

# Selby District Council



## Forward Plan of Key Decisions August 2017 to November 2017.

**This Forward Plan gives notice as requested by the Local Authorities (Executive Arrangements (Meetings and Access to Information) (England) Regulations 2012, of key decisions proposed to be made by the Council's Executive over the next four months and which decisions contain confidential or exempt information as defined in the Local Government Act 1972**

### **Contact Information:**

Democratic Services  
Selby District Council  
Civic Centre  
Doncaster Road  
Selby District Council  
YO8 9FT

Email: [democraticservices@selby.gov.uk](mailto:democraticservices@selby.gov.uk)

Tel: 01757 292207

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## Selby District Council Executive

<b>Name</b>	<b>Role</b>	<b>Contact Details</b>
Councillor Mark Crane	Leader of the Council and Lead Member for Strategic Matters, External Relations and Partnerships	<a href="mailto:mcrane@selby.gov.uk">mcrane@selby.gov.uk</a>
Councillor John Mackman	Deputy Leader of the Council and Lead Member for Place Shaping	<a href="mailto:jmackman@selby.gov.uk">jmackman@selby.gov.uk</a>
Councillor Cliff Lunn	Lead Member for Finance and Resources	<a href="mailto:clunn@selby.gov.uk">clunn@selby.gov.uk</a>
Councillor Richard Musgrave	Lead Member for Housing, Leisure, Health and Culture	<a href="mailto:rmusgrave@selby.gov.uk">rmusgrave@selby.gov.uk</a>
Councillor Chris Metcalfe	Lead Member for Communities and Economic Development	<a href="mailto:cmetcalfe@selby.gov.uk">cmetcalfe@selby.gov.uk</a>

## Selby District Council Leadership Team

<b>Name</b>	<b>Role</b>	<b>Contact Details</b>
Janet Waggott	Chief Executive	01757 292001 / <a href="mailto:jwaggott@selby.gov.uk">jwaggott@selby.gov.uk</a>
Dave Caulfield	Director of Economic Regeneration and Place	01757 292073 / <a href="mailto:dcaulfield@selby.gov.uk">dcaulfield@selby.gov.uk</a>
Julie Slatter	Director of Corporate Services and Commissioning	01757 292071 / <a href="mailto:jslatter@selby.gov.uk">jslatter@selby.gov.uk</a>
Karen Iveson	Chief Finance Officer	01757 292056 / <a href="mailto:kiveson@selby.gov.uk">kiveson@selby.gov.uk</a>
Gillian Marshall	Solicitor to the Council	01757 292095 / <a href="mailto:gmarshall@selby.gov.uk">gmarshall@selby.gov.uk</a>

# 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](mailto:pmann@selby.gov.uk). A copy is also available at the Council's website, [www.selby.gov.uk](http://www.selby.gov.uk)

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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):

<b>Paragraph</b>	<b>Category/explanation</b>
<b>1</b>	Information relating to any individual.
<b>2</b>	Information which is likely to reveal the identity of an individual.
<b>3</b>	Information relating to the financial or business affairs of any particular person. (Including the authority holding that information)
<b>4</b>	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.
<b>5</b>	Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.
<b>6</b>	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.
<b>7</b>	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](mailto: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
03-Aug-17	Officer	Electrical Testing Contract	To approve award of electrical testing contract	Public	CLlr Richard Musgrave E-mail: rmusgrave@selby.gov.uk	Julie Slatter, Director of Corporate Services and Commissioning E-mail: jslatter@selby.gov.uk Tel: 01757 292071
03-Aug-17	Officer	Fencing Contract	To approve the award of the fencing contract	Public	CLlr Richard Musgrave E-mail: rmusgrave@selby.gov.uk	Julie Slatter, Director of Corporate Services and Commissioning E-mail: jslatter@selby.gov.uk Tel: 01757 292071
03-Aug-17	Executive	Adoption of the Economic Development 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
03-Aug-17	Executive	Staynor Hall - Provision of new roundabout	Agreement to provision and funding for new roundabout	Public	CLlr John Mackman E-mail: jmackman@selby.gov.uk	Phil Crabtree, Interim Head of Planning E-mail: pcrabtree@selby.gov.uk Tel: 01757 292247

Likely Date of Decision	Decision Maker	Title of Decision/Item	Description of Decision	Public/Private	Lead Councillor	Lead Officer/Report Author
03-Aug-17	Executive	Car Park Tariffs	To agree a preferred option for consideration by Council.	Public	<p>CLlr Cliff Lunn E-mail: clunn@selby.gov.uk</p>	<p>June Rothwell, Head of Operational Services (Access Selby) E-mail: jrothwell@selby.gov.uk Tel: 01757 292103</p> <p>Drew Fussey, Business Development Officer E-mail: dfussey@selby.gov.uk Tel: 01757 292151</p>
03-Aug-17	Executive	Energy Efficiency and Fuel Poverty - ECO Flexible Funding	To approve a 'Statement of Intent' to allow the council full access to ECo2t funding opportunities.	Public	<p>CLlr Richard Musgrave E-mail: rmusgrave@selby.gov.uk</p>	<p>Simon Parkinson, Private Sector Housing Officer E-mail: sparkinson@selby.gov.uk Tel: 01757 292106</p>
03-Aug-17	Executive	Energy Efficiency and Fuel Poverty - Energy Repayment Loans	To delegate authority to Sheffield City Council (Y&H Homes and Loans Service) to deliver Energy Repayment Loans in Selby district.	Public	<p>CLlr Richard Musgrave E-mail: rmusgrave@selby.gov.uk</p>	<p>Simon Parkinson, Private Sector Housing Officer E-mail: sparkinson@selby.gov.uk Tel: 01757 292106</p>

