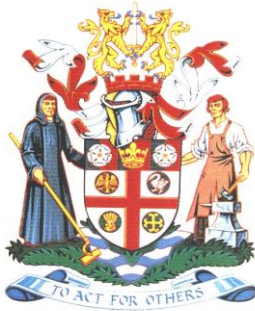


Selby District Council



Minutes

Executive

Venue:	Committee Room, Civic Centre, Selby
Date:	7 February 2013
Present:	Councillor M Crane (Chair), Councillor Mrs G Ivey, C Lunn, J Mackman and C Metcalfe
Officers present:	Chief Executive, Deputy Chief Executive, Executive Director (S151), Director of Community Services, Business Manger (ES), Lead Officer Finance and Democratic Services Manager.
Also Present:	
Public:	0
Press:	0

NOTE: Only minute numbers 87, 88, 90, 91, 92 and 94 are subject to call-in arrangements. The deadline for call-in is 5pm on 19 February 2013. Decisions not called in may be implemented on 20 February 2013.

83. Apologies for Absence

No apologies were received.

84. Minutes

The minutes of the meeting on 3 January 2013 were submitted and agreed as a correct record and signed by the Chair.

85. Disclosure of Interest

None received.

86. Medium Term Financial Plan – Key Decision

Councillor Lunn presented the report on the Executive's proposed budget and capital programme for 2013/14 to 2015/16. The report identified a number of budget pressures and presented savings proposals. The savings proposals included the introduction of a charge for green waste collections. Comments from Policy Review Committee had been included within the report.

Councillor Lunn outlined that the final settlement had now been released. The key issues for the Executive to consider were the level of Council Tax for 2013/14 and charging for the garden waste collection service.

Councillor Lunn stated that the figures in the report assumed a 2% Council Tax increase in line with the draft budget. However, the recent central government offer of a Council Tax Freeze Grant for the next two years meant that a zero increase could be accommodated within the Council's spending plans. This would allow the Council to support residents in tough financial times.

The Executive approved the below amendment to the recommendation within the report:

- ii) It is recommended to Council that Council Tax be frozen at £158.88 for a Band D property for 2013/14;**

The Executive discussed the proposed charges for green waste collection. This option had been considered as a result of the increasing difficulty in delivering efficiencies on a reducing cost base.

However, based on the final Local Government Finance Settlement, the Council was able to set a balanced budget for the year on the assumption that Access Selby achieves the savings target set. As a result, the Executive approved an amendment to the recommendation within the report as below:

- iii) To defer the implementation of charging for green waste pending more detailed investigation into the options for making savings in the service and that a report be brought back to the Executive.**

Resolved:

To recommend to Council:

- i) To submit for approval the draft budget, bids and savings, subject to comments from the Policy Review Committee;**
- ii) To freeze Council Tax at £158.88 for a Band D property for 2013/14;**

- iii) **To defer the implementation of charging for green waste pending more detailed investigation into the options for making savings in the service and that a report be brought back to the Executive.**

Reason for decision:

To ensure the Executive's budget proposals are fully funded.

87. 3rd Interim Budget Exceptions report – Key Decision

Councillor Lunn presented the third quarter budget exceptions report. The report provided details of the Core, Access Selby and Communities Selby General Fund and Housing Revenue Account expenditure and income variations for the financial year 2012/13.

Councillor Lunn outlined that there was a forecast General Fund surplus of £433k and a HRA deficit of £17k. The General Fund surplus included items such as the receipt of a long-standing dividend from BCCI and the saving on the leisure contract. Savings targets for the year were expected to be achieved and there had been good progress on the capital programme. The Executive Director (s151) responded to questions in respect of the use of the General Fund surplus and the Access Selby Reserve.

The report also recommended the drawdown of £250k from the Access Selby Reserve for a contract variation to cover the shortfall in income as a result of the Government's withdrawal of localised planning fees.

Resolved:

- i) **To endorse the action of officers and note the contents of the report;**
- ii) **To adjust budgets to reflect the expected savings that have been identified in appendix C of the report;**
- iii) **To release £250k from the Access Selby Reserve to cover the expected shortfall in Planning Fee Income from the withdrawal of proposed localised fees.**

Reason for the decision:

To ensure that budget exceptions are brought to the attention of the Executive with explanations from officers; in order to approve remedial action as necessary.

88. 3rd Interim Treasury Management Report – Key Decision

Councillor Lunn presented the report which reviewed the Council's borrowing and investment activity for the first nine months of 2012/13 and presented performance against the Prudential Indicators.

Councillor Lunn was pleased to report that treasury management returns continued to grow despite the low interest rates. He confirmed that the Council's prudential borrowing limits had not been breached during the last quarter.

Resolved:

To endorse the actions of officers on the Council's treasury activities for the period ending 31 December 2012 and approve the report.

Reason for the decision:

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

89. Treasury Management Strategy – Key Decision

Councillor Lunn presented the report on the proposed Treasury Management Strategy along with the Minimum Reserve Provision Policy Statement, Annual Investment Strategy for 2013/14 and Prudential Indicators 2013/14 as required by the Department of Communities and Local Government and CIPFA.

Councillor Lunn outlined that at this stage there were no plans to take out additional prudential borrowing although this may change as work on the programme for growth develops. Interest rates were expected to remain low for the foreseeable future and, as a result, the Executive heard that the Council's longer term forecasts for investment returns had been revised downwards.

