



Meeting: **POLICY REVIEW COMMITTEE**
Date: **TUESDAY 14 JUNE 2016**
Time: **5.00PM**
Venue: **COMMITTEE ROOM**
To: **Councillors J Deans (Chair), M Hobson (Vice Chair),
K Arthur, J Cattanach, D Hutchinson, R Packham
and Mrs J Shaw-Wright.**

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 meeting of the Policy Review Committee held on 12 April 2016 (pages 1 – 3 attached).

4. Chair's Address to the Policy Review Committee

5. Timing of Meetings 2016/17

To consider the start time for Policy Review Committee meetings for the municipal year 2016/17.

6. Welfare Reform - Six Month Update

To consider the Welfare Reform – Six Month Update report.
(pages 4 - 11 attached).

7. Work Programme 2016/17

To consider items for inclusion on the Work Programme 2016/17
(pages 12 - 27 attached).

Gillian Marshall
Solicitor to the Council

Enquiries relating to this agenda, please contact Janine Jenkinson on:
Tel: 01757 292268 or email: jjenkinson@selby.gov.uk

Recording at Council Meetings

Recording is allowed at Council, committee and sub-committee meetings which are open to the public, subject to:- (i) the recording being conducted with the full knowledge of the Chairman of the meeting; and (ii) compliance with the Council's protocol on audio/visual recording and photography at meetings, a copy of which is available on request. Anyone wishing to record must contact the Democratic Services Officer using the details above prior to the start of the meeting. Any recording must be conducted openly and not in secret.

Policy Review Committee

Venue:	Committee Room
Date:	Tuesday 12 April 2016
Time:	5.00 p.m.
Present:	Councillors J Deans (Chair), K Arthur, D Hutchinson, R Packham, and Mrs J Shaw-Wright.
Apology for Absence:	Councillors J Cattanach and M Hobson.
Officers Present:	Karen Iveson – Chief Finance Officer, Rachel Crossley – Graduate Policy Officer, Michelle Dinsdale – Policy Officer, June Rothwell – Head of Operational Services, and Janine Jenkinson - Democratic Services Officer.

29. DISCLOSURES OF INTEREST

There were no declarations of interest.

30. MINUTES

The Committee considered the minutes of the meeting held on Tuesday 19 January 2016.

RESOLVED:

To receive and approve the minutes of the Policy Review Committee held on 19 January 2016 for signature by the Chair.

31. CHAIR'S ADDRESS

The Chair thanked all members of the Policy Review Committee for their contributions and commitment during the past year. Furthermore, the Chair thanked officers who had attended the Committee to present reports and

policies. The Chair extended his personal thanks to the Deputy Chief Executive, the Solicitor to the Council and Democratic Services Officer.

Note – Councillor R Packham entered the Committee Room at this point in the meeting.

The Chair advised the Committee that due to an on-going review of the Overview and Scrutiny functions, consideration of the Policy Review Committee Work Programme had been deferred to the meeting in June 2016.

32. REVIEW OF THE CORPORATE CHARGING POLICY

The Graduate Policy Officer presented a report that outlined the review of the current Corporate Charging Policy that was being undertaken. The aim of the review was to bring the Policy up to date with legislation, the Council's Medium Term Financial Strategy and the Corporate Plan 2015-2020 objective to 'deliver great value and increase income'.

The Committee was informed that the draft Policy had been designed to support the Council's vision of being customer focused, business like, and to develop business resilience in the face of significant reductions in grants from central Government.

In response to a query regarding leisure centre charges, the Chief Finance Officer explained that the contract for Selby Leisure Centre was managed by Inspiring Healthy Lifestyles and they were responsible for setting the charges for the leisure service and retained the income generated. Due to this, it was explained that leisure centre charges were excluded from the Corporate Charging Policy.

