



Meeting: **SCRUTINY COMMITTEE**
Date: **WEDNESDAY 25 JUNE 2014**
Time: **5.00PM**
Venue: **COMMITTEE ROOM**
To: **Councillors J Crawford (Chair), W Nichols (Vice Chair), L Casling, I Chilvers, M Dyson, M Hobson, D Mackay, Mrs M McCartney and D Peart.**

Agenda

1. Apologies for absence

2. Minutes

To confirm as a correct record the minutes of the meeting of the Scrutiny Committee held on 23 April 2014 (pages 1 to 5 attached).

3. 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.

4. Start Time of Meetings

5. Chair's Address to the Scrutiny Committee

6. Call In – Decision E/14/11 – Executive Representatives on Outside Bodies – Non Key Decision

To consider the report from the Democratic Services Officer (pages 6 to 14 attached).

7. Programme for Growth

To consider the report from the Programme Manager (pages 15 to 21 attached).

8. A New Leisure Centre at Selby

To consider the report from the Deputy Chief Executive (pages 22 to 27 attached).

9. Bus Timetables – Verbal Report

10. Access Selby Service Provision – Community Support

To consider the report from the Lead Officer, Community Support (pages 28 to 33 attached).

11. Work Programme 2014/15

To consider the Work Programme for 2014/15 (pages 34 to 35 attached).

12. Forward Plan

To consider the latest Forward Plan (pages 36 to 49 attached).

**Mary Weastell
Chief Executive**

Dates of next meetings
22 July 2014 (Provisional)
23 September 2014
21 October 2014 (Provisional)

Enquiries relating to this agenda, please contact Palbinder Mann on:
Tel: 01757 292207, Email: pmann@selby.gov.uk.

Scrutiny Committee

Venue:	Committee Room
Date:	Wednesday 23 April 2014
Present:	Councillors J Crawford (Chair), I Chilvers, M Dyson, M Hobson and D Mackay.
Also Present:	Councillors M Crane, Mrs G Ivey and Julia Mulligan, Police and Crime Commissioner, North Yorkshire
Apologies for Absence:	Mrs L Casling and D Peart
Officers Present:	Mary Weastell – Chief Executive, Karen Iveson – Executive Director (s151), Drew Fussey – Development Manager, Dave Maycock – Lead Officer, Assets, Keith Cadman – Lead Officer, Contracts and Palbinder Mann, Democratic Services Officer.
Press:	None

45. MINUTES

RESOLVED:

To APPROVE the minutes of the Scrutiny Committee meeting held on 26 March 2014 and they be signed by the Chair.

46. DISCLOSURES OF INTEREST

There were no declarations of interest.

47. CHAIR'S ADDRESS TO THE SCRUTINY COMMITTEE

There was no address by the Chair.

48. CALL IN

No items were called in.

49. JULIA MULLIGAN, POLICE AND CRIME COMMISSIONER, NORTH YORKSHIRE

The Chair agreed to amend the running order of the agenda to take this item first.

Julia Mulligan, Police and Crime Commissioner (PCC), North Yorkshire was present to provide an overview of her role and answer questions from the Committee.

The PCC explained that the Government had changed the way that services were being funded with the Commissioner given funding to be provided at a local level. Two aspects of the changes included a new process of funding for victims and for victim referral services. The Committee were informed that the calculation of the funding was done so by per head of population rather than per crime.

The PCC explained that a victim needs assessment was currently being carried out and there would be an emphasis on the victims with the highest needs.

The Committee were also informed of the proposed changes to Community Safety Partnerships (CSP) with it being proposed to have one CSP for North Yorkshire and one for York. The PCC explained that it would be up to each Partnership to determine on how it spent its money. The PCC explained that in some areas, outcomes had been poorly evidenced and it was important to demonstrate value for money.

The PCC also informed the Committee that the Police and Crime Plan was currently being revised and this was the plan which set out the priorities of the Commissioner. This would be based on the evidence of demand and need. The Committee were invited to submit their comments on the plan which would be released in the next couple of weeks. It was also explained that North Yorkshire was one of the few Police Forces to increase Police numbers.

A query was raised regarding funding being withdrawn from projects such as youth clubs and whether funding could be found from the Police. The Police and Crime Commissioner explained that it was difficult to always fill gaps left by other withdrawals of funding. It was explained that the Government had stopped community safety funding and money for this now came directly from the core Policing budget. The Committee were informed that numerous requests for funding were received however it was difficult to meet every single one and therefore it was important any projects that were funded were able to be self-sustainable in the future.

A query was raised with regard to how the funding formula was arrived at. The Police and Crime Commissioner explained that the funding formula was based on the demand for the specific area.

Members raised concern at the withdrawal of the Night Marshalls service. The Police and Crime Commissioner explained that what services wanted to be funded would be decided locally however there was doubt on whether the Night Marshalls service was delivering value for money.

Concern was raised at the amount of paperwork needing to be completed by Police Officers. The Police and Crime Commissioner explained that further work was required with regard to using technology in this area as other forces were equipped with mobile technology to allow paperwork to be filled in remotely instead of coming back to the station each time.

The Committee were informed of the issues with regard to mental health and it was stated that there was now a mental health concordat between the Police and the National Health Service.

The Chair thanked the Police and Crime Commissioner for her attendance.

RESOLVED:

- i) **To note the verbal report.**

50. ACCESS SELBY 3RD INTERIM KEY PERFORMANCE INDICATOR PROGRESS REPORT APRIL 2013 TO DECEMBER 2013

Councillor Mark Crane, Leader of the Council presented the Access Selby third Interim Key Performance Indicator Progress Report.

Concern was raised that some of the satisfaction figures in the report did not match the feedback being given by residents. Councillor Crane explained that at the end of a service or repair, residents were asked to provide their views on the service received. It was explained that other methods of receiving a broader range of feedback were being looked into.

A query was raised regarding performance indication SLA_025 around which units were failing to meet the target. The Executive Director (s151) explained that the Council was struggling to let some of the larger units however through the Asset Management Strategy, it was aimed to receive a certain amount of return from these units. With regard to which units were underperforming, it was agreed this would be looked into.

A query was raised regarding the performance indicator monitoring the percentage of Council Tax debt recovered. Councillor Crane explained that the amount of Council Tax debt recovered had not been helped by the welfare changes and that there had been an increase in overall debt. It was explained that the figures were approximate and that debt could also be recovered in the new financial year.

RESOLVED:

- i) **To receive and note the report.**

50. ACCESS SELBY SERVICE PROVISION – ASSETS

Dave Maycock, Lead Officer, Assets presented the report which gave an overview of the Assets service and current levels of service and performance

Concern was raised at complaints received at repairs to garage doors on properties on the Woodlands Estate. It was agreed the Member would pass on the list of properties to the Lead Officer, Assets to look into.

A Member raised concerns at the state of car parks, in particular the one located behind the Town Hall. The Lead Officer, Assets stated that reports of any disrepair were received from Car Park Wardens. Further concern was raised regarding the operation of the coin machine at that specific car park.

In response to a query regarding a review of all assets, the Lead Officer, Assets explained that as part of the Asset Management Strategy, all industrial units would be looked into to see if they were achieving best value.

A query was raised around the key challenges for the Asset Management Strategy. The Lead Officer, Assets explained that challenges included maintaining the condition of the current stock of housing due to the inflation on the building work being forecasted to rise.

