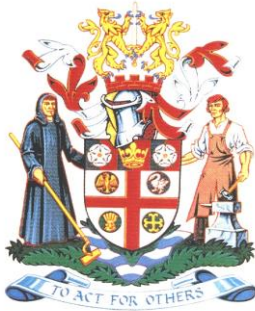


# Selby District Council



## Minutes

### Executive

Venue:	Committee Room, Civic Centre, Selby
Date:	1 September 2011
Present:	Councillor M Crane (Chair), Mrs G Ivey C Lunn, C Metcalfe and J Mackman
Apologies for Absence:	None
Officers present:	Chief Executive, Deputy Chief Executive, Director (S151), Managing Director, Director of Business Services, Director of Community Services, Policy Officer, Policy Officer, Lead Officer – Community Support Teams and Democratic Services Manager.
Public:	9
Press:	1

NOTE: Only minute numbers 29, 30, 32, 33 and 34 are subject to call in. The deadline for call-in is 5pm 13 September 2011. Decisions not called in may be implemented on 14 September 2011.

#### **26. Minutes**

The minutes of the meeting on 28 July 2011 were submitted and agreed as a correct record and signed by the Chair.

#### **27. Disclosures of Interest**

There were no disclosures of interest.

#### **28. Site Allocations Development Plan Document – Preferred Sites Version and associated LDF Documents – Key Decision**

Councillor Mackman presented report E/11/18 outlining the Council's response to the recent public consultation exercise regarding the Site Allocations Development Plan Document (SADPD) as part of the Local Development Framework.

Councillor Mackman outlined the history of the document and stated that there were still several rounds of consultation to take place before it was finalised. He acknowledged the hard work that had gone in to preparing the document and restated its importance to the District. He provided the Executive with details of potential changes to national planning policy and also highlighted the possibility of amendments to the Core Strategy following the Examination in Public to be held later in the month.

It was reported that the SADPD had been submitted to the Policy Review Committee for consideration on 9 August 2011 and the recommendations of that Committee were set out in the papers. The Executive considered each of the recommendations of Policy Review Committee.

**(1) To recommend the Executive to adopt the new housing distribution proposals set out on page 29 of the draft Preferred Options SADPD, instead of the revised version which proposes additions and deletions in respect of South Milford, Fairburn, Monk Fryston, North Duffield, Brotherton, Byram and Cawood.**

and

**(2) To ask the Executive to adopt a more proactive approach to identifying suitable development sites, particularly in areas like Appleton Roebuck.**

The Executive agreed to reconsider the redistribution of housing arising from implementing SADPD methodology in Issue D. It was agreed that finding additional sites in each of the constrained villages is preferable to moving housing numbers between settlements. However it also noted that extensive work had already gone in to finding suitable sites. Given the current range of available land, the method presented in the Preferred Options to redistributing houses was the realistic solution.

The Executive felt that officers should work with the Ward and Parish Councillors in Brotherton & Byram and Cawood to find further potential development sites to remove the need to redistribute housing. As such, the Preferred Options would be redrafted to introduce a "housing pool" that acknowledges there are constraints on some villages; that temporarily accommodates those housing numbers and which emphasises the need for additional sites, but which clearly sets out where housing numbers will be redistributed if no further suitable sites are submitted in a "mini call for sites exercise".

The Policy Review Committee requested this additional search for sites in Appleton Roebuck, but the Ward Member had already done such work

and so it was considered that the search in Appleton Roebuck is no longer required. Councillor Mackman noted that an Appleton Roebuck chapter had been redrafted with minor consequential amendments to other text in the Preferred Options, clearly setting out the preferred and rejected sites in Appleton Roebuck.

**(3) To recommend the Executive to look again at the question of suitable sites for gypsies and travellers;**

**(4) To appoint a working group of Councillors and representatives of gypsy and traveller communities to identify suitable sites, looking first at the potential development of land adjacent to existing sites.**

The Executive acknowledged the debate on the Gypsy and Traveller sites, but also that a decision must be made. Councillor Mackman reiterated the need to continue with the Preferred site as the Council has already undertaken several attempts to find a suitable site. He stated that a fifth site (Land at the junction of A63/A1(M)) had been submitted and added to the list in the Preferred Options. He confirmed that the methodology used for finding a site had evolved from extensive consultation at the Issues and Options stage, and that with five sites, Brotherton remained the Preferred location.

