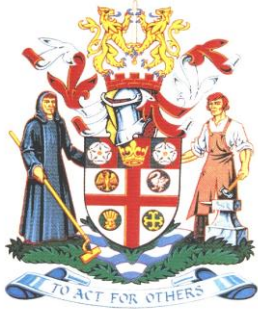


Selby District Council



Minutes

Executive

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|-------------------|---|
| Venue: | Committee Room, Civic Centre, Selby |
| Date: | 3 July 2014 |
| Present: | Councillor M Crane (Chair), Mrs G Ivey, C Lunn, J Mackman and C Metcalfe. |
| Officers present: | Chief Executive, Deputy Chief Executive, Executive Director (S151), Director, Policy Officer (AM), Development Manager, Lead Officer - Contracts and Democratic Services Manager. |
| Also Present: | Councillors John Cattanach and Jack Crawford, Chris Gorse and Paul Hirst – Wigan Leisure and Culture Trust (WLCT). |
| Public: | 0 |
| Press: | 0 |

NOTE: Only minute numbers 15 to 26 are subject to call-in arrangements. The deadline for call-in is 5pm on the 15th of July 2014. Decisions not called in may be implemented on the 16th of July 2014.

12. Apologies for Absence

None were received.

13. Minutes

The minutes of the meeting on 5 June 2014 were submitted and agreed as a correct record and signed by the Chair.

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Councillor M Crane set out that the Executive decision made at the meeting on 5 June 2014, in respect of Representation on Outside Bodies, had been called in. Scrutiny Committee had considered the decision at its meeting on 25 June 2014 and resolved:

- i. To take no further action concerning the decision.**
- ii. To ask the Executive to explore all avenues to reduce the size of the IDB and, as a consequence, reduce the Council's reliance on officer appointees in future.**

The Executive noted the decision made by Scrutiny Committee and would look to reduce the size of the Selby Internal Drainage Board.

14. Disclosure of Interest

None were received.

15. Scrutiny Committee Waste and Recycling Task and Finish Group Final Report and Recommendations

Councillor Mrs G Ivey introduced the item before Councillor J Crawford, Chair of Scrutiny Committee, explained the findings of the Task and Finish Group which carried out the review.

Councillor J Crawford outlined the work undertaken by the Task and Finish Group to produce the report and thanked officers for the assistance they had provided. The report highlighted areas of potential improvement whilst recognising the pressures currently on the service. It made comparisons with similar authorities, recognising the need to implement best practice.

The Executive welcomed the report and thanked Scrutiny Committee for its work in this area.

Resolved:

- i. To progress with the trial of polypropylene bags for recycling of paper and card and mixed plastics.**
- ii. To hold the trial at the Staynor Hall Estate for 2,000 properties with the cost of £3,000 being met from existing service budgets.**
- iii. Should the scheme demonstrate improved efficiency through cost savings and improved recycling rates, to develop , a Business Case for a full roll out across the district.**

iv. To use the information from the review to inform the forthcoming review of the contract.

Reason for the decision:

The Council ensures it is performing to a high standard with regard to waste and recycling and achieving value for money for the service provided by the contractor.

16. 2013/14 Final Accounts Outturn Report – Key Decision

Councillor C Lunn presented the report which set out the Council's end of year financial results for 2013/14. The Council had a surplus of £752k on the General Fund and £1.0389m on the Housing Revenue Account (HRA).

Councillor C Lunn set out that there had been some progress with savings which had exceeded target in the HRA and the Core General Fund, but fell short for the Access Selby General Fund. The Capital Programme had seen some slippage but plans were in place to progress the work in 2014/15.

The Executive discussed the Core's General Fund surplus which included nearly £400k of one-off income. This included backdated recycling payments from North Yorkshire County Council in respect of the Local Authority Trading Scheme and a successful NNDR appeal on the Civic Centre.

Resolved:

- i. To carry forward the funds set out in Appendix D (£1.079m Revenue and £1.051m Capital) from 2013/14 to 2014/15:**
- ii. To transfer the £598k Core and Communities Selby General Fund surplus £350k to 'Business Rates Equalisation Reserve' and £248k to Programme for Growth;**
- iii. To transfer the £154k Access Selby General Fund surplus to 'Access Selby Reserve';**
- iv. To transfer the £631k Core HRA surplus to 'HRA Major Repairs Reserve' to either repay debt or support the future capital programme; and**
- v. To transfer the £407k Access Selby HRA surplus to 'HRA Balances (Access Selby)' for reinvestment in services.**

Reason for the decision:

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To allow projects and initiatives not completed in year to be rolled over to the following year and to make adequate appropriations to reserves to mitigate future spending priorities.

17. Treasury Management Outturn Report – Key Decision

Councillor Lunn presented the report which reviewed the Council's borrowing and investment activity for the financial year to 31st March 2014. It also presented performance against the Prudential Indicators.

