



Summons and Agenda for the
Council Meeting

to be held on

**Tuesday, 18 December
2018**

at

6.00 pm





To: All District Councillors

cc: Chief Officers

You are hereby summoned to a meeting of the Council to be held in the Council Chamber - Civic Centre, Doncaster Road, Selby, YO8 9FT on **TUESDAY, 18 DECEMBER 2018** starting at **6.00 pm**. The Agenda for the meeting is set out below.

Janet Waggott

Janet Waggott
Chief Executive

Recording is allowed at Council, committee and sub-committee meetings which are open to the public, subject to:- (i) the recording being conducted under the direction 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, prior to the start of the meeting, Palbinder Mann – Democratic Services Manager via pmann@selby.gov.uk or 01757 292207. Any recording must be clearly visible to anyone at the meeting and be non-disruptive.

AGENDA

Opening Prayers.

1. Apologies for Absence

To receive 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 (Pages 1 - 10)

To approve as a correct record the minutes of the meeting of the Council held on 18 September 2018.

4. Communications

The Chairman, Leader of the Council or the Chief Executive will deal with any communications which need to be reported to the Council.

5. Announcements

To receive any announcements from the Chairman, Leader or Members of the Executive.

6. Petitions

To receive any petitions.

7. Public Questions

To receive and answer questions, notice of which has been given in accordance with rule 10.1 of the Constitution.

8. Councillors' Questions

To receive and answer questions submitted by councillors in accordance with rule 11.2 of the Constitution.

9. Reports from the Executive (Pages 11 - 28)

The Leader of the Council, and other members of the Executive, will report on their work since the last meeting of the Council and will respond to questions from Councillors on that work.

10. Reports from Committees (Pages 29 - 40)

To receive reports from the Council's committees which need to be brought to the attention of Council. To receive questions and provide answers on any of those reports.

11. Gambling Policy Refresh (Pages 41 - 78)

To consider a report which asks Council to approve the draft Gambling Policy as amended following consultation and authorise officers to take necessary steps to bring it into force.

12. Report of the Monitoring Officer 2018 - Standards Arrangements (Pages 79 - 92)

To consider the report of the Monitoring Officer on the standards arrangements of the Council in 2018.

13. Community Engagement Forums Annual Reports: 2017-18 (Pages 93 - 140)

To consider the annual reports for the Council's five Community Engagement Forums for 2017/18.

14. Motions

To consider any motions.

15. Urgent Action

The Chief Executive will report on any instances where she has acted in urgent or emergency situations under the functions delegated to her in the Constitution.

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Agenda Item 3



Minutes

Council

Venue: Council Chamber - Civic Centre, Doncaster Road, Selby, YO8 9FT

Date: Tuesday, 18 September 2018

Time: 6.00 pm

Present: Councillor D Buckle in the Chair

Councillors D White (Vice-Chair), J Chilvers, K Arthur, J Cattanach, I Chilvers, J Deans, S Duckett, K Ellis, M Jordan, C Lunn, D Mackay, J Mackman, B Marshall, M McCartney, R Musgrave, R Packham, C Pearson, D Peart, B Sage, J Shaw-Wright, R Sweeting, J Thurlow and P Welch

Officers Present: Janet Waggott (Chief Executive), Karen Iveson (Chief Finance Officer), Gill Marshall (Solicitor to the Council), Dave Caulfield (Director of Economic Regeneration and Place), Victoria Foreman (Democratic Services Officer)

Press: 1
Public: 5

25 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Casling, Crane, Hobson, Metcalfe, Nichols and Reynolds.

26 DISCLOSURES OF INTEREST

There were no disclosures of interest.

27 MINUTES

The Council considered the minutes of the meeting of meeting held on 17 July 2018.

Members asked that at page 2 the spelling of York Minster be amended.

The Council also agreed that reference to a question from Councillor S Duckett about bus provision, asked in relation to Councillor Metcalfe's Executive report, had been omitted and should be included.

RESOLVED:

To approve the minutes of the Council meeting held on 17 July 2018 for signing by the Chairman, subject to the amendments set out above.

28 COMMUNICATIONS

The Chairman updated the Council on the recent success of his civic service at All Saints' Church in Sherburn in Elmet, and thanked Members for attending. Members had been particularly impressed by the newly refurbished Old Girls School in Sherburn, to which there had been a procession after the civic service to mark the grand reopening.

The Chairman was pleased to inform Council that that he had recently attended the Yorkshire in Bloom awards at York Racecourse, and was happy to report that Market Cross in Selby had won a silver gilt award.

29 ANNOUNCEMENTS

The Chief Executive directed Members to the cut-out silhouette of a soldier in the public gallery of the Chamber, and explained that this was part of a remembrance campaign by 'There But Not There', to mark the centenary of the end of the First World War.

County and District Councils across the country had been given the silhouettes to place somewhere in their areas in order to commemorate the fallen, educate today's generations and heal veterans suffering from the mental and physical wounds from their service.

The Chief Executive explained that she had chosen to display the silhouette at the Council Offices as they were connected to the Selby War Memorial Hospital. Eventually the silhouettes would be given back to the County Council and moved to Ripon Cathedral for a commemoration ceremony for Armistice Day.

The Chairman encouraged Members to attend his charity concert which would be taking place at Selby Abbey on Saturday 29 September 2018; tickets were almost all sold out and could be purchased from the Chairman himself or Democratic Services.

Lastly, the Chairman informed Members about the charity ball he would be organising a Selby Golf Club on Saturday 15 December 2018.

30 PETITIONS

There were no petitions received.

31 PUBLIC QUESTIONS

There were no public questions received.

32 COUNCILLORS' QUESTIONS

Four questions from Councillors had been received; two from Councillor Mike Jordan, and two from Councillor Mary McCartney.

Councillor Jordan asked his first question:

1. 'The government have announced that councils will only be able to be members of a single LEP (Local Enterprise Partnership). Could I ask the Executive if they have decided which to remain a member of and, if so, the reason for their decision. I am referring to the Leeds LEP and the North Yorkshire, York and East Riding LEP.'

Councillor Mackman responded on behalf of the Leader as the Deputy Leader of the Council:

'The Executive have not made a decision, this will be made at a Special Executive which has been arranged for Thursday 27 September at 1845. In addition a Member briefing has also been arranged for 27 September at 1800 to discuss this topic. The Executive will take account of Members' comments at the briefing in their response to the LEP. An information paper will be circulated on the options.'

Councillor Jordan asked his second question:

2. 'Earlier this year, in Full Council, it was decided that at some point we would be providing free parking for the first hour in Selby. Can I ask when that is likely to occur?'

Councillor Mackman responded on behalf of Councillor Metcalfe:

'Councillor Jordan is correct in reminding Council that at some point we would be providing free car parking for the first hour in Selby. However, this was factored into the introduction of car parking charges at Tadcaster as a pre requisite; the Leader regards this issue as an important but sensitive matter which he wishes to address as a written response to Members. As he is not able to be present at Council this evening Councillor Crane feels that a written response would be appropriate.'

Councillor McCartney asked her first question:

1. 'Could you please give an update on the progress being made to introduce a Public Space Protection Order to stop all vehicles, including motor cycles, quad bikes, cars, vans and caravans from going on and parking on our parks, playing fields, sports fields and other public green spaces? The reaction from Parish Councils and residents show that they

are supportive of the proposal.'

Councillor Mackman responded on behalf of Councillor Metcalfe:

'Officers of the Council have recently set up a process for making a Public Space Protection Orders. The process includes a web application process. This will ensure submitted requests contain sufficient information to show that an order is needed. There can be an appeal against the making of an order where there isn't the evidence to justify one.

As part of the process there is consultation with parish councils and the police. This would ensure that we know, before an order is made, that there is support for it locally.

The 2014 Act requires local authorities to formally consult with the police and the police and crime commissioner before making a PSPO. This ensures police support will be in place.

The suggestion of a PSPO to protect public green spaces is being considered as is another request from Cridling Stubbs Parish Council, but at the moment we have not determined whether there is the evidence to justify an order.

The Council has recently updated its byelaws on Selby Park, Leeds Road Recreation Ground, Portholme Road Recreation Ground and Denison Road Recreation Ground. These updated byelaws already prohibit overnight camping and caravans and motor vehicles. The Council can already prosecute for breach of the byelaws.

In making a PSPO the Council needs to have regard to national guidance. This states that PSPOs will not be suitable or effective in all circumstances, and it is important to consider carefully the right approach for identifying and addressing the problem behaviour. Other options should actively be considered before a PSPO is pursued – and where a PSPO is used, it should be employed alongside other approaches as part of a broad and balanced strategy. In particular we must be clear about how any orders would be enforced.'

Councillor McCartney emphasised her support for PSPOs and the need for them across a number of villages. Councillor McCartney asked that a copy of the full response be sent to her by email following the meeting; Councillor Mackman confirmed that this would be done.

Councillor McCartney asked her second question:

2. 'Could you also say whether you are confident that North Yorkshire Police will get behind such a scheme and will be prepared to, along with SDC officers, enforce any such order?'

Councillor Mackman explained that part of the process of making a PSPO was consultation with the local Police and parish councils, so they would

automatically be involved and their views sought on the matter.

Councillor Mackman emphasised the importance of PSPOs being fair and non-discriminatory; there were proper legal procedures and processes that had to be followed in order to introduce a PSPO and these had to be adhered to.

33 REPORTS FROM THE EXECUTIVE

Councillor M Crane, Leader of the Council reported by Councillor J Mackman, Deputy Leader

The Deputy Leader of the Council reported on the work of the Leader recently undertaken as outlined in the report.

In response to a query concerning devolution and the inclusion of the Sheffield City Region, Councillor Mackman explained that it would be better if Sheffield City Region were involved, but that the Sheffield City deal had now gone through. However, Councillor Mackman explained that there was a possibility that they could transfer over if a Yorkshire devolution deal was agreed.

With regards to a question about the Council's future membership of Local Enterprise Partnerships, Councillor Mackman confirmed that an all-Member briefing would be taking place on the matter on 27 September 2018, at which Members could express their opinions. This would be followed immediately by a special Executive meeting in order for a decision to be taken directly by the Executive on the matter.

A question was raised by Members about the Olympia Park masterplan and when the revised plan would be put out for consultation; Councillor Mackman explained that the new plans included a different access route and covered the whole site comprehensively. It was hoped that new plans would be available by the end of 2018 or early 2019. Members noted that the public could comment on the scheme as part of the future planning application.

In response to a further question about the promotion of devolution in Yorkshire, Councillor Mackman explained that he had attended a recent meeting with the Archbishop of York to discuss the promotion of One Yorkshire, and agreed that any future decisions would need to be communicated widely.

Councillor J Mackman, Deputy Leader of the Council and Executive Lead for Place Shaping

Councillor Mackman, Deputy Leader of the Council and Lead Executive Member for Place Shaping, provide an update on the work he had recently undertaken, as outlined in his report.

In response to a query regarding the deferral of PLAN Selby's Site Allocations, Councillor Mackman explained that there were still issues to resolve across

the district in order to make the allocations viable. Discussions with major landowners were ongoing, and it was likely that further consultation would be required. The revised proposals would then be considered by the Local Plan Programme Board and Executive again.

Councillor Mackman asked the Director of Economic Regeneration and Place to provide a written response to a query from Councillor P Welch relating to the start of work on the Lidl supermarket at Bawtry Road, which had recently been the subject of a judicial review.

Councillor C Lunn, Lead Executive Member for Finance and Resources

Councillor Lunn, Lead Executive Member for Finance and Resources presented his update on the work he had recently undertaken, as outlined in his report.

Councillor Lunn confirmed that no further comments had been received on the Medium Term Financial Strategy which had been considered by the Policy Review Committee the previous week.

In response to a query about the purchase of the former Natwest banks in Tadcaster and Selby, Councillor Lunn confirmed that officers were drawing up plans for potential uses of the buildings, including residential, retail and commercial office space. These options for different uses would be brought before Members when they had been developed.

Councillor C Metcalfe, Executive Lead Member for Communities and Economic Development, reported by Councillor J Mackman, Deputy Leader

The Deputy Leader of the Council reported on the work of the Executive Lead Member of Communities and Economic Development recently undertaken as outlined in the report.

With regard to a query about the provision of small units for businesses to rent in the district, the Deputy Leader asked officers to keep Councillor M Jordan up to date on the availability of such units.

In response to a query about the recent installation of pop-up street furniture in Selby and the accompanying work to test how people use high street space, Councillor Mackman explained that it was hoped the new installations would encourage visitors to the town and lead to further discussions and ideas about how to use such space in Selby.

Members noted that the furniture could be moved around and swapped with other areas and towns in order to see what worked best for different communities; the furniture already installed had already created a talking point and increased engagement with local people on the matter.

Councillor Mackman confirmed that the abbreviation 'ESF' in the context of

'Workforce ESF' stood for European Social Fund.

With regards to a query relating to the development of a Selby District Development and Transport Prospectus, Councillor Mackman explained that a partnership meeting and workshop between Selby and North Yorkshire County Council officers would be taking place in October to ensure that the development of infrastructure and transport solutions aligned better with the Council's economic growth plans. Local businesses would be involved in the development of the prospectus which could also be used as an external lobbying document if required.

Councillor C Pearson, Lead Executive Member for Housing, Health and Culture

Councillor Pearson, Lead Executive Member for Housing, Health and Culture, provide an update on the work he had recently undertaken, as outlined in his report.

The Lead Executive Member for Housing, Health and Culture also explained that Operation Flyball had been taking place across the district to tackle fly tipping, including roadside checks of suspected vehicles and enforcement.

With regards to the Air Quality Action Plan, some Members expressed concerns about air pollution at Barlby Road, and what was being done to tackle it. Councillor Pearson explained that this would be looked at in partnership with North Yorkshire County Council as part of the solution for New Street; it was likely that the problems were due to the amount of vehicles waiting at the traffic lights and issues with traffic flow.

Members asked officers to look at the placement of page numbering in the agenda packs in order to ensure that words were not obscured.

In relation to a query at the previous Council meeting in July about work undertaken throughout the year at Barlow Common, Councillor Pearson resolved to circulate a response he had previously supplied to Councillor J Thurlow again, and asked officers to ensure this was done.

The development of Edgerton Lodge in Tadcaster was raised by Members who reminded the Executive Member that local Members should be consulted on the future plans for the site; Councillor Pearson resolved to consult local Members when more was known.

Councillor Pearson acknowledged Members' concerns relating to the time taken to re-let empty homes in the district and stated that there was an officer looking into the issue; Members would be kept informed on the progress of this work.

It was proposed and seconded that the reports of the Executive be noted.

RESOLVED:

To receive and note the reports from the Executive.

34 REPORTS FROM COMMITTEES

Councillor S Duckett, Vice Chair of the Overview and Scrutiny Committee

Councillor S Duckett, Vice Chair of the Overview and Scrutiny Committee provided an update on the work of the Committee as outlined in the report. There were no questions for Councillor Duckett.

Councillor J Deans, Chairman of the Policy Review Committee

Councillor Deans, Chairman of the Policy Review Committee provided an update on the work of the Committee as outlined in his report.

Councillor Deans agreed with a comment from Members that all Councillors should be invited to a briefing on the new Planning Enforcement Management Plan (PEMP), which was currently being developed by officers. The PEMP was due for consideration at the meeting of the Policy Review Committee on 13 November 2018.

Councillor K Arthur, Chairman of the Audit and Governance Committee

Councillor Arthur, Chairman of the Audit and Governance Committee provided an update on the work of the Committee as outlined in his report. There were no questions for Councillor Arthur.

RESOLVED:

To receive and note the reports from Committees.

35 MOTIONS

There were no motions submitted for discussion.

36 MEDIUM TERM FINANCIAL STRATEGY

Councillor Lunn, Lead Executive Member for Finance and Resources presented the report which asked Members to approve the Council's Medium Term Financial Strategy.

