

# Selby District Council



## Minutes

### Executive

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|------------------------|---|
| Venue:                 | Committee Room, Civic Centre, Selby   |
| Date:                  | 5 July 2012   |
| Present:               | Councillor M Crane (Chair), C Lunn, J Mackman and C Metcalfe  |
| Apologies for Absence: | Councillor Mrs G Ivey   |
| Officers present:      | Chief Executive, Deputy Chief Executive, Executive Director (S151), Managing Director of Access Selby, Director of Community Services, Business Manager (SS) and Democratic Services Manager. |
| Also Present:          | Mike Lyons and Peter Burt – Wigan Leisure Culture Trust   |
| Public:                | 0   |
| Press:                 | 0   |

NOTE: Only minute numbers 14, 15, 16, 17, 19 and 21 are subject to call-in arrangements. The deadline for call-in is 5pm 16 July 2012. Decisions not called in may be implemented on 17 June 2012.

#### 11. Apologies for Absence

In noting Councillor Mrs G Ivey's apologies, the Executive asked that the best wishes and condolences of the Executive be passed on following her bereavement.

#### 12. Minutes

The minutes of the meeting on 31 May 2012 were submitted and

agreed as a correct record and signed by the Chair.

### **13. Disclosure of Interest**

Councillor C Lunn declared a personal and prejudicial interest in item 8 (minute 18 - Council Tax Localisation) by the virtue of the fact that he owns a number of properties which would be, from time to time, affected by the proposals set out in the report. He left the meeting during discussion and voting on that item.

### **14. Annual Report**

Councillor Crane presented the Annual Report. The report was a key reference point for the authority, summarising the work of the Council during the 2011/12 as well as giving a financial overview.

#### **Resolved:**

**To welcome the Annual Report as an accurate record of the financial year 2011/12.**

Reason for decision:

To enable the Annual Report to go forward for publication.

### **15. Potential Site for the Travelling Community – Key Decision**

Councillor J Mackman presented the report which provided details of a potential site for the Travelling Community. The report set out the activities and decisions needed to bring the site forward.

Councillor J Mackman set out the background to the report. He reminded the Executive of the work undertaken by Policy Review Committee in the identification of the site at Burn Airfield.

Councillor Lunn, as ward member for Burn, put forward the views of his constituents. He outlined his opposition to the Burn site. He felt that there were alternative sites to consider and that provision at Burn Airfield, in addition the existing site, could strain relationships within the local community.

The Executive acknowledged the points raised by Councillor Lunn, however, they felt that the Burn site, at this stage in the process, represented a way forward that was both deliverable and in line with government policy.

Councillor Lunn voted against the proposal.

#### **Resolved:**

- i. **To note the action to date and current position with regard to a search for a suitable travellers site;**
- ii. **To authorise officers to open negotiations with Homes and Communities Agency (HCA) to secure a site for travellers**
- iii. **To authorise officers to work with partners to prepare and submit applications to facilitate the delivery of a travellers site;**
- iv. **To authorise officers to continue to identify future sites through the Site Allocation Development Plan Document (SADPD);**
- v. **To authorise officers to undertake the appropriate consultation.**

Reason for the decision:

- i. To obtain the necessary authority to secure a site within the district
- ii. To enable the Council to form and to robustly defend its future position in this matter

## **16. Airey House Adaption**

Councillor Crane presented the report which asked that work scheduled for two properties in 2014/15 be brought forward to 2012/13. This would enable other works scheduled for the property to be completed at the same time as essential disabled adaptation works.

**Resolved:**

**To bring forward the refurbishment of 2 properties from phase 3 (2014/15) of the Airey programme.**

Reason for the decision:

To enable an essential adapted facility to be completed at the same time as the refurbishment works.

## **17. 2011/12 Final Accounts Outturn report – Key Decision**

Councillor C Lunn presented the report which provided the final outturn position between budgeted and actual expenditure and income for the 2011/12 financial year to 31 March 2012 for the Core, Access Selby and Communities Selby.

The Executive heard that overall, there was a General Fund Revenue surplus of £818k and a Housing Revenue Account surplus of £112k.

