASTERPLAN

GREEN INFRASTRUCTURE

Vision - 'To create a safe environment that encourages healthy lifestyles. It should have infrastructure that integrates high quality green space, sports facilities, pedestrian and cycle linkage and also retains and respects biodiversity.'

Policy SP7 - Maximise the opportunity to 'enhance the riverside and general environment including the retention, enhancement and creation of green infrastructure and wild life habitats.' SP18 - 'Safeguard and where possible, enhance the historic and natural environment.'

The green infrastructure consists of primary and secondary landscape routes that link a series of high quality green spaces. It creates an attractive and safe environment to walk and cycle which will encourage a healthy lifestyles and biodiversity.

On BOCM PAULS land green infrastructure links all community facilities including, sports pitches , bowling green, allotments, primary school and community hub building to all parts of the site

and the wider environment through a network of landscaped pedestrian /cycle routes and retained rights of way.

One of the key routes is the pedestrian/cycle route that runs through the heart of the site and connects Recreation Road to the community facilities and Recreational Open Space (ROS) adjacent to the Potter Group western boundary. This route incorporates existing TPO trees and woodland and connects them to a new village green before arriving at the community facilities.

Green infrastructure along Potter Group boundary, while providing a landscape acoustic buffer to the housing, also creates a continuous green route that runs from Barlby Road to the waters edge and connects into the Trans Pennine Trail giving easy access to the wider areas and creates a potential wildlife corridor

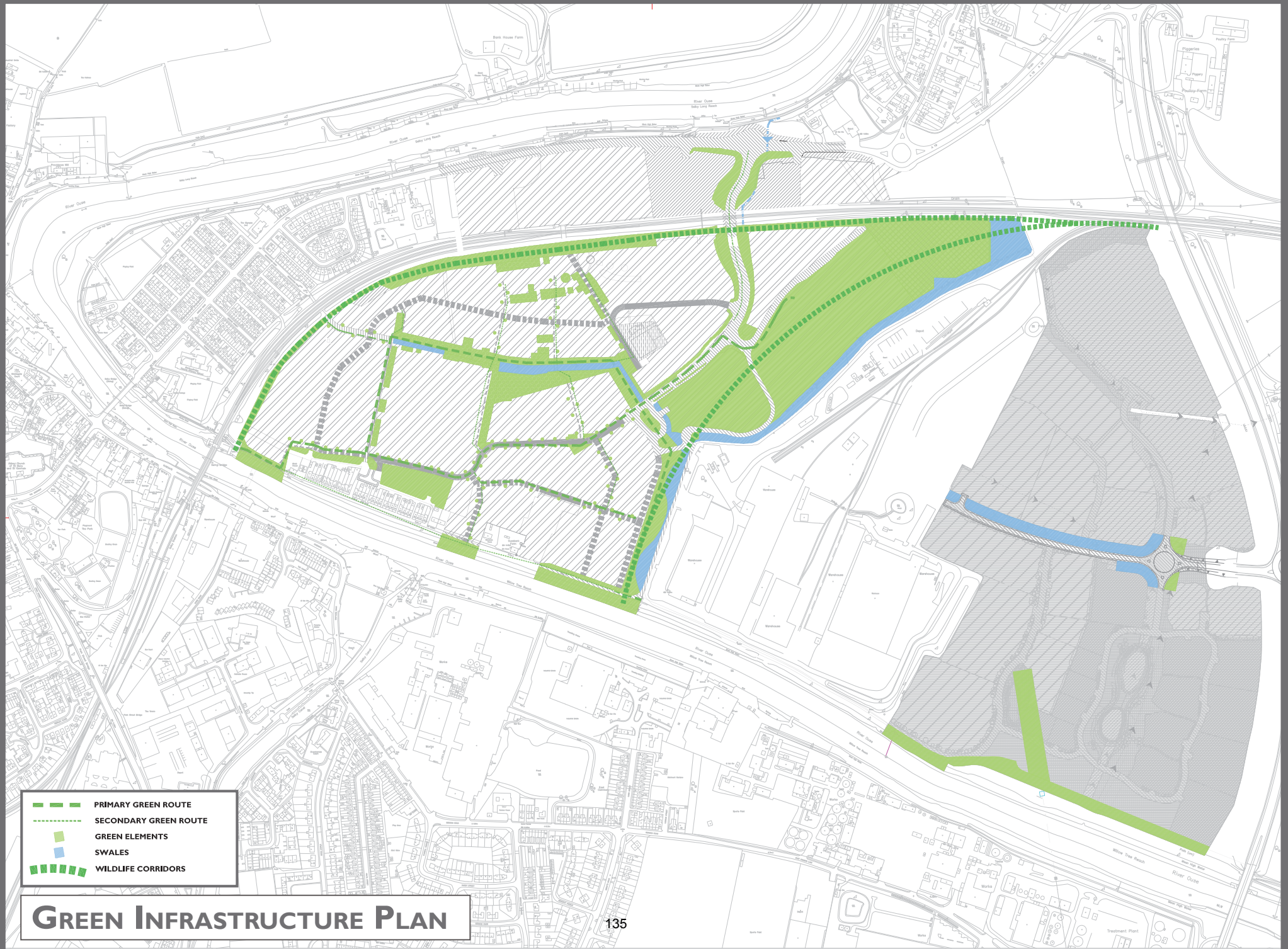
From the western corner of the site at the water's edge, a network of green pedestrian/ cycle routes weave up through the site, connecting open space behind Ouse Bank

houses, the woodland, in the heart of the site, play facilities located in the woodland and the village green . This provides easy and none car dependent access to the wider areas.

Whilst the proposals for Selby Farms are conceptual (with the exception to the access road which is a requirement of Policy SP7 and will form part of a detailed planning application) there is clearly an opportunity to develop green infrastructure throughout the site that could link to the waters edge and the Trans Pennine trail giving easy access to the wider environment and to BOCM PAULS land along the riverbank. Proposed swales and holding ponds on this site also provide an opportunity to create a continuous green pedestrian/cycle route.

WILDLIFE CORRIDORS

The green infrastructure is located and designed to ensure the impact of the development on existing wildlife habitats is minimised and new wildlife habitats are created to encourage biodiversity. In particular the retention of trees



- PRIMARY GREEN ROUTE
- SECONDARY GREEN ROUTE
- GREEN ELEMENTS
- SWALES
- WILDLIFE CORRIDORS

GREEN INFRASTRUCTURE PLAN

PREFERRED MASTERPLAN

Wildlife Corridors CONTINUED:

and woodland in the heart of the site leave existing nesting birds and wildlife habitats undisturbed. The proposed acoustic landscape buffer running along the edge of the railway and Potter Group western boundary will create opportunities for the creation of new wildlife habitats. The proposed swales running across the site will provide new habitats for the water Voles that have been identified on Olympia Park and will create habitats for other aquatic species.

PLAY FACILITIES:

Within the proposed scheme, play facilities are located in four areas of the residential development and have landscaped pedestrian and cycle routes connecting to them.

- At the heart of the scheme within the existing area of retained trees.
- In the linear park, between the village green and the River Ouse and running along the Potter Group western boundary.
- Next to the community hub building.

- Within the housing area north of the retained trees at the heart of the development.

Whilst the location and size of these play areas will form part of a detailed planning application the details will be conditioned and will be designed to meet SDC local standards at the time of the planning application.

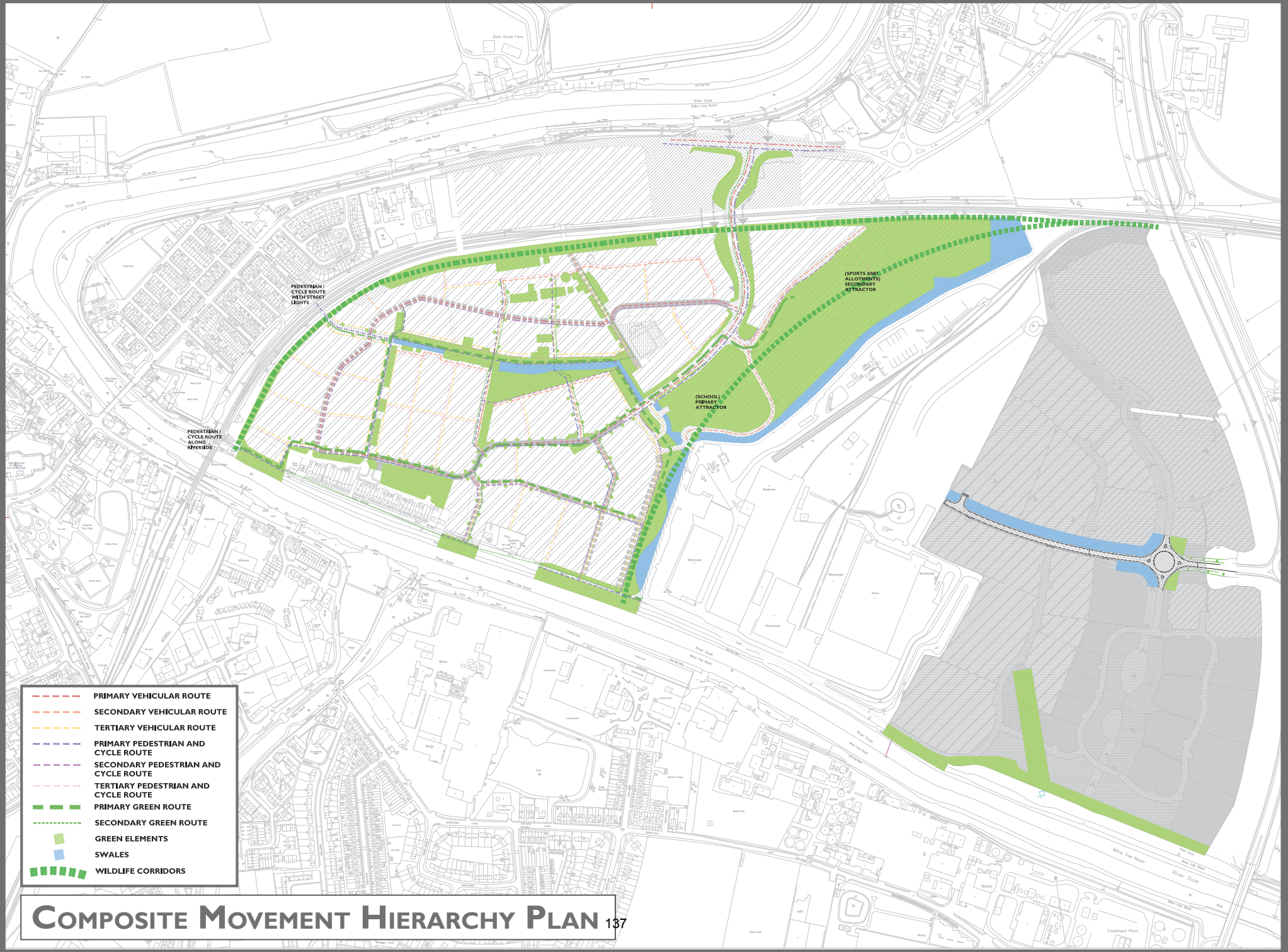
Landscape Planting:

Landscape proposals will form part of a detailed planning application and will include:

- Landscape infrastructure to Barlby Road and the proposed new roundabout, to include grass and areas of groundcover shrub to the verges, roundabout and embankments and street trees where practicable.
- Landscape infrastructure to the main proposed access road into the BOCM PAULS site, to include grass and areas of groundcover .
- Landscape infrastructure to BOCM PAULS site to include shrub to the verges and

embankments and street trees where practicable.

- Structural landscape including acoustic bunds, grassland and native tree and scrub planting to the northern site perimeter.
- Structural landscape including grass, native trees and groundcover shrubs to the proposed Selby Farms Access Road.
- Proposed new sports pitches, bowling green, and allotments. Proposed new car parking to serve the latter facilities and new Community Hub building.
- Proposed SUDS swale to the south eastern perimeter with the Potter Group. Proposed new SUDS retention pond to the north eastern site corner.
- Proposed SUDS storage area, acoustic bund and recreation area to the eastern boundary with the Potter Group.
- Proposed SUDS swales within an area of ROS running east-west from the Recreation Road railway bridge to the existing substation.



PEDESTRIAN /
CYCLE ROUTE
WITH STREET
LIGHTS

PEDESTRIAN /
CYCLE ROUTE
ALONG
RIVERSIDE

(SCHOOL)
PRIMARY
ATTRACTOR

(SPORTS AND
ALLOTMENTS)
SECONDARY
ATTRACTOR

- - - - - PRIMARY VEHICULAR ROUTE
- - - - - SECONDARY VEHICULAR ROUTE
- - - - - TERTIARY VEHICULAR ROUTE
- - - - - PRIMARY PEDESTRIAN AND CYCLE ROUTE
- - - - - SECONDARY PEDESTRIAN AND CYCLE ROUTE
- - - - - TERTIARY PEDESTRIAN AND CYCLE ROUTE
- - - - - PRIMARY GREEN ROUTE
- - - - - SECONDARY GREEN ROUTE
- GREEN ELEMENTS
- SWALES
- - - - - WILDLIFE CORRIDORS

COMPOSITE MOVEMENT HIERARCHY PLAN 137

PREFERRED MASTERPLAN

SOCIAL INFRASTRUCTURE

Vision - 'Development should fully integrate both physically and socially with Selby town centre and the wider area. 'Development will provide a range of house type and improve the accommodation offer in Selby.' 'Employment opportunities will create jobs that assist in meeting both the needs generated by the development itself, Selby and the wider area.'

SP7 - 'Development should deliver 1000 new homes and 23 hectares of employment land in the plan period up to 2027 with a further 10.6 hectares reserved for longer term employment use. 'Development is expected to deliver necessary infrastructure, facilities and services including ROS to support the new community and to cater for needs of new business in accordance with the councils approved standard at the time of future planning applications.' 'The development should deliver up to approximately 40% affordable housing over the plan period up to 2027'

The social infrastructure strategy delivers new job opportunities, new homes and new community and educational facilities which build upon existing facilities in Selby and support local community and local business.

HOMES AND JOBS

The proposal delivers 1000 new homes on BOCM PAULS land and 23 hectares of employment land on Selby Farms in the plan period up to 2027 with a further 10.6 hectares reserved for future development.

Whilst the range of house types and styles will be the subject of future planning applications it will reflect local need and context and will substantially increase the accommodation in Selby . It will deliver approximately 40% of Selby's housing need in the plan period up to 2027 and it will contribute to the creation of mixed communities in accordance with SP8. It will create over 2500 job opportunities.

Whilst the employment uses will be the subject

of future planning applications, these will be informed by market demand, by the needs generated by the development itself and by Selby and the wider environment. It will be informed by the SDC aspiration to promote the site as a Science Park, or as a centre for Research and Development that will foster links with higher education and create training opportunities. This aspiration, which promotes high quality environments, is captured in the indicative concept plan (refer to appendix) where the waters edge has been opened up and a landscaped office park proposed. The scheme has the potential to create over 2500 FTE jobs.

The Olympia Park Vision aspires to promote Selby as a 'business destination in North Yorkshire.' The proposals for the site will ensure it is recognised as a unique employment opportunity and business destination.

COMMUNITY FACILITIES

The residential scheme delivers a range of community facilities to support the development

and the wider area. It provides, new sports pitches, a new community hub building, a new primary school, affordable housing and a neighbourhood centre. It also provides replacement and enhancement of allotments, a bowling green, and football pitch. The delivery of these facilities will be phased with the development in accordance with SPI2.

PRIMARY SCHOOL

NYCC have advised there is insufficient capacity within existing local primary schools to accommodate the proposed development and have requested land is allocated on the Olympia Park site for future development of a primary school. The masterplan makes provision for a 1.5 Ha school site on BOCM PAULS land south of the railway line. Whilst the proposed school will serve the new Olympia Park residents it will also provide improved educational facilities for children in the neighbouring areas. In particular it will bring significant betterment to staff and pupils at the existing Barlby Bridge Primary school which has limited and dated educational

facilities and undersized external play areas. The location of this school at the heart of the site and next to community facilities makes it easily accessible to pupils in Barlby Bridge and Barlby as well as Olympia Park and it creates a gateway into the residential development.

ALLOTMENT AND SPORTS PITCHES

Through extensive consultation with allotment holders, Selby Olympia Football Club and Selby Olympia Bowls Club the relocation and enhancement of existing allotments, football pitches and bowls club from their current location in the south west corner of the site to a prime position adjacent to Potter Group has been agreed. In addition through this consultation and through discussions with SDC, a range of additional community facilities including additional sports pitches, a community hub building and associated car parking have been included in the masterplan. These facilities will meet all applicable local standards for Recreation and Open Space at the time of submission.

The provision of these community facilities will not only serve the residents of Olympia Park but because they are easily available and accessible via, Recreation Road and Barlby Road they will also be available to those living in nearby neighbourhoods. The masterplan increases the range of community facilities available in the area and brings betterment to a number of community groups. In particular it will bring significant betterment to the Selby Olympia Football Club whose current changing rooms are substandard. It will also bring betterment to the Selby Olympia Bowling Club members who will benefit from the new bowling green and club house and to the allotment holders whose allotments will be relocated onto good quality agricultural land and will be provided with better security, new sheds, new storage facilities and car parking.

CHILDREN'S PLAY AREA

For further details and information please refer to Green Infrastructure section.

PREFERRED MASTERPLAN

SOCIAL INFRASTRUCTURE CONTINUED

The proposed scheme delivers a new neighbourhood centre on Barlby Road. Whilst the details of this centre are the subject of a future planning application, which will be influenced by market demand, it is anticipated it will deliver a fast food store, a small format food/non food retail unit and a public house.

The landowners have entered into discussions with a number of potential developers with the intention on delivering the centre in the first phase of development.

ECONOMIC

The Olympia Park development will bring financial benefits to the Selby economy. New residents and workers will spend money in the town center and in the wider area. They will use public transport etc. and this will add positively to the Selby economy.

SUSTAINABILITY

Vision - 'The development should aspire to be sustainable. It should promote the use of public transport.'

SP7 - 'The development should maximise the opportunity for sustainable travel..' Development should incorporate sustainable development principles, including sustainable construction and drainage methods and low carbon layout and design.' 'The development should derive the majority of total predicted energy required from decentralised and renewable or low carbon sources.' SP15/SP16/SP17 The development should promote sustainable development and increased resource efficiency. It should support new sources of renewable energy and low carbon energy generation.'

The proposed scheme is sustainable. It is in a sustainable location, close to existing neighbourhoods, has good access to road networks, public transport and a wide range of

local facilities. It is constructed on a site that has in part been previously developed. The proposals' sustainability credentials benefit from BOCM PAULS decision to retain their existing Mill on Barlby Road rather than build a new mill on a new site as was the intention when the BDP masterplan was completed in 2006 and which would have had a significant environmental impact.

SUSTAINABLE TRAVEL

The proposed scheme promotes sustainable travel. Through the inclusion of a network of cycle and pedestrian routes running through the site which provide non car dependent access to facilities available in Selby town centre and the wider area.

Bus services operating along Barlby Road link the site to existing facilities in Barlby Bridge and Barlby and provide regular access to Selby, York, and Goole. The landowners are currently in discussions with the bus service providers to

extend the bus service on Barlby Road into the site in the early phases of development and a lay-by has been included in the proposed scheme, adjacent to the new primary school and community hub to accommodate this. The pedestrian/cycle routes provide easy access to Selby railway station, (approximately 10 minutes walking distance) which runs services to Leeds, Hull, Manchester and London and this will substantially extend the range of facilities easily accessible to the residents and workers of Olympia Park.

SUSTAINABLE CONSTRUCTION AND DRAINAGE

Whilst the design of buildings will be the subject of future detailed planning applications, sustainable design principles underpin the proposal and present opportunities for the development to minimise its impact on climate change through the orientation and layout of buildings to take advantage of solar gain and through the opportunity to incorporate green roofs on employment units which will retain heat

in the building and reduce surface water runoff . All houses will be delivered to the highest level of Code for Sustainable Homes (CfSH) viable and similarly the employment units will be delivered to the highest BREEAM standard viable.

Whilst Selby is located in an area with a high risk of flooding, through detailed flood risk analysis and the design of robust mitigation measures Olympia Park is made safe without creating flood risk elsewhere.

In order to mitigate the residual risk from flooding, housing has been located in the least vulnerable area, flow paths have been designed into the development to direct flows through the site and buildings have raised above ground level. The development will also have access to the EA flood warning system. Other measures recommended in the SFRA Level 2 Assessment should also be implemented within detailed proposals. The water management infrastructure requirements include construction of swales for water runoff limitation and storage as part of sustainable urban drainage solution for the site.

The first of these swales will be constructed on the BOCM PAULS site. The swales will then extend north east into the Selby Farms site, run under the A63 Bypass and connect into a pumping station located on the left bank of the river Ouse. These swales will be constructed in the first phase of the works and will include the relocation of existing water vole habitats in the area.

GREEN ENERGY

Given the scale of this development there is potential to bring forward decentralised, renewable or low carbon energy and BOCM PAULS have entered into discussions with Whites Recycling Solutions, the occupiers of the former Tate and Lyle plant, on the potential to utilise waste heat for the proposed housing and employment.