Councillor Lunn explained that report presented an update to the Medium Term Financial Strategy (MTFS) covering both the General Fund and Housing Revenue Account (HRA).

The MTFS had been considered by the Executive and the Policy Review Committee, the latter of which who had made no further comments on the MTFS.

Councillor Lunn explained that there was uncertainty over a number of funding streams that were important to the Council, such as the New Homes Bonus, the government's revenue support grant and business rates retention.

Members asked a number of questions and expressed concerns on various issues such as the precariousness of government funding and the local government finance settlement.

Councillor Lunn confirmed that recent car park improvements at the New Lane car park in Selby had been carried out by the Council.

It was proposed and seconded that the MTFs be approved by the Council. The motion to approve the MTFs was put to the vote and carried.

RESOLVED:

To approve the Medium Term Financial Strategy.

REASON FOR DECISION:

To set the framework for the 2019/20 budget and Medium Term Financial Plan to 2021/22.

37 URGENT ACTION

The Chief Executive informed Council that the following urgent actions had been taken by her since the last Council meeting under her delegated authority:

- On 24 July 2018, to appoint Councillor John Cattanach as a member of the Audit and Governance Committee to replace Councillor Mike Jordan for the municipal year 2018/19 with immediate effect.
- On 13 September 2018, to appoint Councillor Debbie White as a member of the Planning Committee to replace Councillor Mike Jordan for the remainder of the 2018-19 municipal year, with immediate effect, and to appoint Councillor Dave Peart as Chairman of the Southern CEF to replace Councillor Mike Jordan for the remainder of the 2018-19 municipal year, with immediate effect.

The meeting closed at 7.17 pm.

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Councillor Mark Crane

Leader of the Council

Report to Council on Tuesday 18th December 2018

Since last Council I have attended the DCN APPG on LEPs in London on 10 October, the Yorkshire Leaders Board on 25th October and the DCN Autumn Assembly on 1 November.

I also chaired a Homes England and DCN event in Birmingham on 16 November. It was good to see the room packed with authorities wanting to build much needed homes, it was also good to get perspectives from a number of different Councils. We have a good relationship with Homes England which was furthered at the event. The removal of the HRA borrowing cap by the Government gives this council the opportunity to look at creating further housing

I attended the Economic Partnership Forum on 8 November in Sherburn in Elmet. This was very well attended by a large number of local businesses which was very good to see. They were very supportive of the work of this Council and what we are trying to achieve in terms of economic growth.

TDY Announcement

At the time of writing we are waiting to hear whether Selby has been awarded a start or finish as a stage Town for the TdY 2019. I will be attending the announcement event on 7 December at Leeds Civic Hall.

LEP Update

Following the decision by this Council to support the status quo in terms of Selby District's inclusion within both the Leeds City Region and York, North Yorkshire and East Riding LEP's, it has been announced that the two LEPs are to formally join after both approved the merger at recent board meetings.

The move will see York and North Yorkshire combine with West Yorkshire to form a single LEP, responsible for significant potential investment to boost economic growth and social inclusion in an area with a population of 3.1m people and an economy worth £70.3billion.

The decision to combine the LEPs is in response to a Government review that aims to build on the achievements of LEPs to date and strengthen their accountability. The review also seeks to prepare LEPs for taking on responsibility for the new UK Shared Prosperity Fund, which set to replace European funding. This funding could be worth hundreds of millions of pounds a year to the new, enhanced LEP area.

It is expected that Barnsley, which is currently part of the Leeds City Region, will remain with the Sheffield City Region LEP, while the East Riding area that forms part of the existing York, North Yorkshire and East Riding LEP will remain part of the Humber LEP.

The two existing LEPs will form a transition sub-group to look at the key issues they need to address together as they approach the partial merger. The full merger is expected to be complete and the new LEP in place by April 2020.

Selby District Council has played an active role in both LEPs, reflecting that our economic geography looks toward both Leeds City Region and York, North Yorkshire and East Riding. Going forward we will actively engage with the new West and North Yorkshire LEP to ensure Selby District's growth, economic and infrastructure ambitions are supported. We will also actively engage with the Hull and Humber LEP given the strong links eastward and the growing importance of the Low Carbon/renewable energy economy between Selby district and Hull.

NYP Selby co-location Construction works progress summary

Construction works for police co-location started at the Civic Centre site on the 8th October and are due to be complete, weather permitting, on the 19th February 2019. Currently the project is slightly ahead of schedule with the expectation that all work is completed and the police able to move in by the end of March instead of April.

A project group consisting of Council and police staff are overseeing arrangements for the police moving in to ensure minimum disruption to both organisations.

Extension works to the car park started on 19th November. It is hoped that the extended car park areas will be in use before the Christmas break. (I am hoping it will be done by the time you are reading this)

Car Parking

Councillors will be aware that I have again agreed to use the commissioning contingency to support local business by offering free parking in Selby on the Saturdays in December. I hope this will give a welcome boost to local trade.

Councillor Mark Crane
Leader

Councillor John Mackman

Deputy Leader of the Council

Report to Council on 18 December 2018

This report covers the period from the Council meeting on 18 September 2018. During this period I have attended Executive and Executive Briefings and represented the Council at local and regional meetings including deputising for the Leader as required.

Reporting on the key items:-

1) Planning Service Review

Sustained progress has been made in the following areas:

In the period between 01.09.2018 to 31.10.2018, 67% of majors were determined within the statutory period or agreed extension of time. This equates to 3 determined, 2 within the statutory 13 weeks and 1 which was out of time. This is compared with 71% in the same period last year which equates to 7 determined, 1 within the statutory 13 weeks and 4 within the extension of time period agreed and 2 out of time. Therefore current performance is broadly the same as last year and these figures are higher than the national designation targets set by the Government for majors which is 60%.

In the period between 01.09.2018 to 31.10.2018, 78% of non-majors (minors and others) were determined within the statutory period or agreed extension of time. This equates to 104 determined, 38 within the statutory 8 weeks and 43 within the extension of time period agreed and 23 out of time. This is compared with 81% in the same period last year. This equates to 95 determined, 45 within the statutory 8 weeks, 32 within the extension of time period agreed and 18 out of time. Again current performance on non-major applications is broadly the same as last year and the figure is above the 70% national designation targets set by the Government target for non-majors.

We have now filled the majority of vacant posts in the team including a new starter who is covering Major Projects. There is currently a vacant Planning Officer post within Development Management and a Principal Planning Policy Officer post within Planning Policy. It is hoped to fill these vacancies in the near future.

6 appeals were determined in the period between 01.09.2018 to 31.10.2018 of which 83% were dismissed and 17% allowed. This equates to 1 allowed and 6 dismissed.

Furthermore, we are continuing to consistently meet and exceed our pre-application fee income target and overall planning fees. As it stands at the time of writing this report the total income for

planning application fees and pre-application advice for the year stands at £757,000 which is around £120,000 over the income target.

There are a number of major strategic applications that have been submitted which are in the process of being determined. Gascoigne Wood was on the Planning Committee Agenda for December with an officer recommendation for approval. At the meeting following debate this item was deferred with minded to refuse and will be taken back to Committee in the New Year.

We are also actively working towards taking Church Fenton Media Village to Planning Committee early in the New Year.

We are continuing to strengthen our planning enforcement team. Rachel Robinson, Principal Planning Enforcement Officer has now returned from maternity leave and Conor Stephenson has been appointed as a temporary Planning Enforcement Officer for a 12 month fixed term contract. This post is crucial to the Planning Service as an extra resource to help manage the backlog. The total staff compliment dedicated to enforcement currently stands at four Officers including 2 Planning Enforcement Officers, 1 Senior Planning Enforcement Officer and a Principal Planning Enforcement Officer.

Work is continuing to progress to install a new IT case load management tool/package which will be of great benefit to Planning Officers in managing their workloads and also to the Planning Enforcement Team in managing their workloads and communicating to complainants.

On the 4th October 2018 we held a Royal Town Planning Institute Conference for planning professionals entitled "Selby: Planning for Growth" this conference was held to provide an insight into the Council's growth and development plan for the future, particularly emphasising the role of planning in promoting economic growth. The Conference was well attended and received by planning professionals from other local authorities and planning agents.

2) Planning Enforcement Management Plan

It is our intention to present the draft Enforcement Management Plan to Policy Review Committee on 17 December 2018 for comment. Following this the report and plan will be presented to Executive for approval. The Planning Enforcement Management Plan will set the principles defining how we will respond to planning enforcement complaints and proactively work to resolve these issues.

3) PLAN Selby – next steps

Technical work to look at the deliverability and viability of sites in Tadcaster is ongoing. Further work on the Site Allocations Local Plan will progress pending the outcome of these studies.

Work has been completed on the Annual Authority Report which sets out progress between the 1st April 2017 and 31st March 2018, which will be published on the Council's website in due course.

Work has also commenced on a review of the Statement of Community Involvement and will be presented to Executive in the New Year to seek approval for public consultation.

4) Eggborough Power Station DCO

The DCO for the Eggborough CCGT Project was made by the Secretary of State in September 2018.

The Order, made under the Planning Act 2008, which covers nationally significant infrastructure projects, allows developer Eggborough Power Ltd to build the 2,000MW gas turbine plant, along with a gas supply pipeline to connect it to the national gas transmission system.

5) Drax Power Station DCO

The Drax Repower project was received by the Planning Inspectorate (PINS) on 29 May and was 'accepted' (26 June) by PINS for 'Examination'.

The public hearings will commence in the first week of December at Goole. We have worked collaboratively with North Yorkshire County Council on a joint Planning Performance Agreement and have fed initial joint comments into the process.

6) Ferrybridge Station

SSE is proposing to develop a new gas-fired power station and associated gas supply pipeline (together 'the project') at and near Ferrybridge, Knottingley, to be known as Ferrybridge D. The project will be located on and within the administrative boundaries of Wakefield Metropolitan District Council ('WMDC'), Selby District Council ('SDC') and North Yorkshire County Council ('NYCC').

The power station will be capable of producing up to 2,200 megawatts (MW). This means that the power station will be a nationally significant infrastructure project. SSE will require a Development Consent Order (DCO) under the Planning Act 2008.

On 20th November 2018 the Council was informed of SSE's intention to submit an application to the Secretary of State. We intend to work collaboratively with North Yorkshire County Council on a joint PPA and to respond as a statutory consultee.

7) Selby and District Housing Trust

I am pleased to report the recent progress in delivering new affordable housing in the District through Selby and District Housing Trust. In my last report I stated that building works were progressing on 5 family homes at Landing Lane, Riccall and that these were due to be handed over in September. This scheme has now completed and the properties were handed over to the Trust on 24th September 2018. All properties are fully let to families with local connections. An open day was held on Friday 21st September to officially launch the properties.

Work is still progressing on the construction of 12 homes for the Trust on the Ousegate site in Selby and these properties are due to be completed and handed over in early 2019.

On the 11th December 2017 the Housing Trust Board approved the acquisition of 12 s106 homes from Berkley De Veer on a site at Orchard Park, Ulleskelf. These properties are now in development and are being phased to the Trust, the first three completions were on the 19th October, these three bed properties are all now occupied. Three more two bed Properties were handed over on Friday 7th December, with tenants ready to move in on Monday 10th December. The final six properties are to be built out towards the end of the development and will be handed over in March / April 2019.

John Mackman
Deputy Leader of the Council

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Councillor Cliff Lunn

Executive Member for Finance and Resources

Report to Council on 18th December 2018

National Non- Domestic Rates Discretionary Rate Relief Scheme for 2019/20 and 2020/21

The allocated funding to the authority for the Discretionary Rate Relief Scheme for 2019/20 is £37,000.00. All those businesses who currently receive the relief in 2018/19 would be eligible for relief in 2019/20. Based on the estimated increase in business rates cost for the next financial year an award of 2.2% in relief would cost £36,082.00. To allow the maximum possible relief within the allocated funding the relief allowable for 2019/20 will be set at 2.2%. This will ensure that the scheme will continue to be easy to administer and will also support different types and sizes of business.

The allocated funding for 20/21 is £5,000. To allow a percentage relief with such a low funding amount would mean each business eligible would receive very little. The Council will consider any applications on a case by case basis. Applications will only be considered from eligible businesses who fulfil the previous criteria and who have received the relief in previous years and only if they can provide evidence that the increase in business rates has caused them severe hardship. The Council will not make awards in excess of the available funding.

Treasury Management Quarterly Update Q2

The trend of relatively positive returns compared to our benchmarks and approved interest budget continues. The previously reported increase in the Bank Base Rate from 0.5% to 0.75% is helping to improve returns, with an average interest rate of 0.73% in quarter 2.

At quarter 1, approval was sought to invest in a select number of property funds via a procurement process carried out by NYCC. The funds were in place for the end of October and future quarterly reports will include the funds' performance. Entry fees will be treated as revenue expenses and will offset returns in year one.

Financial Results and Budget Exceptions Report to 30th September 2018

At the end of quarter 2, the General Fund indicated an outturn deficit of £26k. There are a number of variances (positive & negative) which make up this deficit including; shortfall on planned savings, staffing savings; changes in waste and recycling income and higher investment income. The HRA indicated an outturn surplus of (£348k), which is mainly driven by lower external borrowing requirements, offset by lower rents and grants.

The forecast outturn at Q2 continued to indicate a deficit on the General Fund, with a slight improvement to £26k. The HRA continued to report a forecast surplus of £348k.

The drivers for the variance on the General Fund remain broadly the same as Q1, the most significant being the shortfall on planned savings and changes to the lifeline service. These are offset by staff savings and higher investment income. The HRA surplus is driven by lower external borrowing requirements.

Planned savings for the year have already been achieved in the HRA. However, General Fund savings were showing a forecast shortfall of £157k which is consistent with that reported at Q1.,. Work continues to mitigate this with in-year savings, including holding vacancies where appropriate.

The capital programme forecast at Q2 was an underspend of (£2,001k); (£516k) GF and (£1,485k) HRA; the majority relates to Disabled Facilities Grants and ICT systems. Some of this underspend will be required to be carried forward to 2019/20 to meet project profiles.

The Programme for Growth continues apace with projects well underway. Projects are expected to be delivered over a number of years.

2019/20 Budget

Work is underway on the draft budget proposals, which will be considered by the Executive at our meeting on 10th January 2019. This slight delay will allow the Local Government Finance Settlement to be incorporated into the proposals.

As part of the consultation, Member briefings have been scheduled for week commencing 7th January and I urge all members to take the opportunity to feed in their views.

The consultation will run for 4 weeks before the Executive approve recommendations to full Council at our meeting on 6th February, with Council considering the proposed budget on 21st February.

Councillor Chris Metcalfe

Executive Member for Communities and Economic Development

Report to Council on Tuesday 18 December

This report covers the period from the Council meeting on 18 September 2018

Update of Car Parking Improvement Programme

In 2017 the Executive approved a programme of £900,000 investment in the Councils car parks.

Last year we improved and resurfaced the car park at New Lane, fitted height barriers at the Leisure Centre car park, installed light to the Portholme Road car parks and carried out initial repairs at Tadcaster's Britannia car park.

Further improvements will take place in the new year;

Audus Street and South Parade

- The car parks have been redesigned
- Contract for improvement works to Audus Street and South Parade awarded to Carthy Contracting
- Contract mobilisation/pre start meeting scheduled for 27th November 2018
- Subject to above, planning to commence works at South Parade w/c 7th January 2019
- Initial programme of 4 weeks on site(subject to weather) although this will be firmed up at meeting on 27th
- Works to Audus Street will follow completion of South Parade
- Estimated programme of 4 weeks on site

Micklegate and Back Micklegate

- Contract for design works let to CF Landscapes
- Initial consultation just completed. Based on the consultation and feedback initial sketch designs have been produced for SDC review/comment
- Second stage consultation on outline designs currently pencilled in for December/January

Bus station improvements:

- Contract let for supply and installation of five new shelters at Selby bus station
- New shelters feature solar LED lighting, bench seating with access bay, solid roof construction and mid safety rail. Each shelter will have SDC logos incorporated on glazing panels.
- Works pencilled in for 29th January 2019 and scheduled to last five days

- Initial site meeting held with shelter manufacturer, NYCC Highways and Arriva on 21st November
Electrical Charging bays
- Procurement is underway to install charging bays for Electric Vehicles

Selby Town Centre Pop Up Realm.