In reply to questions regarding the revenue generated by the household repairs and the maintenance service and the number of employees, the Head of Operational Services reported that the service employed 30 people in total, with the majority of staff being trades people. With regard to the revenue generated, the Committee was informed that the service had been established mid-year and had undertaken approximately 100 additional jobs. In the forthcoming financial year the service would be marketed and would aim to increase revenue.

Some Councillors were keen to expand marketing and the scope of the Policy in order to exploit the opportunities available in the wider market.

Some Councillors raised concerns regarding the commercialisation of Council services and the absence of reference in the report to providing services for the benefit of residents of the District.

The Head of Operations explained that the Council was able to enter into agreements with other local authorities and public bodies for the supply of goods and services, however for the purposes of charging, this could not

exceed the cost of the provision of the service. In order to operate on a commercial basis, to generate a profit, the Council would be required to establish a trading company.

Councillors were informed that the proposed Corporate Charging Policy would allow flexibility and support the commercialisation of services to ensure the Council operated in a business-like manner.

The Committee noted that on page 19 of the report car parking in Tadcaster and Sherburn were listed as free services. The Policy Officer explained that a review of car parking charges throughout the District was currently being undertaken and a report would be considered by the Executive in June 2016.

There was some discussion regarding the decision making process with reference to those subsidised services listed within the Policy. The Chief Finance Officer explained that all decisions in relation to corporate charging would be made in accordance with the Council's Constitution (Budget and Policy Framework, Scheme of Delegation and Financial Procedure Rules) and would have to demonstrate consistency with the Council's strategic priorities, policies and statutory obligations.

The Committee thanked Officers for the report.

RESOLVED:

I. To support the Policy, its aims and objectives and to note that the definitions of the framework for charging were clear and simple to understand.

II. The Committee acknowledge that the initial approach of the Policy was to target other local authorities and public bodies; however, the Committee recommended that the scope of the Policy should be extended in order to exploit the opportunities available in the wider market, as soon as circumstances became appropriate.

33. POLICY REVIEW COMMITTEE ANNUAL REPORT

The Chair introduced the report and informed Councillors that over the past 12 months the Committee had met on five occasions and had considered a wide range of issues and topics in-line with the Council's priorities.

RESOLVED:

I. To endorse the Policy Review Committee Annual Report.

The meeting closed at 6.40 p.m.

Public Session

Report Reference Number PR/16/1

Agenda Item No: 6

To: Policy Review
Date: 14th June 2016
Author: Ralph Gill
Lead Officer: Ralph Gill – Benefits & Taxation
Executive Member: Councillor Mark Crane

Title: Welfare Reform - Six Month Update

Summary: The report provides a six month review detailing the effect of the Welfare Reform changes in Selby district and highlighting future developments.

Recommendations:

To note the report

Reason for recommendation

To ensure Policy Review Committee are able to effectively scrutinise the impact of welfare reform on Selby residents.

1. Introduction and background

- 1.1 Welfare Reform introduced significant changes to Housing Benefit from April 2013.
- 1.2 Size Criteria in the form of a Spare Room Deduction was introduced for Social Rented Sector tenants to mirror the measures already in place within the Private Rented Sector
- 1.3 An overall Benefit Cap was introduced to limit the amount of state benefits a non-working family can receive.
- 1.4 Council Tax Support for working age claimants became the responsibility of Billing Authorities from April 2013 and the Council's scheme required all working age Council Tax payers to pay a minimum of 8.5% of their Council Tax liability. From April 2015 this was increased to 10%.

1.5 We will be amending our Council Tax Support (CTS) scheme from April 17 to bring it into line with changes to the Prescribed CTS Scheme for pension age people from DCLG and housing Benefit from DWP with public consultation taking place in the summer.

2. The Report

2.1 Housing Benefit Size Criteria/Spare Room Deduction

2.1.1 This applies the Local Housing Allowance size criteria already used in the Private Rented Sector Private to working-age people living in social housing

2.1.2 The legislation states that one bedroom is permitted for:

- Every adult couple (married or unmarried)
- Any other adult aged 16 or over
- Any two children of the same sex aged under 16
- Any two children aged under 10
- Any other child (other than a foster child or child whose main home is elsewhere)
- A carer (or team of carers) who do not live with at the property but provide a member of the household with overnight care

2.1.3 Any tenant assessed as under-occupying receives a percentage reduction to their Housing Benefit entitlement based on the number of unoccupied bedrooms:

14% if someone is considered to have one extra bedroom.

