



Meeting: **POLICY REVIEW COMMITTEE**  
Date: **17 JULY 2012**  
Time: **5.00PM**  
Venue: **COMMITTEE ROOM 2 (Please note the room change)**  
To: **Councillors Mrs M Davis, K Ellis M Jordan (Chair), Mrs E Metcalfe, R Musgrave (Vice Chair), I Nutt, R Packham, I Reynolds, Mrs A Spetch.**

## 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 12 June 2012, pages 3 to 7 attached.

### 4. **Chair's Address to the Policy Review Committee**

### 5. **PR/12/5 – Outcomes of last meeting**

To consider the report from the Democratic Services Officer, pages 8 to 9 attached.

### 6. **PR/12/6 – Localisation of Council Tax Support from April 2013**

To consider the report from the Executive Director (s151), pages 10 to 24 attached

### 7. **PR/12/7 – Community Engagement Forums Development Plan**

To consider the report from the Director Communities Selby, pages 25 to 26 attached.

**8. Work Programme 2012 – 2013**

To consider the Work Programme 2012/13, pages 27 to 29 attached.

**J Lund**  
**Deputy Chief Executive**

<b>Dates of next meetings</b>
16 October 2012
15 January 2013
16 April 2013

Enquiries relating to this agenda, please contact Richard Besley on:  
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# Minutes

## Policy Review Committee

Venue: Committee Room

Date: 12 June 2012

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

Apologies for Absence: Councillor Mrs M Davis

Officers Present: Karen Iveson, Executive Director (S151); Keith Dawson, Director of Community Services; Eileen Scothern, Business Manager and Richard Besley, Democratic Services

### 1. Declarations of interest

There were no declarations of interest.

### 2. Minutes 12 April 2012

Councillor Mrs M Davis had contacted officers prior to the meeting and asked that the minutes on Street Scene (minute 40) be amended to include more detail of her request to Officers for details of the "headroom" in the contract for emptying litter bins.

The Committee approved the amendment.

#### **RESOLVED:**

**To receive and approve the amended minutes of the Policy Review Committee held on 12 April 2012 and they are signed by the Chair.**

### **3. Chair's Address to the Policy Review Committee**

The Chair welcomed Councillors and Officers to the first meeting of the new municipal year and in particular Councillor Ellis who was attending his first meeting.

The Chair offered thanks to Councillor Sweeting for his work on the Committee last year.

The Chair welcomed the new Work Programme and looked forward to the challenges and tasks ahead in 2012/2013.

### **4. Times of Meetings**

**RESOLVED:**

**The Committee agreed to commence meetings at 5.00pm for the 2012/13 municipal year.**

### **5. Work Programme 2012 - 2013**

The Democratic Services Officer presented the Committee's Work Programme for the 2012/13 municipal year. The work programme had been considered by the Executive at its meeting on 31 May 2012.

The Executive Director (s151) outlined the Executive's request that the Renewable Energy Strategy item be deferred to the October meeting, this would allow officers within the Policy team to concentrate resources on the progression of the Core Strategy.

The Business Manager confirmed that the Council were working with North Yorkshire County Council and other district councils to consider a Renewable Energy Strategy recently adopted by Lincolnshire Council.

The Committee acknowledged the points raised but wished to take a lead on the issue and agreed to create a task and finish group containing all Committee members.

The Committee also noted that Choice Based Lettings are now subject to exemptions and wished to consider the impact on council policy.

**RESOLVED:**

- i) To agree the establishment of a Task and Finish Group to consider a Renewable Energy Strategy.**
- ii) For the Chair of Policy and Resources Committee to meet with Officers to consider the scope and timing of the Group.**
- iii) The Group to report to the October meeting with recommendations for the Executive.**
- iv) To consider Choice Based Lettings in October with Tenancy Strategy/Policy.**

**6. PR/12/1 – Outcomes from last meeting**

The Democratic Services Officer presented the report which summarised the recommendations that the Committee had made to the Executive and the corresponding responses.

**RESOLVED:**

**To note the summary report.**

**7. PR/12/2 – HRA Business Plan**

The report was presented by the Executive Director (s151) and set out the Draft Housing Revenue Account Business Plan for consideration by the Committee. The Committee heard that a major impact on the plan would be the new Government enhanced Right to Buy policy.