We have recently re-located the Pop Up furniture earlier this month after a successful summer campaign of temporary location on the high street and gaining feedback from residents and businesses alike. A public survey highlighted a welcome approach to activity and colour in the high street which we will continue to consider as part of celebrations for Selby950 and the Tour de Yorkshire. The pop up furniture has now moved to test some of the public realm space at the bottom of Micklegate Car Park and to assist with the car park consultation; thinking about how to use the space for activity and dwell time as well as parking. The branding “I heartSelby” has also been added.

Selby Town Enterprise Partnership

The STEP continue to be a town centre business voice in helping shape the future direction of the high street and are the lead in supporting the direction of pop up realm work and public space movement in the high street. STEP have worked with the Community and Partnerships team and the Urban Designers to finalise the design and the placement of wayfinding and information boards on the Abbey Pavement which will be scheduled for installation in line with the car park refurbishment. This times nicely with upgrading the shelters in Selby Bus Station. These are due to be installed at the beginning of January.

At the last STEP meeting it was agreed that there will be a business networking event planned for March 2019 to strengthen local networking and connections as well as business community voice in town centre development.

Community Safety:

A Multi Agency Night Time Economy Event was held on Saturday 10th November and saw North Yorkshire County Council, North Yorkshire Police and SDC work together on a night of action & enforcement in the town centre. A passive drugs dog worked alongside Police officers and lots of positive engagement was carried out with members of the public with PCSO's who were on high visibility foot patrols and who also staffed an information stall on the Abbey Pavement. This event was funded by the Community Safety Partnership. SDC licensing and enforcement officers also worked alongside trading standards officers who all had positive results from the event. Local landlords are also discussing how they can support a vibrant night life with one landlord providing stewards at the taxi rank to monitor behaviour. Many thanks to all staff and partners who have committed their time to delivering the event. Further events will also be planned to continue promoting our positive message.

Economic Development:

Economic Development Framework - 1 year on Review

The Council's Economic Development Framework was launched at the Selby District Growth Conference at Carlton Towers in November 2017. The Executive considered a one year on review of progress against the five year plan and the priorities for the next two years at its meeting in November 2018. They noted the excellent progress made in delivery of the priorities. They also welcomed and supported the EDF Delivery Plan for 2019 and 2020 and asked that it be shared with all Members of Council and external partners and stakeholders before being brought back for final approval in the light of any feedback.

The Executive also asked for further detail on the business case for the recruitment of posts outlined in the report and to provide further information on key performance indicators to monitor progress of the action plan and framework.

A well-attended Economic Partnership Forum was held on 8th November with key businesses and regional partners and hosted by Kingspan at Sherburn. Officers gave a well-received overview of progress in the last 12 months which was followed by a workshop on strategic infrastructure and transport connectivity – the topic having been chosen by businesses as a key issue for them. The session included presentations from the Northern Powerhouse Partnership and Transport for the North – both of whom recognised the increased profile of Selby District and acknowledged the significant role and potential of the district.

An all member briefing on the Economic Development Framework was held on the 26th November.

The EDF Delivery Plan for 2019 and 2020 has also been shared with wider stakeholders for comment and will be brought back to Executive for final approval in January 2019.

Strategic Employment Sites

Following on from the last update to Council, significant progress continues to be made in bring forward 'strategic employment sites' across Selby District:

Sherburn 2:

The planning application for Cromwell Polythene's new premises on Sherburn2 has been approved and construction is scheduled to start in the New Year with completion in the spring of 2019. Cromwell Polythene is the first occupier to be signed for Sherburn2 and will be relocating from their current site on the existing Sherburn Enterprise Park. The developer Glentool is also in detailed discussions with a number of investors interested in occupying the site and the Council's Economic Development team is continuing to work closely with the developer to attract new investors to the District.

Gascoigne Wood:

There are a number of major strategic applications that have been submitted which are in the process of being determined. Gascoigne Wood was on the Planning Committee Agenda for December with an officer recommendation for approval. At the meeting following debate this item was deferred with minded to refuse and will be taken back to Committee in the New Year.

Church Fenton:

The planning application for the Create Yorkshire film, creative and digital industries development at Church Fenton was submitted by Makin Enterprises in the summer and should go to Planning Committee in early 2019. Subject to approval the developer will step-up discussions with potential developers/investors/occupiers.

The new Channel 4 HQ at Leeds has already increased interest in the site with a number of supply-chain opportunities being explored with the help of the West Yorkshire Combined Authority and the Council's Economic Development team.

Kellingley:

Demolition was completed on the site in October and full remediation of the site has commenced, completion of which is targeted for the end of 2019. It is the developer Harworth Estates' ambition to start developing the site from the beginning of 2020.

Inward Investment

P3P Agri-Tech site, Camblesforth

At the last meeting I informed you of the new re-development of the former English Village Salads site in Camblesforth, since then significant progress has been made and there are a number of high profile updates to report on:

A Planning application on behalf of APS for the first 5000m² of vertical farming space will be submitted in the new year with a further two units totalling a further 10,000 m² to follow later in 2019. Combined these state of the art, hi tech farming units will make this site the largest of its kind in Europe.

APS will take full operational control of the site from September 2019 having signed a 25 year lease.

In addition work on the refurbishment of the pack house facilities have now been completed.

Whitworth Limited, Eggborough

In addition to the development of their site at Whitley Bridge, the flour milling company Whitworth Bros have now acquired the Rank Hovis facilities on Barlby Road extending their investment and commitment within Selby district.

SME Support

Since the last report to Council, 18 SMEs with growth aspirations have been supported through face to face meetings, these are businesses who we have not previously engaged with making a total of 56 SME's with growth aspiration that have been supported to date in 2018/19.

In addition to this, 20 retail, start up and non-growth businesses have had face to face meetings. During the period a further £52,000 in grants has been awarded via the PAPI grant scheme and £1500 via Ad:Venture

During the period 3 energy assessments improving energy consumption and operating costs for businesses have been undertaken (bringing the total to date to 11) each with a value of £600.

The single largest businesses grant awarded to a Selby District SME totalling £81,000 has come from the Let's Grow programme to support the purchase of larger premises for a Sherburn based SME.

Events

The Council's Enterprise Café, our monthly SME networking event, is well attended with an average attendance of 25 small businesses each month.

Over 70 delegates have attended seminars since the last report in a wide range of subjects which include: Social Media, HR, Leadership Skills, Presentation Skills and Making Tax Digital

In addition a suite of 10 workshops is currently underway with Selby College on Introduction to Management, Health & Safety, Customer Service, Presentation Skills, Recruitment & Selection of staff, appraisals and staff development, cold calling, debt collection, personal sales and handling difficult people and situations

Partnership Working

North Yorkshire County Council

Discussions with the County Council on how we can work closer together on our respective economic growth plans and the development of infrastructure and transport related solutions have progressed well.

A joint SDC/NYCC officer/lead-Member workshop took place in early October to drive forward this work. A proposal to develop a joint Growth & Infrastructure Delivery Plan is being considered through the Better Together Joint Members Group in early December.

This Delivery Plan can act as both a prioritisation documents and as a Development and Transport Prospectus that sets out our key strategic development opportunities and identifies a set of high level transport and infrastructure asks to enable these opportunities to be realised. This would provide a starting point for establishing the detailed transport measures and infrastructure improvements that will then be further developed through appropriate business cases and funding bids

Chris Metcalfe

Executive Member for Communities and Economic Development

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Councillor Christopher Pearson - Executive Member for Housing, Health, & Culture

Report to Council on Tuesday 18 December 2018

Selby District Council Lifeline Team up-date

On 2 August 2018 the Executive supported an 18 month trial of a reconfigured Lifeline service following the loss of £111k funding from NYCC. This vital service is an integral part of delivering the Corporate Plan, enabling the Council to play a key role in supporting better outcomes for individuals, help reduce isolation and help manage demand across the wider health and social care system, supporting more people to remain independent in their own home.

The reconfigured service was launched on 14th December 2018. The service will;

- Operate 24/7 with an emergency out of hour's service available to customers. Each week a member of the team is on call. The council has provided a van which will be branded to promote the service.
- A new simpler pricing structure is in place that includes a unique offer of support via 'companion visits' if required by the customer.
- Promote Disabled Facilities Grant (DFG) applications (following the integration into the Lifeline service) Performance in processing DFG applications has improved and is expected to out turn at 100% higher than last year.
- The service has achieved growth of 52 customers since April and has successfully retained 82% of customers who previously received Supporting People funding

The service has been restructured with no compulsory redundancies, 1 voluntary redundancy was accepted. The service is already growing with a net gain of 7.5 new customers a month. If this trend continues the service will generate a surplus by June 2019, eight months prior to the end of the trial period.

This month we will launch a comprehensive marketing plan which has been developed including promotional campaigns in council publications, the website, social media and targeted marketing through leaflets and posters.

(Leaflets will be available to handout at Council)

Compulsory purchase of an empty home

In January 2018 our Empty Homes Strategy and action plan was approved the action plan set out Selby's approach to tackling empty homes and how we planned to bring them back into use and improve the supply of housing across the district.

Officers aim to encourage those who own empty homes to bring them back into use voluntarily and so the approach is focused initially on engaging with the owners offering support, advice and, where appropriate, offering grants or the opportunity to make use of leasing schemes or other arrangements with housing providers.

Where, after repeated attempts we are unable to enter dialogue with an owner or where an owner refuses to consider bringing back their property to use, we will consider taking enforcement action.

The ultimate sanction is a Compulsory Purchase Order and a report requesting authorisation to progress with the compulsory purchase of a long term empty property was approved by the Executive.

The Property has been empty for over 20 years and complaints have been received from adjoining property owners and other members of the public concerning its derelict condition and its negative effect on neighbouring dwellings and the surrounding area. Bringing this property back into use will allow the property to be used as a much needed family home.

Tour de Yorkshire

Selby DC has successfully bid to host a stage of the Tour de Yorkshire in early May 2019 to shine an international spotlight on the town as part of the Selby950 celebrations. Work has begun on developing projects which engage the community and plan for widespread participation. Welcome to Yorkshire will bring their roadshow to Selby Abbey on 9th January, which will provide detailed route information and give advice to businesses and residents about how to make the most of the event. Representatives from SDC will also be on hand to provide information about the plans for Selby 950 celebrations and to talk about the opportunities to participate as well as what people's appetite about the range of arts, heritage and cultural events that will take place in 2019.

Selby 950

Next year is set to be a great year of celebrating the foundations of our fantastic Abbey and encouraging community pride. As part of this, SDC have agreed to deliver three highly participative and ambitious arts events as well as the Tour. The projects include – a mass singing event “Selby Sings”, a community parade to celebrate St Germain and an illumination of the Abbey. We will be working with a high quality, very experienced artist known for Hull City of Culture and York Curioser projects who has wonderful ideas for the event. There will also be a number of heritage events which we will deliver – these include a programme to share Selby's Hidden Histories. Funding applications to the Arts Council England and Heritage Lottery Fund have been submitted to enhance the projects. If all applications are successful, and including SDC's investment through Programme For Growth and local business commitments, the events should see investment of over £270,000 into SDC coordinated 950 events.

We want to encourage the community themselves to develop great ways to celebrate our place and a community engagement toolkit with Selby950 branding will be launched and can be seen by Members after the council meeting. There is already an exciting programme of arts, heritage and cultural activity which is being planned by our many partners, including music, dance, theatre, comedy and community events. Participating organisations include (although not exhaustive!) Selby Library, Selby Civic Society, Selby College, Drax, Selby Football Club and, of course, the Abbey. The Council will hear a poem at the meeting associated with Selby 950.

UCI World Road Race Championships and Para Cycle Event

2019 is not only a year to showcase the town but also the district. SDC has also been successful in securing UCI road race routes through the west of the district for the Women's Junior and Men's U23 races. The 9 day racing event also includes Tadcaster hosting a unique and highly inclusive Page 26 event which will see para-riders from all

classifications of para-cycling race for the first time in a point to point competition, including those qualifying for the Tokyo 2020 Olympics. Tadcaster should see approximately 150 riders start from the town on Saturday 21st September 2019. Local community groups and Tadcaster Town Council have also joined the planning to make this a unique and inclusive day to remember. Further information is available on the UCI website and will be cascaded to Parishes about how to get involved in due course. SDC has committed £65,000 into supporting the para cycle event after a decision was made at the Executive meeting on 6 December 2018.

Councillor Christopher Pearson
Executive Member for Housing, Health and Culture

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Agenda Item 10



Councillor Wendy Nichols – Chair of Scrutiny Committee

The Scrutiny Committee has been busy, having met three times since the last update to Council in September. There was also been some scrutiny training on 23 October 2018 which was well received and a number of Members from the Scrutiny, Policy Review and Audit and Governance Committees attended.

27 September 2018

The main items of business on the agenda for this meeting were the Leisure Annual Review, Corporate Performance for Quarter 1, Financial Results and Budget Exceptions for Quarter 1, an update on the Programme for Growth, Treasury Management for Quarter 1 and the Committee's Work Plan for 2018-19.

The Leader of the Council was also in attendance at the meeting.

Work Plan 2018-19

- Members noted that an item on empty homes (including voids) should be added to the work programme for 2019-20 in order for Scrutiny Committee to look at this in detail, following consideration by the Executive.
- The Committee also discussed the provision of mental health support, including dementia and Alzheimer's, in Selby and across the county. The Democratic Services Officer was asked to gather further information on other scrutiny work on the matter currently taking place in other authorities by contacting the North Yorkshire Scrutiny Officer's Network.

Leisure Annual Review

- The Committee were pleased to note that 2017-18 had been a year of progress; more schools were using the pool at the leisure centre in Selby and the recent Selby Sportiv had gone very well. Outreach work by Inspiring Healthy Lifestyles (IHL) had continued, with the 'Move It or Lose It' campaign expanding over the last 18 months.
- Members noted that there had been some discussion at the Executive meeting around users with membership cards, and those who actually utilised them. There was a discrepancy between the two figures of around 3 to 4%, but performance against targets was still good.

Corporate Performance for Quarter 1

- In relation to re-letting empty properties, Members acknowledged that a higher than expected number of void properties had come forward, many of which had not had previous 'decent homes' work done to them and therefore required a lot of work to

bring them up to standard. There were also difficulties in recruiting to trades positions which was slowing down repair work and general maintenance jobs at council properties.

- Members expressed concerns about waste collections being hindered by problem car parking, and public waste bins not being emptied regularly in Tadcaster.
- How to communicate when missed bins would be collected was also discussed; officers confirmed that messages were put on the Council's website and on social media to let residents know when they would be collected.
- The Committee suggested other methods of communicating with residents could be a leaflet in annual billing, or a sticker on the bins to explain that by default missed bins were usually collected the next day.

Financial Results and Budget Exceptions Quarter 1

- The Committee expressed concerns relating to the delays still being experienced in the planning service, despite it now being fully staffed, and the problems in recruiting to trades jobs.
- Members discussed the proposed move of the contact centre staff at Market Cross to the Civic Centre, and the potential to let the space out to another tenant due to the years left on the lease of the property. Officers acknowledged the concerns raised by Members regarding the convenience and accessibility of the Civic Centre for customers, and recognised it was a process that would need managing properly if it went ahead.

