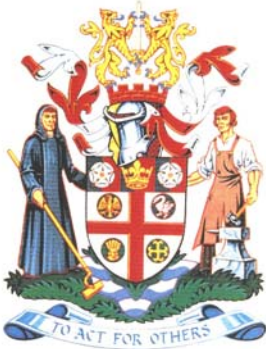


Selby District Council



Agenda

Meeting: **Executive**
Date: **1 March 2012**
Time: **4pm**
Venue: **Committee Room**
To: Councillor Mark Crane, Councillor Mrs Gillian Ivey, Councillor Cliff Lunn, Councillor John Mackman and Councillor Chris Metcalfe

1. Apologies for absence

2. Minutes

The Executive is asked to approve the minutes of the meeting held on 2 February 2012. (Pages 3 to 7)

3. Disclosures of Interest

Members of the Executive should disclose personal or prejudicial interest(s) in any item on this agenda.

4. All Weather Pitch Abbey Leisure Centre – Key Decision

Report E/11/55 asks the Executive to approval the specification of the Sports Pitch to be installed at Abbey Leisure Centre. (Pages 8 to 12)

5. Community Engagement Forums: Policy Review Recommendations to the Executive

The Executive are asked to consider the recommendations from the Policy Review Committee. (Pages 13 to 14)

6. 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 3 and 4 of Part 1 of Schedule 12(A) of the Act.

7. Access Selby Service Level Agreement

Report E/11/56 presents for approval the first Service Level Agreement (SLA) between Selby District Council – The Core, and Selby District Council - Access Selby. (Pages 15 to 50)

8. Commercial Waste Fees and Charges

Report E/11/57 asks the Executive to consider a variable fee across the range of services provided to allow Access Selby to compete more effectively in the market place. (Pages 51 to 63)

**M Connor
Chief Executive**

Dates of next meetings
Executive Briefing 15 March 2012
Executive 5 April 2012

Enquiries relating to this agenda, please contact Glenn Shelley on:
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Selby District Council



Minutes

Executive

Venue:	Committee Room, Civic Centre, Selby
Date:	2 February 2012
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, Managing Director, Executive Director (S151), and Democratic Services Manager.
Public:	0
Press:	1

NOTE: Please note, only minute numbers 78, 79 and 80 are subject to call in. The deadline for Call In is 5pm on 14th February 2012. Decisions not called in may be implemented from 15th February 2012.

76. Disclosure of Interest

There were no disclosures of interest.

77. Minutes

The minutes of the meeting on 5 January 2012 were submitted. The minutes were agreed as a correct record and signed by the Chair.

78. 3rd Interim Corporate Plan Progress Report - Key Decision

Councillor Crane presented report E/11/50 which provided details of Access Selby's key performance indicators following the 3rd quarter of reporting for the financial year 2011/12.

The Executive were keen to praise the work being undertaken by Access Selby. The results demonstrated the excellent work taking place.

Councillor Crane highlighted that the work to address the previously identified issue of housing stock voids was now filtering through in impressive performance results.

Resolved:

To approve the necessary action taken by officers to ensure 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.

79. 3rd Interim Budget Exceptions Report - Key Decision

Councillor Lunn presented report E/11/51 to update the Executive with details of major variations between budgeted and actual expenditure and income for the 2011/12 financial year to 31 December 2011.

The Executive heard that the savings targets for 2011/12 had been achieved and that Access Selby had savings of £162k on the Housing Revenue Account (HRA).

Councillor Metcalfe felt that the Council had a duty to undertake any planned capital spend as soon as was possible as this would provide a boost to the local economy.

Resolved:

- (i) To receive and note Report E/11/51 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 C, 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; and**
- (iii) To approve the latest forecast position as the latest budget.**

Reasons for decision:

To ensure that budget exceptions are brought to the attention of the Executive in order that remedial action be approved as necessary.

80. 3rd Interim Treasury Management Report – Key Decision

Councillor Lunn presented report E/11/52 which detailed a review of the Council's borrowing and investment activity for the first nine months of 2011/12 and presented performance against the Prudential Indicators.

Councillor Lunn informed that Executive that the third quarter had been positive, with a growing surplus on investment activity. The Executive discussed the relatively low rate of return on the Council's investments.

Resolved:

- (i) To endorse the actions of officers on the Council's Treasury Management activities for the period ending 31 December 2011; and**
- (ii) To approve the report.**

Reasons for decision:

The Executive were satisfied with Treasury Management Performance.