The Committee was informed that the Capital programme allows the Council to continue work improving its housing stock, as well providing the funds, recently approved by the Executive, to develop the Airey homes.

In respect of the redevelopment of the Airey homes, the Committee questioned whether it was more cost effective to demolish and rebuild, making use of the large amount of land per property. The Committee was informed that the various issues and alternatives had previously been considered by the former Social Board and had been subsequently approved by Councillors for inclusion within the capital programme.

The Executive Director informed the committee that the Business Plan would next go out to consultation with tenants

The Committee considered the new Right to Buy policy and in particular the Council's investment in and future value of the Airey homes. The Executive Director confirmed that the tenant's purchase discount must not reduce the selling price below what was spent on the property over a 10 year period (15 years for properties acquired after 2<sup>nd</sup> April 2012).

The Committee considered the general state of repair of the remaining housing stock and how Access Selby could evaluate condition and repair works in particular for those tenants not best suited to make their own repairs, such as the elderly.

**RESOLVED:**

**To receive and approve the Business Plan.**

## **8. PR/12/3 – Olympia Park**

The Committee considered the Olympia Park Project in Selby. The Committee heard that Olympia Park was the strategic development site included in the emerging Core Strategy.

As a key part of the Council's Core Strategy the report required consideration by Policy Review Committee to meet the requirements of the Constitution regarding Budget and Policy Framework items.

The Director of Community Services stated that the developers of Olympia Park had recently submitted a planning application for the site.

The Committee noted that although there was provision for a school on site there was no doctor's surgery. The Business Manager confirmed that the PCT had been asked to comment. They are often asked for a financial contribution, so that even if no surgery is provided on site, improvements could be made to facilities near by.

The Chair questioned the closeness of residential and commercial areas, with industrial noise from the Mill and a stone crushing facility along with noise from the by-pass/railway.

Councillor Reynolds didn't feel noise would be a concern and felt the development could be a credit to the district.

The Director reported that the Core Strategy Examination in Public considered the draft policy for the Olympia Park Strategic Development Site in September 2011, the Inspector has not invited the Council to amend the draft policy and therefore the officers are of the opinion the policy is sound.

Officers had circulated development designs to the Committee and were able to provide detailed information including large scale maps of the site plans and took away a number of comments in particular:

- Implications on the development if the private sector are not successful in their bid for public investment into infrastructure
- S106 money and adjacent benefit
- The Council emphasising the need for facilities such as doctors surgeries and resist any request which seeks to discount the need for on-site provision

### **RESOLVED:**

**To receive and approve the report.**

**9. PR/12/4 – Enforcement Policy**

The Business Manager, Eileen Scothern reported that the officers were preparing a generic Enforcement policy to cover all disciplines. The policy was scheduled to be received by the Executive in September, before Policy Review Committee in October 2012.

**RESOLVED:**

**To note the report.**

The meeting closed at 6:30pm

**To:** Policy Review Committee  
**Date:** 17 July 2012  
**Author:** Richard Besley, Democratic Services Officer  
**Lead Officer:** Karen Iveson, Executive Director (S151)

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**Title:** Outcomes from the last meeting

**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 12 June 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, Policy Review Committee 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 Work Programme 2012 – 2013**

The Committee were asked to defer the item on Renewable Energy Strategy.

The Committee agreed to create a task and finish group containing all Committee members.

**RESOLVED:**



- i) To agree the establishment of a Task and Finish Group to consider a Renewable Energy Strategy.**
- ii) For the Chair of Policy Review Committee to meet with Officers to consider the scope and timing of the Group.**
- iii) The Group to report to the October meeting with recommendations for the Executive.**

## **2.2 PR/12/2 – HRA Business Plan**

The Committee considered the Plan presented by the Executive director (s151).

### **RESOLVED:**

**To receive and approve the Business Plan**

## **2.3 PR/12/3 – Olympia Park**

The Committee scrutinised the Executive decision to establish a Policy Framework to allow the consideration of a planning application for Olympia Park a key part of the Council's Core Strategy.

### **RESOLVED:**

**To receive and approve the report.**

Councillor Jordan gave an overview of the Committee's discussions on Olympia Park at the Council meeting on 26 June 2012.

