



Meeting: **POLICY REVIEW COMMITTEE**
Date: **12 APRIL 2012**
Time: **5.00PM**
Venue: **COMMITTEE ROOM**
To: **Councillors Mrs M Davis, M Jordan (Chair), Mrs E Metcalfe, R Musgrave (Vice Chair), I Nutt, R Packham, I Reynolds, Mrs A Spetch, R Sweeting.**

Agenda

1. Apologies for absence

2. Disclosures of Interest

Members of the Policy Review Committee should disclose personal or prejudicial interest(s) in any item on this agenda.

3. Minutes

To confirm as a correct record the minutes of the proceedings of the meeting of the Policy Review Committee held on 24 January 2012. (pages 3 to 7 attached).

4. Chair's Address to the Policy Review Committee

5. PR/11/15 – Outcomes from last meeting

To consider the report from the Democratic Services Officer, pages 8 to 10 attached

6. PR/11/16 – Countryside & Green Space Strategy

To consider the report of the Communities Selby Development Officer, pages 11 to 26 attached

7. PR/11/17 – Street Scene Contracts

To consider the report of the Business Services Director, pages 27 to 28 attached

8. PR/11/18 – Annual Report

To consider the report of the Democratic Services Officer, pages 29 to 37 attached

9. PR/11/19 – Work Programme 2012/13

To consider the report of the Democratic Services Officer, pages 38 to 43 attached

Jonathan Lund
Deputy Chief Executive

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| Dates of next meetings |
| See Work Programme 2012/13 |

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Minutes

Policy Review Committee

Venue: Committee Room

Date: 24 January 2012

Present: Councillor M Jordan (Chair), Councillor Mrs M Davis, Councillor Mrs E Metcalfe, Councillor R Musgrave, Councillor I Nutt, Councillor R Packham, Councillor I Reynolds, Councillor Mrs A Spetch and Councillor R Sweeting

Apologies for Absence: None

Also Present: Councillor Mr C Metcalfe

Officers Present: Karen Iveson, Executive Director (S151); Rose Norris, Executive Director Communities Selby; Eileen Scothern, Business Manager; Andrew McMillan, Policy Officer and Richard Besley, Democratic Services

26. Declarations of interest

There were no declarations of interest.

27. Minutes 1 November 2011

RESOLVED:

To receive and approve the minutes of the Policy Review Committee held on 1 November 2011 and they are signed by the Chair.

28. Minutes 24 November 2011

RESOLVED:

To receive and approve the minutes of the Policy Review Committee held on 24 November 2011 and they are signed by the Chair.

29. Chair's Address to the Policy Review Committee

The Chair welcomed Councillors and Officers, wishing them a happy new year.

The Chair introduced the agenda, which included the requested summary of recommendations and outcomes to date and an opportunity to discuss the operation of CEFs.

The Chair also asked the Committee to consider issues they would like the Committee to scrutinise in the next municipal year. He asked Councillors to forward suggestions to the Democratic Services Officer for possible inclusion to the 2012/13 Work Programme.

30. PR/11/11 – Review of Policy Review Committee Recommendations to date

The Democratic Services Officer presented the report drawing particular attention to the Appendix and the recommendations that the Committee had forwarded to the Executive and its corresponding response.

Councillor Packham referred to the meeting of 9 August on the SADPD, with regard to the Committee's recommendation to make highway impact a material consideration in allocating sites. Councillor Packham proposed that the consideration of traffic impact assessments should take greater precedence. He urged that the correct evidence be available so it can be tested in the three main settlements with proper assessment prior to allocating sites for the SADPD.

Councillor Nutt felt that the proposal should be widened to all areas.

RESOLVED:

- i. To note the summary report.**
- ii. To conduct a full and proper Highway Assessment before allocating all sites in relation to the SADPD.**

31. PR/11/12 – Village Design Statements

The report was presented by the Policy Officer, Andrew McMillan.

Councillor Packham raised questions on the large consultation list that was appended to the report, he was concerned that there was some duplication among entries and that some entries that may have responded in the past, now, no longer exist.

The Officer agreed to look at the list with a view to updating relevant entries.

RESOLVED:

To receive and note the report.

32. PR/11/13 – Community Engagement Forums (CEFs)

The report drafted by the Democratic Services Officer introduced the Scoping Paper produced by Communities Selby Executive Director, Rose Norris.

The Executive Director outlined the recent review into the operation of CEFs. The purpose of the scoping paper was to share the findings of the review and to set out a range of proposals around localism, empowerment and communities being better placed to help themselves.

Councillor Metcalfe provided some background to the creation of the CEFs and their growth. The Executive Member felt that in their infancy the CEFs dealt with a lot of local issues. In the main, these issues had been addressed and the CEFs needed to change. He saw localism now shaping itself and the onus was on councillors to lead their communities.

Councillor Packham felt that the geographical areas of the existing CEF boundaries needed to be reconsidered. He felt that Sherburn had stronger links with some communities included within other CEF areas.

The committee discussed the respective roles of the CEFs and parish and town councils and how the two can work together to achieve maximum benefit in communities.

The Committee discussed the allocation of funds and whether they should be split more in line with population density. The Committee asked that the costs of running CEFs to date be provided for the next meeting.

At this point Councillor Sweeting left the meeting, together with the Executive Member and Executive Director Communities Selby.

The Committee, in noting the scoping paper felt that it should be distributed to all councillors and agreed the following recommendations to the Executive.

RESOLVED:

- i. To provide the Committee with information regarding the costs and benefits of the CEFs to date**

Recommended to the Executive

- ii. **To review the distribution of money to CEFs;**
- iii. **To review the geographical boundaries of the CEFs;**
- iv. **To review the terms of reference of the CEFs to ensure a strategic overview is in place;**
- v. **To ask the Executive to trial moving the resources of running CEFs to the Town and Parish Councils for 1 year.**

33. PR/11/14 – Draft Budget and Financial Plan

Executive Director (S151), Karen Iveson, presented the report informing the Committee that the final budget would be presented to Council on 28 February 2012.

The Executive Director reminded the Committee that proposals may need to be revisited once Formula Grant, HRA self-financing debt and formula rent levels are known.

The Executive Director clarified that Access Selby had set charge out rates for staff members, so the Council was aware of relevant costings. The Director also confirmed that details on the decentralisation of planning fees were still awaited.

The Committee highlighted some concerns at the reduction in income from the projected Council Tax level for 2012/13 and that of the second award of Council Tax Freeze Grant and the impact the shortfall would have on the Council's future position and on the delivery of services.

RESOLVED:

- i. **To note the report.**
- ii. **To ask the Executive to reconsider their proposal to freeze Council Tax for 2012/13 over concerns for the impact this will have on the financial position of the authority and the impact on service provision.**

34. Policy Review Committee Work programme 2011/12

The Chair referred the Committee to the attached Work Programme.

To accommodate the report back on the CEF recommendations at the April meeting it was agreed to move Enforcement Policy on to the 2012/13 Work Programme.

RESOLVED:

To receive and note changes the Work Programme.

