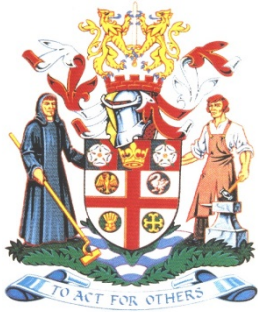


Selby District Council



Minutes

Executive

Venue:	Committee Room, Civic Centre, Selby
Date:	Wednesday 1 February 2017
Time:	6pm
Present:	Councillors M Crane (Chair), J Mackman, C Lunn and R Musgrave.
Officers present:	Janet Waggott - Chief Executive, Julie Slatter – Director of Corporate Services and Commissioning, Karen Iveson - Chief Finance Officer (s151), Gillian Marshall – Solicitor to the Council, Jen Clewley – Business Development Officer (for minute item 62), Sally Rawlings – Housing Development Manager (for minute item 63), Mike James - Lead Officer, Communications, and Palbinder Mann - Democratic Services Manager.
Public:	0
Press:	0

NOTE: Only minute number 62 to 63 and 65 to 66 are subject to call-in arrangements. The deadline for call-in is 5pm on Wednesday 15 February 2017. Decisions not called in may be implemented from Thursday 16 February 2017.

59. APOLOGIES FOR ABSENCE

Apologies were received from Councillor Metcalfe.

60. MINUTES

The Executive considered the minutes from the meeting held on 5 January 2017.

RESOLVED:

To approve the minutes of the meeting held on 5 January 2017 for signature by the Chair.

61. DISCLOSURES OF INTEREST

Councillor Mackman declared a non-pecuniary interest in minute item 63 – Housing Development Programme, Landing Lane, Riccall as he was the Chair of the Selby and District Housing Trust. He stated that he would be leaving the meeting during the consideration of this item.

62. MEMBERS IT DEVICES

Councillor Mark Crane, Leader of the Council presented the report on the proposal to purchase and implement electronic devices for Members.

It was explained that there were savings associated with the proposal with regard to paper and postage. It was outlined that one of the key reasons for the proposal was ensuring that the Council complied with data protection and enabled the use of more secure email addresses for Members and Council communication.

It was felt that there may be issues relating wireless internet speed for Members who lived in remote areas. Additionally it was stated that Members may also have to find a Wi-Fi connection before they could send an email which could lead to a delay in sending urgent emails. Officers agreed to work with the IT provider, North Yorkshire County Council (NYCC) to consider mobile data where this was required to address issues.

Concern was also raised at the prospect of Members who worked having to use multiple devices which could lead to them being less responsive to Council emails. The Executive were informed that secure devices were required for data protection and as such, to enable both council and personal e mails on the one device was currently not possible though officers would continue to explore options as technology and the joint working with NYCC developed.

In response to a query relating to training for Members, it was explained that tailored training for Members including on a one to one basis would be available.

RESOLVED:

To approve the purchase and roll out of the HP Elite tablet and keyboard devices to Members as set out in the report.

REASON FOR THE DECISION

Approval of the proposal was required in order to progress with the project in a timely manner.

63. HOUSING DEVELOPMENT PROGRAMME – LANDING LANE, RICCALL

Councillor Richard Musgrave, Lead Executive Member for Housing, Leisure, Health and Culture presented the report which outlined the request made by Selby and District Housing Trust to amend the approved outline business case to the redevelopment of the Council's garage site at Landing Lane, Riccall.

The report outlined a proposal to increase the grant element of the business case whilst still retaining a land receipt. A query was raised on whether the Housing Trust was satisfied with the revised proposal including a valuation of the land. The Housing Development Manager explained that the value of the land was covered by the increase in the grant to the Trust and hence was cost neutral for them.

RESOLVED:

- i) That the offer to Selby and District Housing Trust be amended to enable the development of 5 affordable rented units with the land transferred at a value of £36k (subject to valuation).**
- ii) That the offer be amended to provide a grant of up to £162.6k and a loan of £632.365k with the final value and terms of the loan delegated to the Chief Finance Officer and consultation with the Lead Councillor for Finance and Resources and the Solicitor to the Council.**
- iii) That Selby District Council underwrite the pre-development costs necessary to develop the detailed business case (up to a**

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maximum of £15k to be funded from the Programme for Growth) should the land transfer not take place.

