

Selby District Council



Forward Plan of Key Decisions - Incorporating the Private Executive Meeting Notice and the Notice of Intent to make a Key Decision

Executive Members	Name	Contact Details
Leader of the Council and Lead Member for Strategic Matters, External Relations and Partnerships	Councillor Mark Crane	mcrane@selby.gov.uk
Deputy Leader of the Council and Lead Member for Place Shaping	Councillor John Mackman	jmackman@selby.gov.uk
Lead Member for Finance and Resources	Councillor Cliff Lunn	clunn@selby.gov.uk
Lead Member for Housing, Leisure, Health and Culture	Councillor Richard Musgrave	rmusgrave@selby.gov.uk
Lead Member for Communities and Economic Development	Councillor Chris Metcalfe	cmetcalf@selby.gov.uk

December 2016 to March 2017

Published on 2 November 2016

Definition of Key Decisions

In accordance with The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012, this document serves as Selby District Council's notification of key decisions and private items. There is a legal requirement for local authorities to publish a notice setting out the key decisions and decisions which may be taken in private 28 clear days before such decisions are taken.

It contains details of decisions for the next four months and is supplemented by the publication of the agenda 5 clear working days before the meeting. It will be updated and published at the end of each month. All items listed on the attached Plan are key decisions and those which are private items are outlined as such.

A Key Decision is any decision which is financially significant for the service or function concerned because it relates to expenditure or savings of more than £150,000 or which will have a significant impact on people who live and work in an area covering two or more district wards.

If you would like further information on any of the items shown in this forward plan please contact the respective officer(s) for each item.

To make your views known on any of the items you may contact the Councillors shown; alternatively you may contact the officer(s) shown and he/she will ensure that a written note of your views is presented to the decision-maker before a decision is taken.

All meetings* at which key decisions will be considered are open to the public, unless the subject matter is such that Schedule 12A of the Local Government Act 1972 as amended by the Local Government (Access to Information) (Variation) Order 2006 allows the matter to be considered in private. For information about attending meetings or for a copy of the Forward Plan, please contact Palbinder Mann, Democratic Services Manager on 01757 292207 or pmann@selby.gov.uk. A copy is also available at the Council's website, www.selby.gov.uk

In relation to **private meetings**, the reason an item is expected to be covered in private will be identified in accordance with the exempt information categories which are set out in Part 1 of Schedule 12A of the Local Government Act 1972 as amended):

Paragraph	Category/explanation
1	Information relating to any individual.
2	Information which is likely to reveal the identity of an individual.
3	Information relating to the financial or business affairs of any particular person. (Including the authority holding that information)
4	Information relating to any consultations or negotiations or contemplated consultations or negotiations, in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or office holders under, the authority.
5	Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.
6	Information which reveals that the authority proposes – a) to give under any enactment a notice under or by virtue of which requirements are imposed on a person; or b) to make an order or direction under any enactment.
7	Information relating to any action taken or to be taken in connection with the prevention, investigation of prosecution of crime.

The document sets out the items which are to be covered in private at the below meetings. Any representations as to why the item should not be covered in private should be sent to Palbinder Mann, Democratic Services Manager on 01757 292207 or pmann@selby.gov.uk.

The Council will publish a further notice 5 clear days before the relevant meeting which will give the Council's response to any such representations.

Important Note

This document sets out the Council's intentions as to future decisions as at the date of publication. However, if circumstances change, the Council reserves the right to publish an updated version of this document and/or rely on the provisions in the regulations as to urgent decisions.

Likely Date of Decision	Decision Maker	Title of Decision/Item	Description of Decision	Public/Private	Lead Councillor	Lead Officer/Report Author
01-Dec-16	Executive	Draft Budget and Medium Term Financial Plan	To set out proposals for revenue budgets and the capital programme for the period 2017/18 to 2019/20 Budgets will be subject to scrutiny and consultation with key stakeholders during December/January and final proposals will be considered in February 2017 along with recommendations on Council Tax	Public	Cllr Cliff Lunn E-mail: clunn@selby.gov.uk	Karen Iveson, Chief Finance Officer E-mail: kiveson@selby.gov.uk Tel: 01757 292056

