



Meeting: **POLICY REVIEW COMMITTEE**
Date: **14 JANUARY 2014**
Time: **5.00PM**
Venue: **COMMITTEE ROOM**
To: **Councillors Mrs M Davis, K Ellis, M Jordan (Chair), Mrs K McSherry (Vice Chair), Mrs E Metcalfe, R Musgrave, I Nutt, R Packham and Mrs A Spetch.**

Agenda

1. Apologies for absence

2. Disclosures of Interest

A copy of the Register of Interest for each Selby District Councillor is available for inspection at www.selby.gov.uk.

Councillors should declare to the meeting any disclosable pecuniary interest in any item of business on this agenda which is not already entered in their Register of Interests.

Councillors should leave the meeting and take no part in the consideration, discussion or vote on any matter in which they have a disclosable pecuniary interest.

Councillors should also declare any other interests. Having made the declaration, provided the other interest is not a disclosable pecuniary interest, the Councillor may stay in the meeting, speak and vote on that item of business.

If in doubt, Councillors are advised to seek advice from the Monitoring Officer.

3. Minutes

To confirm as a correct record the minutes of the proceedings of the meeting of the Policy Review Committee held on 17 December 2013.

Pages 1 to 4 attached

4. Chair's Address to the Policy Review Committee

5. PR/13/15 – Draft Budget and Medium Term Financial Plan

To consider the report from the Executive Director (s151), pages 5 to 51 attached.

6. PR/13/16 – Renewable Energy Strategy

To consider the report from the Lead Policy Officer, pages 52 to 67 attached.

7. PR/13/18 – Work Programme 2013/14 and 2014/15

To consider the Work Programme, pages 68 to 72 attached.

Jonathan Lund
Deputy Chief Executive

Dates of next meetings
15 April 2014

Enquiries relating to this agenda, please contact Richard Besley on:
Tel: 01757 292227
Email: rbesley@selby.gov.uk

Policy Review Committee

Venue:	Committee Room
Date:	17 December 2013
Present:	Councillors M Jordan (Chair), Mrs M Davis, K Ellis, Mrs K McSherry (Vice Chair), Mrs E Metcalfe, R Musgrave, R Packham and A Spetch.
Apologies for Absence:	None
Also Present:	Councillors C Lunn and J Crawford
Officers Present:	Karen Iveson, Executive Director (S151); Simon Parkinson, Lead Officer Community Support; Julia Jennison, Policy Officer; Dean Richardson, Business Manager and Richard Besley, Democratic Services

18. DISCLOSURES OF INTEREST

Councillor Packham declared that he had registered as an “other interest” his role on the Selby and District Housing Trust. He chose to leave the room during the consideration and voting on the Asset Transfer Policy (minute 23).

19. MINUTES

RESOLVED:

To receive and approve the minutes of the Policy Review Committee held on 15 October 2013 and they are signed by the Chair.

20. CHAIR’S ADDRESS

The Chair welcomed Councillor Mrs McSherry to the Committee as a replacement for Councillor Reynolds. The Chair proposed Councillor Mrs McSherry as Vice Chair, this was seconded.

RESOLVED:

To appoint Councillor Mrs McSherry as Vice Chair of Policy Review Committee.

The Chair notified the Committee that he had attended the final meeting of the Renewable Energy Task and Finish Group and the lead Policy Officer would be bringing a report to the January meeting for discussion.

The Chair informed the Committee that he had sought clarification on whether to proceed with the report on Contaminated Land (Item 6) following the challenge to the Core Strategy. He assured the Committee that the item could be considered.

21. PR/13/11 – WELFARE REFORM

Simon Parkinson, Lead Officer Community Support presented the report that concentrated on the impact of the Spare Bedroom Subsidy (SBS) within the Selby District.

The report sought a steer on three elements of the effects SBS had on Council procedures:

- Rent Recovery;
- Discretionary Housing Payments and
- The adoption of exemptions

The Officer confirmed that records indicate that there are 291 tenancies with 1 extra bedroom and 57 with 2 extra bedrooms and these levels were diminishing as movements take place. The levels of under occupancy with Housing Association tenants are lower.

Rent Recovery

Officers had worked with the Tenants' Association to prepare the paper tabled on Rent Recovery and the Lead Officer confirmed that there were safeguards in place offering tenants plenty of opportunities to engage with the Council to address arrears. The Committee heard that there had been no increase in evictions this year. The Officer set out the engagement opportunities offered by the Council to avoid eviction.

The Committee expressed concerns there may be tenants with under occupancy issues but that no smaller properties were available. As such, some tenants may find themselves in arrears through no fault of their own

In respect of arrears and the threat of eviction, the Committee agreed to defer a decision and to form a Task and Finish Group to work with Officers and look at the matter further.

The Committee agreed that councillors Mrs Davis, Mrs Metcalfe and Jordan would form the Task and Finish group.

Discretionary Housing Payments (DHP)

The Lead Community Officer confirmed that DHP should not be seen by tenants as a long term solution and should be used whilst they seek to move house or stabilise their financial position. The policy provided had been approved across the North Yorkshire Local Authorities.

The Officer confirmed that 178 tenants from either Council properties, Housing Association or Private Rental properties had been offered DHP since April 2013. The Committee was informed that Housing Officers were available to offer assistance and Community Officers contact all households prior to the end of DHP to ensure they receive continued advice and support. The Officer accepted that there was continued work to be done on the financial advice available to tenants and how the advice can be shared. The Committee discussed the issue of lodgers as a potential solution.

The Committee supported the DHP Policy paper.

Exemptions Policy

The Committee recognised that the situation with Exemptions was fluid with case law changing regularly. A number of recent legal cases had overturned Council decisions, especially on the definition of room size.

The Committee felt it best to defer the decision of Exemptions at this time as well as the Bond Guarantee scheme, the Homeless Prevention fund and the Tenants Transfer Incentive scheme. The Committee agreed that these items be considered by the Task and Finish Group.

RESOLVED:

- (i) To establish a Task & Finish Group to consider the current rent recovery policy and to bring a report back to the Committee.**
- (ii) To endorse the Discretionary Housing Payments policy.**
- (iii) To refer consideration of exemptions in relation to re-classification of bedrooms to the Task & Finish Group.**

22. PR/13/12 – Contaminated Land Strategy

The Strategy, presented by Dean Richardson, Business Manager, had been considered by the Executive who requested that Policy Review Committee examine the strategy during its consultation stage.

The Committee heard that the Strategy drew on current regulations and guidance along with good practice in dealing with land which may, by virtue of its past use, be contaminated with material which poses a risk to human health or may have a detrimental effect on the environment. The Strategy set out the options and resources required to discharge the Council's statutory duties in this area.

The Committee was informed that the responsibility for the removal of the contaminant was with those whose activities resulted in the contamination. However, if it were not possible to locate those responsible, it would fall to the Council to take remedial action. Officers were reviewing the potential financial risk to the Council.

The Business manager confirmed that the Environment Agency did get involved where there are risks of water pollution or run off into water courses.

RESOLVED:

To endorse the report

Following the declaration of interest on the next item, Councillor Packham left the meeting at this point.

23. PR/13/13 – Asset Transfer Policy

The report was presented by Executive Director (s151) and set out that the Asset Transfer Policy provided guidance as to when assets may be considered for transfer, and an evaluation process to ensure that the justification for disposal set out in the Asset Management Strategy was met.

The investment into the Housing Trust would be risk assessed and the Council would work to ensure the project was managed effectively. The levels of borrowing would be administered and would be on a long term repayment to ensure the Council receives returns on its investment year on year.

The Policy still supports the tenants' Right to Buy choice and was not an attempt to rundown the Council's housing stock. It would create opportunities to build new homes.

RESOLVED:

To endorse the report

24. WORK PROGRAMME 2013/14

The Chair confirmed that due to the position with the Core Strategy it was likely that the Issues & Options stage of the SAPP would not come to the January meeting of the Committee and would need to be rescheduled. The Chair asked the Committee to consider items that may be placed on the Work Programme for 2014/15.

RESOLVED:

To note and amend the Policy Review Committee Work Programme for 2013/14.

The meeting closed at 7.05pm.

To: Policy Review Committee
Date: 14 January 2014
Author: Richard Besley, Democratic Services Officer
Lead Officer: Karen Iveson, Executive Director (S151)

Title: Draft Revenue Budget and Capital Programme 2014/15 and Medium Term Financial Plan

Summary: This report allows Policy Review Committee the opportunity to comment on Executive Report E/13/39 on the Draft Revenue Budget and Capital Programme 2014/15 and the Medium term Financial Plan.

Recommendation:

To offer comments on the Draft Budget, Capital Programme and Medium Term Financial Plan.

Reasons for recommendation

- i. To ensure the budget proposals are fully funded for 2014/15
- ii. 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 December 2013, the Executive discussed E/13/39 and submitted, subject to Policy Review Committee comments, recommendations to full Council.

2. The Report

- 2.1 The report asks the Policy Review Committee to review the Executive report and provide comments before the Executive present their budget proposals to full Council in February.
- 2.2 To aid Policy Review Committee, the Executive report and supporting documents are attached as appendices. It should be noted that the

report has been updated to correct some minor inconsistencies that were highlighted at the Executive meeting.

3. Legal/Financial Controls and other Policy matters

3.1 Legal Issues

As shown in the Executive report E/13/39 attached at Appendix 1.

3.2 Financial Issues

As shown in the Executive report E/13/39 attached at Appendix 1.

4. Conclusion

That Policy Review contributes to the on going examination of the Budget and Policy Framework on behalf of the Council.

5. Background Documents

None

Contact Officer: *Richard Besley*
Democratic Services Officer
Selby District Council
rbesley@selby.gov.uk

Appendices:

Appendix 1 – Executive Report E/13/39

- A – Revenue estimates
- B – Capital programmes
- C – Savings action plans
- D – Growth bids
- E – Reserves
- F – Budget risk assessment

Appendix 2 – Minutes of Executive 5 December 2013

Selby District Council

REPORT

Reference: E/13/39

Public – Item 4



To: The Executive
Date: 5 December 2013
Status: Key Decision
Report Published: 27 November 2013
Author: Karen Iveson, Executive Director (and s151)
Executive Member: Councillor Cliff Lunn
Lead Director: Karen Iveson

Title: Draft Revenue Budget and Capital Programme 2014/15 and Medium Term Financial Plan

Summary: This report presents the draft revenue budget and capital programme for 2014/15 to 2016/17. Subject to confirmation of the Formula Grant settlement, the 2014/15 budgets show a forecasted deficit of £96k (after planned savings) on the General Fund and a £977k surplus on the HRA. The report identifies a number of budget pressures and presents savings proposals for dealing with these pressures.

Recommendations:

It is recommended that:

- i. Subject to comments from the Policy Review Committee, the draft budgets, bids and savings be submitted to Council for approval;
- ii. Council Tax is increased by 2% for 2014/15

Reasons for recommendation:

To ensure the Executive's budget proposals are fully funded for 2014/15.

1. Introduction and background

1.1 The Executive considered its proposed Medium Term Financial Strategy (MTFS) on 5 September 2013 and is due to submit this to full Council for approval on 10 December 2013. The MTFS covers General Fund activities

and provides the strategic financial framework for medium term financial planning and annual budget setting.

- 1.2 The Housing Revenue Account (HRA) and Housing Investment Programme (HIP) are covered by the Housing Business Plan (HBP), which has been subject to a full review following the introduction of HRA self financing.
- 1.3 The MTFS assumes continuing cuts to Central Government formula funding as resources are top sliced to fund the New Homes Bonus scheme. It identifies the uncertainty surrounding the localisation of Non-Domestic Rates (NDR) and the need to deliver our savings plan as the key financial issues facing us over the next 3 years.
- 1.4 The budget has been prepared on a current policy basis and includes provision for inflation where considered necessary. There is provision for a 1% pay award in 2014/15 and 2015/16, and 2% for 2016/17. The General Fund revenue budget includes contingencies totalling £332k, £262k in the Core and £70k in Access Selby.

2. The Report

- 2.1 The draft revenue budgets for the 3 years from 2014/15 to 2016/17 are presented at **Appendix A** and the proposed capital programmes are shown at **Appendix B**.

General Fund Revenue Budget

- 2.2 Taking the 3 elements of the Council's service delivery model together and after appropriations to and from reserves, the estimated position for 2014/15 is as follows:

	2014/15 Budget £000's
Core	4,712
Access Selby	6,174
Communities Selby	199
Total Net Budget	11,085
Council Tax	4,552
RSG/NDR (subject to LG Finance Settlement)	4,689
Special and Specific grants	84
New Homes Bonus	1,625
Collection Fund Surplus	39
Total Funding	10,989
Deficit transferred from balances	96

- 2.3 The draft budget includes committed growth where necessary along with proposals for discretionary growth. **Appendix E** identifies the proposals for approval (both revenue and capital).
- 2.4 The estimated deficit of £96k for 2014/15 is subject to planned savings of

£405k, which is an improved position on that forecasted in the MTFS, largely due to the increase in New Homes Bonus anticipated for 2014/15 (an additional £142k) and additional Council Tax income (£45k).

Council Tax

- 2.5 The draft MTFS assumed a Council Tax increase of 1% for 2014/15 - the equivalent of the Council Tax Freeze Grant offered by central government.
- 2.6 The Executive recommend that Council do not to take up the offer of Council Tax Freeze Grant for 2014/15 due to the increasing risk to the Council's financial position. The draft budget therefore assumes a maximum Council Tax increase of 2% to avoid the additional cost of a referendum, which is not considered to be in the interest of Council Tax payers.
- 2.7 A 2% increase will take the Council average Band D charge from £158.88 to £162.06 – a rise of 6p per week.
- 2.8 To reflect this changed position, the MTFS will be updated before it is presented to Council in December.

Savings

- 2.9 A number of savings have already been identified as part of the budget process and the current savings action plans are attached at **Appendix C**.
- 2.10 Taking the proposals for Council Tax, growth, and reserve transfers it is estimated that, subject to the Formula Grant settlement, £25k savings will be needed in 2014/15 from the Council's Core budget. Access Selby's budget assumes savings of £380k will be achieved in 2014/15. Together these savings total around £405k.
- 2.11 Beyond 2014/15 further grant cuts are expected and there remains much uncertainty surrounding the impact of localised NDR. The current savings plans anticipate some level of funding cut but a balanced and sustainable budget relies heavily upon all parts of the Council achieving their challenging savings targets.
- 2.12 The Council had made good progress against its savings target to date, but it is becoming increasingly difficult to achieve further savings from a reducing cost base. However, the focus on delivering planned savings must be maintained, given the importance of savings in achieving the Council's financial (and wider) objectives and to avoid the use of balances to support on-going spending which is unsustainable in the medium to longer term.
- 2.13 The Council's approach to savings moving forward will cover three key strands:
 - **Transforming** our business through the use of technology and flexible working to meet citizen and customer needs;
 - **Growing** our resources through charging for services and trading externally;
 - **Commissioning** from and with partners to achieve shared efficiencies and reduce the demand for public sector services.

- 2.14 In order to help implement this strategy the Council is working with North Yorkshire County Council on a long term plan to share service delivery for the benefit of our shared customers and taxpayers generally.
- 2.15 Work has started on this project and a shared Chief Executive/Assistant Chief Executive for Selby District Council/North Yorkshire County Council, is now in post.
- 2.16 However, such projects can take significant time and effort to bring to fruition so we will continue to work towards other savings in accordance with our strategy to ensure the Council's finances stay on a firm footing – plans include savings in the running costs of the new leisure centre in Selby.

Housing Revenue Account

- 2.17 The HRA budgets have been prepared using assumptions on rent rises based on the Government's formula. The current rent restructuring model has been used for 2014/15, but there is uncertainty for following years as the Government is considering changes to the rent setting rules.
- 2.18 Again, taking the 3 elements of the Council's service delivery model together, the estimated position for 2014/15 is shown below. Progress against the HRA savings action plan is ahead of target and therefore no further savings are expected for 2014/15, although opportunities for efficiencies will continue to be sought wherever possible.