Likely Date of Decision	Decision Maker	Title of Decision/Item	Description of Decision	Public/Private	Lead Councillor	Lead Officer/Report Author
03-Aug-17	Executive	Car Park Strategy 2017-2020	To agree a preferred option for consideration by Council.	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>
03-Aug-17	Executive	Housing Development Programme - Byram Park Road Flats/Woodlea Garage Site	To approve the award of a contract for the redevelopment of the former flats site at Byram Park Road and the former garage site at Woodlea, Byram for affordable family housing for the HRA.	Public	<p>Cllr Richard Musgrave E-mail: rmusgrave@selby.gov.uk</p>	<p>Dave Caulfield, Director of Economic Regeneration and Place E-mail: dcaulfield.selby.gov.uk Tel: 01757 292073</p> <p>James Cokeham, Head of Strategic Planning, Policy and Economic Development E-mail: jcokeham@selby.gov.uk Tel: 01757 292118</p> <p>Chris Kwasniewski, Housing Development Consultant E-mail: ckwasniewski@selby.gov.uk Tel: 01757 292299</p>
07-Sep-17	Executive	Draft Medium Term Financial Strategy	To consider and make recommendations to Council on the MTFS	Public	<p>Cllr Cliff Lunn E-mail: clunn@selby.gov.uk</p>	<p>Karen Iveson Chief Finance Officer Email: kiveson@selby.gov.uk Tel: 01757 292056</p>

Likely Date of Decision	Decision Maker	Title of Decision/Item	Description of Decision	Public/Private	Lead Councillor	Lead Officer/Report Author
07-Sep-17	Executive	Financial Results and Budget Exceptions Report Quarter 1	To provide the Executive with details of major variations between budgeted and actual expenditure and income for quarter one of 2017/18.	Public	Cllr Cliff Lunn E-mail: clunn@selby.gov.uk	Karen Iveson Chief Finance Officer Email: kiveson@selby.gov.uk Tel: 01757 292056
07-Sep-17	Executive	Treasury Management Monitoring Report Quarter 1	To review the Council's borrowing and investment activity (Treasury Management) for quarter one of 2017/18.	Public	Cllr Cliff Lunn E-mail: clunn@selby.gov.uk	Karen Iveson Chief Finance Officer Email: kiveson@selby.gov.uk Tel: 01757 292056
12-Oct-17	Executive	National Non Domestic Rates Local Discretionary Relief Scheme - Consultation Findings	Report informing Executive of consultation outcome and proposal for SDC scheme	Public	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
12-Oct-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>
12-Oct-17	Executive	Car Park Tariffs	To decide Car Park Tariffs	Public	<p>CLlr Chris Metcalfe E-mail: cmetcalfe@selby.gov.uk</p>	<p>June Rothwell, Head of Operational Services (Access Selby) E-mail: jrothwell@selby.gov.uk Tel: 01757 292103</p> <p>Drew Fussey, Customer, Business and Revenue Service Manager E-mail: dfussey@selby.gov.uk Tel: 01757 292151</p>
12-Oct-17	Executive	Tender for Procurement of Insurance Services	Report to seek approval to award the Insurance contract to the winning bidder of the Tender Process	Public	<p>CLlr Cliff Lunn E-mail: clunn@selby.gov.uk</p>	<p>Karen Iveson Chief Finance Officer Email: kiveson@selby.gov.uk Tel: 01757 292056</p>
12-Oct-17	Officer	Fencing Contract	To approve award of pointing, brickwork & stone repairs contract	Public	<p>CLlr Richard Musgrave E-mail: rmusgrave@selby.gov.uk</p>	<p>Julie Slatter, Director of Corporate Services and Commissioning E-mail: jslatter@selby.gov.uk Tel: 01757 292071</p>

Likely Date of Decision	Decision Maker	Title of Decision/Item	Description of Decision	Public/Private	Lead Councillor	Lead Officer/Report Author
02-Nov-17	Executive	Financial Results and Budget Exceptions Report Quarter 2	To provide the Executive with details of major variations between budgeted and actual expenditure and income for quarter two of 2017/18.	Public	CLlr Cliff Lunn E-mail: clunn@selby.gov.uk	Karen Iveson Chief Finance Officer Email: kiveson@selby.gov.uk Tel: 01757 292056
02-Nov-17	Executive	Tresury Management Monitoring Report Quarter 2	To review the Council's borrowing and investment activity (Treasury Management) for quarter two of 2017/18.	Public	CLlr Cliff Lunn E-mail: clunn@selby.gov.uk	Karen Iveson Chief Finance Officer Email: kiveson@selby.gov.uk Tel: 01757 292056