The meeting closed at 7:00pm

To: Policy Review Committee
Date: 9 August 2011
Author: Richard Besley, Democratic Services Officer
Lead Officer: Karen Iveson, Executive Director (S151)

Title: Review of Policy Review Committee Recommendations

Summary: This report looks at the summary of Policy Review Committee decisions and outcomes to date.

Recommendation:

To note the outcomes of decisions from Policy Review Committee 24 January 2012

Reason for recommendation

The Committee ensures the contribution of Scrutiny is effective in supporting service improvement and delivery against district wide and Council priorities.

1. Introduction and background

1.1 At its meeting on 1 November 2011, asked that a record of decisions and outcomes be provided at future meetings as the Committee was interested in how its comments had affected the policy decisions taken by the Executive.

2. The Report

2.1 PR/11/11 – Review of Policy Review Committee Recommendations to date

RESOLVED:

- i. To note the summary report.
- ii. To conduct a full and proper Highway Assessment before allocating all sites in relation to the SADPD.

2.2 PR/11/12 – Village Design Statements

Noted.

2.3 PR/11/13 – Community Engagement Forums (CEFs)

RESOLVED:

- i. To provide the Committee with information regarding the costs and benefits of the CEFs to date

Recommended to the Executive

- ii. To review the distribution of money to CEFs;
- iii. To review the geographical boundaries of the CEFs;
- iv. To review the terms of reference of the CEFs to ensure a strategic overview is in place;
- v. To ask the Executive to trial moving the resources of running CEFs to the Town and Parish Councils for 1 year.

Executive on 1st March. Outcome:

The Executive heard that Councillor Metcalfe, as lead Executive member for this issue, was currently working on a programme to address both the concerns of Policy Review Committee and to secure the long term viability of the CEFs as the Council's primary method for community engagement and development.

Resolved:

- i) To acknowledge the comments from Policy Review Committee;
- ii) To receive a report from Councillor Metcalfe on the future of the CEFs as the earliest opportunity.

2.4 PR/11/14 – Draft Budget and Financial Plan

RESOLVED:

- i. To note the report.
- ii. To ask the Executive to reconsider their proposal to freeze Council Tax for 2012/13 over concerns for the impact this will have on the financial position of the authority and the impact on service provision.

Discussed by Executive on 2nd February

Exec Minutes

The Executive considered the comments from Policy Review Committee regarding the proposal to freeze Council Tax for 2012/13. Policy Review Committee was concerned at the impact this would have on the Council's future financial position and on the provision of services. The Executive felt that the Council would be able to deliver the additional savings required as a result of implementing the Council Tax Freeze.

Recommendation to Council:

- (i) To approve the draft budgets, bids and capital programmes;

- (ii) To transfer the budgeted surplus of £314k on the Core's General Fund budget to a new Access Selby Reserve to provide funds to mitigate future budget risk;
- (iii) To hold Council Tax at the 2011/12 level of £158.88 per Band D property for 2012/13;
- (iv) To note Access Selby's savings plan to address their budgeted deficit;

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To: Policy Review Committee
Date: 19 April 2012
Author: Drew Fussey
Lead Officer: Rose Norris, Executive Director Communities Selby

Title: Countryside and Green Space Strategy

Summary: The report introduces the draft Countryside and Green Space Strategy, explains the process necessary for it to be adopted, and invites comments from the Policy Review Committee.

Recommendation:

That the Policy Review Committee contributes to the development of Council Policy by providing comments on the proposed Countryside and Green Space Strategy before it is considered by the Executive.

Reason for recommendation

The Council's Constitution states that the Policy Review Committee has a valuable role in contributing to the development of Council policy, through reviewing policies and making recommendations.

1. Introduction and background

- 1.1** Selby District Council has gone through a period of significant change. With significant reductions in public sector funding, the Council has prioritised delivering the good quality services that it is best placed to deliver and that the district's residents and businesses expect.
- 1.2** However, the Council also recognises the importance of the district biodiversity and green infrastructure and believes by working with a range of partners the Council can enhance the district's countryside and green space assets to help deliver the 5 Big Things in its corporate plan, especially Changing Places, Living Well and Being Switched On.
- 1.3** The report will introduce the draft Countryside and Green Space Strategy and explain the process it needs to go through so it can be adopted to ensure the Council maximises its opportunity to access

funding through Section 106 agreements and future Community Infrastructure Levy.

2. The Report

- 2.1** The Council's reorganisation has allowed officers the necessary freedom to find more creative and innovative ways to ensure the district's biodiversity and green infrastructure are managed and enhanced for the benefit of all now and in the future.
- 2.2** Selby District Council are not alone in needing to find new innovative ways of managing and improving their countryside and green space assets, so the decision was taken to bring together key partners with an interest in the district's biodiversity to discuss the best way we could all work together to achieve our individual and shared aims and objectives.
- 2.3** The outcome is Appendix 1. This is an initial draft of a Countryside and Green Space Strategy. The Strategy has clear aims and sets some ambitious 'outcome objectives'. The strategy will complement the Core Strategy, the Sustainable Community Strategy and the Corporate Plan. The strategy will also justify developer contributions for open spaces and sports facilities as part of a Supplementary Planning Policy Guidance (PPG17).
- 2.4** Beyond involving individuals and communities, Fundamental to this strategy's success is the Council's ability to bring together a number of organisations to help manage and maintain the district's landscape and wildlife. It was these organisations that encouraged the Council to complete the PPG17 process to prevent a duplication of work/effort at a later date.
- 2.5** The partner organisations are also committed to supporting individuals and communities to be aware of, get involved and be active in the conservation and enhancement of Selby district's countryside and green spaces. Again this strategy, supported by the PPG17 facilitates this shared ambition.
- 2.6** However, to ensure the strategy is properly linked with the Local Development Framework (LDF) and is compliant with PPG17, a process is stipulated in the guidance that must be followed to ensure the evidence-base for the PPG is sound. Outlined below are the steps needed to ensure the strategy and planning guidance can be adopted:
- Audit of all types of green spaces and sports facilities in the District and assessed their quality; this was undertaken in 2010/11 and will need sample testing.
 - Consulting with Community Engagement Forums (CEFs) to make sure we have identified all the issues – again we consulted widely in 2010 and 2011 but it is intended to consult with the CEFs again in June and July 2012.

- Pulling together all the above information to identify key issues in quality or deficiencies in provision to evidence the Strategy in order to substantiate asking for contributions from developers.

- 2.7** By undertaking this work and providing the evidence, the Strategy will be compliant with PPG17 and deliverable, helping the aims and objectives of the strategy to be achieved.
- 2.8** All the work will be completed and incorporated into the Strategy for the September Executive meeting.
- 2.9** The development of the strategy has not stopped progress in the development of day to day management arrangements for the Council owned countryside and green space. Following the aims and objective outcomes outlined in the strategy, officers are currently discussing a number of proposals with a range of partners, who were also involved in drafting the strategy. Together we are working to maximise the future opportunities for the district's countryside and green space. Not in isolation
- 2.10** The proposals promote the draft strategy's partnership approach, with partners committed to working with the Community Engagement Forums to find creative, innovative ideas, which will inspire individuals and communities to take ownership of the districts countryside and green space. In turn this will secure the sustainable management and development of the Council-owned countryside areas and green space and conserve and enhance the biodiversity and natural landscape across the district. Notwithstanding legal issues, management plans with partners could be in place by July.

