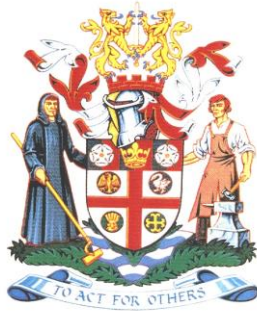


# Selby District Council



## Minutes

### Executive

Venue:	Committee Room, Civic Centre, Selby
Date:	5 September 2013
Present:	Councillor M Crane (Chair), Mrs G Ivey, C Lunn, J Mackman.
Officers present:	Chief Executive, Deputy Chief Executive, Executive Director S151, Executive Director, Managing Director, Director of Business Services, Director, Head of Legal Services, Lead Officer – Policy and Democratic Services Manager.
Also Present:	Cllr J Crawford
Public:	0
Press:	0

NOTE: Only minute numbers 23, 25, 26, 27, 28, 29 and 30 are subject to call-in arrangements. The deadline for call-in is 5pm on 17 September 2013. Decisions not called in may be implemented on 18 September 2013.

#### 20. Apologies for Absence

Apologies were received from Councillor C Metcalfe.

#### 21. Minutes

The minutes of the meeting on 4 July 2013 were submitted and agreed as a correct record and signed by the Chair.

#### 22. Disclosure of Interest

Councillor J Mackman declared that he had registered as an “other interest” his role on the Selby and District Housing Trust. As this interest was not a Disclosable Pecuniary Interest he remained in the meeting and participated during consideration of item 12 (minute - 31 Selby District Council Housing Development Strategy).

### **23. Empty Homes Strategy**

Councillor M Crane presented the report which set out the new Empty Homes Strategy 2013-2016 for Selby District.

The Executive Director stated that the Empty Homes Strategy had been open to public consultation over the summer. Those who took part in the consultation were supportive of the Council’s proposals. The Strategy would operate three parallel approaches to addressing Empty Homes within the district; these were Encouragement, Support and Enforcement.

The Executive discussed the size of Council’s financial contribution to support the scheme. The Executive agreed additional recommendations regarding the establishment of targets for the number of Empty properties to be brought back into use and the establishment of a review after one year of operation.

#### **Resolved:**

- i. To adopt the Empty Homes Strategy 2013-2016;**
- ii. To note the results of the consultation;**
- iii. To agree that £100k of investment is committed from the Programme for Growth into a capital pot for an empty homes loans scheme;**
- iv. To agree that delegated authority to decide on the service delivery implementation arrangements is given to the Executive Director after consultation with Council’s S151 Officer and the Tough Stuff Board;**
- v. To approve the addition of targets within the Empty Homes Strategy;**
- vi. To approve a review by the Executive following the first year of the scheme’s operation.**

Reason for the decision:

As part of the Programme for Growth, the council has prioritised work to increase the amount of housing in the district and tackle empty homes.

## **24. Financial Strategy – Key Decision**

Councillor C Lunn presented an update to the revised Medium Term Financial Strategy (MTFS) approved by full Council in December 2012.

Councillor C Lunn explained that there remained much uncertainty over local government funding and that cuts of 12% were anticipated for 2014/15. Based on the assumptions within the report, total savings of £732k were required over the next three years, with a target of £516k for 2014/15.

The Executive heard that Access Selby had identified savings of £299k for 2014/15. Councillor C Lunn highlighted some of the opportunities open to the Council to make savings, these included a potential for growth in Business Rates income.

### **Resolved:**

- i. To submit to Council for approval the draft update to the Medium Term Financial Strategy, subject to comments from the Policy Review Committee;**
- ii. To submit to the next Executive meeting a report on proposals for Business Rates pooling.**

Reasons for the decision:

To set the framework for the 2014/15 budget and 2014 – 2016/17 Medium Term Financial Plan

## **25. 1<sup>st</sup> Interim Budget Exceptions Report – Key Decision**

Councillor C Lunn presented the report on the Council's financial results and budget exceptions to 30 June 2013.

Councillor C Lunn stated that, at this early stage in the financial year, surpluses of £128k on the General Fund and £81k on the Housing Revenue Account were forecast. Good progress had been achieved towards the savings target for 2013/14.

