



Summons and Agenda for the
Council Meeting

to be held on

TUESDAY 23 JUNE 2015

at

6.00pm





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 23 JUNE 2015** starting at **6.00pm**. The Agenda for the meeting is set out below.

Mary Weastell
Chief Executive

Recording is allowed at Council, committee and sub-committee meetings which are open to the public, subject to:- (i) the recording being conducted under the direction of the Chairman of the meeting; and (ii) compliance with the Council's protocol on audio/visual recording and photography at meetings, a copy of which is available on request. Anyone wishing to record must contact, prior to the start of the meeting, Palbinder Mann – Democratic Services Manager via pmann@selby.gov.uk or 01757 292207. Any recording must be clearly visible to anyone at the meeting and be non-disruptive.

AGENDA

Opening Prayers.

1. Apologies for Absence

To receive apologies for absence.

2. Disclosures of Interest

A copy of the Register of Interest for each Selby District Councillor is available for inspection at www.selby.gov.uk.

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

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

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

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

3. Minutes

To approve as a correct record the Minutes of the meeting of the Council held on 19 May 2015. Pages 1 to 8 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 9 to 17 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 18 to 20 attached.

11. Feedback from Outside Bodies

To receive feedback from representatives on Outside Bodies.

12. Motions

To consider any motions.

13. Resourcing PLAN Selby

To receive and consider a report from the Access Selby Director which updates Council on progress and asks Council to approve the drawdown of £281k from the Contingency Reserve as recommended by the Executive on 4 June 2015. This will reduce resource based risks to the Plan Selby and significantly increase the likelihood of achieving the local plan timetable. Pages 21 to 25 attached.

14. 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.

15. Sealing of Documents

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

Annual Council

Venue: Council Chamber
Date: Tuesday 19 May 2015
Time: 4pm

1	Apologies for Absence
2	Disclosures of Interest
3	Election of Chairman
4	Appointment of Vice Chairman
5	Minutes
6	Communications
7	Election of the Leader of the Council
8	The Leader's Report on the Exercise of Executive Functions
9	Appointments to the Committees of Council, the Access Selby Board, Chairs of the Community Engagement Forums and the Time of Commencement of Meetings for the 2015/16 Municipal Year
10	Non-Executive Appointments to Outside Bodies

Present: Councillor J Cattanach and then Councillor R Sweeting in the Chair

K Arthur, D Buckle, Mrs E Casling, I Chilvers, Mrs J Chilvers, M Crane, J Crawford, J Deans, Mrs S Duckett, K Ellis, M Hobson, D Hutchinson, M Jordan, C Lunn, D Mackay, J Mackman, B Marshall, C Metcalfe, B Packham, C Pearson, D Peart, Mrs J Shaw-Wright, J Thurlow, P Welch and Mrs D White.

Also Present: Chief Executive, Deputy Chief Executive, Executive Director (S151), Managing Director of Access Selby, Director, Solicitor to the Council, Democratic Services Manager, Democratic Services Assistant and Honorary Aldermen.

Press: 0
Public 40

1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Mrs M McCartney, R Musgrave, Mrs W Nichols and I Reynolds.

2. DISCLOSURES OF INTEREST

There were no declarations of interest.

3. ELECTION OF CHAIRMAN

It was moved by Councillor M Crane, seconded by Councillor J Mackman and unanimously agreed that Councillor R Sweeting should be elected as Chairman of Selby District Council for the 2015/16 Municipal Year.

RESOLVED:

To elect Councillor R Sweeting as Chairman of Selby District Council for the 2015/16 Municipal Year.

Investiture of Chairman

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

Declaration of Acceptance of Office

Councillor R Sweeting read and signed the Statutory Declaration of Acceptance of Office in accordance with the provisions of the Local Government Act 1972. This was then countersigned by the Chief Executive.

[Councillor R Sweeting in the Chair]

Retiring Chairman's Valedictory Address

Councillor J Cattanach gave his Valedictory Address.

Councillor R Sweeting presented Councillor J Cattanach with a Silver Salver and Past Chairman's Badge to mark him holding the office of Chairman of the Council.

On behalf of all councillors, Councillors M Crane and B Packham expressed their thanks to Councillor J Cattanach for his year of office.

Investiture of Chairman's Consort

The retiring Chairman invested the newly elected Chairman's Consort, Margaret Middlemass with the Chairman's Consort's Chain of Office.