RESOLVED:

- i) To receive and note the report.**

52. WASTE AND RECYCLING TASK AND FINISH GROUP FINAL REPORT

The Committee considered the findings of Task and Finish Group's review into Waste and Recycling.

Concerns were raised at the difficulties elderly residents may have in moving the bags when the waste would be collected although it was acknowledged, this was a problem also with the current recycling boxes. It was also noted that any change of policy would involve an Equalities Impact Assessment (EIA) where issues such as this would be picked up.

RESOLVED:

- i) To endorse the recommendations proposed by the Task and Finish Group and submit the report to the Executive for consideration.**

53. SCRUTINY ANNUAL REPORT 2013/14

The Committee considered the Annual Report which provided an update on the work of the Scrutiny Committee during 2013/14.

RESOLVED:

- i) **To receive and note the report.**

54. WORK PROGRAMME 2014/15

The Chair stated that it was aimed to have an item on bus timetables for the meeting in June following on from the previous discussion on cuts to public transport.

RESOLVED:

- i) **To receive and note the work programme with the above amendment.**

The meeting closed at 6.30pm

Report Reference Number: SC/14/1

Agenda Item No: 6

To: Scrutiny Committee
Date: Wednesday 25 June 2014
Author: Palbinder Mann, Democratic Services Officer
Lead Officer: Jonathan Lund, Deputy Chief Executive

Title: Call In – Decision E/14/11 – Executive Representatives on Outside Bodies – Non Key Decision

Summary:

This report asks the Committee to consider the Call In of the decision made in respect of report E/14/11 – Executive Representatives on Outside Bodies which was made by the Executive at their meeting on 5 June 2014.

Recommendations:

The Scrutiny Committee are asked to consider the Call In and recommend one of the following options:

- **Refer the decision back to the Executive.**
- **Agree with the decision made by the Executive and take no further action.**
- **Refer the decision to Council.**

Reasons for recommendation

To ensure the Scrutiny Committee undertakes its role in holding the Executive to account in accordance with the Constitution.

1. Introduction and background

A Call In request has been received from Councillors J Crawford, S Duckett, J McCartney, M McCartney and S Shaw-Wright. The request asks the Scrutiny Committee to consider the decision made by the Executive at their meeting on 5 June 2014 in respect of report E/14/11 – Executive Representatives on Outside Bodies. The report which was

considered by the Executive and the relevant minute extract from the meeting are attached.

2. The Report

2.1 The Constitution states that Call In should only be used where Councillors have evidence which suggests that the decision-maker(s) did not take the decision in accordance with the principles set out in Article 13 of the Constitution. This is attached at Appendix A.

2.2 Report E/14/11 was called in on the following grounds:

- All the relevant matters have not been fully taken into account in reaching a decision.

2.3 The report E/14/11 is attached at Appendix B and the relevant minute extract from the Executive meeting on 5 June 2014 is attached at Appendix C.

2.4 The Scrutiny Committee can decide on the following options when considering the Call In:

- The decision can be referred back to the Executive for reconsideration. Any reasons for this must be set out in writing, with other information which might be useful to the Executive when it reconsiders the matter also being provided.
- The Committee can agree with the decision by the Executive and therefore no further action will be required.
- The decision can be referred to Council for consideration.

3. Legal/Financial Controls and other Policy matters

3.1 Legal Issues

Any legal issues are covered in the original report E/14/11 which was considered by the Executive.

3.2 Financial Issues

Any financial issues are covered in the original report E/14/11 which was considered by the Executive.

4. Conclusion

The Committee is asked to debate the Call In and decide what course of action is appropriate.

5. Background Documents

N/A

6. Appendices

Appendix A - Article 13 of the Constitution – Decision Making

Appendix B – Executive Report E/14/11 – Executive Representatives on Outside Bodies

Appendix C – Minute Extract from the Executive Meeting on 5 June 2014.

Contact Officer:

Palbinder Mann
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Article 13 – Decision-Making

13.1 Principles of decision-making

All decisions of the Council will be made in accordance with the following principles:

In the general public interest, and specifically to guard against the possibility of successful legal challenge to decisions made by the Council or by the Executive, it is necessary to demonstrate:

- (a) that the decision is within the powers of the Council;
- (b) that all relevant matters have been fully taken into account in reaching a decision;
- (c) That all relevant Rules and particularly the Council Procedure Rules, Financial Procedure Rules, Contract Procedure Rules and Access to Information Procedure Rules have been complied with;
- (d) that the decision has taken into account the provisions of the Human Rights Act;
- (e) that the decision is taken after due consultation with, and the appropriate professional advice from, all relevant officers;
- (f) that any councillor concerned has considered whether he/she has any declarable interest in the particular item and if necessary made a declaration of interest;
- (g) that the current scheme of delegation has been complied with;
- (h) that the decision has been taken in an open and transparent manner;
- (i) that the decision is clear in terms of its aims and desired outcomes;
- (j) that the decision has been taken in accordance with the Council's aims and strategies; and
- (k) that the decision is properly recorded and published within the appropriate timescale, together with declarations of interest and background papers.

Selby District Council

REPORT

Reference: E/14/11

Public – Item 11



To: The Executive
Date: 5 June 2014
Status: Non Key Decision
Report Published: 28 May 2014
Author: Glenn Shelley – Democratic Service Manager
Executive Member: Councillor M Crane
Lead Officer: Keith Dawson – Director

Title: Executive Representatives on Outside Bodies

Summary:

This report informs the Executive of the current representatives on Outside Bodies which it appoints. It asks the Executive to consider these appointments for 2014/15.

Recommendation:

That the Executive make its appointments to outside bodies for the 2014/15 municipal year.

Reasons for recommendation

To ensure the Council is represented on Outside Bodies as necessary in 2014/15.

1. Introduction and background

Under the current Executive arrangements, the responsibility for appointing representatives on Outside Bodies is split between the Executive and the Council. This report asks the Executive to consider those appointments within its remit.

2. The Report

- 2.1 The list of 2013/14 Executive appointed representatives is attached at Appendix A.
- 2.2 Ahead of the move to 31 Councillors in May 2015, a more detailed review of representation on outside bodies will take place in 2014.

3 Legal/Financial Controls and other Policy matters

3.1 Legal Issues

None within the context of the report.

3.2 Financial Issues

Travel expenses may be incurred for Councillors attending meetings.

4. Conclusion

To ensure the Council is informed it is essential that representatives attend outside body meetings to feed back information to Councillors.