	2014/15 Budget £000's
Core	7,059
Access Selby	4,231
Total Net Budget	11,290
Less Dwelling Rents	12,267
Surplus / (deficit) transferred to Balances/MRR	977

- 2.19 A surplus position is anticipated for 2014/15 which will be required to meet the capital programme. Future surpluses will be transferred to the Major Repairs Reserve to either repay debt or spend on the future HRA capital programme, including new build projects.

General Fund Capital Programme

- 2.20 The General Fund capital programme includes previously approved projects as well as new growth – a summary of the growth proposals are shown at **Appendix D(i)** and the capital programme is attached at **Appendix B(i)**.
- 2.21 There is no room for additional revenue contributions to support the capital programme and therefore it is restricted to available capital receipts, external grants and earmarked reserves. The following table presents a summary of the proposed programme:

Programme	2014/15 £000's	2015/16 £000's	2016/17 £000's
All Weather Pitch	250		
Grants & loans	330	330	330
ICT Replacement	203	186	325
Portholme Rd Culvert	150		
Telephony System	67		
Lifeline Equipment	180		30
Total Programme	1,180	516	685
Funding			
Capital Receipts	185	185	185
Grants	145	145	145
Reserves	850	186	355
Total Funding	1,180	516	685

- 2.22 Projects include Disabled Facilities Grants and ICT projects. The latter cover a range of replacement and new systems, hardware and infrastructure (including the Customer Relationship Management System and Mobile Working solution) – funding for ICT replacement projects and the Telephony system is covered by the ICT Replacement Reserve.

Housing Investment Programme

- 2.23 The Housing Investment Programme includes a number of growth proposals to ensure our homes continue to meet the decency standard – a summary of these proposals are shown at **Appendix D(ii)** and the updated HIP is at **Appendix B(ii)**. The following table presents a summary of the programme:

Programme	2014/15 £000's	2015/16 £000's	2016/17 £000's
Central heating	947	1,007	650
Electrical works	260	260	260
Roof replacements	350	210	0
Doors and windows	161	247	163
Kitchens	237	237	237
Bathrooms		180	180
Airey properties	1,722	0	0
Damp works	300	300	300
Pointing		300	300
New Build Programme	300	1250	1250
Other	54	54	54
Total Programme	4,331	4,045	3,394
Funding			
Revenue Contributions	3,502	2,795	2,144
Major Repairs Reserve	529		
Borrowing	300	1,250	1,250
Major repairs reserve	4,331	4,045	3,394

Programme for Growth

- 2.24 The 'Programme for Growth' is the Council's strategic programme to support delivery of its Corporate Plan. The programme comprises a range of cross cutting projects designed to 'build a stronger Selby district' by investing in jobs; housing and infrastructure; retail; and the leisure economy.
- 2.25 The programme is funded largely by New Homes Bonus (up to £880k p.a.) and unallocated capital receipts. For completeness, a summary of the programme shows:

	2012/13 £000	2013/14 £000	2014/15 £000
Balance brought forward	0	2,441	885
Special projects reserve - revenue	1,960	880	880
Special projects reserve - capital	493	0	769
Project spend	(12)	(2,436)	(2,288)
Commitments C/fwd			(163)
Balance carried forward	2,441	885	83

- 2.26 It should be noted that the programme funds include estimated capital receipts of £1m in 2014/15 which may not be realised. To help mitigate this risk £231k has been allocated from the 2012/13 revenue budget surplus and it is proposed that surplus Planning Delivery Grant and other small capital balances are allocated to the programme, although this still leaves £541k capital funding at risk.
- 2.27 The risk to capital receipts has been identified as part of the programme's outline business belief and the potential for prudential borrowing has been recognised in the leisure project brief. There may also be further potential to mitigate the risk by allocating other funds to the programme (e.g. excess Business Rates, should this be achieved).
- 2.28 Looking to the future and assuming the Government's top-slice of New Homes Bonus, contributions could be £175k and £41k in 2015/16 and 2016/17 respectively.
- 2.29 At this stage no decisions have been taken on the programme beyond 2015/16 but subject to priorities there may be opportunity to extend the programme through excess Business Rates receipts or bids for funding from the LEP.

Reserves

- 2.30 The Council has a robust reserves strategy which is reviewed annually as part of the refresh of the MTFS. A forecast of reserve balances based on the MTFS assumptions and draft budget, is set out at **Appendix E**. Budgeted appropriations to and from General Fund reserves for 2014/15 (including capital/programme for growth financing) are:

General Fund Reserves	£000's
Transfers to:	
Building Repairs	130
ICT Replacement - GF	150
- HRA	50
PFI	386
Pension Equalisation	106
District Election	30
Spend to Save	119
Special Projects - Revenue	880
Transfers from:	
PFI	(391)
ICT Replacement	(270)
Special Projects – (PFG)	(1,682)
Special Projects – (Non - PFG)	(150)
Building Repairs	(93)
Access Selby Reserve	(288)
General Fund Balance	(96)
Net Appropriations from Reserves	(1,118)

2.31 Overall the Council's General Fund reserves are expected to reduce by £1.12m in 2014/15, to £8.2m analysed as funds for:

- Future commitments - £3.7m
- Growth and improvement - £1.0m
- Financial risk - £3.4m
- Other - £0.03m

2.32 The HRA reserves are General Balances and the Major Repairs Reserve (MRR). The overall estimated surplus of £977k on the HRA for 2014/15 will be transferred to the MRR. The HRA capital programme will require £4.031m from the MRR in 2014/15.

Budget Risk Assessment

2.33 **Appendix F** provides a risk assessment of the Council's major budgets covering the Core, Access Selby and Communities Selby. The continuing turmoil in the wider economy, cuts to public sector funding and the volatility within the funding regime, mean greater financial risk for the Council. Areas that are particularly high risk are central government funding, income generation (for example planning fees) and savings.

2.34 The Council's contingency budgets and general balances provide a buffer for these risks and are crucial to ensure sustained financial resilience and viability.

3. Legal/Financial Controls and other Policy matters

3.1 Legal Issues

3.1.1 None as a result of this report.

3.2 Financial Issues

3.2.1 As set out in the report

4. Conclusions

- 4.1 The draft General Fund revenue budget for 2014/15 assumes a Council Tax rise of 2% and in total requires 'one-off' support from General Balances of £204k (Core £96k and Access Selby £108k) along with savings of £405k (Core £25k and Access Selby £380k). Thereafter further savings of £685k (Core £347k and Access Selby £338k) are planned given our assumptions on central Government funding.
- 4.2 The continuing risk to Local Government funding and future rising demand for services, mean that additional savings will be sought wherever possible. This will be vital to ensure that the Council maintains its financial resilience and continues to deliver or enable the essential services that people need.

Contact Details:

Karen Iveson, Executive Director (and s151)
kiveson@selby.gov.uk

Appendices:

- A – Revenue estimates
- B – Capital programmes
- C – Savings action plans
- D – Growth bids
- E – Reserves
- F – Budget risk assessment

GENERAL FUND SUMMARY 2014/15 - 2016/17

	Line	Total Budget			Access Selby			Core			Communities Selby		
		2014/15	2015/16	2016/17	2014/15	2015/16	2016/17	2014/15	2015/16	2016/17	2014/15	2015/16	2016/17
		Original	Original	Original	Original	Original	Original	Original	Original	Original	Original	Original	Original
		£	£	£	£	£	£	£	£	£	£	£	£
Access Selby	1	9,318,290	9,385,117	9,533,274	9,318,290	9,385,117	9,533,274						
Core	2	3,248,380	3,301,560	3,384,730				3,248,380	3,301,560	3,384,730			
Communities Selby	3	198,930	198,930	198,930							198,930	198,930	198,930
Capital Charges		509,520	459,140	378,360				509,520	459,140	378,360			
Sub-total Gross Budgets	4	13,275,120	13,344,747	13,495,294	9,318,290	9,385,117	9,533,274	3,757,900	3,760,700	3,763,090	198,930	198,930	198,930
CEC Charged to HRA	5	(2,824,100)	(2,848,380)	(2,874,780)	(2,587,850)	(2,610,040)	(2,634,610)	(236,250)	(238,340)	(240,170)	0	0	
Net Budget after CEC Adjustments	6	10,451,020	10,496,367	10,620,514	6,730,440	6,775,077	6,898,664	3,521,650	3,522,360	3,522,920	198,930	198,930	198,930
Procurement Savings to be Identified	10	(52,784)	(51,002)	(50,439)	(52,784)	(51,002)	(50,439)						
Further savings in progress		(286,400)	(605,975)	(624,359)	(261,400)	(580,975)	(599,359)	(25,000)	(25,000)	(25,000)			
Net Service Budget	11	10,111,836	9,839,390	9,945,716	6,416,256	6,143,100	6,248,866	3,496,650	3,497,360	3,497,920	198,930	198,930	198,930
Investment Income	12	(250,000)	(280,000)	(300,000)				(250,000)	(280,000)	(300,000)			
External Interest	13	112,100	112,100	112,100				112,100	112,100	112,100			
Capital A/c Adjustment MRP Charge	14	190,310	187,310	184,430				190,310	187,310	184,430			
Capital A/c Adjustment DFG & Conservation Grants	15	(205,000)	(205,000)	(155,000)	(205,000)	(205,000)	(155,000)						
Capital A/c Adjustment Capital Chgs		(509,520)	(459,140)	(378,360)				(509,520)	(459,140)	(378,360)			
Programme for Growth Projects		1,519,450	162,920	0				1,519,450	162,920	0			
Building Repairs Projects		93,000	0	0				93,000	0	0			
ICT Projects		230,000	100,000	0				230,000	100,000	0			
District Election		0	120,000	0				0	120,000	0			
Contingencies	16	332,000	338,000	338,000	70,000	70,000	70,000	262,000	268,000	268,000			
Net Budget before contribution to/(from) Reserves*	17	11,624,176	9,915,580	9,746,886	6,281,256	6,008,100	6,163,866	5,143,990	3,708,550	3,384,090	198,930	198,930	198,930
Contribution To Reserves													
Building Repairs	18	130,000	130,000	130,000				130,000	130,000	130,000			
ICT	19	150,000	150,000	150,000				150,000	150,000	150,000			
PFI	20	386,020	394,000	401,920				386,020	394,000	401,920			
Pension Equalisation Reserve	21	106,310	106,310	106,310				106,310	106,310	106,310			
District Election	22	30,000	30,000	34,000				30,000	30,000	34,000			
Spend To Save	23	119,070	119,070	0				119,070	119,070	0			
Special Projects (Programme for Growth)		880,000	175,000	41,000				880,000	175,000	41,000			
Access Selby Reserves		0	163,670	203,024		163,670	203,024						
Contribution From Reserves													
Access Selby Reserves		(107,626)	0	0	(107,626)								
ICT	25	(230,000)	(100,000)	0				(230,000)	(100,000)	0			
PFI	26	(390,560)	(402,280)	(414,340)				(390,560)	(402,280)	(414,340)			
Building Repairs		(93,000)	0	0				(93,000)	0	0			
Special Projects (Programme for Growth)		(1,519,450)	(162,920)	0				(1,519,450)	(162,920)	0			
District Election		0	(120,000)	0				0	(120,000)	0			
NET REVENUE BUDGET	28	11,084,940	10,398,430	10,398,800	6,173,630	6,171,770	6,366,890	4,712,380	4,027,730	3,832,980	198,930	198,930	198,930
Grant NDR/RSG	29	(4,640,000)	(4,071,000)	(3,664,000)									
New Homes Bonus		(1,624,986)	(1,308,120)	(1,557,098)									
Council Tax Freeze 13/14		(48,686)	-	-									
Special and Specific Grants		(83,722)	-	-									
Amount to be met from Ctax		4,687,546	5,019,310	5,177,702									
Ctax Requirement													
Ctax to be levied	30	(4,552,036)	(4,689,526)	(4,831,200)									
Collection Fund Deficit/(Surplus)	31	(39,450)											
Shortfall / (surplus)	33	96,060	329,784	346,502									
C Tax Base	34	28,089	28,370	28,654									
Council Tax Rate	35	162.06	165.30	168.60									

Notes

Special and specific grants 14/15 include: Community Right to Bid £7,855; Community Right to Challenge £8,547; CTS New Burdens £67,320. Includes no allowance for additional Business Rates income per MTFs.

2012/2013 ACTUAL	CORE (GENERAL FUND) SUBJECTIVE SUMMARY	2013/2014 REVISED ESTIMATE	2014/2015 BUDGET	2015/2016 BUDGET	2016/2017 BUDGET
	<u>Income</u>				
-2,000	Other Grants/Contributions Etc	0	0	0	0
-1,280,287	Customer & Client Receipts	-3,340	-3,340	-3,340	-3,340
-280,517	CEC Recharge Income	-489,130	-343,963	-346,643	-348,973
-24,670	Other Recharges	-38,190	-23,530	-23,530	-23,530
0	Contribution From Reserves	0	0	0	0
-1,587,474	Total Income	-530,660	-370,833	-373,513	-375,843
	<u>Expenditure</u>				
1,035,762	Employees	1,166,350	1,127,450	1,155,470	1,183,060
52,373	Premises	2,340	10,740	10,980	11,230
11,718	Transport	14,870	14,870	14,870	14,870
730,443	Supplies And Services	676,045	540,140	510,140	510,140
30,954	Third Party Payments	47,330	19,000	19,000	19,000
1,460,911	Drainage Board Levy	1,503,280	1,563,050	1,617,970	1,673,300
0	Benefit Payments	0	0	0	0
1,128,475	Support Services	745,850	857,630	864,690	872,390
4,450,635	Total Expenditure	4,156,065	4,132,880	4,193,120	4,283,990
2,863,162	Net Expenditure	3,625,405	3,762,047	3,819,607	3,908,147
847,957	Net CEC's	256,720	513,667	518,047	523,417
2,015,204	Total for GF Summary	3,368,685	3,248,380	3,301,560	3,384,730

2012/2013 ACTUAL	CORE (GENERAL FUND) OBJECTIVE SUMMARY	2013/2014 REVISED ESTIMATE	2014/2015 BUDGET	2015/2016 BUDGET	2016/2017 BUDGET
£		£	£	£	£
3,791,230	Core	2,596,715	2,757,337	2,838,927	2,921,447
1,179,786	Democratic Services	1,028,690	1,004,710	980,680	986,700
4,971,016	Net Expenditure	3,625,405	3,762,047	3,819,607	3,908,147
847,957	Net CEC's	256,720	513,667	518,047	523,417
4,123,059	Total for GF Summary	3,368,685	3,248,380	3,301,560	3,384,730

ACCESS SELBY (GENERAL FUND)		2013/2014	2014/2015	2015/2016	2016/2017
2012/2013	SUBJECTIVE SUMMARY	REVISED	BUDGET	BUDGET	BUDGET
ACTUAL		ESTIMATE			
£		£	£	£	£
	Income				
-682,105	Government Grants	-575,470	-575,470	-575,470	-575,470
-21,704,198	Benefits Subsidy	-17,156,060	-17,452,417	-17,794,457	-18,143,337
-36,564	Other Grants/Contributions Etc	-4,630	0	0	0
-3,454,988	Customer & Client Receipts	-3,412,550	-3,451,020	-3,476,610	-3,508,365
-3,734,639	CEC Recharge Income	-3,348,430	-3,468,930	-3,498,410	-3,530,920
-307,424	Recharges	-284,350	-262,470	-262,470	-262,470
	Contribution From Reserves				
-29,919,918	Total Income	-24,781,490	-25,210,307	-25,607,417	-26,020,562
	Expenditure				
5,420,013	Employees	5,663,910	5,759,660	5,819,643	5,877,340
665,832	Premises	719,054	711,216	730,350	750,350
136,432	Transport	112,610	130,501	130,501	130,916
5,601,815	Supplies And Services	7,100,238	6,508,400	6,510,540	6,600,840
167,709	Third Party Payments	479,110	317,640	327,340	337,350
21,370,155	Benefit Payments	16,905,221	17,227,900	17,571,400	17,921,770
392,268	Supporting People Charges	371,560	392,560	392,560	392,560
148,070	Support Services	166,820	119,960	120,560	121,140
33,902,293	Total Expenditure	31,518,523	31,167,837	31,602,894	32,132,266
3,982,375	Net Expenditure	6,737,033	5,957,530	5,995,477	6,111,704
	Net CEC Income	-3,181,610	-3,348,970	-3,377,850	-3,409,780
	Total For GF Summary	9,918,643	9,306,500	9,373,327	9,521,484

Future estimates for Access Selby income show there is a lack of growth and inflationary price increases expected in the next few years, amongst several of the major sources of income. These being Car Park income, Trade Waste and Planning. In addition, anticipated income from Property rentals that formed part of the 13/14 budget estimates have not been realised due to external factors such as Olympia Park. It is also anticipated that there will be a 10% cut in Housing Benefits Admin subsidy from 14/15.