PREFERRED MASTERPLAN

Vision - 'It will be a development where connections and linkages take advantage of and build on existing provision and in particular, encourage pedestrian and cycle linkages within the site and to the town centre. It should promote the use of public transport as a means to integrate existing residents and workers of Selby with the development and new residents and workers from the development with Selby.'

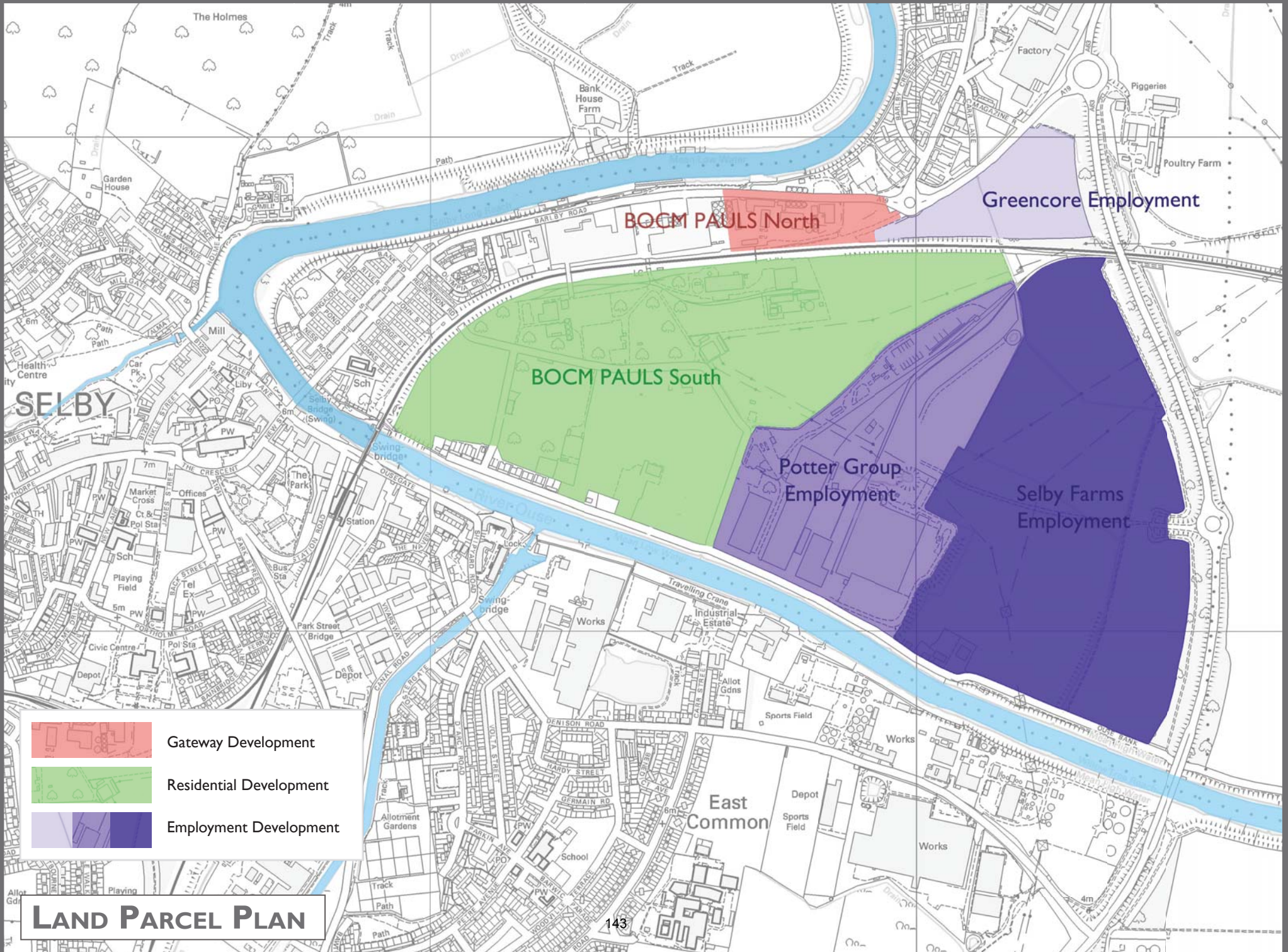
Vision - 'The development will have a distinctive design character that draws on the variety of local context and in particular the rich tapestry and mixed local styles that exist in Selby. It should promote the opportunities of 'gateways' to both housing and employment parts of the development. It should have effective green infrastructure that integrates with the high quality green spaces, sports facilities, pedestrian and cycle linkages and also retains respects and promotes biodiversity.' The development will provide a range of house types to improve the offer of accommodation within Selby, with a level of affordable housing **that is viable and responds to local need.**

URBAN DESIGN RESPONSE

The urban design proposals for Olympia Park deliver the Vision and respond effectively to site constraints. The proposals create a distinctive character that draws on the context of Selby and the wider area.

The urban design response to site constraints and opportunities is summarised on the following pages in three land parcels:

- BOCM PAULS land north of the Railway Line
- Selby Farms land
- BOCM PAULS land south of the Railway Line



- Gateway Development
- Residential Development
- Employment Development

LAND PARCEL PLAN

PREFERRED MASTERPLAN

BOCM PAULS LAND NORTH OF THE RAILWAY LINE

BOCM PAULS land north of the Leeds-Hull railway line fronts onto Barlby Road. Development of this site focuses on improving the appearance of this key access corridor into Selby and on the creation of a new gateway into Olympia Park. The first phase of development will have a significant and positive impact on the area through the demolition of existing derelict and redundant mill buildings and the remodelling of the BOCM PAULS mill to accommodate a new road bridge and gateway, the construction of a small neighbourhood centre consisting; small format non-food/food retail unit, public house, fast food unit, the construction of a four storey 55+ apartment block (approx. 95 units) and the development of extensive landscape proposals along Barlby Road and around the bridge.

LAND USE SCHEDULE		
LAND USE	HECTARES	ACRES
Retained Mill	2.28	5.64
Retail Areas	1.21	2.98
Public House	0.52	1.29
Residential	1.07	2.64
Long Term Development Area	1.11	2.74

URBAN DESIGN RESPONSE

- Because this site formerly housed tar works it is in part contaminated and following a programme of remediation will be suitable for the commercial, retail and 55+ apartments proposed.
- Because the site lies between two potential noise sources (Barlby Road and the Leeds Hull Railway) and it includes BOCM PAULS and Rank Hovis mills, (whose operations have been identified as potential noise sources) the proposed non-residential development next to the mills is appropriate an deliverable.
- Because the location of the bridge is determined by highways standards, development has orientated around this key feature and has presented an opportunity to use the proposed public house and the fast food unit as gateway buildings that flank either side of the bridge.
- Because there is a minimum height the bridge needs to reach when spanning the Leeds/Hull railway it is necessary to raise Barlby Road by 2.3 meters and this has presented an opportunity to propose a programme of highways and landscape improvements that will enhance the Barlby Road Corridor and reinforce its role as a key access route into Selby.

- By orientating the proposed retail and commercial units to front onto Barlby Road and to create a gateway into Olympia Park the masterplan improves the image of Barlby Road and reinforces its role as an important access corridor into Selby. It also makes this development attractive to potential funders who can see the opportunity this highly visible location creates to attract passing trade.
- Because foul drainage runs across the site from proposed development on both BOCM PAULS land south of the railway and Selby Farms land and connects into the existing combined sewer on Barlby Road the layout of the site is such that these drainage runs can be readily accommodated and not built over.
- Because BOCM PAULS mill needs to be remodelled to accommodate the new bridge, the opportunity is being taken to reclad and refurbish the buildings to improve its appearance and limit its noise emissions.

DELIVERABILITY

The early development of the neighbourhood centre in phase 1, years 2012 -2016 will go some way to cross subsidise the significant amount of infrastructure required in this phase of development including, mill remodelling, to accommodate the new bridge, the construction of the bridge, the raising of Barlby Road and the construction of the access road from the A63 Bypass.

The early construction of the bridge will create a new main access into Olympia Park and effectively open up BOCM PAULS site south of the Leeds-Hull Railway line for residential development and related community infrastructure. The early construction of the access road into Selby Farms will open the site up for future development and will provide an alternative access to Potter group. The redevelopment of BOCM PAULS land north of the Leeds-Hull railway line and the construction of the access road from the A63 Bypass in the first phase of the development

underpin the viability of the Olympia Park scheme.

For a more detailed commentary on viability and deliverability refer to the section in this document entitled Delivery Framework

PREFERRED MASTERPLAN

SELBY FARMS LAND

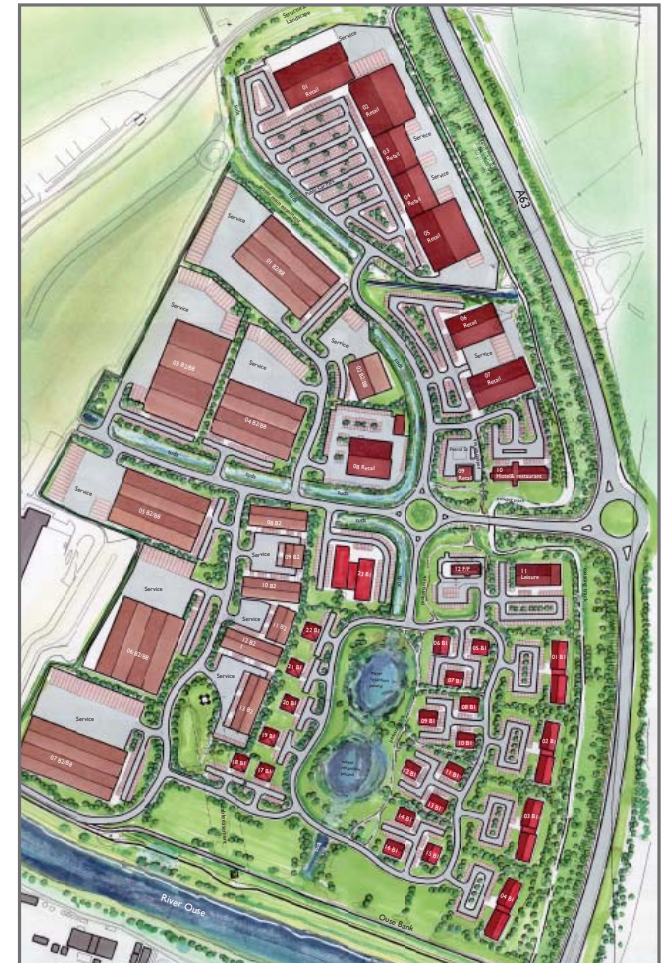
Selby Farms land is the focus for delivering employment and jobs to Olympia Park. The uses and timing of employment development on Selby Farms land will be led by market demand however, the proposed scheme identifies 23ha of employment and 10.6ha of safeguarded land in accordance with the policy requirements of SP7.

The Council's aspirations for the employment land includes science park and research and development uses and a scheme that will develop links with higher education colleges and universities in the area. The disposition of employment uses has been developed in discussions between Selby Farms, Spawforths and SDC taking account of recent market evidence including the Council's recent Employment Land Refresh (2010). It is believed to be a market facing scheme that will create over 2500 high quality full time jobs for Selby and will act as a focus for attracting quality employers to the town. Whilst achieving this will be subject to

market demand working with SDC, BOCM and Spawforths have created an Indicative Concept Masterplan that shows how this aspiration could be achieved at the site.

The indicative concept plan shows a general indicative disposition of uses across the site. Provision for pedestrian and cycle paths and connectivity to the wider area including an enhanced river frontage and access to new residential development to the west.

LAND USE SCHEDULE		
LAND USE	HECTARES	ACRES
Employment (B1, B2/B8)	14.61	36.10
High Value	8.39	20.73
Safeguarded	10.60	26.19



Olympia Park Employment Site Indicative Concept Plan

URBAN DESIGN RESPONSE

- The Selby Farms location adjacent to the A63 Bypass with its connection to the strategic road network and its physical relationship to the Greencore employment site and the Potter Group transshipment operations presents an ideal opportunity for the delivery of employment in Selby and to 'promote Selby as a business destination in North Yorkshire'.
- Because the proposed access into the site is from an existing roundabout off the A63 Bypass the location of the new road is fixed and development is arranged around it. However, by proposing high value uses, such as hotel, car showroom etc. fronting along the A63 Bypass and along the access road into the site a highly visible and strong employment edge is created along both roads. It also makes this development attractive to potential funders who can see the opportunity created by this highly visible location, with easy access to the A63 Bypass and strategic road network.
- Because the new access road will provide an alternative route for Potter Group HGVs it will negate the need for Potter Group HGVs to access their site via Barlby Road and will reduce the number of HGVs on this road.

- By proposing B2/B8 uses immediately adjacent to the Potter Group site an opportunity is created to attract new investors and accommodate Potter Group expansion.
- The River Ouse running along the southern boundary of the site presents an opportunity to open up the riverbank for the benefit of office development.
- The need to develop a sustainable drainage scheme and to ensure the impact of potential flood is minimised have created an opportunity to incorporate swales, holding ponds and Recreational Open Spaces within the site.
- Because distant views of the towers and spires of Selby Abbey can be seen from the A63 Bypass development proposals ensure these views are not restricted.

DELIVERABILITY

Within phase I the access road from the roundabout junction on the A63 Bypass to Selby Farms land and Potter Group, site remediation, foul drainage construction and construction of drainage swales and holding ponds will be delivered. Completion of these works will effectively open up Selby Farms land, ensuring it is ready to accept development once the market picks up.

For a more detailed commentary on viability and deliverability refer to the section in this document entitled Delivery Framework

PREFERRED MASTERPLAN

BOCM PAULS LAND SOUTH OF THE RAILWAY LINE

BOCM PAULS land is an ideal location for housing given its scale, relationship to neighbouring residential areas and Selby town centre, Barlby Road and Selby Farms. Development on this site includes 905 houses (with a mix of types, storey heights and materials) and associated community facilities including: sports pitches, allotments, bowling green, community hub building, a Primary school, children's play areas, green infrastructure and drainage swales which are designed to provide suitable wildlife habitats.

LAND USE SCHEDULE		
LAND USE	HECTARES	ACRES
Residential	22.20	57.34
Allotments	1.71	4.22
Sports	3.42	8.45
Primary School	1.50	3.70

URBAN DESIGN RESPONSE

- Whilst the site is relatively level with very little contamination, a number of constraints have influenced development on this land.
- Vehicular and pedestrian access into the site is from a proposed new bridge. The location of this bridge is determined by highways design requirements which have informed site layout.
- Pedestrian and cycle access to the site is also possible from Recreation Road and the Trans-Pennine Trail which have become focus of connections through the site.
- The alignment of the main access road that connects to the bridge and runs deep into the site and its looped configuration, have been designed to facilitate phasing and delivery and to take full advantage of the distant views of the towers and spires of Selby Abbey enabling a visual and unique connection to Selby town centre to be made by all those entering the site.
- Because Recreation Road is substandard, the highways authority have confirmed it cannot be used by Olympia Park residents to access/leave the site. The option to maintain access to Recreation Road for Ouse Bank residents (until such time as an agreement can be reached with all residents to use the new bridge) whilst preventing Olympia

Park residents using the underpass is accommodated by a restrictive cross roads arrangement.

- The potential for noise pollution from the Leeds-Hull railway, BOCM PAULS and Rank Hovis mills and from Potter Group operations have all influenced layout and housing orientation. In particular the location of the sports pitches, allotments, bowling green, Community Hub etc. are located to create a landscape buffer between Potter Group and the houses. Where required landscape buffers and/or acoustic fences are proposed.
- The need to develop a sustainable drainage scheme and to ensure impact of potential flood is minimised, has resulted in a system of swales and Recreational Open Spaces within the site that minimises and controls surface water run off through their ability to store water. These blue corridors connect to Selby Farms land, run under the A63 Bypass and into a pumping station located on the left bank of the River Ouse.
- A system of foul drainage is proposed for the development. This will connect into the existing combined sewer on Barlby Road and feed into Barlby WWTW. A new pumping station is proposed on the site next to the existing sub station.

- The location of TPO trees within the heart of the site presents an opportunity to create an attractive pedestrian link that connects Recreation Road to the Community facilities and provides easy access to Olympia Park residents and those in the surrounding neighbourhood.
- The need to deliver a Primary school within the development creates an opportunity to expand the range of community facilities located in the heart of the site making this a rich and diverse community hub. The location of the school in the heart of the site ensures it is easily accessible to Olympia park residents and nearby neighbourhoods.
- The River Ouse running along the southern boundary of the site presents an opportunity to reinforce the waterside edge with residential development that fronts onto it and to establish linkages through the site that connect all areas to this unique facility.
- The need to accommodate the number of different land ownerships of the Ouse bank residents and an inability to get unanimous agreement from them has resulted in the red line being drawn around their properties. At the request of the Ouse Bank residents, a landscape buffer immediately behind their houses is proposed.

DELIVERABILITY

Development will be phased to ensure it is viable and deliverable with early delivery of housing and commercial premises through redevelopment of BOCM PAULS land north of the Leeds–Hull railway, and opening up of Selby Farms employment land through the construction of a new link road from an existing roundabout on the A63 Selby Bypass, which will also provide a new access to the existing Potter Group freight transshipment site. Residential development on BOCM PAULS land south of the railway and to the west of the existing railhead will be facilitated through the construction of a new road bridge across the railway, enabling closure of the existing level crossing.

BOCM PAULS are currently demolishing existing derelict and redundant buildings on the site and the construction of the bridge (likely to be on in 2014) will effectively open the site up for development from 2014 onwards. The viability of the scheme is underpinned by a programme of phasing which typically sees the delivery of

80 units each year for 10 years. The internal road layout, drainage system, SUDS, Green infrastructure and community facilities have all been designed to facilitate phased delivery thus ensuring the scheme is viable and deliverable, (Refer to phasing schedule included in Delivery Framework section of this document for further details.

For a more detailed commentary on viability and deliverability refer to the section in this document entitled Delivery Framework.



MASTERPLAN IMAGE

PREFERRED MASTERPLAN CONCLUSION

The preferred masterplan demonstrates a balanced approach to dealing with constraints and maximising placemaking and other opportunities. It delivers the Vision for Olympia Park and is in accordance with the policy aspirations contained in SP7 of the Core Strategy

The development provides 1000 new homes and associated community facilities including, sports pitches, allotments, bowling green, community hub building, a Primary school, children's play areas, green infrastructure and drainage swales along with 23ha of employment land and a further 10ha safeguarded for beyond the planning period, with the potential to create over 2500 FTE jobs.

Through a number of physical, social and economic connections the Olympia Park development is fully integrated with Selby, Barlby and the wider area and creates better opportunities for housing provision and jobs whilst being a development that is sufficiently flexible so that it is viable and deliverable.

The Preferred Masterplan creates a safe environment with well lit, secure and pedestrianised routes running through the site and delivers an appropriate level of community facilities. The development will encourage healthy lifestyles and living.

The proposed connections and linkages take advantage of and build on existing provision and include pedestrian and cycle linkages within the site and to the town centre. The development promotes the use of public transport as a means of integrating Olympia Park's new residents and workers with the rest of Selby and Barlby by creating a bus route into the site that is connected to the surrounding area.

The development promotes good quality design through parameters plans that establish a context in which development will be brought forward. It incorporates gateways into both the housing and employment parts of the development site. It has an effective green infrastructure that runs throughout the site and integrates with the high quality green spaces, the community facilities,

pedestrian and cycle linkages and also promotes biodiversity. It has an effective framework for movement and links to the waterside.

The development will provide a range of house types and as such improves the accommodation offer within Selby. It will have a level of affordable housing that is viable and responds to local need. It includes a new Primary school suitably sized and located to meet the educational needs directly generated by the Olympia Park residents and those in surrounding areas.

The employment opportunities create jobs that assist in meeting both the needs generated by the development itself, Selby and wider District needs, whilst ensuring the employment elements are easily accessible by a range of transport modes. The location and scale of Selby Farms and the proposed employment offer will ensure Selby can be promoted as 'a business destination in North Yorkshire.'

This section demonstrates how the mix of uses proposed on the Preferred Masterplan is deliverable within the context of the Core Strategy Policies and the Olympia Park Vision.



DELIVERY FRAMEWORK

KEY DELIVERY PARTNERS

The principle landowners and key delivery partners for the Olympia Park site are, BOCM PAULS and Selby Farms. Together they have worked with SDC for nearly 10 years to facilitate the delivery of a mixed use development on the Olympia Park site that accords with the requirements of the Draft Core Strategy and the Vision for the site.

In 2010 these two delivery partners entered into a landlord's agreement outlining their roles and responsibilities and confirming their commitment to the comprehensive redevelopment of Olympia Park. Without compromising Selby Farms' position, BOCM PAULS are responsible for the preparation and submission of the requisite planning applications, whilst both parties are responsible for developing the masterplan proposals and marketing the site.

In November 2011 these two partners entered into a Planning Performance Agreement (PPA) with SDC. Through the PPA process all parties

have established a Vision and design principles for the site and are working corroboratively to develop a masterplan that can deliver the Vision within the plan period.

NETWORK RAIL

Network Rail have a land holding on the Olympia Park site and BOCM PAULS have entered into Agreed Heads of Terms with Network Rail for the closure of the level crossing and construction of the vehicular and pedestrian bridge over the railway line within an agreed time frame. Providing bridge construction is completed by 2014 no further maintenance work will be needed on the level crossing prior to its closure. The proposed bridge is designed to accommodate future electrification of the line if required. As such there are no outstanding issues with Network Rail that could prove detrimental to deliverability.