Contact Details

gshelley@selby.gov.uk

**Appendix A – Executive Representatives on Outside Bodies
2013/14**

OUTSIDE BODY	CURRENT COUNCILLORS REPRESENTATIVE	TERM EXPIRES/NO. OF PLACES	REPORT REFERENCE NO.
Local Government North Yorkshire and York	Cllr M Crane Deputy – Cllr G Ivey	2015 (1)	E/14/11
Local Government Association	Cllr C Metcalfe Deputy – Cllr C Lunn	2015(2)	E/14/11
Local Authorities -Yorkshire and the Humber	Cllr M Crane	2015 (1)	E/14/11
Yorkshire and Humber Employers' Committee	Cllr M Crane	2015 (1)	E/14/11
Selby District Local Strategic Partnership	Cllr G Ivey	2015 (1)	E/14/11
York & North Yorkshire Strategic Housing Board	Cllr G Ivey sub: Cllr J Mackman	2015 (1)	E/14/11
Leeds City Region	Cllr M Crane	2015 (1)	E/14/11
Leeds City Region Planning Portfolios Group	Cllr J Mackman	2015 (1)	E/14/11
The First Ainsty Internal Drainage Board	Cllr D Mackay Cllr K Ellis	2015 (2)	E/14/11
Danvm Drainage Board	Cllr Mrs G Ivey Cllr Mrs S Ryder Cllr M Jordan Cllr Mrs A Spetch Cllr Mrs C Mackman	2015 (5)	E/14/11
Ouse and Derwent Internal Drainage Board First Electoral Division – Ouse Third Electoral Division – Cliffe	Cllr W Inness Cllr J Cattanach Cllr K Ellis Cllr B Marshall Cllr Mrs K McSherry Cllr J Deans	2015 (6)	E/14/11
Selby Area Internal Drainage Board	Cllr J Mackman Cllr M Dyson Cllr C Pearson Cllr J Cattanach Cllr I Chilvers Cllr Mrs A Spetch Mrs J Dyson Cllr M Crane Cllr Mrs C Mackman Cllr D Peart Cllr M Jordan Cllr J Deans Cllr D Mackay Cllr G Ivey Cllr S Ryder Cllr R Sayner Cllr C Metcalfe Cllr Mrs E Metcalfe Cllr M Hobson Cllr C Lunn Neville Parkinson Glenn Shelley Caroline Sampson Paver Eileen Scothern Simon Parkinson Dean Richardson Gillian Marshall	2015 (11)	E/14/11
North Yorkshire Building Control Partnership	Cllr C lunn Sub: Cllr M Crane	2015 (1 place and 1 sub)	E/14/11
Groundwork (North Yorkshire)	Cllr D Peart Cllr J Thurlow	2015 (2)	E/14/11
Community Safety Partnership	Cllr M Hobson	2015(1)	E/14/11
North Yorkshire Joint Procurement Committee	Cllr M Crane	2015	E/14/11
North Yorkshire Spatial Planning Board	Cllr J Mackman	2015 (1)	E/14/11
Selby and Distirct Housing Trust	Cllr J Mackman Cllr M Dyson Cllr R Packham	2015 (3)	E/14/11

Selby District Council



Minute Extract

Executive

Venue:	Committee Room, Civic Centre, Selby
Date:	5 June 2014
Present:	Councillor M Crane (Chair), Mrs G Ivey (minute 6 onwards), C Lunn, J Mackman and C Metcalfe (minute 6 onwards).
Officers present:	Chief Executive, Deputy Chief Executive, Director, Solicitor to the Council, Business Manager (ES), Policy Officers (AM, MD and ZZ), Graduate Finance Officer and Democratic Services Officer.
Also Present:	
Public:	0
Press:	0

NOTE: Only minute numbers 5, 6, 7, 8, 9 and 10 are subject to call-in arrangements. The deadline for call-in is 5pm on the 17th of June 2014. Decisions not called in may be implemented on the 18th of June 2014.

1. Apologies for Absence

None were received.

2. Minutes

The minutes of the meeting on 3 April 2014 were submitted and agreed as a correct record and signed by the Chair.

Executive
5 June 2014

3. Disclosure of Interest

Councillor J Mackman declared that he had registered as an “other interest” his role on the Selby and District Housing Trust. He stayed in the room during the consideration of, but did not vote on item 5 on the agenda (Housing Development Strategy Phase 1 Progress Report). He chose to leave the room during consideration and voting on item 6 on the agenda (Housing Development at Landing Lane Riccall – Outline Business Case.)

11. Executive Representation on Outside Bodies

Councillor M Crane presented the report which asked the Executive to consider its appointment of representatives on Outside Bodies for 2014/15. The Executive agreed to the addition of the Leeds City Region Planning Portfolios Group to the list.

Resolved:

To approve the schedule of appointments on outside bodies as amended, attached at appendix A;

Reason for the decision:

To ensure the Council is represented on Outside Bodies as necessary in 2014/15.

The meeting closed at 4.57pm

Executive
5 June 2014

Report Reference Number SC/14/2

Agenda Item No: 7

To: Scrutiny Committee
Date: 25 June 2014
Author: Kay Goodwin, Programme Manager
Lead Officer: Jonathan Lund, Deputy Chief Executive

Title: Programme for Growth

Summary: The following provides updates on all Programme for Growth projects

Recommendations:

To Note

Reasons for recommendation

To comply with the Scrutiny Committee's request for an update briefing on Programme for Growth

1. Introduction and background

1.1 Programme for Growth has been made possible by the strong financial management and the changes that have been made to the Council's operations over the past few years. It has helped deliver against the 5 Big Things: Stronger Council, Changing Places, Living Well, Tackling the Tough Stuff and Switched On. It has allowed the Council to focus its efforts on Jobs, Housing and infrastructure and Retail.

2. The Report

2.1 Selby Leisure Centre

- Rebuild cost reduced from £9m pre-tender estimate to £7m (Construction contract based upon a guaranteed maximum price to control risk)
- £2m grant secured from Sport England (£1m already received)
- Expectation that new Selby Leisure Centre/Leisure Contract will operate at a small surplus compared to a previous subsidy of c£300,000 per year.
- Construction on time and within budget so far.
- Due to open in February 2015

2.2 Affordable Access to Leisure

- £250k invested in sport and recreation across the district whilst Leisure Centre is out of action
- Pitch up and Play (previously Midnight Soccer) in Tadcaster, Sherburn and Selby attracted over 1000 attendances at £1 per session. Participants 12 to 24 years old. In partnership with York City FC Coaches, Selby Youth Service, Police and Fire Services.
- Move it and Loose it health and weight management programme in Eggborough, Riccall, Sherburn, Selby and Tadcaster and linked to Tadcaster Leisure Centre and Profiles Gym, Selby. In partnership with Slimming World. 226 adult participants with a BMI>25. Each paying £2 per session over a 12-week course. 156 exercise sessions with a total of 1808 attendances. 42% of participants lost more than 5% of their starting weight and 68% of completers lost 5% of their starting weight or more (5% is a weight loss known to have significant clinical benefits).
- Healthy Active Children – a 5-week healthy lifestyle programme delivered in 25 primary schools so far (all 43 in the District will be offered the programme over the two year period). 625 year 1 children involved in the first year of the programme.
- Active Living Programme – Club, coaching and volunteer development. £45k external grants secured for community sport; Running Network (41 new participants) Handball Satellite Club (48 new participants); Triathlon Network (28); Cycling Sky Ride and Badminton. 40 sports clubs across the district have attained the “clubmark” nation accreditation standard across 12 sports. Selby Coach Database developed with 302 coaches now registered compared to a target of 100; 24 Development Courses organised with 270 new participants.
- Discussions have opened with NYCC Public Health to try to secure external funding to maintain these initiatives in the future because of their strong health benefits.

2.3 GATEWAYS

The Gateways project aims to improve the key entrances to the district and its towns with Selby as. Phase 1.

- Planning applications were considered on 11 June 2014 for sculptures celebrating the heritage of the town on two roundabouts on the A63 approaches to Selby – at Brayton and at the Wishing Well.
- Work will commence in the summer with the makeovers being complete in the autumn.
- Following a positive public consultation and a great deal of community interest, we hope to extend the heritage makeovers to other parts of the district in the next programme for growth.
- A managing agent has been engaged to sell sponsorship on all of the district's roundabouts; this will pay for an enhanced maintenance regime, making all roundabouts look more appealing. It will also provide an opportunity for local businesses to raise their profile.
- The Gateways project team is keen to work with the Central CEF and others to ensure that the site adjacent to the Toll Bridge is improved.