The Executive heard that, as expected, the Council achieved its investment income budget in year although the average rate was slightly below its benchmark. No further borrowing was required in the year and the Council's Prudential Indicators were not breached.

Councillor C Lunn highlighted that the report also covered proposals to transfer the Council's investment management to North Yorkshire County Council (NYCC) as part of the Council's wider collaboration.

The Executive discussed the proposals and heard that efficiencies were anticipated as a result of this change and options for further integration were being explored. In addition, it was expected that this change would reduce the Council's need for Treasury Management advice which was expected to achieve a saving when the contract was retendered later this year.

Resolved:

- i. To endorse the actions of officers on the Council's treasury activities for 2013/14 and approve the report.**
- ii. To recommend Council to adopt the North Yorkshire County Council's 2014/15 Annual Investment Strategy and current Lending List.**

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 including the annual review.

18. Council Tax Support

Councillor C Lunn presented the report which provided the four options for the Council Tax Support Scheme with effect from April 2015 (for up to 2 years).

Councillor C Lunn set out that the current Council Tax Support Scheme was now in its second year and needed to be reviewed before April 2015. The report presented four options on which the Council may wish to consult ranging from a maximum award of 91.5% to 80% for working age claimants.

The Executive considered the four options and decided to consult on options 2, 3 and 4 as contained within the report. An amendment was put forward to consult on option 1 in addition, however, this was unsuccessful.

Resolved:

To approve a public consultation, undertaken over the summer, on options 2, 3 and 4 as contained within the report, for the Council Tax Support scheme for 2015/16 and 2016/17.

Reason for the decision:

The necessary public consultation will provide feedback on the Council's proposed scheme to help inform the ultimate decision.

19. Annual Review of Leisure Contract

Councillor Mrs G Ivey presented the report on the fourth formal annual review of the Leisure Contract with Wigan Leisure and Culture Trust (WLCT), covering the period April 2013 to March 2014.

Councillor Mrs G Ivey detailed the key findings in the report. She highlighted that WLCT had worked in partnership with the Council to develop community based sport and health, targeting specific groups such as school children. The Executive heard of the success of schemes such as the 'Move it and Lose it' campaign.

The Executive welcomed Paul Hirst and Chris Gorse from WLCT to the meeting. The Executive discussed the targets for 2014/15 and, in a minor amendment to recommendation, asked that work be undertaken to review them further.

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 review the key priorities 2014 / 2015 highlighted in the annual review.**

Reasons for the decision

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To recognise the work WLCT has made to maintain leisure services in the district and the progress made to develop the service offer in the community whilst also supporting the Council to deliver a replacement leisure centre in Selby.

20. Management Arrangements for the New Leisure Centre – Key Decision

Councillor Mrs G Ivey presented the report on the new leisure management service for the new leisure facility which was currently under construction.

Councillor Mrs G Ivey outlined that negotiations had been taking place with (WLCT) to agree the future leisure management arrangements. The agreed new leisure management arrangements were to be formalised as a variation to the original 2009 contract awarded to WLCT and included revisions to the contract term, service specification, performance measures, property leases and management fee.

The Deputy Chief Executive clarified that by 2018/19 it was projected that the new Leisure Centre would operate at a profit and the Leisure Service would operate without the need for a subsidy. It was noted that some minor issues with regard to pricing still had to be finalised that may improve the final pricing of the variation.

Resolved:

To approve the execution of the negotiated contract variation to the 2009 leisure services contract.

Reasons for the decision

The investment in a new leisure facility for the district requires a management arrangement that will secure a sustainable and quality service that is mobilised when construction is completed. The leisure services contract awarded in 2009 to WLCT provides contractual mechanisms for service variation and extension to the contract period. Varying the current contract provides a legally compliant mechanism whereby the Council can ensure the management of the new facility can be mobilised on time, provide continuity of service management and best value for the Council.

21. Registrars' Service Project (Better Together)

Councillor M Crane presented the report on the Registrars' project, one of the Better Together projects given agreement to move forward and develop a business case for delivery.

The Executive heard that the project built upon existing models of NYCC Registrars co location with Craven and Ryedale District Councils. Initial scoping discussions have strongly indicated that the project was a viable proposition to benefit both organisations and their customers.

The Executive discussed the proposals in respect of the impact on car parking and Council meetings at the Civic Centre. The Deputy Chief Executive clarified that there was sufficient space on site to park, however they may be a need to revisit the specific allocations given to different users.

Councillor M Crane stated that the first call on the Civic Centre was for Council business, any expansion of the use of the Centre would need to take this into account.

Resolved:

To endorse the Selby District Council and North Yorkshire County Council Collaboration - Registrars' Service Project and to authorise the Deputy Chief Executive to finalise and implement the arrangements after consultation with the Leader of the Council

Reason for the decision:

The purpose of the recommendation is to seek endorsement of the proposals, from the Council's Executive to relocate the North Yorkshire County Council Registrars' Service to the District Council's Civic Centre.

