

Selby District Council



Minutes

Executive

- Venue: Committee Room, Civic Centre, Selby
- Date: Thursday 7 September 2017
- Time: 4pm
- Present: Councillors J Mackman (Chair), C Lunn (for minute item 29 onwards), C Metcalfe and R Musgrave
- Officers present: Janet Waggott, Chief Executive, Dave Caulfield, Director of Economic Regeneration and Place, Karen Iveson, Chief Finance Officer (s151), Gillian Marshall, Solicitor to the Council, Helen Gregory, Interim Planning Policy Manager (for minute item 31) James Cokeham, Head of Economic Development and Regeneration (for minute item 32), Alex Dochery, Economic Development Officer (for minute item 32), Mike James, Communications and Marketing Manager Stuart Robinson, Head of Business Development and Improvement (for minute item 34), and Palbinder Mann, Democratic Services Manager.
- Also present: Councillor R Packham (for minute item 27 to 32), Julia Mulligan, North Yorkshire Police and Crime Commissioner (for minute item 30), Michael Porter, Chief Finance Officer (Office of the Police and Crime Commissioner, for minute item 30) and Councillor Andrew Backhouse, Chair of the North Yorkshire Fire and Rescue Authority (for minute item 30)

Public: 1
Press: 0

NOTE: Only minute numbers 30 to 33, 35 and 36 are subject to call-in arrangements. The deadline for call-in is 5pm on Thursday 21 September 2017. Decisions not called in may be implemented from Friday 22 September 2017.

27. APOLOGIES FOR ABSENCE

Apologies were received from Councillor Crane. It was also noted that Councillor Lunn would be late to the meeting due to attending another meeting at North Yorkshire County Council.

28. MINUTES

The Executive considered the minutes of the meeting held on 3 August 2017.

RESOLVED:

To approve the minutes of the meeting held on 3 August 2017 for signing by the Chair.

29. DISCLOSURES OF INTEREST

All Members of the Executive reported that they had received representations from Pegasus concerning the Church Fenton Air Base.

The Chair decided to alter the running order of the agenda so that item 8 – Police and Crime Commissioner Proposal on Future Governance of North Yorkshire Fire and Rescue would be taken first.

30. POLICE AND CRIME COMMISSIONER PROPOSAL ON FUTURE GOVERNANCE OF NORTH YORKSHIRE FIRE AND RESCUE SERVICE

Councillor Mackman, Executive Lead Member for Place shaping introduced the report that asked the Executive to consider the Police and Crime Commissioner's (PCC's) proposals and business case for changes to the governance of North Yorkshire Fire and Rescue Service under the Policing and Crime Act 2017. The Executive were also asked to consider a draft response which was appended to the report.

The Chair explained that he had given permission for Julia Mulligan, North Yorkshire PCC and Councillor Andrew Backhouse,

Chair of the North Yorkshire Fire and Rescue Authority (NYFRA) to present their views on the proposals to the Executive.

The PCC presented the following views:

- The proposal was an opportunity to allow greater joined up working which would support the most vulnerable people in society.
- A change of governance would help put front line services first and mitigate the current cuts.
- The collaboration work to date had not been very effective with limited progress being made. Due to this, there was a need to do things differently.
- A change in governance would help speed up and streamline the decision making process.
- The proposal put forward by NYFRA would make it difficult to make a difference and the PCC's proposal had been supported by the Fire Brigade's Union

In response to a query concerning the future and public perception of residents about services, the PCC explained that only one police station had closed in the five years she had been in office and that she had decided against the closure of police stations in rural locations.

The Chair of NYFRA presented the following views:

- The NYFRA were not resistant to change but were concerned about the proposed Governance Model and the transfer of governance to the PCC including the dissolution of NYFRA which had cross party representation of elected Members.
- The view of NYFRA was that the Representation Model was the most effective solution due to the following reasons:
 - The PCC would become the 17th Member of the NYFRA.
 - A Collaboration Committee would be created which would give voting rights to the PCC and the Chair of the NYFRA.
- There was a need for the PCC to understand how the NYFRA authority worked including the role of its Members.