2.4 EMPTY HOMES

- The council adopted a new empty homes strategy in September 2013 with a target of returning 12 homes into occupation this year.
- A suite of advice, support and signposting is now available, along with a loans pot to help pay for any works needed to make homes habitable. The community officers are a key part of the delivery arrangements and will take a proactive role in tackling empty properties in their area.
- The council is also developing proposals for charging 150% council tax on properties which have been empty for more than two years. The council will also be undertaking enforcement where this is appropriate.

2.5 RETAIL

- Selby District Council has committed £150,000 to the town of Selby, and £100,000 each to Sherburn in Elmet and Tadcaster.
- The council set up a Selby Town Enterprise Partnership (STEP) in 2013. The STEP brings together the public and private sectors to support economic growth in the town of Selby. The aim of the

STEP is to secure the town's role as the principal service centre for our district and to make it the destination of choice for shopping and leisure.

- The Selby Town Enterprise Partnership (or STEP) has a draft strategy in place, its own branding and a dedicated co-ordinator to make sure the partnership delivers and that things happen on the ground.
- The STEP has undertaken work to better understand and respond to retail spend patterns in the district.
- The STEP is getting behind the Selby Food Festival on 12 July and is using this event to promote the town to a wider audience and increase footfall in and around the town centre and the Cycling Sportive on 31 August (when over 700 cyclists and their families will be in the town)
- In Sherburn the council has been working with local councillors to help them develop a business case for a village centre public realm project to release the £100,000 funding that has been allocated.
- In Tadcaster we are working with Tadcaster Town council on proposals to develop the riverside and provide a distinctive new play area, fitness equipment and a picnic area by the beach with an £80k contribution from the Town Council.
- Developing a Growing Enterprise programme of support to new and existing businesses. Building on the good work which the council has been doing as part of the Open for Business initiative. This will include high-quality shared pop-up shops in empty premises and market stall taster days. The programme will be supported by business coaching and mentoring and will link closely to Selby College and opportunities for young people.

2.6 Open for Business

The Open for Business project seeks to ensure the Council's policies support economic growth and to deliver practical support to encourage new investment and business development. We have ...

- In partnership with both the North Yorkshire and Leeds City Region LEPs identified the green energy sector and commercial/industrial property as the District's two key selling points
- Proactively engaged with developers, agents and interested parties to listen and act on their comments about how the Council can support them. Actions have included The Planning Surgery service.
- Started a programme of popular support workshops for small businesses in the district. Over 80 business representatives

attended a recent Enterprise Day organised as part of this programme.

- Realigned the core work of Marketing and Communications to better support the business objectives of the overall project including creating a new communications networking group involving key private and public organisations in the district.
- Launched new business awards as an extension of the business support workshop programme. We hope that the business awards and the support workshops become self-funding, with the Council's longer-term involvement beyond the end of the project being that of facilitator rather than funder.

2.7 Housing Trust

- Feasibility report produced and approved February 2013;
- Establishment of a company limited by guarantee with effect from May 2013 (Selby and District Housing Trust), including articles of association approved, company registered and board members recruited;
- Housing development strategy formulated, resourced and approved and 1st phase of sites approved, September 2013;
- 2 pilot projects in Tadcaster approved and offers made/accepted to/by SDHT March 2014;
- SDHT achieved charitable status May 2014.

2.8 Selby Leisure Village

- Currently running an EU compliant competitive dialogue procedure with a view to developing the rest of the site of the former Abbey Leisure Centre;
- A preferred supplier is due to submit a detailed solution early June 2014 – overall the proposed solution includes extreme skate, adventure play, high ropes, clip and climb, ten pin bowling and an associated food and beverage offer;
- Subject to details and business case, a decision on whether or not to proceed to final tender will be made in July 2014.

Aim to be on site March 2015 (subject to approval of final scheme).

2.9 Strategic Sites

This project aims to facilitate development of employment land on the District's Strategic Sites, including Olympia Park at Selby and The Proving Ground at Sherburn.

- Planning Committee granted planning permission for The Proving Ground in November 2013.
- Planning Committee resolved to grant planning permission for Olympia Park (subject to S106 agreement) in January 2014.
- Both sites are now of regional significance. Olympia Park features in the strategic economic plans of Leeds City Region Local Enterprise Partnership and East Riding, York and North Yorkshire Local Enterprise Partnership; the Proving Ground is included in the strategic economic plan of East Riding, York and North Yorkshire Local Enterprise Partnership.
- Applications for £17.165m and £2.953m of development finance have been prepared and submitted.
- Olympia Park has been allocated £4.8 million development finance from Leeds City Region Growing Places Fund (subject to the usual due diligence) which will finance construction of a link road to open up the employment part of the site.
- Work has started on Olympia Park site to demolish obsolete buildings and tidy up a key entrance to the town.

Ready for Work

National Graduate Development Programme

- The National Graduate Development Programme (NGDP) commenced in October 2013. Two graduates have been appointed on 2-year contracts.
- Both graduates are working across various disciplines within the Council and are building up strong networks, they are providing new ideas and challenging the status quo; recruiting helped raise the Council's profile and one of the unsuccessful candidates applied and was appointed to a Policy Officer position

Internships

- 2 internships hosted in May 2013. One joined the HR Section and assisted with Investors in People. The other worked on a project of Maximising Income and Commercial Development.
- Due to the success of the inaugural internships it has been agreed that 2 further 10 week placements are to be offered for 2014.

The Apprenticeship Hub

- Appointed a shared Apprenticeship Co-ordinator via the Leeds City Region.
- Four businesses within Selby District engaged with the apprenticeship hub

- Awareness being raised of benefits of apprenticeships with college students and local businesses by the Apprentice Co-ordinator

3. Legal/Financial Controls and other Policy matters

3.1 Legal Issues

There are no legal issues arising directly from the content of this report. Where legal issues arise within each project they are reported and managed as part of the project.

3.2 Financial Issues

There are no financial issues arising directly from the content of this report. Where financial issues arise within each project they are reported and managed as part of the project.

4. Background Documents

Contact Officer: Kay Goodwin

Appendices:



Report Reference Number SC/14/3

Agenda Item No: 8

To: Scrutiny Committee
Date: 25 June 2014
Author: Jonathan Lund, Deputy Chief Executive

Title: A New Leisure Centre at Selby

Summary: This report provides background and sets out the latest position on efforts to provide a new leisure centre to replace the fire damaged Abbey Leisure Centre at Scott Road, Selby.

Recommendations: To receive and note the report.

Reasons for recommendation

To enable the Scrutiny Committee to analyse the work being undertaken to re-provide a leisure centre at Selby.

1. Introduction and background

- 1.1. Abbey Leisure Centre was severely damaged by fire on 28 February 2012. The subsequent structural survey showed that the facility could be salvaged but would require significant repair and refurbishment. On 6 November 2012 the Council considered a comprehensive options report and resolved to demolish the damaged structure and build a new centre on the site.
- 1.2. As part of the resolution to replace the Leisure Centre, the Council agreed to reduce the capital costs through value engineering, maximise external grant funding and secure a revised management fee with WLCT. All three of these aspects are addressed later in this report.
- 1.3. Turner and Townsend Project Management were appointed to act as the Project Managers and Design Team for the project. Bradshaw Gass and Hope were appointed as project architects as part of the Design Team. Following an extensive procurement exercise using the YORBuild Procurement Framework Wates were appointed as the Main Contractor.