Councillor Mackman highlighted that the proposed site at Brotherton is for the whole of the available land, not just part within development limits, although any allocation would seek to limit the extent of encroachment into the Green Belt. He also confirmed that there was no objection in principle to the site in national planning policy in terms of the pylon on the site.

The Executive agreed that Policy Review Committee should form a working group to readdress the range of potential Gypsy and Traveller sites, and presented draft terms of reference. The findings of the working group would be reported back through the normal Preferred Options consultation process.

**(5) To recommend the Executive to identify a suitable form of words which does not allocate the site at Burn Airfield but which indicates that the Council would welcome comprehensive proposals for a significant or specialist development at that location.**

The Executive agreed that it was not necessary or desirable to single out Burn Airfield for a potential development. The employment land allocations meet the identified need as set out in the Core Strategy, so there was no need for further land at Burn Airfield. The existing text would not prejudice any windfall application, so no change was necessary.

**(6) To recommend the Executive to review and clarify the proposed definitions, industry sector classifications and criteria used to identify major sites in the Green Belt.**

The Executive heard that there was need for greater clarity in what could qualify as a major developed site in the Green Belt as there was no explicit definition. Councillor Mackman explained that such designations were made possible through Annexe C of national Planning Policy Guidance 2 (PPG2). PPG2 contains no explicit definition, but the non-exhaustive schedule of potential uses is consistent with those identified in the Preferred Options. It was agreed to insert references to PPG2 in to the Preferred Options to assist the identification of Major Developer Sites through the consultation.

**(7) To recommend the Executive to make highway impact a material consideration in allocating sites, particularly in urban areas and particularly in respect of the cumulative impact of development.**

Councillor Mackman noted that highway issues would still be a material consideration in any planning application on the allocated sites. However, the criterion was removed from the methodology in Issue D due to there being no evidence of discernable differences between sites that could be used to compare them for the purpose of SADPD.

However, the Executive agreed that the criterion could be reinserted in Issue D as new evidence may come forward through the consultation.

**(8) To recommend the Executive to allocate sites SELB002, SELGB004, SELB005 and SELB003, SELB006, SELB031 as recreational open space.**

The Executive noted that some of the sites are already designated Recreation Open Space (ROS), and that there is additional ROS adjacent and in the vicinity. It could not be argued that there was a shortage in that area to justify additional allocations. When future house building occurs, additional ROS would be sought on the site so there would be no additional pressure on those existing sites. The Council is working on a PPG17 compliant study of leisure, open space and recreation and although the report is not complete, early indications are that there is no deficiency to use as evidence. As such the Executive felt it could not defend such an allocation and therefore it would not make one.

**(9) To recommend the Executive to reconsider the proposed allocation of existing car parking for redevelopment and in particular to:**

- (a) safeguard existing car parking provision by requiring any development to take place above lower level car parking and/or**
- (b) ensure adequate provision for vans, including those used in connection with Selby Market.**

The Executive agree to the principle of the recommendation as the Minutes of the Executive of 28<sup>th</sup> July show this issue was discussed and an agreement made to amend the text.

**(10) To recommend the Executive to reconsider the proposed allocation of site SHER015.**

The Executive noted that the map numbering on SHER015 and SHER016 had changed due to a drafting error. Councillors resolved to make no change to the proposed allocation of site SHER015.

**(11) To recognise that proposals in respect of Sherburn had been amended within the 24 hours prior to the Policy Review meeting the Committee had asked Councillors Jordan and Packham to consider and submit any views in relation to the revised proposals directly to the Executive, in advance of the Executive Briefing on 22 August 2011.**

Councillor Mackman stated that Councillor Jordan had confirmed in an e-mail that he had no further comments to make, therefore, the Executive agreed to the revised Sherburn-in-Elmet chapter.

**(12) To recommend the Executive to remove all of the words after “No allocation” in respect of the response on the former Papyrus Works (Site X 010) set out in the “Other Discounted Sites” table on page 110**

The executive agreed to delete existing text and add the words *“Site has Planning Permission (subject to S106 agreement)”*

Councillor Mackman also noted that some minor typographical errors had also been attended to and that he would inform Officers of further minor amendments as required.