81. Draft Revenue Budget and Capital Programme 2012/13 and Medium Term Financial Plan

Councillor Lunn presented report E/11/53 that updated the Executive on the revenue budget and capital programme for 2012/13 to 2014/15 following scrutiny by the Policy Review Committee. The budget had been established against a back drop of significant financial constraints and future volatility arising from the continuing economic uncertainty, the Government's Resource Review and the reform of the Housing Subsidy System (self financing).

The Executive discussed the establishment of an Access Selby Reserve to mitigate risk within its budget and the associated savings plan. The Executive heard that a significant proportion of the reserve would cover the risk to Planning Fee income as a result of the uncertainty regarding the proposed decentralisation of planning fees.

The Executive considered the comments from Policy Review Committee regarding the proposal to freeze Council Tax for 2012/13. Policy Review Committee was concerned at the impact this would have on the Council's future financial position and on the provision of services. The Executive felt that the Council would be able to deliver the additional savings required as a result of implementing the Council Tax Freeze.

Recommendation to Council:

- (i) To approve the draft budgets, bids and capital programmes;**
- (ii) To transfer the budgeted surplus of £314k on the Core's General Fund budget to a new Access Selby Reserve to provide funds to mitigate future budget risk;**
- (iii) To hold Council Tax at the 2011/12 level of £158.88 per Band D property for 2012/13;**
- (iv) To note Access Selby's savings plan to address their budgeted deficit;**

Reasons for decision:

To ensure the Executive's budget proposals are fully funded for 2012/13 and the Council's financial position is sustainable.

82. Treasury Management Strategy

Councillor Lunn presented report E/11/54 to the Executive together with the Minimum Revenue Provision Policy Statement, Annual Investment Strategy for 2012/13 and Prudential Indicators 2012/13 as required by the Department of Communities and Local Government and CIPFA.

Councillor Lunn informed the Executive that the significant change to the Strategy was the additional borrowing required as a result of HRA self financing. The Executive Director (S151) confirmed that the amount of debt the Council would take on was slightly less than anticipated.

The Executive heard that Strategy established the rationale for using the Public Work Loans Board for the new borrowing, it was highlighted that Authorities seeking to finance the HRA debt received a 0.85% discount.

Recommendation to Council:

- (i) To revise the Operational Borrowing Limit for 2011/12 to £71m and set at £71m;**
- (ii) To revise Authorised Borrowing Limit for 2011/12 to £75m and set at £75m;**
- (iii) To set the Operational Borrowing Limit for 2012/13 at £71m;**
- (iv) To set the Authorised Borrowing Limit for 2012/13 at £75m;**
- (v) To delegate authority to the Executive Director (s151) to effect movement within the agreed authorised boundary limits for long term borrowing for 2012/13 onwards;**

- (vi) To delegate authority to the Executive Director (s151) to effect movement within the agreed operational boundary limits for long term borrowing for 2012/13 onwards;**
- (vii) To approve the Treasury Management Strategy Statement 2012/13;**
- (viii) To approve the minimum revenue provision policy statement for 2012/13;**
- (ix) To approve the Treasury Management Investment Strategy for 2012/13;**
- (x) To approve the Prudential Indicators for 2012/13, which reflect the capital expenditure plans, which are affordable, prudent and sustainable.**

Reasons for decision

To ensure the Council's Treasury Management Strategy and associated policies are prudent and affordable.

The meeting concluded at 4.56pm.

Selby District Council

Report

Reference: E/11/55

Public – Item 4



To: The Executive
Date: 1st March 2012
Status: Key Decision
Report Published: 22 February 2012
Author: Sarah Smith, Business Manager
Executive Member: Cllr Gillian Ivey
Lead Officer: Janette Barlow, Director

Title: Abbey Leisure Centre All Weather Pitch

Summary:

In June 2011, the Executive agreed to invest £250,000 in a replacement all weather playing surface at the Abbey Leisure Centre. Wigan Leisure & Culture Trust (WLCT) have now considered the most appropriate replacement surface and carried out a competitive tender exercise for the delivery of the project. Tenders were based on the choice of either a 40mm 3G (third generation) artificial grass surface or a 20mm sand dressed synthetic turf with the playing benefits of each being assessed to help inform the final decision.