Newly Elected Chairman's Address

Councillor R Sweeting addressed the meeting.

The Council was informed that the charities that would be supported by the Chairman for 2015/16 would be:

- The Tadcaster Voluntary Car Service
- The Tadcaster Branch of the Arthritis Campaign
- Dementia Forward

Following the newly elected Chairman's Address, there was a short presentation by Sally Harrison from Barchester Healthcare concerning dementia.

4. APPOINTMENT OF VICE CHAIRMAN

It was moved by Councillor B Packham, seconded by Councillor J Crawford and unanimously agreed that Councillor Mrs S Duckett should be appointed as Vice Chairman of Selby District Council for the 2015/16 Municipal Year.

RESOLVED:

To appoint Councillor Mrs S Duckett as Vice Chairman of Selby District Council for the 2015/16 Municipal Year.

Investiture of Vice Chairman

The newly appointed Vice Chairman was invested with the Vice Chairman's Chain of Office by the Chairman.

Declaration of Acceptance of Office

Councillor Mrs Duckett read and signed the Statutory Declaration of Acceptance of Office in accordance with the provisions of the Local Government Act 1972. This was then countersigned by the Chief Executive.

Investiture of Vice Chairman's Consort

The Chairman's Consort invested the newly appointed Vice Chairman's Consort, Janette Thompson with the Vice Chairman's Consort's Chain of Office.

5. MINUTES

The Council considered the minutes of the Council meeting held on Tuesday 21 April 2015.

RESOLVED:

To approve the minutes of the Council meeting held on Tuesday 21 April for signing by the Chairman.

6. COMMUNICATIONS

No communications had been received.

7. ELECTION OF THE LEADER OF THE COUNCIL

It was moved by Councillor J Mackman, seconded by Councillor C Metcalfe and agreed that Councillor M Crane should be elected as Leader of Selby District Council.

RESOLVED:

To elect Councillor M Crane as Leader of Selby District Council.

8. THE LEADER'S REPORT ON THE EXERCISE OF EXECUTIVE FUNCTIONS

The Leader of the Council submitted a report setting out the information required in respect of the way in which Executive functions would be discharged for the 2015/16 municipal year.

The Leader of the Council confirmed that the Members of the Executive and their portfolios would be as follows:

- Councillor Mark Crane – Leader of the Council with specific responsibility for strategic matters, external relations and partnerships
- Councillor John Mackman – Lead Councillor for Place Shaping and Deputy Leader of the Council
- Councillor Clifford Lunn – Lead Councillor for Finance and Resources
- Councillor Christopher Metcalfe – Lead Councillor for Communities and Economic Development
- Councillor David Peart – Lead Councillor for Housing, Leisure, Health and Culture

RESOLVED:

- i) To receive and note the Leader's report to Council on the discharge of Executive functions.
- ii) To note that the Monitoring Officer will make appropriate amendments to and reissue the Constitution to reflect this report.

9. APPOINTMENTS TO THE COMMITTEES OF THE COUNCIL, THE ACCESS SELBY BOARD, CHAIRS OF THE COMMUNITY ENGAGEMENT FORUMS AND THE TIME OF COMMENCEMENT OF MEETINGS FOR THE 2015/16 MUNICIPAL YEAR

The Council considered the nominations for the memberships of the Committees of the Council, the Access Selby Board, the Chairs of the Community Engagement Forums and the Time of Commencement of Meetings for the 2015/16 Municipal Year.

RESOLVED:

To make the following appointments to the Committees of the Council, the Access Selby Board, the Chairs of the Community Engagement Forums and the Time of Commencement of Meetings for the 2015/16 Municipal Year.:

Planning Committee

Chair (Conservative)	Cattanach
Vice Chair (Conservative)	Musgrave
Councillor (Conservative)	Casling
Councillor (Conservative)	I Chilvers
Councillor (Conservative)	Deans
Councillor (Conservative)	Mackay
Councillor (Conservative)	Pearson
Councillor (Labour)	Crawford
Councillor (Labour)	Marshall
Substitute (Conservative)	Sweeting
Substitute (Conservative)	Reynolds
Substitute (Conservative)	White
Substitute (Conservative)	Jordan
Substitute (Conservative)	Hutchinson
Substitute (Conservative)	Buckle
Substitute (Labour)	Packham
Substitute (Labour)	Duckett