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- If the Representation Model did not work then the Governance Model would be the next option.

Councillor Lunn entered the meeting at this point.

In response to a query concerning the lack of progress, the Chair of NYFRA explained that consideration had been given to working with other fire services and that decision making required collaboration to be taken forward.

The Executive discussed the proposals. Councillor Metcalfe explained that as a previous member of NYFRA, he felt that the proposal of the Collaboration Committee was progressive and that there did not need to be a change in governance for greater collaboration.

The Chair explained that the Executive supported maximum collaboration between the PCC and NYFRA with mutually agreed targets and timescales. The Executive felt that this could be achieved without the need to change the governance arrangements. On this basis, the Executive confirmed that they supported the Representation Model and endorsed the attached draft response to the consultation.

In addition, the Executive made the following suggestions:

- That NYFRA invite the PCC to join the Fire and Rescue Authority or any of its Committees with full voting rights.
- That a mutually agreed and ambitious 'Better Together' programme with demanding targets and timescales be delivered and implemented in the interests of economy, efficiency, effectiveness and public safety.
- That North Yorkshire County Council and the City of York Council actively monitor the progress of greater collaboration.

RESOLVED:

To approve the draft response to the consultation and to support the Representation Model as outlined in the business case.

REASON FOR THE DECISION

To enable the response to be submitted on behalf of the Council.

31. POOL OF SITES PUBLIC CONSULTATION

Councillor Mackman, Executive Lead Member for Place Shaping presented the report that outlined the proposals for the next step in the preparation of the Site Allocations Local Plan – the Pool of Sites Consultation planned for October to November.

It was explained that the Local Development Scheme (LDS) proposed that the Site Allocations Local Plan was completed prior to the Development Management Policies Local Plan.

It was reiterated that no decision had been made on site allocations and explained that the Local Plan would be published next year for consultation.

In response to a query concerning the number of dwellings to be delivered on the Olympia Park Strategic Development Site, it was clarified that the figure outlined referred to the overall plan period.

A query was raised over whether the housing delivery figure for Selby town was achievable. The Director of Economic Regeneration and Place acknowledged that the figure was challenging however work had been undertaken to understand housing delivery and that further work had also been undertaken with landowners about mobilising stalled sites and that this would continue. The Executive were also informed that the Council had increased its resources in the regeneration area. The Interim Planning Policy Manager also highlighted that the purpose of the proposed consultation on the Pool of Sites and the progression of the Site Allocations Local Plan was to identify suitable, available and deliverable sites which would assist delivery of housing.

The Chair explained that there would be an amendment to the wording of recommendation three that would include giving delegation specifically to the Director of Economic Regeneration and Place in consultation with the Executive Lead Member for Place Shaping.

RESOLVED:

- i) To recommend to Council to approve the Pool of Sites document (including the Appendices 1 and 2) at Annex A of the report for consultation purposes.**

- ii) To Delegate to officers the arrangements for the consultation to take place for 8 weeks between 2 October 2017 and 27 November 2017.**

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- iii) **To delegate authority to the Director of Economic Regeneration & Place, in consultation with the Executive Lead Councillor for Place Shaping to make any minor amendments required to the documentation for typographical, grammatical, and factual or Plain English purposes to the documents prior to publishing for consultation.**
- iv) **To invite the Policy Review Committee to provide input prior to the next stage of consultation as part of the plan preparation process.**

REASON FOR THE DECISION

To enable the Local Plan to be progressed to promote growth to meet the housing needs and economic aspirations for the District.