Programme for Growth – Update on Existing Programme

- The Committee noted that a great deal of the work so far on the Programme for Growth had been around project planning and organising of expenditure; some of the projects detailed in the report would last for a few months, some for a number of years.
- Members discussed future potential uses for the recently purchased former Natwest bank premises in Selby and Tadcaster; officers confirmed that a number of uses were being considered, including retail, residential and commercial space.
- The Committee were pleased to note that Selby District Council had recently won 'Local Authority of the Year' at the Business Insider Property Awards, and acknowledged the importance of the Council being able to keep delivering successful projects and maximising the potential of the District.

Treasury Management Quarterly Update Quarter 1

- Members asked questions of the officer on issues including property funds and investment returns.

25 October 2018

The main items of business on the agenda for this meeting were the Committee's Work Plan 2018-19, Transport Matters, Street Cleansing and an Olympia Park Update. The Executive Lead Member for Housing, Health and Culture was also in attendance at the meeting.

Work Plan 2018-19

The Chair spoke about the recent Scrutiny training that had taken place on 23 October 2018, which had been better tailored to the arrangements in Selby and as such had been well received by Members.

Part of the discussions at the training had been around work programming; as a result of these discussions a topic identified for consideration by the committee was the provision of a suitable temporary traveller site in the District. It was felt that the matter required further scrutiny and a practical way forward needed to be found in dealing with the issue. The work of other Councils could be explored and a line of communication established with the traveller community.

Transport Matters

In attendance at the meeting to talk to Members were representatives from Arriva, Northern Rail, the West Yorkshire Combined Authority, Transpennine Express/First Group and NYCC.

The Committee had lengthy and positive discussions about a number of issues around transport in the District; the main issues that were highlighted by the committee are set out below:

- Employment transport provision, especially around Sherburn, including bus services.
- Investment and improvements required at Selby station (and other stations across Selby District), particularly disabled/accessible access and installation of a lift.
- The Council's influence on the wider rail and transport agenda in the District and the region, including HS2 and Transport for the North.
- The links between transport provision and Selby's Local Plan, its economic future and development.
- The need for improved transport in the District to provide for the projected population growth.
- Capacity on the railways and electrification of the TransPennine route.
- Integration between train and bus services for better connections.

Street Cleansing

The Committee received a report that asked them to consider street cleansing provision in the District. The main points discussed were:

- Cleanliness of major roads such as the A64; some sections were difficult to clean because to do so would require temporary traffic measures or road closures, which were expensive and disruptive. The Council continued to work with partners at NYCC and Highways England in order to ensure the work was done but with as little disruption as possible.
- Missed bin collections due to collection vehicles being unable to access certain streets due to parked cars, particularly recycling collections. Officers explained that the recycling vehicles were wider than the refuse wagons and as such could not access narrow roads which had been made narrower by parked cars.

- What the worst streets for detritus were; it was explained by Officers that it tended to be those with cars parked on them on a regular basis, as street sweepers couldn't access whole sections. Local people were given notice that cars should be moved in order for a road to be cleaned, but this message was not always heeded.

Olympia Park Update

The Committee were pleased to receive an update on Olympia Park and noted the following points:

- Since the last update on Olympia Park considered by the Committee in March 2018, £8.78 million of grant funding had been approved by Homes England's Housing Infrastructure Investment Board in the first week of October. This funding had to be spent by 31 March 2021, so in order to achieve this deadline the Council would be working collaboratively with all of the landowners to prepare the necessary legal agreements from them to commit to the design of a comprehensive, integrated scheme for the whole site.
- It was anticipated that a planning application would be submitted in March 2019, with a view to work on the infrastructure later that year. This date was slightly later than reported to the Committee in March 2018, mainly due to the complex discussions with the Environment Agency on mitigating flood and Homes England delaying the confirmation of the Housing Infrastructure Fund investment.
- The Housing Infrastructure Funding could potentially be supplemented by additional investment from the York, North Yorkshire and East Riding LEP. Up to £1.2 million of investment had been agreed in principle, subject to a detailed business case which was submitted on 26 October 2018. It was anticipated that this would be considered by the LEP's Infrastructure Board for approval in December 2018.
- Members were pleased to hear that there would be further pre-application public consultation on the site, once further flood modelling work had been completed.

22 November 2018

The main items of business on this rather busy agenda were the Committee's Work Plan 2018-19, North Yorkshire Police, North Yorkshire Police, Fire and Crime Panel, the 2017-18 annual report of the Director for Public Health for North Yorkshire, the Approach to Health and Wellbeing in Selby District, Programme for Growth Update on the Existing Programme, Financial Results and Budget Exceptions for Quarter 2 and Treasury Management Monitoring for Quarter 2.

The Chair informed the Committee that the Committee had been asked to look again at the contract with the Council's waste services provider, Amey Plc. Discussions about further work would take place with the Head of Commissioning, Contracts and Procurement on the matter.

Work Plan 2018-19 and Findings from Scrutiny Training on 23 October 2018

Members were pleased to note that the scrutiny training on 23 October 2018 had been useful for Members due to its tailored approach to Selby.

Programme for Growth (P4G) – Update on Existing Programme

Members noted that the update had been presented to the Executive earlier in the month along with an update on progress with the Economic Development Framework (EDF). The Committee was informed that a key part of the EDF report related to staffing for projects in the Programme for Growth and that following a request from the Executive for further information, an updated report on the EDF would be brought back to the Executive in January 2019.

It was acknowledged that further information had been requested by the Executive concerning specific budgets and clarity on roles and responsibilities.

A query was raised around the Selby 950 project and the funding for this; it was explained that £150k had been allocated for the Tour de Yorkshire with the remaining allocation to be used on projects where match funding could be obtained along with possible resources from businesses.

North Yorkshire Police and North Yorkshire Police and Crime Panel

In attendance for this item and to speak to the Committee were Chief Inspector Rachel Wood, Inspector Yvonne Taylor, Councillor Carl Les, Chair of North Yorkshire's Police, Fire and Crime Panel and Diane Parsons, Support Officer for the Police, Fire and Crime Panel.

The Committee enjoyed a wide ranging and informative discussion on a number of policing and crime matters, including:

- Changes in staffing arrangements for neighbourhood policing in Selby.
- The general increase in crime compared to the previous year, including dwelling burglary; however, it was explained that this could be linked to better recording of crime.
- Cross border and rural crime.
- Reductions in anti-social behaviour in Selby, crime updates and work to tackle drug dealing and vehicle offences.
- Crimes caused by offenders from outside of the area, i.e. West Yorkshire, specifically the burglary of shops.
- Tadcaster crime had increased but mainly due to one individual with mental health issues, and there had been reports of anti-social behaviour in Eggborough and Kirk Smeaton, about which a residents' meeting had been held and some arrests had been made.
- CCTV provision and coverage was also discussed, as well as cross-border drug dealing into Selby, parking outside of schools, police resources and the 101 service.
- The Chair of the Police, Fire and Crime Panel explained the make-up of the Panel and outlined some of the work carried out by the Panel, including considering the Police and Crime Commissioner's (PCC's) crime plan and agreeing the precept proposed by the PCC.
- The Panel had approved the appointment of a new Chief Constable and new Director of Finance which would be shared between the Police and Fire Service.

- The PCC would be taking over the running of the Fire Service, but the majority of authorities in North Yorkshire had disagreed with this decision; due to the takeover, the Panel would be known as the Police, Fire and Crime Panel.
- The Panel also dealt with complaints but were not able to consider complaints about operational policing issues but could pass on any views to the PCC.
- Other areas considered by the Panel had included the 101 service, wildlife crime and the sale of the Police headquarters at Newby Wiske.
- Members queried if the PCC would be getting more staff now that she had assumed control of the Fire Service. The Chair of the Police, Fire and Crime Panel stated that the PCC had expressed that she did not need any more staff despite taking on additional responsibility. She would be assuming operational control of the Fire Service, whereas she did not have operational control of the Police Service.
- The PCC would be taking on the responsibility of handling Police complaints and additional staff would be taken for this; once the report on this was available it would be circulated to the Scrutiny Committee.
- A query was raised around the arrangements for custody transport; due to the closures of local stations, officers had to transport offenders to other stations for custody arrangements which then took resources away from local areas. Discussion took place on whether stations with custody arrangements could meet officers half way on the route when transporting people. It was agreed the issue of custody arrangements would be raised by the Panel with the PCC.
- The provision of street wardens, a service which used to be operational in the town centre of Selby, was also discussed. Members felt it had proved to be beneficial in assisting people who were out in the evenings and should be reintroduced. This would be raised by the Panel with the PCC. It was also noted that some venues had started employing their own night marshalls to assist people who were out in the evenings.

Back to the Future: The 2018 Director of Public Health Report for North Yorkshire

In attendance for this item was Dr Lincoln Sargeant, Director of Public Health for North Yorkshire. Dr Sargeant gave a presentation to the Committee on the report and the following points were highlighted:

- Areas of deprivation in Selby were identified to the Committee, as well details of life expectancy, healthy life expectancy and the trend towards an ageing population in North Yorkshire.
- Members noted that 21,000 children were estimated to be living in poverty across North Yorkshire.
- Future priorities for public health had been identified through consultation with stakeholders and the public; the priorities were health inequality, mental health, obesity and ageing population.
- Inequality between communities in North Yorkshire had been identified which were further complicated by rurality, housing affordability and fuel poverty. There had been a steep increase in people experiencing mental illness, mental distress and difficulties; people with mental health problems also experienced worse physical health compared to the general population.
- The Director of Public Health explained to Members that he would action the three main recommendations of the report (reduce inequalities, improve mental health and embed public health) by improving the understanding of the experience of people who had poorer health outcomes, working with partnerships, communities

and other agencies to implement initiatives to promote positive mental health and prevent mental ill health, and ensure greater joint working between sectors to co-ordinate and maximise the use of resources to address population health.

- The Committee discussed budget pressures experienced by North Yorkshire County Council and the effect this had on services provided for young and older people, and raised concerns around loneliness and isolation faced by some people, especially in rural locations.

The Approach to Health and Well-Being in Selby District – One Year On

The Committee considered a report and accompanying presentation which updated them on progress made since a joint presentation to the Policy Review and Scrutiny Committees in February 2017 by the Director of Public Health, North Yorkshire County Council and the Selby District Council Head of Service for Community, Partnerships and Customers. Kathryn Ingold, Public Health Consultant from North Yorkshire County Council (NYCC) was also attendance for this item.

- A successful health conference had been held in 2017 with a number of key partners to bring together ideas on health and wellbeing in Selby District; an action plan had been created to be actioned over 3 years.
- Closer working relationships had been established with North Yorkshire CC Public Health, a mental health forum had been established and a review of the Community Engagement Forums had commenced.
- The next steps to be taken included the ‘Selby Health Matters’ initiative, led by NYCC Public Health.
- The provision of mental health assistance was cause for concern amongst Members; the importance of community awareness around the issue was emphasised.
- The Committee were also concerned that the criteria used by Yorkshire Ambulance Service for patient transport to hospital had changed, with more referrals to volunteer drivers who lacked medical skills. The Vale of York CCG had been made aware of the issue, and was also looking at matters such as extending GP hours.
- Members were keen for the Vale of York CCG and Yorkshire Ambulance Service to be invited to a future meeting of the Committee.

Financial Results and Budget Exceptions Report to 30 September 2018 - Quarter 2

The Head of Finance introduced the report which asked the Committee to consider and make any comments on the Council’s financial results and budget exceptions to 30 September 2018.

The Committee queried the delay to the empty homes programmes; it was explained by Officers that obtaining compulsory purchase orders involved a legal process which had to be strictly followed.

Treasury Management Monitoring Quarterly Update Q2 – 2018-19

The Head of Finance introduced the report which asked the Committee to consider the contents of the report and make any comments on the Council’s borrowing and investment activity for the period 1 April to 30 September 2018.

With regard to investments, members queried what would be the use of the former NatWest banks in Tadcaster and Selby that the Council had purchased. This query has been forwarded to Officers and response obtained and circulated to the Committee after the meeting.

Future Meetings

The next meeting of the Committee will be on **Friday 25 January 2019**. This meeting is being held on a Friday instead of a Thursday as we are hoping to have Nigel Adams MP in attendance.

Councillor W Nichols
Chair, Scrutiny Committee

Councillor Jim Deans – Chair of Policy Review Committee

The Policy Review Committee has met twice, on 11 September 2018 and 17 December 2018, since the previous update given to Council in September 2018.

A written update from the meeting on 17 December 2018 will not be ready in time for publication of the December Council agenda on 10 December 2018.

11 September 2018

The main items of business on the agenda for this meeting were the Gambling Policy Refresh, an update on Universal Credit, the Medium Term Financial Strategy and the Committee's Work Plan for 2018-19.

The Executive Member for Finance and Resources was also in attendance at the meeting.

Gambling Policy Refresh

The Committee noted that the minor changes to the policy were as follows:

- An updated population figure for Selby District at page 5 of the policy;
- A footnote relating to the stakes and prizes table at Appendix D to the policy to show they may change;
- An updated postal address for HM Revenues and Customs (a Responsible Authority) listed in the appendices of the policy; and
- An observation from the Gambling Commission to suggest that within section 12 of the policy, the Council may wish to include a requirement that Local Risk Assessments were kept on licenced premises.

The Committee acknowledged that the suggestion relating to Local Risk Assessments applied to certain types of gambling premises, and that the arrangement could prove useful for Enforcement Officers conducting visits. Members were supportive of the Gambling Commission's suggestion and agreed that it should form part of Selby District Council's Gambling Policy.

Universal Credit Update

- The Committee were pleased to note that the Department for Work and Pensions had reported on Selby District Council's transition to Universal Credit, and had stated that the Council's approach had ensured a smooth and supportive path for new Universal Credit claimants.

- Members agreed that the next update on the impact of Universal Credit should be brought to the Committee in 12 months' time.

Medium Term Financial Strategy

- The Committee debated the report and asked a number of questions of officers on a number of issues, including the impact of Brexit on the Council's finances, council tax levels and the level of financial uncertainty facing the Council in the coming years.
- Some Members expressed concern around spending on projects such as the Tour de Yorkshire and if there were measurable benefits from hosting such events.
- The Executive Member for Finance and Resources explained that the benefits of events like the Tour de Yorkshire were hard to quantify, but they did have an overarching positive effect on the local and regional economies.

Work Programme 2018-19

- The Chair took the Committee through the current work programme and explained that a number of items had been added on as a result of the meeting between the scrutiny Chairs and the Executive, held in July 2018.
- The Committee noted that PLAN Selby had been removed from the work programme as a revised timetable for consideration was being worked on; it would be added back on to the work programme when this new timetable had been established by officers.
- With reference to the 'potential items' section of the work programme, Members acknowledged that the GDPR impacts report and the Counter Fraud Strategy, Counter Fraud and Corruption Policy and Prosecution Policy were matters to be considered by the Audit and Governance Committee, and as such, should be removed from the Policy Review work programme.
- Lastly, the Chair explained that the monitoring of planning enforcement performance would be more appropriate as a matter for the Scrutiny Committee, and as a result asked Officers to discuss this with the Chair of Scrutiny, with a view to including it in the Scrutiny Committee's work programme.

The next meeting of the Policy Review Committee will be held on 15 January 2019.

Councillor J Deans
Chair, Policy Review Committee



Councillor Karl Arthur – Chair of Audit and Governance Committee

Update to Council 18th December 2018

The Audit and Governance Committee has met once since the last update provided to the council on 18th September 2018. This meeting took place on Wednesday 24th October 2018.

Audit and Governance Committee Meeting – 24th October 2018

The Audit and Governance Committee agenda was busy on 24th October 2018 - with no fewer than ten items on the agenda - and I would like to thank committee members and officers for their support and comments during the course of the meeting.

Items covered during this meeting included the Local Government and Social Care Ombudsman Annual Review Letter 2017-2018, the internal audit and counter fraud progress report, the external annual audit letter and the external audit progress report.

In addition, I had the opportunity to brief members of the committee that the government had announced that it was to strengthen rules preventing people found guilty of serious crimes or misbehaviour from serving on local councils.