22. Annual Report

Councillor M Crane presented the Annual Report. The report was a key reference point for the authority, summarising the work of the Council during the 2013/14 as well as giving a financial overview.

Councillor M Crane highlighted that this year an entirely new approach was put in place to make the information more accessible and to widen the scope for disseminating key messages to the local community. For the first time, alongside the traditional written publication, this year's report was to be delivered as a short animated film supported by a printed 'highlights leaflet' for local community venues.

Resolved:

To accept the Selby District Council Annual Report 2013/14, as delivered in the main written report, highlights leaflet, and

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animation, as an accurate record of the achievements of the authority during this period.

Reason for the decision:

To enable publication.

23. Fourth Interim Corporate Plan Progress Report

Councillor M Crane presented the report which provided details of Access Selby key performance indicators following the fourth quarter of reporting for the financial year 2013/14.

The Executive offered its congratulations to Access Selby for its strong performance during 2013/14.

Resolved:

To note the report as a record of the performance of Access Selby during the year, in terms of the Service Level Agreement with the Council.

Reason for the decision:

The on-going management of performance and improvement data enables the Council to monitor the level of service delivered by Access Selby, and can assist the Council in achieving its strategic priorities.

24. Community Infrastructure Levy (CIL) Update

Councillor M Crane presented the update report on the Community Infrastructure Levy (CIL). The report presented an update on that received by the Executive at its meeting on 5 June 2014.

Councillor M Crane informed the Executive that the report sought the approval to go out to consultation. He provided a brief overview of the discussion at the Executive meeting on 5 June 2014 at which discussion focussed on the proposed approach to contributions toward Recreational Open Space (ROS). The Executive acknowledged the proposal within the report which set out that if ROS received a 5% contribution of CIL the total amount of money available each year for only off-site ROS would be comparable with that currently brought in by S106 for both on-site and off-site ROS when this was averaged out.

Resolved:

i. To note the content of the report

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- ii. **To agree the consultation material for the Draft Charging Schedule as set out in the appendices. In particular note:**
 - a. **The base rate for “all other chargeable development” be changed from £10sqm to £nil**
 - b. **To continue with a two-zone charging system for housing development**
 - c. **The draft instalments and exemptions policies**
 - d. **The indicative Regulation 123 List of spending priorities that includes 5% for off-site Recreation Open Space.**
- iii. **To grant delegated authority to the Director of Community Services after consultation with the Leader of the Council to agree minor amendments and final wording to the consultation material as necessary.**

Reason for the decision:

- i. To inform Executive of the process and progress of the Community Infrastructure Levy, as part of the Core Strategy Implementation process.
- ii. To steer the development of the CIL project and to authorise the next stage of the CIL community participation in line with the Regulations.
- iii. To enable Officers to carry out the next stage of CIL preparation in a timely fashion.

25. The North Yorkshire Community Safety Partnership New Arrangements

Councillor Mrs G Ivey presented the report on the proposed combining of the six Community Safety Partnerships into one North Yorkshire Community Safety Partnership, supported by district based local delivery teams.

The Executive discussed the proposal which was being made in the context of significantly reduced resources for Community Safety in the county and across most responsible authorities.

Resolved:

- i. **To agree to dissolve the Selby District Community Safety Partnership and create one North Yorkshire Community Safety Partnership, supported by district based local delivery team taking effect no later than 30 September 2014.**

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- ii. **To agree that the Executive Director will be the appointed person to represent the council at meetings of the North Yorkshire Community Safety Partnership.**

Reason for the decision:

- i. As a responsible authority legislation requires the council to agree to the creation of the North Yorkshire CSP for the reasons explained at 1.1.
- ii. The Council have also been asked to formally nominate one individual to represent the council as one of the responsible Authorities in North Yorkshire.

26. Urgent Item - All Weather Pitch adjacent to Selby Leisure Centre

The Chair agreed to take the item of business as an urgent item because the need to clarify the financial issues arising from the tender documentation had meant that the item could not be included on the agenda prior to dispatch, however, a delay to determining the funding arrangements would jeopardise a timely start on site

Councillor Mrs G Ivey presented the report on the additional funding required to refurbish the all weather pitch.

Councillor Mrs G Ivey set out that the Council committed to refurbishing the All Weather Pitch in 2012. Since then the project had been rolled up into the delivery of the Leisure Centre Project. A budget estimate of £250,000 was set aside at that time. The subsequent tender process has indicated that the cost of the project would be £296,998.23 (with the possibility of this sum reducing by £27,000 if the shock pad does not need to be replaced).

Resolved:

- i. **To note the report**
- ii. **To authorise the additional funding from the Commissioning Contingency, noting the potential to replenish that Contingency from the Leisure Centre Project Contingency, in due course, if funds allow.**

Reason for the decision:

To ensure that adequate funding for the refurbishment of the All Weather Pitch at Scott Road is available and the entire leisure centre project on that site is able to be delivered as planned and as agreed with Sport England.

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The meeting closed at 5.52pm

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