3. Legal/Financial Controls and other Policy matters

3.1 Legal Issue

- 3.2 Beyond ensuring the PPG17 guidance is followed, there are no legal issues in respect of the Countryside and Green Space Strategy.

3.3 Financial Issues

- 3.4 There are no direct financial implications associated with the development or adoption of the Countryside and Green Space Strategy.

4. Conclusion

- 4.1** This is an ambitious and innovative strategy that is supported by partners and follows the emerging guidance from the new Biodiversity

2020: England's Biodiversity Strategy. The comments of the Policy Review Committee are welcomed before the strategy is considered by the Executive.

5. Background Documents

- Natural Environment White Paper
- *Biodiversity 2020: England's Biodiversity Strategy*

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Appendices:

Appendix A - Countryside and Green Space Strategy 2012-17
(DRAFT)

Countryside and Green Space Strategy 2012-17 (DRAFT)**Purpose of the Strategy**

This strategy sets out the Council's wider ambition toward the management of the countryside and green space throughout the district and how it can conserve and enhance the biodiversity by working with a range of partners and involving communities.

Vision

"To provide a strategic framework for the sustainable management and development of the countryside areas and green space within the Selby District"

Aims

- To promote a partnership approach with various agencies in implementing the Countryside and Green Space Strategy
- To work with developers to ensure biodiversity and green infrastructure is included as part of all new developments, helping to improve the environment
- To conserve and enhance the biodiversity and natural landscape across the district by enhancing existing sites and connecting and improving habitat
- To maintain and improve access to, and recreation opportunities in, the countryside and green space throughout the district, letting people see a different side of Selby district
- To promote awareness, education and training in environmental and countryside issues, switching people on to what's around them
- To empower enhance community involvement in the countryside and green space, encouraging people to be active and live well
- To promote the economic viability of countryside communities, encouraging new business opportunities and existing business growth

Introduction

This strategy represents the first formally adopted Countryside and Green Space Strategy for Selby district, providing a strategic framework for the sustainable development and management of the countryside and green space. It follows national guidance and learning, and complements the county-wide approach to countryside and green space management. This strategy will also act as a piece of

Supplementary Planning Guidance supporting the Local Development Framework (LDF) that in turn will help this strategy achieve its aims.

Fundamental to the development of this strategy has been the input by a range of partners and it is by continuing to adopt a partnership approach, involving all agencies with an interest in the countryside and green space that this strategy will be successfully implemented.

The Countryside and Landscape of Selby district

The term 'countryside' is defined as the area outside settlement boundaries. 'Green space' is defined as a plot of undeveloped land separating or surrounding areas of intensive residential or industrial use that is maintained for recreational enjoyment.

Within the Selby district this covers an area of varied landscape with differing examples of countryside and green space. The district is relatively small, it is the most southerly district in North Yorkshire, covering an area of approximately 6,190 sq kilometres to the south of York and broadly contained by the A1 (M) / A1 to the west and the River Derwent to the east.

Much of the District is relatively flat and low-lying, and is characterised by open, sparsely wooded arable landscapes including extensive areas of the highest quality agricultural land. More sensitive higher quality landscape is generally confined to the limestone ridge, which runs north-south along the western side of the District. In the North West district is more densely wooded and undulating. Again, in the more southerly parts of the district the landscape is less even. In terms of natural heritage the district is not that well known but there are significant archaeological remains along both the Southern Magnesian Limestone Ridge and within the Humberhead Levels. Medieval sites, particularly moated and manorial sites are a feature like the scheduled important monument such as Newton Kyme Henge. The Roman heritage of Tadcaster is particularly significant as is the Bishops Canal (now known as Bishop Dike). Skipwith Common is also a significant resource for archaeology and biodiversity.

The District's biodiversity and green infrastructure is represented through a wealth of natural features and wildlife habitats, with international, national and local areas of wildlife and ecological value. The district is crossed by several major watercourses including the rivers Ouse, Wharfe, Aire and Derwent, and their associated washlands, which in the case of the River Derwent supports internationally important wetland. The Lower Derwent Valley and Skipwith Common are sites with European conservation status as well as nationally important Sites of Special Scientific Interest. In addition there are over 100 designated local Sites of Importance for Nature Conservation (SINCS), including species-rich grassland, ancient woodlands and wetlands. Many of these assets are irreplaceable and are a valuable part of the district's biodiversity that needs to be managed, enhanced and connected.

Areas of countryside such as Hambleton Hough, an area of natural beauty, and Barlow Common, a reclaimed railway land, now a well-established nature reserve and other land owned by the Council, help to conserve and enhance biodiversity, improve access and recreational opportunities and promote awareness of both the natural landscape and the managed countryside (agriculture), which forms the district's green infrastructure. For example improved hedgerows or enhanced arable field margins can greatly increase farmland biodiversity and help connect up the landscape.

It is important to note the role of agriculture in shaping the district's countryside and that of the power industry, generating energy at Drax and Eggborough. The 19th century farming heritage of the district provides an important record of the intensification of farming that has shaped the district's landscape. Arable agriculture is important to the economy of the district and will continue to influence the shape of its landscape.

A full and detailed assessment of Selby District's landscape was completed in 1999 and is available on the Council's website or can be accessed on the link below:

[Landscape Assessment of Selby District](#)

Whilst the landscape and other elements reinforce Selby's local distinctiveness, it is the intention of this Strategy not only to maintain and enhance these natural and semi-natural elements, but also to recognise the importance of urban green space, as they too are relevant in terms of biodiversity, landscape and/or cultural heritage. These are often areas such as community woodlands or urban river banks that provide space and habitat for wildlife with access to nature for people but they can also be man-made parks etc. Beyond the environmental benefits green space or 'Infrastructure' can provide economic, social and health benefits close to where people live and work, such as cycle routes for physical exercise and transport links or local food production in allotments being shared or traded.

Including green space as well as the wider countryside ensures the links with residents, who tend to use local green space more than accessing the wider countryside, are maintained. This, in turn, helps build and sustain the identity of the district by connecting the community with the countryside. Mapping the Green Infrastructure of the district will help to show where links can be made and ensure that important green space is not lost.

National Perspective

Nationally, countryside management is governed by the following:

- Natural Environment White Paper
- Countryside and Rights of Way Act, 2000
- Natural Environment & Rural Communities Act, 2006
- Biodiversity 2020: England's Biodiversity Strategy

- UK Biodiversity Action Plan

The Natural Environment White Paper is a “bold *and ambitious*” statement outlining the Government’s vision for the natural environment over the next 50 years. The Government believe the paper sets out practical plans for a healthy, properly functioning natural environment that is the foundation of sustained economic growth, prospering communities and personal wellbeing. Partnering is seen as key to successful delivery.

