

Selby District Council



Agenda

Meeting: **Executive**
Date: **31 May 2012**
Time: **4pm**
Venue: **Committee Room**
To: Councillor Mark Crane, Councillor Mrs Gillian Ivey, Councillor
Cliff Lunn, Councillor John Mackman and Councillor Chris
Metcalf

1. Apologies for absence

2. Minutes

The Executive is asked to approve the minutes of the meeting held on 3 May 2012 (Pages 3 to 6 attached).

3. Disclosures of Interest

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

4. Start time of Meetings

For the Executive to consider the start time of its meetings for the 2012/13 municipal year.

5. Olympia Park – Key Decision

Report E/12/1 asks the Executive to consider the next steps for the Olympia Park Strategic Development Site. (Pages 7 to 11 attached).

6. Leisure Services following the fire at the Leisure Centre – Car Parking Provision

Report E/12/2 asks the Executive to approve revised Town Centre car parking provision in connection with a replacement Fitness Centre. (Pages 12 to 16 attached).

7. Treasury Management Outturn Report – Key Decision

Report E/12/3 provides the Executive with details of the Council's treasury activities in 2011/12. (Pages 17 to 27 attached).

8. HRA Business Plan – Key Decision

Report E/12/4 asks the Executive to approve the draft Housing Revenue Account Business Plan for consultation. (Pages 28 to 63 attached).

9.a Countryside management and Green Spaces Strategy – Key Decision

Report E/12/5 asks the Executive to comment on the proposed Countryside and Green Space Strategy and approve the document to go forward for public consultation. (Pages 64 to 81 attached).

9.b Countryside Management, practical arrangements

Report E/12/6 updates the Executive on the progress on practical arrangements to ensure the countryside and green spaces owned by the Council are managed effectively. (Pages 82 to 87 attached).

10. Overview and Scrutiny Work Programmes

Report E/12/7 asks the Executive to consider the work programmes. (Pages 88 to 100 attached).

M Connor
Chief Executive

Dates of next meetings
Executive Briefing 21 June 2012
Executive 5 July 2012
Executive Briefing 19 July 2012
Executive 6 September 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:	3 May 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, Executive Director (S151), Director of Community Services, Lead Officer Assets and Democratic Services Manager.
Public:	0
Press:	0

NOTE: Please note, only minute number 104 is subject to call in. The deadline for Call In is 5pm on 15 May 2012. Decisions not called in may be implemented from 16 May 2012.

100. Disclosure of Interest

There were no disclosures of interest.

101. Minutes

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

102. Executive Appointments of Representation on Outside Bodies

Councillor Mrs G Ivey presented the report which asked the Executive to appoint its representatives to Outside Bodies for the 2012/13 municipal year.

The Executive discussed the list of appointments presented. Councillor J Mackman sought clarification on whether the issues previously covered by now defunct organisations were taken up elsewhere. Councillor Mrs G Ivey offered to resolve this matter.

The Executive agreed to authorise Councillor Mrs G Ivey to make additional appointments to Executive bodies where necessary.

Resolved:

- i) To approve the schedule of appointments on outside bodies as amended, attached at appendix A;**
- ii) To delegate authority to Councillor Mrs G Ivey, to make any further appointments as necessary.**

Reason for Decision

To ensure that Selby District Council is properly and appropriately represented on those outside bodies which undertake work of an executive nature.

103. Private Session

Resolved:

To exclude the Press and the Public from the meeting in accordance with Section 100(A)(4) of the Local Government Act 1972, in view of the nature of the business to be transacted as there is likely to be disclosure of exempt information as defined in Section 100(1) of the Act as described in paragraph 8 of Part 1 of Schedule 12(A) of the Act.

104. Airey Homes Report – Key Decision

Councillor Crane presented the report which provided details of the additional funding requirements for the Airey Properties.

Councillor Crane and the Lead Officer – Assets responded to a number of questions from the Executive regarding the funding requested in the report.

Officers responded to questions from Councillor Mrs G Ivey regarding the length of time taken to reach the current position.

Resolved:

- i) To continue to refurbish all SDC Airey house properties;**
- ii) To fund the refurbishment costs of £1.271m from existing budget provision (£1.08m) and additional borrowing of £263k;**
- iii) To transfer and carry forward £30,000 from the 2011/12 Aids and Adaptations budget to allow for a disabled extension to an Airey property to be completed at the same time as the refurbishment.**

Reason for the decision:

To ensure the Airey properties meet the decent homes standard.

The meeting closed at 4.41pm.

OUTSIDE BODY	APPOINTED COUNCILLORS REPRESENTATIVE	TERM EXPIRES/NO. OF PLACES	REPORT REFERENCE NO.
Local Government North Yorkshire and York	Cllr M Crane	2013 (1)	E/11/63
Local Government Association	Cllr C Metcalfe Deputy – Cllr C Lunn	2013 (2)	E/11/63
Local Authorities -Yorkshire and the Humber	Cllr M Crane	2013 (1)	E/11/63
Yorkshire and Humber Employers' Committee	Cllr M Crane	2013 (1)	E/11/63
Selby District Local Strategic Partnership	Cllr G Ivey	2013 (1)	E/11/63
York & North Yorkshire Strategic Housing Board	Cllr G Ivey sub: Cllr J Mackman	2013 (1)	E/11/63
Leeds City Region	Cllr M Crane	2013 (1)	E/11/63
The First Ainsty Internal Drainage Board	Cllr D Mackay Cllr K Ellis	2013 (2)	E/11/63
The Danvm Drainage Commissioners and Doncaster East Board	Cllr Mrs G Ivey Cllr Mrs S Ryder Cllr M Jordan Cllr Mrs A Spetch Cllr Mrs C Mackman	2013 (5)	E/11/63
Ouse and Derwent Internal Drainage Board First Electoral Division – Ouse Third Electoral Division – Cliffe	Cllr W Inness Cllr J Cattanach Cllr K Ellis Cllr Mrs S Duckett Cllr Mrs K McSherry Cllr J Deans	2013 (6)	E/11/63
Selby Area Internal Drainage Board	Cllr J Mackman Cllr M Hobson Cllr C Pearson Cllr K Ellis Cllr I Chilvers Cllr Mrs A Spetch Mrs J Dyson Cllr R Sayner Cllr Mrs C Mackman Cllr D Peart Cllr R Price	2013 (11)	E/11/63
North Yorkshire Building Control Partnership	Cllr J Mackman Sub: Cllr C Lunn	2013 (1 place and 1 sub)	E/11/63
Groundwork (North Yorkshire)	TBC Cllr J Thurlow	2013 (2)	E/11/63
Community Safety Partnership	Cllr M Hobson	2013 (1)	E/11/63
North Yorkshire Joint Procurement Committee	Cllr M Crane	2013 (1)	E/11/63
North Yorkshire Waste Management Partnership	Cllr M Dyson	2013 (1)	E/11/63

Selby District Council

REPORT

Reference: E/12/1

Item 5 - Public



To: The Executive
Date: 31 May 2012
Status: Key Decision
Report Published: 23 May 2012
Author: Eileen Scothern
Executive Member: The Leader
Lead Officer: Keith Dawson

Title: Olympia Park

Summary:

Due to delays in the Core Strategy process a policy framework is required to facilitate consideration of a planning application for the Olympia Park strategic development site. This report sets out the steps to ensure an appropriate policy framework.

Recommendations:

- i. **To support the principles of the Olympia Park Delivery Framework, Masterplan and draft Supplementary Planning Document**
- ii. **To submit the Olympia Park documents to Policy Review for consideration**
- iii. **To support the timetable set out at para 2.10**
- iv. **To support the proposed delegation arrangements set out at 2.11 and 2.12**

Reasons for recommendation

To provide a policy framework for consideration of a planning application for the Olympia Park strategic site.

1. Introduction and background

- 1.1 Olympia Park is the strategic development site included in the emerging Core Strategy. The developers are due to submit a planning application by the end of May.
- 1.2 The Emerging Core Strategy includes a policy for this strategic development site which requires a Delivery Framework Document and an approved Master Plan prior to determination of any planning application.
- 1.3 The Delivery Framework Document and Master Plan is currently being finalised by the developers but the Adoption of the Core Strategy has been delayed until after the EiP reopens in early September.
- 1.4 To facilitate consideration of the planning application the Delivery Framework Document and Master Plan should be progressed in tandem with the Core Strategy. As a consequence of timetabling and in order to help unlock this strategic development site the usual Budget and Policy Framework procedures will need to be amended as set out in the report.

2. The Report

- 2.1 Within the emerging Core Strategy it is intended that the majority of new employment opportunities and about 40% of the Selby housing target will be provided through a large scale, mixed use development on land to the east of Selby (Olympia Park). This will include about 1,000 new dwellings and 23 ha of employment land in the period up to 2026, including B1 offices, B1 and B2 industrial units, B8 storage and distribution premises, higher value uses, local convenience retail facilities and a public house. About 10 hectares of land is also reserved for longer term employment use.
- 2.2 The Emerging Core Strategy includes a Policy CP2A for this Strategic Development Site and it requires
 - An approved Delivery Framework Document prepared jointly by the landowners which demonstrates the viability and deliverability of the scheme
 - An approved Master Plan produced in consultation with stakeholders and the local community prior to determination of any applications for development.
- 2.3 The applicants, BOCM Pauls and Selby Farms have signed a Planning Performance Agreement (PPA) with the Council to project manage the planning application through the statutory process. A hybrid planning application (mixture of detailed and outline planning applications) is due to be submitted by the end of May 2012 with determination anticipated for the October Planning Committee meeting.
- 2.4 As part of the PPA process, the applicant has been working with the Council on the Delivery Framework Document and Master Plan plus a

Supplementary Planning Document which will subsequently form the basis against which all future Olympia Park planning applications can be assessed.

- 2.5 The developers submitted a draft Delivery Framework Document and a Master Plan on 1st May. A copy of the submitted preferred Masterplan is attached at the end of this report. A CD of the full document is available at request. An initial assessment of the documents suggests it is broadly in line with the Core Strategy draft policy CP2A.
- 2.6 The Delivery Framework Document and Master Plan will need to be considered by the Council and published for a period of public consultation. It may then be used to provide a policy framework for considering the planning application for the Olympia Park site. In addition supplementary planning guidance will be produced to provide a policy framework for future planning applications on the site.
- 2.7 As policies associated with the Local Development Framework are normally subject to the Budget and Policy Framework procedures set out in the Constitution, the Olympia Park documents would normally follow a route through Executive, Policy Review Committee and Council. Including a statutory period of consultation and using the current timetable of meetings would result in a final decision by Council on 11 December. This is likely to delay consideration of the application by Planning Committee until January 2013.
- 2.8 Given that this delay stems from a consequence of the timetabling of EiP it is considered reasonable to circumvent the usual procedures set out at paragraph 2.9. The following route is proposed:
 - Executive Briefing 17th May 2012
 - Executive 31st May 2012
 - Policy Review 12th June 2012
 - Council 26th June 2012 to approve for public consultation
 - Consultation process July to mid August 2012 (including preparation, six week consultation period and consideration of any representations received)
 - Council 11 September
- 2.10 If the Executive endorses this approach, the views of Policy Review Committee on 12 June would not come back to Executive for consideration. It would be necessary for the Executive to give delegated authority to officers to respond to any recommendations from Policy Review Committee, in consultation with the relevant Executive Councillor, and submit directly to Council. The proposal is for this delegation to be to the Director of Community Services in consultation with the Leader.
- 2.11 Similarly, if the Executive endorses this approach a report will be submitted directly to Council in September which will incorporate changes arising from the public consultation process in July and

August 2012. It would be necessary for the Executive to give delegated authority to officers to reflect the results of the consultation in the submission to Council, in consultation with the relevant Executive Councillor. Again the proposal is for this delegation to be to the Director of Community Services in consultation with the Leader, with a caveat that if any potentially controversial changes are necessary a special meeting of the Executive may be required in August.

- 2.12 If Executive endorse this approach it would potentially advance the determination date for the planning application by several months. This would help create confidence that Selby is open for business and assist the developers with assembling the development finance.

3. Legal/Financial Controls and other Policy matters

Legal Issues

Supplementary Planning documents must be prepared in accordance with the relevant Regulations.

Financial Issues

Within the approved LDF budget.

4. Conclusion

The proposals set out in this report will facilitate progress on the Olympia Park strategic development site.

5. Background Documents

Draft Core Strategy

Contact Officer: Eileen Scothern, Business Manager

Appendices:

Olympia Park Plan

Retail and public house are focused around residential entrance creates a gateway to the site, also shields the mill from view

Acoustic protection incorporated into structural landscape opposite mills

Access Road width reduced to slow vehicle speeds on approach and exit of the site.

Indicative layout of employment shown. Actual layout will be determine by market forces. 10.6ha safeguarded for the next planning period

Retention of TPO Trees with new landscaping to provide a mature landscape setting for the new residential units

Urban grid with street hierarchy creates clear movement network allowing interaction between vehicular, pedestrian and green routes

Vista to Selby Abbey from primary loop road within site to assist with legibility and orientation

New 'village green' forms landscaped entrance to site and creates a green hub with links to surrounding green spaces

Access road layout amended to allow for phasing before employment comes forward

PREFERRED MASTERPLAN

Selby District Council

REPORT

Reference: E/12/2

Item 6 - Public



To: The Executive
Date: 31 May 2012
Status: Non-Key decision
Report Published: 23 May 2012
Author: Eileen Scothern
Executive Member: Gillian Ivey
Lead Officer: Jonathan Lund

Title: Abbey Leisure Centre Fire
Reprovision of Fitness Centre Facilities – Car Parking issues

Summary:

In connection with the provision of a replacement Fitness Centre at Portholme Crescent, Selby this report seeks authorisation to make the necessary arrangements to redesignate the Portholme Crescent car park from long stay to short stay and establish a new Long Stay car park at Portholme Road, adding approximately 90 new Town Centre car parking spaces.

Recommendations:

- i. To change the Portholme Crescent Car Park from a long stay to a short stay car park
- ii. To change that part of the Portholme Road site which was retained by the Council to use as Pay and Display Long stay Car Park
- iii. To authorise officers to obtain the necessary permissions to enable the changes to be implemented
- iv. To continue the practise of refunding leisure users the cost of parking by refunding users of the Profiles Fitness centre the cost of parking at Portholme Crescent

- v. **Until implementation of required changes and improvements works have been completed Portholme Road to be made available free of charge for long stay car parking.**
- vi. **To agree the charging period for the new Long Stay car park at Portholme Road.**

Reasons for recommendation

- i. Following the fire at Abbey leisure Centre and as a consequence of the provision of a new Fitness Centre at the former Walkers Bingo Hall it is necessary to consider changes to the existing short and long stay car parking in that part of Selby.
- ii. The recommendations will result in the relocation of long stay car parking at Portholme Road and the provision of additional short-stay car parking in the Town centre at Portholme Crescent.
- iii. The net increase in car parking spaces will be approximately 90.

1. Introduction and background

- 1.1 Officers have considered the provision of car parking facilities within the town centre following the relocation of the Civic Centre to Doncaster Road and the proposed temporary use of the former Walker Bingo Hall as the Profiles Fitness centre.

2. The Report

- 2.1 The installation of a temporary Portakabin in association with the Profiles Fitness Centre on the Portholme Crescent Pay and Display Car Park (shown as area A on the attached plan – Appendix 1) has resulted in a loss of 19 car parking spaces, a retrospective planning application submitted for the Portakabin recognises that Portholme Crescent is designated in the saved Selby District Local Plan as a Public Car Park (Policy V2) and alternative car parking provision is required to offset the loss of spaces.
- 2.2 The conversion of the former bingo hall and the Portakabin, will increase the demand for short stay parking in the immediate locality, however there is also a high demand for long stay car parking for people who work in the town or use the current site as a long stay car park in association with the train station.
- 2.3 The Portholme Crescent Car Park has 127 (146 – 19) car parking spaces and the Portholme Road site (shown as area B on the attached plan – Appendix 1) has the potential to offer 110 car parking spaces,

- 2.4** The relocation of the council offices to Doncaster Road has provided the council with the opportunity to redesignate Portholme Crescent as a short stay car park for the convenience of shoppers and users of the Profiles Fitness Centre and move the long stay car park to the former Civic Centre site.
- 2.5** The use of the site at the rear of the former council offices as a Pay and Display car park will require planning permission and an amendment to the Council's traffic order. The process of publication, consultation, formal orders and physical works will not be completed until September 2012. It is therefore proposed in the meantime:
- Portholme Road site is made available as a car park free of charge until September 2012 to create capacity at Portholme Crescent
 - Portholme Crescent Car Park remains long stay until September 2012 but users are advised of available alternative long stay car parking at Portholme Road
 - Refund customers of Profile Fitness Centre the cost of parking at Portholme Crescent
 - Changes to the length of stay at Portholme Crescent car park are not to be implemented until Portholme Road site is open
- 2.6** Councillors are requested to consider whether they wish to implement the same charging policy at the Portholme Road site, the options are
- Monday to Friday (allowing free parking on a Saturday)
 - Monday to Saturday (current policy operated at other sites)
 - 7 Days a week

3. Legal/Financial Controls and other Policy matters

Legal Issues

- 3.1** The site at the rear of the civic centre was used by employees and visitors to the Council, however opening this site up as a public car park will require a change of use planning application. In addition as this is a proposed new car park a new traffic order will need to be advertised, consulted and implemented before charging for spaces can be implemented.