25% if someone is considered to have two or more extra bedrooms.

2.1.4 The number of people affected by the Spare Room Deduction shows only minor changes to the position in June 15:

Tenure	% Reduction	Number affected May 16	Average Reduction	Highest Reduction	Lowest Reduction	Number affected Dec 15	Number affected June 15
Council	25%	50	£23.33	£26.92	£18.24	44	51
	14%	232	£12.35	£15.02	£8.92	222	225
HA	25%	12	£26.50	£37.88	£22.16	12	12
	14%	151	£13.69	£17.45	£0.65	144	146

2.1.5 At the start of June, 36 Council tenants affected by the deduction have received DHP payments of £4,405 with a further £10,587 committed.

2.1.6 Community Officers continue to support tenants in arrears to ensure they are receiving all the support and guidance that is currently available to them. Where necessary Community Officers visit tenants to help them with their welfare reform queries.

2.1.7 It is very difficult to state how many people have moved home as a direct result of Welfare Reform. It may be a contributing factor; however it is not necessarily the sole factor.

2.1.8 No tenants have been evicted solely as a result of the spare room deduction. Tenants evicted who were subject to the deduction already had significant arrears before the deduction was introduced.

2.2 Discretionary Housing Payments (DHP)

2.2.1 DHPs are available to people who find themselves in financial hardship due to the welfare reform changes. This funding has again been made available in 2016/17 and the Council uses it to provide additional support for residents where appropriate.

2.2.2 The Council continues to promote DHP to those in most need of support. In 2016/17 the Council has a total DHP budget of £94,564 an increase of £9,000 over last year.

2.2.3 From this budget (at the start of June) £9,750 has been paid to residents with a further £20,066 committed; leaving £63,857 (67.5% of the budget) for new and repeat applications.

2.2.4 The majority of the £9,000 increase in funding is in respect to the lowering of the Benefit Cap from the autumn

2.3 Benefit Cap

2.3.1 The 'Benefit Cap' introduced a maximum limit on the total amount of benefit that people can receive. The Cap currently limits benefit to:

- A maximum of £500 a week
 - If the household is made up of a couple (with or without children), or
 - If the recipient is a lone parent and has children living with them who are included in their Housing Benefit entitlement.
- A maximum of £350 a week - if the recipient is a single person and
 - has no children; or
 - has children but they don't live with the recipient and are not included in their Housing Benefit calculation.

2.3.2 Nine households in Selby District are currently affected by the Benefit Cap which can be broken down into the following tenures:

Tenure Type	Households	Reduction	Weekly
Council	3	Highest	£58.69
		Lowest	£19.16
		Average	£42.59
Housing	0	Highest	£0.00

Association		Lowest	£0.00
		Average	£0.00
Private	5	Highest	£64.22
		Lowest	£8.18
		Average	£20.15
Traveller	1		£84.50

2.3.3 No-one is currently claiming DHPs to mitigate the effects of the Benefit Cap.

2.3.4 The Benefit Cap thresholds are being lowered from “the autumn”, which I expect to be November at the earliest based on information from DWP.

2.3.5 In addition to the lowering of the thresholds, there will be a change which means households receiving Carer’s Allowance will no longer be capped.

2.3.6 From the above figures therefore the following 3 households will no longer be affected:

Tenure Type	Households	Reduction
Council	1	£84.50
Private	1	£8.18
Traveller	1	£84.50

2.3.7 DWP are currently writing to households affected by the change to the Benefit Cap which will become:

- A maximum of £385 a week
 - If the household is made up of a couple (with or without children), or
 - If the recipient is a lone parent and has children living with them who are included in their Housing Benefit entitlement.
- A maximum of £258 a week - if the recipient is a single person and
 - has no children; or
 - has children but they don’t live with the recipient and are not included in their Housing Benefit calculation.