In addition to the current rules of disqualification new measures are being looked at to disqualify those who are subject to the following:

- Anti-Social Behaviour Injunctions;
- Criminal Behaviour Orders;
- Sexual Risk Orders; and
- Anyone on the Sex Offenders Register.

The proposed changes follow a consultation in 2017 which Selby District Council responded to and I also reported to the committee that the authority would have liked the proposals to have gone further to include certain cases of fraud and that the rules for disqualifying MPs be brought in line with the rules for council candidates.

I also had the opportunity to brief the committee that a consultation on local government ethical standards by the Committee for Standards in Public Life, which was considered by the Audit and Governance Committee earlier in the year – and which Selby District Council was one of 317 authorities to respond to – was now being analysed and a report was due to be released in December 2018. This report is due to be brought before the Audit and Governance Committee in January 2019 for discussion.

Finally, the committee had the chance to welcome Nicola Hallas, who is replacing Gavin Barker as the external auditor from Mazars, to her first committee meeting.

Councillor Karl Arthur

Chair, Audit and Governance Committee



Report Reference Number: C/18/05

To: Full Council
Date: 18th December 2018
Status: Non Key Decision
Ward(s) Affected: Whole District
Author: Sharon Cousins, Licensing Manager
Lead Executive Member: Councillor Pearson, Lead Executive Member for Housing, Health and Culture
Lead Officer: Gillian Marshall, Solicitor to the Council

Title: Gambling Policy Refresh

Summary:

Selby District Council is the Licensing Authority responsible for the licensing of certain gambling premises licences and all types of gaming machine permits in Selby District. As part of this role the Council must have regard to the statutory licensing objectives and issue a statement of licensing principles (the Gambling Policy) which must be reviewed every 3 years. The next review is due by January 2019. The existing policy has been reviewed and it is considered that very minor changes are required. The Council consulted on the revised policy between 16 July 2018 to 13 August 2018.

Recommendations:

- **That Council approve the draft Gambling Policy as amended following the consultation and authorise officers to take necessary steps to bring it into force.**

Reasons for recommendation

To ensure the Council has an up to date Policy.

1. Introduction and background

1.1. Selby District Council as a Licensing Authority is given responsibility by the Gambling Act 2005 (the Act) for issuing premises licences for the following in Selby District:

- Casino Premises
- Family Entertainment Centre Premises
- Bingo Premises
- Betting Premises
- Adult Gaming Premises

- 1.2. The Act also passes responsibility to the Council for the granting of all types of gaming machine permits and alters the manner in which certain categories of lotteries are registered and controlled.
- 1.3. In exercising functions under the Act, the Council must have regard to the Licensing Objectives, which are distinct and different from those contained under the Licensing Act 2003. They are:
 - Preventing gambling from being a source of crime and disorder, being associated with crime and disorder or being used to support crime;
 - Ensuring that gambling is conducted in a fair and open way; and
 - Protecting children and other vulnerable persons from being harmed or exploited by gambling.
- 1.4. The Council has a duty which it must discharge under s349 of the Act. The Council is required to formulate a Gambling Policy (Statement of Principles) that it proposes to apply in exercising its functions under the Act.
- 1.5. The Gambling Policy (Statement of Principles) must be reviewed at least every three years, and the current policy must be reviewed and revised (if necessary) by January 2019.

2. The Report

- 2.1. The Gambling Commission (the Commission) is required by s25 of the Act to issue guidance to licensing authorities on the discharge of their functions under the Act. It deals primarily with matters intended to assist in the development of a licensing authority's Gambling Policy and is something the Council must have due regard to. The Commission's guidance was most recently updated in September 2016.
- 2.2. The draft Policy has been reviewed (Appendix A). It was adopted in 2017 and the regulatory regime is unchanged. For that reason it is considered that the only changes required are to update the area's population and to add a footnote to the stakes and prizes table (Appendix D of the policy) to show that these may change.
- 2.3. The Executive considered the draft policy on 12 July 2018 and approved it for consultation from 16 July 2018 to 13 August 2018. The Consultation was wide, including, those consultees required by statute (listed at Appendix B of the draft Policy), as well as non-statutory consultees such as the general public, Parish Councils and Selby District Councillors.

2.4 The Consultation was carried out between 16 July 2018 to 13 August 2018; the following comments have been received:

2.4.1. HM Revenue and Customs a Responsible Authority listed in the appendices of the policy, made contact to amend their postal contact address from 21 India Street to: HM Revenue and Customs, Excise Processing Teams, BX9 1GL, England.

2.4.2. The Gambling Commission emailed and stated that it did not intend to make any representations, however, it made the following Observation;-

“Within Section 12 of the document, you may wish to include a Council requirement that Local Risk Assessments (LRA) are kept on the premises”.

2.4.2.1. Such a provision may prove helpful to Enforcement Officers when conducting visits to licensed premises as, on occasions, Operators assert the LRA is retained elsewhere / head office.

2.4.2.2. LRA’s are a social responsibility code which helps them demonstrate how they aim to address the local risks to the licensing objectives. Premise licence holders in the District must conduct a local risk assessment. These must take into account the relevant matters identified in the licensing authorities statement of licensing policy.

2.4.2.3. They should be structured in a manner that offers sufficient assurance that the premises have suitable controls and procedures in place. These controls should reflect the level of risk within the particular area, which will be determined by local circumstances.

2.5 The report has been before the Licensing and Policy Review Committee in September, and back to the Executive on 6 December where the amendments were approved. No further comments were raised.

3. Legal Implications

3.1. The review of the Gambling Policy (Statement of Principles) is a legislative requirement. Legislation requires that the final approval for the new Gambling Policy (Statement of Principles) is given by Full Council. Failure to review the policy and follow the correct guidelines will leave decisions on gambling licensing open to challenge.

3.2. The approval of the policy is part of the Budget and Policy Framework of the Council and therefore the Executive is responsible for proposing and consulting on the policy whereas the approval of it must be undertaken by Full Council.

4. Financial Implications

- 4.1. This policy proposes no significant changes and no financial risk is identified

5. Equalities Impact Assessment

- 5.1. Given the minor nature of the changes to the draft no impacts are anticipated and therefore no screening document completed.

6. Conclusion

- 6.1. The Gambling Policy (Statement of Principles) has received a statutory required review which will ensure the Council is carrying out its role as Licensing Authority in line with the Gambling Act and the most recent Gambling Commission guidance. The draft Policy went out for consultation between 16 July 2018 to 13 August 2018. It received no representations, however two comments were received.
- 6.2. Officers are asking for endorsement for approval from Full Council in December. Subject to approval, the new policy will then come in to force by 31 January 2019.

7. Background Documents

Existing Gambling Policy

8. Appendices

Appendix A – draft Gambling Policy (Statement of Principles)

Contact Officer:

*Sharon Cousins
Licensing Manager
scousins@selby.gov.uk
01757 292033*



Gambling Policy

Gambling Act 2005

Statement of Principles





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PART A

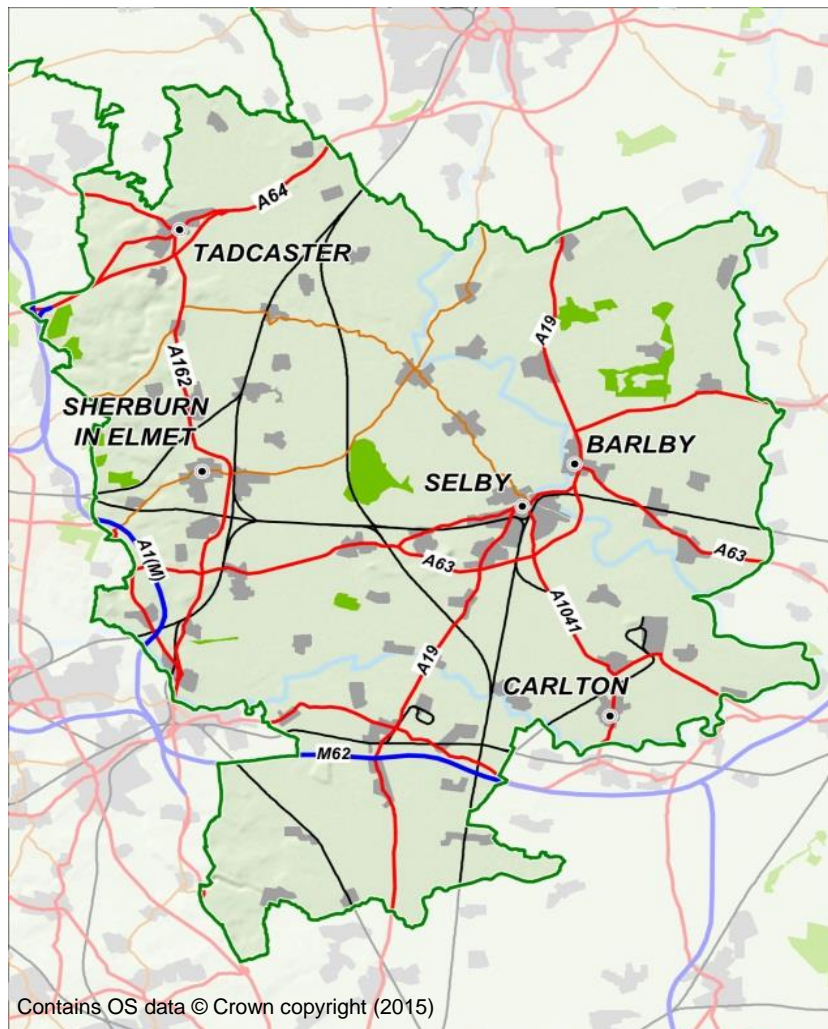
1. Introduction

- 1.1 Section 349 of the Gambling Act 2005 ('the Act') requires us (Selby District Council) as a Licensing Authority in England and Wales to define and publish our Policy Statement on the exercise of our gambling functions at least every three years.
- 1.2 We will review our statement from "time to time" and consult upon any amended parts to the statement. We will then re-publish the amended statement.
- 1.3 In exercising most of our functions under the Act, we must have regard to the licensing objectives as set out in section 1 of the Act. The licensing objectives are:
 - Preventing gambling from being a source of crime or disorder, being associated with crime or disorder or being used to support crime
 - Ensuring that gambling is conducted in a fair and open way
 - Protecting children and other vulnerable persons from being harmed or exploited by gambling
- 1.3 We have noted that the Gambling Commission has stated: "The requirement in relation to children is explicitly to protect them from being harmed or exploited by gambling".
- 1.4 We have noted that, as per section 153 of the Act, in making decisions about premises licences and temporary use notices we should aim to permit the use of premises for gambling in so far as we think it is:
 - in accordance with any relevant code of practice issued by the Gambling Commission
 - in accordance with any relevant guidance issued by the Gambling Commission
 - reasonably consistent with the licensing objectives and
 - in accordance with the authority's Statement of Principles
- 1.5 The Act requires that we consult with the following parties:
 - The Chief Officer of Police
 - One or more persons who appear to us to represent the interests of persons carrying on gambling businesses in our area
 - One or more persons who appear to us to represent the interests of persons who are likely to be affected by the exercise of the our functions under the Gambling Act 2005
- 1.6 We have consulted widely on this policy statement from 16th July 2018 to 13th August 2018. A list of persons consulted can be found at Appendix A.
- 1.7 There were four comments received in response to this consultation.
- 1.8 This statement of Principles was approved at a meeting of the Full Council on. This is published on our website (www.selby.gov.uk). In addition, copies are placed in the public libraries of the area as well as being available in our customer contact centre.

- 1.9 It should be noted that this Statement of Principles will not override the right of any person to make an application, make representations about an application, or apply for a review of a licence, as each will be considered on its own merits and according to the statutory requirements of the Act.

2. Profile of Selby District

- 2.1 Selby District is situated in the County of North Yorkshire. It covers an area of 602 square kilometres and is situated to the south of the city of York. The district's population is 86,900¹ and the principal settlements are Selby, Tadcaster and Sherburn-in-Elmet. The council area is mainly rural in character and aspect with a dispersed settlement plan. There are 74 Parish Councils as well as various Parish and Community meetings. Selby in particular is of historical importance built as it is around Selby Abbey. As a consequence tourism and leisure are important industries. Detail of the district is shown in the map below.



¹ ONS Mid-Year Estimates 2018

3. Declaration

- 3.1 In producing this Statement of Principles, we have given regard to the licensing objectives of the Act, the guidance issued by the Gambling Commission, and any responses from those consulted on the Statement of Principles.

4. Responsible Authorities

- 4.1 We are required by regulations to state the principles we will apply in exercising its powers under Section 157(h) of the Act to designate, in writing, a body which is competent to advise the authority about the protection of children from harm. The principles are:
- the need for the body to be responsible for an area covering the whole of the licensing authority's area
 - the need for the body to be answerable to democratically elected persons, rather than any particular vested interest group
- 4.2 In accordance with the Gambling Commission's Guidance for local authorities this authority designates Corporate Director of Children and Young People's Services, North Yorkshire County Council, Room 122 County Hall, Racecourse Lane, Northallerton, North Yorkshire, DL7 8DD for this purpose.
- 4.3 The contact details of the Responsible Authorities under the Act can be found at Appendix B and on our website www.selby.gov.uk

5. Interested parties

- 5.1 Interested parties can make representations about licence applications, or apply for a review of an existing licence. These parties are defined in the Act as follows:

“For the purposes of this Part a person is an interested party in relation to an application for or in respect of a premises licence if, in the opinion of the licensing authority which issues the licence or to which the application is made, the person-

- a) lives sufficiently close to the premises to be likely to be affected by the authorities activities,*
- b) has business interests that might be affected by the authorised activities, or*
- c) represents persons who satisfy paragraph (a) or (b)”*

- 5.2 We are required by regulations to state the principles we will apply in exercising our powers under the Act to determine whether a person is an interested party. The principles are:

- Each case will be decided upon its merits. We will not apply a rigid rule to our decision making. We will consider the examples of considerations provided in the Gambling Commission's Guidance for local authorities at 8.12 to 8.17. Note though that decisions on premises and temporary use notices must be “in accordance” with Gambling Commission Guidance (Section 153 of the Act). We will also consider the

Gambling Commission's Guidance that "has business interests" should be given the widest possible interpretation and include partnerships, charities, faith groups and medical practices.

- Interested parties can be persons who are democratically elected such as councillors and MP's. No specific evidence of being asked to represent an interested person will be required as long as the councillor/MP represents the ward likely to be affected. Likewise, parish councils likely to be affected will be considered to be interested parties. Other than these, however, we will generally require written evidence that a person/body (e.g. an advocate/relative) 'represents' someone who either lives sufficiently close to the premises to be likely to be affected by the authorised activities and/or has business interests that might be affected by the authorised activities. A letter from one of these persons, requesting the representation is sufficient.
- If individuals wish to approach Councillors to ask them to represent their views then care should be taken that the Councillors are not part of the Licensing Committee dealing with the licence application. If there are any doubts then please contact the licensing team at:

Licensing
Selby District Council
Civic Centre
Doncaster Road
Selby
YO8 9FT
licensing@selby.gov.uk

01757 705101

6. Exchange of Information

- 6.1 We are required to include in our policy statement the principles to be applied by the authority in exercising the functions under sections 29 and 30 of the Act with respect to the exchange of information between us and the Gambling Commission, and the functions under section 350 of the Act with respect to the exchange of information between us and the other persons listed in Schedule 6 to the Act.
- 6.2 The principle that we apply is that we will act in accordance with the provisions of the Act in its exchange of information which includes the provision that the Data Protection Act 1998 will not be contravened. We will also have regard to any Guidance issued by the Gambling Commission on this matter, as well as any relevant regulations issued by the Secretary of State under the powers provided in the Act.
- 6.3 Should any protocols be established as regards information exchange with other bodies then they will be made available.

7. Enforcement

7.1 We are required by regulation under the Act to state the principles we will apply to exercising the functions under Part 15 of the Act with respect to the inspection of premises; and the powers under section 346 of the Act to institute criminal proceedings in respect of the offences specified.