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**No Appendices**



Report Reference Number PR/12/6

Agenda Item No: 6

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**To:** Policy Review Committee  
**Date:** 17 July 2012  
**Author:** Richard Besley, Democratic Services Officer  
**Lead Officer:** Karen Iveson, Executive Director (s151)

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**Title:** Localisation of Council Tax Support from April 2013

**Summary:** This report allows Policy Review Committee the opportunity to comment on their response to Localisation of Council Tax Support

**Recommendation:**

**To scrutinise the Executive's decision on E/12/12 and endorse or refer comment back to the Executive**

**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 5 July 2012 the Executive discussed report E/12/12.

**2. The Report**

2.1 The report asks the Policy Review Committee to review the report and its recommendations and forward any comments as appropriate.

2.2 To aid Policy Review Committee, the report, its appendix and copy of the draft minutes are attached as appendix A, B and C.

**3. Legal/Financial Controls and other Policy matters**

**3.1 Legal Issues**

As outlined in E12/12

**3.2 Financial Issues**

As outlined in E12/12

**4. Conclusion**

That Policy Review contributes to the effective interaction between the Council and the people of Selby district.

**5. Background Documents**

None

**Contact Officer:** **Richard Besley**  
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**Appendix:**

Appendix A – Executive Report E/12/12

Appendix B – Executive Report Appendix

Appendix C – Executive Minutes 5 July 2012

# Selby District Council

## REPORT

Reference: E/12/12

Item 8 - Public



**To:** The Executive  
**Date:** 5 July 2012  
**Status:** Key Decision  
**Report Published:** 27 June 2012  
**Authors:** Karen Iveson and Ralph Gill  
**Executive Member:** Leader, Mark Crane  
**Lead Director:** Keith Dawson

**Title:** Localisation of Council Tax Support from April 2013

**Summary:** This report provides the Executive with details of the options for the provision of Localised Support for Council Tax to enable consultation with major preceptors to commence. Option 4, which passes some of the cut on to claimants with the rest coming from reductions in other exemptions and discounts, is recommended. The key features outlined in Option 4 are, at this stage, indicative only and may be subject to refinement and change once the regulations are published the results of the consultation are known.

### Recommendations:

- i. Option 4 be taken forward as the Council's preferred scheme
- ii. Consultation with other precepting authorities is undertaken jointly with the other districts in North Yorkshire
- iii. Council be asked to approve expenditure up to £84k in 2012/13 towards the costs of implementing the scheme funded from grant awarded by the DCLG.

### Reasons for recommendations

To enable a draft outline scheme to be developed for joint consultation with the other councils in North Yorkshire and to allow the necessary steps to be taken to develop proposals for implementation.

## **1. Introduction and background**

- 1.1 The Department for Work and Pensions (DWP) have placed in the Welfare Reform Act 2012, a measure to end the current Council tax Benefit (CTB) scheme on 31<sup>st</sup> March 2013.
- 1.2 The Department for Communities and Local Government (DCLG) have stated that each billing authority must put in place a local Council Tax Support scheme for providing financial help to liable people on low incomes. This will be classed as a council tax discount rather than a state welfare benefit.
- 1.3 There are several draft proposals to allow billing authorities to choose to modify the types of current council tax discounts and exemptions for empty and second homes but these exclude amendments to Single Person Discount.
- 1.4 The government's stated aims in introducing this reform are:
  - To give local authorities a financial stake in the provision of support for council tax and a greater stake in the economic future of their local area, and supporting the government's growth agenda;
  - The opportunity to reform and simplify the system of support for working age claimants;
  - To reinforce local control over council tax - consistent with a drive for greater local financial accountability;
  - To give local authorities a significant degree of control over how 10 per cent reduction in expenditure is achieved;
  - To contribute to the Government's programme of deficit reduction.
- 1.5 The North Yorkshire & York Benefit Managers Group (which includes a representative from Access Selby for Selby DC) under the direction of two Finance Director representatives from Scarborough and Ryedale and supported by the NY Chief Executive's Group, have been working to establish a co-ordinated approach to the localisation of Council Tax Benefit across North Yorkshire. The proposals presented have been developed jointly with the councils in North Yorkshire.