The Countryside and Rights of Way Act, 2000 (CRoW Act) applies to England and Wales only. The Act provides for public access on foot to certain types of land, amends the law relating to public rights of way, increases measures for the management and protection for Sites of Special Scientific Interest (SSSI) and strengthens wildlife enforcement legislation, and provides for better management of Areas of Outstanding Natural Beauty (AONB). North Yorkshire County Council is the responsible body for public rights of way and fulfils those obligations under the Act for North Yorkshire. Other aspects of the Act are the responsibility of all public bodies.

The Natural Environment and Rural Communities (NERC) Act came into force on 1st Oct 2006. Section 40 of the Act requires all public bodies including parish and town councils to have regard to biodiversity conservation when carrying out their functions. The aim of the biodiversity duty is to raise the profile of wildlife in England and Wales, so that its conservation becomes properly embedded in all relevant policies and decisions made by public bodies. Biodiversity 2020: England’s Biodiversity Strategy is a new, ambitious biodiversity strategy for England that builds on the Natural Environment White Paper and provides a comprehensive picture of how Government intend to implement England’s international and EU commitments. It sets out the strategic direction for biodiversity policy for the next decade on land (including rivers and lakes) and at sea. It builds on the successful work that has gone before, but also seeks to deliver a real step change focusing delivery in four outcome areas of; a more integrated large-scale approach to conservation on land and at sea; putting people at the heart of biodiversity policy; reducing environmental pressures and finally, improving our knowledge.

Although the national and local Biodiversity Action Plans (BAPs) have been superseded by the ‘*Biodiversity 2020: England’s Biodiversity Strategy*’, BAPs remain a good benchmark, recognising the UK’s most threatened species and habitats and establishing local plans that allows them to recover. The most-recent list of UK BAP priority species and habitats was published in August 2007 following a two year review of the BAP process and priorities. There is a BAP for Selby district that can be viewed by clicking on the link below:

[Selby District Biodiversity Action Plan \(BAP\)](#)

North Yorkshire Perspective

North Yorkshire County Council has a corporate objective to maintain and enhance our environment and heritage. To assist in the delivery of this objective the Council has developed a Countryside Plan for the County. The plan describes an ambition for the natural and historic environment of North Yorkshire and access to these assets through the public rights of way network. The plan sets out to achieve the vision by addressing a number of priority themes:

- Landscape, Heritage and Wildlife
- Economy
- People & Communities
- Climate Change

The plan then goes on to explain:

- What the County Council's contribution will be towards these priorities,
- The locations of where activity is likely to take place
- How the plan can be used to work in partnership with others

Selby has been identified in the plan as an area where landscape enhancement would improve quality of place and assist in enhancing the wellbeing of communities.

Selby District Perspective

Selby District Council has gone through a period of significant change. With significant reductions in public sector funding, the Council has prioritised delivering the good quality services that it is best placed to deliver and that our residents and businesses expect. However, the Council also recognises the importance of the district biodiversity and green infrastructure and believes by working with a range of partners the Council can use its countryside assets to help deliver on its corporate plan that in turn will help deliver the aims of this strategy.

This evidences how this strategy has not been developed in isolation and works to complement a number of the Council's key strategies and plans including the Core Strategy, the Sustainable Community Strategy and the Corporate plan. It will also act as a piece of Supplementary Planning Guidance supporting the Local Development Framework (LDF) that in turn will help support the conservation and enhancement the district's biodiversity, including species-rich grassland, ancient woodlands and wetlands.

Fundamental to this strategy's success is the Council's ability to bring together a number of organisations to help maintain the district's landscape and wildlife, as well as organisations that support individuals and communities to be aware of, get involved and be active in, the conservation and enhancement of Selby district's countryside and green space.

The Partnership Approach

In progressing the Countryside and Green Space Strategy and the development of the site specific Management Plans, key partners will be identified. These will include organisations such as: Natural England, Groundwork North Yorkshire, Yorkshire Wildlife Trust, Selby District Association of Voluntary Services (AVS), The Wildlife Habitat Protection Trust, North Yorkshire County Council and other partners such as the National Farmers Union and even local Scout and Guide groups that can assist the Council in achieving the aims and outcome objectives of this strategy. This diverse range of organisations with different knowledge, expertise and skills will work with Selby District Council, to manage our wide range of habitats and landscapes. Together we will work with town and parish councils to link communities and volunteers to help manage the district's countryside including species rich grassland, ancient woodlands and wetlands and the Council's nature reserve Barlow Common and areas of natural beauty like Hambleton Hough. Local community groups, working with experienced partners such as Groundwork North Yorkshire, will be able to form their own 'countryside management partnerships' and as a collective, help deliver the aims of this strategy.

To encourage this partnership approach to the management and development of the district's countryside, wider public consultation will be carried out with all town and parish council's, with the wider community working with Selby District AVS and through each of the district's Community Engagement Forums. It will help to map the district's green space, allowing the strategy to target and focus effort where it is most needed. This is necessary for this strategy to justify developer contributions as part of the Planning process. It will also help achieve the aim to promote awareness and educate people about the district's countryside and green space issues. Community involvement is key to the success of this strategy, encouraging ownership and allowing people to contribute and help shape the strategy is a positive way to connect people with their local green space and the wider countryside.

Selby District Countryside and Green Space Strategy Framework and Themes

This strategy will cover a period of five years and will be reviewed annually. It sets out a strategic framework for the sustainable management of the countryside and green spaces across Selby District. The Countryside and Green Space Strategy will be implemented through a range of partnerships and Countryside Management Plans. These will be reviewed with partners annually to form the basis of a bidding document to be used by partners for grant aid for specific projects as they emerge and form part of an annual report to the Council's Executive.

The Strategy for the Selby District covers five key themes which mirror the strategy's aims, the first aim of this strategy to promote a partnership approach is implicit. The reason for each theme will be explained followed by outcome objectives that clearly

state the intentions of the Council in collaboration with its partners. The five key themes areas are:

Theme One - Landscape and Nature Conservation and Enhancement

Theme Two - Access and Recreation

Theme Three - Environmental Awareness and Education

Theme Four - Community Involvement

Theme Five - Economy and Land Management

THEME ONE: Landscape and Nature Conservation and Enhancement

A healthy environment is important to everyone; it is essential for our well-being and our quality of life. Landscape and nature conservation and its enhancement is a major part of this. Ultimately, biodiversity is lost or conserved at the local level and the wildlife habitats need to be in keeping with the character of the landscape. Such conservation and enhancement can only be achieved if it is actively managed. The Council will work with partners and communities to ensure the following outcome objectives are achieved:

Outcome Objectives - Landscape and Nature Conservation and Enhancement

Conserve and enhance biodiversity: work with landowners and local communities to map and manage green spaces and local nature reserves across the district to ensure species and habitats will be sustained enhanced and better connected. For example, road verges are managed by community groups, seeding flowers to enhance their biodiversity and provide wildlife corridors.