7.2 Our principles are that:

We will be guided by the Gambling Commission's Guidance for local authorities. We will endeavour to be:

- **Proportionate:** regulators should only intervene when necessary, remedies should be appropriate to the risk posed, and costs identified and minimised;
- **Accountable:** regulators must be able to justify decisions, and be subject to public scrutiny;
- **Consistent:** rules and standards must be joined up and implemented fairly;
- **Transparent:** regulators should be open, and keep regulations simple and user friendly; and
- **Targeted:** regulation should be focused on the problem, and minimise side effects.

7.3 As per the Gambling Commission's Guidance for local authorities we will endeavour to avoid duplication with other regulatory regimes so far as possible.

7.4 We have adopted and implemented a risk-based inspection programme, based on:

- The licensing objectives
- Relevant codes of practice
- Guidance issued by the Gambling Commission, in particular at Part 36
- The principles set out in this Statement of Licensing Principles

7.5 Our main enforcement and compliance role in terms of the Act will be to ensure compliance with the premises licences and other permissions which we authorise. The Gambling Commission is the enforcement body for the operating and personal licences. It is also worth noting that we will not deal with concerns about manufacture, supply or repair of gaming machines but these concerns will be notified to the Gambling Commission.

7.6 We will also keep ourselves informed of developments regarding the work of the Better Regulation Executive in its consideration of the regulatory functions of local authorities.

7.7 Bearing in mind the principle of transparency, our Corporate Enforcement Policy is available upon request from the licensing team (see details on page 7) or online at: <http://www.selby.gov.uk/enforcement-policy>.

8. Licensing Authority functions

8.1 As the Licensing Authority we are required under the Act to:

- Be responsible for the licensing of premises where gambling activities are to take place by issuing *Premises Licences*
- Issue *Provisional Statements*
- Regulate *members' clubs* and *miners' welfare institutes* who wish to undertake certain gaming activities via issuing Club Gaming Permits and/or Club Machine Permits
- Issue *Club Machine Permits* to *Commercial Clubs*
- Grant permits for the use of certain lower stake gaming machines at *unlicensed Family Entertainment Centres*
- Receive notifications from alcohol licensed premises (under the Licensing Act 2003) of the use of two or fewer gaming machines
- Issue Licensed Premises Gaming Machine Permits for premises licensed to sell/supply alcohol for consumption on the licensed premises, under the Licensing Act 2003, where more than two machines are required
- Register *small society lotteries* below prescribed thresholds
- Issue *Prize Gaming Permits*
- Receive and Endorse *Temporary Use Notices*
- Receive *Occasional Use Notices*
- Provide information to the Gambling Commission regarding details of licences issued (see section above on 'information exchange')
- Maintain registers of the permits and licences that are issued under these functions

8.2 It should be noted that local licensing authorities will not be involved in licensing remote gambling at all. This will fall to the Gambling Commission via Operator Licences.

PART B

PREMISES LICENCES: CONSIDERATION OF APPLICATIONS

9. General Principles

9.1 Premises Licences will be subject to the requirements set-out in the Act and regulations, as well as specific mandatory and default conditions which are detailed in regulations issued by the Secretary of State. Licensing authorities are able to exclude default conditions and also attach others, where it is believed to be appropriate.

Decision-making

9.2 We are aware that in making decisions about premises licences we should aim to permit the use of premises for gambling in so far as we think it is:

- in accordance with any relevant code of practice issued by the Gambling Commission;
- in accordance with any relevant guidance issued by the Gambling Commission;
- reasonably consistent with the licensing objectives; and
- in accordance with the authority's statement of licensing policy (which is available to view at the following webpage: <http://www.selby.gov.uk/licensing-policies>)

9.3 It is appreciated that as per the Gambling Commission's Guidance for local authorities "moral objections to gambling are not a valid reason to reject applications for premises licences" (except as regards any 'no casino resolution' - see section on Casinos below) and also that unmet demand is not a criterion for us.

10. Definition of “premises”

10.1 In the Act “premises” is defined as including “any place”. Section 152 therefore prevents more than one premises licence applying to any place. But a single building could be subject to more than one premises licence, provided they are for different parts of the building and the different parts of the building can be reasonably regarded as being different premises. This approach has been taken to allow large, multiple unit premises such as a pleasure park, pier, track or shopping mall to obtain discrete premises licences, where appropriate safeguards are in place. However, licensing authorities should pay particular attention if there are issues about sub-divisions of a single building or plot and should ensure that mandatory conditions relating to access between premises are observed.

10.2 The Gambling Commission states in the fifth edition of its Guidance to Licensing Authorities that: “in most cases the expectation is that a single building/plot will be the subject of an application for a licence, for example, 32 High Street. But, that does not mean 32 High Street cannot be the subject of separate premises licences for the basement and ground floor, if they are configured acceptably. Whether different parts of a building can properly be regarded as being separate premises will depend on the circumstances. The location of the premises will clearly be an important consideration and the suitability of the division is likely to be a matter for discussion between the operator and the licensing officer. However, the

Gambling Commission does not consider that areas of a building that are artificially or temporarily separated, for example by ropes or moveable partitions, can properly be regarded as different premises.

10.3 We take particular note of the Gambling Commission's Guidance to Local Authorities which states that: Licensing Authorities should take particular care in considering applications for multiple licences for a building and those relating to a discrete part of a building used for other (non-gambling) purposes. In particular they should be aware of the following:

- The third licensing objective seeks to protect children from being harmed by gambling. In practice that means not only preventing them from taking part in gambling, but also preventing them from being in close proximity to gambling. Therefore premises should be configured so that children are not invited to participate in, have accidental access to or closely observe gambling where they are prohibited from participating.
- Entrances to and exits from parts of a building covered by one or more premises licences should be separate and identifiable so that the separation of different premises is not compromised and people do not "drift" into a gambling area. In this context it should normally be possible to access the premises without going through another licensed premises or premises with a permit.
- Customers should be able to participate in the activity named on the premises licence.

10.4 The Guidance also gives a list of factors which we should be aware of when considering if two or more proposed premises are truly separate, which may include:

- Do the premises have a separate registration for business rates?
- Is the premises' neighbouring premises owned by the same person or someone else?
- Can each of the premises be accessed from the street or a public passageway?
- Can the premises only be accessed from any other gambling premises?

10.5 We will consider these and other relevant factors in making decision, depending on all the circumstances of the case.

10.6 The Gambling Commission’s relevant access provisions (as defined at 7.23 of the Guidance) for each premises type are reproduced below:

Type of premises	Access Provisions
Casinos	<ul style="list-style-type: none"> • The principal access entrance to the premises must be from a street • No entrance to a casino must be from premises that are used wholly or mainly by children and/or young persons • No customer must be able to enter a casino directly from any other premises which holds a gambling premises licence
Adult Gaming Centre	<ul style="list-style-type: none"> • No customer must be able to access the premises directly from any other licensed gambling premises
Betting Shops	<ul style="list-style-type: none"> • Access must be from a street or from another premises with a betting premises licence • No direct access from a betting shop to another premises used for the retail sale of merchandise or services. In effect there cannot be an entrance to a betting shop from a shop of any kind and you could not have a betting shop at the back of a café – the whole area would have to be licensed.
Tracks	<ul style="list-style-type: none"> • No customer should be able to access the premises directly from: <ul style="list-style-type: none"> - a casino, or - an adult gaming centre
Bingo Premises	<ul style="list-style-type: none"> • No customer must be able to access the premises directly from: <ul style="list-style-type: none"> - a casino - an adult gaming centre, or - a betting premises, other than a track
Family Entertainment Centre	<ul style="list-style-type: none"> • No customer must be able to access the premises directly from: <ul style="list-style-type: none"> - a casino - an adult gaming centre, or - a betting premises, other than a track

10.7 Part 7 of the Gambling Commission’s Guidance to Licensing Authorities contains further guidance on this issue, which we will also take into account in our decision-making.

11. Premises “ready for gambling”

11.1 The Guidance states that a licence to use premises for gambling should only be issued in relation to premises that we can be satisfied is going to be ready to be used for gambling in the reasonably near future, consistent with the scale of building or alterations required before the premises are brought into use.

- 11.2 If the construction of a premises is not yet complete, or if they need alteration, or if the applicant does not yet have a right to occupy them, then an application for a provisional statement should be made instead.
- 11.3 In deciding whether a premises licence can be granted where there is outstanding construction or alteration works at premises, this authority will determine applications on their merits, applying a two stage consideration process:
- **Stage 1:** whether the premises ought to be permitted to be used for gambling
 - **Stage 2:** whether appropriate conditions can be put in place to cater for the situation that the premises are not yet in the state in which they ought to be before gambling takes place.
- 11.4 Applicants should note that this authority is entitled to decide that it is appropriate to grant a licence subject to conditions, but it is not obliged to grant such a licence.
- 11.5 More detailed examples of the circumstances in which such a licence may be granted can be found at paragraphs 7.59-7.66 of the Guidance.

12. Location:

- 12.1 We are aware that demand issues cannot be considered with regard to the location of premises, but that considerations in terms of the licensing objectives are relevant to our decision-making. As per the Gambling Commission's Guidance to Local Authorities, we will pay particular attention to the protection of children and vulnerable persons from being harmed or exploited by gambling, as well as issues of crime and disorder. Should any specific policy be decided upon as regards areas where gambling premises should not be located, this policy statement will be updated.
- 12.2 We will need to be satisfied that there is sufficient evidence that the particular location of the premises would be harmful to the licensing objectives before refusing. From 6 April 2016, it has been a requirement of the Gambling Commission's Licence Conditions and Codes of Practice (LCCP), under Section 10, for licensees to assess the local risks to the licensing objectives posed by the provisions of gambling facilities at each of their premises, and have policies, procedures and control measure to mitigate those risks. In undertaking their risk assessments, they must take into account relevant matters identified in this policy statement. It is a Council requirement that Local Risk assessments (LRA) are kept on the premises. These should be structured in such a manner that offers sufficient assurance that the premises have suitable controls and procedures in place. These controls should reflect the level of risk within the particular area, which will be determined by local circumstances.
- 12.3 The LCCP say that licensees must review (and update as necessary) their local risk assessments:
- to take account of significant changes in local circumstances, including those identified in this policy statement;
 - when there are significant changes at a licensee's premises that may affect their mitigation of local risks;
 - when applying for a variation of a premises licence; and

- in any case, undertake a local risk assessment when applying for a new premises licence.

12.4 We expect the local risk assessment to consider as a minimum:

- the location of services for children such as schools, playgrounds, leisure/community centres and other areas where children will gather;
- the demographics of the area in relation to vulnerable groups;
- whether the premises is in an area subject to high levels of crime and/or disorder.

12.5 Local risk assessments should show how vulnerable people, including people with gambling dependencies are protected.

12.6 It should be noted that any such policy does not preclude any application being made and each application will be decided on its merits, with the onus upon the applicant showing how the concerns can be overcome.

13. Duplication with other regulatory regimes:

13.1 We will seek to avoid any duplication with other statutory / regulatory systems where possible, including planning. We will not consider whether a licence application is likely to be awarded planning or building approval, in our consideration of it. We will though listen to, and consider carefully, any concerns about conditions which are not able to be met by licensees due to planning restrictions, should such a situation arise.

13.2 When dealing with a premises licence application for finished buildings, we will not take into account whether those buildings have to comply with the necessary planning or building consents. Fire or health and safety risks will not be taken into account, as these matters are dealt with under relevant planning controls, buildings and other regulations and must not form part of the consideration for the premises licence.

14. Licensing objectives

14.1 Premises licences granted must be reasonably consistent with the licensing objectives. With regard to these objectives, we have considered the Gambling Commission's Guidance to Local Authorities:

14.2 Preventing gambling from being a source of crime or disorder, being associated with crime or disorder or being used to support crime

We are aware that the Gambling Commission takes a leading role in preventing gambling from being a source of crime. The Gambling Commission's Guidance does however envisage that licensing authorities should pay attention to the proposed location of gambling premises in terms of this licensing objective. Thus, where an area has known high levels of organised crime this authority will consider carefully whether gambling premises are suitable to be located there and whether conditions may be suitable such as the provision of door

supervisors. We are aware of the distinction between disorder and nuisance and will consider factors (for example whether police assistance was required and how threatening the behaviour was to those who could see it) so as to make that distinction.

14.3 Ensuring that gambling is conducted in a fair and open way

We note that the Gambling Commission states that it generally does not expect licensing authorities to be concerned with ensuring that gambling is conducted in a fair and open way as this will be addressed via operating and personal licences (but, if such concerns come to our notice we will forward them to the Commission). There is however, more of a role with regard to tracks which is explained in more detail in the 'tracks' section below.

14.4 Protecting children and other vulnerable persons from being harmed or exploited by gambling

We have noted the Gambling Commission's Guidance that this objective means preventing children from taking part in gambling (as well as restriction of advertising so that gambling products are not aimed at or are, particularly attractive to children). We will therefore consider, as suggested in the Gambling Commission's Guidance, whether specific measures are required at particular premises, with regard to this licensing objective. Appropriate measures may include supervision of entrances / machines, segregation of areas etc.

14.5 We will also make ourselves aware of the Codes of Practice which the Gambling Commission issues as regards this licensing objective, in relation to specific types of premises.

14.6 As regards the term "vulnerable persons" it is noted that the Gambling Commission does not seek to offer a definition but states that "it will for regulatory purposes assume that this group includes:

- people who gamble more than they want to;
- people gambling beyond their means; and
- people who may not be able to make informed or balanced decisions about gambling due to a mental impairment, alcohol or drugs."

14.7 We will consider this licensing objective on a case by case basis.

15. Conditions

15.1 Any conditions attached to licences will be proportionate and will be:

- relevant to the need to make the proposed building suitable as a gambling facility
- directly related to the premises and the type of licence applied for;
- fairly and reasonably related to the scale and type of premises: and
- reasonable in all other respects.

15.2 Decisions upon individual conditions will be made on a case by case basis, although there will be a number of measures we will consider utilising should there be a perceived need, such as:

- the use of door supervisors;
- supervision of adult gaming machines; and
- appropriate signage for adult only areas etc.

15.3 There are specific comments made in this regard under some of the licence types below. We will also expect the licence applicant to offer his/her own suggestions as to ways in which the licensing objectives can be met effectively.

15.4 We will also consider specific measures which may be required for buildings which are subject to multiple premises licences. Such measures may include the supervision of entrances; segregation of gambling from non-gambling areas frequented by children; and the supervision of gaming machines in non-adult gambling specific premises in order to pursue the licensing objectives. These matters are in accordance with the Gambling Commission's Guidance.

15.5 We will also ensure that where category C or above machines are on offer in premises to which children are admitted:

- all such machines are located in an area of the premises which is separated from the remainder of the premises by a physical barrier which is effective to prevent access other than through a designated entrance;
- only adults are admitted to the area where these machines are located;
- access to the area where the machines are located is supervised;
- the area where these machines are located is arranged so that it can be observed by the staff or the licence holder; and
- at the entrance to and inside any such areas there are prominently displayed notices indicating that access to the area is prohibited to persons under 18.

15.6 These considerations will apply to premises including buildings where multiple premises licences are applicable.

15.7 It is noted that there are conditions which we cannot attach to premises licences these are:

- any condition on the premises licence which makes it impossible to comply with an operating licence condition;
- conditions relating to gaming machine categories, numbers, or method of operation;
- conditions which provide that membership of a club or body be required (the Gambling Act 2005 specifically removes the membership requirement for casino and bingo clubs and this provision prevents it being reinstated; and
- conditions in relation to stakes, fees, winning or prizes.

16. Door Supervisors

16.1 The Gambling Commission advises in its Guidance to Licensing Authorities that if we are concerned that a premises may attract disorder or be subject to attempts at unauthorised access (for example by children and young persons) then we may require that the entrances to the premises are controlled by a door supervisor, and we are entitled to impose a condition on the premises licence to this effect.

