

Selby District Council



Minutes

Executive

Venue:	Committee Room, Civic Centre, Selby
Date:	7 March 2013
Present:	Councillor M Crane (Chair), C Lunn, J Mackman and C Metcalfe
Officers present:	Chief Executive, Deputy Chief Executive, Executive Director (S151), Director of Business Services, Director of Communities Selby, Policy Officer and Democratic Services Manager.
Also Present:	
Public:	0
Press:	0

NOTE: Only minute numbers 99, 100, 101, 102 and 104 are subject to call-in arrangements. The deadline for call-in is 5pm on 19 March 2013. Decisions not called in may be implemented on 20 March 2013.

96. Apologies for Absence

Apologies were received from Councillor Mrs G Ivey.

97. Minutes

The minutes of the meeting on 7 February 2013 were submitted and agreed as a correct record and signed by the Chair.

98. Disclosure of Interest

None received.

99. Income Management Software Upgrade

Councillor Lunn presented the report on the proposed upgrade to the Council's existing income management system and the procurement of an associated bureau service. This would ensure the Council meets its obligations in relation to debit and credit card payments.

Councillor Lunn outlined the savings associated with upgrading the current system in comparison to purchasing a replacement.

Resolved:

To purchase the PARIS Bureau Service and subsequent upgrade to replace the existing Income Management software.

Reason for decision:

To ensure the authority meets its current obligations in respect of debit/credit card compliance.

100. North Yorkshire Choice Based Lettings (Allocations Policy) Review – Key Decision

In the absence of Councillor Ivey, Councillor Crane presented the report which reviewed how the Joint Choice Based Allocation Policy was working and assessed the impact on applicants. The policy had been introduced in June 2011.

Councillor Crane set out the main proposed changes to the policy as a result of the review process. The Executive discussed the process of assessing housing need and, in particular, the use of the Bronze Band.

Resolved:

- i) To note the proposed changes to the Council's Housing Allocation Policy and the reasons why these changes are being considered prior to North Yorkshire wide consultation;**
- ii) To instruct officers to bring a further report back to Executive on completion of the consultation exercise along with the North Yorkshire Partnership's recommendations for policy change.**

Reason for the decision:

To ensure the scheme is operating effectively for the residents of Selby District.

101. Community Right to Challenge

Councillor Metcalfe presented the report which proposed the Council's approach for implementing the Community Right to Challenge.

Councillor Metcalfe outlined that the Community Right to Challenge was introduced under the Localism Act 2011. It gave the relevant bodies the right to submit an expression of interest in running specified local authority services. The Executive considered the scheme set out at paragraph 2.5 within the report.

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

- ii) **To delegate decision making on expressions of interest to the Chief Executive in consultation with the Leader of the Council and to amend the Constitution accordingly at the earliest opportunity.**

Resolved:

- i) **To adopt an annual period when expression of interest submissions can be submitted to the Council using a standard form available on the Council's website;**
- ii) **To delegate decision making on expressions of interest to the Chief Executive in consultation with the Leader of the Council and to amend the Constitution accordingly at the earliest opportunity.**

Reason for the decision:

The council has a statutory duty to consider all expressions of interest received under the Community Right to Challenge. The recommendations ensure that this process fits in with the Council's commissioning timetable and that the Council has a decision making process in place for considering any submissions received.

102. Gambling Policy

Councillor Metcalfe presented the report on the Council's Gambling Policy, in line with the requirements of government policy and the Gambling Act 2005.

Resolved:

To recommend to Council

To approve the Gambling Policy prepared under the authority of the Gambling Act 2005.

Reason for the decision:

To ensure the Council fulfils its statutory requirement.

103. Overview and Scrutiny Work Programmes 2013/14

Councillor Crane presented the report to allow the Executive the opportunity to comment upon the Overview and Scrutiny Committees' Work Programmes.

The Executive discussed the links between the Council's programme for growth and Overview and Scrutiny committees.

Resolved:

To recommend to Council:

To approve the Work Programmes.

Reason for the decision:

To ensure the contribution of Scrutiny is effective in supporting service improvement and delivery against district wide and Council priorities.

104. IT Systems Upgrade

The Chair agreed to accept an urgent additional item which had arisen since the dispatch of the agenda and which required consideration before the next meeting of the Executive. It was noted that the matter was not a Key Decision.

The Executive Director (s151) tabled a report requiring an urgent decision in respect of the potential upgrade of the Council's version of Microsoft Office. An opportunity had arisen to purchase the upgrade at a reduced price within a limited timeframe. The total cost would be £44k. There was provision within the ICT Reserve to cover the costs.

Resolved:

To approve the drawdown of £44k from the ICT Reserve.

The meeting closed at 4.42pm