Identify Green Infrastructure: spatially identify priorities for the creation of multi-functional green space across the district so that opportunities for access, landscape and biodiversity are a core part of the planning process. For example, work with developers to ensure new developments contribute to additional recreational facilities and enhance biodiversity.

Protect existing sites: work with landowners and partners to protect existing sites with international, national and local designations. Also, with its partners, the Council will endeavour to protect the district's cultural and natural heritage including archaeology and conservation of the historic landscape.

Support public and private open spaces within settlements: work with local communities and landowners to maintain and develop these often small open spaces that are often the most valued by people and provide that vital link between partners and the public that this strategy relies on. This includes parks, cemeteries, churchyards and allotments.

Promote positive management of degraded land: work with landowners to help restore brown field sites so they can support local wildlife. This will prevent further degradation and enhance the local landscape and increase biodiversity.

THEME TWO: Access and Recreation

Improving access for everyone to the countryside and green space, and increasing recreational opportunities is important to the Council as it helps to increase the number of people who are able to enjoy the outdoors. Getting out and about in the countryside also benefits people's physical health and mental wellbeing. Providing appropriate access to the countryside and recreational opportunities for all including people with disabilities, first time visitors from urban areas or regular walkers and countryside volunteers is an important part of countryside management. This helps people to experience and enjoy the natural world at close hand, encouraging people to be happy and healthy; 'living well' by being active in the countryside and green spaces. To achieve this, the Council with its partners, has identified the following outcome objectives:

Outcome Objectives: Access and Recreation

Get people out and about: work with our partners to offer a range of different services to promote appropriate access to the countryside and green space. This will include people being able to use different modes of transport to get to, and then get around in the countryside and nature reserves, wherever possible. It will involve public transport, community transport, cycle routes, bridleways and footpaths including mobility access.

Get people active in the countryside: Working with our partners to develop and expand a range of activities including guided walks and guided walk leaflets, nature trails and healthy living programmes. People will also be encouraged to participate in schemes to develop the landscape, creating footpaths and, where possible, access furniture that enhances people's experience and encourages use by disabled people.

Controlling illegal access: Working with our partners and community links, do all that is practical to prevent illegal access through positive engagement, education and as a last resort, legal enforcement.

THEME THREE: Environmental Awareness and Education

Environmental awareness and education is important as it helps people understand the countryside around them and how they interact with, and impact upon the biodiversity of an area, and how, over time, the landscape has been shaped. The Council will encourage partners to use its assets to support the work of schools, youth groups and adult education so people are aware that the district has a rich and varied diversity of natural habitat. Education is a useful doorway into communities and can reinforce environmental messages and encourage positive action. By

raising awareness through environmental educational projects, children, adults and community groups will be encouraged to adopt a sense of ownership of their local environment and a responsibility to care for it. Action can be taken in a variety of areas to increase environmental awareness and education most beyond the scope of the Council. However, through the Council's commitment to partnering the following outcome objectives have been identified:

Outcome Objectives: Environmental Awareness and Education

Open access for schools: The Council will work with partners to maximise access to education for schools on Council owned countryside and green space. This will allow basic education and awareness programmes across a range of environmental topics, linked to the National Curriculum, to be delivered. This will mean more children are aware of the countryside and nature reserves around them and increase the likelihood of them getting involved.

Encourage adult education: The Council will encourage partners to use its available assets to educate and train adults in a variety of environmental topics and countryside management skills. Increasingly adults, for vocational or professional reasons, want a greater environmental awareness, education and training. Once educated, people are more likely to get involved, wanting to enhance their local green spaces and countryside.

More opportunities for community education: The Council will work with partners to increase the number of awareness, education and training sessions available to community groups and after-school clubs (e.g. Beavers, Cubs, Rainbows and Brownies). Again to do so may lead to more people being active and involved helping them to enjoy the countryside and green space and help maintain and enhance it.

THEME FOUR: Community Involvement – beef up

A theme throughout this strategy has been to inspire individuals and communities to take ownership of their local green space and countryside so it is managed and enhanced by the people that use it. Achieving this is fundamental to the success of this strategy's aims and outcome objectives. Environmental projects with the full participation of local communities tend to be more creative, innovative and successful. They also tend to be more sustainable, protecting the countryside and green space for future generations. Whether this is involvement in planning projects, executing them or just joining in, the Council, working with the five Community Engagement Forums and their Partnership Boards and a wide range of voluntary and community partners to support and inspire local people to deliver and take ownership of projects that make a positive difference to the biodiversity, to local green spaces and the countryside. Equally as important, is the benefit for those people that get involved, of empowerment and wellbeing. Through participation people gain a greater opportunity to influence and become part of something that improves their local environment. Here the Council's outcome objective is simple:

Outcome objective: Community involvement

Increase community involvement and ownership: The Council, through the five Community Engagement Forums (CEFs) and their Partnership Boards will work with partners to find creative and innovative ways to maximise the number of people involved in managing and enhancing their local green spaces and the countryside. This may be supporting community groups carry out simple maintenance on a village pond or larger, long term partnership led projects to create new local nature reserves or enhancement programmes on the district's existing nature reserves. No matter how little or large the commitment might be, from an individual volunteer, or twenty strong community group, the Council, the CEFs and partners, are committed, and will actively encourage and facilitate any proactive community involvement that enhances, gives greater access to, manages or creation of green space or countryside. For example, designating a local green area for community use, as outlined in the Natural Environment White Paper.

THEME FIVE: Economy and Land Management

Nationally, rural countryside areas have significantly higher house prices than the national average while rural wages are significantly lower. Although Selby District does suffer to some degree from this national trend, the district does not suffer in the same way as other parts of North Yorkshire. However, the council recognises the need to balance housing demand whilst preserving aims of this strategy. The Council's efforts to address these issues are covered, in varying ways, through Local Enterprise Partnerships, the Local Development Framework, the Core Strategy, Sustainable Community Strategy and the Council's Corporate Plan. Where appropriate, the Council will work with partners to ensure effective land management that supports this strategy and the countryside economy. However, in terms of this strategy the Council's aim and outcome focus is to generate business growth from the Council owned countryside, primarily its nature reserve and other countryside or green space assets that through effective land management can generate income either in its own right or for a partner organisation. One opportunity already alluded to is education and training. The benefit here is the sustainability and growth of the providing partner combined with the individual skills gained through education and training that could lead to new employment opportunities. Here, the Council's outcome objectives are more aspirational until more work is done to explore the possibilities.

Outcome objectives: Economy and Land Management

Find the countryside business opportunities: The Council will work with its partners to explore and identify realistic opportunities for enterprising business growth from the Council's countryside and green space assets that supports the aims and objectives. For example, working with the Yorkshire Wildlife Trust and

other partners to create and generate nature tourism within the district that benefits both the local economy and the district's biodiversity.

Have cost effective land management: The Council will work with its partners to identify sustainable development projects that support the wider countryside and green infrastructure that help deliver the aims and objectives of this strategy. For example, the Council could encourage businesses to provide wildlife areas within their premises, promoting innovative ideas such as green roofs.