2.3.8 From the scan data provided by DWP I expect the following numbers to be affected from November:

Tenure Type	Households	Reduction	Weekly
Council	16	Highest	£102.80
		Lowest	£0.02
		Average	£46.58
Housing	20	Highest	£101.80

Association		Lowest	£3.48
		Average	£50.98
Private	20	Highest	£126.42
		Lowest	£16.72
		Average	£61.56

2.3.9 Details of the affected Council tenants have been given to Housing and Debt Control to establish if any of those affected are currently in arrears.

2.3.10 Citizen's Advice Bureau have offered to work with us to support those affected.

2.3.11 Officers are also talking to South Yorkshire Credit Union (SYCU) about the further support that that they can offer to individuals with rent and Council Tax arrears.

2.3.6 SYCU will help people with debt issues to reschedule those debts into a more affordable monthly payment and where they are under a threat of eviction will help them clear rent arrears, whether they be with the council or a private landlord.

3. Council Tax Support

3.1 Council Tax is paid in respect of 37,229 domestic properties across the District. 3.2 Council Tax Support (CTS) of £3.92m is currently awarded as a discount on 4,593 accounts of which 2,297 of which are pensioners.

3.2 Pensioners are protected from the effects of welfare reform and as such are able to receive up to 100% discount depending on their income, under a prescribed scheme set by DCLG.

3.3 Working age people are able to receive up to 90% discount depending on their income, under a local scheme set by Selby District Council.

Council	%	Council	%
Harrogate	100.0	Richmondshire	85.0
Ryedale	91.5	Hambleton	80.0
Craven	90.0	Scarborough	80.0
Selby	90.0	York	80.0

3.4 Our overall Council Tax Collection Rate for 15/16 was 97.87%. Pensioner CTS was 97.27%. However among Working Age CTS was 79.00%.

3.5 Only 10.4% of the 16/17 Council Tax charged is retained by SDC so there is little direct value to SDC of restricting awards.

3.6 I am proposing to Executive that we change our scheme from April 17 to mirror the changes made to Housing Benefit by DWP and Pensioner CTS by DCLG.

- Removal of the Family Premium (already in HB & PA-CTS)
- Reduce Backdating from 26 weeks to 4 weeks (already in HB & PA-CTS)
- Remove Severe Disability Premium where UC Carer's Element is in payment (already in HB & PA-CTS)
- Removal of Employment & Support Allowance Work Related Activity Component (introduced in HB from April 17)
- Continue to mirror Housing Benefit applicable amounts thereby freeze to continue until 2020/21 (already in HB & PA-CTS)
- Withdrawal of CTS where a person leaves the UK for a period of 4 weeks or more (already in HB & PA-CTS)
- Limit the number of dependants to two for all cases where a child is born on or after April 1st 2017 (Introduced in HB & PA-CTS from April 17)

4. Universal Credit

- 4.1 Universal Credit (UC) was rolled-out on a trial basis in the Selby area from November 15.
- 4.2 As at 14 April 167 people in Selby District are in receipt of UC.
- 4.3 However the claimant demographic is limited to young, single, unemployed people with no other income.
- 4.4 Currently just 19 claimants receiving Council Tax Support are on UC.
- 4.5 Harrogate, Ryedale and Richmondshire are scheduled to go to full digital roll-out of UC this month, in theory opening the gateway to far more people and income types.
- 4.6 Presently there are no indications as to how many more people will actually go onto UC in those areas.

5. Future Changes

- 5.1 The Government has committed to reduce spending on working age benefits by £12bn a year.
- 5.2 **Applicable amounts** (the personal allowances and premiums that establish the level at which a household's basic financial need is set) is being frozen

within Housing Benefit from 2016 to 2021. This will also affect our Council Tax Support scheme as it is written to mirror DWP increases.