## **2. The Report**

- 2.1 Under the current Council Tax Benefit scheme we pay out approximately £4.71m to 5,500 households across the District. These payments are covered by Council Tax Benefit Subsidy from central government.
- 2.2 Key features of the proposals to localise Council Tax Benefit:
  - The amount of subsidy local government receives to cover CTB will reduce by approximately 10% (although a figure of 13% has been suggested);
  - Pensioners will be protected under the new arrangements (they will continue to receive CTB as they do now);
  - There will no additional grant awarded if demand is higher than anticipated;
  - Risk will be shared by major precepting authorities through the impact that the change will have on the Council Tax Base;
  - Councils must put in place a local scheme by January 2013 or they will have to use a default national framework.

2.3 All the councils in North Yorkshire and York use the same software supplier for benefit payments which means there is an opportunity to work together to devise and implement a common local scheme – sharing the cost and burden of devising a new scheme whilst delivering a standardised service across the whole of the county.

2.4 In devising a local scheme (and subject to regulations, which are still awaited) there are a number of options to consider. In summary they include:

- Option 1 – National framework - absorb the full cost of the cut (which would mean cutting costs elsewhere or increasing council tax generally)
- Option 2 – Pass the cut on to unprotected claimants
- Option 3 – Pass the cut on to other groups of council tax payers by removing or reducing council tax exemptions
- Option 4 – a combination of Options 2 and 3

Further details of these options, including the financial implications and the advantages and disadvantages of each, are set out in Appendix A.

Option 4 is recommended. By taking this option we:

- support the governments aims of reducing welfare expenditure and increasing incentives to work
- limit the impact on low income families
- return empty properties into use
- provide a relatively cost-neutral solution for precepting authorities

2.5 Although this is not a Budget and Policy Framework matter, given the political sensitivity it is suggested that the Executive consider the options and then consult with Policy Review Committee as well as precepting authorities and the public, before making final recommendations on the scheme at the their meeting on 1 November. A report will then be presented to full Council on 11 December 2012 for a decision on the Executive’s recommendation.

2.6 The timeline for this change is extremely tight and highly dependent on the timing of the regulations:

Spring	New Local Government Finance Act
April	Funding levels for new scheme announced
5 July	Executive Meeting – to consider options and make recommendation on outline scheme for consultation with other precepting authorities
17 July	Policy Review
July/August	Consult with other precepting authorities on scheme
July/October	Engage in a 12 week public consultation exercise
September	Draft regulations published
18 October	Executive Briefing
October	Statutory instrument laid
1 November	Executive – to consider outcome of Policy Review consultation results and proposed scheme
November/December	Take account of proposed software changes by Northgate
11 December	Full Council - final scheme approved
January	Any software changes in place and tested
February	Council Tax annual billing

### **3 Legal/Financial Controls and other Policy matters**

#### **3.1 Legal Issues**

- 3.1.1 The draft legislation under which the scheme adopted by the Council must operate will not be published until September at the earliest. Until then we have very little detail against which to review the options.
- 3.1.2 If we do not adopt a scheme, DCLG will impose the use of the existing Council Tax Benefit scheme, and we would be required to absorb the costs.

#### **3.2 Financial Issues**

- 3.2.1 The financial implications associated with the localisation of council tax benefit will depend on the scheme details and the degree to which the cut in government funding is borne by the council or passed on to claimants. An indication of the cost implications for each option is included in Appendix A and more detailed modelling of the preferred Option 4 is set out at Appendix B.
- 3.2.2 As yet the final amount that DCLG will provide each of the major precepting authorities to reduce their Council Tax requirement through Council Tax Support, and thereby the amount of financial help that we can give claimants, is unknown.
- 3.2.3 Furthermore, the amount we receive each year in Benefit Administration Subsidy from the DWP will reduce as we will no longer be running the Council Tax Benefit Scheme on their behalf. We do not currently have any indication as to whether or not the DCLG will pick up the costs of administration or expect us to absorb them.
- 3.2.4 A grant of £84k has been awarded to councils towards the cost of implementing the changes but at this stage we have no indication as to what the cost of implementation might be. Much of this will be dependent on the need for software changes and we would hope to minimise such costs by adopting a joint approach with the other councils in North Yorkshire. There is a possibility of further funding next year.
- 3.2.5 It is proposed that we use the £84k to cover some of the expenditure that we have already committed to the project and that which is still to quantify:
- |   |        |
|---|--------|
| ○ Northgate Council Tax Support Modelling software  | £2,333 |
| ○ Consultancy to write Council Tax Support policy documents<br>(this sets out the legal framework under which we will run the Scheme – the “regulations”) | £2,000 |
| ○ Equalities impact assessment  | t.b.c. |
| ○ Costs associated with the public consultation exercise  | t.b.c. |
| ○ Council Tax Support Module for the Northgate Processing system  | t.b.c. |