APPROACH TO PLANNING APPLICATION

It is the landowners' intention to deliver the site through a series of planning applications. The first, (an application for Prior Approval for the demolition of buildings) has already been made and consented. The second and third applications (see table opposite) will be made in May 2012. Subsequent Reserved Matters applications will be timed to reflect anticipated occupier and market interest in the various land uses and ownerships. Each application will be set within the context of this Framework and Delivery Document with the intention of meeting the policy aspirations contained in Policy SP7 (and accompanying SPD/Aspiration and other policies) of the Draft Core Strategy. The application proposals will also relate to the wider planning policy context, including the National Planning Policy Framework (NPPF) and related Government policy and Ministerial Statements. By proposing to deliver the site through a series of planning applications rather than one application the deliverability of Olympia Park has greater robustness and certainty for it enables market demand and timing of the different land uses to be met without one land use compromising the timing of the others.

PLANNING APPLICATION SUMMARY TABLE

APPLICATION	DESCRIPTION	SUBMISSION DATE
Application 1	An early application to demolish existing redundant structures on BOCM PAULS owned land. This application will also have the added benefit of immediately improving the appearance of the Barlby Road corridor which is the main entrance into the town from the North East	In November 2011 a submission was made to SDC asking for approval to carry out demolition works on BOCM PAULS' land to enable future development. Permission was granted March 2012
Application 2	The second application will be a hybrid planning application that will deal with BOCM PAULS' owned land in its entirety with the exception of a part of the site on Barlby Road that will be retained for future development. This hybrid submission will establish in outline, the principle of residential, commercial and community development on the site and will describe in detail, various elements including, any remaining demolition and site remediation works, construction of requisite infrastructure, including, amongst others, provision of a road bridge across the Leeds-Hull railway line into the site from Barlby Road and a road link from the Selby Bypass connecting to Potter Group's trans-shipment site.	May 2012
Application 3	The third application will be for the refurbishment of the existing BOCM PAULS Mill. This application like application 1 will have the added benefit of immediately improving the appearance of the Barlby Road corridor which is the main entrance into the town from the North East and will provide an improved setting for the proposed housing. This application will be made in May 2012 along with the hybrid planning application.	May 2012
Application 4	The fourth application will be for the redevelopment of Selby Farms Employment land. The scope of this application will reflect market demand.	The timing of this application will reflect anticipated occupier and market interest.

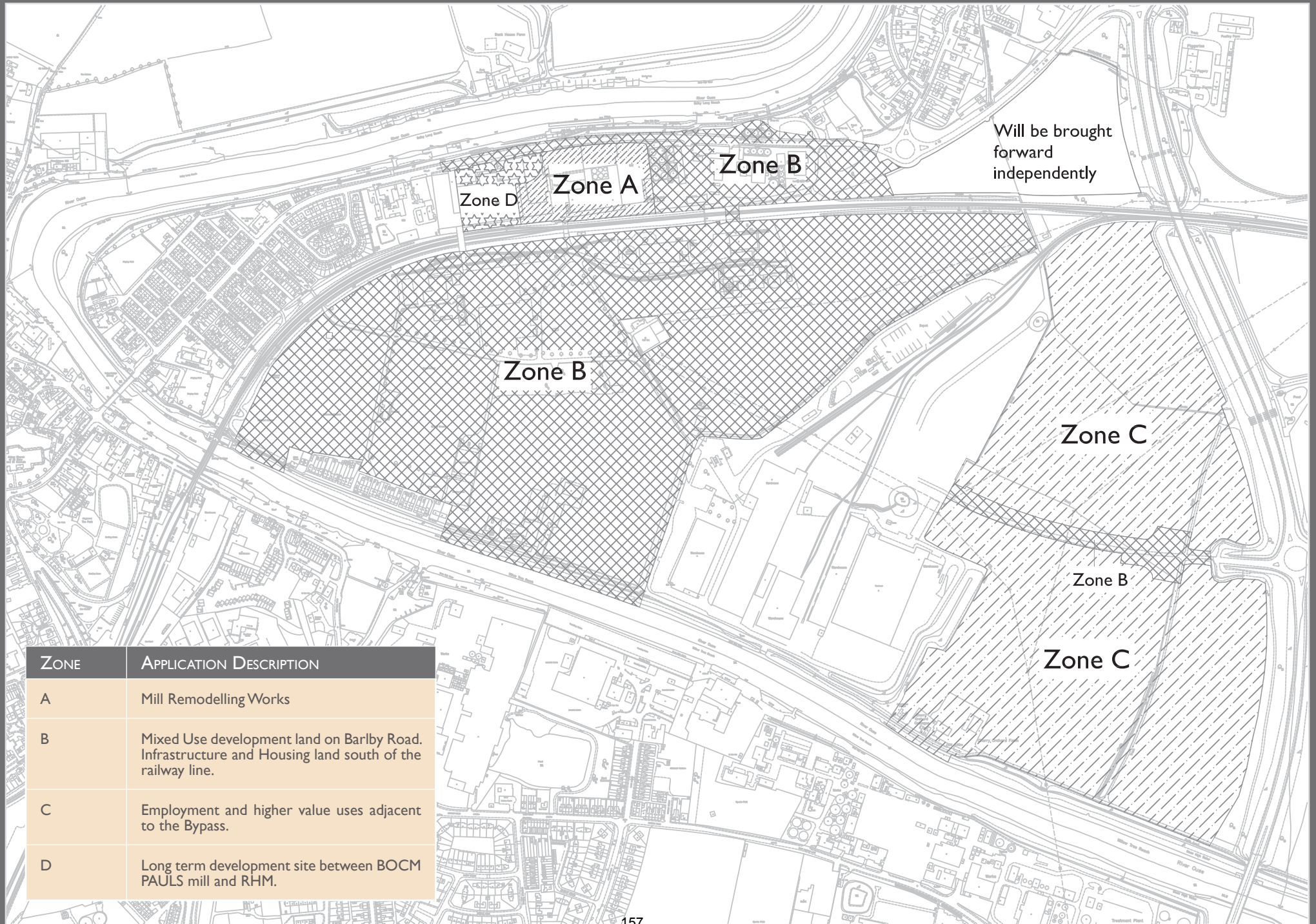
DELIVERY FRAMEWORK - PHASING AND ZONING

INTRODUCTION

To assist in the analysis of deliverability the site is structured around land zones and phases.

ZONING

The Preferred Masterplan is structured around four land zones each comprising a range of accommodation. These zones allow costs to be apportioned to the stages of development and for a phasing of development and infrastructure to be considered. This approach allows for the subdivision of the site into zones to assist in the analysis of its deliverability ensuring it is robust.



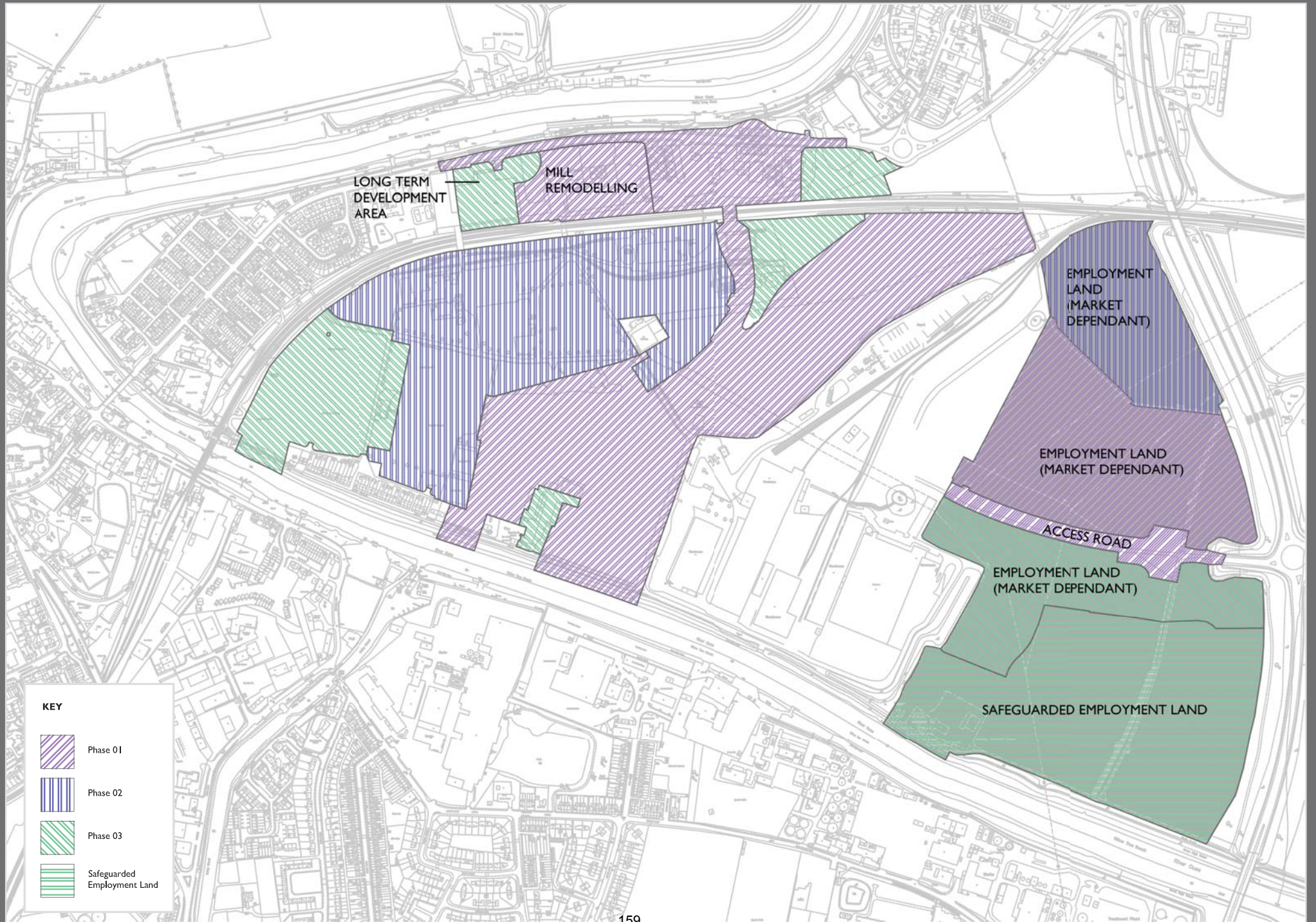
DELIVERY FRAMEWORK - PHASING AND ZONING

PHASING





The scheme will be developed in three phases over a fifteen year construction period with anticipated commencement in 2013. It should be noted that zones are not phases and it is anticipated that development within different zones can occur simultaneously, subject to market conditions over the development programme. Exact timings will be driven in part by market conditions.

The table below identifies the proposed development phases and key infrastructure requirements for each phase:

PHASE	YEARS	DEVELOPMENT
1	2013 - 2016	Development <ul style="list-style-type: none"> Neighbourhood centre (anticipated trading 2016) Phase 1 housing (First Occupation in 2016) Employment land developed (floor space and use class to be determined by market conditions)
		Key Infrastructure requirements <ul style="list-style-type: none"> Demolition works on Barlby Road and land south of railway Mill Remodelling works Bridge construction/level crossing closure Access Road from A63 Bypass Barlby Road highways works Acoustic and landscape screen to Potter group
		Development of these pieces of infrastructure will be triggered by housing numbers <ul style="list-style-type: none"> Start of junction remodelling works Phase 1 & 2 drainage on land south of railway Equipped children's play area Potential Primary School
	Development required to facilitate Phase 2	<ul style="list-style-type: none"> Sports pitches and bowling green and Allotments constructed Community Hub
2	2017- 2021	Development <ul style="list-style-type: none"> Phase 1 and 2 housing (approx. 400 houses occupied by 2021) Employment land developed (floor space and use class to be determined by market conditions)
		Key Infrastructure requirements <ul style="list-style-type: none"> Acoustic and landscape screen to railway line Equipped children's play area
3	2022 - 2027	Development <ul style="list-style-type: none"> Phase 3 housing (approx. 400 houses occupied by 2027) Employment land developed (floor space and use class to be determined by market conditions)
		Key Infrastructure requirements <ul style="list-style-type: none"> Equipped children's play area
4	Beyond 2027	Safeguarded Employment Land for beyond the current plan period



KEY

-  Phase 01
-  Phase 02
-  Phase 03
-  Safeguarded Employment Land

VIABILITY

In 2010, CB Richard Ellis, on behalf of BOCM PAULS and Selby Farms, produced high level viability appraisals for the scheme to give the Council the comfort that the scheme was deliverable and its inclusion as a strategic site in the Core Strategy could be justified. This work formed part of the evidence for the Examination in Public which opened in September 2011 and was scrutinised by the District Valuer.

Subsequent appraisals have been undertaken by BOCM PAULS to demonstrate that the site proposals are viable. Because these appraisals have been informed by the findings of extensive site analysis which have identified site constraints and enabled costs to be assigned to appropriate mitigation measures, BOCM PAULS are confident their viability appraisals are robust.

Recent appraisals have been based on detailed cost plans prepared by Stephen Byrne Associates on behalf of BOCM PAULS and Selby Farms and the significant abnormal costs have been calculated. Abnormal costs for the scheme include:

- Raising of Barlby Road
- Road/Bridge construction
- Selby Farms access road
- BOCM PAULS mill remodelling to accommodate the bridge
- Remediation
- Acoustic screening/bunding to the Potter Group and Leeds-Hull railway line
- Retention of access to Recreation Road for Ouse Bank residents

SECTION 106

It is recognised that the development of the site will be subject to the abnormal costs as set out above and it has therefore been agreed between BOCM PAULS and SDC that developer contributions will be made on a “open book appraisal” basis, in other words contribution

levels will be based on what is considered to be a fair sum given the ability of the scheme to support such payments.

Roger Tym and Partners have been appointed by the landowners to prepare viability appraisals and the District Valuer is acting on behalf of SDC to review the appraisals and provide advice to SDC on an appropriate level of developer contribution based on the viability led approach.

The landowners will enter into a Section 106 agreement with the Council, which subject to viability, will ensure the delivery of:-

- Recreational Open Space Provision
- Waste Recycling Facilities
- Primary and Secondary Education Facilities
- Primary Health Care Facilities
- Community Facilities
- Affordable Housing Provision
- Highways Infrastructure and Enhancement of the Public Realm

SECTION 106 CONTINUED

- Local Employment Skills Training

Achievability of the Council's S106 aspirations will only become clear once the viability appraisals are completed.

FUNDING

It is recognised that up front infrastructure costs will put a heavy burden on finances for development in the early stages and that the landowners are unlikely to see a return on their investment until the later stages of development. To assist with this the following applications have been made for public funding:

- RGF Round 2 - Access Road into Selby Farms from the A63 Bypass (Unsuccessful)
- Growing Places fund administered by Leeds City Region LEP - Access Road into Selby Farms from the A63 Bypass (Unsuccessful)
- Growing Places fund administered by York, North York's and the East Riding LEP - Access Road into Selby Farms from the A63 Bypass. (Unsuccessful)

The funding will come from a mix of sources including, BOCM PAULS for development on their own site, infrastructure funders and infrastructure providers, including, developers and house builders (who are prepared to take a deferred receipt). However, before these discussions can be finalised they need certainty that an implementable/commercially achievable planning consent is in place and the Landowners are working with SDC to achieve this with a Hybrid Planning Application for the site likely to go before SDC Planning Committee in Nov 2013.

PROJECT RISK

Any project of this scale and duration carries with it risks over the life of the development. Whilst it has been demonstrated that the Preferred Masterplan is robust, it remains subject to change as a result of risks shown in the table opposite.

Some risks are regarded as significant but all are capable of mitigation.

RISK	DESCRIPTION	MITIGATION
Change in Employment Market demand	Timing and scope of application is based on anticipated occupier and market interest. Market conditions are such that demand for employment space is likely to be subdued in the early stages of development. Market demand may change over the plan period and a corresponding change in the masterplan may be required to ensure masterplan remains market facing.	Ensure that agents are signalling early the likely changes in the market Ensure sufficient flexibility in the masterplan to enable it to respond to change. Close liaison with developers, land owners and SDC regarding changing aspirations.
Change in Housing Market demand	Average dwelling size, density and coverage are all determined by market demand and vary over time as market conditions change. Should the market conditions change over the period up to 2027 a corresponding change in the masterplan may be required to maintain residual land values.	Ensure sufficient flexibility in the masterplan to enable it to respond to change.
Change in adjoining land owner aspirations	Agreed Heads of Terms are in place with Network Rail for the delivery of the road bridge and closure of the level crossing.	Without this support an alternative route would need to be found for accessing the site
	The aspirations and requirements of the Potter Group may change over the life of the LDF.	A proposed change of use on all or part of the Potter Group land could be accommodated by minor modifications to the Preferred Masterplan
Technical Issues	The discovery of new technical constraints could impact on the masterplan	Robust baseline assessment has been undertaken to minimise this risk.
Change in Planning Policy and/or Public Body requirements	A change in national planning policy and / or in the requirements of relevant bodies such as highways or the Environment Agency could impact upon the masterplan.	Mitigation measures will be determined by specific change.
Change in financial circumstances of a partner	Inability of a key development partner to complete their responsibility within the project	Close management of all contracted parties and contingencies for non-performance of contract.

DELIVERY FRAMEWORK SUMMARY

The Delivery Framework demonstrates the Olympia Park proposals are deliverable within the plan period up to 2027.

It confirms that the landowners, BOCM PAULS and Selby Farms, are fully behind the development proposals and are working with SDC and other key stakeholders to deliver the site in accordance with the Core Strategy Policies and the Vision.

It confirms that all technical constraints on the site have been identified and appropriate mitigation measures costed and the landowners are unaware of any technical constraints that could undermine the deliverability of this development.

It confirms that whilst the development is viable the significant abnormal costs incurred in the early stages of development will result in the landowner not seeing a return on their investment until the latter phases of development.

These exceptional abnormal costs may impact on the timing of S106 contributions.



CONCLUSION

This Framework and Delivery Document demonstrates that the proposed development of Olympia Park presents Selby with an opportunity to secure its long term economic and housing future in a robust and sustainable manner. The scheme will allow the phased delivery of 878 new mixed type and tenure houses. Over 2500 FTE jobs will potentially be created on 23ha of employment land and a further 10.6ha reserved for longer term employment use,

Olympia Park will enable Selby to deliver approximately 40% of its housing requirements and bring to the market a substantial number of jobs and employment opportunities in the plan period up to 2027 from a single sustainable site.

Through working corroboratively, BOCM PAULS and Selby Farms together with SDC and key stakeholders have successfully developed a Masterplan and Framework and Delivery Document (FDD) that accords with the aspirations contained in the Core Strategy and the Olympia Park Project Vision. The aspirations of all parties are viable and deliverable.

This Masterplan and FDD promotes good quality placemaking principles, sustainability and integration with Selby, Barlby and beyond to the wider area through a number of physical and social connections. This integration is reinforced through the inclusion of a robust green infrastructure network running throughout the site that links Recreational Open Space, play areas, a primary school, a community hub, allotments, sports pitches and bowling green. These measures ensure that Olympia Park will be experienced as an extension to Selby and Barlby and not as an isolated, disjointed and disconnected development remote from its context.

New infrastructure, in particular the proposed new access bridge over the Leeds-Hull railway and the access road extending from the existing roundabout on the A63 Bypass, opens up Olympia Park to housing and employment development and significantly improves access from these sites to Selby town centre and the wider area. All proposed infrastructure and technical mitigation measures can be delivered in a phased manner

throughout the construction period and are viable. The landowners are not aware of any infrastructure or technical issues that have the potential to undermine the deliverability of Olympia Park.

The Preferred Masterplan gives opportunities to deliver a mix of house types and styles that will add to the rich tapestry that already exist in the area. Through its scale, location and design, the masterplan brings opportunities for sustainable energy infrastructure and for the impact of the development on climate change to be minimised through the delivery of buildings that are designed to meet the relevant Code for Sustainable Homes and BREEAM standards.

The masterplan brings enhancement to Barlby Road and gateways to Selby and the new residential and employment developments. It reinforces and enhances the banks of the River Ouse with buildings that respond positively to their unique water's edge setting and creates a high quality and attractive environment where residents and workers can live and work in

safety. Healthy lifestyles are encouraged through easy access to pedestrian and cycle routes and a wide range of community and sports facilities which are accessible to all.

The Olympia Park Masterplan and Framework Delivery Document presents Selby with a 'once in a generation' opportunity to secure its long term prosperity and to deliver the aspirations contained in SDC's Core Strategy and Vision.