Licensing Committee

Chair (Conservative)	Pearson
Vice Chair (Conservative)	Ellis
Councillor (Conservative)	J Chilvers
Councillor (Conservative)	Hobson
Councillor (Conservative)	Jordan
Councillor (Conservative)	Sweeting
Councillor (Conservative)	White
Councillor (Labour)	Marshall
Councillor (Labour)	Thurlow
Councillor (Labour)	Duckett
Substitute (Conservative)	Deans
Substitute (Conservative)	Buckle
Substitute (Conservative)	Mackay
Substitute (Conservative)	I Chilvers
Substitute (Conservative)	Peart
Substitute (Labour)	Shaw-Wright
Substitute (Labour)	Welch

Overview and Scrutiny Committee

Chair (Labour)	Crawford
Vice Chair (Labour)	Nichols
Councillor (Conservative)	Buckle
Councillor (Conservative)	Casling
Councillor (Conservative)	I Chilvers
Councillor (Conservative)	Mackay
Councillor (Conservative)	White
Substitute (Conservative)	Sweeting
Substitute (Conservative)	J Chilvers
Substitute (Conservative)	Jordan
Substitute (Labour)	Marshall
Substitute (Labour)	Packham
Substitute (Labour)	Duckett

Policy Review Committee

Chair (Conservative)	Deans
Vice Chair (Conservative)	Hobson
Councillor (Conservative)	Arthur
Councillor (Conservative)	Ellis
Councillor (Conservative)	Hutchinson
Councillor (Labour)	Packham
Councillor (Labour)	Shaw-Wright
Substitute (Conservative)	Pearson
Substitute (Conservative)	Reynolds
Substitute (Conservative)	Casling

Substitute (Labour)	Welch
Substitute (Labour)	Thurlow

Audit and Governance Committee

Chair (Conservative)	Jordan
Vice Chair (Conservative)	Reynolds
Councillor (Conservative)	Arthur
Councillor (Conservative)	Buckle
Councillor (Conservative)	J Chilvers
Councillor (Labour)	Thurlow
Councillor (Labour)	Welch
Substitute (Conservative)	White
Substitute (Conservative)	Musgrave
Substitute (Conservative)	Cattanach
Substitute (Labour)	Marshall
Substitute (Labour)	Duckett

Access Selby Board

Chair (Conservative)	Musgrave
Vice Chair (Conservative)	Cattanach
Councillor (Conservative)	Hutchinson
Councillor (Labour)	Packham
Co-Opted Member	

Community Engagement Forum (CEF) Chairs

Western	Andy Pound
Eastern	Liz Casling
Central	Steve Shaw-Wright
Southern	Mike Jordan
Tadcaster	Don Mackay

Start Times for Committees in 2015/16

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

10. NON-EXECUTIVE APPOINTMENTS TO OUTSIDE BODIES

The Council considered nominations for appointments to various Non-Executive Outside Bodies.

RESOLVED:

To make the following Non Executive Appointments to Outside Bodies for the 2015/2016 Municipal Year:

Selby District Council Representatives on Outside Bodies 2015/2016

OUTSIDE BODY	REPRESENTATIVE
National Association of Councillors (National and Northern Branch)	Cllr J Mackman
NYCC Scrutiny of Health Panel	Cllr J Chilvers
Association of Voluntary Services for Selby	Appointment invited from the Labour Group
Citizens Advice Bureau – Selby	Cllr D Buckle
Drax Power Station Consultative Committee	Cllr I Chilvers
Eggborough Power Station Consultative Committee (formerly Gale Common)	Cllr D Peart
Selby College Board of Governors	Cllr C Lunn
Selby Area Committee	Cllr I Chilvers Cllr K Arthur Cllr D Hutchinson Cllr S Duckett
Selby and District Rail Users Group	Cllr D Buckle
North Yorkshire Older Peoples' Partnership Board	Cllr J Cattanach
Drax Parish Council	Cllr M Jordan Cllr D Peart

The meeting closed at 4.32pm



Cllr Mark Crane

Leader of the Council

Report to Council on 23 June 2015

This report covers the period from the Council meeting on 21 April 2015. During this period I have attended Executive, Executive Briefings, the new Councillor Induction Session, and Annual Council. Reporting on key items:

Tour de Yorkshire

The first ever Tour de Yorkshire international cycling race took place at the beginning of May. Selby hosted the start of stage two of the race on Saturday 2 May. Initial spectator figures from police and race organisers indicate that around 10,000 people came into Selby to see the start of stage two of the race, a total of 450,000 people watched by the roadside and the race was broadcast across the world. We also organised the complementary Selby Cycle Festival to enable people to make the most of this historic occasion. The festival attracted significant sponsorship from a number of local businesses and provided an opportunity for many others to have stalls on the day.

