



Summons and Agenda for the  
**Council Meeting**

to be held on

**TUESDAY 13 OCTOBER  
2015**

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 13 OCTOBER 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](mailto: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](http://www.selby.gov.uk).

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

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

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

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

## **3. Minutes**

To approve as a correct record the Minutes of the meeting of the Council held on 8 September 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 16 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 17 to 22 attached.

**11. Motions**

To consider any motions.

**12. Reports to Council by Representatives on Outside Bodies**

To consider a report regarding the receiving of reports from representatives on Outside Bodies. Pages 23 to 26 attached.

**13. Byram Park Roads Flats Demolition**

To consider a report regarding Byram Park Road Demolition. Pages 27 to 30 attached.

**14. Phase 2 Housing Development Strategy – Delivery of HRA Funded Development**

To consider a report regarding Phase 2 Housing Development Strategy – delivery of HRA funded development. Pages 31 to 34 attached.

**15. Localism Rate Relief**

To consider a report regarding Localism Rate Relief. Pages 35 to 40 attached.

**16. Community Engagement Forums Annual Report**

To consider the Community Engagement Forums: Annual Reports 2014-15  
Pages 41 to 62 attached.

**17. 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.

**18. 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: 8 September 2015  
Time: 6pm

26	Apologies for absence
27	Disclosures of Interest
28	Minutes
29	Communications
30	Announcements
31	Petitions
32	Public Questions
33	Councillors' Questions
34	Reports from the Executive
35	Reports from Committees
36	Feedback from Outside Bodies
37	Motions
38	Devolution
39	Community Engagement Forums – Review of Arrangements and
40	Changes to the Constitution
41	Amendments to the Constitution
42	Urgent Action
43	Sealing of Documents

Present: Councillor R Sweeting in the Chair

Councillors 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, Mrs M McCartney, C Metcalfe, R Musgrave, Mrs W Nichols, B Packham, C Pearson, D Peart, I Reynolds, Mrs J Shaw-Wright, J Thurlow and P Welch.

Also Present: Chief Executive, Deputy Chief Executive, Managing Director - Access Selby, Executive Director – Communities, Director of Community Services, Solicitor to the Council, Head of Policy, and Democratic Services Manager.

Press: 1  
Public: 4

At the beginning of the meeting, the Chairman informed Council of the death of former District Councillor and Chairman, Mrs Joyce Dyson. The Council stood for a minute's silence in remembrance of Mrs Dyson.

Prayers were then said by the Chairman's Chaplain.

**26. Apologies for Absence**

Apologies for absence were received from Councillors J Cattnach and Mrs D White.

**27. Disclosures of Interest**

There were no declarations of interest.

**28. Minutes**

The Council considered the minutes of the Council meeting held on 23 June 2015.

**RESOLVED:**

**To approve the minutes of the Council meeting on 23 June 2015 for signing by the Chairman.**

**29. Communications**

The Chief Executive reported that she had used powers delegated to her by the Council to approve new Contract Procedure Rules in anticipation of changes to procurement law and finalise and sign a Better Together collaboration agreement with North Yorkshire County Council.

**30. Announcements**

There were no announcements.

**31. Petitions**

No petitions were received.

**32. Public Questions**

No questions from members of the public were received.

**33. Councillors' Questions**

Councillor Mrs McCartney had submitted a question relating to the five year housing land supply.

The Leader of the Council explained that local authorities were required to identify and keep an up to date and deliverable five year land supply as instructed

by the National Planning Policy Framework. It was explained that without a housing land supply, the total number of houses built in the area could be taken out of the Council's hands and built in areas considered unsuitable by the Council.

The Council was informed that the Executive had received a report in February 2015 which had set out the five year housing land supply methodology and had identified that the Council had a 4.3 year supply of housing. Council was informed that the report had identified that by allocating a significant amount of land for housing through the local plan process, the Council could re-establish a five year deliverable land supply. The Leader of the Council explained that the current plan for site allocations (Plan Selby) was scheduled for adoption in July 2017 but delays could not be ruled out given the number of controversial matters that would need to be dealt with at the Examination in Public.

The Leader of the Council reported that in the interim period, the following steps had been put in place:

- Ensuring that the Council had an up to date Strategic Housing Market Assessment.
- Updating the Strategic Housing Land Availability Assessment.
- Developing a robust five year land supply methodology.
- Investing in a new post to encourage developments which contribute to a 5 year supply.

The Leader of the Council explained that the Council would carry out a five year supply calculation as soon as possible to inform the development of Plan Selby and help decision making on planning applications. The Leader of the Council stated that it was his intention that a more live document, which was updated regularly to continually show a deliverable supply should be produced.

The Council was informed that the current intention was to publish the latest position by the end of this year.

Councillor Mrs McCartney asked a supplementary question on what was the impact of challenges while the Council still did not have a five year supply.

The Leader of the Council stated that he was aware that applications had been approved in some areas with opposition and that the current situation was being monitored.

#### **34. Reports from the Executive**

The Leader of the Council reported on the work he had recently undertaken as outlined in his report.

A question was asked about the Council's approach to welcoming refugees. The Leader indicated that the Council was working alongside other authorities in North Yorkshire and the Deputy Chief Executive indicated that a meeting was



due to be held with the Home Office and Migration Yorkshire to share information and better understand the Government's intentions.

Councillor J Mackman, Deputy Leader of the Council and Executive Lead Member for Place Shaping, provided an update on the work he had recently undertaken as outlined in his report.

Queries were raised regarding whether the Development Management Team was being strengthened and on the timescales for the Sites and Policies Local Plan (SAPP). With regard to the SAPP, the Deputy Leader of the Council reported that he had attended a Community Infrastructure Levy (CIL) presentation in August and there had also been a series of focus engagement sessions. He informed Council that there was a Programme Board for the SAPP which was chaired by the Chief Executive. The Deputy Leader of the Council added that once there was a way forward, the SAPP would go before the Executive and Council for consideration.

With regard to the query on staffing, the Director of Community Services reported that the Policy Team still contained two original members in place with another two recruited recently. There was also one agency staff member in post and Consultants were used only where necessary.

The Managing Director, Access Selby reported that there were currently eight full time equivalent employees in the Planning Team including two interim agency staff and that additional resources had also been made available to those areas that support the planning process. Recruitment is proving challenging in the current market conditions but remains on-going. Demand continues to be monitored to inform resources required.

Councillor C Lunn, Executive Lead Member for Finance and Resources, provided an update on the work he had recently undertaken as outlined in his report.

Councillor C Metcalfe, Lead Executive Member for Communities and Economic Development, provided an update on the work he had recently undertaken as outlined in his report. A request was made to see the tender documentation which had gone out to third sector providers regarding the Community Engagement Forums.

A question was asked about when the results of the car park review for Selby and Tadcaster would be known. The Lead Executive Member for Communities and Economic Development stated that this would be made available as soon as it was complete.

Councillor D Peart, Lead Executive Member for Housing, Leisure, Health and Culture provided an update on the work he had recently undertaken as outlined in his report. The Leader of the Council explained that the Council had not bid to be a part of the Tour de Yorkshire in 2016 but was in discussions with Welcome to Yorkshire about being involved in the event in 2017. He added that a number of Councils had submitted a bid for either the start or finish for next year and as

Selby had hosted a start this year, it would have been unlikely for the District to be allocated either a start or finish for a second, consecutive year.

**RESOLVED:**

**To receive and note the reports from the Executive.**

**35. Reports from Committees**

Councillor J Crawford, Chair of the Overview and Scrutiny Committee provided an update on the work of the Committee as outlined in his report.

A query was raised regarding the recommendations of the Task and Finish Group looking into the Community Officer team. The Chair of the Overview and Scrutiny Committee stated that the Task Group were satisfied with the way the team were operating and had raised concerns about workload which had been addressed.

Councillor J Deans, Chair of the Policy Review Committee provided an update on the work of the Committee as outlined in his report.

Councillor M Jordan, Chair of the Audit Committee provided an update on the work of the Committee as outlined in his report.

**RESOLVED:**

**To receive and note the reports from Committees.**

**36. Feedback from Outside Bodies**

The Chairman explained that Democratic Services were still developing the procedure for this and it would be brought to a future meeting once it was ready.

**RESOLVED:**

**To report back once a procedure has been agreed on updating Outside Bodies.**

**37. Motions**

No motions were received.

The Chair agreed that the agenda would be amended and that item 13 Devolution would be considered at the end.

**38. Community Engagement Forums – Review of Arrangements and Changes to the Constitution**

The Lead Executive Member for Communities and Economic Development presented the report which summarised the findings of a review of the Community Engagement Forums (CEFs) and proposed minor constitutional changes to strengthen transparency and governance arrangements.

The Lead Executive Member for Communities and Economic Development stated that there had been an increased focus on governance at CEF meetings and therefore the decision making processes needed to be more robust. Council were informed that the strength of the current provider was around community work and not governance. The proposal would therefore be to bring the administration of the CEFs back within the Council to strengthen the work around governance.

**RESOLVED:**

- i) To note and endorse the future arrangements for Community Engagement Forums and the arrangements for supporting them.**
- ii) To authorise the Monitoring Officer to amend the Constitution as set out in paragraph 2.9.**

**39. Amendments to the Constitution**

The Leader of the Council presented the report which proposed changes to the Constitution relating to Financial Procedure Rules, the Terms of Reference of Audit and Governance Committee, the delegations to the Monitoring Officer and the Code of Practice for dealing with planning matters.

The Leader of the Council explained that the Executive supported the first three changes outlined however did not support the proposals of the Audit and Governance Committee relating to planning site visits. It was stated that the Executive felt that the public needed to be involved in planning site visits and that any risk regarding site visits being used inappropriately for lobbying could be addressed by the Chair using the site visit protocol.

The Council was informed that that all Councillors needed to be aware that late requests for site visits could unnecessarily delay the planning process and could affect the number of applications determined 'in time'. In relation to this, the Leader of the Council stated that there was also a risk that too many decisions made outside the target time could result in the Council being designated under performing and then applications would be submitted directly to the Planning Inspectorate bypassing the Planning Committee.

Following the above discussion, it was proposed and seconded to amend recommendations (iv) and (vi) of the Audit Committee in relation to planning site visits as set out in paragraph 2.7 to read as follows:

- (iv) Ward Councillors, Parish Councillors and Objectors will be permitted to attend the site visit unless the landowner refuses access to the site.
- (vi) The Applicant/Agent or other parties e.g Parish Councillors, Ward Councillors, neighbours or objectors who attend the site visit will be permitted to point out the salient features relevant to the subsequent decision. However no discussion of or debate on the merits of the proposal

will take place on site. Discussion of such matters must take place in the Committee meeting itself.

Upon being put to the vote, this motion was carried.

**RESOLVED:**

- i) **To authorise the Monitoring Officer to make amendments to the Constitution to give effect to the arrangements outlined in Section 2 of the report subject to the deletion of recommendations (iv) and (vi) of the Audit and Governance Committee set out in paragraph 2.7 and the insertion of the following:**
- (iv) Ward Councillors, Parish Councillors and Objectors will be permitted to attend the site visit unless the landowner refuses access to the site.
- (vi) The Applicant/Agent or other parties e.g Parish Councillors, Ward Councillors, neighbours or objectors who attend the site visit will be permitted to point out the salient features relevant to the subsequent decision. However no discussion of or debate on the merits of the proposal will take place on site. Discussion of such matters must take place in the Committee meeting itself.

#### **40. Devolution Update**

The Chief Executive provided a presentation updating Council on the latest situation with regard to the Devolution proposals.

The following key points were highlighted:

- The Government were accepting bids for combined authorities and possible Mayoral models and had offered to devolve significant decision making and budgetary powers to local areas.
- The Cities and Devolution Bill was the legislation behind the proposals and allowed for Mayoral or Combined Authority governance models.
- Current examples of devolved deals included Manchester and Cornwall on areas such as transport, economic growth, business support, and health and social care.
- An explanation of the Mayoral Governance and the Combined Authority model was provided.
- There had been 30 bids submitted in total to the Government with five coming from the Yorkshire area. The Yorkshire bids including a range of models involving different authorities.

