

Selby District Council



Minutes

Executive

Venue:	Committee Room, Civic Centre, Selby
Date:	3 November 2011
Present:	Councillor M Crane (Chair), Mrs G Ivey C Lunn, J Mackman and C Metcalfe
Apologies for Absence:	None
Officers present:	Chief Executive, Deputy Chief Executive, Executive Director (S151), Managing Director, Director of Customer Support, Business Manager (ES) Business Manager (SS), and Democratic Services Manager.
Public:	0
Press:	0

NOTE: Only minute numbers 48, 50, 51, 52, 53, 54, 57 are subject to call in. The deadline for call-in is 5pm 15 November 2011. Decisions not called in may be implemented on 16 November 2011.

46. Disclosure of Interest

There were no disclosures of interest.

47. Minutes

The minutes of the meeting on 6 October 2011 were submitted. The minutes were agreed as a correct record and signed by the Chair.

48. 2nd Interim Corporate Plan Progress Report – Key Decision

Councillor Crane presented report E/11/33 which provided details on Access Selby Key Performance Indicators following the second quarter of reporting.

Councillor Crane praised the performance of staff at Access Selby. The report demonstrated the excellent work being undertaken to maintain performance levels following the significant budget cuts made by the Council.

The Access Selby Managing Director provided the Executive with details of the action being taken to reduce the time taken to re-let local authority housing. The Executive were assured that the latest performance in this area was very positive. Councillors Metcalfe and Mrs Ivey were keen to see clear evidence of the improvement in performance. It was agreed that the Chair of Access Selby Board would be asked to report to the next Council meeting on the progress made in this area.

Resolved:

To approve the necessary action taken by officers 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.

49. Village Design Statements

Councillor Mackman presented report E/11/34 that gave details of the finalised Village Design Statements. The Village Design Statements would also be submitted for scrutiny by the Policy Review Committee prior to adoption into the Local Development Framework by Council.

Councillor Mackman suggested a minor amendment to the second recommendation in the report. The recommendation should read as below.

‘To approve the amended content of the Village Design Statements with a view to their adoption in to the Local Development Framework for use as appropriate guidance in planning decision making.’

This was accepted by the Executive.

Resolved:

- (i) To agree the Council’s formal response to the consultation as attached to the report in the Statement of Consultation;**
- (ii) To approve the amended content of the Village Design Statements with a view to their adoption into the Local Development Framework for use as appropriate guidance in planning decision making;**

- (iii) To refer the Village Design Statements (as amended in light of the consultation) to the Policy Review Committee for consideration and comment before a final proposal is put to the Council for formal adoption.**

Reasons for decisions:

- i. Officers have considered the results of public consultation and have made appropriate amendments to the VDS documents. This completes the requirements of the Regulations to enable the Council to adopt the VDS documents.
- ii. The Executive may approve the final content of the VDS (text and images) to enable Officers to typeset the documents ready for Policy Review Committee to consider as finished documents.
- iii. To enable the VDS documents to complete the Council's process of adoption through its formal meetings.

50. Fees and Charges 2011/12

Councillor Lunn presented report E/11/35 to allow the Executive to consider cases where there was justification not to increase fees in line with the adopted Medium Term Financial Strategy.

The Executive discussed the issue of Full Cost Recovery and the consequences of not fully seeking to recover costs in a competitive market place. Councillor Metcalfe questioned whether such action could be classed as a subsidy.

Resolved:

To agree the exceptions to the Medium Term Financial Strategy

Reasons for decision:

To provide evidence where increasing in line with the RPI would not enable the Council to recover the costs of delivering a local service.

51. 2nd Interim Budget Exceptions Report

Councillor Lunn presented report E/11/36 to update the Executive with details of major variations between budgeted and actual expenditure and income for the 2011/12 financial year up to 30 September 2011.

Councillor Lunn made the Executive aware of an issue regarding damp proofing of Council owned properties. The Executive supported the use of savings made in the Housing Revenue Account to fund the additional cost of any works as necessary.

Resolved:

- (i) **To receive and note Report E/11/36 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 to amend the Council's Medium Term Financial Strategy 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 in order that remedial action be approved as necessary.

52. 2nd Interim Treasury Management Report

Councillor Lunn presented report E/11/37 which detailed a review of the Council's borrowing and investment activity for the first six months of 2011/12 and presented performance against the Prudential Indicators.