- 5.3 **Local Housing Allowance (LHA) rates** (Housing Benefit for those renting from private landlords) are being frozen at April 2015 levels to 2019. This is expected to be extended to 2021.
- 5.4 **Social Sector rents** (Council & Housing Association) will be tied to LHA rates from April 18 for all those who sign new tenancy agreements from April 16. We expect to apply the relevant LHA rate for the size of the property rather than the current 14% or 25% spare room deduction.
- 5.6 **Maximum of 2 children** – From April 17 Housing Benefit, Tax Credits and Universal Credit will all see a **maximum of 2 children** within a household being provided for. This relates to new claims or children born after that date. Multiple births (twins or triplets) count as one birth.
- 5.7 **No benefit entitlement for 4 years** – From April 17 no-one will be able to claim UK benefits unless they have resided continuously in the UK for a period of 4 years.

6. Legal/Financial Controls and other Policy matters

6.1 Legal Issues

- 6.1.1 The provision of financial support to individuals falls within the Council's legal responsibilities and will be subject to relevant terms and conditions.
- 6.1.2 The DWP and HMRC carry out Equalities Impact Assessments where state benefits, including Housing Benefit, are affected.
- 6.1.3 Where the Council amends its Council Tax Support scheme Equalities Impact Assessments and public consultation have to be undertaken.

6.2 Financial Issues

- 6.2.1 We continue to monitor the effect on welfare reform changes on the relevant income and expenditure budgets.
- 6.2.2 All support incentives are delivered in line with current budget provision. New burdens funding is not ring-fenced to Benefits and therefore goes into the General Fund unless bids are made for specific projects.
- 6.2.3 The reduced welfare spending on DWP and HMRC benefits will potentially see increased awards of Council Tax Support reducing Council Tax income and affecting the Council Tax Base.

7. Conclusions

- 7.1 The previous round of welfare reform changes are now well embedded and support measures are in place.
- 7.2 The new changes being introduced from April 16 to April 18 will see potentially see large numbers of households being affected by multiple changes.
- 7.3 The Council does not have the software to accurately model the impacts across households with any degree of certainty without paying for specialist analysis work from outside consultants.

8. Background Documents

There are no background documents associated with this report.

Contact Officer: *Ralph Gill*
Selby District Council
rgill@selby.gov.uk



Report Reference Number: PR/16/2

Agenda Item No: 7

To: Policy Review Committee
Date: 14 June 2016
Author: Janine Jenkinson, Democratic Services Officer
Lead Officer: Karen Iveson, Executive Director (S151)

Title: Policy Review Committee Work Programme 2016/17

Summary: The Policy Review Committee is asked to consider items for inclusion on Work Programme for the Policy Review Committee for the 2016/17 municipal year.

Recommendation:

That the Committee agree items for inclusion on the Work Programme for the Policy Review Committee, in-line with the selection criteria attached at Appendix B.

Reasons for recommendation

To ensure the Policy Review Committee establishes a Work Programme that effectively scrutinises and contributes to the development of the policies contained in the Budgetary and Policy Framework of the Council.

1. Introduction and background

- 1.1** The Policy Review Committee annually formulates a Work Programme, setting out its planned work for the year ahead.
- 1.2** A list of scheduled meetings is provided in Appendix A of the report. A table of suggested selection criteria is provided in Appendix B of the report.

2. The Report

- 2.1** Councillors are reminded that the role of the Policy Review Committee is to contribute to the development of the policies contained in the Budgetary and Policy Framework of the Council and to undertake policy reviews referred by the Executive. In addition, the Committee can consider and comment upon the implications on Selby District of

the policies of partner organisations and other agencies delivering public services in the District.

- 2.2** The Work Programme sets out the items to be considered at the scheduled meetings of the Committee. The provisional meetings scheduled will only be held, should the Committee decide there is an urgent issue which needs discussing.