16.2 It is noted that the door supervisors at casinos or bingo premises are not required to be registered by the Security Industry Authority (SIA) under the Private Security Act 2001.

Where door supervisors are provided at these premises the operator should ensure that any persons employed in this capacity are fit and proper to carry out such duties. Possible ways to achieve this could be to carry out a Disclosure and Barring Service check on potential staff and for such personnel to have attended industry recognised training. Door supervisors not directly employed by a casino or bingo operator do have to be SIA registered.

17. Adult Gaming Centres

17.1 We will specifically have regard to the need to protect children and vulnerable persons from harm or being exploited by gambling and will expect the applicant to satisfy the authority that there will be sufficient measures to, for example, ensure that under 18 year olds do not have access to the premises.

17.2 We may consider measures to meet the licensing objectives such as:

- Proof of age schemes
- CCTV
- Supervision of entrances / machine areas
- Physical separation of areas
- Location of entry
- Notices / signage
- Specific opening hours
- Self-barring schemes
- Provision of information leaflets / helpline numbers for organisations such as GamCare.

This list is not mandatory, nor exhaustive.

18. (Licensed) Family Entertainment Centres

18.1 Licensed Family Entertainment Centres (FECs) are those premises which usually provide a range of amusements such as computer games, penny pushers and may have a separate section for adult only 17 gaming machines with higher stakes and prizes. Licensed FECs will be able to make available unlimited category C and D machines where there is a clear segregation in place so children do not access the areas where the category C machines are located.

18.2 We will specifically have regard to the need to protect children and vulnerable persons from harm or being exploited by gambling and will expect the applicant to satisfy the authority, for example, that there will be sufficient measures to ensure that under 18 year olds do not have access to the adult only gaming machine areas.

18.3 We may consider measures to meet the licensing objectives such as:

- CCTV
- Supervision of entrances / machine areas
- Physical separation of areas
- Location of entry
- Notices / signage
- Specific opening hours
- Self-exclusion schemes
- Provision of information leaflets / helpline numbers for organisations such as GamCare.
- Measures / training for staff on how to deal with suspected truant school children on the premises

This list is not mandatory, nor exhaustive.

18.4 We will, as per the Gambling Commission's guidance, refer to the Commission's website to see any conditions that apply to operating licences covering the way in which the area containing the category C machines should be delineated. We will also make ourselves aware of any mandatory or default conditions on these premises licences.

19. Casinos

19.1 *No Casinos resolution* – We have not passed a 'no casino' resolution under Section 166 of the Gambling Act 2005, but we are aware that we have the power to do so. Should we decide in the future to pass such a resolution, we will update this Statement of Principles with details of that resolution. Any such decision will be made by the Full Council.

19.2 *Licence considerations / conditions* – We will attach conditions to casino premises licences according to the principles set out in the Gambling Commission's Guidance at paragraph 9, bearing in mind the mandatory conditions listed at paragraph 17 of the Guidance, and the Licence Conditions and Codes of Practice published by the Gambling Commission.

20. Bingo premises

20.1 We note that the Gambling Commission's Guidance states:

20.2 Licensing authorities will need to satisfy themselves that bingo can be played in any bingo premises for which they issue a premises licence. This will be a relevant consideration where the operator of an existing bingo premises applies to vary their licence to exclude an area of the existing premises from its ambit and then applies for a new premises licence, or multiple licences, for that or those excluded areas.

20.3 Children and young people are allowed into bingo premises; however they are not permitted to participate in the bingo and if category B or C machines are made available for use these must be separated from areas where children and young people are allowed.

21. Betting premises

21.1 *Betting machines* - Section 181 of the Act contains an express power for licensing authorities to restrict the number of betting machines, their nature and the circumstances in which they are made available by attaching a licence condition to a betting premises licence. When considering whether to impose a condition to restrict the number of betting machines in particular premises, we will, amongst other things, take into account:

- the size of the premises;
- the number of counter positions available for person-to-person transactions; and
- the ability of staff to monitor the use of the machines by vulnerable persons

21.2 Where an applicant for a betting premises licence intends to offer higher stake category B gaming machines (categories B2-B4) including any Fixed Odds Betting Terminals (FOBTs), then applicants should consider the control measures related to the protection of vulnerable persons.

21.3 Where certain measures are not already addressed by the mandatory and default conditions and the Gambling Commission's Codes of Practice or by the applicant we may consider licence conditions to address such issues.

Appropriate licence conditions may be:

- Proof of age schemes
- CCTV
- Supervision of entrances / machine areas
- Physical separation of areas
- Location of entry
- Notices / signage
- Specific opening hours
- Self-barring schemes
- Provision of information leaflets / helpline numbers for organisations such as GamCare

This list is not mandatory, nor exhaustive.

22. Tracks

22.1 Tracks (as defined by s353 the Act means a horse-race course, dog track or other premises on any part of which a race or other sporting event takes place or is intended to take place) are different from other premises in that there may be more than one premises licence in effect and that the track operator may not be required to hold an operating licence as there may be several premises licence holders at the track which will need to hold their own operating licences.

22.2 There may be some specific considerations with regard to the protection of children and vulnerable persons from being harmed or exploited by gambling and this authority would expect the premises licence applicants to demonstrate suitable measures to ensure that children do not have access to adult only gaming facilities. It is noted that children and young persons will be permitted to enter track areas where facilities for betting are provided,

although they are still prevented from entering areas where gaming machines (other than category D machines) are provided.

We may consider measures to meet the licensing objectives such as:

- Proof of age schemes
- CCTV
- Supervision of entrances / machine areas
- Physical separation of areas
- Location of entry
- Notices / signage
- Specific opening hours
- Self-barring schemes
- Provision of information leaflets / helpline numbers for organisations such as GamCare

This list is not mandatory, nor exhaustive.

22.3 *Gaming machines* – Where the applicant holds a pool betting operating licence and is going to use the entitlement to four gaming machines, machines (other than category D machines) should be located in areas from which children are excluded.

22.4 *Betting machines* – We have a power under the Act, to restrict the number of betting machines, their nature and the circumstances in which they are made available, by attaching a licence condition to a betting premises licence. In relation to betting premises away from tracks, we will take into account the size of the premises and the ability of staff to monitor the use of the machines by vulnerable people when determining the number of machines permitted.

22.5 Similar considerations apply in relation to tracks, where the potential space for such machines may be considerable, bringing with it significant problems in relation to the proliferation of such machines, the ability of track staff to supervise them if they are scattered around the track and the ability of the track operator to comply with the law and prevent children betting on the machine. We will consider restricting the number and location of betting machines, in the light of the circumstances of each application for a track betting premises licence.

22.6 We take the view that it would be preferable for all self-contained premises operated by off-course betting operators on track to be the subject of separate premises licences. This would ensure that there was clarity between the respective responsibilities of the track operator and the off-course betting operator running a self-contained unit on the premises.

22.7 **Condition on rules being displayed** - This authority will consider whether to attach a condition to track premises licences requiring the track operator to ensure that the rules are prominently displayed in or near the betting areas, or that other measures are taken to ensure that they are made available to the public. For example, the rules could be printed in the race-card or made available in leaflet form from the track office.

22.8 **Applications and plans** – The Gambling Act (s51) requires applicants to submit plans of the premises with their application, in order to ensure that we have the necessary information to make an informed judgement about whether the premises are fit for gambling.

The plan will also be used for us to plan future premises inspection activity. (See Guidance to Licensing Authorities, paragraph 20.28).

- 22.9 Plans for tracks do not need to be in a particular scale, but should be drawn to scale and should be sufficiently detailed to include the information required by regulations (See Guidance to Licensing Authorities 20.29).
- 22.10 Some tracks may be situated on agricultural land where the perimeter is not defined by virtue of an outer wall or fence, such as point-to-point racetracks. In such instances, where an entry fee is levied, track premises licence holders may erect temporary structures to restrict access to premises (See Guidance to Licensing Authorities 20.31).
- 22.11 In rare cases where the outer perimeter cannot be defined, it is likely that the track in question will not be specifically designed for the frequent holding of sporting events or races. In such cases betting facilities may be better provided through occasional use notices where the premises boundaries do not need to be defined (See Guidance to Licensing Authorities, paragraphs 20.32).
- 22.12 We appreciate that it is sometimes difficult to define the precise location of betting areas on tracks. The precise location of where betting facilities are provided is not required to be shown on track plans, both by virtue of the fact that betting is permitted anywhere on the premises and because of the difficulties associated with pinpointing exact locations for some types of track. Applicants should provide sufficient information so that this authority can satisfy itself that the plan indicates the main areas where betting might take place. For racecourses in particular, any betting areas subject to the “five times rule” (commonly known as betting rings) must be indicated on the plan. (See Guidance to Licensing Authorities, paragraph 20.33).

23. Travelling Fairs

- 23.1 Where category D machines and / or equal chance prize gaming without a permit is to be made available for use at travelling fairs, we are responsible for deciding whether the statutory requirement that the facilities for gambling amount to no more than an ancillary amusement at the fair is met.
- 23.2 We will also consider whether the applicant falls within the statutory definition of a travelling fair.
- 23.3 It is noted that the 27-day statutory maximum for the land being used as a fair applies on a per calendar year basis, and that it applies to the piece of land on which the fairs are held, regardless of whether it is the same or different travelling fairs occupying the land. We will work with our neighbouring authorities to ensure that land which crosses our boundaries is monitored so that the statutory limits are not exceeded.

24. Provisional Statements

- 24.1 Developers may wish to apply to us for provisional statements before entering into a contract to buy or lease property or land to judge whether a development is worth taking forward in

light of the need to obtain a premises licence. There is no need for the applicant to hold an operating licence in order to apply for a provisional statement.

24.2 Section 204 of the Gambling Act provides for a person to make an application to the licensing authority for a provisional statement in respect of premises that he or she:

- expects to be constructed
- expects to be altered; or
- expects to acquire a right to occupy

24.3 The process for considering an application for a provisional statement is the same as that for a premises licence application. The applicant is obliged to give notice of the application in the same way as applying for a premises licence. Responsible authorities and interested parties may make representations and there are rights of appeal.

24.4 In contrast to the premises licence application, the applicant does not have to hold or have applied for an operating licence from the Gambling Commission (except in the case of a track) and they do not have to have a right to occupy the premises in respect of which their provisional application is made.

24.5 The holder of a provisional statement may then apply for a premises licence once the premises are constructed, altered or acquired. We will be constrained in the matters we can consider when determining the premises licence application, and in terms of representations about premises licence applications that follow the grant of a provisional statement, no further representations from relevant authorities or interested parties can be taken into account unless:

- they concern matters which could not have been addressed at the provisional statement stage, or
- they reflect a change in the applicant's circumstances

24.6 In addition to this, we may refuse the premises licence (or grant it on terms different to those attached to the provisional statement) only by reference to matters:

- which could not have been raised by objectors at the provisional statement stage;
- which in the authority's opinion reflect a change in the operator's circumstances; or
- where the premise has not been constructed in accordance with the plan submitted with the application. This must be a substantial change to the plan and we note that it can discuss any concerns it has with the applicant before making a decision.

25. Reviews

25.1 Requests for a review of a premises licence can be made by interested parties or responsible authorities; however, it is for us, as the licensing authority to decide whether the review is to be carried-out. This will be on the basis of whether the request for the review is relevant to the matters listed below:

- in accordance with any relevant code of practice issued by the Gambling Commission
- in accordance with any relevant guidance issued by the Gambling Commission
- reasonably consistent with the licensing objectives and

- in accordance with this Gambling Act 2005 - Statement of Principles.

25.2 The request for the review will also be subject to our consideration as to whether the request is frivolous, vexatious, or whether it will certainly not cause us to wish to alter/revoke/suspend the licence, or whether it is substantially the same as previous representations or requests for review.

25.3 We can also initiate a review of a particular premises licence, or a particular class of premises licence on the basis of any reason which it thinks is appropriate.

25.4 Once we have received a valid application for a review, representations can be made by responsible authorities and interested parties during a 28 day period. This period begins 7 days after we receive the application, we will publish notice of the application within 7 days of receipt.

25.5 We must carry out the review as soon as possible after the 28 day period for making representations has passed.

25.6 The purpose of the review will be to determine whether we should take any action in relation to the licence. If action is justified, the options open to us are to:-

- (a) add, remove or amend a licence condition we impose;
- (b) exclude a default condition imposed by the Secretary of State (e.g. opening hours) or remove or amend such an exclusion;
- (c) suspend the premises licence for a period not exceeding three months; and
- (d) revoke the premises licence

25.7 In determining what action, if any, should be taken following a review, we must have regard to the principles set out in section 153 of the Act, as well as any relevant representations.

25.8 In particular, we may also initiate a review of a premises licence on the grounds that a premises licence holder has not provided facilities for gambling at the premises. This is to prevent people from applying for licences in a speculative manner without intending to use them.

25.9 Once the review has been completed, we must, as soon as possible, notify our decision to:

- the licence holder
- the applicant for review (if any)
- the Commission
- any person who made representations
- the chief officer of police or chief constable; and
- Her Majesty's Commissioners for Revenue and Customs

PART C

Permits / Temporary & Occasional Use Notice

26. Unlicensed Family Entertainment Centre gaming machine permits

- 26.1 Where a premises does not hold a Premises Licence but wishes to provide gaming machines, it may apply to us for this permit. It should be noted that the applicant must show that the premises will be wholly or mainly used for making gaming machines available for use (Section 238 of the Act).
- 26.2 The Act states that a Licensing Authority may prepare a *statement of principles* that they propose to consider in determining the suitability of an applicant for a permit and in preparing this statement, and/or considering applications, it need not (but may) have regard to the licensing objectives and shall have regard to any relevant guidance issued by the Commission under section 25 of the Act.
- 26.3 S24.9 of the Guidance also states: “An application for a permit may be granted only if the licensing authority is satisfied that the premises will be used as an unlicensed FEC, and if the chief officer of police has been consulted on the application” Licensing Authorities might wish to consider asking applications to demonstrate:
- a full understanding of the maximum stakes and prizes of the gambling that is permissible in unlicensed FECs;
 - that the applicant has no relevant convictions (those that are set out in Schedule 7 of the Act); and
 - that staff are trained to have a full understanding of the maximum stakes and prizes.
- 26.4 It should be noted that a Licensing Authority cannot attach conditions to this type of permit.
- 26.5 **Statement of Principles:** We expect applicants to show that there are policies and procedures in place to protect children from harm. Harm in this context is not limited to harm from gambling but includes wider child protection considerations. The efficiency of such policies and procedures will each be considered on their merits. However, they may include appropriate measures / training for staff as regards suspected truant school children on the premises, measures / training covering how staff would deal with unsupervised very young children being on the premises, or children causing perceived problems on / around the premises. We also expect (as per Gambling Commission Guidance), that applicants demonstrate:
- a full understanding of the maximum stakes and prizes of the gambling that is permissible in unlicensed FECs;
 - that the applicant has no relevant convictions (those that are set out in Schedule 7 of the Act); and
 - that staff are trained to have a full understanding of the maximum stakes and prizes.

27. (Alcohol) Licensed premises gaming machine permits

- 27.1 There is provision in the Act for premises licensed to sell alcohol for consumption on the premises, to automatically have 2 gaming machines, of categories C and/or D. The premises merely need to notify us, as the licensing authority. We can remove the automatic authorisation in respect of any particular premises if:

- provision of the machines is not reasonably consistent with the pursuit of the licensing objectives;
- gaming has taken place on the premises that breaches a condition of Section 282 of the Gambling Act (i.e. that written notice has been provided to the licensing authority, that a fee has been provided and that any relevant code of practice issued by the Gambling Commission about the location and operation of the machine has been complied with);
- the premises are mainly used for gaming; or
- an offence under the Gambling Act has been committed on the premises.