Resolved:

To recommend to Council:

- i) To set the Operational Borrowing Limit for 2013/14 at £71m;**
- ii) To set the Authorised Borrowing Limit for 2013/14 at £75m;**
- iii) To delegate authority to the Executive Director (s151) to effect movement within the agreed authorised boundary limits for long-term borrowing for 2013/14 onwards;**
- iv) To delegate authority to the Executive Director (s151) to effect movement within the agreed operational boundary limits for long term borrowing for 2013/14 onwards;**

- v) **To approve the treasury management strategy statement 2013/14;**
- vi) **To approve the minimum revenue provision policy statement for 2013/14;**
- vii) **To approve the treasury management investment strategy for 2013/14;**
- viii) **To approve the prudential indicators for 2013/14 these reflect the capital expenditure plans, which are affordable, prudent and sustainable.**

Reason for the decision:

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

90. Homeless Prevention

Councillor Lunn presented the report on the proposed commissioning of Access Selby to deliver homeless prevention work using additional funding provided by Department for Communities and Local Government.

Councillor Lunn summarised the proposals which included the provision of financial advice, additional capacity within Access Selby's Housing Options Team and the creation of a 'homeless prevention fund'.

Resolved:

- i) **To commission Access Selby to deliver homeless prevention work using additional one-off DCLG funding, in the sum of £53,000.00 in accordance with the delivery plan commencing 1st April 2013;**
- ii) **To adjust the Access Selby cost envelope accordingly;**
- iii) **To establish a homeless prevention fund for 2013/14 and subsequent years and an eligibility criteria and operating procedures.**

Reason for the decision:

DCLG has provided additional one-off funding of £53,000.00 to Selby District Council for homeless prevention work coinciding with the introduction of national welfare reforms.

91. Implementation of a Mobile Working Solution – Key Decision

Councillor Lunn introduced the report which considered the business case for the implementation of a new mobile working solution to mobilise the community officers' team and future development into other business areas.

The Executive heard that the proposed new solution allowed workloads to be organised and prioritised, and would be fully integrated into back office systems. This would reduce the amount of time spent on administration and maximise time spent assisting customers.

Councillor Lunn stated that as part of the implementation of the project the Council would work with North Yorkshire County Council, to maximise the potential and benefits such a system could bring when working with a shared customer base.

Resolved:

- i) **To procure a mobile working solution to mobilise the community officers' team in the first phase with the scope to mobilise other business areas in future phases;**
- ii) **To release resources of up to £211k from the Spend to Save Reserve to finance the purchase and implementation costs of the system.**

Reason for the decision:

To ensure that the original concept of the Access Selby structure is delivered by providing outside officers with the necessary tools to do their job right first time while ensuring that the customer receives the highest possible level of service and delivering value for money.

92. 3rd Interim Corporate Plan Progress Report

Councillor Crane presented the report which provided details of Access Selby's key performance indicators following the third quarter of reporting for 2012/13. The report recommended appropriate action where required. It also provided an update on the development plan included within the Service Level Agreement between the Core and Access Selby.

Councillor Crane felt that the report demonstrated the excellent work being undertaken within Access Selby. He provided an overview of the two areas where improvements were required.

The Executive were pleased to see the progress made by Access Selby in reducing the average time taken to re-let a council property.

Resolved:

To approve the report.

Reason for the decision:

The ongoing management of performance and improvement data assists Access Selby in achieving its priorities for 2012/13.

93. Programme for Growth – Housing Trust – Key Decision

Councillor Mackman presented the report on one of the 'Programme for Growth' projects. The project had been established to consider the feasibility of a 'Housing Trust'. The Trust would aim to deliver new build affordable housing and in appropriate circumstances to transfer existing empty Council dwellings.

Councillor Mackman outlined some of the additional economic and social benefits of the scheme. The Executive approved an amendment to the recommendation within the report in line with the views of the project team. It was agreed that up to three councillors would be appointed as Directors on the Board.

Resolved:

To recommend Council:

- i) To approve the establishment of a charitable company limited by guarantee;**
- ii) To approve the Council as a member of that company and appoint up to three Selby District Council members as Directors on the Board;**
- iii) To delegate authority to the Executive to approve the governance documents of the company.**

Reason for the decision:

To enable the charity to be established.

94. Programme for Growth – Community Access to Sports Leisure Services – Key Decision

Councillor Ivey introduced the report which gave consideration as to how best to expand access to sport and recreational activities and to take leisure provision out into the wider community at a time when Abbey Leisure Centre was out of action.

Councillor Ivey outlined a set of proposals that had been developed for implementation between 2013 and the planned opening of the new leisure centre at the end of 2014. The proposals included a midnight soccer league and healthy active adults programme.

Resolved:

- i) To note the implications of the fire at Abbey Leisure Centre on the existing contract between Selby District Council and WLCT;**
- ii) To approve the proposals for new activities to improve community access to sports and leisure activities;**

- iii) **To authorise a variation to the existing Leisure Services Contract to reflect these changes and safeguard the Council's position.**

Reason for the decision:

To expand community access to sports, leisure and recreation activities across Selby District as a consequence of the loss of facilities at Abbey Leisure Centre and to ensure that the new arrangements are properly reflected in the Council's contract with WLCT.

95. Review of the Constitution

Councillor Crane presented the report on the review of the Constitution and proposed minor amendments to improve its operation and correct any anomalies, oversights or errors.

Resolved:

To recommend Council to amend the Constitution, with effect from the 1 March 2013, as set out in the report.

Reason for the decision:

In pursuance of the Council's obligations under Article 15 of its Constitution – to review and revise the Constitution – the recommendations are proposed to address issues which have arisen since the last review of the Constitution in December 2011.

The meeting closed at 5.36 pm.