The Executive discussed a number of issues regarding the wider economic situation which could affect the Council's investment portfolio. The Executive Director S151 reassured the Executive that officers were carefully monitoring the financial situation and potential impact on the Council's investments.

Resolved:

- (i) **To endorse the actions of officers on the Council's Treasury Management activities for the period ending 30th September 2011;**
- (ii) **To approve the report.**

Reasons for decision;

The Executive were satisfied with Treasury Management Performance for the first half of the financial year.

53. Annual Review of Leisure

Councillor Ivey presented report E/11/38 which included the Annual Report and detailed the development of service provided by Wigan Leisure and Culture Trust (WLCT), supporting the Council's corporate priorities.

Councillor Ivey informed the Executive that this report represented the first formal review of the Leisure Contract since it commenced in 2009 and that it detailed the very positive efforts being made. The Executive heard that the Strategic Aims of WLCT were aligned with the Council's new priority for 'Living Well' and they were very much committed to working with the Council and partners in achieving success.

Councillor Ivey responded to questions regarding the savings that had been made as a result of the partnership with WLCT and gave an update on the progress towards the refurbishment of the sports pitch at Abbey Leisure Centre.

Councillor Crane commended the work undertaken with Abbey Leisure Centre and was very pleased that it had been nominated for an award at the regional 'Making a Difference' Awards Ceremony.

Resolved:

- (i) To note the key findings of the report and in particular the performance of Wigan Leisure and Culture Trust to date**
- (ii) To agree the strategic objectives highlighted in the annual review to support the Council's 'Living Well' priorities.**

Reason for decision:

To recognise the progress WLCT has made to date and the measures put in place to develop the service and to ensure the future strategic objectives of the service are in line with the Council's priorities.

54. Christmas Floating Day

Councillor Crane presented report E/11/39 that asked for the Executive's agreement to Friday 30 December 2011 being a leave date for staff under the Single Status Agreement 2004.

Resolved:

To fix Friday 30th December 2011 as the 'floating' leave date under the single status agreement.

Reason for decision:

In line with the Single Status Agreement, the Authority has some flexibility in fixing one of the annual leave dates over the Christmas period. The Executive are asked to confirm the preferred date identified by staff as a result of a ballot.

55. Review of the Constitution

Councillor Crane presented report E/11/40 which, in pursuance of the Council's obligations under Article 15 of its Constitution – to review and revise the Constitution, addressed issues which had arisen since the Constitution became effective in May 2011.

The Executive heard a brief overview of the proposed amendments, all of which were minor administrative changes which had come to light in the first six months of operating under the new arrangements.

The Executive discussed the appropriate level at which the Executive Director S151, after consultation with the Leader of or appropriate Executive Member, could write off debt where it was judged the recovery of monies was not economically possible. It was agreed the limit be set at £10,000.

Resolved:

To recommend the Council to endorse the proposed amendments set out in the report, including a limit for written off debt at £10,000.

Reason for decision:

In pursuance of the Council's obligations under Article 15 of its Constitution – to review and revise the Constitution – the recommendations address issues which have arisen since the Constitution became effective in May 2011

56. Private Session

That in accordance with Section 100(A)(4) of the Local Government Act 1972, in view of the nature of the business to be transacted, the meeting be not open to the Press and Public during discussion of the following item as there will be disclosure of exempt information as defined in Section 100(1) of the Act as described in paragraphs 4 and 2 of Part 1 of Schedule 12(A) of the Act.

57. Fees and Charges - Waste 2011/12

Councillor Lunn presented report E/11/41 which provided the Executive with proposals for a price increase on Commercial Waste Charges.

The Executive discussed the report and felt that Access Selby should be afforded the opportunity to propose its pricing strategy as it feels appropriate. The Business Manager detailed some of the work underway within Access Selby, including the marketing and business strategy, and gave an explanation regarding the timelines that would be achievable.

Resolved:

- (i) To accept the proposals for a 7.5% increase to the current lift price with the current £20 charge for the Waste Transfer note remaining the same;**
- (ii) To ask Access Selby to look more urgently at the development and implementation of a business and marketing strategy which**

**will identify commercial opportunities to strengthen the business
and could yield an increase in income greater than 7.5%**

Reason for decision:

To allow Access Selby the opportunity to propose prices as it feels appropriate.

The meeting concluded at 5.40pm.