- Selby had been proactive in outlining what it required including growing its economy, addressing housing needs, improving connectivity and creating efficiencies.
- There would be further dialogue with the Government over the next six weeks regarding further details of bids, boundaries and geographic groupings.

#### **41. Urgent Action**

It was reported that the Chief Executive had not taken any urgent action since the last meeting of Council.

#### **42. Sealing of Documents**

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

**Resolved:**

**To grant authority for the signing of, or the Common Seal of the Council being affixed to, any documents necessary to give effect to any resolutions hereby approved.**

The meeting closed at 8.00pm.



**Cllr Mark Crane**

**Leader of the Council**

**Report to Council on 13 October 2015**

This report covers the period from the Council meeting on 8 September 2015. During this period I have attended Executive and Executive Briefings. Reporting on key items:

**Devolution**

Following the submission of devolution asks to Government on 4<sup>th</sup> September I have been involved in further discussions with colleagues in the Leeds City Region, York, North Yorkshire and East Riding, and the other hinge authorities of York, Harrogate and Craven. I also attended a joint meeting of County Councils and District Councils in London to discuss issues around devolution. These discussions are taking place against a background of on-going dialogue with Government regarding further details of the bids in which Selby is taking an active role.

**Strategic Sites**

The Leeds City Region and York, North Yorkshire and East Riding LEPs met in September to confirm the release of funding for the Olympia Park development. The project is progressing well and I am anticipating that there will be a start on site towards the end of this financial year.

**Eggborough Power Station**

Eggborough's owners announced last month the closure of the coal burning facility at Eggborough Power Station by March next year along with 240 redundancies. We are working with the HR team at Eggborough and East Riding of Yorkshire Council to offer support where required and to assist in developing a plan of support for any workers from the district that will be affected.

Mark Crane  
Leader



**Councillor John Mackman**

**Deputy Leader and Executive Member for Place Shaping**

**Report to Council on 13 October 2015**

This report covers the period from the Council meeting on 8 September 2015.

**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 and the outcome will be critical to the progress of PLAN Selby.

**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.

Following the first round of consultation earlier this year and focussed engagement over the summer Officers are assessing the results of this engagement and completing the evidence base gathering work. Good progress has been made which is allowing us to assess the complexity of issues raised as we progress towards preferred options for final consultation. Analysis is nearing completion and it is becoming increasingly clear that some issues raised by consultees or emerging in the evidence base will take time to resolve. In particular the robustness of the Selby Town Traffic Model is being questioned by NYCC and Sports England is requesting additional survey work. Realistically, both could require further evidence or research which will take time to complete and as officer are working to a timetable which contains no contingency for additional work, some slippage in the programme is becoming increasingly likely.

**3) 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 and I attended the Spatial Planning and Transport Board in York on 10 September and the Leeds City Region Planning Portfolios Board on 18 September. At the Spatial Planning and Transport Board the City of York Council sought to gauge the appetite of the Board and the constituent authorities for a sub-regional approach to delivering housing within the context of the Duty to Cooperate. This would result in surrounding authorities taking a share of the York housing requirement. Our response was that pursuing a sub-

regional approach to housing delivery is a 'non-starter' for SDC at this time as currently the Local Plans for all other LAs in the sub-region, including our own, seek to meet the individual authorities own needs and are at irreversible stages of adoption.

#### **4) 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 and the results will be included in the Authority Monitoring Report which will be published later this year. Meanwhile we are consulting with other local authorities and taking legal advice on ways which may be adopted to improve the robustness of the five year land supply calculations and considering reviewing the base date of the calculations should this prove to be appropriate.

#### **5) Programme for Growth**

Selby and District Housing Trust Update

Good progress is being made on three new properties in St Josephs Street, Tadcaster which are scheduled for completion by the end of 2015.

Following the recent budget announcements by the Chancellor on rent reduction in the social housing sector and the Government's manifesto commitment to extend the Right to Buy to registered providers the Trust Board is reconsidering its position on registering for registered provider status.

Accordingly the Trust has made application to the Council to proceed with development of the Riccall scheme for five dwellings (three affordable and two for sale) based on a modified business case and has indicated to Council its desire to make progress with Phase Two of the Housing Development Strategy.

**John Mackman**  
**Deputy Leader and Executive Member for Place Shaping**





**Councillor Cliff Lunn**

**Executive Member for Finance and Resources**

**Report to Council on 13<sup>th</sup> October 2015**

**Executive 1 October 2015**

**Sale of Units 1 and 2 Hurricane Close**

This report presented options for the Council's industrial units on Hurricane Close on the Sherburn Industrial Estate. The report considered the options (sell to the tenant/place on the open market/retain and continue to let the units).

The units have fulfilled their strategic purpose which was to open up the Sherburn site and whilst they generate a good return for the Council they also present a financial risk should they become vacant. The Executive therefore resolved to dispose of the units which will allow resources to be diverted to other priorities.

**SDHT – Request for grant for the proposed development at Riccall**

The Council has received a letter from Selby and District Housing Trust requesting additional funding for the development of affordable housing at Riccall. The offer was based on an outline business case which has been reappraised by the trust as part of its pre-development work and estimated costs have increased (building costs and the requirement for CIL).

At the time the offer was made there was an expectation that the Trust would apply for Registered Provider status with the Homes and Communities Agency which would provide the opportunity for grant support for the Trust's development projects. However recent announcements on rent regulations and the risk of the extension of Right-to-buy to RPs means that the trust has decided to withdraw its application at this time and consequently HCA grant funding will not be available to them.

The Executive is supportive of the scheme and agreed a grant of up to £72.5k to be funded from the Programme for Growth. The scheme also provides for a capital receipt of £45k to the Council for the sale of the land to the Trust.

**NNDR Discretionary Reliefs**

This report proposed some changes to the council's current Discretionary Rate Relief Policy following consideration by the Policy Review Committee. The policy has been in operation for 2 years and has worked well but experience has shown that some changes would be of benefit.

The Executive agreed to an amendment to the Council's policy in relation to relief for partly occupied premises – this relief is determined by the Valuation Office Agency but applications are at the discretion of the Council and therefore this will be added to our policy along with highlighting that awards are subject to State Aid limits and also defining time limits for making applications.

The Executive also agreed to remove the current cap on awards - a cap was introduced to mitigate the risk of rising costs of relief but in practice this has not been necessary as the only properties affected have been the Tadcaster Swimming Pool and Selby Leisure Centre.

### **NNDR Transitional Relief Scheme**

This report presented proposals for a local transitional rate relief scheme following extension of the Ratings List from March 2015 to March 2017. The previous national scheme came to an end from March 2015 but the Government have made funding available to enable Councils to extend relief to March 2017, through local schemes.

Transitional Relief dampens the effect of property revaluations which are usually carried out every 5 years. The agreed policy is in accordance with Government guidance and the cost of the scheme will be fully funded by Central Government. It is anticipated that there will be low take up with an estimated 20 properties potentially qualifying for the scheme.

### **Localism Rate Relief**

This is the subject of a separate report on tonight's agenda.

### **Co-location and partnership working opportunity with North Yorkshire Police**

This report, which received in principle support from the Executive, presented a proposal for the co-location of North Yorkshire Police operating in Selby District, to the District Council offices on Doncaster Road. The proposal involves the police occupying a small proportion of the current building and in addition adding a single storey extension to provide locker rooms/showers/secure storage/separate operational access to the building as well as additional car parking for police vehicles. There is also the possibility for the Council to add a second floor to the police extension.

The proposals are subject to further negotiations with the police, our NHS neighbours and of course planning permission and the Executive is concerned to ensure that the proposal is supported by adequate parking provision.

This opportunity provides us with a chance to build closer working relationships with our police colleagues and deliver even greater value from our Civic Centre. It also provides the potential for the police station site and the adjacent Council owned site on Portholme Road, to be marketed jointly – helping to enhance the attractiveness of both sites to prospective developers.

### **Electronic Payments Customer Self-Serve/Channel Shift**

The Executive agreed to the re-phasing of expenditure within the approved ICT programme to enable improvements to the Council's systems for processing electronic payments. The project was initially planned for 2017 but to make best use of the new CRM and web-site and to support the Council's wider customer strategy and channel shift agenda it agreed that that this project be brought forward to 2015/16.

## **Leisure Planned Maintenance Programme**

This report presented the planned landlord maintenance work within the current leisure management contract. The plan for coming year includes works to the car park and pavilion roof – work to the bandstand is to be deferred for a further year.

The cost of the works is estimated at £7,000 which will be covered by the Building Repairs Reserve and is included within the Council's medium term financial plan.

## **Universal Credit**

Universal Credit will go live in Selby District in November 2015.

Universal Credit (UC) is the new type of benefit designed to support people who are on a low income or out of work. It will replace six existing benefits and is currently being rolled out on a phased basis across the UK. UC aims to simplify the benefits system and help ensure that people are better off in work than on benefits while providing support for those who need it.

The new system is based on a single monthly payment, transferred directly into a bank account. We expect the initial numbers of claimants to be small as only single people who become unemployed after 9<sup>th</sup> of November will be eligible. This is estimated to be under 300 claimants in the first five months.

The vast majority of claimants will only deal with DWP who administer the scheme. The main role of the Council is to provide support to those who find it difficult to apply on line and need personal budgeting support. Officers are developing plans to provide support in these areas.

We will closely monitoring the impacts for the Council as the new system is rolled out.

Cliff Lunn



**Councillor Chris Metcalfe**

**Executive Member for Communities and Economic Development**

**Report to Council on 13 October 2015**

**Economic Development and Growing Enterprise**

East Riding of Yorkshire Council (ERYC) has been commissioned to develop an economic development action plan to help Selby District Council to set out its key economic priorities for Selby. The team is currently assessing the suitability of allocated employment land and the potential uses for these sites.

The council's Growing Enterprise programme of support to new and growing businesses continues. The monthly enterprise cafes continue to attract a range of businesses from around the district. In my last update I was able to confirm that the Council has invested £12.5k from the Growing Enterprise Programme to add to the Leeds City Region LEP Growth Service. The implementation of this support package, which will help existing businesses take the steps they need to take in order to grow, is now underway with support from ERYC.

The council is working with Selby Town Council on identifying ways in which the Growing Enterprise Programme can support and remove barriers for fledgling retailers who wish to use markets, such as craft markets, to incubate their businesses and gain access to a wider range of customers.

**Retail and the Towns**

The STEP met on 29 September and taking forward a number of practical initiatives in 2016-16 on promoting the town through a promotional publication, improving the street scene, taking the programme of festival and events, including Selby Food Festival, forward into 2016 and improving the hospitality offer in the town.

In Sherburn, the Village Centre project is underway, with Groundwork commissioned to project manage the project delivery. Notice has been given to landowners regarding the intention to apply for planning permission, and the proposed date for the planning application to be submitted is 7 October 2015. Consultation with landowners and partners is on-going to finalise permission for the works.

The Tadcaster Riverside Project is confirming primary costs and the order in which the relevant processes need to be followed; this includes the scheduled ancient monument application. The project has been passed internally within Groundwork to ensure that more regular, local contact is available.

## **Communities and the Future of the CEFs**

Changes have been made to how CEFs are supported. From 1 October the council's Democratic Services team are providing the secretariat service for the CEFs. The officers supporting the CEFs on secretariat are as follows:

Janine Jenkinson will be providing support to Southern, Central and Eastern

Daniel Maguire will be providing support to Western and Tadcaster and Villages

A commissioning process has now been undertaken to decide which third sector organisations will be involved in providing community development support to the CEFs. Partnership Boards have been involved in the selection process. The following organisations will be providing support to the CEFs on community development:

Central – Groundwork North Yorkshire

Eastern – Selby AVS

Southern – Selby AVS

Tadcaster and Villages – Tadcaster and Rural CIC

Western – Selby AVS

## **Community Safety Partnership**

The new Prevent statutory duty came into force on 1 July, requiring key bodies across the country to have 'due regard to the need to prevent people from being drawn into terrorism'. The Home Office has recognised that there may be some costs incurred in the delivery of the duty, and so have made some funding available to support implementation. An allocation of £10,000 for 2015/16 has been made. The money could be used for activities such as training or setting up local partnerships. How Selby District Council will best use this money is being considered, with conversations ongoing with other local authorities about shared practices.