Increase developer contributions through the use of Policy Planning

Guidance: Explore opportunities for additional contributions towards enhancement of biodiversity that balances the housing and business development needs with the environment. For example, the Minerals and Waste Development Framework could allow access to funds for restoration schemes that enhance biodiversity.

Monitoring and Evaluation

Detailed Countryside Management Plans will be developed that outline all partner and Council responsibilities and commitments toward delivering the aims and objectives of this strategy. A framework of qualitative and quantitative measures will be identified that evidence progress toward achieving the outcomes. These measures will form part of the annual review and be used in the completion of grant and other funding applications.

The annual review will include the progress made toward achieving the aims and outcome objectives as set out above. It will also include recommendations to add or remove any outcome objectives. The review will be reported to the Council's Executive annually.

Conclusion

This strategy clearly outlines the Council's commitment to conserve and enhance biodiversity and landscape character across the district's countryside and green space. This will be achieved by working with a range of partners, residents, communities and where possible, developers and businesses, getting them all actively involved with improving the district's countryside and green space.

The Strategy sets clear outcome objectives, which delivery can be measured against. Doing so will help to deliver the 5 Big Things in the Council's Corporate Plan by having a positive impact on changing the way people see the district; encouraging people to get involved and be active, helping them lead happy and healthy lives. It's also about being switched on to what's happening around us, knowing what's important.

The partnership approach to countryside and green space management and enhancement, described in the Strategy, is in line with the new English Strategy and

follows the emerging guidance and trends. The partners involved in helping the Council develop the strategy have been encouraged by the Council's ambition and innovation. This inclusion and collaboration with partners from the start has ensured the aims and objectives to be a realistic and achievable way of conserving, enhancing and connecting Selby district's biodiversity and the natural and cultural heritage assets within its landscapes.



Report Reference Number PR/11/17

Agenda Item No: 7

To: Policy Review Committee
Date: 12 April 2012
Author: Richard Besley, Democratic Services Officer
Lead Officer: Sarah Smith, Director of Business Services

Title: The Street Scene Contract

Summary: This item affords Policy Review Committee the opportunity to discuss the provision of waste and recycling services within Selby District.

Recommendation:

To discuss the provision of waste and recycling services within Selby District.

Reason for recommendation

To ensure the Committee is satisfied with the provision of waste and recycling services within Selby District.

1. Introduction and background

- 1.1 From the 1 October 2009 the Council's waste and recycling contract has been operated by Enterprise, a Lancashire based company. As part of the contract Enterprise are also responsible for street cleansing and grounds maintenance.
- 1.2 The Council has entered into a seven and a half year contract with Enterprise. The contract saw the Council move to alternate-weekly collections of recycling and non-recyclable waste in a bid to divert waste from landfill. This also introduced the collection of mixed plastics for recycling which has proved popular.

2. The Report

- 2.1 At Policy Review Committee's first meeting in June 2011, Councillors requested that the Street Scene Contract was added the Committee's Work Programme.

2.2 To aid Policy Review Committee in its scrutiny, a representative from Enterprise will be in attendance at the meeting.

3. Legal/Financial Controls and other Policy matters

3.1 Legal Issues

None within the context of this report.

3.2 Financial Issues

None within the context of this report.

4. Conclusion

That Policy Review Committee scrutinises the provision of waste and recycling services within Selby District.

5. Background Documents

None

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Appendix:

None

To: Policy Review Committee
Date: 12 April 2012
Author: Richard Besley, Democratic Services Officer
Lead Officer: Karen Iveson, Executive Director (S151)

Title: Policy Review Committee Annual Report

Summary: The report provides an update on the work of the Policy Review Committee for 2011/12.

Recommendation:

To note the Annual Report submitted by the Chair of the Policy Review Committee.

Reasons for recommendation

The Committee ensures the contribution of Policy Review is effective in supporting service improvement and delivery against district wide and Council priorities.

1. Introduction and background

1.1 During the past 12 months the Policy Review Committee has met on seven occasions, scrutinising the work of Selby District Council.

1.2 The Annual Report (Appendix A) provides an update on the topics scrutinised and the work of the committee.

2. The Report

2.1 There have been eight Budget and Policy framework items for the committee to consider as well as matters referred to the Committee by the Executive and items the Committee has asked to scrutinise.

2.2 In November the Committee set up a working group to look at the methodology for selecting Gypsy and Traveller sites.

3. Conclusion

The committee agrees that the information submitted in the Annual Report is accurate and recommend the report to go to Full Council.

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Appendices:

Appendix A – Annual Report 2011/12 Document

Selby District Council

POLICY REVIEW
ANNUAL REPORT
2011/2012

Introduction by Councillor Michael Jordan - Chair of the Policy Review Committee

I am pleased to present the Policy Review Committee 2011/12.

This is the first year under the Executive Model and the first year under the Council's new Organisational Structure. The overall responsibility for the Committee is to contribute to the development of new Council policy and review the effectiveness of existing Council policy making reports and recommendations in connection with the discharge of any function. As Chair of the Committee I provided a report to each Council meeting highlighting the Committee's work.

The Policy Review Committee met seven times in 2011/12 and considered a range of different issues. The Committee's Work Programme was contributed to by Councillors and ensured focus on the priorities of the Council and the concerns of local people.

Topical items were included on the Work Programme that were relevant and in line with the Council's Corporate Plan and Priorities for 2011/12.

I would like to thank all Councillors of the Policy Review Committee for their support and continued hard work. Many people have contributed to the success of Policy Review, including officers, external partner organisations and my thanks goes out to all of them.

I look forward to the continuing progress of Policy Review in 2012/13.

Membership of the Policy Review Committee

9 Members

| Conservative | Labour |
|-------------------------|---------------|
| M Jordan (Chair) | M Davis |
| R Musgrave (Vice Chair) | R Packham |
| E Metcalfe | |
| I Nutt | |
| I Reynolds | |
| A Spetch | |
| R Sweeting | |

Support

Richard Besley, Democratic Service Officer provided the main support to the Committee:

THE WORK OF POLICY REVIEW COMMITTEE IN 2011/12

Under Executive arrangements Policy Review Committee has a key role to play in developing and scrutinising council policy and strategy.

Throughout the year the committee has robustly scrutinised the work of the Executive in developing Budget and Policy Framework issues as well as other areas identified in the work programme.

1. Budget and Policy Framework

Under the Constitution of Selby District Council, the Executive must consult with Policy Review Committee on any items which form part of the Budget and Policy Framework. The Committee's work in this area is detailed in the first section of this Annual Report.

1.1 The Local Development Framework

A significant part of the Committee's work has focussed on the plans and strategies associated with the Local Development Framework. The Committee has considered these strategies as part of its role in the development of the Council's Budget and Policy Framework.

1.2 Site Allocations DPD – Preferred Options

At a special meeting in August the Committee looked at the Site Allocations Development Plan Document (SADPD).

The committee scrutinised the Executive's policy in this area and heard from Councillor J Mackman as Lead Executive member.

As a result of the committee's comments the Executive made a number of amendments to the document and Policy Review Committee was asked to establish a Gypsy and Traveller Work Group to review the potential for Gypsy & Traveller sites to ensure all reasonable options had been considered.