PHASING SCHEDULE

YEAR	DEVELOPMENT
Work to Date	
2012	<p>Demolition works commence on Barlby Road and land south of the railway</p> <p>Detailed technical submission sent to Network Rail for bridge approval.</p> <p>Close liaison between BOCM PAULS, HCA and Selby Council on affordable housing requirements</p> <p>On-going consultation with:</p> <ul style="list-style-type: none"> - Allotment Association - Bowls Club - Football Club - Ouse Bank and other Local Residents - Barlby Bridge School (and NYCC) - Wider community - Council Members
2013	<p>Planning Application Approval</p> <p>Mill remodelling works commence in order to facilitate new neighbourhood centre and new access</p> <p>Formal marketing of residential land to regional and national house builders commences</p> <p>Commercial Agents appointed to market Olympia Park employment land</p> <p>Employment land promotion and development strategy developed between Selby Farms and Selby Council</p>
Phase I: 2014 - 2017	
2014	<p>Barlby Road highway works commence.</p> <p>Detailed design of new industrial estate road and services prepared and submitted to local authority as part of Zone B planning application.</p> <p>Phase I drainage scheme constructed on land south of railway line</p> <p>Sale of first neighbourhood centre land on Barlby Road</p> <p>Neighbourhood Centre construction commences</p> <p>Sale of first residential land</p>

YEAR	DEVELOPMENT
2015	<p>Bridge works commence</p> <p>Neighbourhood centre and restaurants on Barlby Road commence trading.</p> <p>Phase 1 housing commences on site.</p> <p>On site equipped children's play area constructed</p> <p>Employment Land available for development. Floor space and Use class to be determined by market conditions</p> <p>New industrial access road into employment zone constructed</p>
2016	<p>Employment Land available for development. Floor space and Use class to be determined by market conditions</p> <p>New acoustic and landscape screen erected adjacent to Potter Group</p> <p>Phase 2 drainage scheme constructed on land south of railway line</p> <p>Employment Land available for development. Floor space and Use class to be determined by market conditions</p> <p>First New Home Occupied, Approx. 80 New homes occupied by end of year.</p>
2017	<p>Employment Land available for development. Floor space and Use class to be determined by market conditions</p> <p>Approx. 80 new homes occupied by end of year.</p> <p>New sports pitches constructed</p> <p>New sports pitches occupied.</p>
Phase 2: 2018 - 2021	
2018	<p>Employment Land available for development. Floor space and Use class to be determined by market conditions</p> <p>Existing sports pitches development commences. 80 New homes occupied by end of year.</p> <p>New Primary School constructed</p>
2019	<p>Employment Land available for development. Floor space and Use class to be determined by market conditions</p> <p>80 New homes occupied by end of year.</p> <p>On site equipped children's play area constructed</p>

YEAR	DEVELOPMENT
2020	<p>New acoustic and landscape screen erected adjacent to railway line</p> <p>Employment Land available for development. Floor space and Use class to be determined by market conditions</p> <p>80 New homes occupied by end of year.</p>
2021	<p>Employment Land available for development. Floor space and Use class to be determined by market conditions</p> <p>80 New homes occupied by end of year.</p> <p>New allotments constructed.</p>
Phase Three: 2022-2029	
2022-2027	<p>New allotments occupied. Existing allotments development commences</p> <p>Employment Land available for development. Floor space and Use class to be determined by market conditions</p> <p>80 New homes occupied by end of each year until development complete.</p>

CONSULTANT TECHNICAL REPORTS

TOPIC	REPORT TITLE	AUTHOR	DATE
Geotechnical/ Ground	Phase One Environmental Audit	RPS	1998
	Phase Two Contamination Assessment, site wide	RPS	2000
	Geotechnical Investigation, Selby Farms Land	John Pritchard Goodman	2005
	Geo-environmental Appraisal of the eastern part of Olympia Mills (BOCM PAULS)	Sirius	2007
Flood/Drainage	Flood Risk Assessment	Faber Maunsell	2007
	Level 1 Strategic Flood Risk Assessment	Scott Wilson	2008
	Level 2 Strategic Flood Risk Assessment	Scott Wilson	2010
	Flood Risk Assessment	Weetwood	2011
Highways/Roads	Transport Assessment	AECOM	2008
	Bridge Design proposal.	AECOM	2008
	Highways Modelling – Draft Selby LDF Phase 1 Option Testing Report	Jacobs	2009
Market Analysis	Economic Impact Assessment	Genegon	2012
Agriculture	Agricultural Land Classification	Agricultural Systems Anaysis Ltd	2012

TOPIC	REPORT TITLE	AUTHOR	DATE
Highways/Roads cont.	Highways Modelling – Draft Selby LDF Phase 2 Option Testing Report	Jacobs	2009
	Swing bridge Junction Study.	AECOM	2010
Ecology	Phase 1 Habitat Survey	AECOM	2007
	Phase 2 Habitat Survey	AECOM	2010
Noise	Noise Assessment - BOCM North	Faber Maunsell	2008
	Noise Assessment - BOCM South	Kirby Charles Associates	2009
	Noise Assessment - BOCM Mill	NWSS	2010
	Baseline Noise Survey - Olympia Park	SKM Enviro	2011
Archaeology	Archaeological Survey	Archaeological Consultant	2008
Utilities	Baseline information obtained from utilities companies in Selby.	Utilities Companies	Various
	Capacity and Infrastructure	Peter Brett	2012
Sustainability	Sustainability Assessment	Peter Brett	2012
Environmental Impact Technical Papers	Environmental impact Assessment	Spawforth/Various	2012



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KEY

	Existing Green Space		Bowling Green
	Public Open Space		Key Building
	Existing Commercial Area		Gateway Building
	Existing Residential Area		Primary Road Network
	River		Secondary Road
	Playing Fields		Private Drive
	Allotments		Access to Ouse Bank Properties
	Bunding		Trees
	SUDS / SWALES		New Dwellings
	Trans Pennine Trail		Application Boundary
	Underground SUDS Connection		

Public Session

Report Reference Number (C/13/12)

Agenda Item No: 14

To:	Council
Date:	10th December 2013
Author:	Julia Jennison – Policy Officer
Lead Officer:	Keith Dawson – Director of Community Services
Executive Member	Councillor Gillian Ivey

Title: Selby Affordable Housing Supplementary Planning Document

Summary: The Affordable Housing Supplementary Planning Document (AHSPD) will support policy implementation by informing negotiations on schemes to deliver a proportion of affordable housing on all market housing sites following the adoption of the Core Strategy.

Recommendation:

i. To adopt the Affordable Housing Supplementary Planning Document

Reasons for recommendation

To assist in the implementation of the Council's policies in the Core Strategy for delivery of affordable housing to meet identified need in the District following its adoption on 22nd October 2013.

1. Introduction and background

- 1.1 The Affordable Housing Supplementary Planning Document (AHSPD) sets out the Council's approach to delivering affordable housing in accordance with the Selby District Core Strategy Policy SP9 (Affordable Housing) and Policy SP10 (Rural Exceptions) and the National Planning Policy Framework (NPPF).
- 1.2 It aims to assist a range of stakeholders on the Council's approach, standards and mechanisms required to deliver affordable housing which meets local needs.

- 1.3 It will support policy implementation by informing negotiations on all market sites following the adoption of the Core Strategy on 22nd October.
- 1.4 It will also provide clear advice on the Council's expectations for any necessary s106 agreements, and sets out the methods used to calculate the commuted sums where required by the Core Strategy in appropriate circumstances.

2. The Report

- 2.1 The AHSPD has been developed through an officer/member working group, and the draft SPD was formally consulted in accordance with Regulation 13 of the Town and Country Planning (Local Planning) (England) Regulations 2012, and in conformity with the Council's Statement of Community Involvement.
- 2.2 On 7th November, following analysis of the consultation results, and final amendments to the AHSPD, Executive resolved:
 - i. To note the responses to the consultation on the Affordable Housing Supplementary Planning Document and approve the revised document.
 - ii. To delegate authority to officers to make final minor changes to the document.
 - iii. To recommend the Affordable Housing Supplementary Planning Document to Council for adoption.

3. Legal/Financial Controls and other Policy matters

Legal Issues

- 3.1 The AHSPD sets out the Council's approach to negotiations for affordable housing, and there has been legal representation at the working group meetings.
- 3.2 Commuted sums negotiated under S106 Agreements must be used for affordable housing, and should be ring fenced for this purpose. The Agreements generally provide for the repayment of unused sums after a certain period of time. Officers must ensure that mechanisms are in place for sums to be allocated in accordance with the provisions of the individual Agreements, and that spend and any pooling of contributions is robustly monitored.

Financial Issues

- 3.3 All costs associated with the production of the Affordable Housing SPD can be met from current budgets.
- 3.4 Once the SPD is adopted, it will be transparent to developers the formula used to ensure there is a balance between viability and the need to support affordable housing provision throughout the district. Upfront expression on

the Council's expectations will be set out, enabling the planning process to be streamlined. The cost of the viability assessments lies with developer/applicant.

- 3.5 The SPD also proposes the collection of commuted sums in lieu of on-site contributions on smaller sites (and in certain circumstances potentially in cases of commuted sums on larger developments) and that these monies could be used for the provision of more affordable housing across the District. Consideration will need to be made of the mechanisms for this to be effected in a way which meets the requirements of each S106, and allows the Council to meet its own aims and objectives for the district.

4. Conclusion

- 4.1 Supplementary planning documents add further detail to policies in the Local Plan (the Adopted Core Strategy). The AHSPD will be used to provide further guidance for development and will help applicants make successful applications and support the delivery of affordable housing to meet identified needs.
- 4.2 The AHSPD will form the basis for successful negotiation to maximise affordable housing provision within the scope of the Council's policy set out in the Core Strategy.

5. Background Documents

Draft Affordable Housing SPD 2010
Selby District Adopted Core Strategy 2013

Contact Officer:

Julia Jennison – Policy Officer
jjennison@selby.gov.uk

Appendices:

Appendix A
Affordable Housing Supplementary Planning Document Dec 2013

Selby District Council

**Affordable Housing
Supplementary Planning Document**

Final: December 2013



If you require any further help or advice or if you need this document in a different format, for example large print, audio, Braille or in another language, please contact the Policy and Strategy Team on (01757 292034) or email ldf@selby.gov.uk

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Section 1: Introduction

- 1.1 The Council believes that everyone should have the opportunity of a decent home which they can afford in a community in which they want to work or live. Selby District Council is committed to providing high quality affordable housing for people who cannot access or afford market housing in the Council's administrative area ("the District").
- 1.2 Housing affordability is one of the biggest challenges facing the District. House prices are higher than regional average, and almost tripled over the period 1996 to 2011¹ from £66,364 in 1996 to £182,443 in 2011. However average house prices in Selby are lower than the North Yorkshire average of £218,113.
- 1.3 Affordability ratios (house price to earnings) are also significantly higher than the 'Affordable Definition' of 3.5 (an affordable mortgage being three and a half times annual income)² particularly in the northern part of the District. In 2011 the affordability ratio for Selby District was 6.02³. This means that average house prices are 6 times the average annual household income for Selby District.
- 1.4 The latest Strategic Housing Market Assessment (2009) ("SHMA") identifies the scale of need for affordable housing in the District over the Local Plan period. The SHMA establishes an overall target of 30-50% intermediate housing and 50-70% social rented housing. To meet identified need, affordable housing needs to be the right kind of housing in the right locations. Following the introduction of the Government's Affordable Rent category, the Council will be gathering evidence to establish the identified need and tenure split of rented housing. This will be set out through a combination of this SPD, future Strategic Housing Market Assessments (SHMAs) and future development plan documents (as appropriate).

Section 2: Purpose and Status of this Supplementary Planning Document

- 2.1 Supplementary Planning Documents ("SPD") were introduced by the Planning and Compulsory Purchase Act 2004, amended by the Localism Act 2011.
- 2.2 Central Government requires local planning authorities to help tackle the shortage of affordable housing by securing the provision of affordable housing as a proportion of the total housing on residential and mixed use development sites. Affordable housing provision will be required where site size thresholds,

¹ DCLG Live Table 585 Housing market: mean house prices based on Land Registry data, by district, from 1996 - 2011

² DCLG (2007) Strategic Housing Market Assessment- Practice Guidance (Version 2)

³ DCLG Live Table 576 Ratio of lower quartile house price to lower quartile earnings by district, from 1997 - 2011

set out in this SPD are reached or exceeded, in accordance with Policy SP9 of the Selby District Core Strategy (“the Core Strategy”).

- 2.3 The purpose of this SPD is to set out the Council’s approach to delivering affordable housing in accordance with the Local Plan and national policy. It includes the range of approaches, standards and mechanisms required to deliver affordable housing which meets local needs and contributes to attaining mixed sustainable communities.



- 2.4 It provides a clear and consistent approach to assist development management officers, the Planning Committee, landowners, developers, applicants, Registered Providers (RPs), Parish and Town Councils and members of the public in understanding the requirements for the provision of affordable housing on all residential and mixed use development sites in the District.
- 2.5 Following the guidance contained in this SPD and discussing proposals with the Council at an early stage, so that affordable housing requirements are taken into account at site acquisition and scheme design stages, means applications are more likely to be validated expediently as the need for the Council to request additional information (which inevitably delays progress) would be minimised.
- 2.6 As set out in Policy SP1 of the Core Strategy, when considering development proposals the Council will take a positive approach that reflects the presumption in favour of sustainable development contained within the National Planning Policy Framework (NPPF). It will always work proactively with applicants to find solutions which mean that proposals can be approved (and affordable housing need can be delivered) wherever possible.

Section 3: National Planning Policy

- 3.1 The National Planning Policy Framework (NPPF) was issued in March 2012. This provides the national planning policy guidance for the preparation of Local Plans and provision of affordable housing. The affordable housing policies contained within the Core Strategy SP9 and SP10 align with the NPPF guidance on affordable housing.
- 3.2 The NPPF Glossary definition of SPDs states that they add further detail to the policies in the Local Plan and *‘they can be used to provide further guidance for development on specific sites, or on particular issues, such as design⁴’*. Paragraph 152 of NPPF states that *‘Supplementary planning documents should be used where they can help applicants make successful applications or aid infrastructure delivery, and should not be used to add unnecessarily to the financial burdens on development.’* The NPPF also confirms that SPDs are capable of being a material consideration in planning decisions, but are not part of the development plan.
- 3.3. Paragraph 204 sets out the National Policy on planning obligations. This paragraph is relevant as planning obligations are a mechanism for delivering affordable housing. Paragraph 204 states that *‘planning obligations should only be sought where they meet all of the following tests:*
necessary to make the development acceptable in planning terms;
directly related to the development; and
fairly and reasonably related in scale and kind to the development’.
- 3.4 These tests are also contained in Regulation 122 of the Community Infrastructure Regulations 2010 (“the CIL Regulations”).
- 3.5 The affordable housing policies included in the Core Strategy are consistent with guidance set out in the National Planning Policy Framework.

Section 4: Affordable Housing

Affordable Housing Definition

- 4.1 The Council’s definition of affordable housing is set out in the Core Strategy (para 5.90), and is in accordance with the definition in national guidance. The current national guidance definition is contained within National Planning Policy Framework and provided in the Glossary of the NPPF, the Core Strategy and this SPD as follows:

‘Social rented, affordable rented and intermediate housing, provided to eligible households whose needs are not met by the market. Eligibility is determined with regard to local incomes and local house prices. Affordable housing should include provisions to remain at an affordable price for future eligible

⁴ Glossary at end

households or for the subsidy to be recycled for alternative affordable housing provision.

Social rented housing is owned by local authorities and private registered providers (as defined in section 80 of the Housing and Regeneration Act 2008), for which guideline target rents are determined through the national rent regime. It may also be owned by other persons and provided under equivalent rental arrangements to the above, as agreed with the local authority or with the Homes and Communities Agency.

Affordable Rented housing is let by local authorities or private registered providers of social housing to households who are eligible for social rented housing. Affordable Rent is subject to rent controls that require a rent of no more than 80% of the local market rent (including service charges, where applicable).

Intermediate housing is homes for sale and rent provided at a cost above social rent, but below market levels subject to the criteria in the Affordable Housing definition above. These can include shared equity (shared ownership and equity loans), other low cost homes for sale and intermediate rent, but not affordable rented housing.

Homes that do not meet the above definition of affordable housing, such as “low cost market” housing, may not be considered as affordable housing for planning purposes.’

Rural Exception Sites Definition

- 4.2 A Rural Exception Site is a site where planning permission will only be granted for small scale rural affordable housing, as an exception to normal planning policy to meet an identified local need. Rural Exception Sites must be in scale and keeping with the settlement they are within or adjoining, and its setting. The Council’s adopts the NPPF definition of Rural Exception Sites, which is:

‘Small sites used for affordable housing in perpetuity where sites would not normally be used for housing. Rural Exception Sites seek to address the needs of the local community by accommodating households who are either current residents or have an existing family or employment connection. Small numbers of market homes may be allowed at the local authority’s discretion, for example where essential to enable the delivery of affordable units without grant funding (NPPF, Glossary)’.

- 4.3 Core Strategy Policy SP9 provides the criteria that must be met for a site to be considered a Rural Exception Site. Local need has to be evidenced by the results of a local (parish) housing needs survey, and the proposed scheme must demonstrate that it meets the evidenced local needs, as well as being in line with the Selby evidence base (set out in Section 6: Evidence).



- 4.4 The Rural Housing Enabler is a resource available to Selby District Council, to work with landowners, local communities and Registered Providers to enable rural affordable housing schemes. Landowners who wish to develop their land as a rural exception site should seek the advice of the Rural Housing Enabler.
- 4.5 Specific allocations of rural exception sites within or adjoining Development Limits in the case of Secondary Villages, and adjoining development limits in Designated Service Villages, will be considered through the forthcoming Sites and Policies Local Plan.
- 4.6 The Council's policy on allowing a small number of market units on rural exception sites is set out in Policy SP9 of the Core Strategy (see section 5 below). Further detailed policies and proposals will be considered as part of the Sites and Policies Local Plan. In the interim, the Council's approach on mixed market / affordable housing rural exception sites is set out in Section 7 (7.22-7.23) of this SPD (in line with the NPPF and Core Strategy).

Section 5: Local Plan Context

Selby District Core Strategy Overview

- 5.1 The Council Adopted the Selby District Core Strategy Local Plan on 22 October 2013.
- 5.2 The Core Strategy includes two policies on affordable housing provision, these being Policies SP9 and SP10.
- 5.3 The Core Strategy policies have been prepared based on evidence of need from the Selby District Strategic Housing Market Assessment (SHMA, 2009)⁵, an Economic Viability Assessment (EVA, 2009)⁶ and the Small Sites Threshold Testing (2010)⁷.

⁵ Selby District Strategic Housing Market Assessment (SHMA) 2009 by consultants, Arc4 for the Council
http://www.selby.gov.uk/service_main.asp?menuid=&pageid=&id=1743

⁶ Affordable Housing Economic Viability Assessment by consultants DTZ for the Council , August 2009
http://www.selby.gov.uk/service_main.asp?menuid=&pageid=&id=1821

⁷ Affordable Housing Small Sites Threshold Testing – DTZ October 2010
http://www.selby.gov.uk/upload/Affordable_Housing_Small_Sites_Threshold_Testing.pdf

- 5.4 The EVA provides evidence on the viability of different sized affordable housing schemes at a range of different locations. The study base date of mid 2009 coincides with the low point of the economic downturn which occurred from 2008 onwards.
- 5.5 As a consequence of the timing of the Study, 10% affordable housing was found to be an appropriate requirement across the District. However, the Study assessed conditions over a range of scenarios including consideration of viability in very good market conditions similar to those which existed immediately prior to the economic downturn (2006/07). The equivalent percentage requirement in this case was 50%. The Study also considered variations in viability in differing areas of the District which illustrated substantial variations between the rural areas in the north and north-western parts and the south-east part of the District. The three towns of Selby, Sherburn in Elmet and Tadcaster fall between the two extremes in viability terms.
- 5.6 Consequently, the indication from the EVA is that in good market conditions 40% affordable housing should be achievable on a high proportion of sites and this figure is therefore included as an upper target level in the Adopted Core Strategy.
- 5.7 It is open to developers to discuss these requirements on a site by site basis having regard to the particular circumstances prevailing at the time of application for permission, and to any particular abnormal and unforeseeable site related issues which may impact on viability. Reductions will be negotiated when developers demonstrate these target requirements are not viable.

Affordable Housing Policy

- 5.8 The two main aims of the Core Strategy affordable housing policy are:
- To establish the overall target for the provision of affordable housing in the District in accordance with national guidance on the definition and provision of affordable housing; and
 - To set the broad framework within which developer contributions towards meeting affordable housing need will be sought in association with normal market housing.
- 5.9 Policy SP9 in the Core Strategy sets a requirement for up to a maximum of 40% affordable housing on housing schemes of 10 units or above (or on housing schemes comprising 0.3 hectares or more). In exceptional circumstances, commuted sums may be acceptable where there are clear benefits in relocating all or part of the affordable housing.
- 5.10 For small sites below the 10 dwellings threshold a commuted sum in lieu of on-site provision of affordable housing will be sought. The basis of the calculation for the commuted sum is set out in this SPD (at Appendix 1).
-

5.11 The exact wording of Policy SP9 is set out below:

Policy SP9 Affordable Housing

A. The Council will seek to achieve a 40/60% affordable/general market housing ratio within overall housing delivery.

B. In pursuit of this aim, the Council will negotiate for on-site provision of affordable housing up to a maximum of 40% of the total new dwellings on all market housing sites at or above the threshold of 10 dwellings (or sites of 0.3 ha) or more.

Commuted sums will not normally be accepted on these sites unless there are clear benefits to the community/or delivering a balanced housing market by re-locating all or part of the affordable housing contribution.

C. On sites below the threshold, a commuted sum will be sought to provide affordable housing within the District. The target contribution will be equivalent to the provision of up to 10% affordable units.