The Tour provided a valuable opportunity for the council to showcase the town and its many assets. We worked in partnership with the Selby Town Enterprise Partnership and Selby Times on a Best Decorated Shop Competition and this was a great way of getting the town to look the part for the race and the build-up. Social media was a key part of the communications plan for the event and the Tour led to an increase of around a third in the council's Facebook followers.

Since the event, the council has received letters of thanks from partners, businesses and residents. We are now working on the legacy of the tour with communities, partners and businesses and will report on the full economic impact for Selby in the coming months.

Strategic Sites

Following the award of £2.9 million from the York, North Yorkshire and East Riding Local Enterprise Partnership, The Proving Ground at Sherburn is almost ready to go to market and a start on site is anticipated this summer. For marketing purposes the site will be promoted as S2 Sherburn 2.

The Olympia Park strategic development site continues to make good progress, and work is expected to start on site early next year.

TeSA Awards Presentation

I attended with the Chief Executive the Annual TeSA Awards Ceremony on 4 June. This event celebrates the great work of staff throughout the past 12 months in delivering services for our residents and communities during a time of continuing austerity and constant change.

District Council Network

I attended District Council Induction Event in London on 27 May.

I attended the District Councils Network meeting for all Leaders and met new Leaders in North Yorkshire and beyond. There was a ministerial presentation at the event.

On Wednesday 10 I met with Leaders in North Yorkshire, York and East Riding to discuss possible future combined authorities and how we might work more closely together. I will update Council on any issues raised at this meeting.

Mark Crane
Leader



Councillor John Mackman

Deputy Leader and Executive Member for Place Shaping

Report to Council on 23 June 2015

This report covers the period from the Council meeting on 21 April 2015.

The key item in my report will be Plan Selby which is a critically important document for this Council.

1) The Local Plan Core Strategy (CS)

As Council is aware the Selby District Core Strategy Local Plan was formally adopted by the Council on 22 October 2013 and a High Court legal challenge was subsequently dismissed on the 27 October 2014 by the appeal Judge. However, leave to appeal directly to the Court of Appeal on one count related to the Duty to Cooperate has now been allowed. The Court of Appeal hearing has been scheduled for October 2015.

The Council adopted Core Strategy continues to be part of the Development Plan and carries full weight alongside the National Planning Policy Framework in the determination of planning applications. However, given the low housing delivery situation some of the housing supply policies are now considered to be out-of-date and in accordance with the NPPF the presumption in favour of sustainable development applies.

2) The Sites and Policies Local Plan (Plan Selby)

We are calling the Sites and Policies Local Plan (SAPP) "Plan Selby". It will eventually contain detailed policies and site allocations and together with the Core Strategy it will form the Local Plan for the period up to 2027.

This will be a critically important document for the Council as the location of new homes and employment land is always of great interest and we will be looking at the need to review the green belt, change village envelopes, and allocate sites for gypsies and travellers.

Following the first round of consultation earlier this year, we now start in earnest on the cooperation and engagement work of the plan making process. Officers are working hard to deliver to an extremely ambitious timescale, and the Executive agreed at its June meeting that additional resources are required in order to keep up the pace. A report is on the agenda today for Council to consider using reserves to support this critical process.

Over the next few weeks there will be an intense period of focussed engagement. I attended three induction sessions with officers in May and June so all councillors should now be aware of how we will use the representations from the Initial Consultation and emerging information and evidence to discuss with interested parties the issues and options arising for settlement growth, regeneration and conservation over the course of the summer.

The results of this engagement and the completion of the evidence base gathering work will allow us, during autumn this year, to start work on the production of a draft plan of preferred options for final consultation.

4) Duty to Cooperate (DTC)

The Localism Act, 2011, and the NPPF (2012) introduced a duty to cooperate with other local Planning Authorities and prescribed public bodies and other stakeholders when preparing Development Plan documents.