32. PROGRAMME 4 GROWTH 3(P4G3): ESTABLISHMENT AND UPDATE

Councillor Mackman, Executive Lead Member for Place Shaping introduced the report that summarised the overall progress on P4G to date, updated the Executive with P4G3 projects and proposed a number of actions to ensure that a transparent and responsive programme was created.

The Head of Economic Development and Regeneration took the Executive through the report and explained that the report reflected the success of P4G1 and P4G2. It was also explained that there would now be quarterly updates to both the Executive and the Overview and Scrutiny Committee with progress on the programme.

The Executive was informed that a prospectus would be created that would allow all Members and Council Officers to obtain a better understanding of the programme and that this would also allow the programme to be promoted to a greater extent.

The Chair reiterated the necessity for both financial and legal input into all decisions made in the programme.

The Chair proposed an amendment to the wording in section 2.17 of the report so that project briefs under £10,000 would be approved by the appropriate Director/Head of Service in

consultation with the respective Lead Executive Portfolio Holder instead of the Leader of the Council.

RESOLVED:

- i) To note the contents of the report and endorse the proposal for governance and decision making in paragraph 2.17 with the above amendment.**
- ii) To agree for quarterly P4G3 updates to be provided to the Executive and the Overview and Scrutiny Committee.**
- iii) To agree to the creation of a P4G prospectus and project brief to assist officers in developing P4G3 projects.**

REASON FOR THE DECISION

To strengthen P4G3 as the Council's critical delivery mechanism for its key strategic priorities and ensure greater transparency of decision making.

33. ANNUAL REPORT 2016/17

Councillor Mackman, Executive Lead Member for Place Shaping introduced the report that presented the Council's Annual Report for 2016/17 for consideration.

The Communications and Marketing Manager explained that the report covered the period between 1 April 2016 to 31 March 2017 therefore there was only brief coverage in the report of recent events such as the Tour de Yorkshire that had occurred outside of this time frame.

The Executive were informed that 200 printed copies of the report would be created which would be placed with key partners and at public sites. It was also stated that there would be promotion of the report on the Council's website and through its social media channels.

The Executive requested the following amendments to the report:

- A query was raised around the housing figures as it was noted that three figures were provided in the report and it was agreed that a consistent figure should be stated.

- Under section nine of the report relating to 'Our Finances', the Executive felt that expenditure listed should be headed 'Where we spent the money' and that the tables on page 31 should include 'total income' and 'total spend' instead of the current wording.
- Under the Councillor Allowances section, the Executive felt that the basic allowance figure should be stated in the first sentence of the first paragraph in this section.

RESOLVED:

To approve the Annual Report 2016/17 for publication.

REASON FOR THE DECISION

To enable the Council to use the material to tell of the story of our Council and our place.

34. CORPORATE PERFORMANCE REPORT – QUARTER 1 – 2017/18 (APRIL TO JUNE)

Councillor Mackman, Executive Lead Member for Place shaping introduced the report that provided a progress update on delivery of the Council's Corporate Plan 2015-20 as measured by a combination of progress against projects/high level actions and performance against key performance indicators.

The following discussion took place:

- There had been a positive performance with regard to missed bin collections in quarter one where there were now only 40 missed collections out of 231,000.
- Although the number of complaints submitted to the Council had decreased, the Council was not responding to some complaints that were submitted within time and improvement was needed in this area.
- In response to a previous request for information, it was noted that there had been 131 freedom of information requests submitted in quarter one.
- With regard to the drop in visitors to Selby Leisure Centre, it was noted that the reported figure may have been lower due to a fault in one of the counting machines.
- In response to a query concerning the median gross weekly pay for full time workers, the Head of Business

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Development and Improvement explained that the Council took the data from the Office of National Statistics' Annual Survey of Hours and Earnings (via Nomis). The Executive was informed that the information outlined a yearly snapshot of annual earnings relating to employees on adult rates of pay who had been in the same job for more than one year. It was noted that the information did not cover the self-employed or employees not paid in the reference period.