**Resolved:**

- i. **To carry forward the funds set out at Appendix D in the report from 2011/12 to 2012/13;**
- ii. **To transfer both Access Selby's £263k General Fund surplus**

- to an earmarked 'Access Selby Reserve' and the £373k HRA Surplus to 'HRA Balances (Access Selby)', in accordance with the approved financial arrangements for Access Selby;
- iii. To endorse the actions of the Executive Director (S151) in contributing the saving generated in the General Fund to the Spend to Save Reserve and Contingency.

Reason for the decision:

To ensure that funds are carried forward to maintain progress on approved schemes and projects and that surpluses are set aside in accordance with approved practice and used to support future spending needs.

***Having declared a personal and prejudicial interest in the item set out below Councillor C Lunn left the meeting.***

## **18. Council Tax Localisation – Key Decision**

Councillor Crane presented the report which detailed the options available for the provision of Localised Support for Council Tax to enable consultation with major preceptors to commence.

Councillor Crane highlighted that the subsidy local government receives to fund Council Tax Benefit would be reduced by around 10%. As a result, all Councils were faced with difficult decisions in respect of the impact on their residents.

The Executive discussed Option 4 as the option recommended in the report. This passed on some of the cuts to claimants with the remainder coming from reductions in other exemptions and discounts. The Executive Director (S151) responded to a number of questions regarding the options and the financial modelling which had taken place.

The Executive felt that the Council should consult on a range of approaches based on option 4.

### **Resolved:**

- i. To delegate to the Executive Director S151, after consultation with the Leader of the Council, the authority to consult on a range of approaches in line with Option 4;
- ii. To undertake consultation with other precepting authorities jointly with the other districts in North Yorkshire;
- iii. To ask the Council to approve expenditure up to £84k in 2012/13 towards the costs of implementing the scheme funded from grant awarded by the DCLG.

Reason for the decision:

To enable a draft outline scheme to be developed for joint consultation with the other councils in North Yorkshire and to allow the necessary steps to be taken to develop proposals for implementation.

***Councillor C Lunn returned to the meeting.***

**19. Annual Review of Leisure Contract**

Councillor Lunn presented the report. This was the second formal Annual Review of the Leisure Contract with Wigan Leisure and Culture Trust (WLCT), covering the period April 2011 to March 2012.

Councillor Lunn gave an overview of the report and highlighted some of the excellent work which had been undertaken. He felt that work undertaken following the fire at Abbey Leisure Centre demonstrated the strength of the partnership between the Council and WLCT.

Mike Lyons and Peter Burt, WLCT, addressed the Executive and detailed some of the achievements from the last year. The Executive felt that the partnership between the Council and WLCT should contribute across the '5 big things' and not be limited to the 'Living Well' agenda.

The Executive thanked Mike Lyons for his contribution to the partnership and wished him well in his new role.

**Resolved:**

- i. To note the key findings of the report and in particular the performance of Wigan Leisure and Culture Trust to date;**
- ii. To agree the strategic objectives highlighted in the annual review to support the Council's 'Living Well' priorities;**
- iii. To give delegated authority to the Deputy Chief Executive, after consultation with the lead Councillor for Finance, to agree the revised management fee payable to WLCT and approve the necessary variations to the Leisure Contract to reflect the consequences of the fire at Abbey Leisure Centre.**

Reason for the decision:

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

**20. Private Session**

**Resolved:**

**That in accordance with Section 100(A)(4) of the Local Government Act 1972, in view of the nature of the business to be transacted, the**

meeting be not open to the Press and public during discussion of the following item as there will be disclosure of exempt information as defined in Section 100(1) of the Act as described in paragraph 1 of Part 1 of Schedule 12(A) of the Act.

**21. Closed Circuit Television (CCTV) Monitoring and Maintenance and Automated Bollard Control Contract Procurement – Key Decision**

Councillor C Metcalfe presented the report which asked the Executive to approve the short list of companies wishing to formally tender for the CCTV Monitoring, Maintenance and Automated Bollard Control Contract.

**Resolved:**

**To approve the shortlist of companies to be invited to formally tender for the CCTV Monitoring, Maintenance and Automated Bollard Control Contract.**

Reason for the decision:

To enable officers to continue to the next stage of the procurement process and invite companies that are suitably qualified to submit a formal tender.

The meeting closed at 5.18pm.