The DTC is a continuous process of engagement on Strategic Cross Boundary issues through the Plan Preparation process.

Officers continue to attend joint meetings with our adjoining local authorities and other bodies in the Leeds City Region and North Yorkshire and York as well as the on-going work we do with the NYCC. I am due to attend the Leeds City Region Planning Portfolios meeting in Leeds on 3 July. Further contact will be arranged with other Local Authorities and/or bodies where potential strategic issues in PLAN Selby may be identified through the recent consultation or the on-going evidence base work.

5) Five Year Land Supply

Without a 5 year land supply the presumption in favour of sustainable development as directed by the NPPF and Policy SP1 of the Core Strategy bites. This requires that in circumstances where a 5 year land supply is not in evidence at the time of making a planning decision then the Council will grant permission unless any adverse impacts of granting permission would significantly and demonstrably outweigh the benefits when assessed against the NPPF as a whole or specific policies in the Framework indicate that development should be restricted.

Officers are working on establishing the position on the five year land supply at the 1st of April 2015. This work will be completed over the next few weeks and the results will be included in the Authority Monitoring Report which will be published later this year.

6) Programme for Growth

6.1 Housing Trust

In my capacity as Chairman of the Selby and District Housing Trust Board I am pleased to confirm the Trust's first properties have been completed. The three completed studio flats in the former Council building on Kirkgate in Tadcaster have all been successfully let and the first tenants welcomed into residency.

Work on the 3 new build properties in St Joseph Street Tadcaster started at the end of March and good progress is being made with the on-site construction. The properties are scheduled for completion by end of 2015.

The Trust is progressing registration with the Homes and Communities Agency in its bid to become a Register Provider which will open up opportunities for grant funding towards future schemes.

6.2 Gateways

The makeovers on the 2 roundabouts on the Selby bypass are complete and we look forward to seeing how well the wild flower meadow has taken hold.

John Mackman
Deputy Leader and Executive Member for Place Shaping



Councillor Cliff Lunn

Executive Member for Finance and Resources

Report to Council on 23rd June 2015

Executive 4 June 2015

The Executive considered a report on the Treasury Management Annual Review for 2014/15. The economic climate continues to impact on investment and borrowing rates and we have continued to see low levels for both over the last year making the management of the Council's funds ever more challenging.

From December 2014 North Yorkshire County Council has taken over the management of Selby's investments and the arrangements are working well, although interest rates remain low due to market conditions.

The Council earned interest of £213k on its investments over the year - £77k below budget. This shortfall has been mitigated by in-year savings. The average interest rate was 0.7% which was reflective of the continued low bank base rate.

Long term borrowing totalled £60.3m at 31 March 2015 – at an average rate of 4.19%.

The Council's prudential indicators (which cover the Council's underlying need to borrow, borrowing limits, maturity structure of debt and investment profiles) were not breached during the year.

The Executive also considered a report on the sale of land at Barlby to facilitate a housing development. The terms of sale are still in discussion, with authority to finalise these delegated to the Deputy Chief Executive in consultation with myself.

And finally, subject to completion on the purchase of land a Burn Airfield, discussions are on-going with the Gliding Club on the terms of their lease.

Cliff Lunn



Councillor Chris Metcalfe

Executive Member for Communities and Economic Development

Report to Council on 23 June 2015

Economic Development

The Executive agreed at its meeting on 4 June to commission East Riding of Yorkshire Council to develop an action plan for economic development on behalf of the Council. This will help the Council set clear priorities for economic development in the district and provide a focus for future work and investment.

STEP/Retail/Growing Enterprise Update

The Selby Town Enterprise Partnership (STEP) took an active role organising part of the Selby Cycle Festival which was held to mark the Selby start of the Tour de Yorkshire on 2 May. The STEP also led on developing and distributing an information leaflet to local businesses and donated the £1,000 prize money for the best dressed shop competition which was won by Abbey Fisheries. The competition was run in partnership with Selby Times who provided free advertising space for the winner. These initiatives helped ensure that the town had a festival feel and looked its best for the Tour.

The STEP is now the lead organiser of the Selby Food Festival which will be held on 1st August, which is also Yorkshire Day. The festival is involving input from a number of key partners including Selby Abbey, who are holding a companion event, the town council and local traders. It will showcase a selection of good quality Yorkshire produce spread over 30 stalls. The event will provide another opportunity to showcase the town's many strengths and build on last year's success which led to increased footfall in the town centre and an increase in trading for many town centre shops.