Work is also ongoing with North Yorkshire Police and other members of the Local Delivery Team to deliver hate crime and dementia awareness activities throughout Local Democracy Week in October. Within this awareness of the PREVENT agenda is to be raised.

## **Hambleton Hough**

The perimeter pathway at Hambleton Hough has now been cleared to allow public access. New pathways will be introduced as soon as all the brash has been cleared, which should be towards the end of 2015, early 2016. The Wildlife Habitat Protection Trust has advised that the brash will be chipped on site and taken away to be used as biomass. It has been asked that for health and safety purposes those visiting the Hough do not deviate off the pathway until all final works have been completed. The Communications Team is preparing an update for the public on the issue.

**Chris Metcalfe**



## **Councillor Jack Crawford - Chair of Scrutiny Committee**

### **Update to Council 13 October 2015**

#### **Scrutiny Committee – 22 September 2015**

##### Selby Leisure Centre

At the meeting held on 21 July 2015, Councillors raised some concerns in relation to customer service and staff training at Selby Leisure Centre. Councillors agreed to invite a representative from Selby Leisure Centre to provide an update to the Committee.

At the meeting held on 22 September, the General Manager reported that when the Centre opened staff had dealt with a high volume of enquiries and people registering to join. Since opening, improvements had been made to the automated check in-service, and this had reduced waiting times at the reception front desk. Many people were now also making telephone bookings and using the on-line booking service.

The Committee was reassured that all front desk staff had received appropriate customer care training. He said that customer feedback forms were available at the front desk and on-line via the website. He urged Councillors to report any bad experiences to the supervisor on duty at the time, as this allowed management staff to effectively deal with any issues.

##### North Yorkshire Fire Service/ North Yorkshire Fire Brigades Union

Dave Dryburgh, Group Manager, North Yorkshire Fire and Rescue Service, updated the Scrutiny Committee on the progress of the Fire Cover Review currently being undertaken. The Group Manager provided a summary of the report and outlined the options that were being considered.

Steve Howley and Simon Wall from North Yorkshire Fire Brigades Union addressed the Committee and outlined the proposals of the Fire Cover Review.

Steve Howley drew Councillors attention to the following concerns regarding the Review:

- Geographical area
- Current problems experienced by the service
- Impact on fire fighters
- Increased response time and level of response that would impact on public safety

- Cost to each household and potential increase in Business Rates and insurance premiums

### Housing Trust Project

The Deputy Chief Executive provided a presentation to the Committee, outlining the background and function of the Housing Trust Project.

The Project had been established to deliver more affordable housing in Selby District.

Councillors were advised that the Project provided the Council with the following opportunities:

- To make better use of the land and property owned by the Council.
- To achieve a more favourable rate of return on the Council's cash balances.
- To deliver more New Homes Bonus that could be used for new projects and to stimulate further economic growth within the District.
- To support the on-going viability of the Council's Housing Revenue Account service for the benefit of tenants.
- Provide assets and resources to achieve the Council's strategic objectives.

### Access Selby Service Provision – Customer Contact Centre

Simon Parkinson, Lead Officer - Community Support, presented a report that set out the services provided by the Customer Contact Centre.

The Committee was advised that over the last eight months, a number of improvements had been made to the Contact Centre.

- **Interactive Voice Response (IVR)** – this allowed a computer to interact with customers through the use of voice and input via a keypad. The system would help to build intelligence around call volumes and handing times for specific service areas.
- **Customer Relationship Management (CRM)** – the CRM system managed interaction with customers, using technology to organise, automate and synchronise customer service requests and responses.
- **Installation of TV Screens** – The TV Screens were used to display live call demand data to all phone staff.
- **New website** – A new website had been developed, which together with the Council's enhanced social media functionality was providing the foundations for an increased on-line service delivery.

The Lead Officer - Community Support, reported that customer wait times currently averaged 2.07 minutes for phone calls and 8.00 minutes for face to face contacts.

### Council Funded Community Centres

The Committee noted the report provided by the Lead Officer - Community Support.

A review of Council funded Community Centres had been suggested by Councillor Buckle at the previous Committee meeting.

In the absence of Councillor Buckle at the meeting, the Chair suggested the Lead Officer - Community Support met with Councillor Buckle and the outcome of the discussion be reported at the next Committee meeting.

### Work Programme

The Chair informed the Committee that the Nigel Adams, Selby and Ainsty MP had advised he would only be able to attend a meeting date on a Friday, due to his work commitments in London, during the week. It was agreed that a meeting during February, on a suitable Friday at 2 p.m. be scheduled.

The Committee agreed to confirm the provisional meeting date, 24 November 2015, for consideration of the Trans Pennine electrification, Selby District Council's Homelessness Strategy and Action Plan and information in relation to the possible housing of refugee families in the District.

### Forward Plan

The Committee noted the Forward Plan, October 2015 – January 2016.

Councillor Jack Crawford  
Chair, Scrutiny Committee





## **Councillor J Deans – Chair of Policy Review Committee**

### **Update to Council 13 October 2015**

### **Policy Review Committee – 15 September 2015**

#### **Medium Term Financial Strategy Update**

The Lead Officer (Finance) and Executive Councillor Lunn presented an update report regarding the Medium Term Financial Strategy (MTFS).

The MTFS set out the framework for the 2015/16 Budget and the 2015-2017/18 Medium Term Financial Plan. As part of the Budget and Policy Framework of the Council, the Policy Review Committee was asked to review and provide comments to the Executive.

The Committee endorsed the Medium Term Financial Strategy, as set out in the report.

#### **Review of Corporate Enforcement Policy**

The Policy Officer presented a report that set out the scope and timetable for the review of the Corporate Enforcement Policy.

The Corporate Enforcement Policy and individual policies within the current Policy were in need of updating due to a shift in the regulatory framework and best practice.

The Committee was advised that consultation would be undertaken with a broad range of relevant organisations, including the public, via North Yorkshire County Council's Citizen's Panel, the Police, the Department for Work and Pensions and other regulators.

Councillors raised some concern regarding fly tipping. The Senior Enforcement Officer reported that his workload in relation to fly tipping enforcement had increased. In addition, he outlined the difficulties of prosecution and said York Magistrates' Court often took a lenient approach towards offenders.

It was agreed that a letter to York Magistrates' Court, outlining the concerns raised during the discussion and inviting a representative to attend a future meeting would be drafted on behalf of the Committee.

The Committee agreed that dog fouling, litter and fly tipping should be considered as future enforcement priorities and campaigns of awareness.

Councillor J Deans  
Chair, Policy Review Committee



## **Councillor Mike Jordan – Chair of Audit and Governance Committee**

### **Audit and Governance Committee – 29 September 2015**

The Committee met at 4pm to conduct training which included the reasoning behind the different steps in the process of agreeing and signing off the annual accounts for the council.

The Committee meeting started by looking at the work programme, which was agreed as read. The Annual Governance statement was then read out and agreed after a short discussion.

This was followed by the main item on the agenda, the statement of accounts. These had been prepared well in advance; although significant last minute changes had to be made due to revised findings by the Department for Communities and Local Government. The consequence of this was a complete revision of certain parts of the statement of accounts which were only completed that very same day. The committee was able to discuss the majority of the report and consider the revisions, and were comfortable with the report and with me signing off the accounts. One final step was the signing off by the external auditors Mazars which was completed on the following day (30<sup>th</sup> September). Can I pay tribute to the efforts of various staff who had the task of revising all the figures.

The reasons for the changes concern how the calculation on Business Rates for Drax Power Station have been arrived at, taking into account the part-change by the Power Station to Biomass from coal. The result is a 'windfall' for the council as there is a Business Rate retention for any 'green' environmental conversions that take place.

Within the accounts there was some discussion around PFI in particular. Following on from this the Counter Fraud Annual review was discussed highlighting specific fraud cases at other councils etc., followed by an initial report on the work of the internal auditor (Veritau).

Members were satisfied with the work undertaken thus far.

**Councillor M Jordan**

Chair, Audit and Governance Committee



## Public Session

**Report Reference Number (C/15/4)      Agenda Item No: 12**

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**To:** Council  
**Date:** 13 October 2015  
**Author:** Palbinder Mann, Democratic Services Manager  
**Lead Officer:** Jonathan Lund, Deputy Chief Executive

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### **Title: Reports to Council by Representatives on Outside Bodies**

#### **Summary:**

The review of Outside Bodies which was completed earlier this year to reflect the reduction in the number of District Councillors in May 2015 included proposals to incorporate an opportunity mechanism for those Councillors who had been appointed to outside bodies to report back to Council.

If Council still wishes to implement the recommendation, this report proposes a set of guidelines to ensure that the opportunity is simple to implement and effective in achieving its objectives.

#### **Recommendations:**

- i. To confirm whether or not the Council wishes to create a mechanism to allow the Council's appointed representatives on outside bodies to report on the work of those bodies directly to Council;**
- ii. If it does, to consider adopting the guidelines set out at paragraph 2.1 of this report; and**
- iii. To ask the Audit and Governance Committee to review the effectiveness of the procedure after 12 months of operation and make any necessary further recommendations to Council.**

#### **Reasons for recommendation**

*To allow the Council to reconfirm, or otherwise, its wish to provide a systematic opportunity for its representatives on outside bodies, to report back to the Council on the work of those bodies, and to propose a mechanism to achieve this..*

## 1. Introduction and background

- 1.1 One of the outcomes of the Outside Bodies review completed earlier this year was a substantial reduction in the number of outside bodies and the number of representatives appointed by the Council to those bodies, it follows that the ones that were retained were considered to be important to the Council.
- 1.2 It was also said in feedback from Councillors that the Council could do more to support the work of our representatives and that an opportunity to report back on significant issues that are important to the outside body AND relevant to the Council should be provided – to raise their profile

## 2 The Report

- 2.1 To help to create an appropriate opportunity in a way which is simple and straightforward (and which avoids becoming burdensome on both councillors and officers) Council is asked to adopt the following set of guiding principles:
  - 2.1.1 All representatives on outside bodies will have an opportunity at each ordinary council meeting to report on their work on that body (Executive Councillors could be excluded because they already have an opportunity to report back through their Executive Reports).
  - 2.1.2 Reports should be **succinct** and made in writing and submitted to Democratic Services no less than ten (10) days before a Council Meeting.
  - 2.1.3 At the discretion of the Chairman of Council a late report may be considered.
  - 2.1.4 Reports should only be made where the Council's representative believes that the content of the report is both **significant in terms of the business and functions of the outside body AND is relevant to the responsibilities and functions of the District Council or the well-being of residents, businesses or visitors of the District of Selby.**
  - 2.1.5 The Council will allocate no more than 15 minutes at each meeting to allow Councillors to ask representatives any questions arising from their reports.
- 2.2 These proposals would permit representatives to self-regulate within the guidelines, it gives representatives the opportunity, but not an obligation, to report back, and it does not require any cumbersome administrative input from the Democratic Services team.

To illustrate the type of report that would meet the terms of the guidelines, some *fictional illustrative* examples are provided at Appendix A

## **2 Legal/Financial Controls and other Policy matters**

### **Legal Issues**

3.4 *None*

### **Financial Issues**

3.5 *None*

### **Impact Assessment**

3.6 No potential impact identified.

## **4. Conclusion**

4.1 If the Council wishes to reaffirm its intent to create an opportunity for its representatives on outside bodies to report back, where appropriate on the work of those bodies, the proposed guidelines set out in this report provide a simple and straightforward mechanism.

## **5. Background Documents**

*None*

*Contact Officer:*

*This should be the report author.*

*Palbinder Mann  
Democratic Services Manager  
Selby District Council  
pmann@selby.gov.uk*

### **Appendices:**

*Appendix A – Fictional / illustrative examples of reports back to Council.*

### **Drax Power Station Consultative Committee**

**Council Representative: Councillor A Brown**

The meeting of the Committee held on 15 October 2015 received a presentation on the decision of Drax Power Station Ltd to withdraw plans for a proposed Carbon Capture facility.

Drax was a significant partner in the The White Rose Carbon Capture and Storage Scheme which would have involved building a plant next to the power station which would capture CO2 and transport it via a pipeline to a North Sea Oilfield.

