

# Selby District Council



## Minutes

### Executive

Venue:	Committee Room, Civic Centre, Selby
Date:	Thursday 3 August 2017
Time:	4pm
Present:	Councillors M Crane (Chair), C Lunn, J Mackman and C Metcalfe.
Officers present:	Janet Waggott – Chief Executive, Julie Slatter – Director of Corporate Services and Commissioning, Dave Caulfield – Director of Economic Regeneration & Place, Karen Iveson – Chief Finance Officer (s151), Gillian Marshall – Solicitor to the Council, June Rothwell – Head of Operational Services, Sarah Thompson – Housing and Environmental Health Service Manager (for minute items 18, 20 and 21), James Cokeham – Head of Strategic Planning, Policy and Economic Development (for minute items 22 onwards), Alex Dochery – Economic Development Officer (for minute item 22), Chris Kwasniewski – Housing Development Consultant (for minute item 23, Richard Wood – Planning Consultant (for minute item 24), Richard Welch – Principal Planning Policy Officer (for minute item 25) and Palbinder Mann - Democratic Services Manager.
Also present:	Councillors K Arthur, M Jordan and R Packham,
Public:	4
Press:	1

NOTE: Only minute numbers 18 to 24 are subject to call-in arrangements. The deadline for call-in is 5pm on Thursday 17 August 2017. Decisions not called in may be implemented from Friday 18 August 2017.

**15. APOLOGIES FOR ABSENCE**

Apologies were received from Councillor Musgrave.

**16. MINUTES**

The Executive considered the minutes of the meeting held on 1 June 2017.

**RESOLVED:**

**To approve the minutes of the meeting held on 1 June 2017 for signing by the Chair.**

**17. DISCLOSURES OF INTEREST**

There were no disclosures of interest.

**18. AIR QUALITY ACTION PLAN**

Councillor Crane, Leader of the Council in the absence of Councillor Musgrave, Executive Lead Member for Housing, Leisure, Health and Culture presented the report which asked the Executive to consider the draft report and Air Quality Action Plan for public consultation.

The Executive were supportive of the report and action plan however noted that problems which were outside the scope of the report such as those caused to air quality by petrol and diesel cars would be difficult to solve.

**RESOLVED:**

**To approve the draft report and action plan for public consultation.**

**REASON FOR THE DECISION**

*Selby District Council made an Air Quality Management Area Order on 29<sup>th</sup> February 2016. The Order places duties on the local authority, in this case Selby District Council, under Section 84 of the Environment Act 1995 to prepare a report on the air quality in the area and a written Air Quality Action Plan (AQAP).*

**19. PROVISION OF NEW ROUNDABOUT, BAWTRY ROAD, SELBY**

Councillor Crane, Leader of the Council, presented the report which provided an update for the Executive on the provision and funding for a new roundabout at the junction of Selby Business Park and Bawtry Road and sought the approval of funding towards the development.

The Leader of the Council explained that there were issues with traffic in the area around Selby Business Park and this development would assist in resolving a number of the current problems and support key developments to come forward.

With regard to the finance, it was explained that the development would be funded by the Programme for Growth, the landowner, section 106 receipts and Community Infrastructure Levy (CIL) receipts and that the contingency funding would only be used in exceptional circumstances.

**RESOLVED:**

- i) To support the proposed roundabout solution on Bawtry Road (as shown on the attached plan) in principle subject to final cost estimates, and the landowners contribution and the necessary planning consents.**
- ii) To apply the CIL receipts arising from the proposed retail development be applied to the construction of the proposed roundabout in accordance with s216 of the Planning Act 2008.**
- iii) To earmark a contingency sum of £150k in the Programme for Growth should it be required for exceptional items (eg works to the water main).**

**REASON FOR THE DECISION**

*To support employment growth.*

**20. ENERGY EFFICIENCY AND FUEL POVERTY – ECO FLEXIBLE FUNDING**

Councillor Crane, Leader of the Council in the absence of Councillor Musgrave, Executive Lead Member for Housing, Leisure, Health and Culture presented the report that provided information about how the Council could access the flexible eligibility element of the Energy Company Obligation (ECO) funding through publication of a statement of intent.

The Executive were informed that the report was about how the council could use the funding available and that no financial commitment was required from the council in making the decision.