- 1.4. Work to provide a replacement gym and fitness centre at Portholme Crescent was completed and parts of the leisure services budget were redirected towards maximising community access to sports and recreational facilities.
- 1.5. Construction work commenced on site in December 2013 and the new Leisure Centre is due to be complete in February 2015.

2. The Report

The decision to Demolish and Replace

- 2.1. The decision to demolish the old Abbey Leisure Centre and rebuild was based upon a number of factors
 - 2.1.1. Repairing the damaged centre would have meant accepting a number of significant operational limitations including the restrictions on gym capacity, the practical constraints of a free-form swimming pool, lack of a teaching/learner pool and the increasingly inefficient power plant. It would also have required a continuing operational subsidy from the Council.
 - 2.1.2. Repair and enhancement might have addressed some of the limitations above, but it would not have attracted a significant Sport England grant and would not have much impact on the continuing operational subsidy.
 - 2.1.3. New build would enable the operational limitations to be designed out and provide the basis for WLCT to operate the facility with a reducing annual subsidy and with the real possibility of an operational surplus. In addition, a new build would be likely to have lower whole-life costs and would be better placed to attract significant external funding from Sport England.
- 2.2. The Council decision was contingent, however, on significantly reducing the capital costs, maximising the availability of external grants and agreeing a management fee with WLCT that showed a reducing subsidy and/or a surplus.
- 2.3. In the last report in September 2013 I indicated that the Council, WLCT, the Design Team and Sport England had worked closely to develop proposals which were expected to cost significantly below the budget estimates reported to Council. The report sought to reassure Councillors that the Council's ambitions for a substantial reduction in the capital costs would be achieved and this has proved to be the case – the development costs remain on target to be at or below £7m.
- 2.4. In December 2012 the Council made an application to Sport England for a grant of £2,032,050 from the Iconic Facilities Fund. In March 2013

Sport England indicated that funding in the full amount could be made available if a number of conditions could be met by August 2013. These conditions addressed legal, financial, operational, design and planning issues. All of the conditions were satisfied and on 11 September 2013 Sport England confirmed their offer of a grant in the sum of £2,032,050 (subject to the completion of a Lottery Funding Agreement). The Lottery Funding Agreement was subsequently signed and the first grant payment in the sum of £932,000 was received in May this year.

- 2.5. A formal variation to the Leisure Services Contract has been negotiated and is now nearing completion. Two options are being considered. Both show a significant saving to the Council over the remaining life of the contract. Depending upon which option is chosen the savings range from £1.975m to £2.1m. The figures also indicate that the Leisure Service should break even and not require any future subsidy beyond 2018
- 2.6. Paras 2.3, 2.4 and 2.5 indicate that all three of the challenges set by Council in 2012 will be met.

The New Leisure Centre

- 2.7. The proposals for the facilities mix within the new leisure centre were influenced by a number of factors
 - 2.7.1. Experience of user preferences and take-up of facilities and services in the former centre
 - 2.7.2. The commercial experience of WLCT
 - 2.7.3. A “local and regional significance assessment” which analysed existing provision across the district and the wider region and the latent demand
 - 2.7.4. A Sport England Assessment of existing supply, need and demand
 - 2.7.5. An assessment by the Amateur Swimming Association
 - 2.7.6. Public consultation undertaken prior to the submission to Sport England
- 2.8. Taking all of the above into account the new leisure centre will provide:
 - A six-lane 25m swimming pool
 - A teaching/learner pool
 - Village changing with facilities for groups and users with disabilities
 - Pool spectating areas at poolside and first floor levels
 - Health and Fitness Centre with 100 station gym with high quality changing facilities
 - A small health suite with a sauna and steam room
 - A toning studio
 - A studio for class/fitness activities

- A flexible multi-purpose sports/activity space suitable for large class activities, sports such as table tennis and judo, children’s activities, dance sessions, meetings and functions.
 - Dry changing facilities to support the multi-purpose hall and the external all weather pitch
 - A café
 - A “Changing Places” changing facility
 - A resurfaced, floodlit, all weather sports pitch
 - Lifts to serve the first floor
 - Energy efficient mechanical and electrical plant
 - Car parking and landscaping
 - Assistance Dog Toilet
- 2.9. The proposals received planning permission on 31 July 2013. The new facility, despite sitting on a raised base to maximise flood protection, will sit lower on the site than the former leisure centre and will face Scott Road to maximise its visibility. In addition, the siting of the new leisure centre is intended to allow other parts of the Scott Road site to be developed for complementary leisure uses as part of a wider leisure village development.

Accessible Community Leisure and Recreation

2.10. As part of the response to the loss of facilities at Abbey Leisure Centre the Council embarked upon a programme of activities to deliver more accessible community leisure and recreation. This formed part of the Programme for Growth and was funded by a reduction in the management fee paid to WLCT in recognition of the more limited range of services provided following the closure of Abbey Leisure Centre.

2.11. The programme included:

- A **Midnight Football League** – piloted in Selby and then renamed “Pitch up and Play”. This has been very successful with sessions organised in Selby, Tadcaster and Sherburn and attracting over 1000 attendances over 44 sessions.
- A **Healthy Active Adults** fitness and weight loss programme marketed as “Move it and Lose it” targeting adults with a BMI of 25 or more and delivered in partnership with Slimming World at locations in Selby, Tadcaster, Sherburn, Riccall, and Eggborough 226 adults have taken part so far. 42% of participants have lost 5% of their starting weight this rises to 68% amongst those who completed the 12 week programme.
- A **Healthy Active Children** project targeted at year 1 children at 30 primary schools in the District and delivering a 5-week active healthy lifestyles programme covering physical activity, healthy heating and good oral health. This has already been delivered to 25 schools in the District and 625 year 1 children.

- An **Active Living Programme** which aims to map existing activity/sports provision, address gaps in provision build a Directory and promote use of approved providers (including a Webpage), deliver a programme to develop coaches and volunteer “sportsmakers”; launch a beginners “walk programme” in each CEF area and recruit and train volunteer walk leaders, provide a programme of activities for people with disabilities or social care needs, build a database of qualified, CRB cleared coaches and sports leaders, provide a better experience for participants and clubs, tap into existing unmet demand for sports volunteering and help deliver the sporting aspects of the Healthy Active Adults and Healthy Active Children programmes.
- 2.12. The long term impact of this investment is now beginning to show. The latest Sport England Active People Survey has just been published. Active adult participation in sport has increased in Selby from 23.2% in 2010/12 to 30% 2012/14. This places Selby in 20th place out of 326 local authorities. The percentage of people engaging in at least one 30 minute session of sport has also risen from 31.6% in 2010/11 to 40.1% in 2013/14.
- 2.13. The Accessible Community Leisure and Recreation funding is available for 2013/14 and 2014/15. Discussions have opened with North Yorkshire County Council and the Director of Public Health about external funding from organisations with health and well-being responsibilities so that the programme becomes sustainable into the future.

Selby Leisure Village

- 2.14. In April 2013 the Council invited expressions of interest from potential development partners with ideas to provide commercially viable, complimentary leisure and recreation facilities on part of the Scott Road site adjacent to the new leisure centre.
- 2.15. Interested parties were invited to consider proposals which might include some or all of the following:-
- Cinema
 - Ten-pin Bowling
 - Other complementary physical activity facilities e.g. Ice Skating
 - Food outlet (restaurant/café/bar)
 - Spa facilities
 - Other cultural facilities
 - Children’s activities/play
 - Sports retail
- 2.24 The vision for the proposed leisure village is for it to be a ‘destination of choice’ for people living and working within the district. The brief is for a

varied mix of complementary facilities that will appeal to all and provide a sustainable 'asset' for our growing communities.