Financial Issues

- 3.2** As part of the proposals to allow car parking at the land rear of the Civic Centre (Portholme Road) there will be a potential loss of income up to September 2012 as we will not be able to charge for parking at this site.
- 3.3** The works to amend the signage at the Portholme Crescent, install a ticket machine, improvements to the surface at Portholme Road is in the region of £5,000 in addition a new electricity supply will be required

a quotation has been requested and a verbal update will be given at the meeting.

- 3.4** However there will be a potential increase in income after September 2012 as there will be an additional 90 town centre car parking spaces.

4. Conclusion

- 4.1** In the short term there will be a potential loss of income to the Council however the proposals increase the number of car parking spaces in the town centre and in the longer term will increase Council's income.

5. Background Documents

None

Contact Details
Eileen Scothern
Business Manager
01757 292148

Appendix 1: Plans of Portholme Crescent and Portholme Road sites



Site A - Car Park at Portholme Crescent
 Site B - Car Park at former Civic Centre, Portholme Road



Selby District Council

REPORT

Reference: E/12/3

Item 7 - Public



To: The Executive
Date: 31 May 2012
Status: Key Decision
Report Published: 23 May 2012
Author: Nicola Chick – Lead Officer Finance
Executive Member: Councillor C Lunn – Lead Member for Finance & Resources
Lead Director: Karen Iveson, Executive Director (s151)

Title: Treasury Management – Annual Review 2011/12

Summary:

This report reviews the Council's borrowing and investment activity (Treasury Management) for the financial year to 31st March 2012 and presents performance against the Prudential Indicators.

On average the Council's investments totalled £25.3m over the year at an average rate of 1.22% and earned interest of £309k which was £62k higher than the budget.

Long-term borrowing totalled £60.337m at 31 March 2012, with an average interest rate of 4.19%. As part of the Housing Revenue Account (HRA) Self Financing Settlement the Council borrowed £50.233m from the Public Works Loans Board (PWLB) on 28 March 2012 and paid £57.733m to Central Government. In addition at this date the Council had £4.5m of short-term temporary borrowing at a rate of 0.5%.

Prudential Indicators – the Council's affordable limits for borrowing were not breached during this period.

Recommendations:

- i. **Councillors endorse the actions of officers on the Council's treasury activities for 2011/12 and approve the report.**

Reasons for recommendation

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

1. Introduction and background

- 1.1 This is the final monitoring report for Treasury Management in 2011/12 and covers the period 1 April 2011 to 31 March 2012. During this period the Council complied with its legislative and regulatory requirements.
- 1.2 Treasury management in Local Government is governed by the CIPFA “Code of Practice on Treasury Management in the Public Services” and in this context is the management of the Council’s cash flows, its banking and its capital market transactions, the effective control of the risks associated with those activities and the pursuit of optimum performance consistent with those risks. This Council has adopted the Code and complies with its requirements.
- 1.3 The Council’s Treasury Strategy, including the Annual Investment Strategy was approved by Policy & Resources Committee on 24 March 2011 and this incorporated the Prudential Indicators which had been approved by Council at its meeting on 1 March 2011.
- 1.4 To allow for the borrowing required to enable the Council to meet its obligations under the HRA Self Financing regime the Operational and Authorised Borrowing Limits for 2011/12 were increased from £19m and £23m respectively to £71m and £75m at the meeting of Council on 28 February 2012. Other prudential indicators also affected by this transaction were adjusted at the same time and these amendments are shown in Appendix B.
- 1.5 The two key budgets related to the Council’s treasury management activities are the amount of interest earned on investments £247k (£215k General Fund, £32k Housing Revenue Account) and the amount of interest paid on borrowing £770k. The actual investment income is £309k (£267k General Fund and £42k Housing Revenue Account) an additional £62k. The interest charge is £789k (£763k General Fund, £26k Housing Revenue Account) an additional £19k, which has mainly arisen as a consequence of the interest charge for the HRA self financing borrowing.

2. The Report

Interest Rates and Market Conditions

- 2.1 The financial year 2011/12 continued the challenging investment environment, namely low investment returns and continued heightened

levels of counterparty risk. The Bank of England maintained interest rates at 0.5% (the bank rate) and due to the economic situation forecasters are now not expecting a rise until at least September 2013.

- 2.2 Consumer Price Inflation (CPI) started the financial year in April at 4.5% and peaked at 5.2% in September. It has fallen since then and in March stood at 3.5% a trend which is expected to continue. The Retail Price Index (RPI) was at 5.2% in April and as with the CPI peaked in September at 5.6% and has since then fallen to 3.6% in March, again a trend which is expected to continue.
- 2.3 Table 1 shows that since the start of the year there has been little change in investment interest rates up to and including the 1 month period. The three month and over rates have increased slightly reflecting the market sentiment that rates need to rise and the need to attract deposits.

Table 1: Average Interest Rates 1 April 2011 to 31 March 2012

	April 2011	June 2011	Sept 2011	Dec 2011	March 2012
Base Rate (Bank Rate)	0.50	0.50	0.50	0.50	0.50
Over Night	0.50	0.50	0.50	0.50	0.50
7 Days	0.45	0.45	0.50	0.50	0.50
1 month	0.55	0.55	0.60	0.73	0.73
3 Months	0.75	0.75	0.90	1.03	1.05
6 Months	1.05	1.00	1.16	1.33	1.35
1 Year	1.50	1.45	1.66	1.83	1.85

- 2.4 Gilt yields fell for much of the year, until February, as concerns continued growing over the European debt crisis. This resulted in investors putting funds into UK gilts, which together with the two packages of quantitative easing during the year, combined to depress PWLB rates to historically low levels.
- 2.5 The Council's Treasury Advisors, Sector provided a forecast for interest rates for both investments and PWLB borrowing as part of the Treasury Management Strategy. Table 2 shows the actual bank rate and PWLB rates at the end of the year compared to forecasts during the year. The table shows the bank rate ended the year 0.5% lower than the forecast at the start of the year, whilst PWLB rates are up to 1.85% lower.

Table 2: Interest Rates Forecast During Year & Actual at 31 March 2012.

	Forecast	Forecast	Forecast	Forecast	Actual
	1 April 2011	30 June 2011	30 September 2011	31 December 2011	31 March 2012
Bank Rate	1.00	1.00	0.50	0.50	0.50
5 Yr PWLB	3.90	3.75	2.90	2.30	2.05
10 Yr PWLB	4.90	4.80	4.10	3.30	3.21
25 Yr PWLB	5.40	5.40	5.10	4.20	4.32
50 yr PWLB	5.40	5.40	5.10	4.30	4.36

Annual Investment Strategy

2.6 The Annual Investment Strategy outlines the Council's investment priorities which are :

- ⊕ Security of Capital and
- ⊕ Liquidity of its investments

These priorities are consistent with those recommended by DCLG and CIPFA.

2.7 The Council's aim was to achieve optimum return on investments commensurate with these priorities. In the current economic climate it was considered prudent to keep investments with financial institutions short-term thus minimising the ongoing risks within the banking sector. Investments were however placed with other local authorities for longer periods.

2.8 The Council continues to invest in only highly credit rated institutions using the Sector suggested creditworthiness matrices which take information from all the credit ratings agencies. Officers can confirm that the Council has not breached its approved investment limits during the year. Appendix A shows an analysis of Investments at 1 April, 30 June, 30 September, 31 December 2011 and 31 March 2012.

2.9 The Council set a budget target rate of return for investments for the year at 1.25%. This was with the expectation that rates would rise and the economy improve. Despite interest rates remaining low throughout the year and the challenge of increased security risks reducing the timeframe and the choice of institutions that the Council could invest with officers secured some deposits generating returns above the budget estimate. These deposits were placed with mainly other local authorities and government backed banks. This enabled an average rate of 1.34% to be achieved on fixed term investments for the year, which when combined with returns from funds held in the Council's

instant access accounts gave an average rate of 1.22%. This enabled the Council to achieve an additional £62k on its interest income giving £309k of which £267k will be allocated to the General Fund (an additional £52k) and £42k to the Housing Revenue Account (an additional £10k).

- 2.10 The interest earned by both the General Fund and the HRA was above target due to a number of factors such as the changes in the capital programmes – including the reassessment of the time frame for the investment in Tadcaster Central Area, the Sports Pitch, taking the borrowing for Community Office project at the start rather than at the end of the project and the Airey properties. This together with revenue services impacts such as the LDF delays, New Homes Bonus grant awaiting spending plans assisted with increased returns.
- 2.11 The average level of funds available for investment during the year was £25.3m. Of which £21.5m was invested in fixed term deposits at an average of 1.34% and £3.8m was held in the Council’s immediate access deposit account at a rate of 0.5%. These funds were available on a temporary basis, and the level of funds available was mainly dependent on the timing of precept payments, receipt of grants and progress on the capital programme. The Council held approximately £17.5m of core cash balances made up of earmarked reserves and capital receipts set aside to repay debt for investment purposes (i.e. funds available for more than one year). Table 3 shows the Council’s investment position as at 31 March 2012.

Table 3: Investment Portfolio Position

	31 st March 2011		31 st March 2012	
	Principal £'000	Annual Return %	Principal £'000	Annual Return %
Total Investments:	19,196	1.00	21,030	1.35

- 2.12 The Council had a benchmark of its budget target of 1.25% to reflect performance of investments. The overall average rate of 1.22% is marginally below benchmark. The Council’s cash flows remained healthy and this enabled the interest earned to be above budget. It was forecast that the Council would have an average of £20m invested however the average of £25.3 mitigated the impact of the lower interest rate.
- 2.13 During 2011/12 the Council undertook 24 temporary investment deals which were placed with 12 institutions’ on the Council’s approved list. Of these 24 investments, 15 were with banks, 1 with a building society and 8 were with other local authorities. The average value of each investment was £1.479m and the total value for the year was £35.5m.

Borrowing

- 2.14 It is a statutory duty for the Council to determine and keep under review its “Affordable Borrowing Limits”. The Council’s approved Prudential Indicators (affordable limits) were outlined in the Treasury Management Strategy Statement (TMSS). A list of the limits is shown at Appendix B. Officers can confirm that the Prudential Indicators were not breached during the year.
- 2.15 The TMSS indicated there was no need to take long term borrowing during 2011/12 to support the capital programme.
- 2.16 The implementation of housing finance reform at the end of the year (28th March 2012) abolished the housing subsidy system financed by central government and, consequently, all local authority housing debt, has been reallocated nationally between housing authorities. The result of this allocation was that the Council made a capital payment to the Department of Communities and Local Government of £57.733m. This resulted in an increase in the Capital Financing Requirement of this amount. The payment was financed by £7.50m of Council funds and £50.233m of borrowing from the PWLB. There has been no impact on HRA finances during 2011/12 due to a compensating payment for loan interest through the housing subsidy system.
- 2.17 This payment increased the Council’s long-term borrowing to £60.337m. An analysis of the Council’s current long term debt position is shown in Table 4.

Table 4: Current Long Term Debt Position

	31 st March 2011		31 st March 2012	
	Principal £'000	Rate %	Principal £'000	Rate %
Long Term Fixed Rate Funding:				
- PWLB (Public Works Loan Board)	4,625	6.07	53,837	3.63
- Market	6,500	8.79	6,500	8.79
Total Long Term Funding	11,125	7.66	60,337	4.19
Short Term				
- Market	2,000	0.585	4,500	0.50
Total Debt	11,125	7.66	64,837	3.93

- 2.18 The long term debt is split into two portfolios, one for the General Fund with £2.604m at an average rate of 4.32% and one for the HRA with £57.733m at an average rate of 4.18%.

- 2.19 For cash flow purposes the Council has temporarily borrowed a total of £4.5m during 2011/12 and this loan was required on 26 March 2012 to cover year end cash flows (it was repaid on 2 April 2012).
- 2.20 The Council approved an Authorised Borrowing Limit of £23.0m and an Operational Borrowing Limit of £19.0m for 2011/12. These were revised during the year to £75.0m and £71.0m respectively in order to accommodate the payment required for the implementation of the HRA self financing regime which took place at the end of March.

3. Legal/Financial Controls and other Policy matters

3.1 Legal Issues

There are no legal issues as a result of this report.

3.2 Financial Issues

There are no financial implications as a result of this report. However, the Executive Director (s151) and Lead Officer - Finance will, with advice from the Council's advisor (Sector Treasury Services) look to maximise opportunities with the Council's investment and borrowing position.

4. Conclusion

- 4.1 The impact of the economy, and the turmoil in the financial markets, has had an impact on the Council's investment returns and will continue to do so for some while, however this has been mitigated by better than expected cash flows.

5. Background Documents

Finance treasury management files

Contact Details

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Appendices:

Appendix A – Analysis of Deposits at 1 April 2011, 30 June 2011, 30 September, 31 December 2011, 31 March 2012.

Appendix B – Prudential Indicators as at 31 March 2012.

**Analysis of Deposits At 1 April 2011, 30 June 2011, 30 September 2011, 31
December 2011, March 31 2012**

APPENDIX A

Institution	At 1 April 2011			At 30 June 2011			At 30 Sept 2011			At 31 December 2011			At 31 March 2012		
	Amount £'000	Maturity	Rate %	Amount £'000	Maturity	Rate %	Amount £'000	Maturity	Rate %	Amount £'000	Maturity	Rate %	Amount £'000	Maturity	Rate %
Aberdeen City Council	1,000	01-Jun-11	0.60												
Barclays	1,000	14-Mar-12	1.57	1,000	14-Mar-12	1.57	1,000	14-Mar-12	1.57	1,000	14-Mar-12	1.57			
Barclays	1,000	18-Apr-11	1.00	1,000	18-Jan-12	1.32	1,000	18-Jan-12	1.32	1,000	18-Jan-12	1.32			
Barclays				1,000	10-Nov-11	1.05	1,000	10-Nov-11	1.05	1,000	10-Feb-12	0.91			
Basildon District Council	2,000	05-Apr-11	0.50												
Doncaster Council										1,000	24-May-13	1.40	1,000	24-May-13	1.40
Dundee City Council	2,000	16-May-11	0.60												
Fife Council										2,000	29-Mar-13	0.90	2,000	29-Mar-13	0.90
Fife Council													1,000	06-Jan-14	1.30
Lancashire County Council	2,000	04-Jul-11	0.70	2,000	04-Jul-11	0.70									
Leeds City Council							2,000	12-Sep-12	2.00	2,000	12-Sep-12	2.00	2,000	12-Sep-12	2.00
Lloyds TSB	3,000	01-Dec-11	1.70	3,000	01-Dec-11	1.70	3,000	01-Dec-11	1.70				3,000	16-Jul-12	1.75
Nationwide Building Society							1,000	16-Jan-12	1.02	1,000	16-Jan-12	1.02			
NatWest	2,000	01-Dec-11	1.40	2,000	01-Dec-11	1.40	2,000	01-Dec-11	1.40						
NatWest	1,000	02-Jun-11	1.35	1,000	02-Mar-12	1.26	1,000	02-Mar-12	1.26	1,000	02-Mar-12	1.26			
NatWest	3,885	Call	0.50	2,209	Call	0.50	1,765	Call	0.50	1,900	Call	0.50	2,030	Call	0.50
Newcastle City Council				2,000	02-Apr-12	1.30	2,000	02-Apr-12	1.30	2,000	02-Apr-12	1.30	2,000	02-Apr-12	1.30
Newcastle City Council				1,000	30-May-12	1.60	1,000	30-May-12	1.60	1,000	30-May-12	1.60	1,000	30-May-12	1.60
Newcastle City Council							2,000	03-Sep-12	1.70	2,000	03-Sep-12	1.70	2,000	03-Sep-12	1.70

Institution	At 1 April 2011			At 30 June 2011			At 30 Sept 2011			At 31 December 2011			At 31 March 2012		
	Amount £'000	Maturity	Rate %	Amount £'000	Maturity	Rate %	Amount £'000	Maturity	Rate %	Amount £'000	Maturity	Rate %	Amount £'000	Maturity	Rate %
North Lanarkshire										2,000	20-May-13	1.20	2,000	20-May-13	1.20
Santander	1,000	12-Apr-11	1.33	1,000	12-Sep-11	1.32	1,000	12-Dec-11	1.20	1,000	12-Mar-12	1.45			
Santander				2,000	05-Sep-11	1.31	1,000	05-Mar-12	1.47	1,000	05-Mar-12	1.47			
Santander										1,000	17-Jan-12	1.27			
Sheffield City Council										3,000	29-Nov-12	1.55	3,000	29-Nov-12	1.55
Yorkshire Bank				1,000	30 Day Notice	0.85	3,000	30 Day Notice	0.85	3,000	30 Day Notice	0.85			
Total Deposits	19,885			20,209			23,765			27,900			21,030		

Prudential Indicators – As at 31 March 2012

Note	Prudential Indicator	2011/12 Original Indicator	2011/12 Revised Indicator	Quarter 4 Actual
1.	Capital Financing Requirement at 31 March £'000	5,797	63,530	63,374
2.	Gross Borrowing £'000	13,741	63,977	66,822
	Investments £'000	-20,000	-20,000	-21,030
3.	Net Borrowing £'000	-6,259	43,977	45,792
4.	Authorised Limit for External Debt £'000	23,000	75,000	75,000
5.	Operational Boundary for External Debt £'000	19,000	71,000	71,000
6.	Limit of fixed interest rates based on net debt %	100%	100%	100%
6.	Limit of variable interest rates based on net debt %	30%	30%	0%
7.	Principal sums invested for over 364 days			
	1 to 2 Years £'000	20,000	20,000	4,000
	2 to 3 Years £'000	15,000	15,000	0
	3 to 4 Years £'000	5,000	5,000	0
	4 to 5 Years £'000	5,000	5,000	0
8.	Maturity Structure of long term external debt borrowing limits			
	Under 12 Months %	20%	20%	0.01%
	1 Year to 2 Years %	20%	20%	0
	2 Years to 5 Years %	50%	50%	0
	5 Years to 10 Years %	90%	90%	12.43%
	10 Years to 15 Years %	90%	90%	0
	15 Years and above %	75%	90%	87.56%

Notes to the Prudential Indicators

As part of the approval of the 2012/13 Treasury Strategy at Council on 28th February 2012. The prudential indicators for 2011/12 were reviewed

APPENDIX B

and amended for the impact of the HRA Self Financing debt payment which took place on 28th March 2012.