Likely Date of Decision	Decision Maker	Title of Decision/Item	Description of Decision	Public/Private	Lead Councillor	Lead Officer/Report Author
01-Dec-16	Executive	Potential Loan to Selby and District Housing Trust (SDHT) to Purchase Properties in Selby for Use as Affordable Housing	Consideration of whether to grant a loan to the Selby and District Housing Trust to purchase properties in Selby for use as affordable housing.	Public/Private - Part of this item will be considered in private as it relating to the financial or business affairs of any person and the reason for it is that it relates to the potential purchase of property by SDHT. Additionally the release of the detailed legal and financial information would potentially prejudice negotiations for the purchase and this would not be in the public interest.	<p>CLlr Cliff Lunn E-mail: clunn@selby.gov.uk</p>	<p>Sally Rawlings, Housing Development Manager E-mail: srawlings@selby.gov.uk Tel: 01757 292237</p> <p>Dave Caulfield, Director of Economic Regeneration and Place E-mail: dcaulfield.selby.gov.uk Tel: 01757 292073</p>

Likely Date of Decision	Decision Maker	Title of Decision/Item	Description of Decision	Public/Private	Lead Councillor	Lead Officer/Report Author
01-Dec-16	Executive	Independent Remuneration Panel Review of Member Allowances	To discuss the recommendations arising from the review into Member Allowances	Public	Cllr Mark Crane E-mail: mcrane@selby.gov.uk	Gillian Marshall, Solicitor to the Council E-mail: gmarshall@selby.gov.uk Tel: 01757 292095 Palbinder Mann, Democratic Services Manager E-mail: pmann@selby.gov.uk Tel: 01757 292207
01-Dec-16	Executive	PLAN Selby Preferred Options Consultation	Agreeing draft document for consultation purposes	Public	Councillor Mackman E-mail: jmackman@selby.gov.uk	Phil Wadsworth, Planning Policy Manager E-mail: pwadsworth@selby.gov.uk Tel: 01757 292293
01-Dec-16	Executive	Housing Management System Replacement	To approve the procurement of a replacement Housing Management system	Private - This item will be considered in private as it relates to confidential cost estimates. The public interest lies in taking this information in private as these costings are commercially sensitive and to ensure any future tenders deliver best value.	Cllr Cliff Lunn E-mail: clunn@selby.gov.uk	June Rothwell, Head of Operational Services (Access Selby) E-mail: jrothwell@selby.gov.uk Tel: 01757 292103

Likely Date of Decision	Decision Maker	Title of Decision/Item	Description of Decision	Public/Private	Lead Councillor	Lead Officer/Report Author
01-Dec-16	Executive	Corporate Complaints Policy	To approve the Corporate Complaints Policy for public consultation	Public	Cllr Chris Metcalfe Email: cmetcalfe@selby.gov.uk	Stuart Robinson, Head of Business Development and Improvement E-mail: srobinson@selby.gov.uk Tel: 01757 292296 Michelle Dinsdale, Policy Officer E-mail: mdinsdale@selby.gov.uk Tel: 01757 292041 Alex Dochery, Graduate Trainee E-mail: adochery@selby.gov.uk Tel: 01757 292308
01-Dec-16	Executive	Adoption of the Economic Decvelopment Strategy	To approve and adopt the Economic Development Strategy	Public	Cllr Chris Metcalfe E-mail: cmetcalfe@selby.gov.uk	Dave Caulfield, Director of Economic Regeneration and Place E-mail: dcaulfield.selby.gov.uk Tel: 01757 292073 James Cokeham, Head of Strategic Planning, Policy and Economic Development E-mail: jcokeham@selby.gov.uk Tel: 01757 292118
01-Dec-16	Executive	Review of Green Waste Options	Application of the corporate charging policy with respect to the Green Waste Collection Service	Public	Cllr Cliff Lunn E-mail: clunn@selby.gov.uk	Keith Cadman, Head of Commissioning, Contracts and Procurement E-mail: kcadman@selby.gov.uk Tel: 01757 292252

Likely Date of Decision	Decision Maker	Title of Decision/Item	Description of Decision	Public/Private	Lead Councillor	Lead Officer/Report Author
05-Jan-17	Executive	Housing Rents 2017/18	To approve housing rents in line with current rent setting policy.	Public	Cllr Cliff Lunn E-mail: clunn@selby.gov.uk	Karen Iveson, Chief Finance Officer E-mail: kiveson@selby.gov.uk Tel: 01757 292056
05-Jan-17	Executive	Gas Servicing, Maintenance, Installation and Inspections	To approve the award of the contract for Gas Servicing, Maintenance, Installation & Inspections	Public	Cllr Richard Musgrave E-mail: rmusgrave@selby.gov.uk	Dave Maycock, Lead Officer, Assets E-mail: dmaycock@selby.gov.uk Tel: 01757 292074
05-Jan-17	Executive	Housing Development Programme - Landing Lane Riccall	Agree the final housing mix for this site	Public/Private - Part of this item will be considered in private as it relates to confidential cost estimates. The public interest lies in taking this information in private as these costings are commercially sensitive and to ensure any future tenders deliver best value	Cllr Richard Musgrave E-mail: rmusgrave@selby.gov.uk	James Cokeham, Head of Strategic Planning, Policy and Economic Development E-mail: jcokeham@selby.gov.uk Tel: 01757 292118 Sally Rawlings, Housing Development Manager E-mail: srawlings@selby.gov.uk Tel: 01757 292237