Councillor Mackman then set out the Council’s position regarding the supply of housing land in the District. He explained that it fell short of the 5 years supply required. The Council was vulnerable to inappropriate windfall applications if the supply was not boosted through the release of Local Plan Phase 2 sites to meet the need until the SADPD was adopted.

Councillor Mackman considered it inappropriate to prevent the release of the Sherburn-in-Elmet site when there is a shortage of housing and housing land, but also considered that to prevent harm to the Core Strategy it should be released for 282 units in line with the SADPD. Similarly the other Phase 2 site yields should be amended to reflect the SADPD numbers.

The Executive agreed that the release was necessary to retain control over development and also agreed with Councillor Mackman’s suggestion for amending the yield in line with the SADPD to protect the Core Strategy and SADPD.

**Resolved:**

**SADPD**

- (i) To submit to Full Council the Site Allocations DPD draft Preferred Options Document, as amended above, to proceed to the next stage;**
- (ii) To recommend to Full Council that a 10-week Public Consultation process be undertaken to commence on 22 September 2011;**
- (iii) To delegate authority to the Managing Director of Access Selby after consultation with the Lead Executive Member for Place Shaping to deal with any minor amendments to the document prior to consultation.**

**5 Year Supply**

- (iv) To receive and note the Draft Technical Report at Appendix 4;**
- (v) To recommend Full Council to release the Phase 2 residential Allocations in line with the SADPD;**
- (vi) To approve appropriate publicity and notification of Landowners.**

**Legal Representation at Core Strategy Examination in Public**

- (vii) To approve the appointment of Counsel on the behalf of the Council.**

Reasons for decisions:

**SADPD**

- (i) Following consideration of the consultation exercise, the Council has proposed its Preferred Options.

**5 Year Supply**

- (ii) To ensure clarity in the decision making process.

**Legal Representation on the Core Strategy Examination in Public**

- (iii) Officers recognise this is a significant matter for the Council and having regard to some parties to the process employing Counsel at the hearing, it is considered advisable that the Council is able to respond at a similar level.

## 29. Affordable Housing SPD – Key Decision

Councillor Ivey presented report E/11/19 updating the Executive on the progress of the Draft Affordable Housing Supplementary Planning Document (SPD) following a public consultation in February 2011.

The Executive heard that the Affordable Housing SPD was closely linked to the Core Strategy and was consulted on throughout January and February 2011. A number of events had been organised to publicise the SPD and to obtain comments from key stakeholders and the local community.

Councillor Metcalfe raised the issue of Extra Care Housing and its importance to the district. The Executive agreed that this issue should be covered more robustly in subsequent amendments to the document.

### **Resolved:**

- (i) Subject to a more detailed inclusion of Extra Care Housing, to approve the progress and the next stages of development on the Affordable Housing SPD;**
- (ii) To agree officers' approach to the consultation and response to the comments received.**

Reasons for decisions:

Following consideration of the consultation exercise and amendments to Planning Policy Statement 3; Housing, the Council have proposed a further work programme to take the draft Affordable Housing SPD forward in preparation for the adoption of the Core Strategy later this year.

## 30. 1<sup>st</sup> Interim Budget Exceptions Report – Key Decision

Councillor Lunn presented report E/11/20 updating the Executive on details of major variations between budgeted and actual expenditure and income for the 2011/12 financial year to 30 June 2011.

The Executive discussed a number of the exceptions highlighted in the report. The Chief Executive provided an update on partnership working with Harrogate and Craven Councils.

The Executive commented upon the Council's successful homelessness policy and, as a consequence, the need to look at potential uses for Edgerton Lodge.

The Deputy Chief Executive gave an update on the latest position in respect of the relocation of the Telecommunications Mast.

### **Resolved:**

- (i) To receive and note Report E/11/20 and endorse the actions of officers set out in the report;**
- (ii) To adjust the budgets to reflect the savings expected to be achieved this year as per Appendix B, and that the Council's Medium Term Financial Plan be amended to take account of projected savings in 2012/12 and 2013/14 where these are not currently allowed for in the budget.**

Reasons for decisions:

To ensure that budget exceptions are brought to the attention of the Executive and to approve remedial action as necessary.