3. Legal/Financial Controls and other Policy matters

3.1 Legal Issues

There are no legal issues arising from the report

3.2 Financial Issues

There will be resource implications if the Committee decide to have extra Committee meetings.

4. Conclusion

That the Policy Review Committee considers the draft Work Programme for 2016/17, and agree items to discuss over the forthcoming year.

5. Background Documents

Contact Officer: *Janine Jenkinson*
Democratic Services Officer
jjenkinson@selby.gov.uk **ex 2268**

Appendices:

Appendix A – List of scheduled meetings of the Policy Review Committee 2016/17

Appendix B – Suggested Selection Criteria

Appendix C – Forward Plan June – September 2016

Policy Review Committee Work Programme 2016/17

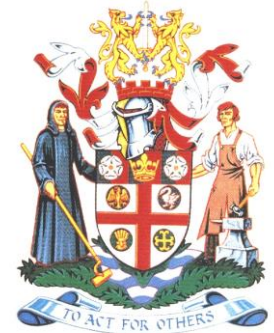
Date of Meeting	Topic	Action Required
14 June 2016	Financial Strategy	To consider the Executive's proposals for the Council's long term (10 year), resource and spending framework in which the budget strategy and three year financial plan will be developed.
21 July 2016	Charitable Collections Policy	To discuss the scope and obtain a steer on the Policy.
13 September 2016	Car Park Strategy	To provide an opportunity for the committee to discuss and comment on the draft strategy as part of the consultation process.
15 November 2016 (provisional meeting date)	Charitable Collections Policy	To provide an opportunity for the Committee to discuss and comment on the draft policy as part of the consultation process.
17 January 2017	Draft Budget and Medium Term Financial Plan	To consider the Executive's proposals for revenue budgets and the capital programme for 2016/2017.
18 April 2017		

The following dates are also in the Democratic Services calendar for provisional meetings if required:

- 25 October 2016
- 15 November 2016
- 14 March 2017

	Criteria	Is this the only body within the Council reviewing this item?	Does the topic/policy have a potential impact on the majority of the residents in the Selby District?	Is this an issue to which the Policy Review Committee can add value? e.g performance improvements, financial improvements	Can the topic be reviewed with existing resources?	Is the topic/policy chosen in-line with the Council's Corporate Plan and priorities?
Topics						

Selby District Council



Forward Plan


Incorporating the Private Executive Meeting Notice and the
Notice of Intent to make a Key Decision

June 2016 – September 2016

Published on 4 May 2016

Definition of Key Decisions

In accordance with The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012, this document serves as Selby District Council's notification of key decisions and private items. There is a legal requirement for local authorities to publish a notice setting out the key decisions and decisions which may be taken in private 28 clear days before such decisions are taken.

It contains details of decisions for the next four months and is supplemented by the publication of the agenda 5 clear working days before the meeting. It will be updated and published at the end of each month. The items on the attached Plan which are denoted by a  are regarded as being key decisions and private items are labelled as such.

A Key Decision is any decision which is financially significant for the service or function concerned because it relates to expenditure or savings of more than £150,000 or which will have a significant impact on people who live and work in an area covering two or more district wards.

If you would like further information on any of the items shown in this forward plan please contact the officer shown.

To make your views known on any of the items you may contact the councillor shown; alternatively you may contact the officer shown and he/she will ensure that a written note of your views is presented to the decision-maker before a decision is taken.

All meetings* at which key decisions will be considered are open to the public, unless the subject matter is such that Schedule 12A of the Local Government Act 1972 as amended by the Local Government (Access to Information) (Variation) Order 2006 allows the matter to be considered in private. For information about attending meetings or for a copy of the Forward Plan, please contact Palbinder Mann, Democratic Services Manager on 01757 292207 or pmann@selby.gov.uk. A copy is also available at the Council's website www.selby.gov.uk

In relation to **private meetings**, the reason an item is expected to be covered in private will be identified in accordance with the exempt information categories which are set out in Part 1 of Schedule 12A of the Local Government Act 1972 as amended):

