

# Selby District Council



## Minutes

### Executive

Venue:	Committee Room, Civic Centre, Selby
Date:	Thursday 3 November 2016
Time:	4pm
Present:	Councillors M Crane (Chair), J Mackman, C Lunn, C Metcalfe and R Musgrave.
Also present:	Councillor Packham, Leader of the Labour Group
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 Gillian Marshall – Solicitor to the Council, Mike James - Lead Officer, Communications, Tom Ridley – Policy Officer (Minute item 38). Phil Crabtree – Planning Consultant (Minute item 39), Jen Clewley – Business Development Officer (Minute item 39) and Palbinder Mann - Democratic Services Manager.
Public:	1
Press:	1

NOTE: Only minute number 38 to 43 are subject to call-in arrangements. The deadline for call-in is 5pm on Thursday 17 November 2016. Decisions not called in may be implemented from Friday 18 November 2016.

**35. APOLOGIES FOR ABSENCE**

There were no apologies for absence.

**36. MINUTES**

The Executive considered the minutes from the meeting held on 6 October 2016. It was noted that an update had not been received regarding the reportable accident mentioned under the Quarter One Corporate Performance Report. It was agreed a response would be sent as soon as possible.

**RESOLVED:**

**To approve the minutes of the meeting held on 6 October 2016 for signature by the Chair.**

**37. DISCLOSURES OF INTEREST**

There were no declarations of interest

**38. NEIGHBOURHOOD PLANNING DESIGNATION**

Councillor Crane, Leader of the Council presented a report which outlined a proposal to delegate authority with regard to Neighbourhood Planning to the Director of Economic Regeneration and Place to make designation decisions in line with the regulation time periods, following consultation with the Lead Executive Member for Place Shaping.

Discussion took place on the length of time it took to process Neighbourhood Plans and it was noted that some plans currently being developed had been ongoing for an extended period of time. In response to a query regarding whether there was any Government direction to simplify the process for Neighbourhood Plans, the Policy Officer explained that there were proposals to speed up the process however there was also a general direction for Neighbourhood Plans to undergo further scrutiny during their development.

**RESOLVED:**

- i) To note the update on neighbourhood planning area designations.**
- ii) To delegate authority to the Director of Economic Regeneration and Place to designate neighbourhood plan areas following consultation with the Lead Executive Member for Place Shaping.**

## **REASON FOR THE DECISION**

*To meet the updated neighbourhood planning regulations as set out in the Housing and Planning Act 2016.*

### **39. PLANNING SERVICE REVIEW 2016 – GROWING SELBY TOGETHER**

Councillor Crane, Leader of the Council presented the report which outlined the results from the review of the development management function of the Selby District Council Planning Service.

The Planning Consultant outlined that he had spoken to a number of stakeholders and it was important to engage everyone involved in the process when taking the actions identified forward. The Executive were informed that the overall aim was to ensure there was an efficient and inclusive planning service which was also cost effective.

The Executive welcomed the review and were supportive of the proposed way forward. They also confirmed their support of the work done by the Planning team.

The Executive Lead Member for Place Shaping explained that the reports of Planning Officers needed to be concise and that agents should be able to contact Planning Officers directly to discuss applications. It was also stated that pre application information needed to be explained to the Planning Committee and other Members so that they were aware of upcoming applications.

Discussion took place on the proposals for a Single Stakeholder Forum. The Director of Economic Regeneration and Place explained that the forum would provide benefits by allowing different ideas to be brought together and a broader perspective of views. It was noted the forum would be for a trial period of 12 months.

#### **RESOLVED:**

- i) To welcome the outcomes of the Planning Service Review as detailed in the report.**
- ii) To support officers in progressing with the identified actions.**

## **REASON FOR THE DECISION**

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*The Executive support the outcome of the review, to set a clear message to internal and external stakeholders, that Selby District Council is committed to a programme of continuous improvement of the Planning Service for its customers.*

**40. FINANCIAL RESULTS AND BUDGET EXCEPTIONS REPORT TO 30 SEPTEMBER 2016 REVIEW OF PARKS BYELAWS**

Councillor Lunn, Lead Executive Member for Finance and Resources presented the report to update the Executive with details of major variances between budgeted and actual expenditure and income for the financial year to 30 September 2016.

The Lead Executive Member for Finance and Resources explained that the full year forecast for the General Fund showed an estimated deficit of £2k against a budget surplus of £117k. It was noted that the Housing Revenue Account showed a surplus of £1.8m against a budgeted surplus of £1.5m however this was ring fenced.

Details of the forecasted major variances were listed in the report - for example, the recent cut in the bank rate would lead to reduction in investment returns for the financial year.

Discussion took place on the shortfall in income of the Lifeline Service. It was felt that it should be considered whether the service was meeting the needs of users and whether it was marketed correctly to increase the awareness of the service.

**RESOLVED:**

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

**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.*

**41. TREASURY MANAGEMENT – MONITORING REPORT TO 30 SEPTEMBER 2016**

Councillor Lunn, Lead Executive Member for Finance and Resources presented the report which reviewed the Council's borrowing and investment activity for the 6 month period 1 April to 30 September 2016 and showed performance against the Prudential Indicators.

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The Lead Executive Member for Finance and Resources explained that as previously highlighted in the financial results report, the recent cut in the bank rate would lead to reduction in investment returns.

In response to a query on whether the Council could invest in corporate bonds or treasury stock, it was stated that the North Yorkshire County Council who managed the Council's cash investment were currently considering different investment options.

**RESOLVED:**

**To endorse the actions of officers on the Council's treasury activities for the period ending 30 September 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.*

**42. REVIEW OF PARLIAMENTARY CONSTITUENCY BOUNDARIES**

Councillor Crane, Leader of the Council presented the report on the proposed changes to the Selby and Ainsty parliamentary constituency and Council's draft consultation response to the proposals.

The Executive outlined their opposition against the proposals and felt they would be to the detriment of the residents in the wards affected.

**RESOLVED:**

**To agree the draft consultation response at Appendix A for submission to the Boundary Commission for England.**

**REASON FOR THE DECISION**

*To ensure the Council submits its views on the proposals for the Selby and Ainsty constituency as part of the review.*

**43. SELBY AREA INTERNAL DRAINAGE BOARD**

Councillor Crane, Leader of the Council presented the report on the proposed appointments to the Selby Area Internal Drainage Board following a reduction in the number of appointments.

It was noted that the number of appointments by the District Council would be reduced from 27 to 11. The Executive agreed to appoint the members listed at Appendix A and recommended that Gillian Ivey should also be appointed to fill the vacancy.

**RESOLVED:**

**To agree the proposed list of appointments to the Selby Area Internal Drainage Board outlined in Appendix A and to add Gillian Ivey to the list of appointments.**

**REASON FOR THE DECISION**

*To ensure the Council is fully represented on the Selby Area Internal Drainage Board.*

The meeting closed at 4.46pm