D. The tenure split and the type of housing being sought will be based on the Council's latest evidence on local need.

E. An appropriate agreement will be secured at the time of granting planning permission to secure the long-term future of affordable housing. In the case of larger schemes, the affordable housing provision will be reviewed prior to the commencement of each phase.

The actual amount of affordable housing, or commuted sum payment to be provided is a matter for negotiation at the time of a planning application, having regard to any abnormal costs, economic viability and other requirements associated with the development. Further guidance will be provided through an Affordable Housing SPD.

5.12 The requirement for an affordable housing contribution also applies to refurbishment and conversions where additional units are added to the housing stock. For example, if a house was converted to provide 3 flats, contributions would apply to the additional 2 units. However, it does not apply to new agricultural workers dwellings.

Future Local Plan Documents, Affordable Housing

5.13 The required tenure split of affordable housing is currently set out in the Core Strategy through the Strategic Market Housing Assessment. This will be updated through future development plan documents (as appropriate) based on the Council's latest evidence of need. (See Section 7)

Rural Housing Exceptions Sites

- 5.14 The Core Strategy also includes a policy on Rural Housing Exceptions Sites. This enables small sites to be developed specifically for affordable housing in small rural communities. The policy is set out below:

Policy SP10 Rural Housing Exceptions Sites

In the Designated Service Villages and the Secondary Villages, planning permission will be granted for small scale 'rural affordable housing' as an exception to normal planning policy provided all of the following criteria are met:

- i) The site is within or adjoining Development Limits in the case of Secondary Villages, and adjoining development limits in the case of Designated Service Villages;
- ii) A local need has been identified by a local housing needs survey, the nature of which is met by the proposed development; and
- iii) The development is sympathetic to the form and character and landscape setting of the village and in accordance with normal development management criteria.

An appropriate agreement will be secured, at the time of the granting of planning permission to secure the long-term future of the affordable housing in perpetuity.

Small numbers of market homes may be allowed on Rural Exception sites at the local authority's discretion, for example where essential to enable the delivery of affordable units without grant funding in accordance with the NPPF. Future Local Plan documents will consider introducing a detailed policy and / or specific allocations for such sites.

- 5.15 Exception sites must be in scale and keeping with the settlement they are within or adjoining and its setting. Rural Exception sites will seek to address the needs of the local community by accommodating households who are either current residents or have an existing family or employment connection. See Paragraph 7.17 for more detail.

Future Local Plan Documents, Rural Exception sites

- 5.16 The Sites and Policies Local Plan will consider further detailed policies and the allocation of Rural Exceptions Sites in line with the Core Strategy. Any rural exception allocations would be within or adjoining Development Limits in the case of Secondary Villages, or adjoining development limits in Designated

Service Villages as per Core Strategy Policy SP10. Any allocations will also consider the national requirements set out in the NPPF.

Section 6: Evidence

- 6.1 The Council recognises that housing need and market conditions vary over time, depending on economic circumstances. This is reflected in the flexible Core Strategy policies on affordable housing.
- 6.2 The Core Strategy sets out the Affordable Housing requirements, which are based on the latest evidence on housing need in the Strategic Housing Market Assessment (SHMA) 2009 (and the North Yorkshire SHMA (NYSHMA) 2011 and an Economic Viability Appraisal (EVA) 2009⁸. The EVA demonstrates that in good market conditions 40% affordable housing should be achievable on a high proportion of sites and as such is included in the Core Strategy as an upper target level over the plan period. For further information see the Core Strategy (Section 5 – Creating Sustainable Communities).
- 6.3 Negotiations on affordable housing provision on specific sites will also be informed by any further up to date evidence, which will include the latest Strategic Housing Market Assessment (SHMA), current information from the Selby District / North Yorkshire Housing Register, and evidence of existing affordable housing provision in the locality, including the Census 2011.
- 6.4 The Council intends to review and update both the SHMA and the Affordable Housing Economic Viability Appraisal at appropriate intervals. This will ensure that the evidence base remains up to date, and they will be made available on the Council's website.

Section 7: Detailed Affordable Housing Requirements

- 7.1 Applicants should consider this SPD in tandem with the Council's website which will contain the most up to date evidence (See Section 6 above).

Site Size and Suitability

- 7.2 In accordance with the Core Strategy, Policy SP9, the Council will seek up to a maximum of 40% affordable housing on all market housing sites at or above the threshold of 10 dwellings (or sites of 0.3ha) or more.

For example for a planning application of 150 new dwellings, the Council will seek on-site affordable housing of a maximum of 60 affordable units.

- 7.3 On sites below the threshold of 10 dwellings (or sites of less than 0.3ha) a commuted sum in lieu of on site provision of affordable housing will be sought to provide affordable housing within the District. The contribution sought will

⁸ Also Small Sites Threshold Testing 2010

be equivalent to the provision of up to 10% on-site affordable housing units. For example, a 9 unit scheme would pay the cost of 0.9 of an affordable unit.

A commuted sum will be sought for planning applications for between one and nine residential units. For details on how these commuted sums will be calculated, please see Appendix 1.

Type, Size and Tenure

- 7.4 The exact type, size and tenure of affordable housing will be based on an assessment of need in the District. It will be based on the Council's latest evidence, which may include information from the most up to date Strategic Housing Market Assessment (SHMA), current information from the Selby District / North Yorkshire Housing Register, and evidence of existing affordable housing provision in the locality, including the Census 2011.
- 7.5 The starting point for negotiation on the type, size and tenure of affordable housing will be based on the current evidence base (SHMA 2009), until superseded by the Council's new evidence. The most up to date evidence base should be the starting point for negotiation:
- A tenure split of 30 – 50% intermediate tenure (shared ownership, discounted sale and fixed equity products and intermediate rented options) and 50 – 70% social rent; and
 - A focus on 2-3 bed family housing to meet a range of need in flexible housing solutions in the longer term.
- 7.6 On developments where the affordable housing provision is subject to a service charge, most likely relating to shared communal areas, the charge should not be so great as to make occupancy unaffordable. The preferred approach by Registered Providers is to have limited shared areas within new developments, therefore resulting in no requirement for service charges to be payable. The Council will consider the levels of service charges in the context of prices, rents and overall affordability in relation to the findings of the latest SHMA.
- 7.7 North Yorkshire County Council has a programme to provide Extra Care housing for older people through a procurement programme led by their Extra Care Project Team. On larger sites, where the location is suitable and the proposed scheme would meet identified housing need, it may be appropriate for the developer's affordable housing requirement to be met through the provision of a site for an Extra Care scheme. This would need to be explored on a scheme by scheme basis with both Selby District Council and North Yorkshire County Council.

Design and Layout

- 7.8 The Council expects affordable housing to be built to the same high standard of design and amenity as market housing. Affordable housing units within new residential developments should be of a similar quality to the open market housing and should be visually indistinguishable.



- 7.9 Applicants should meet the design requirements set out in the Core Strategy (Policies SP15, SP16 and SP19) and any other future Selby District Council Development Management policies and guidance relating to design. Applicants should work with Registered Providers early to ensure that design standards meet their requirements on a scheme by scheme basis.
- 7.10 Core Strategy Policy CP16 states that *'development schemes should seek to reflect the principles of nationally recognised design benchmarks to ensure that the best quality of design is achieved'*. The Core Strategy notes the Council is keen to encourage all new housing developments to attain LifetimeHomes standards and meet the Code for Sustainable Homes as well as supporting the key principles of the Building for Life scheme.

Distribution of Affordable Housing

- 7.11 In order to create mixed and balanced communities, affordable housing should be dispersed through the application site, which depending on the scale of the scheme, may mean in small groups of units. Selby District Council would encourage developers to engage with RPs as early as possible, to understand their distribution requirements. There may be circumstances where Registered Providers have management reasons for seeking a proportion of the affordable housing to be sited together e.g. flatted schemes, but this should not prevent the remainder of the provision being distributed across the development.

Registered Providers

- 7.12 In order to ensure the long term retention, management and availability of the affordable housing the Council's preferred model is that applicants work in partnership with Registered Providers (RPs).
- 7.13 The Council recommends that applicants put forward proposals with a partner Registered Provider in order that they can be involved in the negotiation at the earliest possible stage and preferably be party to the Section 106 Agreement which will be required (see below).
- 7.14 A list of approved Registered Providers operating in the Selby District is provided at Appendix 2 and on the Council's website, in order to assist applicants. The list is not restricted and applicants may work with an RP that is not included in Appendix 2. However, the proposed RP must be agreed in advance by the Council before any contract with the RP is entered into, as all affordable housing units must be able to be allocated through the Council's allocation scheme (North Yorkshire HomeChoice or other future arrangements approved by the Council).
- 7.15 The Council's preferred approach as set out in Core Strategy Policy SP9 is that the applicant builds and transfers the completed units to an RP at the transfer price (see Section 8) for that particular dwelling. In some circumstances the applicant may transfer serviced land to the RP to enable the building of each affordable unit; this will be considered by the Council on a case by case basis. The key requirement will be that the Council must be satisfied that the affordable housing scheme will be delivered to meet the need and be retained as affordable in the long term.

Local Connection

- 7.16 Selby District Council is part of North Yorkshire sub-regional Choice Based Lettings Partnership ("the North Yorkshire Homechoice"). This sets an agreed North Yorkshire wide approach for partner Councils and Registered Providers to selecting new occupiers for their properties.
- 7.17 In addition, Rural Exception Sites by their nature will require a local (parish) connection for applicants in the first instance, (see Section 5.15) prior to the property being allocated on a cascade e.g. firstly with a connection to adjacent parishes, to the wider Selby district next and to the North Yorkshire partnership area last. This could be a residential or work based connection. Details will be contained in the Section 106 Legal Agreement (see below).

Section 106 Legal Agreement

- 7.18 The provision of affordable housing is a requirement for all housing and mixed use developments to contribute to meeting the shortage of affordable housing in the District.
- 7.19 Affordable housing will be secured through planning obligations under Section 106 of the Town and Country Planning Act 1990.
- 7.20 The Council's model Section 106 Agreements for sites of 10 units and above (or of 0.3 hectares or more) and sites under 10 units are available on request. The model agreements detail affordable housing obligations only and will therefore need to be tailored to individual site specific requirements and include other non-affordable housing planning obligations (including, for example, recreational open space, education, transport and highways and enhancement of the public realm) as may be required to make the proposed development acceptable in planning terms.
- 7.21 Applicants may submit a draft Section 106 Agreement (or Heads of Terms), based on the appropriate model agreement with the planning application.

Small Number of Market Dwellings on Rural Exception Sites

- 7.22 In line with the National Planning Policy Framework and Selby Core Strategy Policy SP10, the Council may also consider rural exception sites that have a cross-subsidy from a small number of open market sales on the same site.
- 7.23 In considering such schemes the applicant would need to demonstrate to the Council's satisfaction that the open market element is essential to the delivery of the affordable housing development. This would need to be confirmed through dialogue with the Council's Rural Housing Enabler, with consideration of whether the scheme would meet local needs demonstrated through a local (parish) needs survey. The forthcoming Sites and Policies Local Plan will consider the allocation of Rural Exception Sites and the need for further detailed policy.

Section 8: Transfer Prices

- 8.1 The NPPF and Core Strategy Policy SP9 sets out a clear preference for affordable housing to be provided as completed units on site, for schemes of 10 dwellings (or 0.3ha) or more.
- 8.2 Selby District Council work closely with Registered Providers to set transfer prices by property type, size and tenure. The transfer prices will be updated annually and can be found on the Selby District Council website at:

[include link – when available]

- 8.3 The transfer prices at the date of publication of this SPD (2013) are included in Appendix 1.

Section 9: Development Viability

- 9.1 The Council expects that wherever possible applicants should consider the overall cost of development, including the required planning obligations and any abnormal costs, prior to negotiating the purchase of land or the acquisition or sale of an option.



- 9.2 On certain sites, development viability may be affected by a range or combination of factors not identified prior to purchase, such as high abnormal costs⁹ and/or competing or existing land values. It is acknowledged that the level of affordable housing that a scheme can accommodate, and associated viability assessment must be dependent on it creating a land value that provides a competitive return for a land owner and developer so they are willing to bring the site forward for development.
- 9.3 Where the applicant considers that development viability is affected, the applicant should identify these issues and associated costs and submit a financial appraisal (at the applicant's own expense) to the Council at the earliest opportunity, and at the latest as part of any submitted planning application. The preferred SDC approach is for an agreed deliverable level of affordable housing to be negotiated through the results of a financial appraisal prior to submission of a planning application. This will avoid delay of the planning application as a result of on-going negotiation and result in a reduced level of costs from the District Valuer (see 9.4), from continuing amendments to the appraisal. The Appraisal should cover all of the costs and expected receipts arising from the development to provide a net residual valuation.

⁹ Abnormal costs can broadly be described as site conditions which a competent purchaser, having undertaken the necessary investigation, could not have reasonably foreseen prior to the acquisition of a site.

- 9.4 The Council will refer the submitted financial appraisal to a suitably qualified viability expert adviser (“the Valuer”) for consideration and will require an open and co-operative approach between the applicant, the Council and the Valuer. The Valuer should be reasonable, transparent and fair in objectively undertaking and reviewing financial viability assessments. The Valuer’s costs will be met by the applicant, and will be reasonable and justified. As part of this co-operative process, the valuer will provide an independent assessment of the appraisal and the instruction will be jointly between the applicant and the Council’ Further guidance on Financial Appraisals is set out in Appendix 3 of this SPD.
- 9.5 The Council will view the Valuer’s report, and if the conclusion of the report is that the scheme is not deliverable when 40% affordable housing is provided on site, then the Council would agree to a reduction in the overall numbers of affordable housing, or changes to mix (unit types and tenures) or the commuted sum (as the case may be). The valuer’s report will consider other development costs, such as major infrastructure costs and other S106 costs when confirming the viability of the scheme.

Section 10: Commuted Sums

- 10.1 The Core Strategy Affordable Housing Policy SP9 requires all developments to contribute in some way towards meeting housing need. As outlined at 3.3, planning obligations should only be sought where they meet all of the necessary tests ie they are necessary to make the development acceptable in planning terms, directly related to the development, and fairly and reasonably related in scale and kind to the development.

Residential schemes of less than 10 dwellings

- 10.2 For schemes providing less than 10 dwellings Core Strategy Policy SP9 requires a commuted sum; the target contribution is equivalent to up to 10% affordable units. The commuted sum calculation for schemes of less than 10 dwellings is included in Appendix 1 of this SPD and the mechanism for payment will be secured through the Section 106 Agreement.

Residential schemes of 10 dwellings or more

- 10.3 For schemes providing 10 or more dwellings, Core Strategy Policy SP9 clearly states that Selby District Council’s preference is for those units to be provided on site, in line with national policy. The relocation of all or some of the affordable housing provision, or commuted sums will not normally be accepted.
- 10.4 Policy SP9 makes provision for applicants to provide a commuted sum only in exceptional circumstances, where an applicant can demonstrate that the provision of a commuted sum rather than on-site provision will result in clear benefits to the community/or delivering a balanced housing market.

- 10.5 Applicants must make a case to the Council regarding the provision of a commuted sum for some or all off-site provision, as a better alternative to on site provision. A key factor will be that off-site provision is not merely an alternative, but provides a better solution, a clear benefit or betterment than provision of on-site built units would deliver.
- 10.6 Selby District Council plans to update its Strategic Housing Market Assessment (SHMA) and the new SHMA will seek to provide a detailed definition of what constitutes a balanced housing market. In the interim; for the purposes of implementing Core Strategy Policy SP9 and to provide applicants with guidance, Appendix 4 sets out some examples of the factors which might be considered to deliver clear benefits to the community and support the delivery of a balanced housing market. However, existing evidence in the 2009 SHMA considers the whole District to be a single housing market area and as such the contribution of schemes anywhere in the District will help meet the District wide affordable housing requirements and will deliver a balanced housing market. Therefore the Council does not accept that there are settlement based or sub-area based local housing markets which need balancing within themselves or against each other. The requirement for affordable housing is District wide and provision to meet that need is appropriate District-wide.
- 10.7 A financial contribution will be only be acceptable in-lieu of on-site provision if both the applicant and the Council agree that this is the preferred approach e.g. where the management of the affordable housing on site cannot be effectively secured. The commuted sum calculation can be found in Appendix 1 of this SPD and the mechanism for payment will be secured through the section 106 agreement.

Pooling of Commuted Sums

- 10.8 Contributions received in lieu of affordable housing on site will be held in a fund and used to meet the provision of affordable housing in the District.

Section 11: Procedures for Applications

- 11.1 Applicants are advised to reflect the Council's affordable housing requirements at the earliest opportunity within the site development process and identify these in proposed S106 Heads of Terms. If possible this should be prior to the land acquisition stage and must be prior to the submission of a planning application. This is consistent with the Selby Validation Requirements for Planning and Other Applications submitted under the Town and County Planning Act, April 2011.
- 11.2 All relevant planning applications must be accompanied by the information outlined in Appendix 5, based on the approach set out in section 9.3 of this SPD.

- 11.3 SDC would prefer all applications which include affordable housing to be accompanied by S106 Heads of Terms, and a draft S106 agreement. If this is not possible a draft S106 agreement should be provided four weeks before the target determination date (committee date or through delegated officers powers). This will allow the S106 to be finalised swiftly following determination.
- 11.4 The Council's Model Section 106 agreements (for the provision of affordable housing for schemes of 10 dwellings or more (or of 0.3 hectares or more) and schemes of less than 10 dwellings) are available on request.
- 11.5 A key element of this proactive approach is the provision of this SPD to guide applicants. In addition it is expected that applicants ensure that sufficient information is provided with applications and as such the Council requires that outline planning applications must be accompanied by an indicative layout plan showing the location of the proposed affordable housing.
- 11.6 A 'Phasing Plan' will be required identifying the phases of the development (if the development is intended to be developed in phases), which will be part of the S106 Agreement.
- 11.7 For single phase developments the proportion, mix (unit types, sizes and tenures) and locations (specific plot numbers) of affordable housing will be agreed at the time of a full application or at the time of reserved matters application for outline applications.
- 11.8 For multi-phase developments, the maximum and minimum amounts of affordable housing will be agreed at the time of the outline application. The proportion, mix (unit types, sizes and tenures) and locations (specific plot numbers) of affordable housing on each individual phase will then be agreed at the commencement of each phase.
- 11.9 Full planning applications and (in the context of outline planning applications) applications at the reserved matters stage must be accompanied by the information outlined in Appendix 5.
- 11.10 Planning applications that accord with the policies in the Local Plan and the guidance included in this SPD will be determined without delay, unless material considerations indicate otherwise.

Appendix 1

Market Value, Transfer Prices and Commuted Sums

- A1.1 The NPPF and Core Strategy Policy SP9 set out a clear preference for the delivery of affordable housing on site. SP9 states that ‘commuted sums will not normally be accepted on these sites unless there are clear benefits to the community / or delivering a balanced housing market by relocating all or part of the affordable housing contribution’.
- A1.2 Only in those exceptional circumstances, where clear benefits to the community/ or delivering a balanced housing market can be demonstrated, will a commuted sum in lieu of on-site affordable housing be considered.
- A1.3 The following sets out the methodology, which would be used to calculate the commuted sums in those exceptional circumstances.

a) Determining the Market Value Methodology

Market Value for schemes of 1-9 dwellings or more

- A.1.4 Transfer Prices and Commuted Sum provisions require a market value to be determined, except for schemes of 1-9 units where the SPD sets out a fixed sum. This is contained in Table 2 in this Appendix 1.

Market Value for schemes of 10 dwellings or more

- A.1.5 For schemes of 10 dwellings or over (or of 0.3 hectares or more), applicants will be required to demonstrate the market value of the types of housing equivalent to the types proposed as affordable housing for the Council to consider and approve.
- A.1.6 Valuation for schemes of 10 or more dwellings (or of 0.3 hectares or more) may be achieved by:
- Three separate estate agent/ surveyor valuations; or
 - Average value of past sales for equivalent dwelling types proposed as affordable housing and the source of this evidence (Zoopla / Rightmove). Values should originate from average sales within the last 12 months within the same settlement as the application site, and should be provided for each individual dwelling type proposed.

b) Establishing Transfer prices – Methodology

- A1.7 The transfer price is the amount of money that a Registered Provider will pay to the developer to buy the affordable unit which will be built. Partner RPs provide the Council with information on prices that could be paid to the developer for a range of property types (by number of bedrooms), based on the projected rental income and borrowing limits. From this evidence the Council will set indicative average transfer prices on an annual basis; these

will be published on our website. Transfer prices vary by property type (number of bedrooms) and also relate to the final tenure type to be provided.

The transfer prices below have been averaged from values provided by seven RP partners in 2013. These have been used to calculate the commuted sum for 1 – 9 unit schemes. However for schemes of 10 units or more the applicant is able to set their own transfer value through negotiation with RPs. The below transfer values are provided for guidance and can be used if an applicant is not able to provide a bespoke calculated transfer value.