REASON FOR THE DECISION

- *To enable the development to proceed;*
- *To increase the provision of general needs affordable rented housing in Selby District Council area;*
- *To maximise the use of an under-utilised site*

64. TREASURY MANAGEMENT – TREASURY MANAGEMENT STRATEGY STATEMENT 2017/18, MINIMUM REVENUE PROVISION POLICY STATEMENT 2017/18, ANNUAL INVESTMENT STRATEGY 2017/18 AND PRUDENTIAL INDICATORS 2017/18.

Councillor Cliff Lunn, Lead Executive Member for Finance and Resources presented the report on the proposed Treasury Management Strategy together with the Minimum Revenue Provision Policy Statement, Annual Investment Strategy for 2017/18 and Prudential Indicators 2017/18 as required by the Department of Communities and Local Government and CIPFA.

In response to a query concerning the increase in the operational borrowing limit, it was explained that this was due to the Capital Programme.

RESOLVED:

To make the following recommendations to Council:

- i) To set the Operational Borrowing Limit for 2017/18 at £76m.**
- ii) To set the Authorised Borrowing Limit for 2017/18 at £81m.**
- iii) To delegate authority to the Chief Finance Officer to effect movement within the agreed authorised boundary limits for long-term borrowing for 2017/18 onwards.**
- iv) To delegate authority to the Chief Finance Officer to effect movement within the**

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agreed operational boundary limits for long-term borrowing for 2017/18 onwards.

- v) To approve the treasury management strategy statement 2017/18.**
- vi) To approve the minimum revenue provision policy statement for 2017/18.**
- vii) To approve the treasury management investment strategy for 2017/18.**
- viii) To approve the prudential indicators for 2017/18 which reflect the capital expenditure plans which are affordable, prudent and sustainable.**

REASON FOR THE DECISION

To ensure the Council's Treasury Management Strategy and associated policies are prudent and affordable.

65. TREASURY MANAGEMENT – MONITORING REPORT TO 31 DECEMBER 2016

Councillor Cliff Lunn, Lead Executive Member for Finance and Resources presented the report which outlined the Council's borrowing and investment activity for the 9 month period 1 April to 31 December 2016 and presents performance against the Prudential Indicators.

RESOLVED:

To endorse the actions of officers on the Council's treasury activities for the period ending 31 December 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.

66. FINANCIAL RESULTS AND BUDGET EXCEPTIONS REPORT TO 31 DECEMBER 2016

Councillor Cliff Lunn, Lead Executive Member for Finance and Resources presented the report which outlined details of major variations between budgeted and actual expenditure and income

for the 2016/17 financial year to 31 December 2016. The following queries and discussion took place:

- A query was raised relating to the staff costs for the Housing Revenue Account (HRA). It was explained that this was due to work which was normally contracted in however was now being undertaken by the trades staff.
- Concern was raised relating to the less than expected income for Lifeline. The Director of Corporate Services and Commissioning explained the service was being reviewed including the resources and that there was work to be done to promote the service.
- In response to a query around the figures for void property repairs, it was clarified that this related to the fire at the Harold Mills Community Centre and would be reimbursed through the insurance.
- Further information was requested on the income outlined for Marsh Croft flooding. It was agreed this would be provided to the Executive.
- A query was raised over the back dated partner contributions relating to industrial units. It was explained that discussions were taking place with partners on this issue.
- Further information was requested on what estates the Environmental Improvement Plan would cover. It was agreed this would be provided to the Executive.

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.

**67. DRAFT REVENUE BUDGET AND CAPITAL PROGRAMME
2017/18 AND MEDIUM TERM FINANCIAL PLAN**

Councillor Cliff Lunn, Lead Executive Member for Finance and Resources presented the report which outlined the draft revenue budget and capital programme for 2017/18 to 2019/20.

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The following key points were outlined:

- The Council was awaiting final details of the Government's multi-year settlement offer.
- The New Homes Bonus scheme would be reduced to four years and there would be 0.4% baseline introduced.
- The Council was awaiting the final decision on business rate retention and whether there would be a move to 100% retention.
- The draft budget assumed a rise of £5 in Council Tax for a band D property which equated to 3%.
- Potential savings had been identified and these had been given a confidence rating depending on the expected success of the saving.
- £2.4m of reserves had been earmarked to bridge the savings gap.

RESOLVED:

- i) **To submit to Council for approval the draft budgets, bids and savings.**
- ii) **To propose to Council an increase in Council Tax Band D by £5 to £170.22 in 2017/18.**

REASON FOR THE DECISION

To enable Council to consider the Executive's spending plans for the coming 3 years and to set the Budget and Council Tax for 2017/18.

The meeting closed at 7.07pm