The presentation explained that reductions in tax exemptions for renewable energy had damaged the financial viability of the scheme. The remaining White Rose partner organisations hope to continue, without Drax, in their bid for £1bn in government grant to trial a carbon capture scheme. There is one other competing consortium which proposes to base their Carbon Capture Scheme in Peterhead, Scotland.

### **Selby and District Rail Users Group**

**Council Representative: Councillor A N Other**

The Rail Users Group is making representations about delay to proposals to electrify the trans pennine railway system to Selby. There is concern that the plans will be shelved until funding is available to extend electrification as far as Hull. If this happens it could delay electrification to Selby until 2019.

The RUG has written to the Department of Transport, Northern Rail and the Local MP expressing concern at the potential delay and asking that action is taken urgently to clarify the issue and confirm that electrification as far as Selby Railway Station will go ahead as planned.

***The following example would not qualify as significant or relevant for a report to Council, but could be circulated to Councillors, for information, via other means...***

### **AVS Selby**

**Council Representative: Councillor J Smith**

Selby AVS will hold an Open Day at Community House on 31 October 2015. The event will be an opportunity to mark the retirement of a number of volunteers and launch the sale of the Christmas 2015 fundraising Christmas Cards.



## Public Session

**Report Reference Number (C/15/5)      Agenda Item No: 13**

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**To:    Council**  
**Date:                                        13<sup>th</sup> October 2015**  
**Author:                                     Sarah Thompson, Lead Officer for Housing**  
**Lead Officer:                              Karen Iveson, Executive Director (s151)**

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**Title:** Byram Park Road Demolition

### **Summary:**

On the 2<sup>nd</sup> July 2015 the Executive agreed to demolish the maisonettes, flats and bedsits on Byram Park Road, Byram subject to the outcome of consultation and the allocation of the budget for demolition and compensation. The final decision was delegated by the Executive to Karen Iveson, Executive Officer (s151) in conjunction with Cllr David Peart and the Solicitor to the Council. As there is no budgetary provision for the costs of demolition and compensation Council are asked to allocate the necessary funds from HRA balances. The cost of demolition and the tenants' compensation package is estimated at a total of £140,000.

### **Recommendations:**

- i.        Recommend to Council that a budget of £140,000 for demolition and relocation be allocated from HRA Balances.**

### **Reasons for recommendation**

Council are asked to agree the recommendations to enable the process of clearing the site to start. The financial costs cover the demolition and the associated costs of relocating the existing tenants.

### **1.        Introduction and background**

On 2<sup>nd</sup> July 2015 Councillor Peart presented a report to the executive outlining the process needed should they wish to go ahead with the demolition of Byram Park Road Flats. The report highlighted the implications of the demolition and the costs associated with it and it was recommended they approve the proposals for



consultation and recommend to council that the budget be allocated from HRA balances.

## **2 The Report**

The tenants have been consulted on the full details of the proposals but once the final decision has been made to proceed with demolition there is a legal process to follow as some statutory obligations in regard to compensating the current tenants.

2.1 The legal notices required are:

2.1.1 Initial Demolition Notice – this is issued when the Local Authority intends to demolish a property but has not yet planned when this will take place. This can be served now and is valid for 5 years.

2.1.2 Final Demolition Notice- this will replace the Initial Demolition Notice and is served when the Local Authority has set a date for the demolition to take place and must be within the 5 year period. This notice is valid for up to 2 years.

2.2 Once an initial demolition notice has been served the North Yorkshire Homechoice Policy allows all of the affected tenants to be allocated alternative accommodation via a Direct Match. The notice also advises the tenants of the intention of the council in relation to the demolition, the purpose of the demolition and notes any rights to compensation

2.3 A statutory home loss payment is payable to any of the current tenants that have lived in their home for 12 months or more. There are currently 10 properties occupied and as the current tenants of those homes have occupied the properties for more than 12 months they would all be entitled to the payment. This is a statutory payment of £5,300 (it is reviewed annually by central government) and this is payable when they move out (if either demolition notice is in effect). This payment can be adjusted to take account of any current tenancy arrears. Each tenant can also apply for a 'Disturbance Allowance' to help towards the cost spent moving home such as the cost of adjusting carpets and curtains. The council would also be expected to cover their removal costs.

2.4 The cost of demolition is currently estimated to be between £60,000 and £80,000 which includes the demolition of the Flats and the 16 Garages at Woodlea.

2.5 There will be an impact on the capacity of the staff at Access Selby when managing this project. The Community Officer Team will lead on the consultation with tenants and with support from Housing their re-allocations. Support will also be required from Legal and possibly enforcement if tenants do not accept alternative offers of accommodation and we have to take formal eviction proceedings.

### 3 Legal/Financial Controls and other Policy matters

#### Legal Issues

- 3.1 If a Final Demolition Notice (FDN) is not served within 5 years of the Initial Demolition Notice (IDN) then the IDN must be withdrawn and cannot be reissued within a further 5 years unless consent is received from the Secretary of State.
- 3.2 A right to buy application can still be made when an IDN is in effect but the process can be suspended until either an FDN is served or it ceases to be in force. Any received after the FDN is in effect can be refused. However until the IDN has been served applications cannot be refused due to demolition. There is however an option for compulsory purchase if this occurred and the risk is considered to be low

#### Financial Issues

- 3.3 The financial implications are detailed but to summarise the expected direct cost is estimated to be £140,000 broken down as follows

##### Direct Costs

Demolition	£80,000
Home Loss Payments	£53,000 (based on the October 2015 prices)
Disturbance Allowance	£5,000 (based £500 per move in line with the Transfer Incentive Scheme)
Removal Costs	£2,000 (based on £200 per move)

#### Impact Assessment

- 3.4 In addition to the financial impact of the decision detailed in 2.3 there are other impacts of demolition that have been considered
- 3.4.1 Loss of rental income – when these properties are empty there will be a loss of annual rental income. There is however a contingency in the HRS to cover this loss.
- 3.4.2 A reduction in affordable housing – demolition will temporarily impact the amount of affordable housing in the district and may mean that some Choice Based Lettings applicants wait longer to be housed, particularly those needing smaller accommodation.
- 3.4.3 Resource implications – this project will have some impact on the capacity of the staff at Access Selby as it will be managed within current resource. This impact will be managed operationally.
- 3.5 The recommendation is for Council to approve the recommendation to cover the direct costs from HRA balances. This decision has a great impact on the project because as described above in 2.3 the compensation is a statutory obligation and the tenant payments and financial resource for the demolition are required for the project to proceed.

#### **4. Conclusion**

- 4.1 The Executive has in principle approved the redevelopment of this site. The tenants have been consulted and therefore approval of the recommendations in this report will allow work to commence to clear the site to enable development to start

*Contact Officer:*

Sarah Thompson (sthompson@selby.gov.uk)  
Lead Officer -Housing  
Selby District Council



## Public Session

**Report Reference Number (C/15/6)      Agenda Item No: 14**

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**To: Council**  
**Date: 13<sup>th</sup> October 2015**  
**Author: Sally Rawlings**  
**Lead Officer: Karen Iveson**

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**Title: Phase 2 Housing Development Strategy – delivery of HRA funded development**

### **Summary:**

On 1<sup>st</sup> October Executive agreed in principal to the additional costs for the 18 units across seven sites and authorised preliminary works to start. This report requests authority to identify additional resources to bridge the funding gap between the original approved budget and revised costs.

The business cases have been developed by the Housing Development Manager in line with the Asset Transfer Policy. This report only covers sites identified as suitable for development of homes for vulnerable persons, and how they can be developed within the affordable housing strategy and the Housing Revenue Account (HRA). The proposed development takes into account local needs for accommodation, any site constraints, build costs and overall scheme viability.

### **Recommendations:**

- i. To recommend Council to approve an additional £277k to be funded from capital receipts.**

### **Reasons for recommendation**

- To increase the provision of affordable housing in Selby District Council area in line with the Housing Development Strategy and the Asset Transfer Policy
- To maximise the use of under-utilised sites in accordance with the Asset Management Strategy.

## **1. Introduction and background**

- 1.1 The Council owns a number of sites which are under-utilised and which it has agreed should be considered for development under the terms of the Asset Management Strategy, the Housing Development Strategy and the Asset Transfer Policy. The sites included in this report were approved to be brought forward in Phase 2 of the Housing Development programme by the Executive at their meeting of 4 December 2014.
- 1.2 For each site the outline business case indicates the level of any potential subsidy required in the form of the optimum number of units and bed spaces that are considered to be deliverable on the site, anticipated costs, whether the build requires additional subsidy through the development of housing for market sale or by applications for HCA grant, s106 monies or further borrowing by Selby District Council. The original budget was £1,550,000 however due to more up to date assessment, the scheme costs have increased to circa £1,827,000. This report seeks approval to for an additional £277,000 from capital receipts.

## **2 The Report**

- 2.1 Using the experience gained in the pilot schemes and Phase 1 sites, each site identified in this report has been considered by the Housing Development Manager and an outline business case has been developed which meets the policy requirements and is considered economically viable.
- 2.2 The details of each site and the outline business case supporting it are included as Appendices to the Executive Report.
- 2.3 It is anticipated that the schemes which are approved will be the subject of a consultation and negotiation with SDHT to explore the advantages of joint procurements and site bundling with the aim of achieving economies of scale.
- 2.4 There was public consultation on the overall policy of disposal of under-utilised sites for housing development. As the business case for each site has been developed there has been discussion with the relevant District Councillor(s) and the Parish Council. It is anticipated that further detailed public consultation may take place as part of any future planning application.
- 2.5 Phase 2 of the Housing Development Programme covers 13 potential sites with the objective of delivering 40 units. The proposal outlined in this report will deliver 18 units on seven sites for the HRA. A further 22 units of affordable housing are proposed to be delivered by Selby & District Housing Trust on six sites.

- 2.6 It is considered that the delegations sought in the Executive report will allow development of the detailed business cases as long as the schemes remain within this budget, and further approvals will not be needed unless the total costs of the schemes are exceeded.
- 2.7 It was anticipated that this phase of the programme would cost in the region of £1,550,000 however the revised outline business cases identify a total phase cost in the region of £1,827,000 leaving a potential funding gap of £277,000.

### **3 Legal/Financial Controls and other Policy matters**

#### **Legal Issues**

- 3.1 The ownership of each site is with the Council. Each site has been assessed to see whether there are any covenants or other rights which would prevent development. Work has been or is being undertaken to ensure that there are no other barriers to development by terminating any licence rights or preventing any unauthorised use.
- 3.2 Planning and building regulations consents will be required for each scheme and delegations are requested to enable these to proceed.

#### **Financial Issues**

- 3.3 A construction costs benchmarking exercise has been undertaken by the Council's design consultants who have been employed on Phase 1 and the results have been used in these outline business cases. An element of inflation has also been included. Costs include demolition, construction costs, fees and contingency for each scheme. A financial summary of the schemes shows the loan and subsidy required for this phase is included in the Executive papers.
- 3.4 Following the Government Budget announcements on 8 July 2015, the Council's rent setting policy has been changed to a decrease of -1% per year from April 2016 for four years. This has also been applied to the financial modelling for these schemes which has negatively impacted on their viability, meaning that breakeven falls outside the 30 years required - falling between 38 and 51 years. As a consequence, all of the schemes require additional subsidy. It is expected that capital receipts from council house sales will provide this additional subsidy although there may also be opportunity to apply s106 commuted sums should sufficient receipts be available.
- 3.5 Selby District Council has entered an agreement with the Government to use Right to Buy receipts locally. In order to do this the Council must meet certain conditions. These are:
- a. The right to buy receipts used for replacement homes must form no more than 30% of the expenditure on replacement stock;
  - b. The receipts must be used within 3 years otherwise they must be returned to the Government with interest at 4% above the base rate.

Given the conditions above, such capital receipts will be prioritised before other funding sources but the s151 Officer will ultimately seek to optimise the funding available at the end of each financial year.