1. Capital Financing Requirement – this is a measure of the Council's underlying need to borrow long term to fund its capital projects. The information in the table shows a need to borrow £63,374k at 31 March. (This figure includes the value of finance leases that are within the Street Scene and Leisure Contracts). The actual figure is lower than the revised indicator due to the loss of leased Gym Equipment in the fire at Abbey Leisure Centre.
2. Gross Borrowing (Actual External Debt) – this considers a single point in time and is compared to the Authorised Limit and the Operational Boundary at that point. It includes the value (£1.985m) of embedded finance leases on the balance sheet for assets used by Enterprise in the Street Scene Contract.
3. Net Borrowing (Gross Borrowing less Investments) – this must not exceed in the short term the capital financing requirement.
4. Authorised Limit for External Debt – this is the maximum amount of borrowing the Council believes it would need to undertake its functions during the year. It is set above the Operational Limit to accommodate unusual or exceptional cashflow movements.
5. Operational Boundary for External Debt – this is set at the Council's most likely operation level. It has head room to allow temporary borrowing for treasury management purposes within it. Any breaches of this would be reported to Councillors immediately.
6. Limit of fixed and variable interest rates on net debt – this is to manage interest rate fluctuations to ensure that the Council does not over expose itself to variable rate debt.
7. Principal Sums Invested for over 364 days – the purpose of these limits is so that the Council contains its exposure to the possibility of loss that might arise as a result of having to seek early repayment or redemption of investments.
8. Maturity Structure of Borrowing Limits – the purpose of this is to ensure that the Council is not required to repay all of its loans in one year.

Selby District Council

REPORT

Reference: E/12/4

Item 8 - Public



To: The Executive
Date: 31 May 2012
Status: Key Decision
Briefing Published: 23 May 2012
Author: Eileen Scothern
Executive Member: Cllr C. Lunn
Lead Director: Karen Iveson

Title: Selby District Council Draft Housing Revenue Account Business Plan 2012 - 2017

Summary: A draft outline Housing Revenue Account Business Plan is attached for councillors to consider prior to consultation with tenants and the Policy Review Committee.

Recommendations:

- i. **The draft Housing Revenue Account Business Plan is approved for consultation**

Reasons for recommendation

- i. To set out a viable business plan for the HRA service;
- ii. To comply with the requirements set out in the Localism Act.

1. Introduction and background

- 1.1 The current Housing Revenue Account (HRA) Business Plan covers the period 2007-2010. Since the last Business Plan the Council has undergone a major restructuring and introduced a new way of delivering services and there has been significant government reforms including the move to self financing.

2. The Report

Draft Business Plan

- 2.1 The draft HRA Business Plan is intended to be a strategic document which sets out the Council's vision for its housing service over the next 5 years.
- 2.2 The draft Plan recognises the Council's role as service commissioner and presents the outcomes we aim to achieve over the next 5 years – 'the what'. But 'the how' will be the responsibility of our service provider – Access Selby.
- 2.3 The attached draft Plan has been prepared taking account of changes in legislation and the Council's new structure. It sets out:
- Our vision
 - The context for our housing service
 - Our housing service today
 - Our housing service looking forward
 - Our finances
 - Delivery
 - Consultation

The Business Plan will be reviewed every 5 years, with annual reports to the Executive on strategic issues and how Access Selby is performing against the expected outcomes.

Consultation

- 2.4 It is proposed that detailed consultation with tenants is effected through the Tenant and Leaseholder Scrutiny Panel with an overview of the draft document being provided to all tenants through the 'Open Door' newsletter. Additionally the draft document will be available on-line and hard copies will be available on request. Furthermore the draft Business Plan is scheduled to be considered by Policy Review Committee in June 2012.

3. Legal/Financial Controls and other Policy matters

Legal Issues

- 3.1 The new HRA Business Plan meets the requirements as set out in the Localism Act.

Financial Issues

- 3.2 The financial strategy for the HRA aims to provide the financial environment to support the Council in achieving its strategic objectives and for the delivery of its landlord responsibilities over the medium to longer term. The financial strategy is prepared in the context of major changes in housing finance with the introduction of self financing from April 2012.
- 3.3 The draft Business Plan acknowledges the Government's enhanced 'Right to Buy' scheme and 'one-for-one' replacement of additional homes sold. However, the implications for the HRA and its long term viability have still to be fully assessed.
- 3.4 As part of these arrangements we will be able to retain more capital receipts by entering into an agreement with the Government to re-invest receipts in new affordable rented homes. Further details will be available in time for the Executive meeting on 31 May.

4. Conclusion

- 4.1 Potential initiatives for development over the next 5 years are included within the draft Business Plan. The draft Business Plan will be subject to consultation and will be referred back to Executive in the Autumn before submission to full Council for approval and adoption.

Contact Details

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**Appendix: Draft Selby District Council Housing Revenue Account
Business Plan**

Selby District Council Housing Revenue Account Business Plan 2012 to 2017

photos to be inserted.

An Excellent Authority logo etc....

Foreword

Welcome to Selby District Council's draft HRA Business Plan for 2012 onwards. The purpose of this is to paint a picture for the future. It will set out our offer to you and help inform your feedback as we make final preparations for the business plan 2012-17.

There has probably never been a more challenging time to make plans. The economy, the housing landscape and significant political reform present opportunities and challenges for us to grasp.

As major landlord in Selby District, this offer describes the part we play in and describes what we will do for tenants to help you live healthy lives. Our plans include investing £15m million in your homes over the next 5 years.

It would be appreciated if you could take some time to tell us what you think! So please visit www.selby.gov.uk to give us your views.

Councillor C. Lunn
Executive Member

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1. Introduction

- 1.1 The Housing Revenue Account (HRA) Business Plan is our plan for managing our housing landlord service over the next 5 years. The Business Plan is a key element in ensuring the effective management and maintenance of our housing stock.
- 1.2 In developing this Business Plan we intend to take into account the views of our tenants and have already taken account of our Housing Strategy, the condition of our stock, the demand for social housing and the likely availability of resources.
- 1.3 This Business Plan is set in the context of major change – financial reform with the abolition of the old Housing Subsidy System in favour of self-financing, alongside the increased risk from the Government’s enhanced ‘Right to Buy’ scheme and with it the opportunity for ‘one-for-one’ replacement.
- 1.4 Self-financing has seen local housing authorities take on central Government housing debt in return for keeping all of the rents their tenants pay. Putting control of housing services in the hands of local councils and strengthening the link between the rent we collect and the services we provide.
- 1.5 The Council, through its operational arm ‘Access Selby’, manages 3,150 homes across Selby District. We will work together with consultative tenant groups to develop our housing service to meet the challenges that lie ahead. We believe that only by listening to and understanding our customers can we improve services and ensure they meet their needs.

2. Our Vision

2.1 Following the district council elections in 2011 the Council developed a new 'Corporate Plan' which set out its aspirations for the district to 2015 and beyond, in the form of '5 Big Things':

1. *Tough times call for a **stronger council** fighting your corner and getting everyone working together...*
2. *...it's all about **changing places** and helping others to see our district through new eyes...*
3. *...we want to work with others to make this a great place with people **living well** and leading happy and healthy lives...*
4. *...and we won't be afraid of **tackling the tough stuff** - that might otherwise knock us off course...*
5. *...which means being **switched on** to what's happening around us, knowing what's important and being fit for the job.*

2.2 These 'Big Things' provide the framework for everything that we do and set the tone for **our vision for our housing service**.....

“People getting involved and taking a pride in where they live, in homes that enhance their quality of life”

Our key aims are to:

- Increase tenant and leaseholder participation through the work of tenant groups and the Community Engagement Forums;
- Shape our housing stock so that it better meets the needs of our changing communities through more effective asset management;
- Improve the quality of life of our tenants and leaseholders through targeted investment in their homes;
- Help meet the affordable housing needs across the district through making best use of the resources we have available;
- Deliver value for money to our tenants and stakeholders through efficient and responsive services ensuring a viable housing service.

2.3 We will work with Access Selby to develop these aims into real improvement on the ground and have set out the key deliverables our tenants can expect from this Business Plan, in Section 5 and at **Appendix A**.

3. The context for our housing service

The national policy environment

- 3.1 In broad terms, the primary emphasis of national housing policy over the past 30 years has been on extending owner occupation. In social housing the Government is proposing a range of reforms to the way social housing is delivered.
- 3.2 These include giving greater flexibility to social landlords to determine the types of tenancies they grant to new tenants. The Council will be consulting on a Tenancy Policy in 2012, which will set out our strategic aims for the management of our stock, including consideration of whether to introduce flexible, fixed term tenancies. The rights of existing secure and assured tenants will be protected.
- 3.3 Councils have become the housing provider for those who are most vulnerable and judged to be in greatest need. The impact of the recession continues to produce great demand for council housing and as a result of this changing profile of council tenants, landlords have to recognise and react to the implications this has on service provision.

Housing in the district

- 3.4 Most homes in the district (78%) are lived in by the owner, higher than the national average of 68%. Approximately 10% of all households in the district live in Council owned properties and approximately 3% live in properties managed by Registered Providers.
- 3.5 House prices in Selby have increased substantially since 2002, rising by 97.2% from £92,248 to £181,880, however average house prices remain lower in Selby than in any other North Yorkshire district. The most expensive houses are in the Appleton Roebuck ward with an average house price of £469,917 in September 2010.
- 3.6 Despite the reduction in house prices during the recession, housing affordability still remains an issue. In September 2010 house prices in Selby were approximately 6.5 times higher than resident's earnings. The ratio that is generally used to define 'affordable' is 3.5. Selby District's affordability ratio is considerably higher than this¹.

Supply and demand for affordable housing

- 3.7 The Council currently retains and manages 3,150 properties and has some 1,788 people on the Housing Register (including transfers).

¹ Source: Land Registry/Hometrack September 2010 # Data unavailable for North Yorkshire

- 3.8 The profile of our applicants² is:
- 25% of applicants on the Housing Register last year were under 18;
 - 22% applicants were over 60;
 - Nearly 60% of applicants are female;
 - 1.6% of applicants were Black and Minority Ethnic Groups;
 - 21% of applicants had a disability.
- 3.9 In November 2008 the Council commissioned a Strategic Housing Market Assessment (SHMA) to look at current housing provision and future requirements.
- 3.10 The SHMA forms a fundamental part of the evidence base for the progression and implementation of the Council's Local Development Framework and the North Yorkshire sub-regional Housing Strategy and Local Action Plans. The report provides a detailed analysis of the current and future housing market and the types of housing requirements specific to the district and can be accessed via the Council's website. The study concludes that there is an annual requirement for 409 affordable dwellings within the District and suggests a variety of affordable housing should be provided with particular emphasis on affordable housing for general needs (2 and 3 bed properties).
- 3.11 There is a requirement for both affordable homes for rent and intermediate housing options; analysis suggests a split in the range 30-50% intermediate and 50-70% social rent across the District is appropriate.
- 3.12 There were 72 new build affordable housing completions between 1st April 2011 and 31st March 2012.

Housing strategy and policy changes

- 3.13 The Localism Act places a new duty on councils to develop a Tenancy Strategy which registered providers of social housing will be expected to have regard to. The Strategy will provide an overview of what the authority expects of partners in their own individual Tenancy Policies. Selby District Council is working in partnership with local authorities across North Yorkshire and a combined strategy will be consulted on during May/June and agreed by October 2012.
- 3.14 As a stock holding council, Selby District Council must also produce a Tenancy Policy relating to the management of its own housing stock, which will need to address specific questions in relation to management and allocations. The Council is due to consult on the draft policy during summer 2012 with adoption planned by February 2013.

² Choice base letting – updates will be posted on Council website on an annual basis.

- 3.15 Revised equality and diversity objectives are currently out for consultation and these will be applied to all new and reviewed policies to ensure they are non-discriminative. These issues are particularly important as the district experiences some changing demographics due to changing numbers of migrant workers.
- 3.16 In addition the Council is reviewing the implications of the Universal Credit and proposals within the Local Government Finance Bill, where required the Council will review policies and procedures to ensure they meet the requirement in new legislation.
- 3.17 Further details about Selby District, which have a bearing on our approach to our housing service, are set out at **Appendix B**.

4. Our housing service today

- 4.1 Since our last Business Plan was developed we have made significant changes to our housing service. We identified a number of improvement priorities that we have been working on over the last 5 years:

Profiling the district housing stock and monitoring current and future housing need

- We have worked with partners across North Yorkshire to develop a county wide Housing Strategy which has enabled us to take a co-ordinated approach to housing.
- We have introduced 'choice based lettings' with partners across North Yorkshire making it easier for applicants to find a home that suits their needs.

Ensuring that decent and affordable housing is available to everyone

- We had a target to achieve the government's 'Decency' standard by December 2010 – we exceeded this target by delivering our 'Decency Plus' standard (which included new kitchens) to those properties in need.
- Councillors also approved improvement to our Airey properties and work is due to start on this project during 2012/13.
- We have improved our performance on dealing with responsive repairs.
- We have worked with Registered Social Landlords and developers to secure 367 additional affordable homes in the district over the last 5 years.

Promoting social inclusion, respect and sustainable communities

- We have an established Tenant Participation Strategy and Community Engagement framework to get more people involved in making a difference to where they live.
- We have helped more older people to live at home through our Lifeline service and our Community Support Team.

Tackling and preventing homelessness

- Additional resources have been targeted at homeless prevention and as a result, working with key partners, in the last year we have seen a reduction in statutory homeless in the District, despite the difficult economic climate.

Providing a customer focussed service

- We have improved our responsive repair service.
- We have delivered a customer contact centre to deal with service issues at first point of contact and have achieved high satisfaction levels with the service we provide.

Providing value for money

- We have achieved significant cash savings and efficiencies within the HRA service over the last 5 years, improving value for money for our tenants, ensuring the on-going viability of the HRA and allowing us to re-invest in our homes.
- We have eliminated the need for depot accommodation overheads and streamlined our operations through our new service delivery model.
- We have invested in modern working practices to achieve cost efficiencies in both our management and repairs service.
- We have used collaborative procurement to achieve more for tenants' money for example allowing us to achieve our 'Decent Plus' standard.

4.2 Much has been achieved over the last 5 years, not least of which has been the continued viability of the HRA, which had been forecasted to be in deficit by 2012/13. Tenants gave the Council a mandate to continue to provide the housing service against becoming a Registered Social Landlord and we have used this 'vote of confidence' to build a stronger business model. However the changes in Government policy and the on-going economic uncertainty mean that further challenges lie ahead.

5. Our housing service looking forward

5.1 As part of the Business Plan for the next five years we will continue to consider the aspirations of the Council and our tenants and how these can be achieved within the financial resources available.

5.2 Section 2 set out our key aims for our housing service, however, the changing policy environment makes predicting the future particular difficult and our responses to some emerging issues are in the early stages of development. This Business Plan is the start of a dialogue with our tenants and other stakeholders to help inform our future planning. **Our aims over the next 5 years are to:**

Increase tenant and leaseholder participation through the work of tenant groups and the Community Engagement Forums

5.3 We aim to build tenants' pride in their homes and where they live through actively engaging them in community activities and our Tenant Participation Strategy identifies a number of actions we will work together with tenants on over the coming years.