- 2.25 The formal "competitive dialogue" procurement process is now underway and Councillors Gillian Ivey and Steve Shaw-Wright are working closely with officers to consider the proposals still on offer.

3. Legal/Financial Controls and other Policy matters

3.1. Legal Issues – None arising directly from this update report

3.2. Financial Issues – None arising directly from this update report

4. Background Documents

Leisure Service Review 2013/14
Sport England Active People Survey 2014

4.1.1. Contact Officer: Jonathan Lund – jlund@selby.gov.uk

4.1.2. Appendices: None



Report Reference Number SC/14/4

Agenda Item No: 10

To: Scrutiny Committee
Date: 25 June 2014
Author: Simon Parkinson (Lead Officer – Community Support)
Lead Officer: Simon Parkinson (Lead Officer – Community Support)

Title: Access Selby Service Provision – Community Support

Summary:

The report provides information of the services offered by the Community Support teams, including a breakdown of current performance in key areas and detail of future plans for the development of the service.

Recommendations:

That councillors note the content of the report.

Reasons for recommendation

The purpose of the report is to allow Scrutiny Committee to scrutinise performance of the Community Support service.

1. Introduction and background

1.1 The Community support service area is made up of 3 separate front line teams:

The Customer Services Team (20FTE) (based at the Customer Contact Centre).

The Community Officer team (12 FTE)

The Housing Support team (12 FTE)

These teams make up 25% of the total FTE for Access Selby. They are managed by the Lead Officer – Community Support).

1.2 The teams occupy a high profile position at the heart of service delivery within Selby district. Their performance is scrutinised and dissected by councillors, senior management and the public on a regular basis.

Due to the diverse nature of the services delivered by the 3 teams, the report will deal with each team in isolation.

2. The Report

2.1 Customer Services Team

2.1.1 The Customer Services team are based at the Customer Contact Centre in Selby town and offer telephone and face to face first contact support for all enquiries into Selby district Council. In 2013/14 the team dealt with 156,731 enquiries into the council. 91.5% of these were dealt with first time without the need to refer to back office or specialist teams.

2.1.2 Current monitoring of performance relates to the average wait time for a customer to see an advisor (face to face) and the average wait time before a customer phone call is answered. The performance in relation to these areas for the last 2 months is shown below:

2.1.3 Average wait-time for a customer to see an advisor (target 10 minutes)

In April 2014 we served 2123 customers face to face (compared to 2460 in 2013). The average wait time was 12 Minutes (compared to 17 Minutes in 2013).

In May 2014 we served 1745 customers face to face (987 less than in May 2013) and the average wait time was 12 Minutes (compared to 14 Minutes in 2013).

Performance during the whole of 2013/14 was generally good and the year-end average wait time was 10.3 minutes.

2.1.4 Average wait-time before a customer phone call is answered (target 2 minutes)

In April 2014 we received 15,324 calls (compared to 16,363 in 2013). The average wait time was 3 Minutes 14 seconds (compared to 2 Minutes 09 seconds in 2013).

In May 2014 we received 11,272 calls (compared to 12,946 in 2013). The average wait time was 3 Minutes 14 seconds (compared to 1 Minute 34 seconds in 2013).

Performance during the whole of 2013/14 was generally good and the year-end average answer time was 1 minute 35 seconds.

2.1.5 Performance has dropped slightly at the start of 2014/15, particularly in respect of phone contact. There are a number of contributory factors for this; new telephone and computer hardware and software installations have impacted on performance and made the dynamic

movement of staff difficult. During high demand periods, it is currently less easy to divert calls to colleagues at the Civic Centre; we are working with NYCC to ensure this problem is resolved quickly.

2.1.6 Future Plans

The current CRM (the customer management system that records all customer contacts through the Contact Centre) is due to be replaced during 2014/15. The replacement system is an upgraded version of the current NYCC CRM and provides increased functionality and flexibility.

The benefits include:

- Reducing the time to complete calls by redesigning the existing workflows and how and what information is received by the back office business areas;
- Enabling the strategic objective of delivering channel shift, by offering a new improved self-serve channel for customers to access;
- Integration with the NYCC telephony system to enhance front end customer contact.
- Auto-attendant flexibility to ensure dynamic and flexible response to call peaks.
- An opportunity to share Contact Centre staff between NYCC and SDC at times of high demand.
- Flexible working (home-working) opportunities giving improved demand management and potential for flexibility in opening times.

2.2 **Community Officer Team**

2.2.1 Community Officers are out and about in the district every day and operate as a single point of contact to deal with a wide variety of issues. Each CEF area has its own Officer or team of Officers, who have built up valuable local knowledge and contacts within each community. Duties may include (but are not limited to):

- Housing issues such as tenancy advice or arrears advice;
- Dealing with anti-social behaviour and neighbour disputes;
- Working in partnership with the police, fire service, parish councils and other parties;
- Investigating reports of fly tipping;
- Lost or stray dogs;
- Organising and assisting with community events;
- Offering advice on benefits and assistance completing forms;
- Practical help and support during extreme events such as flooding;
- Providing advice on recycling;
- Offering routine planning advice

2.2.2 Current monitoring of performance relates to average time taken to re-let local authority housing and the percentage of High Priority ASB Incidents responded to within 1 working day. The performance in relation to these areas for the last 2 months is shown below

2.2.3 Average time taken to re-let local authority housing (target 24 days)

In April 2014 the average time to re-let was 25.9 days. In May the average time had reduced to 24.5 days.

Performance during the whole of 2013/14 was generally good and the year-end average time taken was 23.6 days.

Sheltered properties take longer to re-let than general needs accommodation. We continue to be creative in our approach to our hard to let properties. One ground floor flat at Sherburn which was designated for over 60's was proving particularly difficult even after reducing the age range to 55. We have now put a 'stud wall' in to create a second private room (dining room/bedroom) and this has resulted in a successful re-let.

2.2.4 Percentage of High Priority ASB Incidents responded to within 1 working day (target 100%)

High Priority complaints are 'Personal' complaints and are identified as incidents that the customer (or anyone else reporting the incident) perceives as either deliberately target at an individual rather than the community as a whole. It would include incidents that can cause stress, disquiet or are incidents that are having a severe impact on a person's quality of life. The target for the response is in place to ensure adequate and timely vulnerability risk assessments can be completed and the right partners made aware.

In April and May 2014 we have responded to 87.5% of complaints within 1 day. Performance during the whole of 2013/14 saw 83.8% meet the 1 day target. An audit of cases that were missed did not highlight any patterns or major concerns but there is still some focus needed in this area.

2.2.5 Community involvement

One area of the Community Officer role that we trying to develop is their pro-active community focused involvement. Examples of success in this area include;

- Community Support, as a member of the Selby Equalities Network, was involved in the running of the Selby St Stephen's day celebrations. Community Officers attended on the day (along with reindeers!) and used the event as an opportunity to talk about what

we do, what support we could offer and to build trust with the Eastern European Community.