- 3.6 The outline business cases have been subject to financial modelling over 30 and 60 years using the estimated development costs, financing costs, lifecycle costs, annual running costs and expected rental incomes. The modelling is based on 18 units that meet HCA space standards, with a combined floor space of 1200 m<sup>2</sup> and 60 bed spaces. Using additional subsidy, the aim is to achieve a viable scheme which breaks-even over 30 years using an internal rate of return (IRR) equivalent of 4.5% for these schemes under consideration.
- 3.7 Increases in construction and finance costs are likely to negatively impact on scheme viability. Each business case includes consideration of selling properties and/or bidding for grants to fund the scheme. Any additional subsidy from the Council would need to be the subject of further approval. Additional funding could also come from the Homes and Communities Agency (HCA) programme which supports the provision of new council housing.

## **Impact Assessment**

The Housing Development Strategy and Asset Transfer Policy have been subject to screening for equality, diversity and community impact. The general impact is positive as they deliver housing that meets the needs of individuals within the District.

## **4. Conclusion**

- 4.1 These schemes will help deliver the target (set out in the Housing Development Strategy) of developing 106 affordable homes over five years and make a positive contribution to the delivery of the District Affordable Housing Strategy.

## **5. Background Documents**

None

### **Contact Officer:**

Sally Rawlings  
Housing Development Manager  
Selby District Council  
[srawlings@selby.gov.uk](mailto:srawlings@selby.gov.uk)  
01757 292237



## Public Session

Report Reference Number (C/15/7)      Agenda Item No:    15

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To:    Council  
Date:                                        13 October 2015  
Author:                                     Glenn Shelley, Business Manager  
Lead Officer:                             Karen Iveson, Executive Director S151  
Executive Member:                      Councillor Cliff Lunn – Lead for Finance

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**Title: Localism Rate Relief**

### Summary:

This report seeks approval from Council on the provision of National Non-Domestic Rate Relief (NNDR) under the Localism Act 2011. The Council has received an enquiry about the potential to apply Localism Rate Relief to a site in the district. This report seeks Council approval to draw down the necessary funding to support any claims which meet with the conditions set out in the Council's policy. The Executive considered the report at its meeting on 1 October 2015 and supported the recommendations. Approval to draw down funding now requires the consideration of full Council.

### Recommendation:

**It is recommended that £100k be drawn down from the Business Rate Relief Reserve to cover the costs of the relief in 2015/16.**

### Reasons for recommendation

To ensure appropriate funding is made available for applications which meet the Council's criteria.

#### 1. Introduction and background

1.1 National Non-Domestic Rates Localism Relief was introduced for Selby District Council under the Localism Act 2011 to enable the Council to offer a financial incentive to businesses to move into the area or expand their



operations. Subject to qualification, any organisation can apply for this discretionary relief where granting it would be of direct benefit to the local community.

- 1.2 The Council's Discretionary Rate Relief Policy allows the award of Localism Relief where the ratepayer creates new employment opportunities for a minimum period of twelve months for individuals who reside in Selby District and have been unemployed for a period of six months continuously.

## 2 The Report

- 2.1 The Council's policy on Discretionary Relief under the Localism Act sets out a number of factors for consideration in applying relief. The relevant extract from the policy is attached at appendix A.
- 2.2 Any award made must be in the interests of Council Tax payers within the District.
- 2.3 As Localism Relief is discretionary the Council may award relief as it feels appropriate. Whilst it is difficult to give an estimate of the costs to the Council without knowing the rateable value or NNDR assessment of any potential applicants, illustrative examples are set out in the table below:

Company Name	Business Rates Liability	Percentage Relief Awarded	Costs to the Council (40% of the total)
Company A	£10k	25	£1,000
		50	£2,000
		75	£3,000
		100	£4,000
Company B	£25k	25	£2,500
		50	£5,000
		75	£7,500
		100	£10,000

- 2.4 Additionally, any Discretionary Rate Relief is classed as State Aid and is therefore subject to State Aid limits. Any award made must have regard to all State Aid awarded to the parent company and any other applications for State aid that are pending.
- 2.5 The Executive are supportive of the principal of providing relief should applications meet the criteria and have delegated decision making on individual cases to the Executive Director S151 after consultation with the Leader of the Council.

### **3 Legal/Financial Controls and other Policy matters**

#### **Legal Issues**

3.1 None as a direct result of this report.

#### **Financial Issues**

3.2 There is a reserve of £300k for Discretionary Reliefs but approval from full Council is required to access the necessary funding. Like other Discretionary Reliefs, the cost of any award of Localism Relief is split across the relevant authorities as 50% central government; 40% district council; 9% NYCC; 1% fire authority.

#### **Impact Assessment**

3.3 Equality, diversity, and community impact screenings have been undertaken on the policy, these identify the granting of relief as having a positive effect on the businesses affected. Any award made should be on the basis that it creates employment opportunities for residents of the District.

### **4. Conclusion**

4.1 This report asks Council to approve the drawdown of £100k to provide a budget for Localism Rate Relief. The award of such relief can only be made if certain benefits to the district are clearly demonstrable.

### **5. Appendices**

Appendix A – Discretionary Rate Relief Scheme Extract

### **6. Background Documents**

Report to the Executive 1/10/15

[http://www.selby.gov.uk/sites/default/files/Documents/Committees/Agendas/Exec\\_Agenda\\_01.10.15\\_web\\_0.pdf](http://www.selby.gov.uk/sites/default/files/Documents/Committees/Agendas/Exec_Agenda_01.10.15_web_0.pdf)

*Contact Officer:*

Glenn Shelley  
Business Manager  
Selby District Council  
gshelley@selby.gov.uk

## Explanatory Notes

### Localism Relief Criteria

**Section 69 of the Localism Act 2011** has amended **Section 47 of the Local Government Finance Act 1988** so that any organisation can apply for discretionary rate relief.

Any ratepayer applying for discretionary rate relief who does not meet the criteria for relief under the specifically named categories mentioned in this policy, may apply for general rate relief. Relief will be considered on the individual merits of each case, having due regard to:

The ratepayer must not be entitled to mandatory rate relief (Charity or Rural Rate Relief)

The ratepayer must not be an organisation that could receive relief as a non profit making organisation or as Community Amateur Sports Club.

The ratepayer must occupy the premises - no relief will be granted for unoccupied properties

If the ratepayer is a new business coming into the District

If the ratepayer creates new employment opportunities for a minimum period of twelve months for individuals:

- who reside in the Selby District and
- who have been unemployed\* for a period of six months (continuous)

The premises and the organisation must be of significant benefit to the residents of the District

If the ratepayer provides:

- Facilities to certain priority groups such as elderly, disabled, minority or disadvantaged groups
- Significant employment or employment opportunities to residents of the District
- Residents of the District with such services, opportunities or facilities that cannot be obtained locally or are not provided by another organisation

If the ratepayer complies with all legislative requirements and operates in an ethical, sustainable and environmentally friendly manner at all times

The impact and best interests of the Council Tax payers of the District

The financial status of the applicant

\* Unemployed refers to those in receipt of Job Seekers Allowance or Employment Support Allowance.

Applications in respect of a new liability may be submitted from the date the liability commences and for existing liability can be submitted at anytime throughout the year.

Each amount of rate relief awarded under this policy shall only apply for **twelve months**.

**If you require any further information, please contact a member of the Local Taxation Section on**

**(01757) 292181**

**or by email on**

**[localtaxation@selby.gov.uk](mailto:localtaxation@selby.gov.uk)**

**All information supplied will be dealt with in the strictest confidence**

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## Public Session

Report Reference Number (C/15/8)      Agenda Item No:    16

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To:                                      Council  
Date:                                    13 October 2015  
Author:                                Rose Norris, Executive Director  
Lead Officer:                        Rose Norris, Executive Director

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**Title:** Community Engagement Forums: Annual Reports 2014-15

### Summary:

The council has had five engagement forums (CEFs) in place since 2009-10. Each of the five has produced an annual report for the year 2014-15 setting out key achievements and impacts on delivering its community development plan as well as details of community initiatives and projects the CEF has supported through grants.

### Recommendation:

- i.      **To note the contents of the report and the five annual reports.**

### Reasons for recommendation

The CEFs are a key part of the council's constitution and service delivery model. The annual reports set out the impact the CEFs have made across the district's five CEF areas.

#### 1.      **Introduction and background**

- 1.1    Since 2009, CEFs have been a key part of the council's service delivery model and are therefore an integral part of the council's constitutional arrangements. The CEFs work with community groups across Selby District to increase their role in influencing and delivering local services. Each CEF has a budget which it uses each year to deliver on its community development plan priorities and as a community pot for community groups to apply for funding on community initiatives and projects.

## **2 The Report**

- 2.1** At the last meeting of the council, a number of constitutional changes were agreed in relation to the CEFs. Reporting back to the council will be a key part of the governance arrangements going forward. Each partnership board has prepared an annual report with support from their respective third sector community engagement organisation. The five annual reports for the year 2014-15 are attached at Appendix A through to Appendix E.

## **3 Legal/Financial Controls and other Policy matters**

### **Legal Issues**

- 3.4** There are no specific legal issue in relation to the reports.

### **Financial Issues**

- 3.5** The annual reports contain information on CEF expenditure and the impact of public spending in local communities.

### **Impact Assessment**

- 3.6** The operation of the CEFs and the arrangements in place for awarding grants have been screened for impact and are considered to have a positive impact in the community.

## **4. Conclusion**

- 4.1** The annual reports provide a valuable round up of community development plan priorities, actions and impact in the five CEF areas. They also provide an account of grants awarded during the year.

## **5. Background Documents**

*None*

*Contact Officer:*

*Rose Norris  
Executive Director  
Selby District Council  
rnorris@selby.gov.uk*

### **Appendices:**

- A Central CEF Annual Impact Report 2014-15  
B Eastern CEF Annual Impact Report 2014-15  
C Southern CEF Annual Impact Report 2014-15  
D Tadcaster and Villages Community Engagement Forum Annual Report 2014-2015  
E Western CEF Annual Impact Report 2014-15*

## Central CEF Annual Impact Report 2014-15

### Chair's Foreword



The Central CEF continues to be a useful resource for local residents ensuring local issues are addressed, new partnerships are formed and community groups have the opportunity to apply for financial support.

During the year a wide range of community groups and activities have been supported including the successful Selby Food Festival which helps to promote Selby Town Centre and the wide range of shops available.

A significant development has been with Abbots Staith a unique historic building which has the potential to become an exciting community resource. Work continues to promote the building, its history and to consult with local residents about their ambitions for the space.

The next year will see a review of our Community Development Plan taking place to ensure that the Central CEF continues to focus on the most relevant priorities in the community.

Cllr Steve Shaw Wright, Central CEF Partnership Board Chair

### Introduction

Community Engagement Forums are collaboration between a range of partners including the District Council, County Council, Town council, Parish Councils, Police, Fire and Rescue Service, local businesses and community groups along with individual residents.

The Central CEF commenced in November 2010. Our area of responsibility includes not only the town of Selby, but also Brayton and Barlow.

### Partnership Board work

During the year the Partnership Board has been addressing issues raised in the Community Development Plan under the following headings -

#### Tidy Environment

The Central CEF is keen to ensure a tidy environment by working with Landlords and property owners to tidy up shops and derelict buildings in Partnership with the Town Council and SDC. Work this year has included improving the gateway area and responding to issues from local residents.

#### Sport and Leisure

The Central CEF has taken an active involvement with the development of the new leisure centre ensuring that the design of the new building and what it will offer has involved consultation with the community at all stages. This has included numerous opportunities for local schools to visit the site and to make a time capsule.

#### Promoting the Economy

The Central CEF continues to promote the local shops & economy by working with landlords / Town Council, SDC and job centre. A key initiative to reenergise the Town centre and encourage the take up of empty shops has been through the establishment of the Selby Town Enterprise Partnership. Work has included establishing a range of community events which have highlighted the wealth of shops and opportunities available.



## Community Safety

Establish a programme of events working in partnership with the Police and Parish Councils to raise awareness of activities/equipment to reduce fear of crime and anti-social behaviour.

Work has continued with developing the Severe Winter Weather Project into a Good Neighbour Scheme.

## Grants Awarded

Since the inception each CEF has been allocated a 'Community Fund' of £20,000. Each CEF is responsible for deciding how to allocate this funding to help local community groups with projects.