Shape our housing stock so that it better meets the needs of our changing communities through more effective asset management

5.4 We will look for opportunities to utilise the HRA asset base in a more innovative way to achieve a reshaping of the housing stock to help meet the needs of current and future tenants, taking into account for example, our aging population. Subject to available resources we will consider new build, buy-backs or buying up poor condition private property, refurbishing and letting.

5.5 The Government's enhanced Right to Buy scheme, which has increased the maximum discount for tenants wishing to buy their council owned home (from £24,000 in Selby district to the new national discount of £75,000), means that we can help more tenants to buy their homes in future.

5.6 As part of our response to this change we will be preparing a local funding plan to help us demonstrate how we will achieve the Government's objectives for 'one-for-one' replacement of homes sold, along with a continuing viable Housing Revenue Account.

Improve the quality of life of our tenants and leaseholders through targeted investment in their homes

- 5.7 Our capital investment programme is estimated to average £3m p.a. over the next 5 years, allowing us to maintain our 'Decent Plus' standard.
- 5.8 Improving the lives of our tenants is key driver in targeting spend. Our approved capital programme for the next 3 years focuses on energy efficiency measures which aim to improve living conditions and reduce energy consumption. Examples include new roofs, windows and heating systems and thermal efficiency improvements to our Airey properties.
- 5.9 Capital investment in years 4 and 5 is subject to review and prioritisation alongside the range of issues identified in this Business Plan. However we aim to continue to improve our stock and subject to funding being available would like to begin a programme of bathroom replacements once all kitchens have been upgraded.

Help meet the affordable housing needs across the district through making best use of the resources we have available

- 5.10 Through self-financing we have much greater flexibility to plan for the long term than has been possible under the old subsidy system. Whilst there will be an on-going need to balance the repayment of debt and additional investment in stock, there is now the potential for us to consider a new build programme, to buy back former council houses or other initiatives to increase the housing stock.
- 5.11 Part of our response to the growing housing need will be to sensitively tackle under occupation of our homes and those property types which are generally hard to let.
- 5.12 And most importantly we will target our resources to help meet the needs of vulnerable people within our communities.

Deliver value for money to our tenants and stakeholders through efficient and responsive services ensuring a viable housing service

- 5.13 The HRA is a self contained business which relies on the rental income from homes to provide the on-going maintenance and management resources needed to sustain the housing stock. In order to maximise investment in our homes and sustain the service to our tenants it is vital that our operations are as efficient and effective as possible.

- 5.14 We aim to reduce demand for responsive repairs by having a clear 3 year investment plan in place and provide a responsive service by improving time taken to respond to emergency repairs through ensuring lean, customer focussed processes that make best use of modern technology.
- 5.15 Generally speaking when properties become vacant we use the opportunity to bring forward major improvement works thereby benefiting future tenants. As a consequence and as there are only 18 months from the target year for rent convergence, it is proposed that new tenants are brought in on the convergence rates from the approval of this HRA Business Plan.
- 5.16 We will also consider whether or not it is beneficial for tenants, for us to become a registered provider.

6. Our Finances

- 6.1 The financial strategy for the Housing Revenue Account (HRA) aims to provide the financial environment to support our landlord responsibilities over the medium to longer term, as well as our strategic objectives for the housing service.
- 6.2 As a local authority landlord we are required by Government to maintain a 30 year financial forecast of income and expenditure on our housing service. This Business Plan focuses on the next 5 years but also takes a long term view to ensure on-going sustainability of the service. A summary of income and costs for the HRA (including the key assumptions used) is shown at **Appendix C**.

Self-financing

- 6.3 The financial framework for the HRA has undergone major reform with the introduction of 'self-financing' from April 2012. The aims of 'self-financing' are to:
- give local authorities the resources, incentives and flexibility they need to manage their own housing stock for the long-term and to drive up quality and efficiency; and
 - give tenants the information they need to hold their landlord to account, by replacing the previous opaque system with one which has clear relationship between the rent a landlord collects and the services they provide.
- 6.4 These reforms replace the former redistributive housing system which set a level of cost allowances (including the capital programme) for running the HRA, on an annual basis. From April 2012 the Council has had to take on £57.733m of Central Government housing debt but is no longer required to make an annual payment into the national housing subsidy pool. The amount of debt we had to take on was calculated using a methodology that values the stock over 30 years, and aims to leave the Council with a long term sustainable business plan with full responsibility for the expenditure on the management and maintenance of our homes.

HRA income

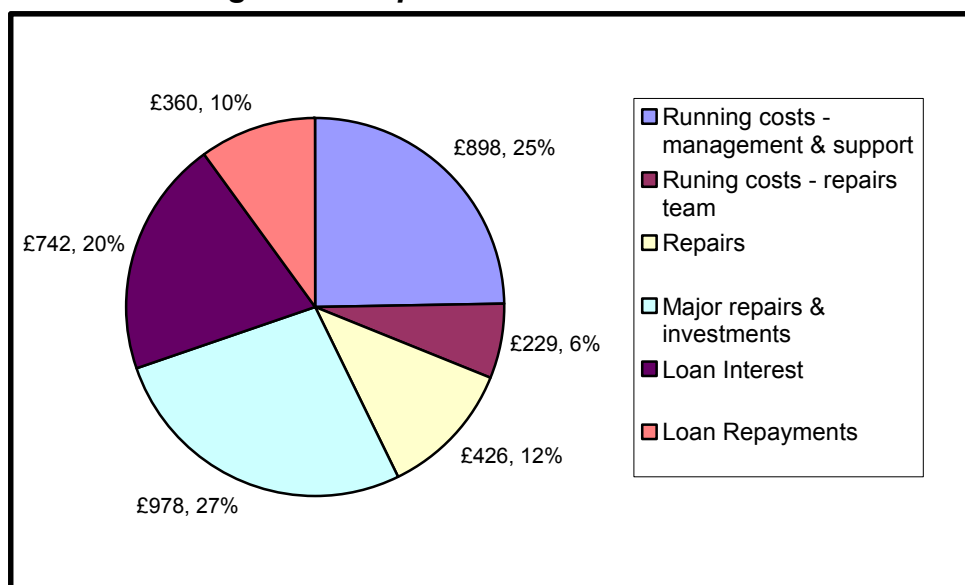
- 6.5 The HRA is a 'ring-fenced' account which means that all of the costs associated with maintaining our homes, financing improvement works and running the service, are met from the rental and other associated income generated from the houses and garages we let to tenants. We can not use this income for any other Council services.

- 6.6 The amount we charge in rents is linked to a formula determined by the Government, which is designed to increase local authority rents up to 'formula rent' (the equivalent of social landlord rents) over a period of time (known as rent convergence). Latest Government projections show that actual rents should converge with formula rents by 2015/16, although for Selby we expect a number of properties still to be below formula rent by this date, due to their historic low rent levels.
- 6.7 For 2012/13 Selby's average rent is £69.86 per week on a 52 week basis (£75.69 per week on a 48 weeks collectable basis) or £3,633 per year. For the purposes of this Business Plan we assume that the Government's convergence formula will be used to determine rent increases up to 2015/16, after which RPI +0.5% will be used.
- 6.8 Garage rents are increased by RPI each year, in line with the Council's policy for fees and charges – we generate around £125k a year from garage rents.
- 6.9 After allowing for void (vacant) properties and an element of bad debt, we estimate HRA rental income for 2012/13 to be £11.2m (94% of the total income to the HRA). Overall income to the HRA is £11.9m with supporting people income, hostel and garage rent rents and interest etc making up the remaining £659k

Running Costs

- 6.10 Based on 2012/13 estimates, the average rent of £3,633 per year is spent on the following:

What the average rent is spent on:



- 6.11 Nearly half of HRA costs (45%) are on repairs and investment in our housing stock, with 30% of costs associated with principal and interest on borrowing. Management and support costs account for around 25% of HRA costs.

Borrowing

- 6.12 The Council's borrowing position following self-financing is summarised as follows:

Summary borrowing position for self-financing

	£000's
Opening Debt Allocation (Debt Cap)	63,068
Actual debt	57,733
Borrowing Headroom	5,335

- 6.13 Actual HRA borrowing is made up of £7.5m historic debt and £50.2m new borrowing – all through fixed rate 'interest only' loans and in accordance with the Council's Treasury Management Strategy.

Loan analysis

Loan Value	Loan Rate	Loan Term	Maturity Date
£	%	Years	
6,500,000	8.785	8.16	22.05.2020
1,000,000	8.375	44.0	31.03.2056
16,793,000	3.50	30.0	28.03.2042
16,720,000	3.52	40.0	28.03.2052
16,720,000	3.48	50.0	28.03.2062

- 6.14 The business plan model assumes that borrowing is repaid at the earliest opportunity, in order to demonstrate viability. In reality the Council will be able to review the plan regularly and make decisions about the use of surpluses, balancing the repayment of borrowing and additional investment in the stock. This will give the Council greater flexibility in its long term planning than has been possible under the previous subsidy system. In 2012/13 interest charges are £2.4m and principal repayments are £1.2m.

Stock investment needs

- 6.15 The table below summarises the capital investment estimates for the next five years. Resources for investment in our stock come from the depreciation charges set aside in our Major Repairs Reserve along with any in-year surpluses generated.
- 6.16 The programme of works for 2012/13 – 2014/15 has been approved as part of the 2012/13 budget process. Capital investment in years 4 and 5 of the plan is subject to review and prioritisation alongside the range of strategic issues identified in this Business Plan.

Capital investment forecasts

	2012/13 £000's	2013/14 £000's	2014/15 £000's	2015/16 £000's	2016/17 £000's
Estimated Value of Works	2,976	3,396	3,817	2,573	2,367

- 6.17 Over the next 3 years our planned replacement programme will see tenants benefit from measures that will improve the energy efficiency of their homes – ensuring we fulfil our landlord responsibilities whilst cutting energy bills for our tenants.
- 6.18 The cost of improving the stock beyond this level will need to be the subject of further review and consultation taking into account the resources available and the Council's Asset Management Strategy, although we aim to begin a programme to replace bathrooms once all kitchens have been upgraded.
- 6.19 The total expenditure to improve and maintain the stock and related assets is currently forecast at £161.846m over the next 30 years. This equates to approximately £51.4k per dwelling based on 3,150 properties. Information on the estimated investment needs and resources available over 30 years is shown at **Appendix C(ii)**.

Right to Buy

- 6.20 Within the plan we have assumed right to buy sales at 2 per annum for 2012/13 and 2013/14, 5 per annum for 2014/15 to 2019/20 and 10 per annum there after.
- 6.21 From April 2012 the Government's enhanced 'Right to Buy' scheme brings a new maximum discount of £75,000 for eligible tenants (against the previous maximum of £24k for Selby). The Government's proposal indicates that net receipts from these sales should be used to replace the additional homes sold due to the increase in discount.
- 6.22 The net receipt can be adjusted for allowable costs, and repayment of debt, although debt repayment is not mandatory. The 'one-for-one' replacement rules state that no more than 30% of the cost of replacement homes can be funded from RTB receipts, with the rest coming from other funding opportunities, such as borrowing against future rental income of the dwelling, or working in partnership with other social landlords.
- 6.23 There is recognition that this may have a detrimental impact on the self-financing business plans of local authorities and as part of our response to this change we will be preparing a local funding plan to help us demonstrate how we will achieve the Government's objectives for replacement of homes sold, along with a continuing viable Housing Revenue Account.

Risks

6.24 The financial elements of the business plan carry a number of risks:

Interest Rates

- The council decided to take fixed rate borrowing for the new £50.233m loans from PWLB which have been used to pay CLG which has mitigated the risk of exposure to increasing interest rates as the economy starts to recover. Should further borrowing be taken in future then the risk of higher rates for new borrowing remains.

Inflation – Economic Uncertainty

- Inflation is a key issue for the Council especially when rates are high relative to income growth.
- High inflation impacts on the rent modelling which is currently at RPI plus 0.5%.
- The self financing business plan financial model has been modelled using a prudent inflation rate consistent with the rates used by the Council for the General Fund of 3.5% 2012/13, reducing to 3% from 2012/14 and then 2.5% from 2021/22.

Assets – Council Houses

- The viability and affordability of the HRA business plan is based on the stock numbers reducing with the current forecasts of Right to Buys (RTB). The impact of the Government's proposals for increased discounts on the number of RTB has not currently been factored into the model.
- Increased asset disposals would result in reduced rental income but also reduced maintenance liabilities and affect the repayment of associated debt. The Council has taken a range of loans over a mix of maturity dates to allow flexibility for repayment and will prepare a local funding plan to forecast the impact of this change and to help mitigate the associated financial risks.

Rents (Income)

- Rent increases could result in a lower collection rate. Unemployment, inflation and other economical factors could affect tenants' ability to afford higher rent increases. Rents have been modelled using social rent policy and to keep within guideline rent.

Reserves

6.25 As part of the budget setting process the Council is required to review the adequacy of its reserves and this includes the HRA reserve. The Council confirmed in February 2012 that the HRA reserve should be £1.5m. This level is deemed adequate to provide financial resource for any unforeseen circumstances within the HRA that may require additional funds. This equates to approximately £475 per dwelling.

Financial Outlook to 2016/17 and beyond

- 6.26 Following the move to self-financing the financial forecasts show that, based on current assumptions on 'Right to Buy' sales, there are sufficient resources over the next 5 years to maintain a viable Housing Service, maintain the Decent Homes plus standard, and do the necessary planned repairs to our housing stock, although this does put pressure on the ability to repay debt over 30 years. The current financial model shows the need to increase principal set-aside from year 11 onwards to maintain a 30 year payback.
- 6.27 The financial forecast at **Appendix C** suggests that, subject to the assumptions within the model, there is some modest headroom in years 1 to 5 although the impact of increased 'Right to Buys' has not yet been factored into financial plan. This provides some level of contingency as the impacts of this change become clearer.
- 6.28 There also remains the potential to increase borrowing up to our 'debt cap' which would cost in the region of £240k per year in interest charges plus principal repayments of around £178k per year based on a 30 year term – to put this into context this would purchase 35 properties at a cost of £150k each.
- 6.29 The balance of using resources to repay debt and maintain and/or extend the housing stock will be an on-going feature of the Business Plan and will require careful consideration as the impacts of the changes to 'Right to Buy' emerge. That said, the ability to invest in our housing stock over the life of the plan will continue to improve the quality of the homes we provide. Within the available resources there will be the ability to focus spending on those things which will have greatest impact on achieving the Council's objectives whilst improving the quality of life for our tenants.

7. Delivery

Operations

- 7.1 The Council has commissioned 'Access Selby' to deliver the Housing Service, and the Delivery Plan which flows from this Business Plan forms part of the Access Selby Service Level Agreement.
- 7.2 In general the clerical, administrative services are provided through the Access Selby Business Support Team and front line services are provided by the Contact Centre and Community Officers Team. Responsive repairs and works to 'void' properties are co-ordinated and delivered through the Assets team based in Selby.

Housing Strategy and Policy Changes

- 7.3 Access Selby Policy Team is responsible for reviewing existing housing policies and responding to new and developing national policies and legislation including housing and homeless strategy, allocations, tenancy and tenant participation. The team works closely with the Community Officers on delivery of policies and are working in partnership with North Yorkshire local authorities on sub regional policies.

Service performance

- 7.4 Although the past few years have brought many challenges, we have strived to deliver excellent services to our customers and we have provided:
- quick and easy access to services by phone, in person and on line with customer satisfaction at 95% and 92% of enquiries dealt with at the first contact last year;
 - community officers to provide better coordinated services affecting tenants and the communities in which they live;
 - extended opportunities for community engagement through tenant and resident association (TARA) network;
 - choice-based lettings (CBL), to support easier access to housing information, and to improve choice and mobility;
 - quick repairs, mostly by appointment at a time that suits the customer;
 - support to vulnerable people, with aids and adaptations provided quickly;
 - a high level of rent collection from current tenants with 98.48% of rent due collected in 2011/12;
 - generally low cost and high quality services; and
 - significant improvements made during the last year to the turnaround of re-lets to maximise availability of accommodation.

- 7.5 There is still room for improvement though, so we will be:
- encouraging young people and people from minority communities to have their say as these people are under-represented in customer engagement groups;
 - targeting urgent repairs to increase the number that are carried out within agreed timescales;
 - continuing our work on homeless prevention & housing options; and
 - tackling rent arrears owed by current and former tenants.

7.6 The Council is also committed to delivery of national standards:

Standard	Covers
Tenant Involvement and Empowerment standard	Customer service and choice; Involvement and Empowerment; Equality and Diversity; Tenants with additional support needs; Complaints.
Home standard	Repairs and maintenance; Quality of accommodation.
Tenancy standard	Allocations; Rents and tenure.
Neighbourhood and Community standard	Neighbourhood Management; Local area Co-operation; Anti-social behaviour.
Value for money standard	Value for money services.
Governance	Decision Making & governance.