Delays in the Mobile working and CRM projects have resulted in expected efficiencies being delayed until 2015/16.

Commitments for costs relating to unused assets that were earmarked for rental have been built into the base (linked to the comment on income), along with utility costs that are predicted to rise above estimated levels of inflation, and an increase in the Building Control contract.

ACCESS SELBY (GENERAL FUND)					
2012/2013	OBJECTIVE SUMMARY	2013/2014	2014/2015	2015/2016	2016/2017
ACTUAL		REVISED	BUDGET	BUDGET	BUDGET
		ESTIMATE			
£		£	£	£	£
	<u>Lead Officer</u>				
-24,190	Access Selby Management Team	157,970	1,990	1,990	2,020
-628,887	Assets	-259,706	-237,624	-232,500	-232,370
825,903	Benefits & Taxation	990,930	948,433	959,583	975,001
27,189	Business Support	-18,440	27,000	27,460	28,660
-57,055	Community Support	76,720	-19,019	-11,947	-14,174
2,787,495	Contracts	3,828,740	3,540,860	3,661,670	3,786,450
-7,387	Data & Systems	-111,230	4,790	4,790	4,800
-10,910	Debt Control	-1,580	160	160	141
-190,340	Enforcement	306,634	286,860	288,400	239,770
-19,085	Finance	12,290	9,610	9,511	9,480
629,440	Health & Housing	688,936	749,910	768,110	785,050
-1,867	Human Resources	13,030	-40	-40	-50
-6,502	Legal	70	650	-70	-584
-3,491	Marketing & Communications	8,310	-8,150	-8,150	-8,170
561,739	Planning	487,119	436,220	444,580	453,700
111,213	Policy	553,170	214,480	80,530	80,580
-10,890	Transformation	4,070	1,400	1,400	1,400
<u>3,982,375</u>	Net Expenditure	<u>6,737,033</u>	<u>5,957,530</u>	<u>5,995,477</u>	<u>6,111,704</u>
	Net CEC Income	-3,181,610	-3,348,970	-3,377,850	-3,409,780
	Total for GF Summary	9,918,643	9,306,500	9,373,327	9,521,484

2012/2013 ACTUAL	COMMUNITIES SELBY SUBJECTIVE SUMMARY	2013/2014 REVISED ESTIMATE	2014/2015 BUDGET	2015/2016 BUDGET	2016/2017 BUDGET
	<u>Income</u>				
-25,298	Customer & Client Receipts				
-104,623	CEC Recharge Income	-16,130	-30,050	-30,240	-30,470
-129,921	Total Income	-16,130	-30,050	-30,240	-30,470
	<u>Expenditure</u>				
135,613	Employees				
1,197	Premises				
4,042	Transport	6,250	6,250	6,250	6,250
244,034	Supplies And Services	288,520	192,680	192,680	192,680
38,752	Support Services	36,230	49,350	49,770	50,150
423,637	Total Expenditure	331,000	248,280	248,700	249,080
293,716	Net Expenditure	314,870	218,230	218,460	218,610
-65,872	Net CEC's	20,100	19,300	19,530	19,680
359,588	Total for GF Summary	294,770	198,930	198,930	198,930

2012/2013 ACTUAL	COMMUNITIES SELBY OBJECTIVE SUMMARY	2013/2014 REVISED ESTIMATE	2014/2015 BUDGET	2015/2016 BUDGET	2016/2017 BUDGET
£		£ £	£	£	£
301,712	Community Selby	314,870	218,230	218,460	218,610
301,712	Net Expenditure	314,870	218,230	218,460	218,610
-65,872	Net CEC's	20,100	19,300	19,530	19,680
367,584	Total for GF Summary	294,770	198,930	198,930	198,930

HOUSING REVENUE ACCOUNT SUMMARY 2014/15 to 2016/17

	Total Budget			Access Selby Budget			Core Budget		
	2014/15	2015/16	2016/17	2014/15	2015/16	2016/17	2014/15	2015/16	2016/17
	Original	Original	Original	Original	Original	Original	Original	Original	Original
	£	£	£	£	£	£	£	£	£
Net Service Costs	1,755,860	1,769,910	1,773,200	1,750,860	1,764,910	1,768,200	5,000	5,000	5,000
Non-Dwelling Rents (Garages)	(121,300)	(124,700)	(128,190)	(121,300)	(124,700)	(128,190)			
Capital Charges	1,351,750	1,377,240	1,372,290				1,351,750	1,377,240	1,372,290
Sub-total Gross Budgets	2,986,310	3,022,450	3,017,300	1,629,560	1,640,210	1,640,010	1,356,750	1,382,240	1,377,290
CEC Recharges from GF	2,824,100	2,848,380	2,874,780	2,587,850	2,610,040	2,634,610	236,250	238,340	240,170
Net Budget after CEC Adjustments	5,810,410	5,870,830	5,892,080	4,217,410	4,250,250	4,274,620	1,593,000	1,620,580	1,617,460
Procurement Savings to be Identified	-	-	-	-	-	-	-	-	-
Net Service Budget	5,810,410	5,870,830	5,892,080	4,217,410	4,250,250	4,274,620	1,593,000	1,620,580	1,617,460
Investment Income	(40,000)	(40,000)	(40,000)				(40,000)	(40,000)	(40,000)
HRA Debt - Payment of Interest	2,637,930	2,637,930	2,637,930				2,637,930	2,637,930	2,637,930
Pension - Past Service Costs	206,790	215,060	223,660				206,790	215,060	223,660
Net Budget before contribution to/(from) Reserves	8,615,130	8,683,820	8,713,670	4,217,410	4,250,250	4,274,620	4,397,720	4,433,570	4,439,050
Contribution To Reserves									
Comp Development Cont	50,000	50,000	50,000				50,000	50,000	50,000
Access Selby Reserves (from) / to	13,700	18,320	32,410	13,700	18,320	32,410			
Major Repairs Reserve									
Revenue Contribution to Capital Programme	1,681,790	1,377,240	1,372,290				1,681,790	1,377,240	1,372,290
HRA Debt - MRR Principal	929,960	1,590,040	1,260,000				929,960	1,590,040	1,260,000
NET REVENUE BUDGET	11,290,580	11,719,420	11,428,370	4,231,110	4,268,570	4,307,030	7,059,470	7,450,850	7,121,340
Dwelling Rents	(12,267,090)	(12,725,030)	(13,202,170)				(12,267,090)	(12,725,030)	(13,202,170)
Payable to / (from) Core	-	-	-	(4,231,110)	(4,268,570)	(4,307,030)	4,231,110	4,268,570	4,307,030
Shortfall / (surplus)	(976,510)	(1,005,610)	(1,773,800)	-	-	-	(976,510)	(1,005,610)	(1,773,800)
Contribution To/ (From) HRA Reserves	976,510	1,005,610	1,773,800				(976,510)	(1,005,610)	(1,773,800)
Opening HRA Balance	1,691,730	2,668,240	3,673,850					976,510	1,982,120
Contribution To / (From) HRA	976,510	1,005,610	1,773,800				976,510	1,005,610	1,773,800
Closing Balance	2,668,240	3,673,850	5,447,650				976,510	1,982,120	3,755,920

2012/2013 ACTUAL	ACCESS SELBY (HRA) SUBJECTIVE SUMMARY	2013/2014 REVISED ESTIMATE	2014/2015 BUDGET	2015/2016 BUDGET	2016/2017 BUDGET
£000's		£000's	£000's	£000's	£000's
	<u>Income</u>				
-124,266	Customer & Client Receipts	-118,400	-118,400	-118,400	-118,400
-459,083	Recharges	-391,560	-410,560	-410,560	-410,560
-122,423	Garage Rents	-122,900	-121,300	-124,700	-128,190
<u>-705,772</u>	Total Income	<u>-632,860</u>	<u>-650,260</u>	<u>-653,660</u>	<u>-657,150</u>
	<u>Expenditure</u>				
61,574	Employees	67,180	93,720	89,680	76,260
621,833	Premises	855,720	813,480	827,900	840,880
125,020	Transport	131,560	132,560	134,220	135,960
1,122,103	Supplies And Services	1,310,960	1,240,060	1,242,070	1,244,060
2,647,580	Support Services	2,586,150	2,587,850	2,610,040	2,634,610
<u>4,578,109</u>	Total Expenditure	<u>4,951,570</u>	<u>4,867,670</u>	<u>4,903,910</u>	<u>4,931,770</u>
<u>3,872,337</u>	Net Expenditure	<u>4,318,710</u>	<u>4,217,410</u>	<u>4,250,250</u>	<u>4,274,620</u>

An inflationary increase has been added to garage rents based on current levels, the full impact of potential rent losses are not yet known from sites being developed for housing.

Numerous savings have been identified within premises and supplies and services including gutter and footpath works, electrical testing, Audit fees and GF contributions for External Audit and pension charges for old schemes.

2012/2013 ACTUAL	ACCESS SELBY (HRA) OBJECTIVE SUMMARY	2013/2014 REVISED ESTIMATE	2014/2015 BUDGET	2015/2016 BUDGET	2016/2017 BUDGET
£000's		£000's	£000's	£000's	£000's
	<u>Lead Officer</u>				
49,486	Access Selby Management Team	40,580	64,610	60,330	46,690
3,441,403	Assets	3,713,645	3,579,940	3,601,920	3,627,980
11,381	Business Support	15,090	18,750	18,890	19,040
333,701	Community Support	413,505	416,240	428,510	438,150
77,913	Contracts	101,440	104,160	106,960	109,850
0	Debt Control	1,300	1,300	1,300	1,300
10,422	Enforcement	15,000	15,000	15,000	15,000
70,451	Health & Housing	141,050	138,710	142,040	144,800
3	Old Trading Units	0	0	0	0
-122,423	Garage Rents	-122,900	-121,300	-124,700	-128,190
<u>3,872,337</u>	Net Expenditure	<u>4,318,710</u>	<u>4,217,410</u>	<u>4,250,250</u>	<u>4,274,620</u>

2013/14 – 2016/17 GENERAL FUND CAPITAL PROGRAMME

	Current Programme 2013/14 £	Estimated Programme 2014/15 £	Estimated Programme 2015/16 £	Estimated Programme 2016/17 £
<u>PROJECTS</u>				
Asset Management Plan Leisure Centres & Park	20,500			
Tadcaster Central Area	250,690			
Road Adoption - Industrial Units Sherburn	25,000			
All weather sports pitch		250,000		
Mast Relocation	145,210			
CCTV	23,600			
Telephony System (Subject to bid)		67,000		
Collapsed Culvert - Portholme Road (Subject to bid)		150,000		
Lifeline Equipment (Subject to bid)		180,000		30,000
<u>Grants</u>				
Disabled Facilities Grants	350,000	300,000	300,000	300,000
Repair Assistance Loans (Subject to bid)	35,800	30,000	30,000	30,000
Energy & Efficiency Grants	13,640			
<u>ICT Hardware & Systems Within ICT Strategy</u>				
Implementation & Infrastructure Costs	284,190	75,000	55,000	307,000
Desktop Replacement Programme	15,000	17,500	17,500	17,500
CRM		55,385		
Mobile Working Solution		55,000	113,800	
TOTAL	1,163,630	1,179,885	516,300	684,500
<u>SUMMARY OF FUNDING</u>				
Capital Receipts	249,720	185,000	185,000	185,000
Grants & Contributions	149,720	145,000	145,000	145,000
Revenue				0
Reserves	764,190	849,885	186,300	354,500
Borrowing	0	0	0	0
TOTAL	1,163,630	1,179,885	516,300	684,500

2013/14 – 2016/17 HOUSING REVENUE ACCOUNT CAPITAL PROGRAMME

<u>PROJECTS</u>	Current Programme 2013/14 £	Estimated Programme 2014/15 £	Estimated Programme 2015/16 £	Estimated Programme 2016/17 £
<u>PROJECTS</u>				
<u>Current Projects</u>				
Electrical Rewires	260,000	260,000	260,000	260,000
Central Heating - Gas	1,012,840	575,480	575,480	575,480
Central Heating - Solid Fuel to Gas	99,000			
Central Heating - Solid Fuel	250,000	-	232,500	75,000
Roof Replacements	560,000	350,000	210,000	
Damp Surveys & Works	300,000	300,000	300,000	300,000
Door Replacements	145,510	48,000	134,000	50,000
Kitchen Replacements	353,570	237,000	237,000	237,000
Pre Paint & Cyclical Repairs	150,990	113,000	113,000	113,000
Fencing	17,990			
<u>New Projects</u>				
Window Replacements	30,450			
Void Property Repairs	51,750	53,500	53,500	53,500
Additional External Door Replacements	15,500			
Additional Pre Paint & Cyclical Repairs	34,000			
Central Heating - Economy 7 to Gas	573,000	372,000	200,000	
Airey Properties	486,980	1,722,000		
Bathroom Replacements			180,000	180,000
Pointing Works (Subject to bid)			300,000	300,000
New Build Projects		300,000	1,250,000	1,250,000
TOTAL	4,341,580	4,330,980	4,045,480	3,393,980

SUMMARY OF FUNDING

Revenue Contributions	2,088,150	2,150,350	1,418,240	771,690
Other Contributions (Depreciation Proxy)	1,358,740	1,351,750	1,377,240	1,372,290
Major Repairs Reserve	894,690	528,880		
Borrowing		300,000	1,250,000	1,250,000
TOTAL	4,341,580	4,330,980	4,045,480	3,393,980

**CORE
GENERAL FUND BASE BUDGET
SAVINGS/EFFICIENCIES ACTION PLAN
2013/14 - 2015/16 (V10)
Updated December 2013**

Key:

Green	Savings likely to be achieved/low risk
Amber	Tentative savings - further work required/medium risk
Red	Savings require a change in Council policy or significant change in service delivery/high risk

Proposed Savings	Status	2014/15 £	2015/16 £	2016/17 £	Progress
Inflation factor		0.020	0.020	0.020	
Procurement Workstream					
Election software	Green	4,988	5,087	5,189	Completed
Audit Partnership	Green	15,918	16,236	16,561	Completed
		20,906	21,324	21,750	
Transformation Workstream					
WTT - Transformation (Core)	Green	53,060	54,122	55,204	Completed
Joint CE with NYCC appointed and 1 further FTE reduction	Green	82,000	82,820	83,648	
Total Transformation		135,060	136,942	138,852	
Value for Money Workstream					
Internal Drainage Boards	Green	151,898	154,936	158,035	Completed
Community Safety	Green	16,236	16,561	16,892	Completed
Ward Boundary Review	Green		30,000	30,000	To be implemented following next election May 2015 - amount subject to review of allowances.
Total Value for Money		168,135	201,498	204,928	
Base Budget Review Workstream					
External Audit Fee	Green	53,370	53,370	53,370	Completed
Early Retirements - Strain on Pension Fund	Green	98,512	100,482	102,491	Completed