Since 2012 the Central CEF has awarded £38,012 bringing in a total of £49,218 in match funding a return of 129%

During 2014-15 a total of £24,201 was awarded to twelve organisations as follows:

Organisation	Project	Sum Awarded	Match Funding
Foodbank	Assistance with rent & other costs	1,000	1,178
Coultish Centre	Bingo machine, tickets, outings	975	3,025
Selby Food Festival	Publicity & marketing	1,000	7,000
Tamarak Selby District Scout group	Cooker hood, fridge freezer, toaster, water heaters x 2	1,000	
Selby Senior Phab	Transport	1,000	1,000
Brayton Scouts	Repairs to flat roof	1,000	4,300
Brayton Kick Boxing	Equipment	800	0
Abbots Staith	Professional services	1,000	0
	Various items	10,000	0
Brayton Belles	Equipment	998	0
N Y Advocacy in Selby	Training	929	2,296
Edge Community Project St James Church	Running costs, fuel, driver expenses	1,000	1,700
Voices for People	Wages, expenses, vehicle hire, volunteer expenses	3,500	546
Total		24,201	21,045

The difference Central CEF Funding has made

CEF funding has enabled the ongoing development of the **Selby District Scout Campsite Tamarak** located alongside Barlow Common Nature Reserve providing excellent facilities and all types of camping are catered for.

The Campsite is regularly used by local Scout and Guide Groups and is also open to other youth organisations. The facility provides young people with an opportunity to get back to nature where they can learn skills for life.



## Edge Community Bus Stop Project

CEF funding has enabled a new community resource to be made available to residents of Flaxley Road. This dynamic drop in facility is aimed at adults, children and young people providing a safe environment to explore the issues they have and the goals they wish to achieve.

### Brayton Belles – Ladies Football Club



CEF funding has supported the only female based football team in and around the Selby area. The club has gone from strength to strength, and has teams playing in the City of York Girls' Football League, the East Riding Girls' Football League; both playing league games on Saturdays and normally kicking off at 10.30am, and the West Riding County Women's Football League.

The CEF funding has enabled the Brayton Belles to cater for all ages, from 5 years old through to Open Age. They now have over 100 + players playing in Yorkshire league games, cup games and

tournaments throughout the year promoting sport for girls and women.

### Brayton Scout and Guides Headquarters

CEF funding has allowed the building to be extensively refurbished to provide a toilet facilities for the disabled and to upgrade the kitchen to a safe and hygienic standard.

This has enabled both young people in the Scouting and Guiding groups as well as a group of disabled youngsters to access this refurbished community facility.



Central CEF funding has ensured that the work of **Selby FoodBank** can continue. This has allowed more people to be involved distributing almost 6.8 tonnes of donated food, more than 7,600 meals per year.

### Selby Senior Phab

CEF funding has paid for transport to bring together older people with learning difficulties to access a range of social activities and reduce their isolation.



### North Yorkshire Advocacy in Selby



Central CEF awarded funds to support a new drop in service in Selby.

Advocate and Development worker Bernadette Maxfield says “this cash support will ensure more people facing difficult issues in their lives can be reached and supported in their own homes”.

**Selby Health Walks** CEF funding has enabled the group to continue producing quarterly Walk Programmes which are successful in attracting new walkers to take up this form of exercise which also addresses isolation and loneliness.

CEF funding has enabled vital equipment to be purchased to enable young people to access the **Brayton Kickboxing Academy**.

Young people are able to learn new skills, develop their confidence and fitness levels.

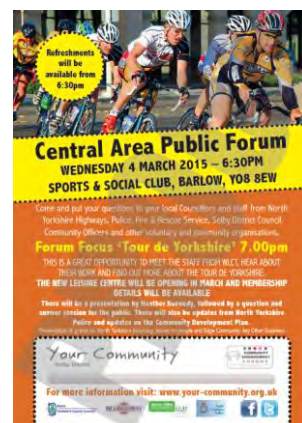
### **Coultish Centre Pensioners and Disabled Club**

CEF funding is supporting 30 elderly and disabled people to come together to reduce social isolation and improve their physical and emotional well being.



### **Public Forums**

During the year 4 public meetings have been held providing the opportunities for local residents to find out more about local initiatives. Topics included; Selby Food Festival, White Rose Carbon Capture Project, the ongoing development of the Tamarak Campsite on Barlow Common, the Selby Children's University, the Tour de Yorkshire and the development of the new leisure centre



During 2014-15 the Central CEF Partnership Board was made up of the following people:

<b>Name</b>	<b>Area</b>
<b>District Councillors</b>	
Cllr Ian Chilvers	Brayton
Cllr Mark Crane	Brayton, Leader of the council
Cllr Brian Marshall	Selby East and County Cllr Selby Barlby
Cllr Melanie Davis	Selby North
Cllr Jude Thurlow	Selby North
Cllr Wendy Nichols	Selby South
Cllr Doreen Davies	Selby South
Cllr Michael Dyson	Selby West
Cllr David Peart	Selby West
Cllr Iain Nutt	Selby and Ainsty
<b>Town Councillors</b>	
Cllr Fred Matthews	Selby North
Cllr George Carter	Selby South
<b>County Councillor</b>	
Cllr Steve Shaw Wright, Chair	Selby Barlby Division
<b>Parish Councillors</b>	
Anthony Wray	Barlow
Judith Chilvers	Brayton
Brian Cook	Brayton
<b>Co-opted members</b>	
Eileen White	
Keith Watkins	
<b>Authorities</b>	
Inspector Michelle Falkingham	N Y Police
Inspector Colin Hunter	N Y Fire & Rescue

## Eastern CEF Annual Impact Report 2014-15



### Chair's Foreword

What an exciting year it has been with another successful Community Link Day in the summer, local conversations with residents to develop our new Community Development Plan, the ongoing development of a Good Neighbour Scheme and exploring how you can reduce your energy bills.

The most exciting transformation has been available for all to see when you travel through Hemingbrough. The disused petrol station is no more, instead passers-by have seen the development of a beautiful memorial garden – an inspiration to us all on what can be achieved when community members work together.

My fellow Partnership Board members and I look forward to supporting more community groups over the coming year and seeing what transformations they inspire.

Cllr Liz Casling, Eastern CEF Partnership Board Chair

### Introduction

Community Engagement Forums are collaboration between a range of partners including the District Council, County Council, Town council, Parish Councils, Police, Fire and Rescue Service, local businesses and community groups along with individual residents.

The Eastern Area CEF commenced in April 2010 and covers a large rural area including the following villages:

Barby, Biggin, Cawood, Church Fenton, Cliffe, Escrick, Hemingbrough, Lund, North Duffield, Osgodby, Riccall, Ryther, Skipwith, South Duffield, Thorganby, Stillingfleet and Wistow

### Partnership Board Work

The previous Eastern CEF Community Development Plan (CDP) had been adopted in 2011 with many of the key activities being addressed including the rollout of broadband, addressing local eyesores and promoting community opportunities for local residents to become involved with.

In addition over 100 local residents had come forward to volunteer to support vulnerable residents in extreme weather conditions as part of a Good Neighbour Scheme and over 600 local people had accessed the two Community Link events run in conjunction with Tadcaster and Villages CEF enabling individuals to find out about opportunities to volunteer, how to access community services and the range of sporting opportunities available.

The Big Chat launched the consultation for new ideas for the next CDP to focus on. A paper based and online survey was developed with 74 responses received from groups and individuals.



This was followed by a Community Workshop evening which over 40 people participated in. This built upon the survey results leading to 3 overarching priorities being agreed:

- 1 Highlight and act upon local issues
- 2 Support our villages to provide a vibrant range of activities
- 3 Encourage involvement and volunteering in our community

### Grants Awarded

Since the inception each CEF has been allocated a 'Community Fund' of £20,000. Each CEF is responsible for deciding how to allocate this funding to help local community groups with projects. Since 2012 the Eastern CEF has awarded £41,101 bringing in a total of £74,198 in match funding a return of 81%

During 2014-15 a total of £3,790 was awarded to seven organisations as follows:

Organisation	Project	Sum Awarded	Match Funding
North Duffield Junior Cricket Club	Coaching qualification	500	1,000
Over fifties forum	October people's day	270	0
Church Fenton cricket club	Furniture	500	280
Olympia scout headquarters	Repairs to doors	1,000	600
Hemingbrough Hagg Lane Conservation Group	Winter wonderland	600	200
Selby Health Walks	Printing brochures & insurance	320	100
Hemingbrough Bowl Club	Equipment, coaching	600	0
Total		3,790	2,180

The difference Eastern CEF Funding has made

### Hemingbrough Bowls Club

CEF Funding has enabled the organisation to implement a Youth Development Programme for the Club. This will provide opportunities for young people to learn and develop their skills in the sport, creating an accessible club for all ages.

### Church Fenton Cricket Club

CEF funding has transformed the old cricket pavilion including a new social/kitchen area providing a much needed hub for community groups and for the club as it continues to expand. The plan will enhance the current facility to include modernised changing rooms and toilets with disabled access and an extension to the social area. The transformation of the pavilion will provide a needed community facility in a safe, village environment, with outdoor provision which is important for children, young people and family activities.

### Hemingbrough Hagg Lane Green Conservation Group

CEF funding enabled over 250 adults and children to attend a Winter Wonderland event. Santa was visited by more than 60 children in his woodland Grotto. CEF funding enabled the group to purchase a 'snow machine', lighting that made the boardwalks safe and tea urns. This equipment will help the group to organise a range of fundraising and information events throughout the year increasing awareness and raising much needed funds.





### Selby Health Walks Group

CEF funding has enabled the ongoing promotion of over 100 led walks per year which attract an average of 20 walkers per walk providing opportunities to improve fitness and meet new people.

### North Duffield Junior Cricket Club

CEF funding has enabled training to be provided for additional coaches and the purchasing of more equipment so that the club can provide additional places for young people to join the rapidly expanding club. As well as from the village the club also attracts

and benefits young people from Skipwith, Bubwith and Riccall.

### Olympia Scout HQ

CEF funding has enabled Olympia Scout HQ doors and emergency exit doors to be replaced improving security, warmth and ensuring it is water tight.

Funding has enabled the hall to continue to be an essential community amenity for all Scouters in Selby District along with being used for training events, Band rehearsals and community activities.

### Parish of Hemingbrough Historical/Heritage Society

The Hemingbrough disused petrol station was identified in the Eastern CEF CDP as a local eyesore that needed to be addressed. CEF funding and support enabled work to commence in 2014 on acquiring the redundant Filling Station from Crown Estates. CEF funding helped pay for most of the solicitors fees to enable the site to be acquired for the community for £1.

This spurred on the group to secure additional funding and assistance to transform the site into a breath taking memorial garden.

At the same time the group have secured funding to develop a series of paths, seating areas and ponds around Hemingbrough "Oldways" as well as the development of a book on the history of the BOCM site. The group have provided public exhibitions, talks and workshops working with local schools and companies.



(When local children were consulted in 2011, they highlighted the Hemingbrough petrol station as a run down eyesore)



A recent picture of the garden July 2015

## Public Forums

Throughout the year local residents have been able to attend a series of events to discuss key issues and find out more about local services. Topics this year included;

- Addressing Community Safety
- Drax Power White Rose Carbon Capture Project
- Yorkshire Energy Dr's guide to reducing your fuel bills
- Safe car driving
- Local projects addressing loneliness and isolation
- Falls prevention through exercise classes – a practical demonstration

During 2014/15 the Partnership Board comprised of the following people:

Name	Area
<b>District Councillors</b>	
Cllr Mike Jordan	Camblesforth and Carlton, County Cllr South Selby Division
Cllr John Cattanach	Cawood with Wistow
Cllr Liz Casling, Chair	Escrick, County Cllr Escrick Division
Cllr Jim Deans	Hemingbrough
Cllr Stephanie Ducket	Barlby
Cllr Keith Ellis	Cawood with Wistow
Cllr Bill Inness	North Duffield
Cllr Kay McSherry	Hemingbrough
Cllr Ian Reynolds	Riccall with Escrick
Cllr Brian Marshall	Selby East, County Cllr Selby Barlby Division
<b>County Councillors</b>	
Cllr Andrew Lee	Cawood and Saxton Division
<b>Parish Councillors</b>	
Brian Keen	Riccall
Keith Dawson	Riccall
John Cook	Stillingfleet
Terry Harrison	Stillingfleet
Robin Poskitt	Wistow
John Marsden	Wistow
Edward Kinsella	Hemingbrough
<b>Authorities</b>	
Inspector Vicky Taylor	N Y Police
Inspector Colin Hunter	N Y Fire & Rescue

**Are you worried about your heating costs this winter?**

**FREE Supper**

Come along to the Eastern CEF Public Forum information workshop

<b>Where?</b> Regen Centre, Landing Lane, Riccall, YO19 6PW	<b>When?</b> Wednesday 10th December at 6.30pm
--	---

**Save energy, Save money, Be Warm**

**Eastern Community Engagement Forum**

Forum Focus...