These are clear outcome-based standards with statutory requirements that all social landlords must meet and a focus on tailoring services to meet local needs and priorities.

- 7.7 These, and the issues outlined in Section 5, will be taken forward through the Service Level Agreement we have with Access Selby and we will monitor progress in these key areas.
- 7.8 The headline risks associated with this Business Plan are set out in **Appendix D**.

8. Consultation

- 8.1 Tenants will be fully engaged with development of the Business Plan through the Tenants and Leaseholder Scrutiny Panel and associated tenant groups, as appropriate. The Panel will have an important role to play in making sure that tenants have all the information they need. However, the wider issues around how the future housing service is delivered will be the subject of consultation with all tenants.

HRA Business Plan 2012-17 Key Deliverables

Outcomes to be achieved	What success will look like	How success will be achieved	What Access Selby will do	By when
Stronger Council				
Increased tenant and leaseholder participation	More tenants and leaseholders getting actively involved in issues raised through the CEFs	Through the work of tenant groups and the Community Engagement Forums	Implementation of the Tenant Participation Strategy in consultation with Tenants' & Leaseholders Scrutiny Panel	April 2013
	Improved appearance of 'estates'	Through achievement of the 'Tenant Involvement and Empowerment standard'	Implementation & roll out of the customer pledge	April 2013
	Reduced incidence of anti-social Behaviour	Through achievement of 'Tenancy Standard'	Review and implementation of Anti-Social Behaviour Policy	April 2013
		Through achievement of 'Neighbourhood and Community Standard'		

Outcomes to be achieved	What success will look like	How success will be achieved	What Access Selby will do	By when
Changing places				
Housing stock that better meets the needs of our changing communities	<p>'New' properties that match our assessed need</p> <p>More tenants buying their homes</p> <p>Local funding plan in place that demonstrates viability of RTB and 'one-for-one' replacement</p>	<p>Through more effective asset management</p>	<p>Implement effective Asset Management Strategy for Council owned homes</p>	<p>Annually by 31 March</p>
Living well				
Improved quality of life of our tenants and leaseholders	<p>'Decent Plus' standard maintained</p> <p>Energy efficiency of our properties improved</p> <p>Increased satisfaction in the service</p>	<p>Through targeted investment in their homes</p> <p>Through achievement of 'Home Standard'</p>	<p>Maintain stock intelligence</p> <p>Deliver Council's approved capital programme</p> <p>Deliver a customer focussed responsive repairs service</p>	<p>Annually by 31 March</p>

Outcomes to be achieved	What success will look like	How success will be achieved	What Access Selby will do	By when
Tackling the tough stuff				
Help meet the affordable housing needs across the district	Net increase in housing stock Ratio of occupancy:bedrooms improved in fixed term tenancies Reduction in number of 'hard to let' properties	Through making best use of the resources we have available	Maintain stock and housing needs intelligence Implement effective Asset Management Strategy for Council owned homes Effective tenancy allocations	Annually by 31 March
Switched on				
Value for money delivered to our tenants and stakeholders Effective and transparent decision making demonstrated	Improved performance across key performance measures (including responsive repairs) Reduced management costs	Through efficient and responsive services ensuring a viable housing service Through achievement of the 'Value for money Standard' Through achievement of the 'Governance Standard'	Annual review of Business Plan	September each year

Selby District Profile

Population

- 1 Selby District is a relatively small rural district in North Yorkshire, with an estimated population of 82,900 (mid 2010). It covers an area of approximately 6,190 sq kilometres to the south of York and is broadly contained by the A1 to the west and the River Derwent to the east. Neighbouring local authorities are York, Leeds, Doncaster, Harrogate, Wakefield and the East Riding of Yorkshire.
- 2 Approximately one third of the population live in the three market towns of Selby, Tadcaster and Sherburn in Elmet. The remaining two thirds live in the 60 or more villages and scattered hamlets across the District. Life in the District is strongly influenced by the adjacent larger urban areas, particularly Leeds and York. The 2001 census reveals that approximately half of the working population commute outside the District, and the latest evidence from the Council's 2009 Strategic Housing Market Assessment¹ suggests that this proportion has increased further to around 59%.
- 3 The Office of National Statistics project that the district's population will increase by 27% to 103,700 by 2033. Currently over 50% of the population is aged between 30 and 64, with only 16% over 65, and only 16% of the population in the 15-29 age group. Over the next few decades, there will be a 'demographic shift' with the number (and proportion) of older people increasing – for example the number of 75+ residents is expected to more than double (from 5,900 in 2008 to 12,600 by 2031).
- 4 The 2001 Census also recorded that the District population perceived themselves mainly to be in the white ethnic group, with Chinese, Asian/British Asian and Black/British Black accounting for approximately 0.1% each, and Mixed Ethnic group accounting for 0.3%.

Economy

- 5 The District's economy is varied although is dominated by agriculture, and the energy industries. With two major coal-fired power stations at Drax and Eggborough, the energy sector is especially prominent and this is expected to continue in the light of national policy statements. Agriculture remains important in spatial terms, although employment in agriculture continues to decline. Selby is the main employment centre but there is also significant employment at Sherburn in Elmet and, to a lesser degree, Tadcaster. Unemployment is generally lower than regional and national averages. 77% of the Selby Population classes themselves as economically active, which is below the Yorkshire and Humber average of 78.9%.
- 6 Earnings in Selby compare favourably to North Yorkshire. Resident population analysis shows that Selby residents earn a gross weekly pay of £539.00 compared to £480.30 for North Yorkshire, equating to £12.02 an hour and £12.11 respectively. This is likely to be due to the good location of Selby and the nature of Selby being a commuter base for surrounding cities such as Leeds, Wakefield and York, where there may be more highly paid jobs³.
- 7 Selby is the largest town with a population of approximately 13,000 and is a major district centre within the region. Aside from being the main shopping centre in the District, it is the prime focus for housing, employment, leisure, education, health, local government and cultural activities and facilities. It benefits from a town bypass constructed in 2004. Selby town supports around 6000 jobs.
- 8 The ancient market town of Tadcaster (with just over 6000 population) is situated on the River Wharfe between Leeds (15 miles to the west) and York (10 miles to the east), on the A659 and bypassed by the A64. The town is well connected to both York and Leeds city regions and employs a high proportion of people in the finance, business and insurance sector. Overall Tadcaster supports nearly 1700 jobs.
- 9 Sherburn in Elmet is often referred to as a village, reflecting its historic roots, although it has the characteristics of a small town and is one of the three market towns in the District. It has a population of about 6600 providing essential convenience retail, and other services and facilities for the immediate needs of the local community, South Milford and surrounding rural areas.

³ ONS Annual Population Survey April 2010 –March 2011

- 10 The town has good communications with easy access to rail and the A1(M), providing links to the motorway network beyond and its traditional close associations with Leeds and West Yorkshire. In the light of these strengths the town is home to a major industrial site attracting large logistics businesses and distribution centres making it one of the key employment areas for Selby District of regional and national importance. Sherburn supports more than 3000 jobs.
- 11 There has been a relatively high level of housing development in Sherburn in Elmet (some 291 new dwellings between 2000 and 2010) and employment development (more than 80,000 m² of new floorspace built since 2004) over recent years which have contributed to the vitality of the town as a whole.
- 12 There are more than 60 villages and hamlets scattered throughout the District ranging from larger service villages with a range of facilities to many small, remote villages. Some of these have limited services and facilities but which only meet the immediate day-to-day needs of the local communities; although others have none. There is a huge variety of character and functions.
- 13 A recent study on the Leeds City Region economy has suggested that growth rates in the Selby district will rise only 1.7% between the period 2004 – 2016. This is significantly less than other areas in North Yorkshire e.g. 8.7% in Harrogate and 4.7% in York. The study goes on to suggest that, during this time scale, the Selby district will decline in relative terms as sites of employment. The study does suggest, however, that, because of its location next to the rapidly expanding areas of Leeds, Wakefield and York, the Selby district will attract a large number of commuters. As part of the Local Development Framework, the Council is working with neighbouring authorities to minimize this trend.

Transport and geographical access

- 14 The district is well served by major roads. There is a direct train service to London as well as access to the East Coast main line at York, Leeds and Doncaster. However, the remoteness of some areas and variable bus services has led to more people depending on cars. As a result, Selby district has the highest percentage of people who travel to work by car or van (63% - nearly 5% higher than other districts in North Yorkshire), and there is also a high percentage of households with two cars (31%). Again, for comparison, the Housing Needs Survey noted Council tenants have fewer cars than owner occupiers. People without cars may have difficulty getting to facilities in the area, and further a field.

Indices of Deprivation 2004

- 15 These show how varied the Selby district is in terms of its wealth and deprivation. It has some of the most prosperous areas in the country in the wards of Brayton, Riccall with Escrick, Tadcaster East, Monk Fryston and South Milford, yet has some deprived areas such as Selby town. Although there are some very prosperous areas of the district, a large majority of the Council's stock is located in areas with a relatively high level of deprivation, in particular the North and South wards of Selby and areas of Byram. Some 59% of tenants receive housing benefits.

Selby DC - HRA Business Plan Revenue Operating Account

APPENDIX C(i)

		Income				Expenditure						Surplus
Year		Rent Income £000's	Other income £000's	Investment Interest £000's	Total Income £000's	Running Costs £000's	Repairs & Maintenance £000's	Depreciation Costs £000's	Loan Interest Charges £000's	Loan Repayment Contribution £000's	Total Expenses £000's	Transferred to MRR £000's
1	2012/13	11,214	639	20	11,873	-3,685	-1,393	-2,970	-2,424	-1,175	-11,647	226
2	2013/14	11,822	655	36	12,513	-3,781	-1,426	-3,042	-2,424	-1,175	-11,848	665
3	2014/15	12,441	672	72	13,185	-3,884	-1,459	-3,113	-2,424	-1,175	-12,055	1,130
4	2015/16	13,078	689	125	13,892	-3,980	-1,494	-3,186	-2,424	-1,175	-12,259	1,633
5	2016/17	13,405	706	230	14,341	-4,079	-1,528	-3,261	-2,424	-1,175	-12,467	1,874
6	2017/18	14,036	724	309	15,069	-4,181	-1,564	-3,337	-2,424	-1,175	-12,681	2,388
7	2018/19	14,434	742	402	15,578	-4,285	-1,601	-3,415	-2,424	-1,175	-12,900	2,678
8	2019/20	14,831	760	488	16,079	-4,391	-1,637	-3,495	-2,424	-1,175	-13,122	2,957
9	2020/21	15,227	779	576	16,582	-4,502	-1,672	-3,570	-1,934	-1,175	-12,853	3,729
10	2021/22	15,634	799	681	17,114	-4,615	-1,709	-3,648	-1,852	-1,175	-12,999	4,115
11	2022/23	16,051	819	823	17,693	-4,730	-1,746	-3,727	-1,852	-2,299	-14,354	3,339
12	2023/24	16,479	839	1,002	18,320	-4,849	-1,784	-3,807	-1,852	-2,299	-14,591	3,729
13	2024/25	16,918	860	1,195	18,973	-4,970	-1,822	-3,890	-1,852	-2,299	-14,833	4,140
14	2025/26	17,368	882	1,404	19,654	-5,094	-1,862	-3,974	-1,852	-2,299	-15,081	4,573
15	2026/27	17,831	904	1,628	20,363	-5,221	-1,902	-4,061	-1,852	-2,299	-15,335	5,028
16	2027/28	18,305	927	1,870	21,102	-5,351	-1,943	-4,149	-1,852	-2,299	-15,594	5,508
17	2028/29	18,792	950	2,131	21,873	-5,486	-1,985	-4,238	-1,852	-2,299	-15,860	6,013
18	2029/30	19,292	973	2,410	22,675	-5,622	-2,028	-4,330	-1,852	-2,299	-16,131	6,544
19	2030/31	19,805	998	2,709	23,512	-5,763	-2,072	-4,424	-1,852	-2,299	-16,410	7,102
20	2031/32	20,331	1,023	3,030	24,384	-5,908	-2,116	-4,519	-1,852	-2,299	-16,694	7,690
21	2032/33	20,871	1,048	3,373	25,292	-6,055	-2,162	-4,616	-1,852	-2,299	-16,984	8,308
22	2033/34	21,425	1,075	3,739	26,239	-6,206	-2,209	-4,716	-1,852	-2,299	-17,282	8,957
23	2034/35	21,994	1,101	4,130	27,225	-6,361	-2,256	-4,818	-1,852	-2,299	-17,586	9,639
24	2035/36	22,577	1,129	4,548	28,254	-6,520	-2,305	-4,922	-1,852	-2,299	-17,898	10,356
25	2036/37	23,176	1,157	4,992	29,325	-6,683	-2,355	-5,028	-1,852	-2,299	-18,217	11,108
26	2037/38	23,790	1,186	5,466	30,442	-6,851	-2,405	-5,136	-1,852	-2,299	-18,543	11,899
27	2038/39	24,420	1,216	5,970	31,606	-7,022	-2,457	-5,246	-1,852	-2,299	-18,876	12,730
28	2039/40	25,067	1,246	6,506	32,819	-7,197	-2,510	-5,359	-1,852	-2,300	-19,218	13,601
29	2040/41	25,730	1,277	7,075	34,082	-7,377	-2,564	-5,474	-1,852	-2,300	-19,567	14,515
30	2041/42	26,413	1,311	7,650	35,374	-7,568	-2,619	-5,592	-1,846	-2,300	-19,925	15,449
Total		552,757	28,086	74,590	655,433	-162,217	-58,585	-125,063	-60,212	-57,733	-463,810	191,623

Selby DC - HRA Business Plan - Capital Programme & Major Repairs Reserve

APPENDIX C(ii)

Year	Contributions & Expenditure - Capital Programme					Loan Repayments		
	Depreciation Transferred to MRR £000's	Additional Contributions to MRR £000's	Total Contributions to MRR £000's	Estimated Capital Programme £000's	Additional MRR Funds Available for Investment £000's	Debt Repayment Contributions £000's	Debt Repayment Schedule £000's	MRR Debt Repayments Balance £000's
1 2012/13	-2,970	-226	-3,196	2,967	-229	-1,175		-1,175
2 2013/14	-3,042	-665	-3,707	3,396	-540	-1,175		-2,350
3 2014/15	-3,113	-1,130	-4,243	3,817	-966	-1,175		-3,525
4 2015/16	-3,186	-1,633	-4,819	2,573	-3,212	-1,175		-4,700
5 2016/17	-3,261	-1,874	-5,135	2,367	-5,980	-1,175		-5,875
6 2017/18	-3,337	-2,388	-5,725	4,475	-7,230	-1,175		-7,050
7 2018/19	-3,415	-2,678	-6,093	4,580	-8,743	-1,175		-8,225
8 2019/20	-3,495	-2,957	-6,452	4,683	-10,512	-1,175		-9,400
9 2020/21	-3,570	-3,729	-7,299	4,785	-13,026	-1,175	6,500	-4,075
10 2021/22	-3,648	-4,115	-7,763	4,888	-15,901	-1,175		-5,250
11 2022/23	-3,727	-3,339	-7,066	4,995	-17,972	-2,299		-7,549
12 2023/24	-3,807	-3,729	-7,536	5,103	-20,405	-2,299		-9,848
13 2024/25	-3,890	-4,140	-8,030	5,213	-23,222	-2,299		-12,147
14 2025/26	-3,974	-4,573	-8,547	5,326	-26,443	-2,299		-14,446
15 2026/27	-4,061	-5,028	-9,089	5,441	-30,091	-2,299		-16,745
16 2027/28	-4,149	-5,508	-9,657	5,559	-34,189	-2,299		-19,044
17 2028/29	-4,238	-6,013	-10,251	5,679	-38,761	-2,299		-21,343
18 2029/30	-4,330	-6,544	-10,874	5,802	-43,833	-2,299		-23,642
19 2030/31	-4,424	-7,102	-11,526	5,927	-49,432	-2,299		-25,941
20 2031/32	-4,519	-7,690	-12,209	6,055	-55,586	-2,299		-28,240
21 2032/33	-4,616	-8,308	-12,924	6,186	-62,324	-2,299		-30,539
22 2033/34	-4,716	-8,957	-13,673	6,319	-69,678	-2,299		-32,838
23 2034/35	-4,818	-9,639	-14,457	6,456	-77,679	-2,299		-35,137
24 2035/36	-4,922	-10,356	-15,278	6,595	-86,362	-2,299		-37,436
25 2036/37	-5,028	-11,108	-16,136	6,737	-95,761	-2,299		-39,735
26 2037/38	-5,136	-11,899	-17,035	6,882	-105,914	-2,299		-42,034
27 2038/39	-5,246	-12,730	-17,976	7,030	-116,860	-2,299		-44,333
28 2039/40	-5,359	-13,601	-18,960	7,181	-128,639	-2,300		-46,633
29 2040/41	-5,474	-14,515	-19,989	7,335	-141,293	-2,300		-48,933
30 2041/42	-5,592	-15,449	-21,041	7,494	-154,840	-2,300	16,833	-34,400
Total	-125,063	-191,623	-316,686	161,846		-57,733	23,333	

Financial assumptions

Forecasted costs and income are based on the Council's 2012/13 budgets and the following assumptions:

1. Rents increase in line with government policy, to converge with target rents by 2015/16 and increasing at inflation +0.5% thereafter.
2. Non-dwelling income increases in line with the Council's policy for fees and charges of inflation as at September each year.
3. The void rate is set at 1% and the bad debt provision at 1%.
4. Day to day maintenance costs increase in line with inflation and do not vary with small stock losses from right to buy.
5. General inflation based on RPI reducing from 3.5% in 2012/13 to 3% and then down to 2.5% in the later years.
6. Cost of borrowing 4.18%.
7. Any surplus funds generated through efficiencies or additional income is allocated to the major repairs reserve to be available for use either to repay borrowing or additional investment in the stock.
8. Right to buy sales remain at their existing levels in the short term and rise to 5 -10 a year in the medium term ensuring that the HRA remains viable in the medium term.
9. Capital programme is based on stock survey data held and includes inflation.
10. HRA unallocated reserve remains at £1.5m.