Proposed Savings	Status	2014/15	2015/16	2016/17	Progress
		£	£	£	
Corporate and Democratic Core	Green	7,140	7,283	7,428	Completed
Pay Award from 2.5% est to 1% revised	Green	33,150	48,118	48,118	Completed
Internal Audit	Green	13,790	14,066	14,348	Completed
Car Allowances	Green	2,850	2,850	2,850	Completed
Total Base Budget Review		208,812	226,169	228,605	
Discretionary Service Review Workstream					
External Grants	Green	12,000	12,000	12,000	Completed
Total Discretionary Service Review		12,000	12,000	12,000	
Income Generation Workstream					
Use of assets for advertising space	Red	25,000	25,000	25,000	Initial bids for space have been received
Total Income Generation		25,000	25,000	25,000	
Total General Fund Savings		569,913	622,932	631,136	
Target		665,973	952,716	977,638	
Headroom/Deficit (+/-)		- 96,060	- 329,784	- 346,502	

**ACCESS SELBY
GENERAL FUND BASE BUDGET
SAVINGS/EFFICIENCIES ACTION PLAN 2013/14 -
2015/16 (V8)
Updated 11 October 2013**

Key:

Green
Amber
Red

Savings likely to be achieved/low risk
Tentative savings - further work required/medium risk
Savings require a change in Council policy or significant change in service delivery/high risk

Proposed Savings	Status	2014/15 £	2015/16 £	2016/17 £	Progress
		0.020	0.020	0.020	
Procurement Workstream					
Collaborative corporate contracts through shared procurement service Note: The balance of this target will reduce as individual procurement projects are identified	Red	52,784	51,002	50,439	This is a target set for the procurement team and is a reducing balance as savings are identified. The original target was £150k and these balances reflect savings still to be achieved.
CCTV - Equipment Rental	Green	3,450	3,519	3,589	A review of the contract identified equipment rental savings.
CCTV - Private Contractors - Contract	Green	3,210	3,274	3,340	A review of the contract identified contractor savings.
Total Procurement		59,444	57,795	57,369	
Transformation					
Spend to save initiatives	Red	25,000	25,500	26,010	Officers working to highlight initiatives.
CRM Replacement - Capital investment required to achieve revenue savings	Amber	0	52,785	53,312	Approval has been given for the CRM replacement project. Realisation of savings is highly dependant on staff efficiencies being achieved - Reprofiled for delayed project
Mobile Working - Capital investment required to achieve revenue savings	Amber	0	125,038	142,814	Approval has been given for the Mobile Working Project. Realisation of savings is highly dependant on staff efficiencies being achieved - Reprofiled for expected start date.
Programme for Growth	Amber	6,000	6,000	0	Expected profits from commissioned work to date for Programme for Growth.
Total Transformation		31,000	209,323	222,136	
Asset Management Workstream					
Running costs of new Civic Centre	Amber	37,057	37,798	38,554	A NNDR appeal has been lodged, an initial revaluation has been received that will be appealed in mid November.
Barlby Depot	Amber	13,627	13,900	14,178	Options for the future of the depot are currently being explored as part of the Asset Management Strategy
Total Asset Management		50,684	51,697	52,731	
Value for Money Workstream					
Telecommunications Mast	Red	-	-	-	Delays with the transfer of the mast from NYP to SDC
Negotiation for share of out performance on Council Tax collection	Red	25,250	25,503	26,013	Will require year end reconciliations, however currently performing to target or above.
External Audit - Grants Audit Fee	Green	17,360	17,708	18,062	Following change from Audit Commission to Mazars - standard inspection of Grants fee has reduced by £17,020
Car Park Income	Green	20,000	20,333	21,000	Increased income not achieved, new long stay car park not meeting capacity expectations coinciding with free car parking for profiles gym users and availability of free parking in town centre.
Total Value for Money		62,610	63,543	65,074	
Base Budget Review Workstream					

Proposed Savings	Status	2014/15 £	2015/16 £	2016/17 £	Progress
		0.020	0.020	0.020	
Car Allowances	Green	24,000	24,000	24,000	Completed - Savings achieved removed from Base
Car Allowances	Amber	17,150	17,150	17,150	Remainder of target to achieve through alternative allowance options
Housing Benefit Overpayments Recovery	Green	127,500	130,050	132,651	Will require year end reconciliations, however currently performing to target or above.
ICT	Green	10,200	10,404	10,612	Additional savings from the review of the profile of software maintenance payments.
Total Base Budget Review		178,850	181,604	184,413	
Discretionary Service Review Workstream					
Enhanced Planning Advice Service	Amber	15,000	15,300	15,606	
Maximise current income streams	Amber	100,000	102,000	104,040	Progress against pilot projects in marketing strategy is being made including Civic Centre Room Hire. A process is to be developed with the assistance of the Finance Team to establish where (if any) progress has been made to influence and establish whether this saving is achievable. Going forward, the Programme for Growth will significantly contribute to achieving the target. The anticipated headroom of £50k generated from surplus recycling credits against the shortfall in the sale of recyclates can contribute towards this target.
Redeploy resources to pursue grant funding opportunities	Red	50,000	51,000	52,020	Lead officers considering grant opportunities as part of their budget monitoring.
Policy changes to introduce new income streams	Red	-	100,000	102,000	
Total Discretionary Service Review		165,000	268,300	273,666	
General Fund Savings in Progress		547,588	832,263	855,390	
Completed (GREEN) General Fund Savings		2,718,602	2,838,127	2,891,022	(Maintained on a separate sheet)
Total General Fund Savings		3,266,190	3,670,389	3,746,412	
Savings Target		3,411,816	3,582,719	3,619,388	
New Target		3,411,816	3,582,719	3,619,388	
Headroom/Deficit (+/-)	** -	145,626	87,670	127,024	
Green Savings		2,924,322	3,047,415	3,104,276	
Amber Savings		188,834	369,970	385,654	
Red Savings**		153,034	253,004	256,482	
Total		3,266,190	3,670,389	3,746,412	

HOUSING REVENUE ACCOUNT BASE BUDGET SAVINGS 2013/14 - 2015/16**ACCESS SELBY****Updated October 13 (v14)**

Key:

Green

Savings likely to be achieved/low risk

Amber

Tentative savings - further work required/medium risk

Red

Savings require a change in Council policy or significant change in service delivery/high risk

	Status	2014/15	2015/16	2016/17	Progress
Inflation factor					
Proposed Savings					
Review of Property Services unfilled posts	Green	50,000	50,000	50,000	Completed
Gas Servicing Contract	Green	20,000	20,000	20,000	Completed
Grassed Areas & Open Spaces base budget review	Green	29,000	29,000	29,000	Completed
Various Suppliers	Green	22,000	22,000	22,000	Completed
WTT - Savings	Green	129,591	129,591	129,591	Completed
2011/12 Pay Award	Green	27,000	27,000	27,000	Completed
Car Allowances	Green	5,600	5,600	5,600	Completed
Savings on Audit Fees and early Retirement Charges	Green	40,460	40,460	40,460	Completed
Ryecare Help-Line Telecom Saving	Green	700	700	700	Completed
Consolidation of IT Budgets	Green	23,685	23,685	23,685	Completed
Electrical Testing - R&M	Green	15,000	15,000	15,000	Completed
Vehicle Tracking System	Green	500	500	500	Completed
Direct Works - Phones	Green	2,000	2,000	2,000	Completed
Grants Audit Fees	Green	6,000	6,000	6,000	Completed
Clear Access Footways	Green	2,500	2,500	2,500	Completed
Footpaths	Green	10,000	10,000	10,000	Completed
Gutters & Fallpipes	Green	5,000	5,000	5,000	Completed
Tenants Participation - Housing Reports	Green	450	370	370	Completed
Energy Performance Certificates	Green	3,000	3,000	3,000	Completed
Total Housing Revenue Account Savings		392,486	392,406	392,406	
Target Savings		360,000	360,000	360,000	
Headroom/Deficit (+/-)		32,486	32,406	32,406	
	Green Savings	392,486	392,406	392,406	
	Amber Savings				
	Red Savings**				

General Fund Bids 2014/15 - 2016/17

Core Bids

Description	Strategic Theme / Priority	Revenue			Capital			Comments	Term	Category
		14/15	15/16	16/17	14/15	15/16	16/17			
Collapsed Culvert - at Portholme Road	To reduce the risk of flooding to domestic and commercial property in the area.				150,000			The culvert servicing Doncaster road and Portholme rd has collapsed where the culvert runs beneath the football pitch, damage has been caused by tree roots from the line of poplar trees.	One-Off	B
Net Cost of Bid		0	0	0	150,000	0	0			
To provide a Repair Assistance Loan service to provide urgent house repairs to vulnerable households in the private sector	Supporting vulnerable people				30,000	30,000	30,000	As loans are placed, a charge against the property is raised, realised at point of sale. Fund from Capital Receipts.	Fixed	B
		0	0	0	30,000	30,000	30,000			
Replacement Finance System	Hardware Software Implementation						10,000 70,000 10,000	Fund from IT Reserve	One-Off	B
		0	0	0	0	0	90,000			
Human Resources Software Upgrade	Software				5,000			Fund from IT Reserve	One-Off	B
		0	0	0	5,000	0	0			
Corporate DIP Upgrade	Software				20,000			Fund from IT Reserve	One-Off	B
		0	0	0	20,000	0	0			
Planning - Idox upgrade	Hardware						7,000	Fund from IT Reserve	One-Off	B
		0	0	0	0	0	7,000			
Replace Langdale Software	Software						10,000	Fund from IT Reserve	One-Off	B
		0	0	0	0	0	10,000			
Democratic Services upgrade	Software						10,000	Fund from IT Reserve	One-Off	B
		0	0	0	0	0	10,000			
Replace Genero Housing Rents System	Hardware Software Implementation						10,000 40,000 5,000	Fund from IT Reserve	One-Off	B
		0	0	0	0	0	55,000			
IT replacement costs for Virtual Servers, Virtual Software & Storage	Hardware Software Implementation				25,000	30,000	75,000 30,000 15,000	Fund from IT Reserve	Fixed	B
		0	0	0	35,000	40,000	120,000			
Benefits & Taxation - Additional Software to meet Government regulations	Software Implementation				10,000	10,000	10,000 5,000 5,000	Fund from IT Reserve	Permanent	B
		0	0	0	15,000	15,000	15,000			
Total Value of Core Bids		0	0	0	255,000	85,000	337,000			

Access Selby Bids - Potential Contract Variations

Description	Strategic Theme / Priority	Revenue			Capital			Comments	Term	Category
		14/15	15/16	16/17	14/15	15/16	16/17			
To implement a new telephony system; building stronger links with NYCC and other authorities within the NY region.	Increase flexible working across the organisation				67,000			To improve and modernise our current telephony system, by moving to a new robust, cloud based telephony system which will deliver more flexible working through hot desking and offer improved working from home functionality. It will also offer the potential to work more closely with NYCC (and Craven, Scarborough and Richmondshire) by linking our phone systems allowing for contact centre functions to be shared and allow for NYCC colleagues to work from our offices.	One-Off	C
	New Maintenance Charges Staff costs to Implement (Backfilling)	11,000	11,000	11,000					Permanent	
	Savings: Maintenance Charges Original	-10,000	-10,000	-10,000						
Net Cost of Bid		1,000	1,000	1,000	67,000	0	0	Fund from ICT Reserve		
Viability Assessment for Affordable Housing	The Council's Core Strategy Local Plan introduces a new threshold for the requirement to provide a contribution towards affordable housing.	11,790	11,790	11,790				Proposals for 1-9 dwellings will now be required to provide a 10% contribution towards providing affordable housing. Furthermore the threshold for the requirement for a 40% contribution will fall from 15 to 10 dwellings.	Permanent	A
Net Cost of Bid		11,790	11,790	11,790	0	0	0			
New Local Plan for Selby District to cover both Sites Allocations and Development Management policies (the new Sites and Policies Plan (SAPP))	Changing places, Living Well and Tackling the Tough Stuff themes			70,000				SAPP Examination in Public over and above LDF funding availability. The progression of the SAPP will aim to deliver both the housing and employment needs in the Core Strategy bringing jobs to the District and New Homes Bonus. Fund from Contingency Reserve.	One-Off	
Net Cost of Bid		0	0	70,000	0	0	0			
This bid covers the potential cost of purchasing the lifeline equipment outright as opposed to continuing the current leasing option.	Supporting Vulnerable People.				180,000			It is believed that the new system of Life line will be considerably cheaper than the present contract that we were locked into.	One-Off	B
Leasing costs will discontinue					-38,000	-76,000	-76,000		Permanent	
Maintenance / rolling programme of replacement							30,000			
Net Cost of Bid		0	0	0	142,000	-76,000	-46,000			
Total Value of Access Selby Bids		12,790	12,790	82,790	209,000	-76,000	-46,000			
Total Value of General Fund Bids		12,790	12,790	82,790	464,000	9,000	291,000			

Housing Revenue Account Bids 2014/15 - 2016/17

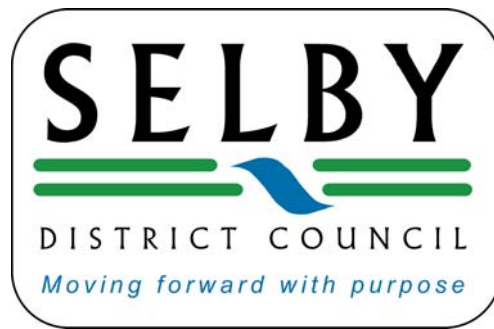
Core Bids

Description	Strategic Theme / Priority	Revenue			Capital			Comments	Term	Category
		14/15	15/16	16/17	14/15	15/16	16/17			
Pointing of Properties	Effectively maintain the condition of the SDC housing stock					300,000	300,000	On-going need identified to point or part-point current housing stock. Up to 10,000m2 to be actioned per year. Work identified not part of current programme. By addressing this issue, it is anticipated savings can be made on damp works in the longer term.	Fixed 2 YR	B
Net Cost of Bid		0	0	0	0	300,000	300,000			
Net Cost of Core HRA Bids		0	0	0	0	300,000	300,000			

Key to Bid Categories

- A - Statutory
- B - Essential to maintain the existing level of service.
- C - Corporate Plan Improvement
- D - State of the Area Address Initiative
- E - Section Improvement Plan Initiative