Table 1: Current Transfer Values

Unit Type	Indicative Size Sq m	Average Transfer Values Social Rent	Average Transfer Values Intermediate/ Affordable Rent
1 bed flat	50	£38,000	£43,408
2 bed flat	65	£47,733	£50,750
2 bed house	75	£53,221	£58,454
3 bed house	85	£61,744	£67,029
4 bed house	100	£70,957	£76,483

[Note: figures in table based on seven RP responses]

A1.8 For all schemes, these values and sizes provide an indicative benchmark for transfer prices. However, Registered Providers and developers have the flexibility to work together to set transfer prices and units sizes on a scheme by scheme basis. It is important to note that unit size will be critical to the RP to enable potential occupancy levels to be assessed; early discussion between RPs and developers will ensure that the units are acceptable to the RP. These Transfer Prices will be updated annually and published on our website.

Calculating Commuted Sums

A1.9 The Council has developed the following approach to the calculation of commuted sums based on the size of the proposed scheme.

1) Approach for Small Sites (Schemes of 1 to 9 units) Commuted Sum Calculation

A1.10 Fixed commuted sums will be required for small sites of 1 to 9 units.

A1.11 The commuted sum required is based on transfer prices and a market value specific to 2013, and the values used are detailed below in Table 2. These values will be Index Linked upwards from adoption of the SPD to the date of payment of the commuted sum.

A1.12 The following calculation has been used for schemes of 2-9 dwellings

(A-B) x10% proportion of total dwellings

A is the market value of a dwelling

B is the transfer value of a dwelling to RP

Table 2: Schemes of either 1 – 9 units, or less than 0.3 hectares.

Scheme Size	Required contribution	Cost to applicant for scheme
1 unit	nominal	£5,000
2 units	0.2	£19,194
3 units	0.3	£28,791
4 units	0.4	£38,388
5 units	0.5	£47,986
6 units	0.6	£57,583
7 units	0.7	£67,180
8 units	0.8	£76,777
9 units	0.9	£86,374

The values used are based on 2013 - average transfer value of £67,029¹⁰ and market value of £163,000^{11,12}

A1.13 Applications for a single dwelling will be required to contribute only a nominal commuted sum. The calculation of a contribution of 10% affordable housing on a single dwelling results in a potential maximum payment of £9,597, but the Council propose a reduced sum of £5,000. This is because the Council, whilst seeking to ensure the provision of affordable housing also wish to

¹⁰ Based on seven Selby District Registered Social Landlord responses for an average affordable rent for a 3 bedroom dwelling.

¹¹ Based on Zed-Index for Selby. The Zed- Index is the average property value in a given area based on current Zoopla Estimates

¹² Figures will be revised annually.

reduce any additional burdens on individual developments of just one dwelling in order to support such developments which address the needs of different groups in the community such as but not limited to, people wishing to build their own homes.

2) Approach to Larger Sites (10 dwellings or more) Commuted Sum Calculation

A1.14 For schemes of 10 dwellings or more, where the Applicant has demonstrated to the Council that there are clear benefits to the community by re-locating all or part of the affordable housing contribution, the following calculation will be used.

A1.15 The second part of the calculation captures the market gain achieved from the provision of additional market dwellings on any given site as a result of the affordable housing being provided off site. This would also be subject to the affordable housing requirement of up to 40% or 0.4

A1.16 The payment triggers for the commuted sum will need to be agreed based on the proposed phasing programme.

$$((A-B) \times (C \times D)) \text{ plus } (A-B) \times (C \times E) = \text{Commuted Sum}$$

A is the market value of a dwelling

B is the transfer value of a dwelling to a RP

C is the affordable housing percentage

D is the total number of dwellings

E is the number of additional market units on site

Example calculation based on

Market value of a dwelling is £163,000¹³

Transfer value of a dwelling is £67,029¹⁴

The example assumes 40% or 0.4 affordable housing, but this may be a different % to reflect any other negotiated % on any given scheme.

The planning application is a 20 unit scheme

Part 1 To capture the contribution required from the scheme

$$(A-B) \times (C \times D)$$

$$(\pounds163,000 - \pounds67,029) \times (0.4 \times 20) = (\pounds95,971) \times (8) = \pounds767,768$$

Part 2 To capture the uplift as per A1.15

$$(A-B) \times (C \times E)$$

$$(\pounds163,000 - \pounds67,029) \times (0.4 \times 8) = (\pounds95,971) \times (3) = \pounds287,913$$

¹³ Based on Zed-Index for Selby. The Zed- Index is the average property value in a given area based on current Zoopla Estimates.

¹⁴ Based on seven Selby District Registered Social Landlord responses for an average affordable rent for a 3 bedroom dwelling

Part 3 The total commuted sum

$$£767,768 + £287,913 = £1,055,681$$

Table A3.2: Comparison of on/off site provision for schemes of 20 and 50 units

Scheme Size	Affordable units required on site (based on 40% on site provision)	Cost of provision on site	Affordable units for off site calculation	Total cost of provision off site
20 units	8	£767,768	8+3=11	£1,055,681
50 units	20	£1,919,420	20+8=28	£2,687,188

Note: This table does not factor in a range of housing units and has been used to provide an indication of the required levels of commuted sum and to explain the calculation.

Appendix 2 – List of Registered Providers currently operating in the Selby District

<p>Broadacres Housing Association Broadacres House Mount View Standard Way Northallerton DL6 2YD</p> <p>Andi.McLoughlin@broadacres.org.uk 01609 767958</p>	<p>Jephson Housing Association Jephson House Lowfields Business Park Old Point Way Elland HX5 9DE</p> <p>Alison.day@jephson.org.uk 01422 313777 Diana.dickinson@jephson.org.uk 01422 313783</p>
<p>Home Knight House 2 Sandbeck Court Wetherby LS22 7BA</p> <p>Teresa.Snaith@homegroup.org.uk 07736 097588</p>	<p>Chevin Housing Group (Together Housing) Harrison St Wakefield WF1 1PS</p> <p>wendy.malone@togetherhousing.co.uk 0300 555 5561</p>
<p>Yorkshire Housing 6 Innovation Close Heslington York YO10 5ZF</p> <p>joel.owen@yorkshirehousing.co.uk +44 (0) 113 8256030</p>	<p>Hanover (Elderly persons accommodation) The Wave 1 View Croft Road ShIPLEY BD17 7DU</p> <p>Tom.brown@hanover.org.uk 01274 599686</p>
<p>York Housing Association 2 Alpha Court, Monks Cross Drive, Huntington, York YO32 9WN</p> <p>PaulAtkins@yorkha.org.uk 01904 540158</p>	<p>The Guinness Partnership Ltd Guinness Northern Counties 1 Tudor Court Tue Greenway Thorntree Middlesborough TS3 9PZ</p> <p>Nigel.Graham@guinness.org.uk 0114 2288464</p>
<p>Leeds and Yorkshire Housing Association 2 Shire Oak Road Leeds LS6 2TN</p> <p>Joanna.chambers@lyha.co.uk 0113 2033014</p>	<p>Connect Housing 205 Roundhay Road Harehills Leeds LS8 4HS</p> <p>Phil.lacey@connecthousing.org.uk 0113 2850422</p>
<p>Extra Care enquiries@extracare@northyorks.gov.uk 01609 532600</p>	

Appendix 3 - Financial Appraisals

A4.1 To justify the provision of less than the target for affordable housing, the Council requires a Financial Appraisal to be submitted with the planning application. The information contained in the Appraisal will only be made available to the Planning Officer and the viability expert advisor. It will not be placed on the public file nor made available to any third party.

A4.2 The information to be supplied should include the value of the completed development proposed by this application, and all costs incurred or expected to be incurred in order to achieve this value. The information should ideally include the following as a minimum guide, but may also cover other items specific to the proposed development.

Value

- Gross internal area of units excluding garages and conservatories. Habitable roof-space should be listed separately.
- The value used per unit of area. Alternatively, valuations of the completed buildings.
- The cost of sales or lettings, broken down into marketing/estate agents' fees and legal fees.
- Affordable housing should be shown at the value to be paid by a Housing Association/Registered Provider or as published on the Selby District Council website (and shown in Appendix 1 of this SPD).
- The physical state and use of the site, which are authorised and require no consent to continue.

Costs

- Build costs. Give the gross external area multiplied by the unit cost per square metre or square foot. State whether this is a tendered sum or an estimate.
- Preliminaries allowed for. State what is included.
- External works where applicable. Broken down, e.g. X ms of road @ £Y per m. Include boundary treatment, landscaping, demolition and site preparation costs as appropriate.
- Standard Planning Costs – Planning and Building Regulation fees, commuted sums.
- Professional fees – Architects, QS, CDM supervisor etc.
- Contingency allowance.

- Cost of finance. Indicate the period and interest rate.
- Community Benefits. If the scheme includes any exceptional benefits such as the restoration of a listed building or the provision of public open space above what is required, please state the cost of providing this.
- Abnormal costs if any, found since acquisition of site. What are these (e.g. contaminated land remediation) and when you became aware that there were potentially abnormal costs and what the costs are anticipated to be?
- Developers Profit – the amount or percentage included.
- Acquisition price as appropriate

Any other relevant items should be clearly defined and costed.

Appendix 4: Exceptional Off-site provision

A5.1 This Appendix provides a broad review of the criteria which the Council would take into account when considering whether there is justification for all or part off-site provision of affordable housing or a commuted sum calculation; the list is not exhaustive. As set out in Core Strategy Policy SP9, Selby District Council's clear preference is for the delivery of affordable housing on site in accordance with the NPPF. It states that 'commuted sums will not normally be accepted on these sites (10 dwellings or more) unless there are clear benefits to the community / or delivering a balanced housing market by relocating all or part of the affordable housing contribution'.

Defining a Balanced Housing Market and Clear Benefit to the Community

a) Justification of a proposal delivering a Balanced Housing Market

- A5.2 Selby District Council plan to update their Strategic Housing Market Assessment (SHMA) which will seek to provide a detailed definition of what constitutes a balanced housing market.
- A5.3 However, existing evidence in the 2009 SHMA considers the whole District performs as a single housing market area and as such the contribution of schemes anywhere in the District will help meet the District-wide affordable housing requirement and will deliver a balanced housing market. The Council does not accept that currently there are either settlement based or sub area based local housing markets which need balancing within themselves or against each other. The requirement for affordable housing is District wide and provision to meet that need is appropriate District wide.
- A5.4 In the interim; for the purposes of implementing Core Strategy Policy SP9 the Strategic Housing Market Assessment (SHMA) confirms that the Selby District constitutes a single housing market area. It is therefore not possible to set criteria to assess if a commuted sum would result in a balanced housing market, as the District can only be assessed as a whole.
- A5.6 Therefore based on current evidence, the Council cannot foresee that the exceptional circumstances for off-site provision can be demonstrated within the context of the balanced housing market test within Policy SP9. As such the only potential justification for off-site provision or commuted sum would be for an applicant to demonstrate a clear benefit to the community, as set out below.

b) Justification of a proposal delivering a clear benefit to the community

- A5.7 As set out in the main part of this SPD (section 10) a key factor will be that off-site provision is not merely an alternative but provides a better solution, clear

benefits or betterment compared to the provision on-site built would deliver.

A5.8 For the purposes of implementing Core Strategy Policy SP9 and to provide Applicants with guidance on the situations when partial off-site, off-site or commuted sum contributions might be considered, the Council would consider the following factors might form part of the assessment of any case put forward in terms of possible indicators of whether an off-site solution might deliver a clear benefit to the community.

A5.9 The alternative must provide an improved offer in comparison to on-site provision. This is not a checklist against which proposals will be tested – i.e. just because it falls within one of the categories below it does not automatically qualify for being an acceptable alternative to on-site provision, and equally the list is not exhaustive:

- The proposal would support the Core Strategy development strategy's aims, objectives and policies, which seek to focus development in Selby Town, then Local Service Centres and then Designated Service Villages.
- The proposal results in the provision of affordable units in a location that is considered to have good access to local services, facilities and access to public transport.
- If the proposal results in empty homes being brought back into use for affordable housing on an identified site.
- The proposed off site development would allow affordable housing to be delivered on an identified site, which would otherwise not be delivered by other means, including the delivery of specialist or supported units.
- The delivery of affordable units off site is within the same timescale as the provision of market units on site, defined in the S106 agreement.
- If a mechanism for delivery / delivery partner is identified to provide the affordable housing.

Appendix 5

Information to accompany a planning application – the Affordable Housing Statement

A6.1 The Council require all planning applications for schemes of 10 dwellings or more to be submitted with an Affordable Housing Statement and indicative layout plan, for full applications (or at reserved matters stage for outline applications). The detail will be dependent on the scheme.

A6.2 The information submitted should at least comprise the following:

1. The proportion of dwellings provided to be affordable (target of 40% on schemes of 10 units or more).
2. The proportion of affordable dwellings to be provided as affordable rent and intermediate housing (outline and full planning application).
3. Identify the affordable dwellings by number, type, size, location, phasing (as applicable) and tenure (for full or reserved matter planning applications).
4. Details of the Registered Provider who will be partnering on the site (if known).
5. Timing/trigger arrangement for the transfer of the affordable dwellings to the identified Registered Provider.
6. S106 Heads of Terms.
8. A financial appraisal if the 40% target is not achieved.
9. Off-site or commuted sum details if the applicant has agreed with the Council that this is acceptable, with the justification meeting the criteria set out at Appendix 4.

A6.3 For schemes of between 1 and 9 units, it is not considered necessary to provide a separate Affordable Housing Statement due to the more narrowly focussed scope for affordable housing on smaller sites. Instead, where a commuted sum is payable, the Design and Access Statement should include a statement to confirm the applicant's approach to the payment of the commuted sum.

Glossary

Affordable Housing: The Council defines AH in the Core Strategy and uses the national policy definition. Currently this is provided in NPPF (2012) as follows: Social rented, affordable rented and intermediate housing, provided to eligible households whose needs are not met by the market. Eligibility is determined with regard to local incomes and local house prices. Affordable housing should include provisions to remain at an affordable price for future eligible households or for the subsidy to be recycled for alternative affordable housing provision.

Affordable Housing Statement: A document submitted with a planning application which includes affordable housing detailing the numbers of residential units, the mix of units with numbers of habitable rooms and/or bedrooms, or the floor space of habitable areas of residential units, and plans showing the location of units. The statement needs to include financial viability appraisal information (if 40% affordable housing is not being provided) based on approach set out in section 9.3 of this SPD. The affordable housing statement should also include details of any Registered Providers acting as partners in the development (if known).

Affordable Rented housing is let by local authorities or private registered providers of social housing to households who are eligible for social rented housing. Affordable Rent is subject to rent controls that require a rent of no more than 80% of the local market rent (including service charges, where applicable).

Choice Based Lettings: or CBL, are allocations schemes designed to introduce an element of choice for people who apply for council and housing association homes. They allow people applying for a home to bid for properties which are advertised as available, and bids are assessed on a needs basis.

Core Strategy: This is the key strategic local development document required under planning law, which sets out plans relating to the development and use of land in a local planning authority's area

Index Linked: The Commuted Sum will be adjusted in accordance with upwards changes in the All In Tender Price Index published by the Building Cost Information Service of Chartered Surveyors (or any other index as the Council may determine from time to time) from the date of adoption of this SPD to the date of payment

Indicative Layout Plan: an indicative plan setting out the location of the affordable housing units confirming that the Applicant is providing 40% affordable housing (for outline applications where the detail is reserved)

Intermediate housing / Shared Ownership: is homes for sale and rent provided at a cost above social rent, but below market levels subject to the criteria in the Affordable Housing definition above. These can include shared equity (shared ownership and equity loans), other low cost homes for sale and intermediate rent, but not affordable rented housing.

Homes that do not meet the above definition of affordable housing, such as “low cost market” housing, may not be considered as affordable housing for planning purposes.’

Local Development Framework (LDF): is a suite of documents which together will guide development within the Selby district.

Local Housing Needs Survey: a local (parish) housing needs survey will need to accompany a planning application for a Rural Exception Site. The survey will need to set out the identified local needs and how the proposed development will meet these identified needs. This will normally be carried out in partnership with the Rural Housing Enabler and relevant Parish Council.

Long Term Affordable Housing: It is considered that long term affordable housing means affordable housing that is available as such in perpetuity.

North Yorkshire HomeChoice: is North Yorkshire's new way of allocating council and partner housing association (or Registered Provider) properties for rent, and shared ownership properties for sale. See also Choice Based Lettings

Registered Providers: a registered provider of social housing as defined in Part 1 of the Housing Act 1996 who is registered with the Homes & Communities Agency

Rural Exception Sites: Small sites used for affordable housing in perpetuity where sites would not normally be used for housing. Rural exception sites seek to address the needs of the local community by accommodating households who are either current or former residents or those who have an existing family or employment connection. Small numbers of market homes may be allowed as part of a scheme at the local authority’s discretion, for example where essential to enable the delivery of affordable units without grant funding.

Social rented housing is owned by local authorities and private registered providers (as defined in section 80 of the Housing and Regeneration Act 2008), for which guideline target rents are determined through the national rent regime. It may also be owned by other persons and provided under equivalent rental arrangements to the above, as agreed with the local authority or with the Homes and Communities Agency.

Supplementary Planning Documents: Documents which add further detail to the policies in the Local Plan. They can be used to provide further guidance for development on specific sites, or on particular issues, such as design. Supplementary Planning Documents are capable of being a material consideration in planning decisions but are not part of the development plan.



Public Session

Report Reference Number (C/13/13)

Agenda Item No: 15

To: Council
Date: 10th December 2013
Author: Diane Wilson Assistant Policy Officer
Lead Officer: Keith Dawson Director of Community Services
Executive Member: Councillor Mark Crane

Title : Designation of Appleton Roebuck with Acaster Selby Neighbourhood Area

Summary:

The Localism Act (2011) introduced a new Duty to Assist local communities to draw up Neighbourhood Development Plans.

As part of the Council's pilot project for Neighbourhood Plans, Appleton Roebuck with Acaster Selby Parish Council has submitted an Area Application to the Council requesting that their existing parish boundary be designated a Neighbourhood Area.

A public consultation exercise has been undertaken and no objections have been received. The report recommends designation of the proposed Neighbourhood Area.

Recommendations:

To Approve the designation of the Neighbourhood Area for Appleton Roebuck with Acaster Selby (attached at Appendix 2).

Reasons for recommendation

1. Having undergone public consultation, to support the designation of the Neighbourhood Area for Appleton Roebuck with Acaster Selby.
2. To enable the next stages of the development of the Appleton Roebuck with Acaster Selby Neighbourhood Plan to commence.

1. Introduction and background

- 1.1 In May 2013, The Executive commissioned Access Selby to deliver a pilot Neighbourhood Plan to assist the Council in meeting its duty in supporting local communities. A pilot scheme was agreed with Appleton Roebuck with Acaster Selby Parish Council to enable them to produce a Neighbourhood Plan. The Council could then use its experience gained in this project to develop a support package for other Parishes that chose to undertake a Neighbourhood Plan. A Memorandum of Understanding will be signed on behalf of the Council by the Director of Community Services and the Chairman of Appleton Roebuck with Acaster Selby Parish Council.
- 1.2 Neighbourhood Plans are developed in a similar process to Selby District Council's own planning documents (such as the Core Strategy), and may:
 - set out a vision for the area's development
 - seek to allocate land for development
 - introduce more general localised planning policies for the use and development of land.Only one Plan may be adopted for each designated Neighbourhood Area.
- 1.3 A Neighbourhood Plan must be evidence-based, accompanied by a Sustainability Appraisal, and be subject to public consultation. The draft Neighbourhood Plan must in due course be subject to an independent Examination In Public.
- 1.4 Upon approval from the Inspector, (and unlike the Council's own plans) the Neighbourhood Plan is then subject to a local referendum where it must win the support of at least 50% of voters if it is to be brought in to effect by the Local Planning Authority. Upon such adoption, the Neighbourhood Plan will form part of the development plan used by the Council to make decisions on planning applications, alongside the Core Strategy and emerging Local Plan.
- 1.5 The Council as Local Planning Authority is responsible for:
 - Designating the Neighbourhood Area
 - Assisting with the preparation of the Plan
 - Arranging and financing the Independent Examination
 - Arranging and financing the community referendum

- Adopting the Plan if it passes the examination and is approved at the referendum.

2. The Report

- 2.1 It is the responsibility of Appleton Roebuck with Acaster Selby Parish Council to prepare the Neighbourhood Plan. In July 2013 the Parish Council submitted a proposal to Selby District Council to formally designate all land within the Parish boundary as a Neighbourhood Area.
- 2.2 A 6 week consultation period was held between 12th August – 16th September 2013 allowing the Area Application to be publicised and brought to the attention of people “living, working and carrying out business in the proposed Neighbourhood Area”.
- 2.3 The Application for Designating a Neighbourhood Area (the “Area Application”) was publicised on the Council’s dedicated Neighbourhood Planning web page. Copies of the application including details of how to respond were placed in the Access Selby offices, the District’s libraries, together with posters given to the Parish Council to place around the villages of Appleton Roebuck and Acaster Selby. A press release was also prepared which resulted in an article in the York Press.
- 2.4 Statutory consultees were notified on the Area Application including neighbouring authorities as part of our Duty to Cooperate. Town and Parish Councils, planning agents, local societies and organisations including the Community Engagement Forum were also informed of the Area Application.
- 2.5 Ten representations have been received. General comments received include:
- General encouragement from Sport England to encourage communities to become physically active by providing sport and recreational activities, and developing local policies that comply with the NPPF.
 - The NFU noted that Neighbourhood Planning should identify the issues and opportunities of farming and consider that sustainable communities include the needs for farmers.
 - The Consortium of Internal Drainage Boards noted that watercourses in this particular area are operating at their maximum capacity, and that infrastructure needs to be protected via a strong policy background and good governance within the context of the planning process.
 - The Coal Authority noted that there are no recorded risks from past mining activity which could present stability problems for new surface development proposed through the Neighbourhood Plan.
 - Other organisations generally noted general support for proposals being put forward but no specific comments to be made.