**RESOLVED:**

- i) **To note that the Energy Company Obligation transition period (ECO2t) allows Local Authorities to set criteria for fuel poor households, and households which are vulnerable to cold, to qualify for funding towards the cost of certain energy efficiency improvements to their homes;**
- ii) **To approve the Statement of Intent given at Appendix A setting out the flexible eligibility criteria for Selby district;**
- iii) **To delegate authority to make minor adjustments to the Statement of Intent to the Head of Operational Services in consultation with the Executive Lead Member for Housing, Leisure, Health and Culture, in order to facilitate responses to revised priorities and/or funding opportunities.**

**REASON FOR THE DECISION**

*In order to optimise the opportunity for private sector households in Selby district to access the national ECO funding scheme, the Council must publish a Statement of Intent for the flexible eligibility element of the funding. Without this residents will be eligible only under the national criteria without any reference to local needs or priorities.*

**21. ENERGY EFFICIENCY AND FUEL POVERTY – ENERGY REPAYMENT LOANS**

Councillor Crane, Leader of the Council in the absence of Councillor Musgrave, Executive Lead Member for Housing, Leisure, Health and Culture presented the report that asked the Executive to consider amending the appropriate positions to allow Sheffield City Council to administer Energy Repayment Loans in Selby district.

The Executive were supportive of the proposals outlined in the report.

**RESOLVED:**

- i) **That the Council's Private Sector Housing Policy is amended to include offering Energy Repayment Loans via the Yorkshire and Humber Homes and Loans Service.**

Executive  
3 August 2017

- ii) **That under the provisions of the Local Government Act 2000 and Local Authorities (Arrangement for the Discharge of Functions) (England) Regulations 2012, the executive function of administering Energy Repayment Loans and Home Appreciation Loans, including deciding whether to award the loan and making the loan payments, as approved under Selby District Council's Private Sector Housing Policy in accordance with the Regulatory Reform (Housing Assistance) (England and Wales) Order 2002, be discharged on Selby District Council's behalf by the Executive of Sheffield City Council.**

### **REASON FOR THE DECISION**

*To enable Selby District Council to offer Energy Repayment Loans in Selby district as part of our work to support vulnerable households and to tackle excess cold and fuel poverty.*

## **22. THE ADOPTION OF A SELBY DISTRICT ECONOMIC DEVELOPMENT STRATEGY**

Councillor Metcalfe, Executive Lead Member for Communities and Economic Development presented the report that asked the Executive to approve the adoption of the Selby District Economic Development Strategy and the accompanying action plan.

The Executive felt that the title of the document should not include the word strategy to avoid confusion with other documents and felt that framework was a more suitable title.

Concern was raised at the number of tasks outlined in the action plan and it was felt it would be difficult to achieve these in the five years outlined. Further concern was raised that there was no financial information listed in the action plan to clarify what each of the actions would cost and how the council would achieve a return on its investment.

The Chief Executive explained that it was not a statutory plan for planning purposes. It was also explained that there had been extensive consultation with the business community when creating the document and that the responses had been very positive.

The Director of Economic Regeneration and Place explained that the Council had an ambitious plan with regard to economic development and this was demonstrated with the attached

deliverable action plan. The Executive was informed that the action plan reflected the discussion held with businesses and there was an expectation that the action plan would be delivered. With regard to resources, the Director of Economic Regeneration and Place explained that a new Economic Development and Regeneration team had been created at the Council to delivery this economic strategy and that the Council would also be investing its own money into the action plan through the Programme for Growth. He added that it was important to work with key partners to deliver the plan.

The Executive Lead Member for Communities and Economic Development stated that the district had a number of key strengths such as its geographical location, being well served by the motorway network and a growing educational workforce. He added that there had also been engagement with principal partners such as both Local Enterprise Partnerships and North Yorkshire County Council who were very supportive of the strategy.

The Executive stated that the Economic Development Framework would be noted and that the action plan should be reviewed on a regular basis. It was also felt that tasks listed in the action plan should be prioritised and that there should be financial information included next to the actions.

**RESOLVED:**

**That the ‘Selby District Economic Development Framework 2017-2022 and beyond’ be noted and the action plan be costed and brought back to a future Executive.**

**REASON FOR THE DECISION**

*To introduce a new framework for the delivery of economic development within Selby District, working in partnership with key stakeholders.*

**23. PROPOSED DEVELOPMENT OF 13 FAMILY HOMES AT BYRAM PARK ROAD BY SELBY DISTRICT COUNCIL**

Councillor Crane, Leader of the Council in the absence of Councillor Musgrave, Executive Lead Member for Housing, Leisure, Health and Culture presented the report that outlined details of a proposed development of 13 family homes at Byram Park Road.

The Executive were supportive of the proposals and it was clarified that the decision being made was not including the potential grant from the Homes and Communities Agency (HCA). The Executive

Lead Member for Finance and Resources explained that if the bid for the grant to the HCA was successful then there would be no funding required from section 106 money.

The Executive were supportive of including the name of former Ward Councillor Jack Crawford in any part of the estate as he had devoted a considerable of time to the estate.

