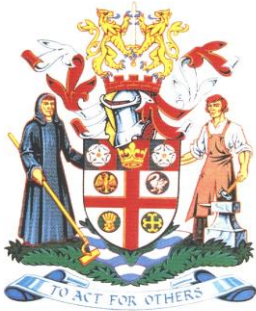


# Selby District Council



## Minutes

### Executive

Venue:	Committee Room, Civic Centre, Selby
Date:	6 June 2013
Present:	Councillor M Crane (Chair), Mrs G Ivey, C Lunn and C Metcalfe
Officers present:	Deputy Chief Executive, Director of Community Services, Director of Business Services, Executive Director S151, Policy Officer, Temporary Solicitor and Democratic Services Manager.
Also Present:	Councillor C Pearson and Nicole Harrison (Arup).
Public:	0
Press:	0

NOTE: Only minute numbers 4 and 6 to 10 and are subject to call-in arrangements. The deadline for call-in is 5pm on 18 June 2013. Decisions not called in may be implemented on 19 June 2013.

#### 1. Apologies for Absence

Apologies were received from Councillor J Mackman.

#### 2. Minutes

The minutes of the meeting on 9 May 2013 were submitted and agreed as a correct record and signed by the Chair.

#### 3. Disclosure of Interest

None were received.

#### **4. Start Time of Meetings**

**Resolved:**

**To approve 4 pm as the start time for meetings of the Executive for the 2013/14 municipal year.**

#### **5. Selby Affordable Housing Supplementary Planning Document – Key Decision**

Councillor Ivey presented the report on the Affordable Housing Supplementary Planning Document (AHSPD). The Document would support policy implementation by informing negotiations on schemes to deliver a proportion of affordable housing on all market housing sites following the adoption of the Core Strategy.

Councillor Ivey explained that Ove Arup & Partners (Arup) were appointed by the Council to lead on the AHSPD. A small working group which included Councillors Ivey and Musgrave was established to discuss issues arising from the AHSPD and to provide a steer.

Councillor Ivey raised a number of points on behalf of Councillor Mackman and the Executive asked officers to make minor amendments to improve the clarity of the document.

Nicole Harrison from Arup responded to questions from the Executive regarding Policy CP5 Affordable Housing and to an issue raised by the Deputy Chief Executive in relation to the criteria for the use of commuted sums for residential schemes of 10 dwellings or more.

**Resolved:**

- i. To note the work to date on the production of an AHSPD.**
- ii. To approve the draft document for consultation in June-August.**

Reason for the decision:

To progress the statutory procedures for approval of the AHSPD in order to assist in the implementation of the Council's policies in the Core Strategy for delivery of affordable housing to meet identified need in the District. This will ensure the SPD is in place to allow the Core Strategy to be fully implemented upon adoption which is envisaged for October 2013.

#### **6. North Yorkshire Choice Based Lettings (Allocations Policy) Review – Key Decision**

Councillor Ivey presented the report on the revised Choice Based Letting scheme which had been agreed by the North Yorkshire Choice Based Lettings Project Group.

Councillor Ivey stated that the Scheme had been introduced in June 2011 and had recently been reviewed. She outlined the main changes to the scheme including the additional support for armed forces personnel.

**Resolved:**

**To approve the revised Home Choice Allocations scheme.**

Reason for the decision:

The proposed changes to the joint Choice Based Lettings (CBL) policy have been agreed following a process of detailed negotiation between the partners, many of whom have differing priorities and local issues. A compromise solution has inevitably been agreed in respect of certain issues, but partners need to individually sign up to the revised policy in order to remain in the partnership.

**7. Treasury Management Annual Review 2012/13 – Key Decision**

Councillor Lunn presented the report which reviewed the Council's borrowing and investment activity for the financial year to 31<sup>st</sup> March 2013 and presented performance against the Prudential Indicators.

Councillor Lunn stated that treasury management returns for the last financial year had exceeded the target, with an average return of 1.3% against the benchmark of 1.25%.