- Roy Wilson MBE comments; the proposed area should only include parishes which agree and are supportive of the proposals. Successive Governments have misled communities by claiming their voice will be heard in planning matters. The Parish Council are acting in the best interests of their residents by trying to ensure they are involved.

2.6 More specific comments received include:

- English Heritage: no objection to the proposal however would raise the following issues for consideration in subsequent stages of plan preparation:
 - There are buildings within the Parish that appear on the “At-Risk Register”.
 - EH offer direct assistance to the Parish Council to develop its Neighbourhood Plan in terms of heritage assets advice.
 - EH note that plan preparation also offers the opportunity to harness a communities interest in the historic environment by getting them to help add to the evidence base, perhaps by creating and or review a local heritage list, including preparation for Conservation Area appraisals and undertaking historic characterisation surveys.

2.7 The Council is now required to make a decision on the application to designate the area as a Neighbourhood Area. The Council may suggest modifications to the proposed area boundary (the Parish boundary), however in most cases it is anticipated Neighbourhood Areas will follow existing parish boundaries unless there are valid reasons to suggest otherwise. With no objections, officers see no reason not to approve the Area Application.

3. Legal/Financial Controls and other Policy matters

3.1 Legal Issues

- 3.1.1 The Council has followed the statutory steps for consultation on the ‘Area Application’ designation of the Neighbourhood Plan.
- 3.1.2 The forthcoming Neighbourhood Plan must have regard to National Planning Policy Framework and be in ‘general conformity’ with the strategic policies in the development plan (e.g. the Core Strategy).
- 3.1.3 The proposed Neighbourhood Area conforms with the existing Selby District Local Plan and Core Strategy. There are no reasons to suggest the proposed Neighbourhood Area is inappropriate or should be revised.
- 3.1.4 On the 7th November 2013 Executive approved the Area Application for Neighbourhood Designation and now the Council are asked to approve

the Area Application for the Designation of Appleton Roebuck with Acaster Selby.

3.2 Financial Issues

- 3.2.1 The Council can apply for funding to help with Neighbourhood Plan development; CLG is currently offering Councils a payment of £5,000 for each of up to a maximum of 4 designations of a Neighbourhood Area per financial year.
- 3.2.2 Appleton Roebuck with Acaster Selby Parish Council has been successful in receiving funding from the 'Locality' organisation to support their Neighbourhood Plan preparation.

4. Conclusion

- 4.1 Appleton Roebuck with Acaster Selby Parish Council has requested their existing Parish boundary be designated as a Neighbourhood Area for the purposes of preparing a Neighbourhood Plan. This report recommends designation of the proposed Neighbourhood Area as no objections were raised following consultation. Upon Council approval, Appleton Roebuck with Acaster Selby Parish Council may progress their plan development to the next stage.

5. Appendices

- Appendix A: Area Application from Appleton Roebuck with Acaster Selby Parish Council
- Appendix B: Map of proposed designated area.

Contact Details

Diane Wilson
Assistant Policy Officer
diwilson@selby.gov.uk
ext 2063

APPLETON ROEBUCK & ACASTER SELBY PARISH COUNCIL
Clerk to the council: Mrs Fiona Vicary, Honeysuckle House,
Marsh Lane, Bolton Percy, York, YO23 7BA
E-mail: parishclerk1@btinternet.com
Telephone: 01904 744204

Mr Martin Connor

Selby District Council
Civic Centre
Doncaster Road
Selby
North Yorkshire
YO8 9FT

**APPLICATION FOR DESIGNATION OF A NEIGHBOURHOOD AREA: APPLETON ROEBUCK
WITH ACASTER SELBY**

Appleton Roebuck with Acaster Selby Parish Council, being a relevant body as required by legislation under Neighbourhood Planning (General) Regulations 2012, wishes to prepare a Neighbourhood Development Plan. Our decision was endorsed by a public meeting held in our community on 20th March 2013.

The Neighbourhood Area defined by the Parish Council is the whole of the civil parish of Appleton Roebuck with Acaster Selby, as illustrated on the attached map.

We confirm that Appleton Roebuck with Acaster Selby Parish Council is a relevant body for the purposes of section 61G of the 1990 Town and Country Planning Act.

We consider the area defined as being an appropriate area to be designated as a neighbourhood area for the following reasons:

1. The area defined is covered by Appleton Roebuck with Acaster Selby Parish Council in its entirety.
2. The whole of the Parish has been the subject of previous community-led local planning exercises, for example the production of the 2011 Village Design Statement.

Please advise us at the earliest opportunity regarding your arrangements for publicising this application and the effective dates for this consultation period so that we are able to undertake similarly publicity in the parish specifically.

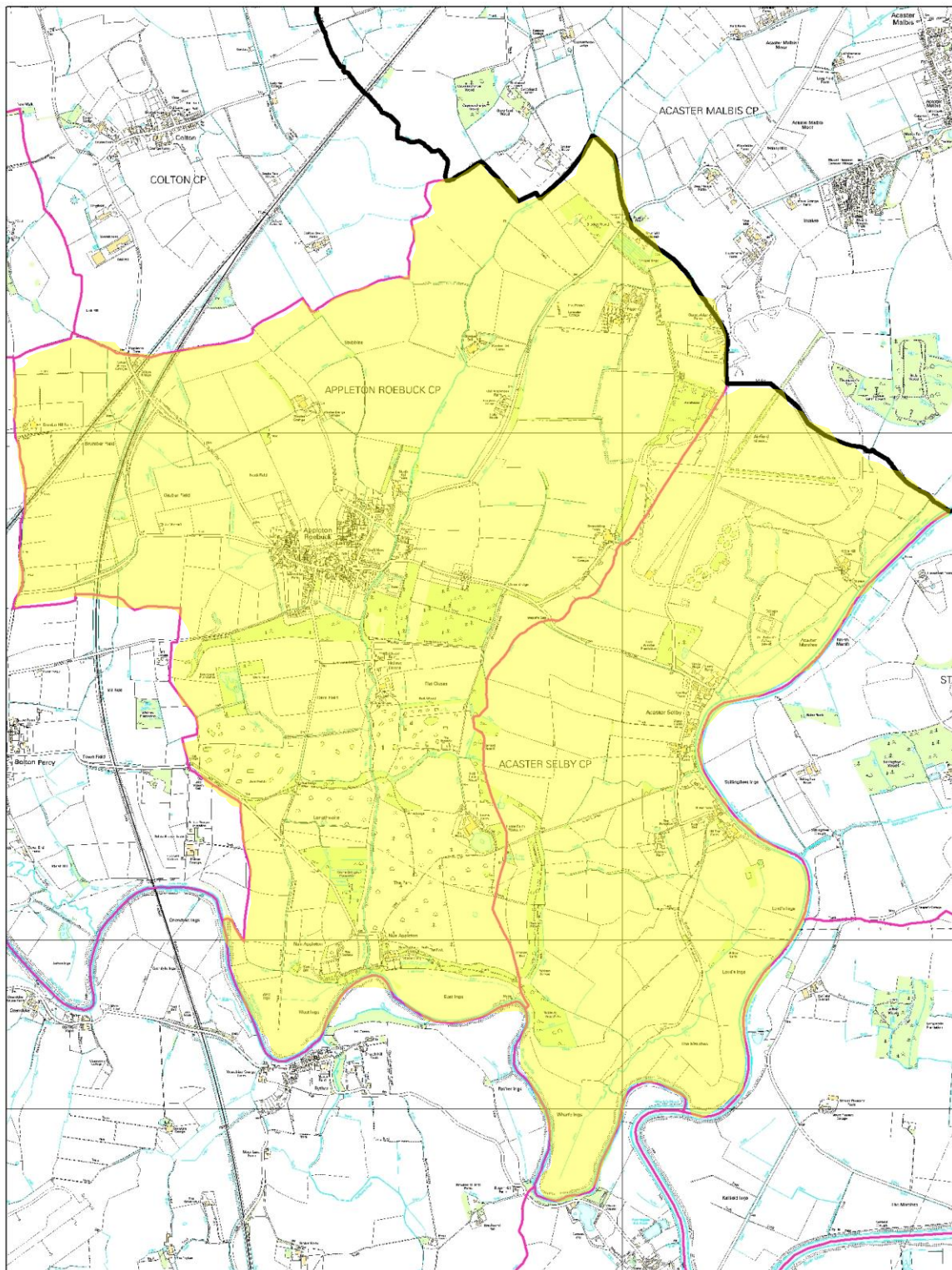
Yours sincerely

Janet Flint

Chairman

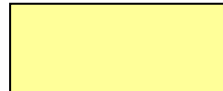
Appleton Roebuck with Acaster Selby Parish Council

APPLETON ROEBUCK WITH ACASTER SELBY PARISH – PROPOSED NEIGHBOURHOOD AREA.



0 500 1,000 2,000 Meters

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Proposed Neighbourhood Area



Public Session

Report Reference Number (C/13/14)

Agenda Item No: 16

To:	Council
Date:	10th December 2013
Author:	Simon Parkinson
Lead Officer:	Simon Parkinson – Community Support
Executive Member	Councillor Mark Crane

Title: **Welfare Reform - Six Month Update**

Summary: To provide a 6 month review detailing the effect of the Welfare Reform changes in Selby district including information on the support initiatives available from the council.

Recommendation:

That councillors note the report

Reason for recommendation

At the Council meeting on 25th June 2013 councillors requested a six monthly update be provided to the December meeting. It was requested that the update relate specifically to the following points:

- 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).

1. Introduction and background

- 1.1 The Welfare Reform change that has had the most effect on social tenants is the Housing Benefit Size Criteria/Spare Room Subsidy (universally known as the Bedroom Tax) which came into force on 1st April 2013. Much of this report will focus on the effects of this change.
- 1.2 The other significant change saw the introduction of the Benefit Cap in July 2013. There has been little impact from this change in Selby district but we will touch on this briefly later.

2. The Report

2.1 Housing Benefit Size Criteria/Spare Room Subsidy

- 2.11 This change applies to working-age people living in social housing. It means that Housing Benefit will no longer be paid towards bedrooms that tenants are deemed not to need.
- 2.12 Any social tenant assessed as having more bedrooms in their accommodation than they need will now be considered to be under-occupying that property.
- 2.13 The new rules allow one bedroom for:
- Every adult couple (married or unmarried)
 - Any other adult aged 16 or over
 - Any two children of the same sex aged under 16
 - Any two children aged under 10
 - Any other child (other than a foster child or child whose main home is elsewhere)
 - A carer (or team of carers) who do not live with at the property but provide a member of the household with overnight care
- 2.14 Any tenant assessed as under-occupying will receive a percentage reduction to their Housing Benefit entitlement. The percentage reduction will depend on how many rooms the tenant is under-occupying by:
- 14% if someone is considered to have one extra bedroom
- 25% if someone is considered to have two or more extra bedrooms

2.2 The number of people affected by this legislation

- 2.21 Number of SDC tenants affected by the under occupancy charge has decreased slightly since April.

Number of tenancies with 1 extra bedroom: 291 (314 in April 2013)

Number of tenancies with 2 extra bedrooms: 57 (69 in April 2013)

The reason for these reductions is not clear and may be connected with households moving house or to a change of circumstances within the household.

- 2.22 The number of Housing Association tenants affected by the under occupancy rule is as follows:

Number of tenancies with 1 extra bedroom: 172

Number of tenancies with 2 extra bedrooms: 16

2.3 The number of people who have contacted SDC asking for a smaller property after receiving the notification letter from SDC

- 2.31 It is not easy to identify the number of households that have asked for a smaller property as a direct result of the spare room subsidy as there is no requirement to give this information on their application. However out of the 69 Tenants that were deemed to have 2 or more extra bedrooms 7 have moved to a smaller property.

- 2.32 There are currently 772 live applications registered with us in the Selby District and 637 are for working age applicants. Of the working age applicants 48 are in Gold band and 294 Silver. Gold Banding includes applicants who have 2 or more surplus bedrooms and Silver applicants who have 1 surplus bedroom. Again it is difficult to identify the number of households with gold or silver banding directly as a result of the spare room subsidy as there is no requirement to give this information on their application.

2.4 The number of smaller properties currently available and their location

- 2.41 The numbers of smaller properties available last week were as follows;

3 x 2 Bedroom properties advertised for Mutual Exchange.

2 x 2 Bed properties available through Home Choice

2 x 1 Bed properties available through Home Choice.

I do not currently have information relating to the exact location of these properties.

2.5 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

2.51 The Bond Guarantee Scheme - This scheme offers help to individuals who are homeless or in receipt of a means tested benefit and have an opportunity to access the private rented sector as a solution to their difficulties. If an individual finds a property with a landlord willing to accept the scheme they can approach the council for assistance with the Bond. The Council will guarantee a bond of up to £400. If the tenant has incurred rent arrears or has damaged the property when they leave, the council will pay the landlord up to £400 against this debt.

What might prevent someone qualifying?

- The criteria is limited to individuals or couples who are either homeless or in receipt of a means tested benefit.
- Not all Landlords are willing to accept the guarantee scheme

2.52 Discretionary Housing Payments (DHP) are available for people who find themselves in financial hardship due to the welfare reform changes. Additional funding has been made available in 2013/14 to cope with the extra demand that has resulted from these changes. DHP should not be regarded as a long term solution and should only be used to support individuals while they look to move house or stabilise their financial position.

To date 173 households have received DHP since April 2013. The Housing Options Team write to all applicants of DHP to offer advice and assistance whether they are successful or unsuccessful in their application and the Community Officers contact all such households prior to the end of DHP to ensure they receive continuing advice and support.

2.53 Homeless Prevention Fund – The fund provides medium to long term support (up to a maximum of £500) for people who are unable to afford to access alternative accommodation and where failure to use the fund is likely to result in a household being placed in temporary accommodation. Support is available for people aged 16 and over who live in the district.

The fund should only be used where other options for prevention that may not involve financial assistance have been exhausted. Some prevention measures such as home visits, landlord liaison and

signposting do not involve any costs. Also, there may be other schemes (DHP, Mortgage Rescue Scheme, Personalisation, Repossession Prevention Fund) already in place that offer a more appropriate solution and consideration should be given to all options to offer a tailored approach.

In terms of finding alternative accommodation the fund can be used for:

- Rent in advance (1 month or equivalent up to a maximum £500). Monies will only be provided on production of a signed tenancy agreement.
- Rental deposits or bond authorisation (1 month or equivalent up to a maximum £500 and only *if* this funding is not accessible through the Bond Guarantee Scheme).

What might prevent someone from qualifying?

- Funding will not be available if there is unpaid debt from a Bond Guarantee Scheme (BGS) or there are significant arrears from the tenancy the BGS secured.

2.54 Tenants Transfer Incentive Scheme – whilst only available to council tenants this Incentive Scheme is an important tool for helping people move to alternative accommodation. The scheme offers financial support for removal and redecoration costs to encourage people to downsize from their existing council accommodation to a smaller home with fewer bedrooms.

The scheme is open to all tenants wishing to downsize either within family accommodation, or transferring out of family accommodation into older person's accommodation or one bedroom general needs accommodation.

What might prevent someone from qualifying?

- Applicants must be a secure tenant of Selby District Council and have a satisfactory tenancy report that shows that:
 - ❖ The current home meets our standards;
 - ❖ We are not taking antisocial behaviour action against the applicant; and
 - ❖ The applicant does not have any current rent arrears outstanding

2.6 Areas where SDC will provide exemptions in addition to the national recommendations

2.61 We currently provide exemptions in line with the Housing Benefit (Amendment) Regulations 2013. These allow **an additional room for approved Foster Carers; approved or prospective Adoptive parents; and parents of Armed Forces Personnel** (each of which have qualifying criteria that must be met).

- 2.62 In addition a recent **Court of Appeal judgement** found that the Local Housing Allowance size criteria which applies to Housing Benefit in the Private Sector (and which the Social Size Criteria replicates) discriminated unlawfully against three appellants on grounds of disability, by not including provision to meet their need for an additional room. As DWP withdrew their appeal this it now stands as case law from the date of the decision, and equally affects Housing Benefit claimants in both the Private and Social Rented Sectors. However the judgement only applies to families with disabled children.
- 2.63 DWP advises that the only other criteria that can be taken into account is whether or not the spare room is physically capable of actually accommodating a single bed.
- 2.64 Whilst we are free to re-designate the number of bedrooms in a property, we must be mindful of Lord Freud's letter to Chief Executives of 20th June:

In principle my Department has no objections to re-designating properties where there is good cause to do so, for example where a property is significantly adapted to cater for a disabled persons needs. However, we would expect the designation of a property to be consistent for both Housing Benefit and rent purposes. Blanket re-designations without a clear and justifiable reason, and without reductions in rent, are inappropriate and do not fall within the spirit of the policy.

In light of this, any other exemptions that the Council may choose to provide must be outside of the Housing Benefit Scheme, as we have no discretion as an Authority to do any other.

2.7 Benefit Cap

- 2.71 7 households living in Selby district are currently affected by the Benefit Cap. These can be broken down into the following tenures;

1 Council	Highest Reduction £11.02pw Lowest Reduction £11.02pw
3 Housing Association	Highest Reduction £97.38pw Lowest Reduction £10.50pw
3 Private Rented	Highest Reduction £81.32pw Lowest Reduction £9.15pw

- 2.72 There is no evidence of any negative impact from the Benefit Cap.

3. Legal/Financial Controls and other Policy matters

3.1 Legal Issues

- 3.11 The provision of financial support to individuals falls within the councils legal responsibilities and will be subject to relevant terms and conditions.

3.2 Financial Issues

- 3.1 We continue to monitor the effect on welfare reform changes on the relevant income and expenditure budgets.
- 3.2 All support incentives are delivered in line with current budget provision.

4. Conclusions

- 4.1 A total of 536 social tenants have been affected by the Spare Room Subsidy (348 Council/188 Housing Association).
- 4.2 The Council offers a range of support services to help those affected. This includes one to one support and advice as well as access to a range of financial assistance tools.
- 4.3 The Council continues to monitor the effect of the Spare Room Subsidy to identify trends, to ensure the effective use of existing resource and to identify areas where further additional support may be required.
- 4.4 There is no evidence of any negative impact in the district from the Benefit Cap.
- 4.5 Processes relating to welfare reform will be considered by Policy Review Committee on 17th December.
- 4.6 A further review of the welfare reform position will be presented to Council in June 2014.

5. Background Documents

There are no background documents associated with this report.

Contact Officer: Simon Parkinson
Selby District Council
sparkinson@selby.gov.uk

Public Session

Report Reference Number (C/13/15)

Agenda Item No: 17

To: Council
Date: 10 December 2013
Author: Jonathan Lund, Deputy Chief Executive
Lead Officer: Jonathan Lund, Deputy Chief Executive
Executive Member: Cllr Mark Crane

**Title: REPORT OF THE LOCAL GOVERNMENT
OMBUDSMAN**

Summary: The Local Government Ombudsman has issued a report which finds the Council guilty of maladministration in the way that it dealt with a planning application. The Ombudsman has recommended that the Council should apologise for the failure of its service and pay the complainants £1,896 for the cost of their planning consultant's fees and £250 for their time and trouble in bringing their complaint to the Ombudsman's attention.

The Council is required to receive and consider the Ombudsman's Report and decide how to respond. The Council is not obliged to accept the Ombudsman's findings nor to implement the recommended remedy.

Recommendations:

- i. To receive and note this Report and the Report of the Local Government Ombudsman attached at Appendix 1**
- ii. To consider how to respond to the Report to enable the Council to notify the Ombudsman what action it has taken or proposes to take.**

Reasons for recommendation

To comply with Section 31 of the Local Government Act 1974

1 Introduction and background

- 1.1** The Council received a planning application for an extension to a property in the District. The application was dealt with in accordance with established procedure and was capable of being determined under officer delegations. The planning assessment was that the application was suitable for approval and planning permission was granted.
- 1.2** One letter of objection to the proposals was received from the complainants (Mr X and Ms Y) raising concerns that the extension would come too close to the complainants' kitchen-dining room, blocking light and affecting the outlook.
- 1.3** The letter of objection was received by the Council and was considered as part of the assessment. The Case Officer's report identified potential overlooking, overshadowing and oppression from size and scale as key issues and concluded that the proposals location, size and height did not have any significant adverse effect of overshadowing, oppression or overlooking. The report also sought to remove future permitted development rights to minimise the risk of overlooking in the future. The report clearly addressed these key issues, but it did so in general terms and did not specifically refer to the letter of objection.
- 1.4** Mr X and Ms Y engaged a planning consultant who complained to the Council on their behalf. The Council accepted that the case officer's report should have referred to the letter of objection but set out the view that the issues of overlooking, overshadowing and oppression, raised by the objectors, had been properly taken into account and had been reflected in the report.
- 1.5** Mr X and Mrs Y then complained to the Local Government Ombudsman who decided to investigate the complaint.