Likely Date of Decision	Decision Maker	Title of Decision/Item	Description of Decision	Public/Private	Lead Councillor	Lead Officer/Report Author
05-Jan-17	Executive	Housing Development Programme – Redevelopment at Edgerton Lodge	To approve the outline business case for the redevelopment of the former hostel and grounds at Edgerton Lodge in Tadcaster following an options appraisal of the site	Public	Cllr Richard Musgrave E-mail: rmusgrave@selby.gov.uk	Dave Caulfield, Director of Economic Regeneration and Place E-mail: dcaulfield.selby.gov.uk Tel: 01757 292073 June Rothwell, Head of Operational Services (Access Selby) E-mail: jrothwell@selby.gov.uk Tel: 01757 292103 Sally Rawlings, Housing Development Manager E-mail: srawlings@selby.gov.uk Tel: 01757 292237
02-Feb-17	Executive	3rd Interim Budget Exceptions report	To monitor major revenue and capital budget exceptions and agree remedial action where necessary	Public	Cllr Cliff Lunn E-mail: clunn@selby.gov.uk	Karen Iveson, Chief Finance Officer E-mail: kiveson@selby.gov.uk Tel: 01757 292056
02-Feb-17	Executive	3rd Interim Treasury Management report	To monitor progress against the Treasury Management Strategy	Public	Cllr Cliff Lunn E-mail: clunn@selby.gov.uk	Karen Iveson, Chief Finance Officer E-mail: kiveson@selby.gov.uk Tel: 01757 292056

Likely Date of Decision	Decision Maker	Title of Decision/Item	Description of Decision	Public/Private	Lead Councillor	Lead Officer/Report Author
02-Feb-17	Executive	Treasury Management Strategy	To consider the statutory annual Treasury Management, Investment management and Minimum Revenue Provision (MRP) policy and Prudential Indicators	Public	Cllr Cliff Lunn E-mail: clunn@selby.gov.uk	Karen Iveson, Chief Finance Officer E-mail: kiveson@selby.gov.uk Tel: 01757 292056
02-Feb-17	Executive	Medium Term Financial Plan	To set out final proposals for revenue budgets and the capital programme for the period 2017/18 to 2019/20 following scrutiny and consultation with key stakeholders To consider and make recommendations to full Council on Council Tax levels for the coming financial year	Public	Cllr Cliff Lunn E-mail: clunn@selby.gov.uk	Karen Iveson, Chief Finance Officer E-mail: kiveson@selby.gov.uk Tel: 01757 292056

Likely Date of Decision	Decision Maker	Title of Decision/Item	Description of Decision	Public/Private	Lead Councillor	Lead Officer/Report Author
02-Mar-16	Executive	Car Park Tariffs	To decide Car Park Tariffs	Public	Cllr Chris Metcalfe E-mail: cmetcalfe@selby.gov.uk	June Rothwell, Head of Operational Services (Access Selby) E-mail: jrothwell@selby.gov.uk Tel: 01757 292103 Drew Fussey, Business Development Officer E-mail: dfussey@selby.gov.uk Tel: 01757 292151
02-Mar-17	Executive	Housing Development Programme - phase 2	Approval of a re-configured phase 2 following the review of the Housing Development programme	Public	Cllr Richard Musgrave E-mail: rmusgrave@selby.gov.uk	Dave Caulfield, Director of Economic Regeneration and Place E-mail: dcaulfield.selby.gov.uk Tel: 01757 292073 Sally Rawlings, Housing Development Manager E-mail: srawlings@selby.gov.uk Tel: 01757 292237

Likely Date of Decision	Decision Maker	Title of Decision/Item	Description of Decision	Public/Private	Lead Councillor	Lead Officer/Report Author
02-Mar-17	Executive	Car Park Strategy 2017-2020	To approve the Car Park Strategy following public consultation	Public	<p>Cllr Chris Metcalfe E-mail: cmetcalfe@selby.gov.uk</p>	<p>Dave Caulfield, Director of Economic Regeneration and Place E-mail: dcaulfield.selby.gov.uk Tel: 01757 292073</p> <p>Michelle Dinsdale, Senior Policy Officer E-mail: mdinsdale@selby.gov.uk Tel: 01757 292041</p> <p>Chris Watson E-mail: cwatson@selby.gov.uk Tel: 01757 292233</p>