1.3 The Core Strategy

The suspension of the Examination in Public (EIP) on the Core Strategy by the Planning Inspector brought a number of key issues for consideration by the Executive and Policy Review Committee.

The Committee supported the Executive in its request to ask the Council's planning consultants to provide further work on the sustainability of housing growth in a range between 450 and 465 per annum over the Plan period.

The work subsequently undertaken lead to a significant recommendation being approved by the Council.

1.4 Gypsy and Traveller Site (Research) Working Group

At its meeting on 13 September, the Council approved the establishment of a working group from Policy Review Committee to review the potential for Gypsy & Traveller sites to ensure all reasonable options had been considered.

Councillors Richard Musgrave (Chair), Melanie Davis and Ian Reynolds attended an initial briefing, met on three occasions and spent a day visiting potential and existing sites.

The Group acknowledged the work already undertaken by councillors and officers. After appraising the methodology used and acknowledging the paucity of sites available, group recommended that the Council pursue a further site at Burn Airfield.

1.5 Affordable the Housing SPD

The draft Affordable Housing Supplementary Planning Document (AHSPD) had been introduced as a consultation paper early this year with a report being received by the Executive in September 2011.

The Committee urged the Executive that local connection be a prime consideration when assigning housing and that, in the first instance, needs be identified for local people. The plan should look at mechanisms to enforce this.

Due to the suspension of the Examination in Public, the Executive has yet to consider the Committee's comments.

1.6 Village Design Statements

The Statement was noted and recommended to the Executive for approval.

2. Other Areas of Budget and Policy Framework

In addition to work on the Local Development Framework, the Committee also scrutinised a number of other areas of the Budget and Policy Framework. These are detailed in this section of the report.

2.1 The State of the Area Address and the Corporate Plan

The committee considered the Corporate Plan at its July meeting and welcomed the document and accepted the strategy within.

The committee discussed the effectiveness of the Council's Community Engagement Forums (CEFs) and were keen to ensure they engage effectively with the community and that they provide a focus for public agencies to work together. The committee supported the Executive's proposals to develop wider community and partner engagement and felt that there was a role for district councillors in driving this agenda. Councillors agreed that CEFs should be considered at a future meeting and the item was added to the Work Programme.

Under the 'Living Well' priority, the committee supported the development of leisure activities in rural communities and praised the Council's work with Wigan Leisure Trust.

2.2 The Financial Strategy

In November the Committee considered the Medium Term Financial Strategy received by the Executive on 6 October 2011.

The Committee accepted that the Council was facing a number of financial challenges given the cuts to public sector funding and the turmoil in the economy. It noted the Government were conducting a review into local government funding and collection of business rates.

2.3 The Draft Budget and Financial Plan

The Committee discussed the item in January before the final budget was presented to Council on 28 February 2012.

The committee asked the Executive to reconsider their proposal to freeze Council Tax for 2012/13 over concerns for the impact this will have on the financial position of the authority and the impact on service provision.

The Executive considered Policy Review's comments but felt confident the Council would make the savings required and maintained its position on the Council tax freeze.

3. Executive Requested items

Throughout the municipal year 2011/12 the Executive asked Policy Review Committee to consider a number of items which were not part of the Budget and Policy Framework.

3.1 Review of Car Park Fees

The Committee was asked by the Executive to consider its proposals on the level of car park fees across Selby District. The last review was undertaken in 2008.

Councillor C Metcalfe outlined that the strategy behind the increases was based on making more effective use of the Car Parks.

The Committee agreed with the Executive's recommendations but asked that free parking be offered on the four Saturdays before Christmas.

The Executive were receptive of the Policy Review Committee's recommendation and offered free parking on the two Saturdays prior to Christmas.

3.2 Boundary Commission proposal to create a Selby and Castleford Parliamentary Constituency

The Council asked Policy Review Committee to consider proposals received from the Boundary Commission for England (BCE) to redraw the parliamentary constituencies affecting the electorate of Selby District Council.

The proposals split the district between three new Parliamentary seats;

- A redrawn York Outer
- A new Selby and Castleford seat
- A new Wakefield East and Pontefract seat

After detailed consideration of the proposals, the Committee compiled a response which was well received by the Executive and submitted to the BCE.

3.3 Countryside & Green Space Strategy

This new item has been added to the Work Programme and is on the Agenda for 12 April with a report to be tabled by Communities Selby.

3.4 Renewable Energy Strategy

This new item has been added to the Work Programme and is on the Agenda for 12 April with a report to be tabled by Policy Section.

4. Committee Requested Items

Throughout the year the Committee requested to look at a number of items.

4.1 Choice Based Lettings (Tenancy Allocation)

The Committee heard that the Policy had been introduced across the county and has been adopted by most of the Councils in North Yorkshire in a shared partnership, offering the same opportunities to prospective tenants on housing waiting lists across the county.

Policy Review Committee scrutinised the policy and were keen to ensure the importance of local connection when allocating properties.

4.2 Community Engagement Forums (CEFs)

The Committee heard from the Director of Communities Selby and Councillor C Metcalfe as lead Executive member.

The Committee scrutinised the work and development of the Council's Community Engagement Forums. The committee made a number of recommendations to the Executive regarding the future development of the CEFs. As a result, the Executive will receive a report from Councillor Metcalfe setting out the future arrangements for the CEFs.

4.3 Street Scene Contract

This will be looked at by Policy Review Committee in April.

List of Policy Review Committee (PRC) Reports 2011/12

| Report No. | Report Name | Date of PRC |
|-------------------|--|--------------------|
| PR / 11 / 1 | PRC Work Programme | 23 June 2011 |
| PR / 11 / 2 | Corporate Plan | 26 July 2011 |
| PR / 11 / 3 | Choice Based Lettings | 26 July 2011 |
| PR / 11 / 4 | Car Park Fees | 26 July 2011 |
| PR / 11 / 5 | Site Allocations DPD | 9 August 2011 |
| PR / 11 / 6 | Boundary Commission | 1 November 2011 |
| PR / 11 / 7 | Financial Strategy | 1 November 2011 |
| PR / 11 / 8 | Affordable Housing | 1 November 2011 |
| PR/ 11 / 9 | Core Strategy | 24 November 2011 |
| PR/ 11/ 10 | Gypsy & Traveller Sites | 21 November 2011 |
| PR/ 11/ 11 | Review of Policy Review Committee Recommendations to date | 24 January 2012 |
| PR/ 11/ 12 | Village Design Statements | 24 January 2012 |
| PR/ 11/ 13 | Community Engagement Forums | 24 January 2012 |
| PR/ 11/ 14 | Draft Budget and Financial Plan | 24 January 2012 |
| PR/ 11/ 15 | Community Engagement Forums | 12 April 2012 |
| PR/ 11/ 16 | Countryside & Green Space Strategy | 12 April 2012 |
| PR/ 11/ 17 | Renewable Energy Strategy | 12 April 2012 |
| PR/ 11/ 18 | Street Scene Contracts | 12 April 2012 |
| PR/ 11/ 19 | Annual Report | 12 April 2012 |
| PR/ 11/ 20 | Work Programme 2012/13 | 12 April 2012 |

To: Policy Review Committee
Date: 12 April 2012
Author: Richard Besley, Democratic Services Officer
Lead Officer: Karen Iveson, Executive Director (S151)

Title: Draft Policy Review Committee Work Programme

Summary: The report provides a draft work programme for Policy Review Committee for the 2012/13 municipal year. The Committee is asked to contribute to and approve the work programme.