Risks

The key risks associated with this Business Plan are:

Political – whether the existing programme and new initiatives would deliver the Council’s vision and aspirations;

Economic – due to increasing construction costs, insufficient finances are available;

Social – due to the changing demographics and expectations whether the Council’s existing programme and any new initiatives meet our customer needs;

Technological – ensuring our provider has the skills to deliver the Business Plan;

Legal - that the Council considers all the legal aspects of any new initiative to ensure compliance with legislation and health and safety law.

Selby District Council

REPORT

Reference: E/12/5

Item 9a - Public



To: The Executive
Date: 31 May 2012
Status: Key Decision
Published: 23 May 2012
Author: Drew Fussey, Development Manager
Executive Member: Councillor Chris Metcalfe
Lead Director: Rose Norris

Title: Countryside and Green Space Strategy

Summary: The report introduces the draft Countryside and Green Space Strategy, explains the process necessary for it to be adopted, and recommends that it goes for public consultation.

Recommendations:

- i. **The Executive comment on the proposed Countryside and Green Space Strategy and agree it now goes forward for public consultation.**

Reasons for recommendation

The Council's Constitution states that as this policy is not part of the Council's policy and budget framework, it is not necessary for it to be adopted by full Council. Following comments from the Executive in May 2012 and a public consultation during June and July 2012, the final draft of the Policy will be presented to the Executive, in September 2012, for ratification.

1. Introduction and background

- 1.1 Selby District Council has gone through a period of significant change. With significant reductions in public sector funding, the Council has prioritised delivering the good quality services that it is best placed to deliver and which the district's residents and businesses expect.
- 1.2 However, the Council also recognises the importance of the district biodiversity and green infrastructure and believes by working with a range of partners the Council can enhance the district's countryside and green space assets to help deliver the 5 Big Things in its corporate plan, especially Changing Places, Living Well and Being Switched On.
- 1.3 The report will introduce the draft Countryside and Green Space Strategy and explain the process it has already gone through and needs to go through to ensure the Council maximises its opportunities, through the strategy to work with partners and to access funding through Section 106 agreements and for Community Infrastructure to be Levied on developments in Selby district.

2. The Report

- 2.1 The Council's reorganisation has allowed officers the necessary freedom to find more creative and innovative ways to ensure the district's biodiversity and green infrastructure are managed and enhanced for the benefit of all, now and in the future.
- 2.2 Selby District Council is not alone in needing to find new innovative ways of managing and improving the district's countryside and green space assets. Following newly forming best practice, the decision was taken to bring together key partners with an interest in the district's biodiversity to discuss the best way we could all work together to achieve our individual and shared aims and objectives.
- 2.3 The outcome of this work with key partners is at Appendix 1. This is the current draft of a Countryside and Green Space Strategy. The Strategy has clear aims and sets some ambitious 'outcome objectives'. The strategy will complement the Core Strategy, the Sustainable Community Strategy and the Corporate Plan. The strategy will also justify developer contributions for open, recreational spaces and sports facilities following the new National Planning Policy Framework (NPPF) (previously this was Supplementary Planning Policy Guidance 17).
- 2.4 On 12 April 2012 the draft strategy was taken to Policy Review Committee. This enabled the committee to be involved, at an early stage, and contribute to the strategy's development before it was considered by the Executive. Their comments were of value and have been included within the strategy. Brayton Barff is now referenced within the strategy, and an appendix listing the partners involved in the

development of the strategy is now included. The Committee's request for a baseline of what countryside, green space and recreational areas currently exists will be completed through the consultation process. The establishment of this baseline was already planned, as it is a vital part of establishing the evidence base needed to access developer contributions. Another comment from the Committee was that there should be tangible measures that progress can be monitored against. It is now clearly stated within the strategy, under monitoring and evaluation, that tangible measures of progress will be developed with partners as the practical implication of the strategy commences. The Policy Review Committee has asked that the Executive Member report back to the October meeting on progress.

- 2.5 As referred to above, fundamental to this strategy's success is the Council's ability to bring together a number of organisations to help inform and assist in the development of this strategy. These partners are also equipped with the practical knowledge and experience to help maintain and enhance the district's wildlife and wider biodiversity, alongside the management of wider landscapes and community green and recreational spaces. It was these organisations that encouraged the Council to complete the process to allow an evidence based approach to ensure appropriate developer contributions can be negotiated. Doing so now, as part of this strategy development, will prevent a duplication of work/effort at a later date; provide a baseline of what countryside, green space and recreational areas currently exist in the district as requested by the Policy Review Committee.
- 2.6 The partner organisations are also committed to inspiring individuals and communities to be aware of the conservation and enhancement of Selby district's countryside, green and recreational spaces. Supporting people to get involved, be active and take ownership which is a key aim of this strategy.
- 2.7 However, to ensure the strategy is properly linked with the Local Development Framework (LDF) and is compliant with NPPF, a process must be followed to ensure the evidence-base is sound. Outlined below are the steps needed to ensure the strategy and planning guidance can be adopted:
- Audit of all types of green spaces and sports facilities in the District and assessed their quality; this was undertaken in 2010/11 and will need sample testing.
 - Consulting with Parish and Town Councils, individuals through the Community Engagement Forums (CEFs) and partners to make sure we have identified all the issues – again we consulted widely in 2010 and 2011 but it is intended to consult again in June and July 2012.
 - Pulling together all the above information to identify priority key areas and issues of quality or deficiencies in provision, to evidence the Strategy, in order to substantiate negotiating contributions with developers.

- 2.8 By undertaking this work and providing the evidence, the Strategy will be compliant with NPPF and be deliverable, helping the aims and objectives of the strategy to be achieved.
- 2.9 All the work will be completed and incorporated into the Strategy for the September Executive meeting.
- 2.10 The development of the strategy has not stopped progress in the development of day-to-day management arrangements for the Council-owned countryside and green space. Following the aims and objective outcomes outlined in the strategy, officers are currently discussing a number of proposals with a range of partners, who were also involved in drafting the strategy. Together we are working to maximise the future opportunities for the district's countryside and green space.
- 2.11 The proposals promote the draft strategy's partnership approach, with partners committed to working with the Community Engagement Forums to find creative, innovative ideas, which will inspire individuals and communities to take ownership of the district's countryside and green space. In turn this will secure the sustainable management and development of the Council-owned and other areas of countryside and green space and to conserve and enhance the biodiversity and natural landscape across the district. Notwithstanding legal issues, management plans with partners could be in place by July 2012.

3. Legal/Financial Controls and other Policy matters

3.1 Legal Issues

The Council must ensure that all relevant national guidance and legislation is considered in respect of the Countryside and Green Space Strategy.

3.2 Financial Issues

There are no direct financial implications associated with the development or adoption of the Countryside and Green Space Strategy.

A budget of £13,000.00 is allocated for the basic maintenance of Council owned countryside and green space that is not managed through the Enterprise contract, namely Barlow Common, Hambleton Hough and the Bondgate landfill site. The cost of delivering this strategy will be within this budget.

4. Conclusion

This is an ambitious and innovative strategy that is supported by partners and follows the emerging guidance from the new Biodiversity 2020: England's Biodiversity Strategy. The comments of the Executive are welcomed before the strategy goes out for wider public and partner consultation.

5. Background Documents

- Natural Environment White Paper
- *Biodiversity 2020: England's Biodiversity Strategy*

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Appendices:

Countryside and Green Space Strategy 2012-17 (*DRAFT*)

Countryside and Green Space Strategy 2012-17 (DRAFT)

Purpose of the Strategy

This strategy sets out the Council's wider ambition toward the management of the countryside and green space throughout the district and how it can conserve and enhance the biodiversity by working with a range of partners and involving communities.

Vision

"To provide a strategic framework for the sustainable management and development of the countryside areas and green space within the Selby District"

Aims

- To promote a partnership approach with various agencies in implementing the Countryside and Green Space Strategy
- To work with developers to ensure biodiversity and green infrastructure is included as part of all new developments, helping to improve the environment
- To conserve and enhance the biodiversity and natural landscape across the district by enhancing existing sites and connecting and improving habitat
- To maintain and improve access to, and recreation opportunities in, the countryside and green space throughout the district, letting people see a different side of Selby district
- To promote awareness, education and training in environmental and countryside issues, switching people on to what's around them
- To empower and enhance community involvement in the countryside and green space, encouraging people to be active and live well
- To promote the economic viability of countryside communities, encouraging new business opportunities and existing business growth

Introduction

This strategy represents the first formally adopted Countryside and Green Space Strategy for Selby district, providing a strategic framework for the sustainable development and management of the countryside and green space. It follows national guidance and learning, and complements the county-wide approach to countryside and green space management. This strategy will also act as a piece of Planning Guidance supporting the Local Development Framework (LDF) in line with

the National Planning Policy Framework (NPPF) that in turn will help this strategy achieve its aims.

Fundamental to the development of this strategy has been the input by a range of partners and it is by continuing to adopt a partnership approach, involving all agencies with an interest in the countryside and green space that this strategy will be successfully implemented.

The Countryside and Landscape of Selby district

The term 'countryside' is defined as the area outside settlement boundaries. 'Green space' is defined as a plot of undeveloped land separating or surrounding areas of intensive residential or industrial use that is maintained for recreational enjoyment.

Within the Selby district this covers an area of varied landscape with differing examples of countryside and green space. The district is relatively small, it is the most southerly district in North Yorkshire, covering an area of approximately 6,190 sq kilometres to the south of York and broadly contained by the A1 (M) / A1 to the west and the River Derwent to the east.

Much of the District is relatively flat and low-lying, and is characterised by open, sparsely wooded arable landscapes including extensive areas of the highest quality agricultural land. More sensitive higher quality landscape is generally confined to the limestone ridge, which runs north-south along the western side of the District. In the North West district is more densely wooded and undulating. Again, in the more southerly parts of the district the landscape is less even. In terms of natural heritage the district is not that well known but there are significant archaeological remains along both the Southern Magnesian Limestone Ridge and within the Humberhead Levels. Medieval sites, particularly moated and manorial sites are a feature like the scheduled important monument such as Newton Kyme Henge. The Roman heritage of Tadcaster is particularly significant as is the Bishops Canal (now known as Bishop Dike). Skipwith Common is also a significant resource for archaeology and biodiversity.

The District's biodiversity and green infrastructure is represented through a wealth of natural features and wildlife habitats, with international, national and local areas of wildlife and ecological value. The district is crossed by several major watercourses including the rivers Ouse, Wharfe, Aire and Derwent, and their associated washlands, which in the case of the River Derwent supports internationally important wetland. The Lower Derwent Valley and Skipwith Common are sites with European conservation status as well as nationally important Sites of Special Scientific Interest. In addition there are over 100 designated local Sites of Importance for Nature Conservation (SINCS), including species-rich grassland, ancient woodlands and wetlands. Many of these assets are irreplaceable and are a valuable part of the district's biodiversity that needs to be managed, enhanced and connected.

Areas of countryside such as Hambleton Hough, an area of natural beauty, and Barlow Common, a reclaimed railway land, now a well-established nature reserve and other land owned by the Council such as Brayton Barff, help to conserve and enhance biodiversity, improve access and recreational opportunities and promote awareness of both the natural landscape and the managed countryside (agriculture), which forms the district's green infrastructure. For example improved hedgerows or enhanced arable field margins can greatly increase farmland biodiversity and help connect up the landscape.

It is important to note the role of agriculture in shaping the district's countryside and that of the power industry, generating energy at Drax and Eggborough. The 19th century farming heritage of the district provides an important record of the intensification of farming that has shaped the district's landscape. Arable agriculture is important to the economy of the district and will continue to influence the shape of its landscape.

A full and detailed assessment of Selby District's landscape was completed in 1999 and is available on the Council's website or can be accessed on the link below:

[Landscape Assessment of Selby District](#)

Whilst the landscape and other elements reinforce Selby's local distinctiveness, it is the intention of this Strategy not only to maintain and enhance these natural and semi-natural elements, but also to recognise the importance of urban green space, as they too are relevant in terms of biodiversity, landscape and/or cultural heritage. These are often areas such as community woodlands or urban river banks that provide space and habitat for wildlife with access to nature for people but they can also be man-made parks etc. Beyond the environmental benefits green space or 'Infrastructure' can provide economic, social and health benefits close to where people live and work, such as cycle routes for physical exercise and transport links or local food production in allotments being shared or traded.

Including green space as well as the wider countryside ensures the links with residents, who tend to use local green space more than accessing the wider countryside, are maintained. This, in turn, helps build and sustain the identity of the district by connecting the community with the countryside. Mapping the Green Infrastructure of the district will help to show where links can be made and ensure that important green space is not lost.

National Perspective

Nationally, countryside management is governed by the following:

- Natural Environment White Paper
- Countryside and Rights of Way Act, 2000
- Natural Environment & Rural Communities Act, 2006
- Biodiversity 2020: England's Biodiversity Strategy

- UK Biodiversity Action Plan

The Natural Environment White Paper is a “bold *and ambitious*” statement outlining the Government’s vision for the natural environment over the next 50 years. The Government believe the paper sets out practical plans for a healthy, properly functioning natural environment that is the foundation of sustained economic growth, prospering communities and personal wellbeing. Partnering is seen as key to successful delivery.

The Countryside and Rights of Way Act, 2000 (CRoW Act) applies to England and Wales only. The Act provides for public access on foot to certain types of land, amends the law relating to public rights of way, increases measures for the management and protection for Sites of Special Scientific Interest (SSSI) and strengthens wildlife enforcement legislation, and provides for better management of Areas of Outstanding Natural Beauty (AONB). North Yorkshire County Council is the responsible body for public rights of way and fulfils those obligations under the Act for North Yorkshire. Other aspects of the Act are the responsibility of all public bodies.

The Natural Environment and Rural Communities (NERC) Act came into force on 1st Oct 2006. Section 40 of the Act requires all public bodies including parish and town councils to have regard to biodiversity conservation when carrying out their functions. The aim of the biodiversity duty is to raise the profile of wildlife in England and Wales, so that its conservation becomes properly embedded in all relevant policies and decisions made by public bodies. Biodiversity 2020: England’s Biodiversity Strategy is a new, ambitious biodiversity strategy for England that builds on the Natural Environment White Paper and provides a comprehensive picture of how Government intend to implement England’s international and EU commitments. It sets out the strategic direction for biodiversity policy for the next decade on land (including rivers and lakes) and at sea. It builds on the successful work that has gone before, but also seeks to deliver a real step change focusing delivery in four outcome areas of; a more integrated large-scale approach to conservation on land and at sea; putting people at the heart of biodiversity policy; reducing environmental pressures and finally, improving our knowledge.

Although the national and local Biodiversity Action Plans (BAPs) have been superseded by the ‘*Biodiversity 2020: England’s Biodiversity Strategy*’, BAPs remain a good benchmark, recognising the UK’s most threatened species and habitats and establishing local plans that allows them to recover. The most-recent list of UK BAP priority species and habitats was published in August 2007 following a two year review of the BAP process and priorities. There is a BAP for Selby district that can be viewed by clicking on the link below:

[Selby District Biodiversity Action Plan \(BAP\)](#)

North Yorkshire Perspective

North Yorkshire County Council has a corporate objective to maintain and enhance our environment and heritage. To assist in the delivery of this objective the Council has developed a Countryside Plan for the County. The plan describes an ambition for the natural and historic environment of North Yorkshire and access to these assets through the public rights of way network. The plan sets out to achieve the vision by addressing a number of priority themes:

- Landscape, Heritage and Wildlife
- Economy
- People & Communities
- Climate Change

The plan then goes on to explain:

- What the County Council's contribution will be towards these priorities,
- The locations of where activity is likely to take place
- How the plan can be used to work in partnership with others

Selby has been identified in the plan as an area where landscape enhancement would improve quality of place and assist in enhancing the wellbeing of communities.