Reserves										
Description	Estimated Balance 31 March 14	Use	Contribs	Estimated Balance 31 March 15	Use	Contribs	Estimated Balance 31 March 16	Use	Contribs	Estimated Balance 31 March 17
	£	£	£	£	£	£	£	£	£	£
Revenue Reserves										
General Fund										
Reserves to fund future commitments:										
PFI Scheme	2,408,273	- 390,560	386,020	2,403,733	- 402,280	394,000	2,395,453	- 414,340	401,920	2,383,033
ICT	318,244	- 269,885	200,000	248,359	- 186,300	200,000	262,059	- 324,500	200,000	137,559
Building Repairs & Projects	671,744	- 93,000	130,000	708,744		130,000	838,744		130,000	968,744
Election	96,954		30,000	126,954	- 120,000	30,000	36,954		34,000	70,954
Tadcaster Central Area	215,401			215,401			215,401			215,401
Industrial Units	33,119			33,119			33,119			33,119
Open Space Maintenance	11,158			11,158			11,158			11,158
	3,754,893	- 753,445	746,020	3,747,468	- 708,580	754,000	3,792,888	- 738,840	765,920	3,819,968
Reserves to fund growth and improvement:										
Special Projects (Programme for Growth)	885,002	- 1,682,453	880,000	82,549	- 162,922	175,000	94,627		41,000	135,627
Special Projects (Non_PFG commitments)	317,460	- 150,000		167,460			167,460			167,460
Discretionary Rate Relief Fund	300,000			300,000			300,000			300,000
NYCC Collaboration	250,000			250,000			250,000			250,000
Spend To Save	112,353		119,070	231,423		119,070	350,493			350,493
	1,864,815	- 1,832,453	999,070	1,031,432	- 162,922	294,070	1,162,580	-	41,000	1,203,580
Reserves to mitigate financial risk:										
Pensions Equalisation Reserve*	600,000		106,310	706,310		106,310	812,620		106,310	918,930
NDR Equalisation	300,000			300,000			300,000			300,000
Planning Inquiries	100,000			100,000			100,000			100,000
Access Selby	438,310	- 287,626		150,684		163,670	314,354	- 30,000	203,024	487,378
Contingency	553,135			553,135			553,135	- 70,000		483,135
General Fund	1,673,872	- 96,090		1,577,782			1,577,782			1,577,782
	3,665,317	- 383,716	106,310	3,387,911	-	269,980	3,657,891	- 100,000	309,334	3,867,225
Other Reserves:										
Sherburn Amenity Land	9,992			9,992			9,992			9,992
Wheeled Bins	18,000			18,000			18,000			18,000
	27,992	-	-	27,992	-	-	27,992	-	-	27,992
Sub Total	9,313,017	- 2,969,614	1,851,400	8,194,803	- 871,502	1,318,050	8,641,351	- 838,840	1,116,254	8,918,765
HRA										
HRA Unallocated Balance	1,187,731			1,187,731			1,187,731			1,187,731
HRA Access Selby Reserve	504,000	- 18,790	32,486	517,696	- 14,090	32,406	536,012		32,406	568,418
C/fwd Budgets (HRA)	-			-			-			-
Major Repairs Reserve - Capital Programme	20,931	- 4,030,980	4,010,050	1	- 2,795,480	3,760,090	964,611	- 2,143,980	4,518,380	3,339,011
Major Repairs Reserve - Debt Repayment	2,350,000		929,960	3,279,960		1,590,040	4,870,000		1,260,000	6,130,000
Sub Total	4,062,662	- 4,049,770	4,972,496	4,985,388	- 2,809,570	5,382,536	7,558,354	- 2,143,980	5,810,786	11,225,160
Total Revenue Reserves	13,375,679	- 7,019,384	6,823,896	13,180,191	- 3,681,072	6,700,586	16,199,705	- 2,982,820	6,927,040	20,143,925
Capital Reserves										
Capital Receipts**	3,196,314	- 3,240,000	561,079	517,393	- 235,000	257,500	539,893	- 235,000		304,893
Capital Receipts (Programme for Growth)	227,636	- 769,057	541,421	-			-			-
	3,423,950	- 4,009,057	1,102,500	517,393	- 235,000	257,500	539,893	- 235,000	-	304,893
* Payment to Pension Fund and reserve contributions to be reconsidered following triennial valuation due 2013/14										
** Includes £3m insurance settlement re Abbey Leisure Centre										



MAJOR BUDGETS RISK ASSESSMENT 2014/15

1.0 BACKGROUND:

- 1.1 This paper provides a risk assessment for material items of revenue income and expenditure. It identifies those significant budgets where the risk of over or underachievement is greatest, including budgets which are particularly volatile or susceptible to fluctuation as a result of external factors, and attempts to quantify the financial risk to Access Selby, Communities Selby and the Core of the Council.
- 1.2 Inflation is an important factor for the Council’s budgets, and can have an impact when rates are high relative to income growth. The Council is also locked into some large contracts (e.g. Streetscene - £3.8m) which use the RPI for the rate of uplift, and these alone can add considerable risk to the relevant expenditure budgets.

CORE

2.0 INVESTMENT INTEREST

- 2.1 The low bank base rate continues to challenge our investment returns. Investment rates are currently in the 0.37% - 3.20% range dependent on the length and counterparty involved. Due to the economic situation forecasters are not expecting a rise in the base rate until at least 2016. With this in mind 1.25% has been used for budget calculations. If this level fails to be achieved the impact of reduced rates is shown below.

Sensitivity Analysis	Interest Rate		
2014/15 Budget	0.9% Average interest rate	1.0% Average interest rate	1.1% Average interest rate
250,000	180,000	200,000	220,000

Sensitivity: High Impact: Medium Risk: High

ACCESS SELBY, CORE and COMMUNITIES SELBY

3.0 SALARIES AND WAGES

- 3.1 Salaries and Wages form a major expenditure for Access Selby and the Core with total budgets for 2014/15 nearing £6.17m.
- 3.2 Variances to the budgets can come from the following pressures:
- Vacancies (downward pressure).
 - Service pressures – unexpected requirement for overtime eg, backlogs in work or cover for sickness absence (upward pressure).
 - Maternity leave (upward pressure – due mainly to Access Selby’s reduced staffing resources).
 - Sickness absence – short term sickness generally has no financial implications. Long term sickness absence is likely to require posts to be

covered to maintain service performance, for example by overtime or temporary staff (upward pressure).

- 3.3 Although the new delivery arrangements have seen a reduction in employee numbers, this is seen to increase the risk on the budget, as there are less staff available to meet any subsequent pressures. Also, the size of the budget means that a minor change can result in a significant variance.
- 3.4 Access Selby has seen an underspend in salaries and wages in its first 2 years of existence, and it is predicted that this will be the same in year 3. Although there have been underspends within the Core also, these are not to the same extent as there has been a much more settled structure.

Sensitivity Analysis

2014/15 Budget		1.0% Variance	2.5% Variance	5.0% Variance
Salaries	Access Selby	55,871	139,678	279,355
	Core	5,787	14,467	28,935

Sensitivity: Medium

Impact: High

Risk: Medium

- 3.5 The Local Government Pension Scheme and its funding have been and continue to be the subject of change. The main cost pressure is the under performance of the Fund, together with increases in pension fund membership, and although the latter has not been significant in the past, changes introduced in 2011/12 mean that employees who have previously opted out of the scheme will be automatically re-entered every 3 years, bringing a potential increase in cost if those employees do not choose to opt out again. In 2014/15 the Employer’s contribution is based on a future service rate of 13.4% together with a lump sum of £752,210.
- 3.6 The next actuarial valuation is due in April 2014, and it is expected that this will bring a net 2% increase in rates. The back funding element is a fixed lump sum contribution, and is only liable to inflationary increases. The predicted 2% has been included in the budget. Any variation over and above this will impact as per the figures below.

Sensitivity Analysis

2014/15 Budget		1% Variance	5% Variance	10% variance
‘Ers Superannuation	Access Selby	5,767	28,837	57,674
	Core	614	3,071	6,141
Back Funding	Lump Sum Contb’n	7,522	37,610	75,221

Sensitivity: Low

Impact: Medium

Risk: Low

ACCESS SELBY

4.0 HOUSING AND COUNCIL TAX SUPPORT:

- 4.1 The national roll out of Universal Credit has now been delayed until April 2015 at the earliest. There are doubts over the inclusion of Housing Benefit within Universal Credit. It is estimated that Universal Credit would see a maximum of

5% reduction in workload for Selby. Officers are working to understand the implications of Universal Credit on the Authority.

- 4.2 The Budget for Housing Benefit payments is estimated to be £17.18m in 2014/15. The calculation takes into account Rental Price Increases and the current economic climate. Housing Benefit roughly equates to the Government Grant, if we include money recovered from over payments (£125,000). The recovery level is at risk in difficult economic times creating a risk factor.

Sensitivity Analysis

2014/15 Budget	1% Variance	5% Variance	10% Variance
Recovery Variance	1,250	6,250	12,500

Sensitivity: High

Impact: Low

Risk: High

- 4.3 From April 2013 Council Tax Benefit became Council Tax Support. In 2014/15 this fixed pot of money from Central Government will be about £4.10m. SDC's risk is that any increased demand for Council Tax Support above this level will result in a 10.7% liability to the Council of this additional amount. The rest is covered by the NYCC, Fire and Police Authority. This is a major change and increases the risk to the Council and other Precepting bodies.

Sensitivity Analysis

2014/15 Budget	1% Variance	5% Variance	10% Variance
Benefits Paid	40,994	204,968	409,936
SDC Exposure (10.7%)	4,386	21,932	43,863

Sensitivity: Medium

Impact: Low

Risk: Medium

5.0 ENERGY COSTS (various budgets):

- 5.1 Energy costs are difficult to predict with precision as they are affected by both volume of consumption and price. The Council procures energy through a framework contract although transfer of responsibilities for the leisure centre / gymnasium to WLCT and the joint arrangements with the NHS for the new Civic Centre mean that our direct procurement of energy has reduced, albeit with some degree of loss of control.

Sensitivity Analysis

2014/15 Budget	10% Variance	20% Variance	30% variance
Gas 47,610	4,761	9,522	14,283
Electricity 145,820	14,582	29,164	43,746
Total 193,430	19,343	38,686	58,029

Sensitivity: High

Impact: Medium

Risk: Medium

6.0 LEISURE SERVICES CONTRACT:

- 6.1 At the beginning of September 2009, the responsibility for the management of the Council’s leisure facilities transferred to Wigan Leisure and Culture Trust. The financial performance of the contract is monitored to ensure that the arrangements are sustainable.
- 6.2 The Council, as landlord of the properties used by WLCT, retains a responsibility for maintaining them. A 10 year maintenance programme is supported by an earmarked revenue reserve.
- 6.3 In late February 2012, the contract was severely affected by a major fire at the Abbey Leisure Centre. The resulting loss of leisure provision in the district has necessitated a variation to the contract, taking into account the replacement gym and dance floor facilities as a result of converting the former Walkers bingo hall. As the decision has now been taken to replace the leisure centre with a smaller facility, it may be that the contract will not return to previous levels.

Sensitivity Analysis

2014/15 Budget	1% Variance	5% Variance	10% variance
293,640	2,936	14,682	29,364

Sensitivity: Low

Impact: Low

Risk: Low

7.0 WASTE COLLECTION:

- 7.1 With effect from October 2009, the Council introduced an alternate weekly bin collection system as part of a new Streetscene contract with Enterprise Managed Services Ltd. A sum of £1,733,640 is included in the 2014/15 budgets for contractor payments and waste disposal charges made by the County Council.
- 7.2 Contained within the contract is an annual price review, to be effective on the anniversary of the commencement of the agreement. To allow RPI to be used as an inflation factor, an additional 1% was added to the tender price at the start of the contract, with RPI as at September being used to inflate this adjusted base price each subsequent year. The contract also absorbs any additional cost pressure from increased properties, unless such additions require a fundamental change (i.e. an additional round / refuse vehicle). The forecast growth in property numbers over the next five years indicate that at least an extra 450 properties per year will be built in the district. Discussions are taking place with Enterprise to agree a target of additional properties that will necessitate a variation to the contract.
- 7.3 The County Council charges relate to the disposal of trade waste. Currently these are £72 (Land Fill Tax) and £17.47 (Disposal Charges). Both items are multiplied by the latest estimated tonnage figures which then form part of the pricing calculations which aim to return a small surplus. With regard to tonnage the estimates are based upon the latest information and to the extent that tonnage is not certain, there is the risk that there may be some variance to the original budget.

- 7.4 With regard to price, it is expected that the land fill price per tonne for 2014/15 will increase by £8 (11.1% increase), and disposal charges will increase by £0.48 (2.75% increase).

Sensitivity Analysis

2014/15 Budget	1% Variance	5% Variance	10% variance
Contractor Costs	15,783	78,914	157,828
County Council Charges	1,553	7,767	15,535

Sensitivity: Medium Impact: Medium Risk: Medium

- 7.5 Income from refuse collection charges is now in the region of £527k per annum (£500k of which relates to trade refuse income). This is a decrease of £16,320 over the 2013/14 latest estimate. Like any other business, income from this source is subject to increasing competition from other providers, and from the tough economic conditions currently being encountered, although the impact from a review of prices, that will bring the service closer to its competitors, may help. These prices are calculated to make the service a small surplus and are agreed as part of the annual fees and charges review.

Sensitivity Analysis

2014/15 Budget	1% Variance	5% Variance	10% variance
Commercial Waste Income	4,998	24,989	49,979
Domestic Waste Income	264	1,322	2,645

Sensitivity: High Impact: Medium Risk: Medium

8.0 RECYCLING:

- 8.1 A sum of £1,516,530 is included in the 2014/15 budgets for contractor charges. These relate to the fees that the Council pays to the various companies that process commodities for recycling. The main items for recycling are green waste, paper, glass, plastic containers/bottles and cans. Excluding the contract sum paid to Enterprise, the remaining costs are variable as the price and tonnage can vary throughout the year due to seasonal trends (green waste) and market forces. This is shown below as the figures in Table 2 demonstrate.

Table 2

Year	Original Estimate £	Outturn £	Variance	
			£	%
2009/10	1,458,800	1,490,731	-31,931	-2.19
2010/11	1,505,280	1,448,922	56,538	3.76
2011/12	1,514,470	1,341,602	172,868	11.41
2012/13	1,424,630	1,411,465	13,165	0.92
2013/14	1,470,930	*1,487,930	-17,000	-1.16
2014/15	1,516,530			

* Forecast Outturn

- 8.2 On average the estimates have been under by 2.55%. There is a risk that this could occur again – if so the cost would be £1,477,858. However, linked to the

cost of recycling is the income received from the County Council as recycling credits. The pattern over recent years is shown in Table 3: As can be seen due to strong recycling activity in the current financial year, it is anticipated that both costs and recycling credit income will exceed the budget.

Table 3

Year	Original Estimate £	Outturn £	Variance	
			£	%
2009/10	-412,500	-507,107	94,607	22.94
2010/11	-429,000	-491,333	62,333	14.53
2011/12	-491,000	-507,091	16,091	3.28
2012/13	-492,800	-592,639	99,839	20.26
2013/14	-492,800	*-666,500	173,700	35.25
2014/15	-492,800			

* Forecast Outturn

- 8.3 As the cost per tonne charged and the recycling credit per tonne are not directly related, the correlation between expenditure and income is not direct. The County Council have decided that the 2014/15 recycling credit will be £45.77 per tonne. This rate is increased by 3% year on year until amended by government guidance.
- 8.4 Taking the External Fees and Recycling Credits together, the fixed costs of Enterprise do not fluctuate relevant to the volume collected. Therefore the remaining risk is with charges levied by other contractors to process waste. This is assessed as follows:

Sensitivity Analysis

2014/15 Budget	Budget	1% Variance	5% Variance	10% variance
Enterprise Costs	1,395,160	N/A	N/A	N/A
Other Contractors	121,380	1,214	6,069	12,138
Recycling Credits	-492,800	-4,928	-24,640	-49,280
Total	1,023,740	-3,714	-18,571	-37,142

Sensitivity: Low

Impact: Low

Risk: Medium

9.0 SALE OF RECYCLABLES

- 9.1 The Council's contractors, Enterprise are now responsible for the management and sale of material sold for recycling. An income share mechanism has been agreed between the Council and Enterprise whereby the Council achieves a guaranteed income from the sale of recyclates and Enterprise can recoup some additional costs through the income generated. A profit share is then applied whereby Enterprise receives 30% of the remaining income generated and the Council receives 70%. Due to a major slump in the market price, and the on-going volatility in the level of demand, there could well be pressure on this budget for the foreseeable future.

Sensitivity Analysis

2014/15 Budget	1% Variance	5% Variance	10% variance
280,000	2,800	14,000	28,000

Sensitivity: High

Impact: Low

Risk: Medium

10.0 PLANNING APPLICATION FEES:

10.1 Income from planning application fees is budgeted at £540,230 for 2014/15. The pattern over recent years is shown in Table 4:

Table 4

Year	Original Estimate £	Outturn £	Variance	
			£	%
2009/10	461,580	572,075	110,495	23.94
2010/11	561,580	373,330	-188,250	-33.50
2011/12	561,580	460,475	-101,105	-18.00
2012/13	607,020	509,538	-97,482	-16.06
2013/14	540,230	*540,230	0.00	0.00
2014/15	540,230			

* Forecast outturn for 2013/14

10.2 The housing market has started to show signs of improvement, and if this trend continues it may have a positive effect on application and income levels in 2014/15. Although lower value applications may increase, there is still considerable volatility in the submission of larger applications. This unpredictability means that this area has a high degree of sensitivity and therefore should continue to be monitored closely.