- In the Southern CEF area, Community Officers have been proactively working to tackle the issue of dog fouling in the village of Hensall, which has again become an issue after concerns were raised by the Parish Council.
- At Christmas we organised a 'Soup for Shelter' event at the community centre in Byram, where the Community Officers sold homemade soup and mince pies to local residents. All the proceeds raised from this went to the homeless charity Shelter.

2.2.6 Future Plans

We are always looking to see how we can improve the service offered by the Community Officers. Part of the NYCC/SDC Better Together Programme aims to create a network of Community Hubs; locally accessible centres from where a public and voluntary multi-agency team will deliver all key services direct to the Community.

The Channel Shift project links to the new CRM/website and aims to encourage customers to self-serve key services where appropriate. Community Officers will act as Digital Champions. Encouraging and assisting people to self-serve, while maintaining one to one support for our most vulnerable residents.

2.3 **Housing Support Service**

2.3.1 The Housing Support team provide a support service to many of the districts vulnerable people. They operate remotely from the Civic Centre and are generally based in satellite offices in Selby town, Eggborough and Tadcaster. Their work includes;

- Installation of dispersed alarm units when needed and assist with modifications and report repairs.
- Promotion of the use and hire of the Community Centres.
- Assessment for and installation of basic adaptations where needed.
- Support the NYCC Telecare service through the installation of equipment.

2.3.2 The service is available to all residents with an assessed need. There are currently 1083 lifeline customers, of these 568 are living in private accommodation and 515 are council tenants.

2.3.3 Future Plans

The current lifeline equipment lease ends in October. We have purchased new lifeline units and will shortly commence a 3 month programme to replace all old units over the next 3 months. This will be the first upgrade to the service for 10 years and will bring the following benefits;

- Technologically advanced equipment which better meets the needs of our customers and which provides additional functionality and maintains independent living for longer.
- Strong stock control to help us manage likely fluctuation in service demand.
- Reliable and modern equipment gives opportunity to grow the current lifeline business and develop new product ranges..

In addition to the procurement of new lifelines, there are a number of other areas we are seeking to develop including;

- Looking to work more closely with our NYCC adult care colleagues through the NYCC/SDC Better Together Programme. This will reduce duplication and provide a more structured service to those in most need.
- Improvements in the quality of our sheltered housing scheme at Laurie Backhouse Court.
- Review of and expansion in the use of the council owned Community Centres.

3. Legal/Financial Controls and other Policy matters

3.1 Legal Issues

- 3.1.1 Those Community Support services which fall within the councils legal responsibilities, are subject to relevant terms and conditions.

3.2 Financial Issues

- 3.2.1 All Community Support services are delivered in line with current budget provision.

4. Background Documents

There are no background documents associated with this report.

Contact Officer: Simon Parkinson (Lead Officer – Community Support)

Scrutiny Committee Work Programme 2014/15

Date of Meeting	Topic	Action Required
25 June 2014	Time of Meetings	To consider and agree a start time for future meetings
	Access Selby Service Provision – Community Support	To scrutinise performance of the Community Support service
	Programme for Growth	To receive the latest update and the scrutinise the Council's Programme for Growth
	New Leisure Centre at Selby	To receive an update concerning the latest developments on Abbey Leisure Centre.
	Bus Timetables	To discuss the changes to bus timetables following the cuts to bus subsidies made.
	Call In	Provisional Item on the agenda
23 September 2014	1 st Quarter Corporate Plan Report	To review performance against the Corporate Plan – Leader of the Council in attendance.
	North Yorkshire Fire Service	To discuss the Fire and Rescue Service provision within the District
	Health	To scrutinise Health provision across the District.
	Access Selby Service Provision – Debt Control	To scrutinise performance of the Debt Control service
	Community Infrastructure Levy	Update following Call In item at the December 2013 meeting.
	Call In	Provisional Item on the agenda
27 January 2015	2 nd Quarter Corporate Plan Report	To review performance against the Corporate Plan – Leader of the Council in attendance.
	Police and Crime Panel Update	To receive an update from the Police and Crime Panel on their work scrutinising the work of the Police and Crime Commissioner.
	Call In	Provisional Item on the agenda

	Crime and Disorder Update	To review the levels of crime and disorder across Selby District – NYP and CSP representatives in attendance.
Feb/March 2015	Nigel Adams MP	To ask questions of the Selby and Ainsty MP regarding issues of concern for Councillors and local residents.
24 March 2015	3 rd Quarter Corporate Plan Report	To review performance against the Corporate Plan – Leader of the Council in attendance.
	Scrutiny Committee Work Programme 2015/16	To agree the Scrutiny Work Programme for 2015/16
	Scrutiny Annual Report 2014/15	To discuss the Scrutiny Annual Report for 2014/15
	Transport	To discuss transport provision in Selby
	Call In	Provisional Item on the agenda

- Please note that any items ‘called in’ will be considered at the next available meeting.
- Councillor Call for Action will also be considered at the next available meeting.

Selby District Council



Forward Plan


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

July 2014 – October 2014

Published 4th June 2014

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 Glenn Shelley, Democratic Services Manager on 01757 292007, gshelley@selby.gov.uk. A copy is also available at the Council's website www.selby.gov.uk

* When a key decision is taken by an officer acting under delegated authority there is no requirement for that decision to be taken in public, and the event, time and place at which the decision is taken does not constitute a meeting under the terms of the Local Government Acts.

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 Glenn Shelley, Democratic Services Manager on 01757 292007, gshelley@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	Councillor Mark Crane	mcrane@selby.gov.uk
Deputy Leader of the Council and Lead Member for External relations/Partnerships	Councillor Gillian Ivey	givey@selby.gov.uk
Lead Member for Finance and Resources	Councillor Clifford Lunn	clunn@selby.gov.uk
Lead Member for Place Shaping	Councillor John Mackman	jmackman@selby.gov.uk
Lead Member for Communities	Councillor Christopher Metcalfe	cmetcalfe@selby.gov.uk

SENIOR MANAGEMENT STRUCTURE

Job Title	Name	Contact Details
Chief Executive	Mary Weastell	Tel: 01757 292001 adavison@selby.gov.uk
Deputy Chief Executive	Jonathan Lund	Tel: 01757 292056 jlund@selby.gov.uk
Executive Director	Karen Iveson	Tel: 01757 292311 kiveson@selby.gov.uk
Executive Director	Rose Norris	Tel: 01757 292052 rnorris@selby.gov.uk
Managing Director, Access Selby	Mark Steward	Tel: 01757 292053 msteward@selby.gov.uk
Director of Community Services	Keith Dawson	Tel: 01757 292076 kdawson@selby.gov.uk
Director of Business Services	Janette Barlow	Tel: 01757 292220 jbarlow@selby.gov.uk

July 2014

Decision Item/Report Heading	Item/Report Summary	Date when Decision will be taken	Item likely to be considered in private (Yes/No)	Scrutiny Committee	Contact Officer	Lead Executive Member
Annual Report	To report the Council's performance (both financial and non-financial) for the previous year	3 July	No	No, unless subject to call in.	Keith Dawson Director of Community Services Tel: 01757 292053 kdawson@selby.gov.uk	Councillor M Crane mcrane@selby.gov.uk
Annual Review of Leisure Contract	To receive the Annual Review of the Leisure Contract (2013/14) and to consider any recommendation made as part of the of the review	3 July	No	No, unless subject to call in.	Janette Barlow Director of Business Services Tel: 01757 292220 ibarlow@selby.gov.uk	Councillor G Ivey givey@selby.gov.uk
2013/14 Final Accounts Outturn report 	To report actual net expenditure against budget for 2013/14	3 July	No	Audit Committee	Karen Iveson Executive Director Tel: 01757 292056 kiveson@selby.gov.uk	Councillor C Lunn clunn@selby.gov.uk