Paragraph	Category/explanation
1	Information relating to any individual.
2	Information which is likely to reveal the identity of an individual.
3	Information relating to the financial or business affairs of any particular person. (Including the authority holding that information)
4	Information relating to any consultations or negotiations or contemplated consultations or negotiations, in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or office holders under, the authority.
5	Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.
6	Information which reveals that the authority proposes – a) to give under any enactment a notice under or by virtue of which requirements are imposed on a person; or b) to make an order or direction under any enactment.
7	Information relating to any action taken or to be taken in connection with the prevention, investigation of prosecution of crime.

The document sets out the items which are to be covered in private at the below meetings. Any representations as to why the item should not be covered in private should be sent to Palbinder Mann, Democratic Services Manager on 01757 292207 or pmann@selby.gov.uk.

The Council will publish a further notice 5 clear days before the relevant meeting which will give the Council's response to any such representations.

Important Note

This document sets out the Council's intentions as to future decisions as at the date of publication. However, if circumstances change, the Council reserves the right to publish an updated version of this document and/or rely on the provisions in the regulations as to urgent decisions.

Leader and Executive

Executive Members	Name	Contact Details
Leader of the Council and Lead Member for Strategic Matters, External Relations and Partnerships	Councillor Mark Crane	mcrane@selby.gov.uk
Deputy Leader of the Council and Lead Member for Place Shaping	Councillor John Mackman	jmackman@selby.gov.uk
Lead Member for Finance and Resources	Councillor Cliff Lunn	clunn@selby.gov.uk
Lead Member for Housing, Leisure, Health and Culture	Councillor David Peart	dpeart@selby.gov.uk
Lead Member for Communities and Economic Development	Councillor Chris Metcalfe	cmetcalfe@selby.gov.uk

SENIOR MANAGEMENT STRUCTURE

Job Title	Name	Contact Details
Chief Executive	Mary Weastell	Tel: 01757 292001 parblaster@selby.gov.uk
Chief Finance Officer	Karen Iveson	Tel: 01757 292311 kiveson@selby.gov.uk
Solicitor to the Council	Gillian Marshall	Tel: 01757 292095 gmarshall@selby.gov.uk

June 2016

Councillor C Lunn – Executive Lead for Finance and Resources clunn@selby.gov.uk		Karen Iveson – Chief Finance Officer Tel: 01757 292056 kiveson@selby.gov.uk	
Decision Process & Date of Decision	Decision Item / Report Heading	Item / Report Summary	Public or Private Session
Executive 2 June 2016 ☞	Treasury Management Outturn report	To report the results of the Treasury Management function for 2015/16	Public

Councillor D Peart – Executive Lead for Housing, Leisure, Health and Culture dpeart@selby.gov.uk			
Decision Process & Date of Decision	Decision Item / Report Heading	Item / Report Summary	Public or Private Session
Executive 2 June 2016 ☞	Byram Park Road Flats – outline business case	To approve the outline business case for the redevelopment of the site of the Byram Park Road Flats	Public

In all cases the documents submitted to the decision maker to inform their decision shall be a report (published within 5 clear days before the meeting) and all documents submitted to the decision maker will be available at www.selby.gov.uk

July 2016

Councillor M Crane – Leader of the Council and Lead Member for Strategic Matters, External Relations and Partnerships mcrane@selby.gov.uk		Mary Weastell – Chief Executive Tel 01757 202001 mweastell@selby.gov.uk	
Decision Process & Date of Decision	Decision Item / Report Heading	Item / Report Summary	Public or Private Session
Executive 7 July 2016 ☞	Co-location of North Yorkshire Police staff into Selby District Civic Centre	To approve the outline business case for the Co-location for it to progress through the planning process.	Private - This item is expected to be considered in private as it will contain estimated costs for the construction of an extension to the Civic Centre in respect of which a procurement prices will be undertaken. The public interest lies in taking the item in private so as not to prejudice the procurement process and ensure that it delivers best value for the procurer.