Selby District Perspective

Selby District Council has gone through a period of significant change. With significant reductions in public sector funding, the Council has prioritised delivering the good quality services that it is best placed to deliver and that our residents and businesses expect. However, the Council also recognises the importance of the district biodiversity and green infrastructure and believes by working with a range of partners the Council can use its countryside assets to help deliver on its corporate plan that in turn will help deliver the aims of this strategy.

This evidences how this strategy has not been developed in isolation and works to complement a number of the Council's key strategies and plans including the Core Strategy, the Sustainable Community Strategy and the Corporate plan. It will also act as a piece of Supplementary Planning Guidance supporting the Local Development Framework (LDF) that in turn will help support the conservation and enhancement the district's biodiversity, including species-rich grassland, ancient woodlands and wetlands.

Fundamental to this strategy's success is the Council's ability to bring together a number of organisations to help maintain the district's landscape and wildlife, as well as organisations that support individuals and communities to be aware of, get involved and be active in, the conservation and enhancement of Selby district's countryside and green space.

The Partnership Approach

In progressing the Countryside and Green Space Strategy and the development of the site specific Management Plans, key partners have been identified. These include organisations such as: Natural England, Groundwork North Yorkshire, Yorkshire Wildlife Trust, The Wildlife Habitat Protection Trust and North Yorkshire County Council. Other partners will also be included in the wider consultation and development of site specific Management Plans, including partners such as Yorkshire Water, the National Farmers Union, Town and Parish Councils, Selby District Association of Voluntary Services (AVS), local Scout and Guide groups and other community groups that can assist the Council in achieving the aims and outcome objectives of this strategy. This diverse range of organisations with different knowledge, expertise and skills will work with Selby District Council, to manage our wide range of habitats and landscapes. Together we will work with town and parish councils to link communities and volunteers to help manage the district's countryside including species rich grassland, ancient woodlands and wetlands and the Council's nature reserve Barlow Common and areas of natural beauty like Hambleton Hough and Brayton Barff. Local community groups, working with experienced partners such as Groundwork North Yorkshire, will be able to form their own 'countryside management partnerships' and as a collective, help deliver the aims of this strategy.

To encourage this partnership approach to the management and development of the district's countryside, wider public consultation will be carried out with all town and parish council's, with the wider community working with Selby District AVS and through each of the district's Community Engagement Forums. It will help to map the district's green space, allowing the strategy to target and focus effort where it is most needed. This is necessary for this strategy to justify developer contributions as part of the Planning process. It will also help achieve the aim to promote awareness and educate people about the district's countryside and green space issues. Community involvement is key to the success of this strategy, encouraging ownership and allowing people to contribute and help shape the strategy is a positive way to connect people with their local green space and the wider countryside.

Selby District Countryside and Green Space Strategy Framework and Themes

This strategy will cover a period of five years and will be reviewed annually. It sets out a strategic framework for the sustainable management of the countryside and green spaces across Selby District. The Countryside and Green Space Strategy will be implemented through a range of partnerships and Countryside Management Plans. These will be reviewed with partners annually to form the basis of a bidding document to be used by partners for grant aid for specific projects as they emerge and form part of an annual report to the Council's Executive.

The Strategy for the Selby District covers five key themes which mirror the strategy's aims, the first aim of this strategy to promote a partnership approach is implicit. The reason for each theme will be explained followed by outcome objectives that clearly state the intentions of the Council in collaboration with its partners. The five key themes areas are:

Theme One - Landscape and Nature Conservation and Enhancement

Theme Two - Access and Recreation

Theme Three - Environmental Awareness and Education

Theme Four - Community Involvement

Theme Five - Economy and Land Management

THEME ONE: Landscape and Nature Conservation and Enhancement

A healthy environment is important to everyone; it is essential for our well-being and our quality of life. Landscape and nature conservation and its enhancement is a major part of this. Ultimately, biodiversity is lost or conserved at the local level and the wildlife habitats need to be in keeping with the character of the landscape. Such conservation and enhancement can only be achieved if it is actively managed. The Council will work with partners and communities to ensure the following outcome objectives are achieved:

Outcome Objectives - Landscape and Nature Conservation and Enhancement

Conserve and enhance biodiversity: work with landowners and local communities to map and manage green spaces and local nature reserves across the district to ensure species and habitats will be sustained enhanced and better connected. For example, road verges are managed by community groups, seeding flowers to enhance their biodiversity and provide wildlife corridors.

Identify Green Infrastructure: spatially identify priorities for the creation of multi-functional green space across the district so that opportunities for access, landscape and biodiversity are a core part of the planning process. For example, work with developers to ensure new developments contribute to additional recreational facilities and enhance biodiversity.

Protect existing sites: work with landowners and partners to protect existing sites with international, national and local designations. Also, with its partners, the Council will endeavour to protect the district's cultural and natural heritage including archaeology and conservation of the historic landscape.

Support public and private open spaces within settlements: work with local communities and landowners to maintain and develop these often small open spaces that are often the most valued by people and provide that vital link between

partners and the public that this strategy relies on. This includes parks, cemeteries, churchyards and allotments.

Promote positive management of degraded land: work with landowners to help restore brown field sites so they can support local wildlife. This will prevent further degradation and enhance the local landscape and increase biodiversity.

THEME TWO: Access and Recreation

Improving access for everyone to the countryside and green space, and increasing recreational opportunities is important to the Council as it helps to increase the number of people who are able to enjoy the outdoors. Getting out and about in the countryside also benefits people's physical health and mental wellbeing. Providing appropriate access to the countryside and recreational opportunities for all including people with disabilities, first time visitors from urban areas or regular walkers and countryside volunteers is an important part of countryside management. This helps people to experience and enjoy the natural world at close hand, encouraging people to be happy and healthy; 'living well' by being active in the countryside and green spaces. To achieve this, the Council with its partners, has identified the following outcome objectives:

Outcome Objectives: Access and Recreation

Get people out and about: work with our partners to offer a range of different services to promote appropriate access to the countryside and green space. This will include people being able to use different modes of transport to get to, and then get around in the countryside and nature reserves, wherever possible. It will involve public transport, community transport, cycle routes, bridleways and footpaths including mobility access.

Get people active in the countryside: Working with our partners to develop and expand a range of activities including guided walks and guided walk leaflets, nature trails and healthy living programmes. People will also be encouraged to participate in schemes to develop the landscape, creating footpaths and, where possible, access furniture that enhances people's experience and encourages use by disabled people.

Controlling illegal access: Working with our partners and community links, do all that is practical to prevent illegal access through positive engagement, education and as a last resort, legal enforcement.

THEME THREE: Environmental Awareness and Education

Environmental awareness and education is important as it helps people understand the countryside around them and how they interact with, and impact upon the biodiversity of an area, and how, over time, the landscape has been shaped. The Council will encourage partners to use its assets to support the work of schools, youth groups and adult education so people are aware that the district has a rich and

varied diversity of natural habitat. Education is a useful doorway into communities and can reinforce environmental messages and encourage positive action. By raising awareness through environmental educational projects, children, adults and community groups will be encouraged to adopt a sense of ownership of their local environment and a responsibility to care for it. Action can be taken in a variety of areas to increase environmental awareness and education most beyond the scope of the Council. However, through the Council's commitment to partnering the following outcome objectives have been identified:

Outcome Objectives: Environmental Awareness and Education

Open access for schools: The Council will work with partners to maximise access to education for schools on Council owned countryside and green space. This will allow basic education and awareness programmes across a range of environmental topics, linked to the National Curriculum, to be delivered. This will mean more children are aware of the countryside and nature reserves around them and increase the likelihood of them getting involved.

Encourage adult education: The Council will encourage partners to use its available assets to educate and train adults in a variety of environmental topics and countryside management skills. Increasingly adults, for vocational or professional reasons, want a greater environmental awareness, education and training. Once educated, people are more likely to get involved, wanting to enhance their local green spaces and countryside.

More opportunities for community education: The Council will work with partners to increase the number of awareness, education and training sessions available to community groups and after-school clubs (e.g. Beavers, Cubs, Rainbows and Brownies). Again to do so may lead to more people being active and involved helping them to enjoy the countryside and green space and help maintain and enhance it.

THEME FOUR: Community Involvement

A theme throughout this strategy has been to inspire individuals and communities to take ownership of their local green space and countryside so it is managed and enhanced by the people that use it. Achieving this is fundamental to the success of this strategy's aims and outcome objectives. Environmental projects with the full participation of local communities tend to be more creative, innovative and successful. They also tend to be more sustainable, protecting the countryside and green space for future generations. Whether this is involvement in planning projects, executing them or just joining in, the Council, working with the five Community Engagement Forums and their Partnership Boards and a wide range of voluntary and community partners to support and inspire local people to deliver and take ownership of projects that make a positive difference to the biodiversity, to local green spaces and the countryside. Equally as important, is the benefit for those people that get involved, of empowerment and wellbeing. Through participation

people gain a greater opportunity to influence and become part of something that improves their local environment. Here the Council's outcome objective is simple:

Outcome objective: Community involvement

Increase community involvement and ownership: The Council, through the five Community Engagement Forums (CEFs) and their Partnership Boards will work with partners to find creative and innovative ways to maximise the number of people involved in managing and enhancing their local green spaces and the countryside. This may be supporting community groups carry out simple maintenance on a village pond or larger, long term partnership led projects to create new local nature reserves or enhancement programmes on the district's existing nature reserves. No matter how little or large the commitment might be, from an individual volunteer, or twenty strong community group, the Council, the CEFs and partners, are committed, and will actively encourage and facilitate any proactive community involvement that enhances, gives greater access to, manages or creation of green space or countryside. For example, designating a local green area for community use, as outlined in the Natural Environment White Paper.

THEME FIVE: Economy and Land Management

Nationally, rural countryside areas have significantly higher house prices than the national average while rural wages are significantly lower. Although Selby District does suffer to some degree from this national trend, the district does not suffer in the same way as other parts of North Yorkshire. However, the council recognises the need to balance housing demand whilst preserving aims of this strategy. The Council's efforts to address these issues are covered, in varying ways, through Local Enterprise Partnerships, the Local Development Framework, the Core Strategy, Sustainable Community Strategy and the Council's Corporate Plan. Where appropriate, the Council will work with partners to ensure effective land management that supports this strategy and the countryside economy. However, in terms of this strategy the Council's aim and outcome focus is to generate business growth from the Council owned countryside, primarily its nature reserve and other countryside or green space assets that through effective land management can generate income either in its own right or for a partner organisation. One opportunity already alluded to is education and training. The benefit here is the sustainability and growth of the providing partner combined with the individual skills gained through education and training that could lead to new employment opportunities. Here, the Council's outcome objectives are more aspirational until more work is done to explore the possibilities.

Outcome objectives: Economy and Land Management

Find the countryside business opportunities: The Council will work with its partners to explore and identify realistic opportunities for enterprising business growth from the Council's countryside and green space assets that supports the

aims and objectives. For example, working with the Yorkshire Wildlife Trust and other partners to create and generate nature tourism within the district that benefits both the local economy and the district's biodiversity.

Have cost effective land management: The Council will work with its partners to identify sustainable development projects that support the wider countryside and green infrastructure that help deliver the aims and objectives of this strategy. For example, the Council could encourage businesses to provide wildlife areas within their premises, promoting innovative ideas such as green roofs.

Increase developer contributions through the use of Policy Planning

Guidance: Explore opportunities for additional contributions towards enhancement of biodiversity that balances the housing and business development needs with the environment. For example, the Minerals and Waste Development Framework could allow access to funds for restoration schemes that enhance biodiversity.

Monitoring and Evaluation

Detailed site specific Management Plans will be developed that outline all partner and Council responsibilities and commitments toward delivering the aims and objectives of this strategy. A framework of tangible, qualitative and quantitative measures will be identified that evidence progress toward achieving the outcomes. These measures will form part of the annual review and be used in the completion of grant and other funding applications.

The annual review will include the progress made toward achieving the aims and outcome objectives as set out above. It will also include recommendations to add or remove any outcome objectives. The review will be reported to the Council's Executive annually.

Conclusion

This strategy clearly outlines the Council's commitment to conserve and enhance biodiversity and landscape character across the district's countryside and green space. This will be achieved by working with a range of partners, residents, communities and where possible, developers and businesses, getting them all actively involved with improving the district's countryside and green space.

The Strategy sets clear outcome objectives, which delivery can be measured against. Doing so will help to deliver the 5 Big Things in the Council's Corporate Plan by having a positive impact on changing the way people see the district; encouraging people to get involved and be active, helping them lead happy and healthy lives. It's also about being switched on to what's happening around us, knowing what's important.

The partnership approach to countryside and green space management and enhancement, described in the Strategy, is in line with the new English Strategy and follows the emerging guidance and trends. The partners involved in helping the Council develop the strategy have been encouraged by the Council's ambition and innovation. This inclusion and collaboration with partners from the start has ensured the aims and objectives to be a realistic and achievable way of conserving, enhancing and connecting Selby district's biodiversity and the natural and cultural heritage assets within its landscapes.

Partners Involved in the Development of the Selby District Countryside and Green
Space Strategy

Natural England

Groundwork North Yorkshire

Yorkshire Wildlife Trust

The Wildlife Habitat Protection Trust

North Yorkshire County Council.

Selby District Council

REPORT

Reference: E/12/6

Item 9b - Public



To: The Executive
Date: 31 May 2012
Status: Non Key Decision
Published: 23 May 2012
Author: Drew Fussey; Development Manager
Executive Member: Councillor Chris Metcalfe
Lead Director: Rose Norris

Title: Countryside Management, Practical Arrangements

Summary: This report updates the Executive on the progress to put in place the practical arrangements to ensure the countryside and green spaces owned by the Council are managed effectively and to ensure the aims and objectives of the Countryside and Green Space Strategy are achieved.

Recommendations:

- I. That Barlow Common is leased to Yorkshire Wildlife Trust for ninety nine years subject to agreed terms
- II. That Hambleton Hough is leased to The Wildlife Habitat Protection Trust for ninety nine years subject to agreed terms.
- III. Negotiations continue with Selby Town Council regarding the future of Bondgate landfill site.
- IV. That the current arrangements with Yorkshire Water's management of Brayton Barff continue.

Reasons for recommendation

The recommendations ensure the appropriate, sustainable management and enhancement of Council owned countryside and green space that, in turn, will contribute toward delivering the aims and objectives of the proposed Countryside and Green Space Strategy.

1. Introduction and background

- 1.1 Selby District Council has gone through a period of significant change. With significant reductions in public sector funding, the Council has prioritised delivering the good quality services it provides and that it is best placed to deliver. These are also the essential services that the district's residents and businesses expect their council to provide.
- 1.2 As a consequence, resources in non-statutory services were reduced. In this particular case the Council could no longer afford to fund the Countryside Rangers. However, the Council recognises its continued responsibility toward, and the importance of, the district's biodiversity and green infrastructure. Following emerging national guidance (see the background documents), by working with a range of experienced partners, the Council can establish robust and sustainable management arrangements for the countryside and green space assets owned by the Council. Such arrangements will help deliver the aims and objectives of the proposed Countryside and Green Space Strategy and, in turn, assist in the delivery of the 5 Big Things in the corporate plan, especially Changing Places, Living Well and Being Switched on.
- 1.3 This report explains what steps officers, working with the Executive Lead, have taken to engage partners. It then outlines the expressions of interest received from potential partners that leads to the report recommendations.

2. The Report

- 2.1 Following the initial development and preparation of the proposed draft Countryside and Green Space Strategy, a second meeting was held on 14 March 2012 with a number of partners including Groundwork North Yorkshire, Yorkshire Wildlife Trust, The Wildlife Habitat Protection Trust, Selby Town Council and Selby District Scouting. Other organisations and interested parties were invited but did not attend.
- 2.2 At the meeting it was made clear the Council's intentions to work with a range of partners that had the right variety of skills, expertise and capacity needed to help deliver the aims and objectives of the draft Countryside and Green Space Strategy. It was also explained that the Council has an extremely limited and potentially reducing grant; therefore, the approach would need to be innovative, providing

practical management of the Council owned sites, namely; Barlow Common, Hambleton Hough and Bondgate landfill. All the partners were keen to discuss the possible options and work together to find a practical way forward for all concerned. The partners were asked to provide draft expressions of interest for the Council to consider by the 16 April. The scouts submitted a proposal outlining their desire to retain and possibly expand their camp at Barlow Common. Three other expressions were received from Groundwork North Yorkshire, Yorkshire Wildlife Trust and The Wildlife Habitat Protection Trust; each of these expressions of interest will now be briefly outlined.