2 The Report

- 2.1** The Local Government Ombudsman's investigator spoke with the Case Officer and inspected the planning files, visited the site and met with the complainants. A number of requests for further information were received and responded to by the Council.
- 2.2** It became clear at an early stage in the investigation that the investigator took the view that the Council had been wrong to make a decision to grant planning permission. The investigator had indicated that he had taken advice from two sets of independent planning experts who took the view that they would have expected the planning application to have been refused by the Council.
- 2.3** The Ombudsman had also commissioned a report from the District Valuer to assess the likely financial impact of the extension on the property owned by Mr X and Ms Y.

- 2.4 On 30 January 2013 the Ombudsman issued a draft key facts report which indicated that the Ombudsman felt that the Council was guilty of maladministration and that the Council should apologise and pay to the complainants:-
- 2.4.1 £5000 for the impact of the development on the enjoyment of their home
 - 2.4.2 £5000 for the impact of the development on the value of their home
 - 2.4.3 £1896 for the cost of the complainants' planning consultant's fees
 - 2.4.4 £500 for time and trouble in bringing the complaint to the Ombudsman
- 2.5 The Council responded to the draft key facts report on 19 February 2013 by pointing to a number of inaccuracies and flaws in the assessment. The response acknowledged that, with the benefit of hindsight, it would have been better to refer specifically to the single letter of objection in the case officer's assessment report. However, as the assessment had addressed the issues raised by the objectors and had concluded that those issues were not sufficient grounds for refusal, the fact of the omission of the specific reference had not, in itself, led to an injustice.
- 2.6 In addition the response indicated that the development which took place could have been carried out using existing permitted development rights. Whilst the Council had properly assessed the application on its merits, it would clearly have been acting unreasonably to refuse planning permission in this case. The response went on to argue that in these circumstances the complainants had not suffered an injustice and the remedy recommended by the Ombudsman was unreasonable.
- 2.7 After a lengthy delay, the Ombudsman issued a substantially revised draft key facts report on 29 July 2013. The Ombudsman now accepted that permitted development rights applied in this case and that she could not conclude that maladministration had directly affected Mr X and Ms Y amenity. As a consequence, the recommendations that the Council should pay £5000 for loss of enjoyment and £5000 for loss of value were dropped.
- 2.8 In addition a number of detailed criticisms of the Council's assessment of the case were dropped and all reference to the two independent planning consultants' reports and their view that the Council's decision had been unreasonable in this case were deleted.
- 2.9 On 31 July 2013 the Council welcomed the substantial revisions but asked the Ombudsman to add a number of additional key facts to her report as follows:-

- 2.9.1 To record the fact that, given the existence of permitted development rights, the Council's decision to grant planning permission in this case had been correct, or alternatively, that to have refused planning permission in this case would have been unreasonable.
- 2.9.2 To note that Mr X and Ms Y had engaged their own independent planning consultant who appeared to have failed to advise them of the existence of permitted development rights and the real strengths and weaknesses of their case and, as a consequence, had failed properly to advise them that the Council could not justifiably support their objection.
- 2.9.3 To note that two independent planning consultants engaged in this case by the Ombudsman had both failed properly to consider whether permitted development rights applied in this case and had incorrectly concluded that the Council's decision in this case was unreasonable.
- 2.9.4 To note that the Council had contacted the LGO Investigator and asked for an opportunity to meet with him to discuss why the Council felt that the initial conclusions were flawed. This meeting would have been an ideal opportunity to refer to the existence of permitted development rights. The investigator declined to have the meeting. It was, therefore, misleading to refer to the issue of permitted development rights being raised at a late stage, because the Council had been refused an opportunity to raise the issue earlier.
- 2.9.5 That the Council had always responded promptly to requests for information and much of the time and trouble caused to the complainants arose from delays within the Ombudsman's office.
- 2.10 In light of the above the Council suggested that if these additional key facts were included in the report, the Ombudsman's conclusions and the recommended remedy might appear to be entirely unreasonable.
- 2.11 Recognising that omitting a specific reference to Mr X and Ms Y's complaint was an avoidable, and regrettable, mistake the Council indicated that it would be prepared to settle the complaint by way of an apology and payment of £250 towards the complainant's time and trouble. However, the Ombudsman was asked to accept that asking the Council to pay the fees of a planning consultant who appeared not to have fully assessed the case was difficult to justify. This was especially the case where, if the professional advice had been flawed, the complainants could seek to recover their costs directly from their consultant.

- 2.12 In her final report the Ombudsman refused to add any of the requested key facts but she did agree to reduce the recommended remedy for time and trouble from £500 to £250.
- 2.13 The Local Government Ombudsman's Report on Investigation 11 017 203 is attached at Appendix 1.

3. Legal/Financial Controls and other Policy matters

3.1 Legal Issues

Section 30 of the Local Government Act 1974 requires the Council to publish a notice in the local press within two weeks of receiving the report and to make copies of the report available for public inspection. The Council has complied with this requirement and the Ombudsman is aware.

Section 31 of the same Act requires the Council to consider the Ombudsman's Report and tell the Ombudsman, within three months, of the action it has taken or proposes to take. The Ombudsman is aware that the report is being considered at Council on 10 December 2013.

The Council is not obliged to accept the Ombudsman's conclusions nor to implement the recommended remedy.

3.2 Financial Issues

The Ombudsman recommends that the Council pay to Mr X and Ms Y

£1,896 to meet their costs in engaging a planning consultant

£ 250 towards their time and trouble in bringing their complaint to the Ombudsman's attention.

If this remedy was approved by the Council the costs would be met from existing development management budgets.

4. Conclusion

The investigation of this complaint has been lengthy and much of that has been the result of an initially flawed investigation by the LGO.

The established facts are these:-

1. The Council reached the correct planning decision in this case
2. The Complainants' planning advisors wrongly advised their client that the Council's decision was flawed
3. The LGO investigator wrongly concluded that the Council's decision was flawed

4. Two independent planning consultants engaged by the LGO investigator wrongly concluded that the Council's decision was flawed
5. Eventually, the LGO had to accept that the Council had reached the correct planning decision but declined to state this fact in her report.
6. The planning assessment properly considered issues of overshadowing, oppression and overlooking but, with hindsight, it would have been better if specific reference had been made to the letter of objection instead of dealing with the issues in general terms.
7. The Council had offered to apologise for this omission and pay £250 to the complainants towards their time and trouble in bringing their complaint to the Ombudsman.

The Council must now consider whether it is reasonable to make this apology and £250 payment and whether, in addition, it is reasonable to pay £1896 for the planning advice given to Mr X and Mrs Y by their planning advisor.

5. Background Documents

***Correspondence with the LGO and draft Key Facts reports
January 2013 and July 2013***

Contact Officer: Jonathan Lund jlund@selby.gov.uk

Appendices:

***Appendix 1: Report of an investigation into complaint 11 017 203
against Selby District Council***

Report

on an investigation into
complaint no 11 017 203 against
Selby District Council

9 October 2013

Investigation into complaint no 11 017 203 against Selby District Council

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Section 30 of the 1974 Local Government Act says that a report should not normally name or identify any person. The people involved in this complaint are referred to by a letter or job role.

This report has been produced following the examination of relevant files and documents and interviews with the complainant and relevant employees of the Council.

The complainant and the Council were given a confidential draft of this report and invited to comment. The comments received were taken into account before the report was finalised.

Key to names used

Mr X & Ms Y - the complainants

Report summary

Failure to address material planning considerations in planning report

Mr X and Ms Y live in a converted barn which sits very close to a cottage. The owner of the cottage applied for planning permission to build an extension. Mr X wrote an objection letter, as he thought the extension would come too close to his kitchen-dining room window, blocking light and affecting his outlook.

The extension, which is less than 3.5 metres from the kitchen-diner window, was approved by Officers using delegated powers.

Mr X complained to the Council about its decision. The Council said that it accepted there was maladministration as the Case Officer's report did not refer to Mr X's objection, but it felt the extension was acceptable.

Mr X and Ms Y were not satisfied with this response, so they complained to the Ombudsman.

At a late stage in my investigation, the Council said the extension could have been built without planning permission and it had been aware of this before it approved the application.

Findings

I found maladministration in the way the Council dealt with the planning application because:

- there is no reference on the planning file to show how the extension would impact on the kitchen-diner. The Case Officer's report should have included Mr X's objection as it was a material planning consideration;
- the Council's view that the extension could have been built without planning permission is also a material planning consideration and should have been included in the Case Officer's report;
- I need to see evidence on the planning file that the Council has taken material planning considerations into account and what it makes of them. This did not happen here.

Recommended remedy

Mr X and Ms Y now have an extension very close to them. It cuts out light from their kitchen-diner and the outlook from the room is now a stone wall. Their neighbours would have been entitled to build this extension, or something similar, without the need of planning approval. This means I cannot say the maladministration by the Council has directly affected Mr X and Ms Y's amenity.

However because of maladministration in the way the planning application was dealt with, Mr X and Ms Y were put to the trouble and expense of making their complaint. This included the cost of employing a planning consultant to advise them on the Council's response to their complaint.

The Council should apologise to Mr X and Ms Y for the failure of its service to properly address material planning considerations relevant to the case. The Council should also pay them:

- £1,896 for the cost of their planning consultant's fees, which they would not have incurred if the Council had considered permitted development rights in the Case Officer's report;
- £250 for their time and trouble in bringing their complaint to the Ombudsman's attention.

Introduction

1. Mr X and Ms Y live in a converted barn. Their neighbour applied for planning permission to add a single storey extension to his cottage. Mr X and Ms Y wrote to the Council objecting to the application. In their objection they specifically referred to the impact the new extension would have on reducing light to their kitchen-dining room.
2. The Planning Case Officer's report made no reference to their objection. The report contains no analysis of how the development will impact on the complainants' kitchen-diner.
3. Officers approved the extension using delegated powers.
4. At a late stage of our investigation the Council said the extension could have been built without planning permission using permitted development rights.
5. The Council said its Case Officer assessed the applicant's permitted development rights during evaluation of the application. There was no mention of this assessment in his report.

The Ombudsman's role and powers

6. The Ombudsman investigates complaints about 'maladministration' and 'service failure'. If there has been maladministration, the Ombudsman considers whether it has caused an injustice and if it has, she may suggest a remedy.¹
7. The Ombudsman cannot question whether a council's decision is right or wrong simply because the complainant disagrees with it. She must consider whether there was fault in the way the decision was reached.²

Investigation

8. The Investigator visited the Council and the complainants. He inspected the Council's file and interviewed the Planning Case Officer.

Legal and Administrative Background

9. When a council decides a planning application, section 70 of the Town and Country Planning Act 1990 requires it to:

'...have regard to the provisions of the development plan, so far as material to the application, and to any other material considerations.'

10. The Council's Local Plan policy ENV1 is most relevant to the issue of the window to the kitchen-diner and the impact on that room.

¹ Local Government Act 1974, sections 26(1) and 26A(1)

² Local Government Act 1974, section 34(3)

11. ENV1 states that proposals will be allowed, provided they achieve a good quality of development. In particular the Council should take account of:

‘ the standard of layout, design and materials in relation to the site and its surroundings...’.

12. Regulations set out the limits of permitted development. This is development for which no planning permission is required.³ Extensions to houses are permitted within certain limits and subject to a number of conditions, only one of which applies to single storey extensions. This is that the materials used should be similar to those in the existing building.
13. A planning application is not an implied request to determine permitted development rights.⁴ Where these rights have been considered and are relevant to a planning application they may become a material planning consideration.
14. Where planning applications are considered, Case Officer reports should both identify and address material planning considerations. This is necessary so any third party, including a review body such as the Ombudsman or the Court, can know whether the Council has followed a proper procedure.

Background

15. Mr X and Ms Y objected to the application by their neighbour as it would be overbearing and cause loss of light to their kitchen-dining room.
16. In his objection letter, Mr X wrote to the Council’s Planning Case Officer, saying the new extension would be very close to his home. He said:

‘[it] would change [the kitchen-diner] from an enjoyable living space to a dark environment...’ and

‘To lose the amenities we enjoy of natural light and sunshine in our homes is unacceptable.’

17. There is no mention of this objection in the Council’s Case Officer’s report. The Case Officer visited the site, but there is no reference to the existence of the window.
18. The application was approved by Officers using delegated powers.
19. After the planning permission was granted, Mr X went to seek advice from his local Councillor. The Councillor, a former member of the planning committee, visited the site and read the Case Officer’s report. The Councillor told Mr X the distance between the kitchen-diner window and new extension was exceptionally close and the analysis in the report was sparse.

³ The Town and Country Planning (General Permitted Development) (Amendment) (No. 2) (England) Order 2008

⁴ Saxby v Secretary of State for the Environment and Westminster City Council [1998] JPL 1132

20. The Councillor referred Mr X and Ms Y to a planning consultant who had worked as a planning officer for the Council. The planning consultant confirmed the opinion given by the Councillor.
21. Mr X then complained to the Council, who accepted the Case Officer's report should have mentioned Mr X's objection to the application. However, the Council argued that this was 'technical maladministration' that had made no difference to its decision.
22. Mr X and Ms Y then complained to me about what had happened.

Findings

23. The distance between the new extension and the kitchen-diner window is 3.46 metres.
24. The extension is to the south and east of the barn, so light is reduced in the morning. The outlook from the kitchen-diner is dominated by the new extension.
25. In response to my enquiry, the Council said the Case Officer's report shows that it did take the relevant issues into account.
26. It said the Case Officer assessed the impact on the kitchen-diner as part of his site visit. The Council quoted the following extract from the Case Officer's report to demonstrate that this had happened:

"The key issues in this respect are considered to be the potential overlooking, overshadowing and oppression from size scale and massing. Given the host property and adjacent property are barn conversions they are laid out in close proximity with approximately 7m separation. The proposed extension would result in approximately 4m extension to the host property. The proposal does not seek to provide any openings to the northern or western elevations however it is considered prudent in the interests of amenity to remove permitted development rights for any openings into these elevations should consent be granted. Due to the proposals location, size and height the proposal is considered not to have any significant adverse affect of overshadowing, oppression or, subject to removal of permitted development rights, overlooking to the neighbouring properties and therefore accords with criterion 1 of policy ENV1 of the Local Plan."

27. There is no mention of the kitchen-diner window or Mr X's objection letter.
28. The Case Officer accepted that, in terms of windows affected by the new development, the kitchen-diner in the complainants' house was 'a key relationship by virtue of proximity'. He also agreed the relationship between the extension and that window was a material planning consideration.
29. The Case Officer said that he only includes key issues in his report and that it is a balancing act between the length of the report and the time it takes to write them. He says he did cover the key issues of potential overlooking, overshadowing and

oppression from scale and massing, but accepts he did not mention the window to the kitchen-diner or Mr X's objection. The Case Officer says the kitchen-diner window was material, but he did not judge it to be justification for refusal.

30. The Officer took photos of the site, but none show the window. However, the Case Officer says that he did see it.
31. The Case Officer said Mr X's objection letter was not mentioned in his report because of an administrative error on his part.
32. At a late stage of my investigation, the Council told me that it knew from the outset that the extension was permitted development and so could be built without planning permission. It sent details to justify its reasoning, which I accept.
33. The Council says the Planning Case Officer considered the applicant's permitted development rights and was aware the development could be built without planning permission at the time he carried out his site visit.
34. The Planning Case Officer does not mention his assessment of permitted development rights in his report. He does not say that the extension could have been built without planning permission.

Conclusions

35. There was a clear objection from Mr X about the development and its impact on his kitchen-diner window on the planning file. There is no record to show the Council considered this objection or the specific impact on the kitchen-diner window before it decided the application.
36. The Council says its Officer considered the applicant's permitted development rights at the outset and that planning permission was not necessary.
37. The issue of permitted development rights was relevant to the decision that followed, but it was not mentioned in the Case Officer's report.
38. Planning authorities are required by law to take account of all material considerations before making their decisions. When inspecting a planning file I expect to find some evidence to show this has happened. I do not expect a case officer's report to refer to every possible planning consideration, but it should certainly refer to those engaged by the process.
39. There should be some analysis of planning considerations material to the case. I not only need to know the Council has taken material planning considerations into account, but also what it makes of them.
40. In this case a number of material planning considerations were not included in the Case Officer's report. These were Mr X's objection, the impact of the extension on the kitchen-diner window and that the extension, or something similar, was likely to be permitted development. This is maladministration.

41. However, even if the Council had refused the application, the extension or something very similar to it might have been built without needing planning permission. Because of this, I cannot say that maladministration by the Council in the way it considered the planning application has directly affected Mr X and Ms Y's amenity, as it could have been adversely affected anyway.
42. If the permitted development issue had been properly addressed, Mr X would have known much sooner that his objection could make no difference to the outcome. But for this failure, Mr X and Ms Y could have avoided the time, trouble and expense of pursuing their complaint, including the cost of instructing a planning consultant.

Recommendation

43. To resolve this complaint the Council should apologise to Mr X and Ms Y for the failure of its planning service to deal properly with relevant and material planning considerations when considering their neighbour's planning application. It should also pay them:
 - £1,896 for their planning consultant's fees, which they would not have paid if the Council had clearly explained permitted development rights in the Case Officer's report;
 - £250 for their time and trouble in bringing their complaint to my attention.



Dr Jane Martin
Local Government Ombudsman
The Oaks No 2
Westwood Way
Westwood Business Park
Coventry
CV4 8JB

9 October 2013



Public Session

Report Reference Number (C/13/16)

Agenda Item 18

To: Council
Date: 10 December 2013
Author: Glenn Shelley – Democratic Services Manager
Lead Officer: Jonathan Lund – Deputy Chief Executive
Executive Member: Cllr Mark Crane, Leader of the Council

Title: Appointment of Returning Officer, Elections Registration Officer and Deputy Registration Officer

Summary:

Following the recent appointment of a new Chief Executive, this report enables the Council to appoint its Electoral Registration Officer (ERO) and Returning Officer, in accordance with the requirements of the Representation of the People Act 1983. The Council is also asked to appoint a Deputy Electoral Registration Officer (DERO).

Recommendations:

- i) To appoint the Chief Executive, Mary Weastell, as Electoral Registration Officer and Returning Officer for the District in accordance with the requirements of the Representation of the People Act, 1983, with effect from 11 December 2013.**
- ii) To appoint the Democratic Services Manager as the Deputy Electoral Registration Officer.**

Reasons for recommendation

To comply with the requirements of the Representation of the People Act 1983.

1. Introduction and background

- 1.1 Every district council in England is required by Section 35(1) of the Representation of the People Act 1983 to appoint an officer of the council to be the Returning Officer (RO) for elections of district and parish councillors. Section 8(2)(a) of the Act also requires the Council

to appoint an officer to be the Electoral Registration Officer (ERO). The ERO is responsible for the preparation and maintenance of the electoral register for any parliamentary constituency or part of a constituency within its area.

- 1.2 According to Section 28(1) of the Act, only the ERO may act as the (Acting) Returning Officer at Parliamentary elections, the Returning Officer for these elections being the High Sheriff.
- 1.3 This is the first Ordinary Council meeting since the new Chief Executive took up her appointment, therefore it is appropriate to review the position in respect of these statutory appointments.

2. The Report

- 2.2 The legislative landscape with regard to electoral registration and the management of elections is becoming increasingly complicated. Electoral Registration Officers and Returning Officers are now subject to monitoring by the Electoral Commission who have established appropriate performance standards. The Political Parties and Referendums Act 2012 is bringing into effect Individual Electoral Registration.
- 2.2 The new Individual Electoral Register which will replace the current register based on household registration and will come into force in summer 2014. Management of elections is also assuming an increasingly high profile.
- 2.3 In view of this changing legislative climate and the increasingly high profile which this brings for the position of the Electoral Registration Officer and Returning Officer, it is now generally the practice within local authorities for these statutory responsibilities to be vested in the Chief Executive as the most senior officer of the Council. As Council will be aware, the previous Chief Executive, Martin Connor, held both these positions until his recent retirement.
- 2.4 It will not be necessary to formally appoint a Deputy Returning Officer, as the appointed Returning Officer has that power and responsibility. However, it is essential for the Council to appoint a Deputy to act as Electoral Registration Officer in the ERO's absence. It is recommended that, as in many other authorities, this role is taken by the Democratic Services Manager.

3 Legal/Financial Controls and other Policy matters

3.1 Legal Issues

- 3.1.1 These appointments are required to comply with the relevant sections of the Representation of the People Act 1983 (as amended).

3.2 Financial Issues

- 3.2.1 There are no financial implications for the Council. Whilst the RO is paid on a scale fee basis in respect of individual elections as and when they are held, no separate or additional remuneration is payable in respect of the post of ERO. There is no additional remuneration payable for the role of DERO.
- 3.2.2 Provision is made each year in the Council's General Fund revenue budget for the running costs associated with Electoral Registration and every four years for the District Council elections. Central government pays for Parliamentary and European Parliamentary elections (including national referendums). North Yorkshire County Council and the parish councils within the borough cover the costs of their respective elections.

4. Conclusion

- 4.1 The Council is asked to approve the appointment of the Chief Executive, Mary Weastell, as the Council's Returning Officer and Elections Registration Officer. This is in accordance with the Representation of the People Act 1983.

5. Background Documents

Representation of the People Act 1983

6. Appendices:

None

Contact Details

**Jonathan Lund – Deputy Chief Executive
Selby District Council**