10.3 The budget for 2014/15 has been set at £540,230 as planning fees are very dependant on economic levels of activity, and as outlined above until the situation improves considerably, income levels may remain flat.

Sensitivity Analysis

2014/15 Budget	10% Variance	20% Variance	30% variance
540,230	54,023	108,046	162,069

Sensitivity: High

Impact: High

Risk: High

11.0 COUNCIL TAX COURT COSTS (income)

11.1 Owing to a more effective and embedded recovery procedure, accounts reaching the summons stage remain fairly consistent. This area is still fairly sensitive to the state of the economy.

Sensitivity Analysis

2014/15 Budget	10% Variance	20% Variance	30% variance
110,000	11,000	22,000	33,000

Sensitivity: Medium

Impact: Medium

Risk: Low

12.0 INDUSTRIAL UNIT RENTS

- 12.1 The industrial units are managed by Access Selby on behalf of SDC and its partners. The ground rent was revised in 2010/11 as a result of an independent rent review. The maintenance rent has been adjusted in line with the anticipated change in maintenance costs.
- 12.2 Industrial Unit rents are at risk as they vary depending on the occupancy rate of each unit, the rental is calculated at between 85% and 95% of full occupancy as all the units are rarely 100% occupied (Hurricane Industrial Units currently 100% occupied) although the rent review has made a positive impact. Due mainly to the economic downturn, the units are experiencing varying levels of occupancy and after a certain period of time being unoccupied will also become liable for NNDR. The rent review has led to increased usage, as rent levels are now set lower. This has made longer void periods less likely, but due to economic conditions it is difficult to forecast future income levels. Table 5 below shows estimated and actual income levels since 2009/10.

Table 5

Year	Original Estimate £	Outturn £	Variance	
			£	%
2009/10	197,430	146,441	-50,989	-25.83
2010/11	173,420	149,078	-24,342	-14.04
2011/12	173,790	189,480	15,690	9.03
2012/13	185,860	192,650	6,790	3.65
2013/14	185,770	*188,470	2,700	1.45
2014/15	191,470			

Sensitivity Analysis

2014/15	5% Variance	10% Variance	15% Variance
191,470	9,573	19,147	28,720

Sensitivity: Medium

Impact: Medium

Risk: Medium

13.0 CAR PARK PAY AND DISPLAY INCOME

- 13.1 Car parking income has a separate policy for increasing fees which is reviewed bi-annually in accordance with the policy agreed in July 2006.
- 13.2 A review of car parking charges was agreed by the Executive in July 2011. An increase of 20% on long and short stay charges was agreed, with implementation in December 2011, after changes to the machines and signage. It was envisaged that these increases, together with the opening of a new site at the old Civic Centre would generate additional income. Due to the economic climate there may be some pressure in maintaining these levels of income in the future, as there is no expected price increase during 2013/14, with the next review due in 2015/16. Table 6 below shows the estimated and actual income since 2009/10.

Table 6

Year	Original Estimate £	Outturn £	Variance	
			£	%
2009/10	273,000	305,589	32,589	11.94
2010/11	302,000	298,026	-3,974	-1.32
2011/12	308,000	301,620	-6,380	-2.07
2012/13	304,802	303,905	-897	-0.29
2013/14	385,030	*335,000	-50,030	-12.99
2014/15	356,930			

* Forecast outturn for 2013/14

Sensitivity Analysis

2014/15 Budget	1% Variance	5% Variance	10% variance
356,930	3,569	17,846	35,693

Sensitivity: High

Impact: Medium

Risk: High

14.0 INCOME FROM DOMESTIC AND TRADE WASTE COLLECTION

14.1 Income is derived from two main sources, the collection and disposal of commercial waste from non-domestic premises, and the collection of bulky household waste from domestic properties. The commercial waste budgets for 2014/15 have been set to take into account the increased disposal costs from the County Council, and an inflationary increase, the result of which are prices that offer competitive services to customers within the district.

14.2 There should be little risk to the domestic waste income, as sales of bins and boxes, and use of the bulky refuse collection service are expected to achieve the budgets set.

Sensitivity Analysis

2014/15 Budget	1% Variance	5% Variance	10% variance
526,240	5,262	26,312	52,624

Sensitivity: Low

Impact: Medium

Risk: Medium

15.0 LAND CHARGES INCOME

15.1 Land Charges fees are set in line to recover the cost of the service. In addition Land Charges income is particularly susceptible to external factors such as the movement in the property market, and the option for house buyers to facilitate gathering of information in the most economical way by undertaking elements of the searches themselves.

15.2 The housing market has begun to show some signs of recovery. The budget for 2014/15 has been set at existing levels until the effect of various initiatives begins

to increase income levels, although the unpredictability of this area means it has a high degree of sensitivity and therefore should be monitored closely.

Sensitivity Analysis

2014/15 Budget	5% Variance	10% Variance	15% variance
122,440	6,122	12,244	18,366

Sensitivity: High	Impact: Low	Risk: Medium
-------------------	-------------	--------------

16.0 LICENSING ACT 2003 INCOME

16.1 Licensing charges fees are set by central government and increases are governed by direction from them.

16.2 Licensing Act 2003 income which forms the largest element has the potential to be volatile as it depends on the number of applications for variables such as temporary events notices.

Sensitivity Analysis

2014/15 Budget	1% Variance	5% Variance	10% variance
60,000	600	3,000	6,000

Sensitivity: Medium	Impact: Low	Risk: Low
---------------------	-------------	-----------

17.0 BUILDING CONTROL

17.1 Selby District Council is one of five partners forming the North Yorkshire Building Control Partnership. The Building Control Partnership is experiencing reduced levels of business due to the economic slowdown, with income levels down. The partnership has had to make significant changes and savings to streamline the service to reduce costs to offset the shortfall in income.

17.2 It is anticipated that the Partnership will run at a deficit for 2013/14 and as part of the legal agreement each partner would be expected to make additional contributions to maintain a minimum reserve balance if there was a deficit. The Building Control Board on the 25th January 2012, approved increased contributions from each Council to mitigate any losses on non-chargeable works.

17.3 It is anticipated there may be additional contributions required by Selby District Council during 2013/14.

Table 7

Year	Original Estimate £	Actual / Projected Outturn £	Variance	
			£	%
2008/09	38,000	53,215	-15,215	-40.03
2009/10	39,650	69,650	-30,000	-75.66
2010/11	40,090	21,995	18,095	45.13
2011/12	36,050	59,048	-22,998	-63.79
2012/13	55,000	52,927	2,073	3.77
2013/14	42,240	56,760	-14,520	-34.37

2014/15	58,360
---------	--------

Sensitivity Analysis

2014/15 Budget	10% Variance	20% Variance	50% variance
58,360	5,836	11,672	29,180

Sensitivity: Medium

Impact: Medium

Risk: Medium

18.0 SUPPORTING PEOPLE

18.1 Services in respect of the homeless and services for older persons, delivered by Access Selby, are currently funded through the national supporting people funding framework administered by North Yorkshire County Council. Currently funding is committed until December 2014 pending a national review of the Supporting People framework and comprehensive spending review. Sub regional negotiations are ongoing to facilitate forward planning and assessment of risks and options for future delivery of these services.

18.2 As part of business development within Access Selby an enhanced service is offered for a fee. This service is available to vulnerable residents across the district, enabling them to remain in their own homes and maintain a level of independence.

Sensitivity Analysis

2014/15	Budget	10% Variance	20% Variance	30% Variance
Grant Income	297,560	29,756	59,512	89,268
Private Payers	95,000	9,500	19,000	28,500
Total	392,560	39,256	78,512	117,768

Sensitivity: High

Impact: High

Risk: High

19.0 CONTAMINATED LAND

19.1 The draft Contaminated Land Strategy will provide opportunities for the Council to meet its corporate priorities; creating a stronger Council and would support the Council to discharge its statutory duty to set a structured approach to investigating and where necessary remediating contaminated land within the District. Although the Council's preferred route for investigation and remediation will continue to be through the development process, the Council does still have a statutory duty to deal with sites potentially contaminated in the District and the strategy sets out an approach to fulfil this obligation.

19.2 No additional revenue allowance has been allocated to this work. It is likely that as sites are investigated costs will be incurred in respect of investigation costs and potentially subsequent remediation costs. It is suggested that any sums recovered from polluters or land owners as sites are remediated should be made available to offset costs incurred.

19.3 It is not possible to accurately estimate the costs of investigation and remediation as each site is different in terms of site size and level and type of contamination. Any costs incurred by the Council should be addressed either through the bid process on a case by case basis and General Fund reserves be utilised to meet and funding shortfall.

HOUSING REVENUE ACCOUNT

20.0 HOUSING RENTS

20.1 Housing rents form the main source of funding for the Housing Revenue Account. Rents are calculated based on complex rent restructuring formulas provided by CLG. The aim of this is to get council rents to converge with those of Registered Social Landlords. Although the HRA is now self financing and free from the constraints of negative subsidy it was anticipated that the model for increases was followed until at least 2015/16, the latest expected convergence date. CLG are now proposing to end rent re-structuring a year early (2014/15) and replace it with a flat CPI + 1% increase per year. This will have an impact on the 30 year business plan as those properties still not meeting convergence, never will, giving a lower rent base. Further information is anticipated during the Autumn

Table 7

Year	Original Estimate £	Actual / Projected Outturn £	Variance	
2008/09	9,241,850	9,410,335	168,485	1.82%
2009/10	9,495,000	9,680,904	185,904	1.96%
2010/11	9,530,000	9,875,887	345,887	3.63%
2011/12	10,500,000	10,595,943	95,943	0.91%
2012/13	11,351,000	11,446,759	95,759	0.84%
2013/14	11,741,560	11,774,000	32,440	0.28%
2014/15	12,267,090			

20.2 Rent income levels are difficult to project year on year, due to the number of void dwellings. In addition any sales of dwellings under Right to Buy will also have an impact. A large number of sales or a number of dwellings unavailable as void can have a significant impact on the income generated. It should be noted that as at October 2013, there has been 7 Right to Buy sales during 2013/14, and 10 sales have been forecast for 2014/15. Future sales may be offset by new build projects.

20.3 When calculating the budget, given the complex nature, a conservative estimate is used. It is likely that actual rent income received could exceed the budget estimate.

Sensitivity Analysis

2014/15 Budget	0.5% Variance	1% Variance	2% Variance
12,267,090	61,335	122,671	245,342

Sensitivity: Medium

Impact: High

Risk: Medium

- 20.4 Direct payment of Housing Benefit to tenants is currently being trialled in six LA's, with the plan being to phase this roll out to other authorities. One neighbouring authority used in the trial is reporting 11% arrears despite hand picking their best paying tenants for the trial and providing high levels of support. While rental income sits with the Core, this will impact on the collection rates that Access Selby are contracted to receive.

21.0 MAINTENANCE OF HOUSING STOCK

- 21.1 Part of HRA Reform is the removal of the Housing Subsidy System. Although the HRA was a negative subsidy payer, it received a Major Repairs Allowance Grant which was to be utilised to support capital works to the housing stock. Under the new regime, the HRA is now self financing, it still has the requirement to fund repairs to its stock.
- 21.2 Selby has an ageing stock, as a result costs to maintain stock to an appropriate level of decency are likely to increase in the future as the dwelling condition deteriorates. There is a high risk that this scenario will occur. There is a capital programme in place to meet specific programmed demands, but revenue repairs are responsive and can vary daily in the nature and requirements of the property. The HRA attained the decent homes standard by the December 2010 deadline, but further work is needed to maintain and improve this standard.
- 21.3 Funding will be limited to maintain the stock and work required will be prioritised. The HRA as part of the reform arrangements has a significant debt to service (£57.7m) spread over a period up to 50 years. Treasury Management decisions have been made to establish an appropriate payment plan which could conflict with the funding available to maintain the stock, especially in the shorter term. As rents increase, headroom for the continued maintenance of the stock will be created.
- 21.4 Stock surveys are continually carried out. The feedback received will help inform a programme of works, the most critical work prioritised accordingly. This work will need to run in parallel with the debt repayment profile to ensure that funds are allocated correctly and affordability in the HRA is maintained whilst delivering front line services.
- 21.5 Void properties continue to be an issue and can be a drain on resources to get them in to lettable standard. While the property is empty, no rent is earned and each dwelling varies in terms of the work that is required.

Table 6 – Revenue Costs (Equipment & Materials, Sub-Contractors (Responsive) and Change of Tenancy)

Year	Original Estimate £	Actual / Projected Outturn £	Variance	
			£	%
2008/09	447,910	451,808	-3,898	-0.87
2009/10	474,230	480,185	-5,955	-1.25
2010/11	424,230	566,514	-142,284	-33.53
2011/12	475,000	484,667	-9,667	-2.04
2012/13	480,000	468,708	11,292	2.35
2013/14	480,000	475,000	5000	1.04
2014/15	489,970			

21.6 Generally, the revenue budget is more sensitive to risk in the fact that the work is responsive, Capital works are programmed and tendered to a fixed price.

Sensitivity Analysis

2014/15 Budget	1% Variance	5% Variance	10% variance
489,970	4,900	24,498	48,997

Sensitivity: High

Impact: Medium

Risk: Medium

Appendix 2 – Extract of the Executive Minutes 5.12.13

61. Draft Budget and Medium Term Financial Plan – Key Decision

Councillor C Lunn presented the report on the draft revenue budget and capital programme for 2014/15 to 2016/17.

Councillor C Lunn set out that, subject to the forthcoming Finance Settlement, further cuts were expected to the Revenue Support Grant and a 14% reduction cut in Formula Funding for 2014/15.

The Council planned to support a modest capital programme over the next three years, with General Fund spend including Disabled Facilities Grant, the new All Weather Pitch, repairs to a culvert at Portholme Road and replacement ICT systems. The Housing Revenue Account programme would see the final phase of the Airey Home improvements completed within the coming year.

The Executive discussed the potential impact of the reduction in funding on parish councils. Councillor C Lunn set out the Council's position which had been communicated to parish councils.

The draft budget proposals would be subject to public consultation and would then be finalised at the Executive meeting in February.

Resolved:

- i. Subject to comments from the Policy Review Committee, the draft budgets, bids and savings be submitted to Council for approval;**
- ii. To increase Council Tax by 2% for 2014/15.**

Reason for the decision:

To ensure the Executive's budget proposals are fully funded for 2014/15.

To: Policy Review
Date: 14 January 2014
Author: Helen Drye – Lead Officer Policy and Strategy
Lead Officer: Keith Dawson – Director

Title: Renewable Energy Task and Finish Group

Summary: This report updates Policy Review on the actions from the previous meeting. It provides draft guidance for wind farm and solar planning applications for consideration.

Recommendations:

- i. To endorse the guidance for Wind Farm planning applications and recommend the Executive to adopt the guidance for use as part of the Council’s development management processes.**
- ii. To endorse the guidance for Solar Energy planning applications and recommend the Executive to adopt the guidance for use as part of the Council’s development management processes.**
- iii. To recommend the Executive to take forward the review of the AECOM Renewable Energy Capacity Plan and mapping of wind turbines as part of the SAPP evidence base.**

Reasons for recommendations

To ensure that planning applications for Wind Farms and Solar Energy are dealt with in line with national and local policies.

1. Introduction and background

- 1.1 Policy Review on the 15th October agreed to the development of a guidance note for Wind Farms and to hold an additional meeting of the Task and Finish Group to discuss the Solar Energy planning application issues. As a result draft guidance notes have been developed by Officers for both Wind Farm and Solar Energy Applications. See Appendix A and B.