**'Community safety'**

[www.your-community.org.uk](http://www.your-community.org.uk)

**WHERE?**  
Wednesday 11 June 2014 6:30pm  
At Riccall Regen Centre, Landing Lane, Riccall, YO19 6PW

## Southern CEF Annual Impact Report 2014-15



### Chair's Foreword

It is always exciting to create a new Community Development Plan. During the past year we have held a number of consultation events with local residents creating new challenges for the Partnership Board to address.

Our grants for local groups have enabled a range of community initiatives to be successfully implemented, making a difference to the lives of residents across the Southern CEF area.

I am confident that our work will continue to make a lasting impact and be an arena for new issues to be creatively addressed.

Cllr Chris Pearson, Chair Southern CEF Partnership Board

### Introduction

Community Engagement Forums are collaboration between a range of partners including the District Council, County Council, Town council, Parish Councils, Police, Fire and Rescue Service, local businesses and community groups along with individual residents.

The Southern CEF commenced in October 2009. This rural area comprises of 26 villages which includes:

Balne, Beal, Burn, Camblesforth, Carlton, Chapel Haddlesey, Criddling Stubbs, Drax Eggborough, Gateforth, Great Heck, Hambleton, Hirst Courtney, Kellington, Kirk Smeaton Little Smeaton, Long Drax, Newland, Stapleton, Temple Hirst, Thorpe Willoughby, Walden Stubbs, West Haddlesey, Whitley and Womersley

### Partnership Board Work

During the year a series of public events took place to create a new Community Development Plan (CDP) for the Southern CEF Area. The previous plan had been produced in 2011 from which a range of Community services had been successfully implemented including the development of activities for children with disabilities and their siblings, opportunities to become involved with Play Touch Rugby, improving local community buildings and the installation of a new board walk ensuring a circular walk between Kirk Smeaton & Wentbridge is accessible all year round.

An initial consultation was carried out with all Parish Councils and CEF Partnership Board members. This was followed by the "BIG 60" event in September with over 40 residents from all of the villages in the Southern CEF area attending to share their thoughts and ideas on what the CEF Partnership Board should focus on.

Three main themes emerged;

- Addressing Loneliness and Isolation
- Increasing access to community transport for local residents
- Youth Service Provision



At the same time participants were asked to address a selection of challenges that the Southern CEF faces and a series of actions were proposed as follows;

*“No one knows what the Southern CEF does”*

#### **Partnership Board Actions**

- Ensure all Southern CEF funded projects display the Southern CEF logo on their letterheads and in their buildings. PB will produce certificates and wall plaques.
- Increased information on the website pages – with more photographs and information about the work of the Southern CEF.
- Participate in the Community Link Day 2015 to raise profile of the Southern CEF.
- Work with local publications, blogs, tweets and websites to promote the Southern CEF.

*“Hardly anyone comes to the Public Forums”*

#### **Partnership Board Actions**

- Review the format of Public Forums – consider bringing in new elements such as training events, social events, consultation.
- Consider holding a young person’s event – with an allocated amount of funding that Young people can decide how they wish to spend. Work with schools and youth clubs to develop a dynamic event at a time to ensure success.
- Lead Partnership Board member identified for each Public Forum to work with support staff on the type of event, structure and promotion.

*“The Southern CEF isn’t relevant to me”*

#### **Partnership Board Actions**

- PB to explore how they can become more relevant for the rurality of the area.
- Review where forum meetings are held and when
- Work with all partners and funded projects to capture the impact of the Southern CEF activities and funds

A further consultation training event took place in December. This allowed local residents the opportunity for a more detailed discussion regarding the three emerging themes and positive actions that can be taken.

The new CDP is completed and work on addressing the priorities identified has already commenced.

## Community Grants Awarded

Since the inception each CEF has been allocated a 'Community Fund' of £20,000. Each CEF is responsible for deciding how to allocate this funding to help local community groups with projects.

Since 2012 the Southern CEF has awarded £71,977 bringing in a total of £482,661 match funding a return of 571%

During 2014-15 a total of £15,535 was awarded to twelve organisations as follows:

Organisation	Project	Sum Awarded	Match Funding
North Yorkshire Police	Funding of police vehicle	2,000.00	0
Drax table tennis club	Replacement tables	555.00	995
Whitley PC	Bus shelter	1,000.00	1,500
Womersley Handbell Ringers	Hand bell augmentation	480.00	2,820
Cridling Stubbs Village Hall	Refurbishment	1,500.00	15,500
West Selby Miners Welfare Scheme	Thorpe Willoughby Community Sports Facility Improvement	10,000.00	273,161
Total		15,535	293,976

In addition a further £5k has been awarded to the West Selby Miners Welfare Scheme as a separate loan.

The difference Southern CEF Funding has made

### North Yorkshire Police

Funding from the Southern and Western CEFs has provided a vehicle for police volunteers to use to tackle rural crime, providing essential transport to ensure there is an increased police presence.

### Drax Table Tennis Club

CEF funding has enabled this community activity to continue bringing together local residents with new tables purchased.

### Whitley Parish Council

CEF funding has enabled the installation of a new bus shelter in Whitley.

This is the first shelter to provide residents with refuge and seating on the southern bus route and was commissioned and sited with particular respect to the proximity of retirement homes nearby.

This provides much needed shelter for residents whilst they wait to access public transport



### West Selby Miners Welfare Scheme

Without CEF funding an ambitious Thorpe Willoughby Community Sports Facility Improvement scheme would have been lost. A remaining £10,000 was required to secure over £270,000 of funding. Residents will now be able to enjoy a dramatically improved local sports facility providing increased sport and fitness opportunities.



### Womersley Handbell Ringers

CEF funding has enabled this vibrant community activity to continue providing training, social interaction and a new activity for residents to enjoy participating in.

### Cridling Stubbs Village Hall Committee

CEF funding has enabled much needed electrical re-wiring to be carried out. This will enable the Committee to provide a range of activities and services for all residents in a warm and safe environment. This is part of a wider scheme to revitalise the Hall to bring the community together addressing issues of loneliness and isolation.

The Chair of the Village Hall committee, Dr Robert Klaasen, expressed his delight saying, 'This money will go towards the much-needed re-wiring of the Hall. We have an ambitious programme of renovation planned and this is the first stage. We are very grateful to CEF.'



During 2014/14 the Partnership Board comprises of the following people:

Name	Area
<b>District Councillors</b>	
Cllr Rod Price	Camblesforth
Cllr Ann Spetch, Vice Chair	Camblesforth
Cllr Mike Jordan	Camblesforth and Carlton, County Cllr South Selby Division
Cllr Mary McCartney	Eggborough
Cllr Ruth Sayner	Hambleton
Cllr Chris Pearson, Chair	Hambleton, County Cllr Mid Selby Division
Cllr Cliff Lunn	Thorpe Willoughby, County Cllr Selby Brayton Division
Cllr Gillian Ivey	Whitley
Cllr Sue Ryder	Whitley
<b>County Councillors</b>	
Cllr John McCartney	Osgoldgross Division
<b>Parish Councillors</b>	
Keith Westwood	Beal
Dave Perry	Drax
Kathleen Walton, Vice Chair	Whitley
Jack Davie	Whitley and Womersley
<b>Co-opted members</b>	
Dennis Tredgett	
Steve Laurenson	
<b>Authorities</b>	
Inspector Colin Hunter	N Y Fire & Rescue
Inspector Vicky Taylor	N Y Police



# Tadcaster and Villages Community Engagement Forum Annual Report 2014—2015

## Introduction

It has been a busy year as usual for the Forum and Partnership Board. The year was notable for our new Community Interest Company going 'live', alongside our new Visit-Tadcaster website and our community magazine, Tadcaster Today. On the 'high street' things have been equally busy with the welcome arrival of some new businesses and the very welcome completion of the flats and shop at 43 Kirkgate.

The Tadcaster and Villages CEF endeavours to take a strategic approach to addressing the key issues in our communities and this is reflected in the work we do and how we utilise our budget. This year we were successful in committing virtually all of our budget, which include a considerable carry-forward from the previous financial year, as well as using that budget to bring in new investment to the area.

## Community Engagement Forum

The CEF meets three times annually at the Riley Smith Hall. Meetings commence with a market place of service providers and the main meetings are then usually themed around a subject of particular interest and relevance. This year, Forums were held as follows. The Forum scheduled for April had to be delayed due to the General Election.

- 7th July 2014: Public Services Please!
- The future of key services for the town and villages.
- 24th November 2014: The BIG consult!!! Where will new housing go in and around Tadcaster?
- 1st June 2015: The Big Dig: Report back from the archaeological dig at the motte and bailey.

## Partnership Board Meetings

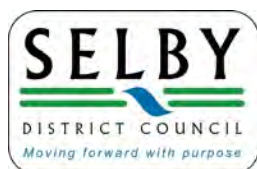
The Partnership Board met on six occasions through the year at the Ark, Tadcaster:

19th May 2014 (annual Meeting); 14th July 2014; 22nd September 2014; 17th November 2014; 19th January 2015; 16th March 2015

## Our Priorities for 2014-2015

Our priorities for the year were to firstly engage more residents through our Forums through providing more stimulating and "need to know" agendas. We were successful in this regard with all three Forums attended by a good number of people from both the town and surrounding villages, especially Appleton Roebuck. Secondly, we were determined to communicate far better with our communities, achieved through our bi monthly publication, Tadcaster Today. Thirdly, our long term objective of attracting new visitors to our town was addressed by launching a new website, [www.visit-tadcaster.com](http://www.visit-tadcaster.com). Finally, we are determined to bring new investment into our communities and have at last begun to see this happen through the operation of our new Community Interest Company, Tadcaster&Rural CIC.

The following sections explore the work we have undertaken against our long term Community Development Plan.



## Environment, landscape and streetscape

### Issues

- Making the town centre a more pleasant environment for business and visitors
- Improving signage and gateways
- Improve awareness of the town's attractions

### What's been achieved

- With the completion of the resurfacing of central car park, the Partnership Board part funded the provision of a large scale information board and fingerpost signs.
- Litter bins throughout the Conservation Area were replaced, in partnership with AMEY.
- Following negotiations with North Yorkshire County Council, the obstructive traffic light control box on Bridge Street was replaced, along with new traffic lights.
- New road markings were painted in the town centre where they had all but disappeared.
- A research project was begun looking at the gateway entrances to the town, including those such as the bus station and carparks, to improve the welcome for visitors.
- Tadcaster and Rural CIC ran a highly successful fundraising campaign to deliver improvements to the Christmas Illuminations for the town centre, raising nearly £7000.

## Economy, retail and tourism

### Issues

- Developing a more diverse economy
- Improving the retail offer to attract new visitors
- Improving the car parks and bus station as key gateways to the town
- Promoting the town and villages to visitors more effectively

### What's been achieved

- A major project that ran through the year was the Our Place programme, funded by the Department for Communities and Local Government (CLG) via Locality and delivered by the CIC. The project focused on making the town a more *enterprising* town and a more *vibrant* town. These twin themes were reflected in an Implementation Plan, signed off by CLG and since presented to North Yorkshire County Council. The Plan includes proposals for a new visitor centre, a youth entrepreneurship hub and programme, town centre management and a more active cultural sector.
- Mention has already been made of [www.visit-tadcaster.com](http://www.visit-tadcaster.com) and Tadcaster Today, both of which were funded by the Partnership Board. Both projects have raised the profile of Tadcaster considerably over the past 12 months Visit-Tadcaster provides details of every business in the town alongside pages for each of the villages in our surrounding area. And a diary of events is also kept up-to-date on this website.
- Tadcaster Today was issued every 2 months from July 2014 and was delivered to 5000 households across the area and 100 town centre businesses and outlets such as the Swimming Pool and Town Council offices.