In all cases the documents submitted to the decision maker to inform their decision shall be a report (published within 5 clear days before the meeting) and all documents submitted to the decision maker will be available at www.selby.gov.uk

Councillor C Lunn – Executive Lead for Finance and Resources clunn@selby.gov.uk		Karen Iveson – Chief Finance Officer Tel: 01757 292056 kiveson@selby.gov.uk	
Decision Process & Date of Decision	Decision Item / Report Heading	Item / Report Summary	Public or Private Session
Executive 7 July 2016 ☞	2015/16 Final Accounts Outturn Report	To report actual net expenditure against budget for 2015/16 and recommend treatment of year-end surplus (or deficit) and carry forward of budgets to 2016/17 if required.	Public
Executive 7 July 2016 ☞	Changes to the Council Tax Support Scheme from April 2017	To approve the potential changes to go forward to public consultation	Public

Councillor D Peart – Executive Lead for Housing, Leisure, Health and Culture dpeart@selby.gov.uk			
Decision Process & Date of Decision	Decision Item / Report Heading	Item / Report Summary	Public or Private Session
Executive 7 July 2016 ☞	Housing Development Programme – redevelopment at Edgerton Lodge, Tadcaster	To approve the outline business case for the redevelopment of the former hostel and grounds at Edgerton Lodge in Tadcaster.	Public

In all cases the documents submitted to the decision maker to inform their decision shall be a report (published within 5 clear days before the meeting) and all documents submitted to the decision maker will be available at www.selby.gov.uk

Councillor C Metcalfe –Executive Lead for Communities and Economic Development cmetcalfe@selby.gov.uk			
Decision Process & Date of Decision	Decision Item / Report Heading	Item / Report Summary	Public or Private Session
Executive 7 July 2016 ☞	Car Park Strategy	To approve the draft Car Park Strategy for public consultation	Public

In all cases the documents submitted to the decision maker to inform their decision shall be a report (published within 5 clear days before the meeting) and all documents submitted to the decision maker will be available at www.selby.gov.uk

August 2016

There are no key decisions planned for this month.

In all cases the documents submitted to the decision maker to inform their decision shall be a report (published within 5 clear days before the meeting) and all documents submitted to the decision maker will be available at www.selby.gov.uk

September 2016

Councillor C Lunn – Executive Lead for Finance and Resources clunn@selby.gov.uk		Karen Iveson – Chief Finance Officer Tel: 01757 292056 kiveson@selby.gov.uk	
Decision Process & Date of Decision	Decision Item / Report Heading	Item / Report Summary	Public or Private Session
Executive 1 September 2016 ☞	Financial Strategy	To consider the long term (10 years) resource and spending framework within which the budget strategy and 3 year medium term financial plan will be developed	Public
Executive 1 September 2016 ☞	1st Interim Budget Exceptions Report	To monitor progress against budget	Public
Executive 1 September 2016 ☞	1st Interim Treasury Management Progress	To monitor progress against the Treasury Management Strategy	Public

In all cases the documents submitted to the decision maker to inform their decision shall be a report (published within 5 clear days before the meeting) and all documents submitted to the decision maker will be available at www.selby.gov.uk

Councillor D Peart – Executive Lead for Housing, Leisure, Health and Culture dpeart@selby.gov.uk			
Decision Process & Date of Decision	Decision Item / Report Heading	Item / Report Summary	Public or Private Session
Executive 1 September 2016 ☞	Green Waste Composting Tender	To approve the contract for the composting of green waste	Public
Executive 1 September 2016 ☞	Provision of a loan and grant to Selby and District Housing Trust	Approval of loan and grant (and land transfer) to Selby & District Housing Trust for the redevelopment of the garage site at Landing Lane, Riccall for affordable housing	Public / Private

In all cases the documents submitted to the decision maker to inform their decision shall be a report (published within 5 clear days before the meeting) and all documents submitted to the decision maker will be available at www.selby.gov.uk