#### **3.3 Other Policy Matters**

- 3.3.1 An equalities impact assessment will be required as part of the development of a local scheme and will be reported to councillors with final proposals for the scheme.

### **4. Conclusion**

- 4.1 The options outlined at Appendix A are open to debate although Option 4 is considered to be the most favourable – it passes some of the cut on to claimants

thereby supporting central governments aims as part of their approach to the wider welfare system, with the rest coming from reductions to other discounts which has the added advantage of encouraging empty homes back into use, which in turn supports the Council's objectives for housing in the District.

- 4.2 The key features outlined in Option 4 are, at this stage, indicative only and may be subject to refinement and change once the regulations are published the results of the consultation are known.
- 4.3 The current working principle is that all of the North Yorkshire Districts and Boroughs along with City of York adopt a scheme which shares a common framework in order to achieve a unified approach across North Yorkshire. Although it is recognised that there may be differences in detail between the schemes.

## **5. Background Documents**

### **Contact Details**

**Karen Iveson**  
**Executive Director**  
**kiveson@selby.gov.uk**

**Ralph Gill**  
**Lead Officer**  
**Benefits & Taxation**  
**rgill@selby.gov.uk**

### **Appendices:**

**Appendix A: Options for Localisation of Council Tax Support**  
**Appendix B: Option 4 Savings Analysis**  
**Appendix C: Option 4 Savings Analysis A**



Options for Localisation of Council Tax Benefit

Option	Key Features	Advantages/Disadvantages	Financial Implications															
<p>Option 1 – National framework – retain existing CTB scheme and absorb the full cost of the cut</p>	<ul style="list-style-type: none"> <li>▪ Retain existing CTB scheme</li> <li>▪ The Major Precepting Authorities (County / Police / District / Fire) would bear the burden in relation to their share of the Council Tax through a reduced Council Tax Base.</li> <li>▪ Current Council Tax Benefit system software to be retained</li> <li>▪ Changes to current software costs should be limited to subsidy and reporting</li> </ul>	<ul style="list-style-type: none"> <li>▪ No savings on software as changes needed no matter what option we choose</li> <li>▪ No impact on claimants</li> <li>▪ In adopting this option the financial burden and risk would be shared with NYCC and other major precepting authorities</li> <li>▪ Could result in a legal challenge from NYCC and other major precepting authorities due to costs they would need to absorb</li> <li>▪ The resulting reduction in tax base could have a detrimental impact on the calculation of New Homes Bonus (as this is linked to the Council Tax Base) although the technical details of this are not yet clear</li> </ul>	<ul style="list-style-type: none"> <li>▪ Selby District Council's share of the Council Tax on a Band D property is 10.7%. It would therefore cost us as an authority £65k to absorb the cut; though we would need to set a minimum contingency of around £12k to allow for our liability towards increased caseload</li> <li>▪ Assuming an overall cost in 13/14 of £658k the burden to the Preceptors would be: <table border="0" data-bbox="1591 922 2003 1084"> <tr> <td>County</td> <td>71.31%</td> <td>£469k</td> </tr> <tr> <td>Police</td> <td>13.79%</td> <td>£91k</td> </tr> <tr> <td>District</td> <td>10.71%</td> <td>£70k</td> </tr> <tr> <td>Fire</td> <td>4.19%</td> <td>£28k</td> </tr> <tr> <td></td> <td>100.00%</td> <td>£658k</td> </tr> </table> </li> <li>▪ Burden expected to increase in following years and could be significantly higher if cuts are nearer 13%</li> <li>▪ Potential impact on NHB for Selby is estimated at £500k p.a. for 6 years i.e. a total of £3m.</li> </ul>	County	71.31%	£469k	Police	13.79%	£91k	District	10.71%	£70k	Fire	4.19%	£28k		100.00%	£658k
County	71.31%	£469k																
Police	13.79%	£91k																
District	10.71%	£70k																
Fire	4.19%	£28k																
	100.00%	£658k																

