

Selby District Council



Minutes

Executive

Venue:	Committee Room, Civic Centre, Selby
Date:	Thursday 12 July 2016
Time:	4pm
Present:	Councillors M Crane (Chair), J Mackman (Vice Chair), C Lunn, C Metcalfe and R Musgrave.
Officers present:	Mary Weastell - Chief Executive, Karen Iveson - Chief Finance Officer (s151), Dave Caulfield – Director of Economic Regeneration and Place, Gillian Marshall - Solicitor to the Council, Mike James - Lead Officer, Communications, Stuart Robinson – Head of Service, Business Development, Glenn Shelley – Interim Manager (Minute items 10 and 12), Vanessa Henley – Benefits and Taxation Officer (Minute items 10 and 12) Keith Cadman - Head of Commissioning, Contracts and Procurement (Minute Item 13), Andy Watmough – Head of Operations, Inspiring Healthy Lifestyles (Minute Item 13), James Cokeham – Head of Strategic Planning, Policy and Economic Development (Minute item 14), Drew Fussey – Business Development Officer (Minute item 15) and Palbinder Mann - Democratic Services Manager.
Also present:	Councillor Bob Packham
Public:	0
Press:	0

NOTE: Only minute number 9 to 15 are subject to call-in arrangements. The deadline for call-in is 5pm on Thursday 21 July 2016. Decisions not called in may be implemented from Friday 22 July 2016.

7. APOLOGIES FOR ABSENCE

There were no apologies for absence.

8. MINUTES

The Executive considered the minutes from the meeting held on 2 June 2016.

It was queried when the updates relating to emergency planning and performance issues would be provided to the Executive. It was noted that updates on these items would be brought to Executive Briefing.

RESOLVED:

To approve the minutes of the meeting held on 2 June 2016 for signature by the Chair.

8. DISCLOSURES OF INTEREST

There were no declarations of interest

The Chair welcomed Dave Caulfield, Director of Economic Regeneration and Place and Stuart Robinson, Head of Service, Business Development to their first meeting of the Executive.

9. SELBY DISTRICT COUNCIL ANNUAL REPORT 2015/16

Councillor Crane, Leader of the Council presented the annual report which set out the Council's achievements, challenges, and opportunities, the environment which it operated in and its year-end financial position.

The Executive thanked the Lead Officer, Communications for his work in producing the report.

RESOLVED:

To approve the Selby District Council Annual Report 2015/16 for publication

REASON FOR THE DECISION

To enable the report to be published online, supported by printed copies distributed to key contacts.

10. COUNCIL TAX SUPPORT SCHEME 2017/18

Councillor Lunn, Lead Executive Member for Finance and Resources presented the report which asked the Executive to

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review the Council Tax Support Scheme in order to approve for public consultation, new arrangements for 2017/18 and 2018/19.

The Lead Executive Member for Finance and Resources explained that proposals for the new scheme subject to public consultation were to maintain the maximum level of Council Tax Support to be awarded at 90% and along with the other councils in North Yorkshire, to introduce a number of other changes to bring the scheme into line with the Government's welfare reform policies. These changes are intended to strike a proportionate balance between ability to pay and avoiding significant hardship whilst simplifying the scheme.

RESOLVED:

- i) To approve public consultation is undertaken on the maximum Tax Support level remaining at the current level of 90%;**
- ii) To approve that public consultation is undertaken on the changes proposed to the Council Tax Support Working Age Scheme as outlined in the report.**

REASON FOR THE DECISION

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

11. FINANCIAL RESULTS AND BUDGET EXCEPTIONS REPORT TO 31 MARCH 2016

Councillor Lunn, Lead Executive Member for Finance and Resources presented the Council's year-end financial results for 2015/16.

The Lead Executive Member for Finance and Resources explained that after allowing for a number of budgets to be carried forward into 2016/17, there had been surpluses in the General Fund and the Housing Revenue Account (HRA). These surpluses were the results of additional income and overachievement of savings, and would provide additional resources to support the Council's future spending plans. The Lead Member for Finance and Resources also outlined progress on the capital programmes and the Programme for Growth – of particular note was the new Leisure Village in Selby which had remained on track throughout the year.

Discussion took place on the reasons for the surpluses and it was explained that these had largely been due to income, for example

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from planning fees and some grants, being higher than anticipated. The Chief Finance Officer assured Executive members that budgets would be reviewed going forward to incorporate any on-going trends.

RESOLVED:

- i) **The funds set out in Appendix D of the report (£1.493m Revenue and £3.985m Capital) be carried forward from 2015/16 to 2016/17;**
- ii) **The £608k General Fund surplus is transferred to the Business Development Reserve (£324k) and Contingency Reserve (£284k) to support future cost pressures.**
- iii) **The additional £394k Core HRA surplus be transferred to 'HRA Major Repairs Reserve' to support the future capital programme;**
- iv) **The £10k Access Selby HRA surplus is transferred to 'HRA Balances for reinvestment in services.**

REASON FOR THE DECISION

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.

12. BUSINESS RATE RELIEF ON ACADEMIES AND LIBRARIES

Councillor Lunn, Lead Executive Member for Finance and Resources presented the report which outlined proposed amendments to the Council's Discretionary Rate Relief Policy.

The Lead Executive Member for Finance and Resources explained that it was recommended that academies were excluded from obtaining discretionary charitable rate relief.