Work continues in developing the Unique Selling Point (USP) for the town. As part of this, STEP is looking to work with others to develop a 'So very...Selby' publication which will feature iconic images of the town and the district.

A detailed audit of Selby town centre has now been undertaken; it looked at how the physical environment and street scape can be improved in order to increase footfall and boost the local economy. The STEP is now going to distil the recommendations into a set of proposals to take forward in partnership with Selby District Council, North Yorkshire County Council and others key partners.

The key role of Selby Abbey in the town has been recognised by the STEP and The Reverend Canon John Weetman has now joined the board.

Tough Stuff/Retail Board Update

The key focus for the Board in the coming weeks will be the Retail and Car Parking review for Tadcaster. As part of this review, two usage surveys were undertaken, which provided useful data on usage patterns, the level of pressure on the car parks in the town centre and the availability of space for shoppers. Engagement with businesses in the town through the new Tadcaster Business Partnership has highlighted local traders' desire to see more management of the car parks. This work will lead to a set of proposals going to the council's Executive.

The archaeological dig has now been undertaken at the Tadcaster Riverside site and the archaeologists' findings were presented to the Tadcaster and Villages CEF on 1 June. The detailed designs for the play area and landscaping are now in the process of being commissioned.

The Sherburn Village Centre project is making headway with the demolition of the toilet block now complete. A grant agreement has been signed by Sherburn Parish Council who will lead on the delivery of the project. The next stage for this process is also the development of detailed designs for the scheme, which will see a number of environmental enhancements to Sherburn village centre.

The Future of the CEFs

Following the review of the CEFs earlier in the year, a number of changes have been made in relation to the governance of the CEFs with new decision making and grant making processes in place.

Chris Metcalfe



Cllr Dave Peart

Executive Member for Housing, Leisure, Health and Culture

Report to Council

This is my first report to Council since joining the Executive on 19 May 2015. The Leader described my portfolio as being lead member for “everything else”. The past month has been spent getting to grips with that recognisably wide brief.

1) Leisure Services Review

The Council undertakes an annual review of the leisure service which is delivered for us by WLCT. This year an additional element of challenge was added to the process because we engaged an independent leisure industry expert to analyse the draft review and provide an assessment of the quality of the service delivered by our partners at WLCT. This year’s report, and future annual review reports, will incorporate the recommendations arising from this additional analysis

I have been involved in the meetings about the review which have been held since the election and the final report will be considered by the Executive on 2 July 2015

2) Housing

In preparation for reports to Executive in July about a range of housing related issues I made a site visit to Byram Park Road and Viking Drive, Riccall and took the opportunity to view the planned developments at garage sites at Eggborough.

The Council’s housing strategy and its partnership with Selby and District Housing Trust offers a real opportunity to provide some much needed social housing in the district, both for tenants with general needs and for more specialist accommodation. I will report back to Council on these issues over the coming months.

I am also pleased to report that on 4 June 2015 the Executive approved the York, North Yorkshire and East Riding Housing Strategy 2015/21 and I shall now work with the Head of Operations to finalise the Action Plan to deliver Selby’s obligations under the Strategy.

Executive also agreed to consult on a draft Homelessness Strategy and Action Plan for Selby for the next 5 years. I would urge all councillors to participate in the consultation exercise. The deadline for responses is 3 August 2015.

3) Selby Leisure Village

Work will commence on the Selby Leisure Village on Monday 29 June 2015. The construction programme is planned to take 43 weeks.

Proposals have been received for an outdoor skatepark to compliment the fantastic indoor skatepark which will be built inside the Leisure Village. Arrangements are being made to discuss these proposals with skatepark users and I hope to be able to report further details at the Council meeting.

Dave Peart



Councillor Mike Jordan – Chair of Audit & Governance Committee

Audit & Governance Committee Update to Full Council 23 June 2015

At the time of preparing the agenda for Council, the Committee has not this municipal year. The next Committee meeting is scheduled for Wednesday 17 June 2015, after the publication of the agenda and reports for Council.

Cllr. Mike Jordan
Chair, Audit & Governance Committee



Councillor Jim Deans – Chair of Policy Review Committee

Policy Review Committee Update – Council 23 June 2015

The Policy Review Committee has not met since the last report to Council on 21 April 2015. The next meeting was due to take place on 16 June, after the publication of the agenda and reports for Council.