Recommendation:

That Councillors use the attached information and the discussion with those present at the meeting to develop its work programme.

Reason for recommendation

That the Committee ensures the contribution of scrutiny is effective in supporting service improvement and delivery against district wide and Council priorities.

1. Introduction and background

- 1.1** The adoption of a revised constitution and an Executive system from May 2011 has placed an increased emphasis on the role of the three Scrutiny Committees within Selby District Council.
- 1.2** This report provides the Policy Review Committee with a draft Work Programme for approval. This is attached at appendix A.
- 1.3** Within the Constitution it states that 'each Overview and Scrutiny Committee must prepare an annual work programme making clear recommendations about its work for the year ahead'. It also states that Policy Review Committee must consult with the Executive, before presenting its Work Programme to Council. The Work Programme is scheduled for the Executive in May 2012 and then to be approved by Council in June 2012.

2. The Report

- 2.1** The Policy Review Committee is one of the Council's two statutory Overview and Scrutiny Committees. The purpose of the committee as set out in the Constitution is 'to contribute to the development of Council Policy and review the effectiveness of existing Council Policy' (Article 6 Para 6.1).
- 2.2** The function of the committee is also set out in the Constitution as 'To implement an annual Work Programme which contributes to the development of Council Policy, reviews and makes recommendations about existing policy and comments upon the implications on Selby District Council of the policies of partner organisations and other agencies delivering public services in the District.
- 2.3** Constitutionally, the Executive must give the Policy Review Committee an opportunity to examine all matters that are part of the Budget and Policy Framework. An extract from the constitution setting out the Budget and Policy Framework is attached at Appendix B. These issues have been incorporated into the Work Programme where appropriate.
- 2.4** The Policy Review Committee will be able to use the Forward Plan, to identify future Executive policy decisions and, where appropriate, ask to consider the issue and make recommendations on the policy before the Executive decide to adopt it.
- 2.5** The Work Programme has been developed to allow the opportunity for focussed debate on key issues and to allow the time for the committee to add real value to the topics identified.
- 2.6** A key aspect of the work programme is that it should be owned and developed by councillors. The ideas put forward by officers represent a suggested way forward, but it is important that councillors give input to the work programme.
- 2.7** However, when considering new items for inclusion on the work programme it is important that the following are taken into consideration:

Relevance:

Undertaking scrutiny work is resource intensive for both councillors and officers. Investing such a level of resources can only be justified for high priority issues. The suggested topic should relate to issues associated with the Corporate Plan, the Council's 2011/12 priorities, the Forward Plan and the Budget.

Co-ordination:

Topics on the work programme should not already be under

consideration elsewhere within the Council or, if long term plans have been agreed, the work of Overview and Scrutiny should be co-ordinated and timely.

Time and Resource Constraints:

The Committee is scheduled to hold five meetings per year; this provides a finite amount of time for the Committee to carry out its work programme. Councillors may wish to supplement this with task and finish groups or requesting individual members to carry out work. But the time constraints and resources of both councillors and officers should be considered when determining how many task and finish groups it is feasible to operate at one time.

3. Legal/Financial Controls and other Policy matters

3.1 Legal Issues

Any legal issues arising will be identified in the relevant report at the time of consideration by the Committee.

3.2 Financial Issues

There is a small budget available for the ad hoc costs associated with the support of Task and Finish Groups. A budget has been allocated for officer time in supporting the committee and this will be closely monitored.

4. Conclusion

That the Committee uses the attached draft and discussion at the meeting to finalise a work programme to present to the Executive and Council.

5. Background Documents

The Constitution
The Forward Plan

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Appendices:

Appendix A – Draft Policy Review Work Programme
Appendix B – Budget and Policy Framework extract from the constitution.

Policy Review Committee Work Programme 2012/13

| Date of Meeting | Topic | Action Required |
|------------------------|---|--|
| 12 June 2012 | Time of Meetings | To agree a start time for meetings for 2012/13 |
| | Work Programme | To agree the Committee's Work Programme for 2012/13 |
| | <u>Budget and Policy Framework</u> Sustainable Community Strategy (SCS) Refresh. Exec in April | To review progress against SCS objectives and seek opinion on priorities. |
| | <u>Budget and Policy Framework</u> HRA Business Plan Exec 3 May | To consider the Executive's proposals for the HRA Business Plan |
| | <u>Committee Requested Item</u> Renewable Energy Strategy | To request authority from the Executive and Council to commit the Council's resources to a Renewable Energy Task and Finish Group. |
| | <u>Committee Requested Item</u> Enforcement Policy | To discuss recommendations on changes before the Core Strategy is adopted. |

| | | |
|-----------------|---|--|
| 17 July 2012 | <p><u>Budget and Policy Framework</u></p> <p>The State of Area Address and the draft Corporate Plan</p> <p>Council 26 June</p> | To consider the Leader's State of the Area Address. |
| | <p><u>Budget and Policy Framework</u></p> <p>Review of the Asset Management Strategy</p> | To consider the Executive's proposals regarding the Asset Management Strategy. |
| 16 October 2012 | <p><u>Budget and Policy Framework</u></p> <p>Financial Strategy</p> | To consider the Executive's proposals for the Council's long term (10 year), resource and spending framework in which the budget strategy and three year financial plan will be developed. |
| 15 January 2013 | <p><u>Budget and Policy Framework</u></p> <p>Draft Budget and Medium Term Financial Plan</p> | To consider the Executive's proposals for revenue budgets and the capital programme for 2013/2014. |

Extract from the Constitution.

Article 4 – The Council

4.1 Meanings

- (a) **Policy Framework.** The policy framework means the following plans and strategies:
- Sustainable Community Strategy
 - Corporate Plan
 - Community Safety Partnership Plan
 - Asset Management Strategy
 - Plans and strategies which together comprise the Local Development Framework
 - Plans and strategies which together comprise the Housing Investment Programme
- (b) **Budget.** The budget includes the allocation of financial resources to different functions, services and projects, established or proposed contingency funds, the council tax base, setting the council tax and decisions relating to the control of the Council's investments, borrowing requirement, the control of its capital or revenue expenditure and the setting of virement limits.
- (c) **Housing Land Transfer.** Housing Land Transfer means the approval or adoption of applications (whether in draft form or not) to the Secretary of State for approval of a programme of disposal of 500 or more properties to a person under the Leasehold Reform, Housing and Urban Development Act 1993 or to dispose of land used for residential purposes where approval is required under sections 32 or 43 of the Housing Act 1985.