- 2.3 **Groundwork North Yorkshire** has proposed to manage Barlow Common, Hambleton Hough and Bondgate through a service level agreement. They are prepared to do so for £13,000.00 per annum. This is an attractive offer from an established partner that is part of a national federation that has a proven record of drawing in additional funding and delivering projects. Groundwork North Yorkshire shares the Council's offices and has some experience of countryside management. Although this would provide a single point of contact regarding countryside and green space matters, helping to simplify administration, it also would tip the strategic control of the Council's countryside and green space assets in Groundwork's favour, diminishing the Council's control and preventing smaller more specialist organisations from having the opportunity to develop and grow. This is not the aims of the proposed strategy, as the Council is not looking for a service delivery partner, nor is it procuring a service to simplify administration or service provision.
- 2.4 **Yorkshire Wildlife Trust (YWT)** has expressed an interest in managing Barlow Common including the fishing rights on a ninety nine year lease for an initial grant of £12,000.00 for the first two years. After that they believe the grant could be reduced by £2,000.00 each year for three years, reducing the grant to £6,000.00. They would provide a ten year management plan to enhance the Common's biodiversity and public amenity that the Council could measure outcomes against. The grant arrangements would be reviewed every ten years in line with the management plan. YWT have expressed a desire to work with all partners that have currently been involved in developing the strategy. YWT are keen to work with the Scouts who are already located on the site, but has asked to be involved in negotiating the lease with the Scouts, if they are successful. YWT, like Groundwork, are part of a federation of Wildlife Trusts with years of experience of accessing funding to manage numerous sites similar to Barlow Common. YWT were also involved in developing the initial management plans for the Common and believe their skill, expertise and reputation for managing and enhancing such sites, by working with local communities and wildlife enthusiast will help achieve the aims and objectives of the proposed strategy. The arrangements outline above still need to be agreed by the YWT Board.

- 2.5 **The Wildlife Habitat Protection Trust (WHPT)** has expressed an interest in managing Hambleton Hough. Again they are looking for a ninety nine year lease but require no grant support from the Council. Again they would provide a ten year management plan. Their proposal for the site includes maintaining it and carrying out tree safety works, re-planting with indigenous tree species, improving the pathways and installing bird boxes and feeding stations. The WHPT is based in Church Fenton and has seven sites, all in the district, that it currently manages. It was formed in 2006, becoming a registered charity in 2008. Their website states that they work closely with local communities and wider audiences to establish, develop and maintain natural conservation areas and develop people's skills, to make sure traditional countryside crafts and skills aren't lost forever. Although their involvement in the development of the strategy has been less than others, their principles match the ambitions of the strategy and their openness and enthusiasm to work with other partners to deliver the aims of the strategy is encouraging.
- 2.6 **Terms for the lease** are based on a minimum standard, supervision and management plan that will be provided by the Council. It outlines specific management issues regarding habitats for biodiversity and wildlife conservation. This is combined with the requirement to enhance the leisure and amenity needs of the specific sites with agreed measurable outcomes that will be reported annually to the Council as part of a ten year management plan that will be provided by the partner. The terms of the lease will also stipulate the need to have in place all necessary governance to meet all appropriate health and safety legislation, insurance requirements along with current or future legislation or government policy relating to countryside management and biodiversity. All of this will be detailed in the successful partners ten year management plan that will form part of the terms. This is in addition the usual terms and conditions you would expect as part of a long term lease, linked to approved uses and standards that may lead to determination in the event of non-delivery. Access Selby Legal team will advise officers in respect of the proposed leases to be entered into.
- 2.7 Entering into long term partnering arrangements helps mitigate the risk to the Council in respect of its responsibilities for the district's countryside and green space, by working with a number of specialist organisations to ensure the district biodiversity is sustained and where possible enhanced. This is achievable because these organisations have an interest in the management of the district's countryside and green space landscape, beyond just Council owned sites. The value gained is hard to quantify in monetary terms but in social terms, using one potential partner, YWT had over 30 individuals regularly volunteering to help them carry out work on their sites in the district last year. YWT also have approximately 300 members who are registered as living in the District, many of whom attend events organised by YWT across the region.

- 2.8 **Brayton Barff** is currently managed by Yorkshire Water. They were invited to the initial discussions on the development of the new strategy but declined the invitation. Following a conversation Yorkshire Water are happy with the current management arrangements with the Council and support the aims of the proposed strategy. Their representative felt that unless the Council wanted to alter the current arrangement there was no need for them to become involved. From a Council perspective Yorkshire Water proactively manage Brayton Barff, working with YWT, getting individuals and groups involved with the conservation and management of the Barff. The arrangement works well and will contribute toward achieving the aims of the proposed strategy.
- 2.9 **Bondgate landfill site**, Selby. Selby Town Council has expressed an interest in the Transfer of ownership to them in a short email. However, because of the changeover in Town Clark no detailed discussions have taken place. The Council's assets register values this land at £26,300.

3. Legal/Financial Controls and other Policy matters

3.1 Legal Issues

The Council would be at liberty in granting a peppercorn rent on the basis that the lessee would assume all responsibility and liability arising from the management of the land in accordance with the specification as to use of the land, which would negate any rental income having regard to the potential uses during the period of the lease.

Any lease once completed will contain binding obligations on both parties and will be the document governing the occupation of the land.

3.2 Financial Issues

Currently there is an annual budget of £13,000.00 allocated to maintain the three Council owned sites of Barlow Common, Hambleton Hough and Bondgate. All discussions are based on working within this budget for at least the next ten years.

4. Conclusion

This is an ambitious and innovative approach to the future long term management of the Council owned countryside and green space assets named above. This partnership approach supports the delivery

of the draft Selby District Countryside and Green Space Strategy by empowering knowledgeable, skilled and experienced partners to work with individuals and communities to enhance biodiversity in the district whilst increasing public awareness, access, involvement and ownership.

If agreed by the Executive swift progress will be made to agree the terms of the leases, putting in place the necessary arrangements so the successful partners can take on their management responsibilities as soon as possible.

5. Background Documents

- *Selby District Countryside and Green Space strategy (draft)*

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Selby District Council

REPORT

Reference: E/12/7

Item 10 - Public



To: The Executive
Date: 31 May 2012
Status: Non Key Decision
Report Published: 23 May 2012
Author: Glenn Shelley
Executive Member: Councillor Mark Crane
Lead Officer: Keith Dawson

Title: Overview and Scrutiny Work Programmes

Summary: This report is to inform members of the Executive of the draft Work Programmes which have been developed for Policy Review, Scrutiny and Audit Committees.

Recommendations:

To consider the Work Programmes provided and feedback any comments to the relevant Committees.

Reasons for recommendation:

To ensure the Overview and Scrutiny Work Programmes make effective use of Council resources.

1. Introduction and background

- 1.1** The adoption of a revised constitution and an Executive system from May 2011 has placed an increased emphasis on the role of the Scrutiny Committee within Selby District Council.
- 1.2** The Constitution states that all Overview and Scrutiny Committees must prepare an annual Work Programme making clear recommendations about their work for the year ahead. The Constitution also states that Committees must consult with the Executive, before

presenting their Work Programmes to Council. The Work Programmes are to be considered by the Council on 26 June 2012.

2. The Report

The Executive is asked to consider the Work Programmes attached at appendices A, B and C in order that its views can be heard by the Overview and Scrutiny Committees. In particular the Executive is asked to consider any issues within its own work programme would benefit from prior consideration by either Scrutiny or Policy Committees, to broaden participation in decision making and transparency and reduce the likelihood of Call In.

2.1 A key aspect of the work programme is that it should be owned and developed by councillors. The ideas put forward by officers represent a suggested way forward, but it is important that councillors give input to the work programme.

2.2 However, when considering new items for inclusion on the work programme it is important that the following are taken into consideration:

Relevance:

Undertaking scrutiny work is resource intensive for both councillors and officers. Investing such a level of resources can only be justified for high priority issues. The suggested topic should relate to issues associated with the Corporate Plan, the Council's 2012/13 priorities, the Forward Plan and the Budget.

Co-ordination:

Topics on the work programme should not already be under consideration elsewhere within the Council or, if long term plans have been agreed, the work of Overview and Scrutiny should be co-ordinated and timely.

Time and Resource Constraints:

Each committee has a finite amount of time for the Committee to carry out its work programme. Councillors may wish to supplement this with task and finish groups or by requesting individual members to carry out work. However, the time constraints and resource demands on both councillors and officers should be considered when determining how many task and finish groups it is feasible to operate at one time.

3. Legal/Financial Controls and other Policy matters

3.1 Legal Issues

Any legal issues arising will be identified in the relevant report at the time of consideration by the Committee.

3.2 Financial Issues

There is a defined budget available for the ad hoc costs associated with the support of any Task and Finish Groups. A budget has been allocated for officer time in supporting the committees and this will be closely monitored.

4 Conclusion

That the Executive considers the Overview and Scrutiny Work Programmes and provide their input.

Background Documents

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Appendix – A Scrutiny Work Programme
Appendix – B Policy Review Work Programme
Appendix – C Audit Work Programme

Scrutiny Committee Work Programme 2012/13

Date of Meeting	Topic	Action Required
13 June 2012	Time of Meetings	To consider and agree a start time for future meetings
	Work Programme	To receive the Work Programme drafted by the Committee and approved by Council
	Year End Performance	To receive the Year End Performance Report
	Crime & Disorder Update INFORMATION ONLY REPORT	To receive an information only report with statistical information on Crime & Disorder.
	Barlow Common Nature Reserve	To receive an updated on current situation at Barlow Common
	Access Selby Service Provision <ul style="list-style-type: none"> • Leisure Services - WLCT • Housing - Stock/Voids 	To receive an update on the progress made to the refurbishment of Abbey Leisure Centre To scrutinise the provision of housing across Selby District including the performance of the repairs/maintenance service and Helplink
	Health Service Provision <ul style="list-style-type: none"> • Selby Hospital 	To scrutinise the impact made to residents on the move to the new hospital site
Call In	Provisional Item on the agenda	
25 September	Localism Act	To scrutinise the impact on Selby District Residents – with the emphasis on the areas of the Localism Act dealing with

2012		Community Empowerment
	Access Selby Service Provision <ul style="list-style-type: none"> Waste Collection and Recycling 2nd Year Review INFORMATION PAPER ONLY Environmental Health 	To receive a written update on the 2 nd year Waste Collection Review of Service from Enterprise To scrutinise the performance of the work of the Environmental Health Service
	1 st Quarter Interim Corporate Plan Review	To review performance against the Corporate Plan – Leader of the Council in attendance
	Crime and Disorder Review	To review the levels of crime and disorder across Selby District – NYP and CSP representatives in attendance
	Call In	Provisional Item on the agenda
22 January 2013	North Yorkshire Fire Service	To discuss the Fire and Rescue Service provision within the District and potential budget cuts to the service
	Health Service Provision <ul style="list-style-type: none"> Yorkshire Ambulance Services 	To review the work of the Ambulance Service covering the District and how it impacts on local residents, including the work of the Air Ambulance Service
	Access Selby Service Provision <ul style="list-style-type: none"> Planning 	To scrutinise the performance of the Planning Service
	2 nd Quarter Corporate Plan Report	To review performance against the Corporate Plan – Leader of the Council in attendance
	Call In	Provisional Item on the agenda

Feb/March 2013	Nigel Adams MP	To ask questions of the Selby and Ainsty MP regarding issues of concern for councillors and local residents
23 April 2013	Police & Crime Commissioner (PCC)	To invite the PCC to give an update on their role and responsibilities
	Crime & Disorder Update INFORMATION REPORT ONLY	Information report from the PCC with Crime Statistics for the district
	Community Selby Service Provision <ul style="list-style-type: none"> • Communities Selby 	To look at how Communities Selby is working in partnership with the voluntary sector
	3 rd Quarter Corporate Plan Report	To review performance against the Corporate Plan
	Scrutiny Annual Report 2012/13 and Work Programme 2013/14	To discuss the Scrutiny Annual Report for 2012/13 and to agree the draft work programme for 2013/14
	Call In	Provisional Item on the agenda

- Please note that any items 'called in' will be considered at the next available meeting.
- Councillor Call For Action will also be considered as the next available meeting.

Policy Review Committee Work Programme 2012/13

Date of Meeting	Topic	Action Required
12 June 2012	Time of Meetings	To agree a start time for meetings for 2012/13
	Work Programme	To agree the Committee's Work Programme for 2012/13
	<u>Budget and Policy Framework</u> Sustainable Community Strategy (SCS) Refresh. Exec in April	To review progress against SCS objectives and seek opinion on priorities.
	<u>Budget and Policy Framework</u> HRA Business Plan Exec 3 May	To consider the Executive's proposals for the HRA Business Plan
	<u>Committee Requested Item</u> Renewable Energy Strategy	To request authority from the Executive and Council to commit the Council's resources to a Renewable Energy Task and Finish Group.
	<u>Committee Requested Item</u> Enforcement Policy	To discuss recommendations on changes before the Core Strategy is adopted.

17 July 2012	<u>Budget and Policy Framework</u> The State of Area Address and the draft Corporate Plan Council 26 June	To consider the Leader's State of the Area Address.
	<u>Budget and Policy Framework</u> Review of the Asset Management Strategy	To consider the Executive's proposals regarding the Asset Management Strategy.
	<u>Committee Requested Item</u> Community Engagement Forums	To consider the Executive's proposals for CEF arrangements
16 October 2012	<u>Budget and Policy Framework</u> Financial Strategy	To consider the Executive's proposals for the Council's long term (10 year), resource and spending framework in which the budget strategy and three year financial plan will be developed.
	<u>Executive Requested Item</u> Countryside Management and Green Space Strategy	To review the latest Strategy from Communities Selby on behalf of the Executive
	<u>Executive Requested Item</u> Tenancy Strategy / Policy	To review the latest Strategy /Policy on behalf of the Executive

15 January 2013	<u>Budget and Policy Framework</u> Draft Budget and Medium Term Financial Plan	To consider the Executive's proposals for revenue budgets and the capital programme for 2013/2014.
16 April 2013	<u>Constitutional Requirement</u> Policy Review Annual Report 2012/13 and Work Programme 2013/14	To review the Policy Review Annual Report and approve the Draft Work Programme for 2013/14

Audit Committee Work Programme 2012/13

Date of Meeting	Topic	Action Required
19 June 2012	Committee Requested Item Introduction to the Audit Committee	
	Committee Requested Item Time of Meetings	To agree start time of Audit Committee meetings for 2012/13
	Committee Requested Item Audit Committee work programme 2012/13	To consider the Committee's Work Programme for the year ahead.
	Committee Requested Item Internal Audit Annual Report 2011/12	To consider the Internal Audit Annual Report for 2011/12.
	Committee Requested Item Internal Audit Plan 2012/13	To examine the Internal Audit Plan for the year.
	Committee Requested Item Annual Governance Statement	To review the Action Plan for the year.
	Committee Requested Item Risk Management Annual Report	To consider the Risk Management Annual Report for 2011/12

	Committee Requested Item Review of the Corporate Risk Register	To review the latest Corporate Risk Register
	Committee Requested Item Review of the Access Selby Risk Register	To review the latest Access Selby Risk Register
	Committee Requested Item Review of the Communities Selby Risk Register	To review the latest Communities Selby Risk Register
26 September 2012	Committee Requested Item Statement of Accounts (post audit)	To approve the Statement of Accounts
	Committee Requested Item Annual Governance Statement	To approve the Annual Governance Statement
	Committee Requested Item Audit Commission's Annual Governance Report and Opinion on the Financial Statements	To receive the Audit Commission's Annual Governance Report and opinion on Financial Statements
	Committee Requested Item Counter Fraud Annual Report	To review the Counter Fraud Annual Report
	Committee Requested Item Internal Audit Quarter 1+Report 2012/13	To review progress against the Internal Audit Plan

16 January 2013	Committee Requested Item Internal Audit Quarter 2+ Report 2012/13	To review progress against the Internal Audit Plan
	Committee Requested Item Annual Audit Letter	To receive the Audit Commission's report on the 2011/12 Audit and Value for Money conclusion
	Committee Requested Item Review of Risk Management Strategy	To review the Risk Management Strategy
	Committee Requested Item Review of the Corporate Risk Register	To review the latest Corporate Risk Register
	Committee Requested Item Review of the Access Selby Risk Register	To review the latest Access Selby Risk Register
	Committee Requested Item Review of the Communities Selby Risk Register	To review the latest Communities Selby Risk Register
17 April 2013	Committee Requested Item Audit of Grant Claims & Returns 2011/12	To receive the Audit report
	Committee Requested Item Annual Governance Statement – Action Plan Review	To review progress against the AGS Action Plan

	<p>Committee Requested Item Internal Audit Quarter 3+ Report 2012/13</p>	<p>To review progress against the Internal Audit Plan for 2012/13</p>
	<p>Committee Requested Item Internal Charter, Terms of Reference and Audit Plan 2013/14</p>	<p>To approve the Internal Audit Plan 2013/14</p>
	<p>Committee Requested Item External Audit Work programme</p>	<p>To receive the Audit Commissions proposals for auditing the financial statements and value for money conclusions for 2012/13</p>
	<p>Committee Requested Item Accounts and Audit Regulation 6 Review</p>	<p>To review the Council's Regulation 6 procedures</p>
	<p>Committee Requested Item Audit Committee Annual Report and Work Programme 2013/14</p>	<p>To approve the 2013/14 work programme for the committee</p>