Cllr. Jim Deans
Chair, Policy Review Committee



Councillor Jack Crawford – Chair of Overview & Scrutiny Committee

Overview & Scrutiny Committee Update – Council 23 June 2015

The Overview & Scrutiny Committee has not met since the last report to Council on 21 April 2015. The next meeting of the Committee will be 24 June 2015.

Cllr. Jack Crawford
Chair, Scrutiny Committee



Public Session

Report Reference Number: C/15/1

Agenda Item No: 13

To: Council
Date: 23 June 2015
Author: Keith Dawson
Lead Officer: Keith Dawson

Title: Resourcing Plan Selby

Summary:

The Executive received a report on 4 June 2015 setting out the position on Plan Selby which identified the additional resources required to deliver an extremely ambitious local plan programme. The Executive approved a virement of £52k from Access Selby's operational contingency to enable recruitment to begin and also recognised the need for further resources and a contingency totalling £281k.

Due to the Council's financial regulations the Executive is required to recommend to Council the drawdown of £281k from the Contingency Reserve. This will mitigate the resource based risks to the Plan Selby and significantly increase the likelihood of achieving the local plan timetable.

Recommendations:

- i. That Council note the position on Plan Selby
- ii. That Council approves the drawdown of £281k from the Contingency Reserve.

Reasons for recommendation

Approval of the drawdown recommended by the Executive will mitigate the resource based risks to the Plan Selby and significantly increase the likelihood of achieving the local plan timetable.

1. Introduction and background

- 1.1 Under the Planning and Compulsory Purchase Act 2004 the planning system is a 'plan led' system in which decisions must be made in accordance with the

adopted local development plans unless material considerations indicate otherwise.

- 1.2 Selby District will ultimately have two locally adopted plans. Strategic policies are contained in the adopted Core Strategy (adopted October 2013) which is supplemented by a second plan which sets out site allocations and detailed development plan policies. Initially both plans were being prepared in parallel but given the rapidly changing national legislative and policy context in 2011 it was decided to prioritise the strategic plan in the Core Strategy and then subsequently prepare an allocations and policies plan.
- 1.3 Following the dismissal of the legal challenge to the Core Strategy by the High Court in Autumn 2014 it was agreed that the Council should speed up progress on adopting the allocation and policies plan (Plan Selby) and to provide resources to achieve that option. The resultant 'faster track' timetable was as follows:
 - Initial Consultation (Nov 2014 – Jan 2015)
 - Preferred Options Consultation (Dec 2014 - Jan 2015)
 - Plan Publication (Jun 2016 – July 2016)
 - Plan Submission (Nov 2016)
 - Plan Adoption (July 2017)
- 1.4 This timetable has been confirmed in the Council's recently revised Local Development Scheme.
- 1.5 Following the receipt of headline figures from the Strategic Housing Market Assessment which confirmed the two stage approach of Core Strategy and Plan Selby, the Interim Planning Policy Manager was asked to carry out a planned full review of the programme and resources to identify any potential risks that the programme would not be met and to indicate what resources would be required in such a scenario.
- 1.6 The results of this review were reported to the Executive in June. The Executive noted that additional post would be required and approved a virement of £52k from Access Selby's operational contingency to enable recruitment to begin. The Executive also recognised the need for further resources and a contingency totalling £281k.

2 The Report

- 2.1 The Interim Planning Policy Manager has drawn upon the experience of the East Riding of Yorkshire planners to carry out a review of the project programme.
- 2.2 The review identified that the timescale to which the Council is working is very tight with no contingencies for slippage and with a considerable amount of different work tasks to be completed in relatively short timescales. The latter

is particularly the case during September, October and November 2015 when officers will be drawing together the Preferred Options Consultation Documents for member sign off.