The 3G surface provides more opportunity for a wider use for football, hockey and rugby whilst the sand dressed turf is the most suitable surface for high level hockey but is restrictive to football and rugby.

The estimated income that could be generated from the pitch is up to £78,000 with 85% of this income being from football. Therefore the 3G pitch provides more commercial opportunity for wider use and income generation.

Recommendations:

To approve the installation of a 40mm 3G Lano Sports Systems Playing Surface including provision for the full replacement of the Shock Pad if required, and to release the £250,000 set aside in the Capital Programme for this purpose..

Reason for Recommendation

The 3G option provides more opportunity for greater use and more commercial income generation. The Lano surface is the preferred surface as it is of a higher quality than the Desso system. Building the cost of the shock pad replacement within the budget would manage the risk associated with the potential need for the replacement once work begins, however this would be a saving if this work is not required.

1.0 Introduction and Background

In June 2011 the Executive agreed to a £250,000 investment in a new all weather playing surface at the Abbey Leisure Centre. Based upon their experience elsewhere, discussions with users and a commercial appraisal to identify the most suitable replacement surfaces WLCT carried out a procurement exercise for the delivery of the project and a decision is now required to take this forward.

2.0 The Report

WLCT have carried out a full tender exercise for the replacement of the Synthetic Turf Pitch (STF). 6 tenders were received. Each of the tenderers were asked to submit tenders using two specific suppliers of playing surfaces. (Desso Sports Systems and Lano Sports UK).

2.1 Specification

The standard specification asked for prices for two types of playing surface together with necessary and optional/supplementary associated works

Surface A - 40mm 3G artificial grass surface inclusive of playing lines for full size hockey, full size football and 3 small-sided football pitches.

Surface B - 20 mm sand dressed synthetic turf inclusive of playing lines for full size hockey, full size football and 3 small-sided football pitches

Associated Works

- Site set up, clearance, contract supervision
- Break up the area of subsidence, reconstruct to the correct level and renew the shock pad to the effected area
- Clean and performance test the shock pad
- New macadam overlay to internal macadam apron
- Refurbish the existing fencing including repairs to post system and new welded mesh cladding to the existing post system
- New freestanding hockey goals x 2, full size football goals x 2, mini soccer goals x 3, litter bins x 2, new boot scrapers and new player signage

Additional (optional) Work

- Full shock pad replacement
- New perimeter ball stop fencing
- Swing out goals and alcoves
- Specialist aftercare
- Maintenance equipment
- Dividing nets with alcoves

2.2 Recommendations for 'optional' Work to be considered

It is prudent to budget for full shock pad replacement as part of the proposals.

An area of the pitch has already been identified as needing a section of the shock pad to be replaced and whilst intrusive assessment has shown that the shock pad elsewhere on the pitch is unlikely to require replacement this will not be fully confirmed until the current surface has been removed and a full assessment has been carried out on the whole pitch. The risk is low but this may become an issue once work commences and it is prudent to build this cost into the budget to manage the risk (it will become a budget saving if it is not required).

Other optional work could include Dividing Nets to gain maximum benefit from the pitch however the cost of these would exceed the current budget available and discussions are ongoing about the possibility of WLCT funding this cost.

2.3 Summary of Options for the Playing Surface

The summary of costs¹ for each option (including optional full shock pad replacement at £24,500) are;

Option A 3G (40mm) Desso Sports Systems	£234,929.41
Option A 3G (40mm) Lano Sports Systems	£246,795.00
Option B 20 mm Sand Dressed Desso Sports System	£226,728.35
Option B 20 mm Sand Dressed Lano Sports System	£223,945.22

2.4 Choice of Playing Surface - 3G 40mm Vs 20 mm Sand Dressed Synthetic Turf

The potential uses for each playing surface are;

3G 40 mm

Football = Competition & training

¹ costs for the standard specification have a £12,000 contingency built in to cover additional works to the shock pad that will not be required if the full shock pad is replaced

Hockey = Training & most competition (Regional up to & including Div 1)
Rugby League = Training/recreational use

20 mm Sand Dressed

Football = Modified games/training but not serious training/competition
Hockey = Competition and training
Rugby League = Modified games/training but not serious training/competition

The Sand Dressed surface would enable hockey to be played at all levels, although it would seriously restrict football and rugby as it is only suitable for modified training and not for any level of competition. The 40mm 3G surface would allow football to be played at competition level and also hockey to be played at a regional level up to and including division 1.