### **31. 1<sup>st</sup> Interim Treasury Management Progress Report**

Councillor Lunn presented report E/11/21 which reviewed the Council's borrowing and investment activity (Treasury Management) for the first three months of 2011/12 and presented performance against the Prudential Indicators.

Councillor Lunn highlighted the continuing economic conditions in which the Council's Treasury Management activities were set.

The Executive discussed the continuing need for an appropriate balance between long and short term investments.

#### **Resolved:**

**To receive and approve Report E/11/20 and endorse the actions of officers.**

Reasons for decision:

To comply with the Treasury Management Code of Practice, the Executive is required to receive and review regular Treasury Management monitoring reports.

### **32. Corporate Plan – Key Decision**

Councillor Crane presented report E/11/22 detailing the outcome of the consultation on the Draft Corporate Plan for 2012-2016. The report presented the final plan for submission to Full Council for approval.

Councillors discussed the Corporate Plan which had been created in a new format. The Chief Executive outlined that a more traditional action plan would sit below this document.

Councillor Mackman suggested a minor amendment to the wording of the Plan regarding site provision for the Travelling Community. This was supported by the Executive.



**Resolved:**

**Subject to the above amendment, the Corporate Plan for 2012 – 2016 is submitted to Council for approval.**

Reason for decision:

To finalise the Corporate Plan which sets the Council's objectives and priorities for the next 4 years.

**33. 1<sup>st</sup> Interim Corporate Plan Progress Report**

Councillor Crane presented report E/11/23 which detailed Access Selby Key Performance Indicators following the 1<sup>st</sup> quarter of reporting for the financial year 2011/12.

Councillor Crane highlighted the positive performance indicators identified in the reports.

However, the Executive expressed concern over the average time taken to re-let local authority housing. The average was now 47 days. The Director of Community Services stated that action was being taken to reduce this time period. The Executive asked that representatives from Access Selby address a future Executive Briefing Session to explain the fall in performance.

**Resolved:**

**To approve officers to take the necessary action to ensure the performance meets the targets set.**

Reason for decision:

The ongoing management of performance and improvement data assists Access Selby in achieving its priorities for 2011/12.

**34. North Yorkshire Housing Investment Plan 2011 – 2021**

Councillor Ivey presented report E/11/24 seeking endorsement of the North Yorkshire Local Investment Plan 2011-2021. This report set out the way in which North Yorkshire authorities will work together to bring investment into the development of new affordable housing across the county.

Councillors heard that the local authorities of North Yorkshire, with the exception of City of York, had agreed to develop a sub regional Local Investment Plan. Through the Local Investment Plan, for the period 2011-15 the North Yorkshire region is seeking to deliver approximately 2,500 additional affordable homes.

**Resolved:**

**To endorse the North Yorkshire Local Investment Plan 2011-2021.**

Reason for decision:

To enable North Yorkshire authorities to move forward together in delivering approximately 2,500 additional affordable homes the county over the next 4 years.

**35. North Yorkshire Housing Strategy Local Action Plan**

Councillor Ivey presented report E/11/25 which identified actions within the North Yorkshire Housing Strategy Action Plan that were relevant to Selby District Council. The report required approval of these actions and the monitoring, reporting and scrutiny associated with them.

Councillor Ivey identified the need for revised wording at point 3.4 in the Action Plan, relating to the Council's acceptance of the North Yorkshire Gypsy and Traveller accommodation assessment as it relates to Selby District.

Councillor Ivey suggested the revised wording as:

"Selby District Council believes that the figures from the Board are based on desirability. Based on need, Selby District Council has agreed a figure of 10 pitches, which is being considered through the SADPD."

This was accepted by the Executive.

**Resolved:**

- (i) Subject to the above wording, to approve the list of actions to comprise the Selby District Local Action Plan as set out in Appendix 1.**
- (ii) To agree that a separate document is unnecessary and that monitoring/ reporting arrangements for the North Yorkshire Housing Strategy Selby District Local Action Plan are carried out in line with other District Councils, that being that identified actions are monitored, reported and scrutinised through the existing service action plans which contain them.**

Reason for decision:

To ensure that Selby District Council contributes to the delivery of the North Yorkshire Housing Strategy Action Plan in an appropriate and business like manner.

The meeting concluded at 6.52pm.