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

Decision Item/Report Heading	Item/Report Summary	Date when Decision will be taken	Item likely to be considered in private (Yes/No)	Scrutiny Committee	Contact Officer	Lead Executive Member
Treasury Management Outturn report ↩	To report the results of the Treasury Management function for 2013/14	3 July was June	No	No, unless subject to call in.	Karen Iveson Executive Director Tel: 01757 292053 kiveson@selby.gov.uk	Councillor C Lunn clunn@selby.gov.uk
Council Tax Support	To decide which options for revisions to current scheme are to go to public consultation	3 July	No	No, unless called in	Karen Iveson Executive Director Tel: 01757 292056 kiveson@selby.gov.uk	Councillor C Lunn clunn@selby.gov.uk
Spend to Save Investment in Planning	Update on the spend to save proposal for the Planning Service	3 July	No	No	Karen Iveson Executive Director Tel: 01757 292056 kiveson@selby.gov.uk	Councillor C Lunn clunn@selby.gov.uk

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

Decision Item/Report Heading	Item/Report Summary	Date when Decision will be taken	Item likely to be considered in private (Yes/No)	Scrutiny Committee	Contact Officer	Lead Executive Member
Management arrangements for the new leisure centre ↔	To approve the leisure services management contract variation for the management of the newly constructed leisure centre.	3 July	No,	No, unless subject to call in	Jonathan Lund Deputy Chief Executive Tel: 01757 292056 jlund@selby.gov.uk	Councillor G Ivey givey@selby.gov.uk
Roofing Works Contract ↔	To approve the award of the contract for Roofing Works	3 July	No	No, unless called in	Officer Decision Keith Dawson Director of Community Services Tel: 01757 292053 kdawson@selby.gov.uk	
Kitchen Replacement Works Contract ↔	To approve the award of the contract for Kitchen Replacement Works	3 July	No	No, unless called in	Officer Decision Keith Dawson Director of Community Services Tel: 01757 292053 kdawson@selby.gov.uk	

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

Decision Item/Report Heading	Item/Report Summary	Date when Decision will be taken	Item likely to be considered in private (Yes/No)	Scrutiny Committee	Contact Officer	Lead Executive Member
Cyclical Maintenance Works Contract	To approve the award of the contract for Cyclical Maintenance Works	3 July	No	No, unless called in	Officer Decision Keith Dawson Director of Community Services Tel: 01757 292053 kdawson@selby.gov.uk	
The North Yorkshire Community Safety Partnership new arrangements	Explains the PCCs ambitions for community Safety in NY and the impact this will have for Selby district	3 July	No	Scrutiny Committee	Rose Norris Executive Director Tel: 01757 292254 rnorris@selby.gov.uk	Councillor G Ivey givey@selby.gov.uk
Scrutiny Committee Waste and Recycling Task and Finish Group Final Report and Recommendations	To consider the findings from the Scrutiny Committee Task and Finish Group's review of Waste and Recycling	3 July	No	Yes – already considered by the Committee	Janette Barlow Director of Business Services Tel: 01757 292220 jbarlow@selby.gov.uk	Councillor G Ivey givey@selby.gov.uk

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

Decision Item/Report Heading	Item/Report Summary	Date when Decision will be taken	Item likely to be considered in private (Yes/No)	Scrutiny Committee	Contact Officer	Lead Executive Member
To endorse the Registrars' Service Project (Better Together).	To consider the report as part of the Better Together Project	3 July	No	No, unless subject to call in	Jonathan Lund Deputy Chief Executive Tel: 01757 292056 jlund@selby.gov.uk	Councillor M Crane mcrane@selby.gov.uk
4th Interim Corporate Plan Progress Report	To monitor progress against the Corporate Plan To report progress in developing KPI's as identified in the Service Level Agreement	3 July	No	Yes, Scrutiny work Programme	Keith Dawson Director of Community Services Tel: 01757 292053 kdawson@selby.gov.uk	Councillor M Crane mcrane@selby.gov.uk
CIL Update	To consider the responses from the CIL Consultation	3 July	No	No, unless subject to call in	Keith Dawson Director of Community Services Tel: 01757 292053 kdawson@selby.gov.uk	Councillor M Crane mcrane@selby.gov.uk

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August 2014

Decision Item/Report Heading	Item/Report Summary	Date when Decision will be taken	Item likely to be considered in private (Yes/No)	Scrutiny Committee	Contact Officer	Lead Executive Member
There are no meetings scheduled this month						

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September 2014

Decision Item/Report Heading	Item/Report Summary	Date when Decision will be taken	Item likely to be considered in private (Yes/No)	Scrutiny Committee	Contact Officer	Lead Executive Member
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	2 Sept	No	Yes – Policy Review	Karen Iveson Executive Director Tel: 01757 292056 kiveson@selby.gov.uk	Councillor C Lunn clunn@selby.gov.uk
1st Interim Budget Exceptions Report Ⓢ→	To monitor progress against budget	2 Sept	No	No, unless subject to call in.	Karen Iveson Executive Director Tel: 01757 292056 kiveson@selby.gov.uk	Councillor C Lunn clunn@selby.gov.uk
1st Interim Treasury Management Progress Report Ⓢ→	To monitor progress against the Treasury Management Strategy	2 Sept	No	No, unless subject to call in.	Karen Iveson Executive Director Tel: 01757 292056 kiveson@selby.gov.uk	Councillor C Lunn clunn@selby.gov.uk

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Decision Item/Report Heading	Item/Report Summary	Date when Decision will be taken	Item likely to be considered in private (Yes/No)	Scrutiny Committee	Contact Officer	Lead Executive Member
1st Interim Corporate Plan Progress Report	To monitor progress against the Corporate Plan To report progress in developing KPI's as identified in the Service Level Agreement	2 Sept	No	Yes, Scrutiny work Programme	Keith Dawson Director of Community Services Tel: 01757 292053 kdawson@selby.gov.uk	Councillor M Crane mcrane@selby.gov.uk
Phase 2 Affordable Housing Sites →	To approve the sites for investigation for Phase 2 affordable SDC housing development	2 Sept	No	No, unless subject to call in	Keith Dawson Director of Community Services Tel: 01757 292053 kdawson@selby.gov.uk	Councillor M Crane mcrane@selby.gov.uk
HRA Business Plan	To approve the Consultation Version of the HRA Business Plan	2 Sept	No	No, unless subject to call in	Karen Iveson Executive Director Tel: 01757 292056 kiveson@selby.gov.uk	Councillor C Lunn clunn@selby.gov.uk

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October 2014

Decision Item/Report Heading	Item/Report Summary	Date when Decision will be taken	Item likely to be considered in private (Yes/No)	Scrutiny Committee	Contact Officer	Lead Executive Member
Leisure Landlord Maintenance Programme	Proposals for the Planned Maintenance Programme for the Leisure Centre	2 Oct	No	No – unless subject to call in.	Karen Iveson Executive Director Tel: 01757 292056 kiveson@selby.gov.uk	Councillor C Lunn clunn@selby.gov.uk
Council Tax Support	To decide on changes to current scheme	2 Oct Full Council	No	No	Karen Iveson Executive Director Tel: 01757 292056 kiveson@selby.gov.uk	Councillor C Lunn clunn@selby.gov.uk

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