WLCT have consulted with the Selby Hockey Club and the England Hockey Board to fully understand their requirements. The Selby Hockey Club currently play in Division 2 and could compete in that division and one higher with a 3G 40mm surface. There is a national standards pitch in the District at Escrick which the club is currently using whilst the pitch at ALC is in disrepair (two games per calendar month).

A separate document setting out how WLCT intend to exploit use of the new surface, attract more users and increase participation in sport as a result of the investment in a new surface is being prepared.

2.5 Income Potential

Based on projected usage levels for each activity, there is the potential for income to be increased from the current level of £17,000 to around £78,400 per annum through greater use of the new pitch. Most of the use and income would be generated through football, which is better served with 3G pitch rather than Sand Dressed.

The breakdown of estimated income per activity is Hockey £6,811; Rugby £4,880 and Football £66,709

Legal/Financial Controls & other Policy Matters

3.1 Legal Issues

The tender exercise has been carried out in accordance with procurement rules.

3.2 Financial Issues

The Executive agreed to a budget of £250,000 for this project. Approximately £20k of this will be spent on project management and consultants therefore

around £230,000 is available for the work requirements. The preferred option costs are:

Option A ii – 3G (40mm) Lano Sports Systems

Standard Specification = £222,248.16

Full Shock- Pad Replacement = £24,547.59

Total = £234,795 (£246,795 Less Shock Pad repair contingency of £12,000)

This option brings the project slightly over budget by £4,795 (<2%).

Councillors will be aware that the contract with WLCT includes a profit/surplus share arrangement. The investment is being made by the District Council and details of how the surplus income will be apportioned will be reported at the meeting. This will take into account any additional running costs associated with the scheme and any potential additional investment by WLCT.

4.0 Conclusion

WLCT have carried out a procurement exercise and 6 tenders have been received based on a choice of either a 40mm 3G artificial grass surface or a 20mm sand dressed synthetic turf to enable the playing benefits of each to be assessed to inform the final decision.

The 40mm 3G provides more opportunity for a wider use for football, hockey and rugby whilst the sand dressed turf is the most suitable surface for high level hockey although is restrictive to football and rugby.

The estimated income that could be generated from the pitch is up to £78,000 with 85% of this being from football and the 3G pitch therefore provides more commercial opportunity for wider use and income generation.

The proposal should consider the potential cost of the full replacement of the shock-pad which may be required although this will not be known until the current surface is taken up.

5.0 Background Documents

Tender documentation prepared and issued by WLCT

Contact Details

Sarah Smith
Business Manager

Policy Review Committee Recommendations to the Executive

PR/11/13 – Community Engagement Forums (CEFs)

The report drafted by the Democratic Services Officer introduced the Scoping Paper produced by Communities Selby Executive Director, Rose Norris.

The Executive Director outlined the recent review into the operation of CEFs. The purpose of the scoping paper was to share the findings of the review and to set out a range of proposals around localism, empowerment and communities being better placed to help themselves.

Councillor Metcalfe provided some background to the creation of the CEFs and their growth. The Executive Member felt that in their infancy the CEFs dealt with a lot of local issues. In the main, these issues had been addressed and the CEFs needed to change. He saw localism now shaping itself and the onus was on councillors to lead their communities.

Councillor Packham felt that the geographical areas of the existing CEF boundaries needed to be reconsidered. He felt that Sherburn had stronger links with some communities included within other CEF areas.

The committee discussed the respective roles of the CEFs and parish and town councils and how the two can work together to achieve maximum benefit in communities.

The Committee discussed the allocation of funds and whether they should be split more in line with population density. The Committee asked that the costs of running CEFs to date be provided for the next meeting.

At this point Councillor Sweeting left the meeting, together with the Executive Member and Executive Director Communities Selby.

The Committee, in noting the scoping paper felt that it should be distributed to all councillors and agreed the following recommendations to the Executive.

RESOLVED:

- i. To provide the Committee with information regarding the costs and benefits of the CEFs to date**

Recommended to the Executive

- ii. To review the distribution of money to CEFs;**
- iii. To review the geographical boundaries of the CEFs;**

- iv. To review the terms of reference of the CEFs to ensure a strategic overview is in place;**
- v. To ask the Executive to trial moving the resources of running CEFs to the Town and Parish Councils for 1 year.**