

Selby District Council



Minutes

Executive

Venue:	Committee Room, Civic Centre, Selby
Date:	Thursday 25 August 2016
Time:	4pm
Present:	Councillors M Crane (Chair), C Lunn, C Metcalfe and R Musgrave.
Officers present:	Janet Waggott - Chief Executive, Karen Iveson - Chief Finance Officer (s151), Dave Caulfield – Director of Economic Regeneration and Place, Julie Slatter – Director of Corporate Services and Commissioning, Mike James - Lead Officer, Communications, Michelle Dinsdale – Policy Officer (Minute Item 19), Chris Watson – Assistant Policy Officer (Minute Item 19), Sally Rawlings – Housing Development Manager (Minute Item 20), Keith Cadman - Head of Commissioning, Contracts and Procurement (Minute Items 24 and 25), James Cokeham – Head of Strategic Planning, Policy and Economic Development (Minute items 19, 20 and 26), Richard Welch – Policy Officer (Minute Item 26) and Palbinder Mann - Democratic Services Manager.
Public:	1
Press:	1

NOTE: Only minute number 20 to 23 and 25 to 27 are subject to call-in arrangements. The deadline for call-in is 5pm on Thursday 8 September 2016. Decisions not called in may be implemented from Friday 9 September 2016.

16. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor J Mackman.

17. MINUTES

The Executive considered the minutes from the meeting held on 12 June 2016.

RESOLVED:

To approve the minutes of the meeting held on 12 July 2016 for signature by the Chair.

18. DISCLOSURES OF INTEREST

There were no declarations of interest

19. CAR PARK STRATEGY 2017-2020

Councillor Metcalfe, Lead Executive Member for Communities and Economic Development presented the draft Car Park Strategy and requested that the Executive approve it for public consultation.

The Executive were informed that the strategy was aligned with the Council's Economic Development Strategy

RESOLVED:

To approve the draft Car Park Strategy 2017-2020 for public consultation.

REASON FOR THE DECISION

To obtain views on the Draft Strategy to use the council car parks as a tool to invest in growth and how this can be achieved.

20. HOUSING DEVELOPMENT AT WOODLEA/BYRAM PARK ROAD FLATS, BYRAM – OUTLINE BUSINESS CASE

Councillor Musgrave, Lead Executive Member for Housing, Leisure, Health and Culture presented the report which outlined the different options available with regard to the development of the above site in Byram.

The Executive were supportive of the development for housing however raised concern at the costings for the development as it was felt this was on the higher end of the scale for building costs. The Executive requested that there should be some soft market testing carried with companies on the pricing. It was also suggested that it should be made clear through the procurement

process that the Council was aiming to ensure there was value for money on the building costs.

With regard to the mix of properties to be built, the Executive were supportive of option one as outlined in the report. The Executive also wished for the development to be funded from the Housing Revenue Account (HRA) budget and therefore selected option B from the report.

RESOLVED:

- i) To approve option one with regard to the development mix of properties for the site.**
- ii) To approve option B with regard to the preferred developer for the site**
- iii) To allocate up to £25,000 from the HRA Housing Development Strategy budget to prepare a detailed business case.**
- iv) To ensure that it is clearly stated during the procurement process that the Council will not accept bids over a certain amount which is to be agreed by officers in consultation with the Lead Executive Member for Housing, Leisure, Health and Culture.**

REASON FOR THE DECISION

- *To facilitate the redevelopment of the site at Byram Park Road flats and Woodlea garages*
- *To provide affordable family accommodation in Byram*
- *To prepare a detailed business case for the redevelopment*

21. FINANCIAL RESULTS AND BUDGET EXCEPTIONS REPORT TO 30 JUNE 2016

Councillor Lunn, Lead Executive Member for Finance and Resources presented the report which provided details of major variations between budgeted and actual expenditure and income for the 2016/17 financial year to 30 June 2016.

The Lead Executive Member for Finance and Resources explained that the full year forecast currently showed an estimated shortfall of £318k however stated opportunities for savings to make up this amount would be explored over the remainder of the year.

Executive
25 August 2016

The Executive were informed that the Programme for Growth had been successful and a further report on this would be brought to the Executive in October.

RESOLVED:

- i) **To endorse the actions of officers and note the contents of the report;**
- ii) **To approve a £10k capital programme virement to fund a new contaminated land software solution from the saving on the Democratic Services ICT upgrade.**

REASON FOR THE DECISION

To ensure that budget exceptions are brought to the attention of the Executive in order to approve remedial action where necessary.