Option	Key Features	Advantages/Disadvantages	Financial Implications
<p><b>Option 2</b> – Pass cut on to unprotected claimants</p>	<ul style="list-style-type: none"> <li>▪ Pensioners protected</li> <li>▪ Expected that legislation will allow for protection of other vulnerable groups within the working age caseload (i.e. those with children or the disabled)</li> <li>▪ Working Age people would be required to pay 30% to 40% of the Council Tax irrespective of their ability to pay</li> </ul>	<ul style="list-style-type: none"> <li>▪ 54% of the Council Tax Benefit caseload are pensioners. As such we could only pass cuts on to the 46% of the caseload who are of working age</li> <li>▪ Likely that we will not have enough people remaining to reasonably pass on the savings, or cuts</li> <li>▪ The minimum saving required would be 22% but likely to be 35% to 40% to allow for increased demand</li> <li>▪ Therefore a working age person on Income Support levels would need to pay between 35 and 40% of their Council Tax bill and would receive Localised Council Tax Benefit on the remainder of the bill.</li> <li>▪ 62.2% of our working age caseload are at Income Support levels.</li> <li>▪ Over 1,000 people who will be affected by this measure are currently facing reductions in the amount of Housing Benefit</li> </ul>	<ul style="list-style-type: none"> <li>▪ Would be limited to risk of increased demand beyond scheme estimates</li> <li>▪ Potential 1.5% to 3% reduction in Council Tax Collection Rates</li> <li>▪ Increased collection costs</li> </ul>

		<p>payable – in over 300 cases by an amount in excess of £40 per week.</p> <ul style="list-style-type: none"><li>▪ As a Billing Authority all of the cost of recovering outstanding Council Tax rests with us, though we only keep 10.7% of whatever we recover.</li><li>▪ Disproportionate collection risk/burden - it would be difficult to differentiate between can't pay / won't pay when the accounts fall into arrears.</li></ul>	
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Option	Key Features	Advantages/Disadvantages	Financial Implications
<p><b>Option 3</b> – Pass the cut on by removing or reducing council tax exemptions</p>	<ul style="list-style-type: none"> <li>▪ Class A – <i>Vacant premises, which require, are undergoing or have recently undergone major repair including structural repairs</i></li> <li>▪ Class C – <i>Premises that have been unoccupied and substantially unfurnished for less than six months</i></li> <li>▪ Long-Term Empty dwellings and Second Homes</li> </ul>	<ul style="list-style-type: none"> <li>▪ Potentially no (or limited) software changes</li> <li>▪ Direct cost of cuts is not passed onto those in poverty</li> <li>▪ Limited financial exposure for the councils</li> <li>▪ Those with empty or uninhabitable properties will have reduced exemptions from a full Council Tax bill.</li> <li>▪ Those with long-term empty properties would have to pay the full Council Tax</li> <li>▪ Potentially could encourage empty homes back into use</li> <li>▪ Potentially this could offset any impact on New Homes Bonus although the technical details are still awaited</li> <li>▪ As a Billing Authority all of the cost of recovering outstanding Council Tax rests with us, though we only keep 10.7% of whatever we recover.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Class A – Currently granted for up to 12 months the value of this exemption was £111k for 11/12</li> <li>▪ Class C – Currently granted for a maximum of 6 months, the value of this exemption is £647k for 11/12</li> <li>▪ Long-term empty dwellings and second homes – Currently a 10% discount is applied to the Council Tax bill where no-one has been resident in a house for over 6 months. This is currently applied to over 400 dwellings and the value of the discount is £54k for 11/12</li> <li>▪ Potential 1.5% to 3% reduction in Council Tax Collection Rates</li> <li>▪ Increased collection costs</li> </ul>