- 2.3 Following the review a report was prepared for Executive recommending that additional resources be allocated to support the work as a matter of urgency. Even then it was identified that the timescales were extremely challenging given the sheer volume and complexity of work and that some risks such as consultation responses and evidence studies throwing up additional work could not be mitigated by these additional resources.
- 2.4 The Report to the Executive advised that sufficient resources and skills need to be made available for 'in house' tasks and set out the resources required to mitigate this risk. The resources required for the next 18 months are as follows:
- One FTE Planning Policy Manager
 - One FTE Principal Planning Policy Officer
 - One part time planning policy officer
 - One full time clerical assistant/programme officer
- 2.5 Due to the difficulties of recruiting to such posts, maximum flexibility is required which is likely to result in a mixture of short term contracts, secondments, and agency workers.
- 2.6 The Executive recognised that these post would be required if the current timescale is to be met. The Executive also agreed that a contingency reserve should be established for the Plan Selby budget to respond quickly to any changing need for resources which may arise through the commissioning process, focussed engagement, and the emerging evidence base.
- 2.7 Due to the Council's financial regulations Executive is required to recommend to Council the drawdown of £281k from the Contingency Reserve. This will mitigate the resource based risks to the Plan Selby and significantly increase the likelihood of achieving the local plan timetable

3 Legal/Financial Controls and other Policy matters

3.1 Legal Issues

- 3.1.1 In order for Plan Selby to be adopted by the Council it must be examined by an independent Planning Inspector who must conclude that any Duty to Cooperate has been met and that the plan is 'sound'. Experience suggests that the Plan will be subject to rigorous scrutiny at examination by those with vested interests in the sites considered. In addition it can be anticipated that the adoption itself can be subject to legal challenge in the Courts as has been the case with the Core Strategy. Accordingly quality and thoroughness of preparation are essential and must be given the same priority as speed.

- 3.1.2 Further, in the absence of an adopted plan decisions on applications can only be judged against the presumption in favour of sustainable development. Saved policies in the 2005 Local Plan will become more out of date judged against the evidence base and national policy. The ability to direct development to suitable and acceptable locations will continue to be diminished. In the case of housing and gypsy and traveller site applications the lack of a 5 year supply of allocated sites will continue to weigh heavily in the balance in favour of granting applications.
- 3.1.3 If decisions are made that cannot be justified in the absence of a local plan then there is a risk that the Council will face an increased number of appeals which will further deplete resources as well as putting the Council at risk of adverse costs awards.

3.2 Financial Issues

- 3.2.1 The costs of the proposed posts are dependent upon recruitment. For the purposes of assessing the funding proposals a 'worst case' approach has been adopted. The costs assume posts are filled with effect from July 2015 and exclude the clerical post which has been recruited and is funded from Access Selby's in-year contingency.
- 3.2.2 Where possible it is proposed to use virements to fund the additional posts but subject to the option ultimately chosen the amounts involved are beyond the limits delegated to officers.
- 3.2.3 Access Selby has an operational contingency of £70k p.a. - £18k has already been allocated to the clerical post in 2015/16 and 2016/17. This would leave £52k p.a. available as a contribution to the proposed posts, although this would fully utilise Access Selby's contingency for the years 2015/16 and 2016/17. Since its inception Access Selby has managed in-year income and expenditure within service budgets without needing to draw on this contingency and therefore allocating it to the Local Plan should not pose a significant risk. Should the Executive approve this virement, recruitment to the Principal Planning Policy Officer could commence.
- 3.2.4 The Council has a contingency reserve to cover one-off issues/spending pressures that arise. As at 1 April 2015 the balance stood at £500k although surpluses from 2014/15 are expected to increase this and therefore there is sufficient to cover the proposals contained in this report. It is proposed that Council be asked to approve a drawdown from this reserve to cover the remainder of the additional costs.
- 3.2.5 It should also be noted that planning fee income to the 20 May 2015 is £252k against a profiled budget to the end of May of £95k – an additional £157k. There is a risk that income will tail off over the remainder of the financial year and therefore it is not proposed to use this additional income to offset the cost of the Local Plan but it does demonstrate that overall there are additional resources coming into the Council which help to mitigate the cost pressures.

3.2.6 In summary the proposed funding package is:

	2015/16 £000's	2016/17 £000's	Total
Access Selby Contingency	52.0	52.0	104.0
Contingency Reserve	140.5	140.5	281.0
Total	192.5	192.5	385.0

3.3 Impact Assessment

3.3.1 As set out in the report

4. Conclusion

4.1 The Executive has recognised the need for additional resources to maintain progress on the Local Plan timetable. This report sets out the detail and the Executive's recommendation to Council to drawdown £281k from the Contingency Reserve.

5. Background Documents

*Resourcing Plan Selby
Report to Executive 4 June 2015*

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