- The Executive highlighted the high performance figure in relation to repairs to Council owned properties and praised the staff for their work.
- Concern was raised at the rise of staff absence which was now 50% above the target.
- The Executive welcome the good performance in relation to new developments in particular, the progress on house building with 560 new homes being built in 2016/17 against a target of 450 and that over 90% of planning applications were now being dealt with within agreed timescales, which well exceeded government targets.
- The Executive felt that there should be increased promotion of the positive work done at the Council

RESOLVED:

To note and approve the report.

REASON FOR THE DECISION

The reporting of performance data enables the Council to demonstrate progress on delivering the Corporate Plan Priorities to make Selby District a great place.

35. FINANCIAL RESULTS AND BUDGET EXCEPTIONS REPORT TO 30 JUNE 2017.

Councillor Lunn, Executive Lead Member for Finance and Resources presented the report that presented the financial results and budget exceptions report to 30 June 2017.

The Executive Lead Member for Finance and Resources explained that at the end of quarter one, the general fund showed an estimated surplus of £32.5k and that the Housing Revenue Account showed an estimated surplus of £379k.

In response to queries concerning the lower than expected costs of the Police Co-Location project, the Solicitor to the Council explained that when the project had been considered by the Executive, there had been two options presented and due to it not being possible to proceed with option one, it had been decided to proceed with option two which had resulted in lower costs than budgeted for.

The Executive noted the loss in the Lifeline service income and felt further work was needed to promote the work of the service.

RESOLVED:

- i) **To endorse the actions of officers and note the contents of the report.**
- ii) **To approve a permanent virement of £5k from Community Engagement Forum (CEF) Administration Support budget to Democratic Services Salaries to fund grade increase of additional duties supporting the CEFs.**

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.

36. TREASURY MANAGEMENT – MONITORING REPORT FOR Q1

Councillor Lunn, Executive Lead Member for Finance and Resources presented the report that reviewed the Council's treasury management activity for the three month period 1 April 2017 to 30 June 2017 (Q1) and presented performance against the prudential indicators.

The Executive Lead Member for Finance and Resources explained that low interest rates had resulted in investment returns of 0.52% however high balances had meant that the interest earned budget was forecast to exceed by £25k.

In response to a query concerning the Fairer Funding Review, the Executive Lead Member for Finance and Resources explained that the review would look into fairer allocation of funding for authorities across the country

RESOLVED:

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To endorse the actions of officers on the Councils treasury activities for Q1 and approve the report.

REASON FOR THE DECISION

To comply with the CIPFA Code of Practice for Treasury Management, the Executive is required to receive and review regular Treasury Management Monitoring Reports.

37. MEDIUM TERM FINANCIAL STRATEGY

Councillor Lunn, Executive Lead Member for Finance and Resources presented the report that outlined an updated to the Medium Term Financial Strategy (MTFS) covering both the General Fund and Housing Revenue Account (HRA) prior to consideration by Council later this month.

The Executive Lead Member for Finance and Resources explained that key areas for consideration included reducing risk and business rates retention for which clarification was still being sought.

In response to a query concerning inflation, the Executive Lead Member for Finance and Resources explained that the Council used the Consumer Price Index to calculate a figure for inflation.

The Executive were informed that an amendment to the pensions and asset management reserve contributions were proposed, following the removal of the pension deficit and funds committed to the car parks.

In response to a query concerning the figure for the Council Tax base, the Chief Finance Officer explained that a 1% had been stated in the strategy but further growth was included in the savings plan.

The Executive were keen to ensure the risk within the plans was emphasised in the report to Council given the need to drawdown from reserves to support the budget in the shorter term.

RESOLVED:

To submit the Medium Term Financial Strategy to Council for approval.

REASON FOR THE DECISION

To set the framework for the 2018/19 budget and 2018 – 2020/21 Medium Term Financial Plan.

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The meeting closed at 6.10pm

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