22. TREASURY MANAGEMENT – MONITORING REPORT TO 30 JUNE 2016

Councillor Lunn, Lead Executive Member for Finance and Resources presented the report which reviewed the Council's borrowing and investment activity (Treasury Management) for the 3 month period 1 April to 30 June 2016 and presents performance against the Prudential Indicators.

The Lead Executive Member for Finance and Resources explained that the Bank of England had cut the base interest rate from 0.50% to 0.25% on 4 August 2016. He added that this would result in a further reduction in the Council's investment returns.

RESOLVED:

- To endorse the actions of officers on the Council's treasury activities for the period ending 30 June 2016 and 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.

23. MEDIUM TERM FINANCIAL STRATEGY (GENERAL FUND)

Councillor Lunn, Lead Executive Member for Finance and Resources presented an update to the revised Medium Term Financial Strategy (MTFS) approved by Council in February 2016.

Executive
25 August 2016

The Lead Executive Member for Finance and Resources explained that the Government were currently consulting on whether local authorities would retain 100% of their business rates with the consultation due to close on 26 September 2016.

It was explained that a savings target of £1.1m was included in the strategy for the 2017/18 budget.

The Executive felt that the strategy was representative of the current situation however felt further changes may need to be made depending on the Chancellor's Autumn Statement.

RESOLVED:

- i) To submit the Medium Term Financial Strategy to Council for approval;**
- ii) To recommend that Council take up the government's offer of a multi-year finance settlement.**

REASON FOR THE DECISION

To set the framework for the 2016/17 budget and 2016 – 2018/19 Medium Term Financial Plan.

24. POSTAL SERVICES COLLECTION AND DELIVERY CONTRACT AWARD

Councillor Lunn, Lead Executive Member for Finance and Resources presented the report which proposed the award of the Council's postal services collection and delivery contract following a regional tender exercise.

The Lead Executive Member for Finance and Resources explained that four bids had been received and the Whistle had provided the winning bid and this would result in an annual saving of £11,000.

RESOLVED:

To endorse the award of the call off contract from the CCS/YPO/ESPO Framework: RM1063 resulting from the regional tender exercise conducted for postal services collection and delivery for a period up to 4 years.

REASON FOR THE DECISION

The contract procedure rules require Executive approval to award a contract above the European Procurement Threshold of

Executive
25 August 2016

£172,514. The estimated expenditure on postal services collection and delivery over four years is £272,000 and is therefore above threshold.

25. GREEN WASTE TREATMENT PROCUREMENT

Councillor Musgrave, Lead Executive Member for Housing, Leisure, Health and Culture presented the report which proposed the award of a new framework contract and associated call off contracts for the treatment of green waste collected via the Council's kerbside collection schemes, to replace existing contracts upon expiry.

The Executive were informed that the winning bidders were companies B, C, D, and E as stated in the report.

RESOLVED:

To agree the shortlist of companies who will be formally awarded call off contracts for this framework arrangement to provide the treatment of green waste collected via our kerbside collection schemes.

REASON FOR THE DECISION

To ensure the Council has compliant contracts for the treatment and disposal of green waste collected via our kerbside collection schemes, upon expiry of the existing arrangements.

26. FIVE YEAR HOUSING LAND SUPPLY (2015-16)

Dave Caulfield, Director of Economic Regeneration and Place and Ricard Welch, Policy Officer, presented the report which provided an overall update on the Council's most recent statement on five year housing land supply dated 31 March 2016.

It was clarified that following some thorough inspection of housing completions in previous years, the housing land supply figure had been amended from 6.0 years to 5.9 years. The Executive requested that an updated report be published with the updated information to avoid any confusion.

Discussion took place on the figure of 5.9 years and it was questioned whether this figure was achievable following the Council's house building statistics in previous years. A request was made for the data used in arriving at the figure and it was agreed this would be provided. The Policy Officer explained that the figure

along with the information in the report was evidence based and had also been tested through the appeals process during a recent planning application and the result had awarded in the Council's favour. It was also stated that the figure including a buffer figure for houses being built.

RESOLVED:

- i) To note the main content of the report and appendices, including the implications of the five-year housing land supply.**

- ii) To endorse the updated Five Year Housing Land Supply Methodology and resultant housing land supply figure of 5.9 years.**

REASON FOR THE DECISION

To enable publication of the latest position on the five-year housing land supply (5YHLS).

The meeting closed at 5.18pm