**Resolved:**

- i. **To endorse the actions of officers on the Council's treasury activities for 2012/13;**
- ii. **To approve the report.**

Reason for the decision:

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.

**8. National Non – Domestic Rates (NNDR) – Discretionary Rate Relief Policy**

Councillor Lunn presented the report which outlined the findings from the review of the Council's current NNDR policy undertaken by the Scrutiny Committee Task and Finish Group.

Councillor Lunn set out the proposed changes to the Council's NNDR policy. The new General NNDR Policy aimed to provide flexible criteria to allow each application to be considered on its own merits but with a clear

objective that any relief award must be able to demonstrate that it is in the interests of local tax payers.

As Chair of the Scrutiny Committee Task and Finish Group Councillor Pearson responded to questions from the Executive on the work the group had undertaken.

The Executive approved amendments to the recommendations regarding Existing Relief for Charitable Bodies and the process for considering new applications for General Relief.

The Executive Director S151 informed the Executive of the intention to earmark funding of £300k to cover the granting of relief from the surplus in the Council's accounts from 2012/13.

**Resolved:**

- i. To approve the draft National Non - Domestic Rates (NNDR) Discretionary Rate Relief Policy including the following key changes;**
  - **The implementation of a monetary cap on the level awarded per property per annum on all existing types of relief.**
  - **Award 20% relief to charitable bodies, but only where there is significant evidence that the charitable activities provide a significant benefit to local residents.**
  - **The introduction of an end date for all awards granted (allowing recipients to reapply).**
  - **The introduction of a cut off date for the submission of all applications except those in respect of general rate relief and hardship.**
  - **The granting of awards against the available budget.**
  - **The introduction of a general rate relief, linked to attracting new organisations to the District, encouraging expansion and creating employment opportunities for Selby District Residents.**
- ii. To agree that the Executive considers applications for the new general relief.**
- iii. To approve the introduction of a cap on the budget set aside to support the new general relief - initially at £300k subject to sufficient surpluses in 2012/13.**

**iv. To approve the introduction of a cap for individual awards in respect of new general relief.**

Reason for the decision:

- i. To put in place a robust policy framework to ensure that decisions regarding the award of discretionary rate relief are taken in a fair, consistent and transparent manner giving due consideration to the interests of local tax payers.
- ii. To safeguard the interests of the local tax payer by ensuring that funds that are allocated for the award of relief are used in the most effective and economic way.
- iii. To promote growth and retention in the District, in particular employment opportunities for District residents.
- iv. To generate contingencies to allow for a future increase in applications, including future proofing the policy to avoid potentially costly awards.

**9. 43 Kirkgate, Tadcaster**

Councillor Metcalfe presented the findings of the project board, which was set up as part of the work 'Tackling the Tough Stuff', to unlock the potential of Tadcaster. The Board identified the former council office at 43 Kirkgate had the potential to provide a combination of retail space and affordable housing and sought agreement from the Executive that the Council applies for planning permission for change of use of the building.

Councillor Metcalfe informed the Executive that the Tadcaster Community Engagement Forum was strongly in support of the report.

**Resolved:**

- i. **To agree that the Council applies for planning permission for change of use of the building;**
- ii. **To agree the costs of £3,540 associated with the planning application are funded through the Programme for Growth.**

Reason for the decision:

The Council has prioritised work to unlock the potential of Tadcaster as part of 'Tackling the Tough Stuff', one of the Five Big Things in the Corporate Plan 2011-15. Since then, retail, the provision of housing and improving the environment of our town centres have all been identified as major work streams in the council's Programme for Growth.

**10. Section 237 Powers**

Councillor Crane presented the report which set out the powers available under Section 237 of the Town and Country Planning Act 1990 to facilitate the development of important sites.

**Resolved:**

- i. To note the potential for use of S237 powers to facilitate development**
- ii. To use this power to facilitate development in appropriate circumstances**

Reason for the decision:

To facilitate the development of important sites.

The meeting closed at 4.52pm