### **Resolved:**

**To endorse the actions of officers and note the contents of the report.**

Reasons 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.

**26. 1<sup>st</sup> Interim Treasury Management Progress Report – Key Decision**

Councillor C Lunn presented the report which reviewed the Council's Treasury Management activity for the first three months of 2013/14 and presented performance against the Prudential Indicators.

**Resolved:**

**To endorse the actions of officers on the Council's treasury activities for the period ending 30th June 2013 and approve the report.**

Reasons 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.

**27. 1<sup>st</sup> Interim Corporate Plan Progress Report**

Councillor M Crane presented the report which provided details of the Access Selby key performance indicators following the first quarter of reporting for the financial year 2013/14, and recommended appropriate action where required.

Councillor M Crane was pleased to report that all performance indicators were at or above target. The Executive passed on its gratitude to the staff of Access Selby for their hard work and dedication.

**Resolved:**

**To approve the report.**

Reason for the decision:

The on-going management of performance and improvement data assists Access Selby in achieving its priorities for 2013/14.

**28. National Non-Domestic Rates Policy (NNDR)**

Councillor C Lunn presented the report on the results of the six week consultation on the draft NNDR Discretionary Rate Relief. Councillor C Lunn outlined that no changes to the policy were necessary following the consultation.

**Resolved:**

**To submit the draft National Non - Domestic Rates (NNDR) Discretionary Rate Relief Policy to Council for approval.**

Reason for the decision:

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.

**29. Traveller Needs Assessment**

Councillor J Mackman presented the report on the Traveller Needs Assessment (TNA).

Councillor J Mackman informed the Executive that the Council had a statutory duty to undertake a Traveller Needs Assessment to help inform planning and policy decisions. The Council commissioned Opinion Research Services to look at need over the period to 2028. Their report found a total need for 33 Traveller pitches split in to five year blocks of 19, 7 and 7 pitches respectively.

The Executive discussed the report in detail and felt that it was robust and offered a strong evidence base for future decisions.

**Resolved:**

**To endorse the Traveller Needs Assessment 2013.**

Reason for the decision:

To establish the evidence base for future planning decisions.

**30. Duty to Co-operate Planning Policy**

Councillor J Mackman presented the report which provided an update with regards to the Duty to Cooperate (DTC) and the Spatial Planning taking place with neighbouring authorities and how it affected Selby District.

Councillor J Mackman suggested that the Council must demonstrate its understanding of the key strategic cross boundary issues that affect plan making. He detailed the key cross border issues arising from areas of proposed development by the Council's neighbouring authorities. The Executive discussed the potential development of Whinthorpe Village and further development of the Designer Outlet, both with the boundaries of York City Council.

The Executive agreed to amend the final recommendation to read:

**To grant delegated authority to the Director of Community Services after consultation with the Lead Member for Place Shaping to authorise future similar responses on Duty to Cooperate Issues.**

**Resolved:**

- i. To note the report;**
- ii. To agree the responses to be sent to neighbouring authorities shown in appendices;**
- iii. To grant delegated authority to the Director of Community Services after consultation with the Lead Member for Place Shaping to agree responses on Duty to Cooperate Issues in the future.**

Reason for the decision:

- i. To acknowledge the future stages of plan preparation.
- ii. To fulfil the Duty to Cooperate and set out the Authority's position on cross-boundary planning matters.
- iii. To simplify and speed up the Authority's future responses in order to meet deadlines.

### **31. Selby District Council Housing Development Strategy**

Councillor C Lunn presented the report on the consultation on the draft Housing Development Strategy.

Councillor C Lunn set out that the Development Strategy had been positively received by Policy Review Committee and was supported by the Selby and District Housing Trust Board. No amendments had been proposed.

**Resolved:**

- i. To approve the allocation of £150k (£30k per annum over 5 years) from the Programme for Growth to support the 5 year development plan for Selby and District Housing Trust;**
- ii. To recommend the Housing Development Strategy to Council.**

Reason for the decision:

The Development Strategy will provide a framework for the Council to deliver affordable housing, either through the HRA, or through the General Fund.

The meeting closed at 5.14 pm