2. The Report

2.1 Policy Review agreed to the following criteria for the guidance

1. National policy support for renewable energy infrastructure.
2. Regional targets and consented capacity.
3. Local policy support for renewable energy infrastructure.
4. The wider environmental, economic and social benefits of renewable energy schemes.
5. Landscape and visual impact including cumulative landscape and visual impact
6. Green belt
7. Noise impacts in line with the good practice guidance for noise assessments of wind farms by the Institute of Acoustics
8. Shadow flicker
9. Impact on neighbouring residential amenity
10. Impact on nature conservation and protected species (ecology)
11. Flood risk implications
12. Safety considerations
13. Highway implications
14. Archaeology and Cultural Heritage

The draft guidance notes follow these headings.

2.1.1 Policy Review also asked officers to review the currency of the AECOM Research Renewable Energy Capacity Plan and map all current Wind Farms on the maps to help the Council assess the cumulative impact of wind turbines.

2.1.2 Officers have been in discussions with consultants regarding this and are currently assessing the value for money of proposals and options for working with other local authorities.

3. Legal/Financial Controls and other Policy matters

3.1 Legal Issues

3.1.1 Any guidance must positively promote the delivery of renewable energy and low carbon energy, be Core Strategy compliant and NPPF consistent and take into account appeal decisions.

3.2 Financial Issues

3.2.1 A budget of £5000 was allocated to the Task and Finish Group for research into renewable energy. £2500 has been used in research with £2500 remaining.

3.2.2 The Sites and Policies Plan (SAPP) development will require additional research in renewable energy as part of their work programme. There may be cost efficiencies in commissioning the additional wind farm

mapping and capacity research at the same time as the renewable energy evidence base. Officers will proceed on this basis to secure the best value for the organisation.

4. Conclusion

- 4.1 The report provides draft guidance on Wind Farms and Solar Energy applications as requested by Policy Review. Subject to feedback from Policy Review this guidance now needs to be agreed by the Executive prior to implementation.
- 4.2 The mapping of renewable energy capacity and wind farms will be taken forward and incorporated as part of the Sites and Policies Plan evidence base which will be started in the New Year. There are potential efficiencies in taking this approach.

5. Background Documents

DCLG - Planning practice guidance for renewable and low carbon energy July 2013

AECOM Research Renewable Energy Capacity Plan for Y&HLG

Contact Officer:

Helen Drye – Lead Officer Policy and Strategy

Appendices:

A. Draft Wind Farm Guidance

B. Draft Solar Guidance

Appendix A

Wind Farm Guidance

1. National policy support for renewable energy infrastructure.

- The **National Planning Policy Framework (NPPF)** states that the planning system has an important environmental role in helping to mitigate and adapt to climate change including moving to a low carbon economy.
- Reference should be made to paragraphs 17, 93, 96, 97, 98 of the NPPF to set the national planning policy context.
- The NPPF directs that when determining planning applications for renewable energy development, LPAs should:
 - not require applicants for energy development to demonstrate the overall need for renewable or low carbon energy and also recognise that even small-scale projects provide a valuable contribution to cutting greenhouse gas emissions; and
 - approve the application if its impacts are (or can be made) acceptable. Once suitable areas for renewable and low carbon energy have been identified in plans, local planning authorities should also expect subsequent applications for commercial scale projects outside these areas to demonstrate that the proposed location meets the criteria used in identifying suitable areas.
- The **Planning Practice Guidance for Renewable and Low Carbon Energy (July 2013)** which should be read alongside other planning practice guidance and the NPPF, provides guidance on the planning issues associated with the development of renewable energy and provides guidance on the planning considerations that relate to specific renewable energy technologies including wind development.
- This guidance explains that all communities have a responsibility to help increase the use and supply of green energy, but this does not mean that the need for renewable energy automatically overrides environmental protections and the planning concerns of local communities. As with other types of development, it is important that the planning concerns of local communities are properly heard in matters that directly affect them.
- The overarching National Policy Statement for Energy (EN-1) and the National Policy Statement for Renewable Energy Infrastructure (EN-3) are also material in the consideration of a wind farm proposal.
- The Climate Change Act (2008) sets a legally binding target for reducing carbon dioxide emissions by at least 34% by 2020 and at least 80% by 2050, compared to 1990 levels.
- The Energy White Paper: Meeting the Energy Challenge (2007) and the Energy Act (2008) supports these binding reduction targets and will move the UK towards a low carbon economy by placing renewables and energy efficiency at the heart of the UK's future energy system.
- Under the EU Renewable Energy Directive, the UK has signed up to a legally binding EU target of producing 15 per cent of its energy from renewable sources by 2020.
- The 2009 UK Renewable Energy Strategy sets out the Government's plans for ensuring the UK meets its EU target. By sector, the Government aims to generate 30 per cent of

electricity, 12 per cent of heat and 10 per cent of transport energy from renewable sources by 2020.

2. Community engagement - Pre-application consultation

- On 6 June 2013 the Government announced that it would seek to make pre-application consultation with local communities compulsory for the “more significant onshore wind applications”, in order to ensure that community engagement takes place at an earlier stage in more cases.
- On 16 November 2013 the Government announced that it would make pre-application compulsory by virtue of the Town and Country Planning (Development Management Procedure and Section 62A Applications (England) (Amendment) Order 2013 (SI 2932). This Order is due to come into force on 17 December 2013. It makes clear that pre-application consultation will be compulsory only for onshore wind development involving more than 2 turbines or any turbine with a hub height exceeding 15 metres height.
- If the proposal is for two or more turbines it will be up to the Planning Officer to ensure that correct pre-consultation has been carried out by the applicant and has carried out in accordance with section 61W of the Town and Country Planning Act 1990.
- Once this pre-consultation exercise has been carried out then developer will then need to show, when applying for planning permission, how they complied with the pre-consultation requirement, set out any responses that they received and show how they have taken account of these responses.

3. Regional targets and consented capacity.

- The Yorkshire and Humber Regional Spatial Strategy has been abolished and so have the statutory regional renewable energy targets. In 2010 Local Government Yorkshire and Humber commissioned AECOM to assess the renewable energy opportunities in the Region. This study identified that Selby has the capacity to potentially deliver 271MW through commercial wind development. The Yorkshire and Humber Low Carbon and Renewable Capacity Study (Aecom, April 2011) stated that the current low carbon and renewable energy capacity in the Selby District was 36 MW.
- The Selby District Core Strategy Local Plan (2013) sets a current local target of 32 megawatts by 2021 for renewable energy schemes. Reference should be made to the Selby Annual Monitoring Report 2012 (AMR) which specifies the amount of Wind Farms consented in the previous year between April 2011 – 31 March 2012.

4. Local policy support for renewable energy infrastructure.

- Policy SP17 (C) of the Selby District Core Strategy (2013) states that all development proposals for new sources of renewable energy and low-carbon energy generation and supporting infrastructure must: be designed and located to protect the environment and local amenity; demonstrate that the wider environmental, economic and social benefits outweigh any harm caused to the environment and local amenity; and show how impacts on local communities are minimised.

5. The wider environmental, economic and social benefits of renewable energy schemes.

- The determination of applications for wind schemes require the weighting of any potential harm arising from the proposal against the wider public benefits associated with the scheme. Such wider benefits could include:
 - Tackling climate change and reducing carbon emissions;
 - Contributing to the need to diversify supplies in order to achieve secure reliable and affordable energy supplies;
 - Improving air quality;
 - Landfill reduction; and
 - Job creation.
 -

6. Implications on the Green Belt

- If a proposal lies within the Green Belt consideration needs to be given to Policies SP3 and SP17 of the Selby District Core Strategy (2013) and guidance in the NPPF.
- Policy SP17 of the Selby District Core Strategy Local Plan (2013) sets the context for the consideration of renewable energy schemes within the Green Belt. It states that in areas designated as Green Belt, elements of many renewable energy projects will comprise inappropriate development and in such cases applicants must demonstrate very special circumstances if projects are to proceed and proposals must meet the requirements of Policies SP2 and SP3 and national Green Belt policies.
- Policy SP3 of the Core Strategy states that in accordance with the NPPF, within the defined Green Belt, planning permission will not be granted for inappropriate development unless the applicant has demonstrated that very special circumstances exist to justify why permission should be granted.
- Paragraph 91 of the NPPF states that when located in the Green Belt, elements of many renewable energy projects will comprise inappropriate development. In such cases developers will need to demonstrate very special circumstances if projects are to proceed. Such very special circumstances may include wider environmental benefits associated with increased production of energy from renewable sources.
- It is therefore be up to the developer to demonstrate very special circumstances that clearly outweigh any harm to the Green Belt so that a balancing exercise can be taken before reaching a decision.
- Special circumstances could include:
 - Benefits of farming activities on site through allowing farm diversification
 - The creation of and protection of existing jobs
 - Contribution of the scheme towards EU, national and local renewable low carbon reduction targets and the Government's objectives in respect of tackling climate change and increasing the provision of renewable and low carbon sources.
 - Meeting the requirements of customers that require an element of environmental/ green credentials

7. Landscape and visual impact including cumulative landscape and visual impact.

- The NPPF advises that the planning system should contribute to the natural and local environment by protecting and enhancing valued landscapes.

- The Planning Practice Guidance for Renewable and Low Carbon Energy (July 2013) states that the cumulative landscape impacts that local planning authorities should consider are the effects of a proposed development on the fabric, character and quality of the landscape; and by the degree to which a proposed renewable energy development will become a significant or defining characteristic on the landscape.
- Consideration needs to be given to Policy ENV15 of the Selby District Local Plan (2005) if the site lies within a designated Local Landscape Character Area. Policy ENV15 provides that within locally important landscape areas, such as the proposed site priority will be given to the conservation and enhancement of the character and quality of the landscape. Particular attention must be paid to the design, layout, landscaping of development and the use of materials in order to minimise its impact and to enhance the tradition character of buildings and landscape in the area.
- Consideration needs to be given to Policy SP17 and SP18 of the Selby District Core Strategy Local Plan (2013) in considering the impacts of proposed wind farms schemes on the landscape.
- An assessment needs to be carried out of the Landscape and Visual Impact Assessment (LVIA) which will be submitted with the planning application. As part of the LVIA the applicant will provide an assessment of where the turbine may theoretically be visible from if constructed. This information needs to be assessed to ensure that the wind farms visual impact is acceptable. It is the applicant's responsibility to agree with the planning officer suitable selected view points at the pre-application stage.
- If the wind farm scheme falls within Environmental Impact Assessment (EIA) development the submitted Environmental Statement (ES) should provide further information of the potential landscape and visual impact including cumulative landscape and visual impact.

8. Noise impacts in line with the good practice guidance for noise assessments of wind turbines by the Institute of Acoustics.

- The Planning Practice Guidance for Renewable Energy (DCLG. 2013) states that the report, 'The assessment and rating of noise from wind farms' (ETSU-R-97) should be used by local planning authorities when assessing and rating noise from wind energy developments.
- Section 25 of ETSU-R97 Executive Summary states:
'for single turbines or wind farms with very large separation distances between turbines and the nearest properties a simplified noise condition may be suitable. We are of the opinion that, noise is limited to an LA90,10min of 35DB(A) up to wind speeds of 10/s at 10m height, then this condition alone would offer sufficient protection of amenity, and background noise surveys would be unnecessary'.
- The applicant should be encouraged to use new emerging guidance in acoustics and wind power - "A Good Practice Guide to the Application of ETSU-R-97 for the Assessment and Rating of Wind Turbine Noise".
- Policy ENV2 of the Selby District Local Plan (2005) does not permit development that would give rise to, or would be affected by, unacceptable levels of noise unless satisfactory remedial or preventative measures are incorporated as an integral element of the scheme.

- It is up to the applicant to submit a Noise Impact Assessment to consider the impact that a wind farm scheme will have on the surrounding residential properties. The locations where noise monitoring needs to take place need to be agreed with the Environmental Health Officers at the pre-application stage.
- The findings of the Noise Impact Assessment are assessed by Environmental Health to establish if the findings are acceptable and if conditions need to be imposed.
- The applicant should also consider the noise impact during the construction phase.

9. Shadow flicker

- The Planning Practice Guidance for Renewable and Low Carbon Energy (2013) notes that although problems caused by shadow flicker are rare, where proposals for wind turbines could give rise to shadow flicker, applicants should provide an analysis which quantifies the impact.
- In order to quantify the actual effects from shadow flicker on neighbouring properties in the vicinity applicants should undertake modelling using the software such as Wind Farmer.

10. Impact on neighbouring residential amenity.

- Policy ENV1 of the Selby District Local Plan (2005) requires the District Council to take into account the effect that proposals for development will have on the amenity of adjoining occupiers.
- Policy SP19 of the Selby District Core Strategy Local Plan (2013) outlines that proposals “for all new development will be expected to contribute to enhancing community cohesion by achieving high quality design and have regards to the local character, identity and context of its surroundings including historic townscapes, settlement patterns and open countryside”.
- Information submitted by the applicants in the Amenity Statement needs to be assessed to consider the impact on local residential properties. The Amenity Statement will highlight the nearest neighbouring properties that would be most affected by the proposed development. The planning officer needs to be satisfied that the applicant has supported their application with a comprehensive survey of affected properties with, where relevant wire frames from views from principal windows. The scope of this survey should be agreed at the pre-application stage.

11. Impact on nature conservation and protected species (ecology).

- Paragraph 118 of the NPPF states that when determining planning applications, local planning authorities should aim to conserve and enhance biodiversity and if significant harm results from a development cannot be avoided (through locating on an alternative site with less harmful impacts), adequately mitigated, or, as a last resort, compensated for, then planning permission should be refused.
- Policy SP18 of the Selby District Core Strategy Local Plan (2013) seeks to ensure that the high quality and local distinctiveness of the natural and manmade environment will be sustained by promoting the effective stewardship of the District’s wildlife by ensuring that developments retain, protect and enhance features of biological and geological interest and provide appropriate management of these features and that unavoidable impacts are appropriately mitigated and compensated for, on or off-site.

- The applicant should submit an ecological assessment to establish the potential impact that the proposal would have on local habitats and protected species and this needs to be assessed to determine the proposals potential impact on protected species. It is recommended that a suite of surveys is agreed at pre-application stage whether the application falls within EIA or not.
- If the proposal falls within EIA development, the Environment Statement will identify the likely impacts of the proposal on nature conservation and protected species.
- Consultation responses from statutory consultees such as Natural England and RSPB also need to be considered in assessing the impact on nature conservation and protected species.
- Species which are protected but which are also widespread in the District include Great Crested Newts, Water Voles, and several species of Bats. Care should be taken to ensure that wind developments are not within 50 metres of woodland edges, hedges and ponds and if within 500m of a pond then a Great Crested Newts survey would be required. Tracks/bridges over dykes would require a Water Vole survey.
- Breeding birds and bird strikes are a common problem associated with wind energy.

12. Flood risk implications

- If the proposal is located in Flood Zone 2 or 3 a Flood Risk Assessment will need to be assessed and views from the Environment Agency will need to be considered to assess the schemes acceptability in terms of flood risk.

13. Safety considerations and EMI and Aviation Safety

- Wind turbines may have an adverse effect on air traffic movement and safety.
- The Planning Practice Guidance for Renewable and Low Carbon Energy (2013) states that developers and local planning authorities should consult the Ministry of Defence if a proposed turbine is 11 (m) meters to blade tip or taller and/or has a rotor diameter of 2m or more.
- The effects of the proposed turbines on various operations that utilise the electromagnetic spectrum, including television and radio reception, microwave links need to be assessed and all relevant organisations and system operators need to be consulted.
- Consultations will need to be undertaken with the Ministry of Defence, the local airport and air club operators, National Air Traffic Service (NATS – provide air traffic control services to aircraft flying in the UK airspace), and the Joint Radio Company. If any of the above have any concerns the applicant will need to provide evidence that they have been able to overcome these concerns. Applicants should be urged to carry out their own consultations before submitting an application to help ensure decisions on wind applications can be made within the statutory period.