Option	Key Features	Advantages/Disadvantages	Financial Implications
<p><b>Option 4</b> – Combination of Council Tax Savings &amp; Passing cuts on to claimants</p>	<ul style="list-style-type: none"> <li>▪ Class A – <i>Vacant premises, which require, are undergoing or have recently undergone major repair including structural repairs</i> – limited to 25% discount</li> <li>▪ Class C – <i>Premises that have been unoccupied and substantially unfurnished for less than six months</i> – limited to 25% discount</li> <li>▪ Long-Term Empty dwellings and Second Homes charged in full (100% Council Tax liability)</li> <li>▪ Council Tax Support for working Age people paid on a maximum 90% of Band C Council Tax liability</li> <li>▪ Second Adult Rebate removed for Working Age claimants</li> <li>▪ Maintenance payments subject to £15 per week disregard</li> <li>▪ Capital limit of £6,000</li> </ul>	<ul style="list-style-type: none"> <li>▪ CLG have indicated we will only be able to reduce the value of exemptions, not amend periods <ul style="list-style-type: none"> <li>▫ As such landlords, including SDC, will receive Council Tax bills for short periods</li> </ul> </li> <li>▪ Passes some of the cuts on to claimants in line with Government policy</li> <li>▪ As a Billing Authority all of the cost of recovering outstanding Council Tax rests with us, though we only keep 10.7% of whatever we recover.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Combined estimated saving / reduction in spend of £670k (see Appendix B for details)</li> <li>▪ Potential 1.5% to 3% reduction in Council Tax Collection Rates</li> <li>▪ Increased collection costs</li> </ul>

## Council Tax Support Savings Analysis

CT Exemptions & Discounts / 90% max CTS / Other CTS changes

Target Savings £615,000 This is an indicative figure only

### Council Tax Exemptions & Discounts

Class A	75% reduction	£54,900	
Class C	75% reduction	£250,485	
2nd Homes	full charge	£15,800	
Long Term Empty	full charge	<u>£53,600</u>	
			£360,828
CTS	Comined 90% Max Support with restrictions	<u>£309,411</u>	
Total Savings			<u>£670,239</u>

### Breakdown of the changes

SAR Removed	£	8,384.00
Band D Restriction	£	33,759.00
10% Liability Reduction	£	243,276.00
£15 disregard for Child Maintenance payments*	£	<u>23,992.00</u>
	£	<u>309,411.00</u>

\* Restores 2008 position - currently full disregard

## Council Tax Support Savings Analysis

CT Exemptions & Discounts / 90% max CTS / Other CTS changes

### Target Savings

13% Reduction on Current CTB Spend	£611,635
Allowance for caseload growth	<u>£103,243</u>
	<u>£714,878</u>

This is an indicative figure only

### Council Tax Exemptions & Discounts

	Class A	75% reduction	£54,900	
	Class C	75% reduction	£250,485	
	2nd Homes	full charge	£15,800	
	Long Term Empty	full charge	<u>£53,600</u>	
			£360,828	
LSCT	Comined 90% Max Support with restrictions		<u>£365,509</u>	
			<u>£726,337</u>	

### Breakdown of the changes

SAR Removed	£6,872
<b>Band C Restriction</b>	£50,138
10% Liability Reduction	£221,309
£15 disregard for Child Maintenance payments*	£19,637
<b>£6k Capital Limit</b>	<u>£67,554</u>
	<u>£365,509</u>

**Executive Minutes – 5/7/12 Extract**

***Having declared a personal and prejudicial interest in the item set out below Councillor C Lunn left the meeting.***

**14. Council Tax Localisation – Key Decision**

Councillor Crane presented the report which detailed the options available for the provision of Localised Support for Council Tax to enable consultation with major preceptors to commence.

Councillor Crane highlighted that the subsidy local government receives to fund Council Tax Benefit would be reduced by around 10%. As a result, all Councils were faced with difficult decisions in respect of the impact on their residents.

The Executive discussed Option 4 as the option recommended in the report. This passed on some of the cuts to claimants with the remainder coming from reductions in other exemptions and discounts. The Executive Director (S151) responded to a number of questions regarding the options and the financial modelling which had taken place.

The Executive felt that the Council should consult on a range of approaches based on option 4.