**RESOLVED:**

- i) **To approve the detailed Business Case and Financial Appraisal for the proposed Byram Park Road scheme.**
- ii) **To authorise the Director of Corporate Services and Commissioning in consultation with the Chief Financial Officer to award the contract for the development to the Strategic Team Group based on a total scheme cost of £1,612,000**

**REASON FOR THE DECISION**

*To facilitate the construction of 13 family homes on the site shown on the plan attached in Appendix 1 of this report at Byram Park Road, Byram.*

**24. CAR PARK STRATEGY AND TARIFF REVIEW**

Councillor Metcalfe, Executive Lead Member for Communities and Economic Development presented the report that outlined the Car Park Strategy and a range of options for potential car park tariffs.

The Executive Lead Member for Communities and Economic Development explained that the work in reviewing the tariffs had included considerable analysis. It was explained that from the analysis, it was felt that no charging should be introduced to car parks in Sherburn. The Executive were informed that two surveys had been undertaken for the car park in Tadcaster.

The Head of Strategic Planning, Policy and Economic Development explained that the Car Park Strategy was aligned with the Council's Corporate Plan and Economic Development Strategy and drew the Executive's attention to the six priorities which underpinned the objective of the strategy.

In considering the five options available concerning preferred tariffs, the Executive preferred option two which would allow a free hour of parking at car parks in Selby and Tadcaster.

The Executive were informed that the Council had already made a commitment to invest £900k in car parks across the district.

With regard to implementation, the Executive were informed that following a decision, there would need to be traffic regulation orders imposed which would take around three months. Following this, it was explained that there would be a trial period of three months to analyse how the changes affected the car parks

**RESOLVED:**

- i) To note the changes to and endorse the draft Car Parking Strategy, particularly the objective and six key priorities, prior to discussion at Full Council to inform the final consideration of the strategy at the Executive.**
- ii) To select option two as the preferred tariff option prior to discussion at Full Council to inform the final consideration of the strategy at the Executive.**
- iii) To approve officers declaring Portholme Road car park in Selby surplus to operational requirements, therefore making it available for disposal and development.**
- iv) To note and endorse the schedule of improvements set out in paragraph 4.6 in accordance with previous budgetary approval of the capital programme.**

**REASON FOR THE DECISION**

- 1) To achieve the objective to use the Council's car parks as a platform to boost the local economies of the district by improving the customer experience, whilst supporting the Council's efficiency.*
- 2) To ensure that car park tariffs enable the Council to cover the cost of car park provision.*
- 3) To enable the Council to influence customer behaviour, attracting more users to under used car parks and town centre footfall.*
- 4) To achieve the Council's corporate priority of delivering great value.*



5) *To declare Portholme Road surplus to operational requirements in order to contribute to achieving strategic objectives.*

6) *To facilitate a programme of improvements to the car parks.*

## **25. LOCAL DEVELOPMENT SCHEME**

Councillor Mackman, Executive Lead Member for Place Shaping presented the report that outlined the Local Development Scheme (LDS) which set out a timetable for the preparation of a Local Plan and its relevant documents.

The Executive Lead Member for Place Shaping explained that it was legal requirement to produce an LDS and keep it up to date. It was stated this was the sixth LDS and would be for 2017 to 2020. The Executive were informed that the LDS would be monitored on a regular basis.

### **RESOLVED:**

**To recommend the updated Local Development Scheme to Council for approval (to resolve to bring into effect).**

### **REASON FOR THE DECISION**

*It is important that there is clarity about what work is being undertaken to progress the Local Plan for Selby District and what documents will be produced. Local Plan documents have key implications for places across the District and for communities, businesses and organisation across and beyond the district. There is a legal requirement to produce a Local Development Scheme, which must be made publicly available and kept up-to-date. Following consideration by the Executive, the Local Development Scheme will be considered by Council so that the scheme can be brought into effect.*

## **26. FIVE YEAR HOUSING LAND SUPPLY REPORT (2017-2022)**

Councillor Mackman, Executive Lead Member for Place Shaping presented the report which outlined an overall update to the Council's most recent statement on a five year housing land supply, base dated to 31 March 2017.

The Executive Lead Member for Place Shaping explained that the report outlined that the Council had a housing land supply figure of 5.4 years. It was explained that deliverability was a key component of obtaining the figure.

In response to a query concerning the robustness of the figure, the Principal Planning Policy Officer explained that he felt the figure had been calculated as robustly as possible, and that this year's report had a stronger focus on determining the deliverability of sites, particularly those which were conceded in the appeal which was lost at Hodgsons Gate. It was also explained that a Viability Consultant had also contributed to the report by determining the financial viability of a selection of stalled sites.

**RESOLVED:**

- i) To note the main content of the report and appendices, including the implications of the five-year housing land supply.**
  
- ii) To note the updated Five Year Housing Land Supply Methodology and resultant housing land supply figure as set out in the Statement.**

**REASON FOR THE DECISION**

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

The meeting closed at 5.31pm