14. Highways Implications

- Consideration needs to be given to Policies T1 and T2 of the Selby District Local Plan (2005).
- The applicant should submit a Traffic Management report with the application to assess the likely impact of the proposal including its construction period on the strategic and local highway network. The suitability of the access routes to the proposed site should be

considered by the applicants for both the construction and operation of the wind farm with the former likely to raise more significant issues.

- Consideration also needs to be given to the views of North Yorkshire Highways Officers and suggested conditions in order to make the proposal acceptable.

15. Archaeology and Cultural Heritage

- The NPPF states that in determining applications, local planning authorities should require an applicant to describe the significance of any heritage assets affected, including any contribution made by their setting.
- Policy SP18 of the Selby District Core Strategy Local Plan (2013) sets out that the high quality and local distinctiveness of the natural and man-made environment will be sustained by safeguarding and, where possible, enhancing the historic and natural environment including the landscape character and setting of areas of acknowledged importance.
- Policy ENV27 of the Selby District Local Plan (2005) sets out that where a scheduled monument or nationally important archaeological sites or their settings are affected by proposed development, there will be a presumption in favour of their physical preservation.
- Policy ENV16 of the Selby District Local Plan (2005) states that development proposals affecting historic parks or gardens will only be permitted where the appearance, setting, character or amenity of an historical park or garden would not be harmed.
- The applicant will be required to submit a Heritage Statement of the proposal to identify the potential impacts that the siting of the proposed turbine would have on designated heritage assets within the local and wider area. This information needs to be assessed to ensure that the potential impacts are minimal.

Appendix B

Solar Energy Guidance

1. National policy support for renewable energy infrastructure.

- The National Planning Policy Framework (NPPF) states that the planning system has an important environmental role in helping to mitigate and adapt to climate change including moving to a low carbon economy.
- Reference should be made to paragraphs 17, 93, 96, 97, 98 of the NPPF to set the national planning policy context.
- The NPPF directs that when determining planning applications for renewable energy development, LPAs should:
 - o not require applicants for energy development to demonstrate the overall need for renewable or low carbon energy and also recognise that even small-scale projects provide a valuable contribution to cutting greenhouse gas emissions; and
 - o approve the application if its impacts are (or can be made) acceptable. Once suitable areas for renewable and low carbon energy have been identified in plans, local planning authorities should also expect subsequent applications for commercial scale projects outside these areas to demonstrate that the proposed location meets the criteria used in identifying suitable areas.
- The Planning Practice Guidance for Renewable and Low Carbon Energy (July 2013) which should be read alongside other planning practice guidance and the NPPF, provides guidance on the planning issues associated with the development of renewable energy and provides guidance on the planning considerations that relate to specific renewable energy technologies including solar PV development. It states that local planning authorities should encourage the effective use of previously developed land, and if a proposal does involve Greenfield land, that it allows for continued agricultural use and encourages biodiversity improvements around arrays.
- This guidance explains that all communities have a responsibility to help increase the use and supply of green energy, but this does not mean that the need for renewable energy automatically overrides environmental protections and the planning concerns of local communities. As with other types of development, it is important that the planning concerns of local communities are properly heard in matters that directly affect them.
- The overarching National Policy Statement for Energy (EN-1) is also a material in the consideration of a solar PV proposal.
- The Climate Change Act (2008) sets a legally binding target for reducing carbon dioxide emissions by at least 34% by 2020 and at least 80% by 2050, compared to 1990 levels.

- The Energy White Paper: Meeting the Energy Challenge (2007) and the Energy Act (2008) supports these binding reduction targets and will move the UK towards a low carbon economy by placing renewables and energy efficiency at the heart of the UK's future energy system.
- Under the EU Renewable Energy Directive, the UK has signed up to a legally binding EU target of producing 15 per cent of its energy from renewable sources by 2020.
- The 2009 UK Renewable Energy Strategy sets out the Government's plans for ensuring the UK meets its EU target. By sector, the Government aims to generate 30 per cent of electricity, 12 per cent of heat and 10 per cent of transport energy from renewable sources by 2020.

2. Regional targets and consented capacity.

- The Yorkshire and Humber Regional Spatial Strategy has been abolished and so have the statutory regional renewable energy targets. In 2010 Local Government Yorkshire and Humber commissioned AECOM to assess the renewable energy opportunities in the Region. This study identified that Selby has the capacity to potentially deliver 4MW through solar PV development.
- The Selby District Core Strategy Local Plan (2013) sets a current local target of 32 megawatts by 2021 for renewable energy schemes.

3. Local policy support for renewable energy infrastructure.

Policy SP17 (C) of the Selby District Core Strategy (2013) states that all development proposals for new sources of renewable energy and low-carbon energy generation and supporting infrastructure must: be designed and located to protect the environment and local amenity; demonstrate that the wider environmental, economic and social benefits outweigh any harm caused to the environment and local amenity; and show how impacts on local communities are minimised.

- Policy SP13 of the Selby District Core Strategy Local Plan (2013) states that in rural areas, sustainable development (on both Greenfield and Previously Developed Sites) which brings sustainable economic growth through local employment opportunities or expansion of businesses and enterprise will be supported including the diversification of agriculture and other land based rural businesses. Policy SP13 also seeks to ensure that in all cases, development should be sustainable and be appropriate in scale and type to its location, not harm the character of the area, and seek a good standard of amenity. Proposals on agricultural land should be assessed within this context.

4. The wider environmental, economic and social benefits of renewable energy schemes.

- The determination of applications for solar PV schemes require the weighting of any potential harm arising from the proposal against the wider public benefits associated with the scheme. Such wider benefits could include:
 - Tackling climate change and reducing carbon emissions;
 - Contributing to the need to diversify supplies in order to achieve secure reliable and affordable energy supplies;
 - Improving air quality;

- Landfill reduction; and
- Job creation.

5. Implications on the Green Belt

- If a proposal lies within the Green Belt consideration needs to be given to Policies SP3 and SP17 of the Selby District Core Strategy (2013) and guidance in the NPPF.
- Policy SP17 of the Selby District Core Strategy Local Plan (2013) sets the context for the consideration of renewable energy schemes within the Green Belt. It states that in areas designated as Green Belt, elements of many renewable energy projects will comprise inappropriate development and in such cases applicants must demonstrate very special circumstances if projects are to proceed and proposals must meet the requirements of Policies SP2 and SP3 and national Green Belt policies.
- Policy SP3 of the Core Strategy states that in accordance with the NPPF, within the defined Green Belt, planning permission will not be granted for inappropriate development unless the applicant has demonstrated that very special circumstances exist to justify why permission should be granted.
- Paragraph 91 of the NPPF states that when located in the Green Belt, elements of many renewable energy projects will comprise inappropriate development. In such cases developers will need to demonstrate very special circumstances if projects are to proceed. Such very special circumstances may include wider environmental benefits associated with increased production of energy from renewable sources.
- It is therefore be up to the developer to demonstrate very special circumstances that clearly outweigh any harm to the Green Belt so that a balancing exercise can be taken before reaching a decision.
- Special circumstances could include:
 - Benefits of farming activities on site through allowing farm diversification
 - The creation of and protection of existing jobs
 - Contribution of the scheme towards EU, national and local renewable low carbon reduction targets and the Government's objectives in respect of tackling climate change and increasing the provision of renewable and low carbon sources.

6. Landscape and visual impact including cumulative landscape and visual impact.

- The NPPF advises that the planning system should contribute to the natural and local environment by protecting and enhancing valued landscapes.
- The Planning Practice Guidance for Renewable and Low Carbon Energy (July 2013) states that the cumulative landscape impacts that local planning authorities should consider are the effects of a proposed development on the fabric, character and quality of the landscape; and by the degree to which a proposed renewable energy development will become a significant or defining characteristic on the landscape.
- Consideration needs to be given to Policy ENV15 of the Selby District Local Plan (2005) if the site lies within a designated Local Landscape Character Area. Policy ENV15 provides that within locally important landscape areas, such as the proposed site priority will be given to the

conservation and enhancement of the character and quality of the landscape. Particular attention must be paid to the design, layout, landscaping of development and the use of materials in order to minimise its impact and to enhance the tradition character of buildings and landscape in the area.

- Consideration needs to be given to Policy SP17 and SP18 of the Selby District Core Strategy Local Plan (2013) in considering the impacts of proposed solar PV schemes on the landscape. Consideration should be given to the effect that the proposed solar PV may have on protected areas such as Areas of Outstanding Natural Beauty (AONB).
- An assessment needs to be carried out of the Landscape and Visual Impact Assessment (LVIA) which will be submitted with the planning application. As part of the LVIA the applicant will provide an assessment of where the solar PV may theoretically be visible from if constructed through photomontages. This information needs to be assessed to ensure that the solar PV farm's visual impact is acceptable. Information also needs to be sought from the applicant to assess the effect on the landscape of glint and glare.
- If the scheme falls within Environmental Impact Assessment (EIA) development the submitted Environmental Statement (ES) should provide further information of the potential landscape and visual impact including cumulative landscape and visual impact.
- Dazzle is an important consideration to be taken into account because of the shiny reflective surfaces particular of the panels. The applicant will need to highlight how mitigation measures have been incorporated into the proposal through the siting and landscaping such as screen planting around solar PV development.

7. Impact on neighbouring residential amenity.

- Policy ENV1 of the Selby District Local Plan (2005) requires the District Council to take into account the effect that proposals for development will have on the amenity of adjoining occupiers.
- Policy SP19 of the Selby District Core Strategy Local Plan (2013) outlines that proposals “for all new development will be expected to contribute to enhancing community cohesion by achieving high quality design and have regards to the local character, identity and context of its surroundings including historic townscapes, settlement patterns and open countryside”. This should not be a particular a particular issue due to the height of the panels which are not normally more than 2-3m and the solar panels do not produce any sound.

8. Impact on nature conservation and protected species (ecology).

- Paragraph 118 of the NPPF states that when determining planning applications, local planning authorities should aim to conserve and enhance biodiversity and if significant harm results from a development cannot be avoided (through locating on an alternative site with less harmful impacts), adequately mitigated, or, as a last resort, compensated for, then planning permission should be refused.
- Policy SP18 of the Selby District Core Strategy Local Plan (2013) seeks to ensure that the high quality and local distinctiveness of the natural and manmade environment will be sustained by promoting the effective stewardship of the District's wildlife by ensuring that developments retain, protect and enhance features of biological and geological interest and provide appropriate management of these features and that unavoidable impacts are appropriately mitigated and compensated for, on or off-site.

- The applicant should submit an ecological assessment to establish the potential impact that the proposal would have on local habitats and protected species and this needs to be assessed to determine the proposals potential impact on protected species.
- If the proposal falls within EIA development, the Environment Statement will identify the likely impacts of the proposal on nature conservation and protected species.
- Consultation responses from statutory consultees such as Natural England need to be considered in assessing the impact on nature conservation and protected species.
- It is also worth noting that panels usually reach 3-4m above ground level allowing the growth of vegetation beneath and between the arrays and the associated grazing of stock, but the area of the site covered by panels may vary greatly.

9. Flood risk implications

- If the proposal is located in Flood Zone 2 or 3 a Flood Risk Assessment will need to be assessed and views from the Environment Agency will need to be considered to assess the schemes acceptability in terms of flood risk.

10. Safety considerations

- The applicant should justify how they have ensured that security measures such as lights and fencing have been considered.

11. Highways Implications

- Consideration needs to be given to Policies T1 and T2 of the Selby District Local Plan (2005).
- The applicant should submit a Traffic Management report with the application to assess the likely impact of the proposal including its construction period on the strategic and local highway network.
- Consideration also needs to be given to the views of North Yorkshire Highways Officers and suggested conditions in order to make the proposal acceptable.

12. Archaeology and Cultural Heritage

- The NPPF states that in determining applications, local planning authorities should require an applicant to describe the significance of any heritage assets affected, including any contribution made by their setting.
- Policy SP18 of the Selby District Core Strategy Local Plan (2013) sets out that the high quality and local distinctiveness of the natural and man-made environment will be sustained by safeguarding and, where possible, enhancing the historic and natural environment including the landscape character and setting of areas of acknowledged importance.
- Policy ENV27 of the Selby District Local Plan (2005) sets out that where a scheduled monument or nationally important archaeological sites or their settings are affected by proposed development, there will be a presumption in favour of their physical preservation.
- Policy ENV16 of the Selby District Local Plan (2005) states that development proposals affecting historic parks or gardens will only be permitted where the appearance, setting, character or amenity of an historical park or garden would not be harmed.
- The applicant will be required to submit a Heritage Statement of the proposal to identify the potential impacts that the siting of the solar farm would have on designated heritage

assets within the local and wider area. This information needs to be assessed to ensure that the potential impacts are minimal.

13. Other Matters

- A planning condition requiring all solar panels and associated infrastructure be removed off site within six months cessation of the use.

Policy Review Committee Work Programme 2013/14

Date of Meeting	Topic	Action Required
4 June 2013 (Cancelled)	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

16 July 2013 (4pm start Mtg Rm 2)	<u>Budget and Policy Framework</u> The State of Area Address (Council 25 June)	To consider the Leader's State of the Area Address.
	<u>Executive Requested items</u> Affordable Housing SPD	To consider the Executive's policy decision from 6 June and offer amendments to the Executive Deferred *Will be considered at a separate meeting*
	<u>Executive Requested items</u> SDC Development Strategy for Increasing Affordable Housing Stock	To consider the Executive's policy decision from 4 July and offer amendments to the Executive
	<u>Committee Requested items</u> Section 106 Policy	To consider the Council's existing policy and offer amendments to the Executive (this is being considered under the Affordable Housing SPD item)

12 September 2013	<u>Executive Requested items</u> Affordable Housing SPD	To consider the Affordable Housing SPD following the consultation
	<u>Budget and Policy Framework</u> 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.
15 October 2013	<u>Executive Requested items</u> Planning Conditions	To consider on behalf of the Executive motions put to Council from the Labour Group
	<u>Committee Requested items</u> Renewable Energy Strategy	To consider the Council's existing policy and offer amendments to the Executive
	<u>Executive Requested items</u> Welfare Reform – Scoping	To consider what information is requested when the item will be considered at the December 2013 meeting.
17 December 2013	<u>Executive Requested items</u> Welfare Reform	To consider the motion by the Labour Group and any further information requested at the last meeting
	<u>Executive Requested items</u> Contaminated Land Strategy	To consider the Council's existing policy and offer amendments to the Executive

06/01/2014

17 December 2013 <i>Cont'd</i>	<u>Executive Requested items</u> Asset Transfer Policy	To consider the Council's existing policy and offer amendments to the Executive
14 January 2014	<u>Budget and Policy Framework</u> Draft Budget and Medium Term Financial Plan	To consider the Executive's proposals for revenue budgets and the capital programme for 2014/2015.
	<u>Committee Requested items</u> Renewable Energy Strategy	To consider the Council's existing policy and offer amendments to the Executive
15 April 2014	<u>Constitutional Requirement</u> Policy Review Annual Report 2013/14 and Work Programme 2014/15	To review the Policy Review Annual Report and approve the Draft Work Programme for 2014/15

Policy Review Committee Work Programme 2014/15

Date of Meeting	Topic	Action Required
*Provisional 15 July 2014	Time of Meetings	To agree a start time for meetings for 2014/15
	Work Programme	To agree the Committee's Work Programme for 2014/15
	<u>Budget and Policy Framework</u> The State of Area Address	To consider the Leader's State of the Area Address.
*Provisional 14 October 2014	<u>Budget and Policy Framework</u> 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.
*Provisional 13 January 2015	<u>Budget and Policy Framework</u> Draft Budget and Medium Term Financial Plan	To consider the Executive's proposals for revenue budgets and the capital programme for 2015/2016.
	Work Programme 2015/16	To consider the Committee's Work Programme for 2015/16

*Provisional 14 April 2015	Policy Review Annual Report	To consider the Committee's Annual Report
-------------------------------	-----------------------------	---

*Dates to be confirmed at Council on 25th February 2014