**Resolved:**

- i. To delegate to the Executive Director S151, after consultation with the Leader of the Council, the authority to consult on a range of approaches in line with Option 4;**
- ii. To undertake consultation with other precepting authorities jointly with the other districts in North Yorkshire;**
- iii. To ask the Council to approve expenditure up to £84k in 2012/13 towards the costs of implementing the scheme funded from grant awarded by the DCLG.**

Reason for the decision:

To enable a draft outline scheme to be developed for joint consultation with the other councils in North Yorkshire and to allow the necessary steps to be taken to develop proposals for implementation.

***Councillor C Lunn returned to the meeting.***



**To:** Policy Review Committee  
**Date:** 17 July 2012  
**Author:** Richard Besley, Democratic Services Officer  
**Lead Officer:** Rose Norris, Director Communities Selby

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**Title:** Community Engagement Forums Development Plan

**Summary:** This report allows Policy Review Committee the opportunity to comment on the proposals from the CEF Development Team

**Recommendation:**

**To consider the proposals on the development of Community Engagement Forums and recommend their approval to the Executive**

**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 On the 2 July members of the Policy Review Committee attended a presentation by the CEF Development team, outlining proposals for the re-working of the CEFs.

**2. The Report**

- 2.1 The report asks the Policy Review Committee to review the proposals, make recommendations and forward any comments as appropriate.
- 2.2 Councillor C Metcalfe will attend the meeting and provide an outline of the CEF development team's work.

**3. Legal/Financial Controls and other Policy matters**

**3.1 Legal Issues**

None as a result of the report.

### **3.2 Financial Issues**

None as a result of the report.

### **4. Conclusion**

That Policy Review contributes to the effective interaction between the Council and the people of Selby district.

### **5. Background Documents**

None

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**Appendix:** **None**

**Policy Review Committee Work Programme 2012/13**

<b>Date of Meeting</b>	<b>Topic</b>	<b>Action Required</b>
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
	<b><u>Budget and Policy Framework</u></b>  HRA Business Plan Exec 31 May	To consider the Executive's proposals for the HRA Business Plan (Key Decision)
	<b><u>Executive Requested Item</u></b>  Olympia Park Exec 31 May	To consider the report being sent to Executive 31 May 2012 on proposals for Olympia Park
	<b><u>Committee Requested Item</u></b>  Enforcement Policy	To consider the verbal update from Eileen Scothern, Business Manager.
	<b><u>Committee Requested Item</u></b>  Renewable Energy Strategy  <i>(Request to re-schedule this item to a later meeting of the Committee)</i>	To request authority from the Executive and Council to commit the Council's resources to a Renewable Energy Task and Finish Group.

17 July 2012	<b><u>Executive Requested Item</u></b> Localisation of Council Tax Support from April 2013	To consider the report to the Executive and their decisions.
	<b><u>Committee Requested Item</u></b> Community Engagement Forums	To consider the CEF Design Team's proposals for CEF arrangements
TBC	<b><u>Committee Requested Item</u></b> Renewable Energy Strategy	For Officers to meet with the Chair scope and draft terms of reference for a Renewable Energy Task and Finish Group.
16 October 2012	<b><u>Budget and Policy Framework</u></b> Financial Strategy	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.
	<b><u>Executive Requested Item</u></b> Countryside Management and Green Space Strategy	To review the latest Strategy from Communities Selby on behalf of the Executive
	<b><u>Executive Requested Item</u></b> Tenancy Strategy / Policy incl., Choice Based Lettings	To review the latest Strategy /Policy on behalf of the Executive

	<b><u>Executive Requested Item</u></b> Enforcement Policy	To consider the Policy Paper on behalf of the Executive on the role and responsibility of Enforcement.
	<b><u>Executive Requested Item</u></b> Renewable Energy Strategy	To receive feedback from the T & F Groups discussion on the Council's Renewable Energy Strategy
	<b><u>Budget and Policy Framework</u></b> Review of the Asset Management Strategy	To consider the Executive's proposals regarding the Asset Management Strategy.
15 January 2013	<b><u>Budget and Policy Framework</u></b> Draft Budget and Medium Term Financial Plan	To consider the Executive's proposals for revenue budgets and the capital programme for 2013/2014.
16 April 2013	<b><u>Constitutional Requirement</u></b> Policy Review Annual Report 2012/13 and Work Programme 2013/14	To review the Policy Review Annual Report and approve the Draft Work Programme for 2013/14