## **Leisure and Culture**

### **Issues**

- Expanded leisure provision required
- More social and cultural activity for residents and visitors

### **What's been achieved**

- Supported the Tadcaster Carnival with a grant of £1000 towards the 2014 event.
- The 2015 Carnival was further supported by project management activity, including chairing the Committee and enabling funding to be drawn from Heineken (£6000).
- Supported the 3rd annual music festival—the Rockout—with a grant of £1000.
- Supported Bolton Percy Cricket Club with a grant of £1000 towards a new cricket pavilion.
- Undertook to deliver a new 2 day Arts Festival at the Riley Smith Hall around the 'core' of 6th Form art from Tadcaster Grammar School Students. A £1000 grant from Persimmons was raised to support this event, which was organised by volunteers and students.
- Improvements undertaken at Grange Road play area following complaints from residents.

## **Education and Learning**

### **Issues**

- Need to develop a stronger relationship with local schools including the Grammar School.
- Need to support Tadcaster library to become an independent organisation.

### **What's been achieved**

- We have engaged far better with the Grammar School in particular this year as a result of a number of initiatives:
  - ⇒ First, the Tadcaster Arts Festival has enabled us to talk directly with the Art department about their 6th form students being the central part of that project.
  - ⇒ Secondly, our Executive Support, David Gluck, also became a Local Authority Governor at the Grammar School, which has further strengthened links.
  - ⇒ Supporting the Grammar School in their out of term outreach provision with a grant of £980, which generated a further £30,000 of income to the School and helped provision for 570 children across our area.
  - ⇒ Finally, Amanda Crossley, Partnership Development Manager at the Grammar School, was invited to join the CEF Partnership Board, as the representative of the education sector.

## **Our Added Value**

The work of the CEF adds value to the town and villages in a number of key ways:

- Highlighting issues where investment is needed and negotiating with service providers.
- Grant funding community organisations where investment from the CEF leads to further funds being levered in. For 2014/15, our grants totalled £6680, which levered in an additional £116,000 of investment from all other sources.
- Supporting and advising community groups, businesses and others in accessing additional funding, for example supporting Tadcaster Scouts in fundraising for renovating their Hut.
- Initiating and delivering project work which brings together wider funding packages. Our project work this year invested a total of £24,995 which in turn levered in an additional £58,860 of extra investment.

## Financial Summary

<b>Tadcaster and Villages CEF: Budgets and Expenditure</b>					
<b>Heading</b>	<b>a. Budget 2014/15 £</b>	<b>b. Spend 2014/15 £</b>	<b>c. Further- committed 2014/15 £</b>	<b>d. Variance (carry for- ward to 2015/16) £</b>	<b>h. Proposed budget 2015/16 £</b>
<b>Executive support</b>	8,000.00	8,899.11	0.00	-899.11	8,000.00
<b>Administration</b>	1,000.00	610.00	0.00	390.00	1,000.00
<b>Grants</b>	8,980.00	6,180.00	500.00	2,300.00	5,000.00
<b>Projects</b>	32,936.65	19,605.35	9,500.00	1,597.01	17,387.90
<b>TOTALS</b>	50,916.65	35,294.46	10,390.00	3,387.90	31,387.90

<b>Title</b>	<b>Application</b>	<b>Grant awarded, £</b>
<b>Youth Council</b>	Tadcaster Youth Council	200.00
<b>Rockout III</b>	Tadcaster Social Club	1000.00
<b>Carnival 2014</b>	Tadcaster Carnival Committee	1000.00
<b>MUGA</b>	Ulleskelf P.U.S.H.	1000.00
<b>Scout Hut refurbishment</b>	1st Tadcaster Scouts	1000.00
<b>Holiday outreach</b>	Tadcaster Grammar School	980.00
<b>Bolton Percy Cricket Pavilion</b>	Bolton Percy Cricket Club	1000.00
<b>Archaeological Dig</b>	Tadcaster Historical Society	500.00

### Projects Funded

<b>Title</b>	<b>Amount, £</b>
<b>Scarthingwell Festival</b>	2000.00
<b>Tadcaster and Rural CIC</b>	4427.00
<b>Visit-Tadcaster.com</b>	705.00
<b>Tadcaster Today</b>	9269.35
<b>Information Boards</b>	1000.00
<b>Christmas Illuminations</b>	1000.00
<b>Town centre litter bins</b>	3594.00
<b>Bridge Street traffic lights</b>	3000.00

## Western CEF Annual Impact Report 2014-15



### Chair's Foreword

It has been another exciting year of development across the Western CEF area. We have seen the culmination of over 2 years of CEF support with the development of the new Monk Fryston Community Centre. The official opening was used as a workshop for guests to learn about the work that had taken place and the numerous funders and partners involved.

This year our Grass Roots initiative has supported 18 small community groups providing training, one to one mentoring and some seed funding, enabling new developments to be achieved. We have also commenced the publication of a series of walks across our CEF area promoting the history and natural beauty.

The CEF structure creates a unique opportunity for different organisations to work together to address local issues and enables local residents to take an active role in the development of their community.

I look forward to continuing our excellent work over the coming years to ensure that our work meets the needs of Your Community.

Andy Pound, Chair Western CEF Partnership Board

### Introduction

Community Engagement Forums are collaboration between a range of partners including the District Council, County Council, Town council, Parish Councils, Police, Fire and Rescue Service, local businesses and community groups along with individual residents.

The Western CEF started in October 2010, our CEF covers the following towns and villages: Birkin, Brotherton, Burton Salmon, Byram, Fairburn, Lumby, Monk Fryston, Newthorpe, Sherburn in Elmet and South Milford

### Partnership Board work

During the year the Partnership Board has been addressing issues raised in the Community Development Plan

### Developing Youth Services

The youth services in the area are going very well, Brotherton and Fairburn are very popular with attendance rising. At the Monk Fryston and Hillam Community Centre 25 children attending the youth club. Some funding from North Yorkshire and Awards for All has been received to subsidise the facilities on offer.

Work has commenced on developing a new style of youth club building in elements of active citizenship enabling local young people to develop additional skills and increased community awareness.

### Local Transport

Work successfully took place to reinstate bus services in the Fairburn area with some extra services also being introduced. This has alleviated many problems for local workers and people needing to attend hospital visits.



## Improving the Local Environment

Waste Disposal – the Western CEF has continued to campaign and highlight the issues regarding the problems residents will face due to local disposal site closures. Work is continuing to set up a small disposal site for local people.

## Leisure

Western CEF has supported the creation of information leaflet/s on local walking and cycling tracks in Western CEF area.

Promotional posters and leaflets have been created, in partnership with Health Walks, for 5 local walks, enabling people to enjoy exploring the Western CEF area.



## Community Safety

The Western CEF has focused on helping people to improve all aspects of security in their homes in conjunction with neighbourhood watch.

In partnership with the Southern CEF the Western CEF has funded the purchase of a police vehicle to be used by police volunteers to tackle rural crime.

## Developing Community Resources

### Monk Fryston Community Centre Development Project



With a grant of £20,000 and practical support from the Western CEF over £200,000 of additional funding has been secured. This has enabled the Community Centre to be significantly expanded.

This has enabled many new groups to access the facilities and for pre and after school club

to expand the number of places it can make available. It has increased the annual revenue of the centre creating a sustainable community resource.

In partnership with the Western CEF a community training event took place in February 2015 enabling over 100 community group staff and volunteers to learn about how the project had been developed and to meet all of the funders.

**INVITATION**

YOU ARE INVITED TO THE OFFICIAL OPENING OF THE REDEVELOPED MONK FRYSTON & HILLAM COMMUNITY CENTRE ON MONDAY 16TH FEBRUARY 2015

**ITINERARY**

10.45AM - GUESTS ARRIVE  
*Registration and drinks*

11.15AM - WELCOME & PRESENTATION FROM RAY NEWTON  
*Chair of Monk Fryston & Hillam Community Association*

**OUR JOURNEY**  
*Incorporating our story, our learning experiences, our thanks to our Donors and outcomes to date for the Community Association and Community Centre*

**COMMENT FROM OUR PROJECT PARTNER**  
*Selby District Councillor Andy Pound – Chair of SDC Western AREA CEF*

12 NOON - OFFICIAL OPENING OF THE REDEVELOPED COMMUNITY CENTRE BY MARY WEASTELL  
*Unveiling of a Before and After Photograph of the Community Centre complete with names of all the Donors*

OFFICIAL THANKS & PRESENTATION TO THE DONORS

CLOSE OF CEREMONY

LUNCH WITH INFORMAL Q&A

 Monk Fryston & Hillam Community Association

## Grants Awarded

Since the inception each CEF has been allocated a 'Community Fund' of £20,000. Each CEF is responsible for deciding how to allocate this funding to help local community groups with projects.

Since 2012 the Western CEF has awarded £58,710 bringing in a total of £156,006 in match funding a return of 166%

## Grass Roots Organisation Initiative



During 2014-15 a different approach was trialled – the Grass Roots Initiative. Since September 2014 we have been working with 18 local community groups and organisations nominated by Partnership Board members.

Each organisation has been able to access a combination of training sessions, one to one development support and the opportunity to apply for £250 grant from the Western CEF. Training sessions have included assessing your organisation, successful funding and fundraising and recruiting and maintaining volunteers. A full review of the impact of the work will be carried out in the autumn 2015.

A total of £3,000 was awarded to nine organisations as follows:

Organisation	Project	Sum Awarded
Brotherton Carnival	Costs of developing and hosting the event	250.00
Hillam Ring Tree Lights	Replacing Christmas tree lights as part of their annual community activities	250.00
South Milford Against Flooding	Publicity and marketing.	250.00
Brotherton Scout Group	Development of their organisation and necessary equipment	250.00
4 <sup>th</sup> Brotherton Rainbows	Development of their organisation and necessary equipment	250.00
Fairburn Singers	Support for new instruments	1,000
South Milford and Lumby Sports Association	Purchase of equipment	250.00
Burton Salmon PC	Seating for children within the village hall	250.00
Selby District Vision	Developing services in the CEF area	250.00
Total		3,000.00

## Public Forums

During the year 4 public meetings have been held providing the opportunities for local residents to find out more about local initiatives. At each forum we have a “Market Place” area with stalls staffed by North Yorkshire Police, Highways, Selby District Council and Community organisations. This provides a wonderful opportunity for residents to discuss the issues that affect them with the appropriate organisation.

Speakers and workshops have included;

- Community Safety, Julia Mulligan, Crime Commissioner
- Neil Goldup – (Community Action & Support against Crime)
- Sharron Martin, First responder talking about the importance of Defibrillators
- Carrying out a health audit of your community organisation
- Developing a fundraising strategy and completing funding applications
- The Selby Plan – a presentation by Selby District
- Making the most of the Tour De Yorkshire
- How to run a successful fundraising event

During 2014-15 the Western CEF Partnership Board comprises of the following people:

<b>Name</b>	<b>Area</b>
<b>District Councillors</b>	
Cllr Mike Jordan	Camblesforth and Carlton, County Cllr South Selby Division
Cllr Jack Crawford	Fairburn with Brotherton
Cllr Andrew Pound, Chair	Fairburn with Brotherton
Cllr Chris Pearson	Hambleton, County Cllr Mid Selby Division
Cllr John Mackman	Monk Fryston & South Milford
Cllr Carol Mackman	Monk Fryston & South Milford
Cllr Mel Hobson	Sherburn in Elmet
Cllr Bob Packham	Sherburn in Elmet, County Cllr Sherburn in Elmet Division
<b>Parish Councillors</b>	
Stuart Wroe	Burton Salmon
Jenny Mitchell	Byram cum Sutton
David Nicklin	Byram cum Sutton
Rita Stephenson	Fairburn
Roy Wilson	Fairburn
Bill Holmes	Monk Fryston
Mel Hobson	Sherburn in Elmet
Jenny Prescott	Sherburn in Elmet
<b>Co-opted members</b>	
Howard Ferguson	
Ray Newton	
Bryan Sissons	
<b>Authorities</b>	
Inspector Vicky Taylor	N Y Police
Inspector Colin Hunter	N Y Fire & Rescue