RESOLVED:

To exclude Academies from Discretionary Charitable Rate Relief

REASON FOR THE DECISION

To ensure the Council's Discretionary Rate Relief Policy is affordable.

13. LEISURE CONTRACT ANNUAL REVIEW APRIL 2015 – MARCH 2016

Councillor Musgrave, Lead Executive Member for Housing, Leisure, Health and Culture presented the report which outlined the sixth formal annual review of the Leisure Contract with Wigan Leisure and Culture Trust (WLCT), covering the period April 2015 to March 2016.

The Lead Executive Member for Housing, Leisure, Health and Culture explained that there had been over 300,000 visitors to Selby Leisure Centre which demonstrated a significant increase from previous figures. The Executive were informed that there had also been a positive performance with regard to the Tadcaster Leisure Centre.

The Head of Operations, Inspiring Healthy Lifestyles explained that in terms of the number of people coming through the door, there had been an increase from the previous year however a further test would come during the winter period where people tended to stay indoors.

With regard to the positive performance from Tadcaster, the Head of Operations, Inspiring Healthy Lifestyles explained that there had been refurbishment work done to the centre which had resulted in a steady increase of visitors.

A query was raised regarding whether the complaints and accident figures were correct in the report. It was agreed that this would be double checked.

RESOLVED:

To endorse the key findings of the report and in particular the performance of inspiring healthy lifestyles Trust to date.

REASON FOR THE DECISION

To recognise the work inspiring healthy lifestyles has made in delivering the leisure services offer across the Selby District and deliver key aspects of the corporate plan.

14. SELBY DISTRICT ECONOMIC DEVELOPMENT STRATEGY 2016-2020 AND BEYOND

Councillor Metcalfe, Lead Executive Member for Communities and Economic Development presented final consultation draft of the Selby District Economic Development Strategy.

The Lead Executive Member for Communities and Economic Development stated that the strategy was outward looking and would help to ensure that Selby with its excellent transport links played a key role in the Northern Powerhouse region.

The Head of Service, Strategic Planning, Policy and Economic Development explained that there had been a detailed evidence base behind the strategy and it also contained a detailed strategic framework linked to the Council's Corporate Plan.

The Executive praised the strategy however stated that the consultation period should extend beyond the summer holidays to allow for more comments to be received. It was agreed that a consultation period for eight weeks running from August to the end of the September should allow for an effective consultation.

RESOLVED:

To approve the 'Final Consultation Draft' of the Selby District Economic Development Strategy for public consultation.

REASON FOR THE DECISION

To enable input into the Council's Economic Development Strategy from partners, the District's businesses and the broader community.

15. CO-LOCATION AT THE CIVIC CENTRE WITH NORTH YORKSHIRE POLICE

Councillor Lunn, Lead Executive Member for Finance and Resources presented the report which provided details of the co-location of North Yorkshire Police (NYP) at Selby District Council Civic Centre.

The Lead Executive Member for Finance and Resources explained that the proposal was to relocate the Police to the Civic Centre which would deliver operational savings to both the Police and the Council. The proposal would require an extension of the Civic Centre around which there were two proposals outlined in the report.

The Lead Executive Member for Finance and Resources explained that the proposal had been considered by the Overview and Scrutiny Committee and outlined that they had raised the following queries:

- Why were 32 workstations being built when there would only be 15 staff in the building at any one time? The Lead

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Executive Member for Finance and Resources explained that the number of workstations being built had been decided by the Police to enable sufficient work spaces during 'handover periods' and the Council would receive income for the additional space used.

- Was it not possible to convert the existing building? The Lead Executive Member for Finance and Resources explained that this was not possible due to the Police needing lockers, shower and changing room facilities. It was also stated that the Council had the opportunity to increase floor space at a much reduced price.
- Concerns had been raised around security however reassurances had been given that there would be a Police presence at all times.
- Concerns had been raised at the extra car parking required. The Lead Executive Member for Finance and Resources explained that there were proposals in the report to provide an additional 41 staff car parking spaces provided as part of the expansion of the car park.
- A query had been raised regarding the overage clause. The Lead Executive Member for Finance and Resources explained that the National Health Service (NHS) would not be activating the overage clause as the proposals were not for a commercial enterprise purpose.

Discussion took place on the proposals, in particular the amount of car parking spaces which would be required. It was felt that there was already a shortage of car parking spaces and consideration may have to be given in the future for a larger expansion of the car park to create additional spaces.

Concern was raised that the number of police staff in the building at certain times would be higher than the number of extra car parking spaces proposed due the shift change in police staff overlapping by an hour. The Business Development Officer explained that the Police had stated that there would be no more than 38 staff in the building at any one time.

It was acknowledged that the Police would have to submit a planning application for the proposals that would consider travel planning and impact on neighbouring properties.

RESOLVED:

- i) **To approve the proposal subject to the approval of Council for the drawdown of**

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up to £415,000 from the Business Development Reserve and the completion of the necessary legal agreements;

- ii) To authorise the Director of Corporate Services and Commissioning, in consultation with Lead Member for Finance and Resources, Chief Finance Officer and Solicitor to the Council to enter into the detailed legal and financial contracts to enable the co-location based on Option 2 as first preference. If option 2 cannot be negotiated with mutually beneficial terms, then option 1 to be pursued.**

REASON FOR THE DECISION

To enable the Director of Corporate Services and Commissioning to enter the detailed legal and financial agreements to progress the co-location proposal to a satisfactory outcome for the Council.

The meeting closed at 5.34pm