27.2 **Permit: 3 or more machines-** If a premises wishes to have more than 2 machines, then it needs to apply for a permit and we must consider that application based upon the licensing objectives, any guidance issued by the Gambling Commission issued under Section 25 of the Gambling Act 2005, and “*such matters as [we] think relevant.*”

27.3 We consider that “such matters” will be decided on a case by case basis but generally there will be regard to the need to protect children and vulnerable persons from harm or being exploited by gambling and will expect the applicant to satisfy the authority that there will be sufficient measures to ensure that under 18 year olds do not have access to the adult only gaming machines. Measures which will satisfy the authority that there will be no access may include the adult machines being in sight of the bar, or in the sight of staff, who will monitor that the machines are not being used by those under 18. Notices and signage may also be of help. As regards the protection of vulnerable persons, applicants may wish to consider the provision of information leaflets / helpline numbers for organisations such as GamCare.

27.4 It is recognised that some alcohol licensed premises may apply for a premises licence for their non-alcohol licensed areas. Any such application would need to be applied for, and dealt with as an Adult Gaming Centre premises licence.

27.5 It should be noted that we can decide to grant the application with a smaller number of machines and/or a different category of machines than that applied for. Conditions (other than these) cannot be attached.

27.6 It should also be noted that the holder of a permit must comply with any Code of Practice issued by the Gambling Commission about the location and operation of the machine.

28. Prize Gaming Permits

28.1 The Act states that a licensing authority may “prepare a statement of principles that they propose to apply in exercising their functions under this Schedule” which “may, in particular, specify matters that the licensing authority proposes to consider in determining the suitability of the applicant for a permit”.

28.2 We have prepared a Statement of Principles which is that the applicant should set out the types of gaming that he or she is intending to offer and that the applicant should be able to demonstrate:

- that they understand the limits to stakes and prizes that are set out in Regulations;
- that the gaming offered is within the law
- clear policies that outline the steps to be taken to protect children from harm.

- 28.3 In making our decision on an application for this permit we do not need (but may) have regard to the licensing objectives but must have regard to any Gambling Commission guidance.
- 28.4 It should be noted that there are conditions in the Act by which the permit holder must comply, but to which we cannot attach conditions.

The conditions in the Act are:

- the limits on participation fees, as set out in regulations, must be complied with;
- all chances to participate in the gaming must be allocated on the premises on which the gaming is taking place and on one day; the game must be played and completed on the day the chances are allocated; and the result of the game must be made public in the premises on the day that it is played;
- the prize for which the game is played must not exceed the amount set out in regulations (if a money prize), or the prescribed value (if non-monetary prize); and
- participation in the gaming must not entitle the player to take part in any other gambling.

29. Club Gaming and Club Machines Permits

- 29.1 Members Clubs and Miners' welfare institutes may apply for a Club Gaming Permit or a Club Gaming Machines Permit. A Commercial Club may only apply for a Club Machine Permit. The Club Gaming Permit will enable the premises to provide gaming machines (3 machines of categories B3A, B4, C or D), equal chance gaming and games of chance as set out in regulations. A Club Gaming Machine Permit will enable the premises to provide gaming machines (3 machines of categories B3A, B4, C or D). Only one category B3A machine can be sited as part of this entitlement.
- 29.2 Gambling Commission Guidance for licensing authorities states: "Members clubs must have at least 25 members and be established and conducted 'wholly or mainly' for purposes other than gaming, unless the gaming is permitted by separate regulations. The Secretary of State has made regulations and these cover bridge and whist clubs, which replicate the position under the Gaming Act 1968. A members' club must be permanent in nature, not established to make commercial profit, and controlled by its members equally. Examples include; working men's clubs, branches of Royal British Legion and clubs with political affiliations."
- 29.3 Before granting the permit we will need to be satisfied that the premises meet the requirements of a members' club and we may grant the permit only if the majority of members are over 18 years old.
- 29.4 We are aware that we may only refuse an application on the grounds that:
- (a) the applicant does not fulfil the requirements for a members' or commercial club or miners' welfare institute and therefore is not entitled to receive the type of permit for which it has applied;
 - (b) the applicant's premises are used wholly or mainly by children and/or young persons;
 - (c) an offence under the Act or a breach of a permit has been committed by the applicant while providing gaming facilities;
 - (d) a permit held by the applicant has been cancelled in the previous ten years; or
 - (e) an objection has been lodged by the Commission or the police.

- 29.5 There is also a 'fast-track' procedure available under the Act for premises which hold a Club Premises Certificate under the Gambling Act 2005 (Schedule 12 paragraph 10). Under the fast-track procedure there is no opportunity for objections to be made by the Commission or the police, and the ground upon which an authority can refuse a permit are reduced.
- 29.6 The grounds on which an application under the process may be refused are that:
- (a) the club is established primarily for gaming, other than gaming prescribed under schedule 12;
 - (b) in addition to the prescribed gaming, the applicant provides facilities for other gaming; or
 - (c) a club gaming permit or club machine permit issued to the applicant in the last ten years have been cancelled."
- 29.7 There are statutory conditions on club gaming permits that no child uses a category B or C machine on the premises and that the holder complies with any relevant provision of a code of practice about the location and operation of gaming machines.

30. Temporary Use Notices

- 30.1 Temporary Use Notices allow the use of premises for gambling where there is no premises licence but where a gambling operator wishes to use the premises temporarily for providing facilities for gambling. Premises that might be suitable for Temporary Use Notices, according to the Gambling Commission, would include hotels, conference centres and sporting venues.
- 30.2 We can only grant a Temporary Use Notice to a person or company holding a relevant operating licence i.e. a non-remote casino operating licence.
- 30.3 The Secretary of State has the power to determine what form of gambling can be authorised by Temporary Use Notices, and at the time of writing this statement the relevant regulations (The Gambling Act 2005 (Temporary Use Notices) Regulations 2007) state that Temporary Use Notices can only be used to permit the provision of facilities for equal chance gaming, where the gaming is intended to produce a single winner, which in practice means poker tournaments.
- 30.4 There are a number of statutory limits as regards Temporary Use Notices. The meaning of "premises" in Part 8 of the Act is discussed in the Gambling Commission Guidance to Licensing Authorities. As with "premises", the definition of "a set of premises" will be a question of fact in the particular circumstances of each notice that is given. In the Act "premises" is defined as including "any place".
- 30.5 In considering whether a place falls within the definition of "a set of premises", the licensing authority needs to look at, amongst other things, the ownership/occupation and control of the premises.
- 30.6 We expect to object to notices where it appears that their effect would be to permit regular gambling in a place that could be described as one set of premises, as recommended in the Gambling Commission's Guidance to Licensing Authorities.

31. Occasional Use Notices:

- 31.1 The Act provides that where there is betting on a track on eight days or fewer in a calendar year, betting may be permitted by an Occasional Use Notice without the need for a full premises licence.
- 31.2 We have very little discretion as regards these notices aside from ensuring that the statutory limit of 8 days in a calendar year is not exceeded. We will, however, consider the definition of a 'track' and whether the applicant is permitted to benefit him/herself of the notice.

32. Registration of Small Society Lotteries

- 32.1 We will adopt a risk based approach towards its enforcement responsibilities for small society lotteries. This authority considers that the following list, although not exclusive, could affect the risk status of an operator:
- submission of late returns (returns must be submitted no later than three months after the date on which the lottery draw was held)
 - submission of incomplete or incorrect returns
 - breaches of the limits for small society lotteries
- 32.2 Non-commercial gaming is permitted if it takes place at a non-commercial event, either as an incidental or principal activity at the event. Events are non-commercial if no part of the proceeds is for private profit or gain. The proceeds of such events may benefit one or more individuals if the activity is organised:
- by, or on behalf of, a charity or for charitable purposes
 - to enable participation in, or support of, sporting athletic or cultural activities.

Appendix A – List of Consultees

The Gambling Act requires that the following parties be consulted on the Licensing Policy:

(a) The Chief Officer of Police

Chief Constable, North Yorkshire Police

(b) One or more persons who appear to the Authority to represent the interests of persons carrying on gambling businesses in the Authority's area

Done Brothers (Cash Betting) Ltd
Betfred
Ladbrokes Betting & Gaming Ltd
Ladbrokes
Stan James
William Hill Organisation Ltd
William Hill Bookmakers
William Hill Bookmakers
William Hill
Bowl 'N' Fun
Gamestec Leisure Limited
Popleston Allen

Selby Bowling Club
Inspiring Healthy Lifestyles
BACTA
Association of British Bookmakers Ltd
The Bingo Association
Greyhound Board of Great Britain
The Jockey Club
Federation of Licensed
Victuallers Associations
Alcohol Premises Licence Holders

(c) One or more persons who appear to the Authority to represent the interests of persons who are likely to be affected by the exercise of the Authority's functions under the Gambling Act 2005.

Matthew France, Police Licensing
Officer
Chief Fire Officer
The Gambling Commission
H M Revenue & Customs
Social Services Strategy &
Performance
Officer
GamCare
GambleAware
Health and Safety Executive

North Yorkshire Trading Standards
Mr Nigel Adams, MP
Selby District Councillors
Selby District Town and Parish
Councils
Selby District Council Licensing
Committee
Selby District Council Policy Review
Committee
Responsible Authorities

Appendix B – Responsible Authorities

This list of Responsible Authorities is also available on our website www.selby.gov.uk

North Yorkshire Police (For Licensing applications only)
North Yorkshire Police Headquarters
The Licensing Section
Fulford Road
York
YO10 4BY
nyplicensing@northyorkshire.pnn.police.uk

North Yorkshire Fire and Rescue Authority
Chief Fire Officer
Fire Brigade Headquarters
Crosby Road
Northallerton
North Yorkshire
DL6 1AB
www.northyorksfire.gov.uk/contact-us

The Gambling Commission
Victoria Square House
Victoria Square
Birmingham
B2 4BP
Tel: 0121 230 6500

Social Services
Strategy & Performance Officer
Children & Young People's Service
Room SB012
County Hall,
Racecourse Lane
Northallerton
DL8 7AE

Lead Officer – Development Control
Selby District Council
Civic Centre
Doncaster Road
Selby
YO8 9FT

**H M Revenue & Customs
Exercise Processing Teams
BX1 1GL**

Tel: 0141 555 3633

The Licensing Officer
Selby Police Station
Portholme Road
Selby
North Yorkshire
YO8 4QQ

Environmental Health
Selby District Council
Civic Centre
Doncaster Road
Selby
YO8 9FT

Solicitor to the Council
Selby District Council
Civic Centre
Doncaster Road
Selby
YO8 9FT

Health & Safety Section
Environmental Health Department
Selby District Council
Civic Centre
Doncaster Road
Selby
YO8 9FT

Appendix C - Table of delegation of licensing functions

Matter to be dealt with	Full Council	Licensing Sub Committee	Officers
Application for premises licences		✓ Where representations have been received and not withdrawn	✓ Where no representations received / representations have been withdrawn
Application for a variation to a licence		✓ Where representations have been received and not withdrawn	✓ Where no representations received / representations have been withdrawn
Application for a transfer of a licence		✓ Where representations have been received from the Commission or responsible authority	✓ Where no representations received from the Commission or responsible authority
Review of a premises licence		✓	
Application for a provisional statement		✓ Where representations have been received and not withdrawn	✓ Where no representations received/representations have been withdrawn
Application for club gaming / club machine permits		✓ Where objections have been made and not withdrawn	Where no objections made/objections have been withdrawn
Cancellation of club gaming / club machine permits		✓	
Applications for other permits		✓ Where the application is for 5 or more machines	✓ (except where there is a possibility of refusal or grant of a reduced number of gaming or betting machines)
Cancellation of licensed premises gaming machine permits			✓
Consideration of temporary use notice			✓
Decision to give a counter notice to a temporary use notice		✓	

Matter to be dealt with	Full Council	Licensing Sub Committee	Officers
Determination as to whether a representation is frivolous, vexatious or repetitive		✓	
Fee Setting – when appropriate		✓	
Three year Gambling Policy	✓		
Policy not to permit casinos	✓		

✓ indicates the lowest level to which decisions can be delegated.

NB. The Council reserves the right to amend this table of delegation

Appendix D – Categories of Gaming Machines

Section 236 of the Gambling Act 2005 provides for the Secretary of State to make regulations to define four classes of gaming machine: categories A, B, C, and D, with category B further divided into sub-categories. The regulations define the classes according to the maximum amount that can be paid for playing the machine and the maximum prize it can deliver.

The following table shows the different categories of machine and the maximum stakes and prizes that currently apply.

Category of machine	Maximum stake (from Jan 2014)*	Maximum prize (from Jan 2014)*
A	No category A gaming machines are currently permitted	
B1	£5	£10,000*
B2	£100	£500
B3A	£2	£500
B3	£2	£500
B4	£2	£400
C	£1	£100
D – non-money prize (other than a crane grab machine or a coin pusher or penny falls machine)	30p	£8
D – non-money prize (crane grab machine)	£1	£50
D – money prize (other than a coin pusher or penny falls machine)	10p	£5
D – combined money and non-money prize (other than a coin pusher or penny falls machine)	10p	£8 (of which no more than £5 may be prize money)
D – combined money and non-money prize (coin pusher or penny falls machine)	20p	£20 (of which no more than £10 may be prize money)

* with the option of a maximum £20,000 linked progressive jackpot on a premises basis only.

**Stakes and Prizes may change.

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Report Reference Number: C/18/06

To: Council
Date: 18 December 2018
Status: Non Key Decision
Ward(s) Affected: All
Author: Danielle Stanley, Trainee Solicitor
Lead Executive Member: Councillor Mark Crane, Leader of the Council
Lead Officer: Gillian Marshall, Monitoring Officer and Solicitor to the Council

Title: Report of the Monitoring Officer 2018 – Standards Arrangements

Summary:

This report covers the operation of the current standards regime for Selby District Council and Parish Councils within Selby District. It considers the complaints history and concludes that the arrangements are satisfactory and meet legal duties but the Council must maintain efforts to speed up the complaints process.

Recommendations:

To note the content of the Report

Reasons for recommendation

To ensure that high standards of conduct by Councillors and co-optees are promoted and maintained.

1. Introduction and background

- 1.1 Under *section 27 of the Localism Act* the Council is under a duty to promote and maintain high standards of conduct by Councillors and co-optees. The primary responsibility for the discharge of this duty falls to the Monitoring Officer.
- 1.2 The Monitoring Officer ensures that Councillors are provided with information about what interests must be registered and declared, compiles and maintains a register of such interests and deals with complaints about the conduct of Councillors when acting in the capacity of Councillor. Under the legislation the District Council Monitoring Officer is also responsible for registering interests for and dealing with complaints relating to Town and Parish Councillors.

2. The Report

- 2.1 In 2018 4 complaints were received. One was in respect of a District Councillor and was not upheld. The other three were against Parish Councillors. Two were rejected at assessment stage and one is still under investigation.
- 2.2 By way of comparison, last year (December 2016 – December 2017), the Monitoring Officer received 8 complaints; two complaints were made against District Councillors; six related to Parish Councillors involving four Parish Councils. Two were not upheld and four were still awaiting a decision at the time of the annual report. Two of those were in respect of Hemingbrough and were resolved locally by the MO attending the Parish Council to meet with Councillors and discuss the conduct of meetings. The other two were also locally resolved.

3. Implications

3.1 Legal Implications

The Council should take positive steps to discharge the s27 duty. The report indicates that the duty is being discharged correctly.

4.2 Financial Implications

None

4.3 Policy and Risk Implications

None

4.4 Corporate Plan Implications

None

4.5 Resource Implications

None

4.6 Other Implications

None

4.7 Equalities Impact Assessment

None

5. Conclusion

That the regime is operating effectively.

6. Background Documents

None

7. Appendices

Appendix A - The Report of the Monitoring Officer

Contact Officer:

Gillian Marshall
Solicitor to the Council and
Monitoring Officer
Selby District Council
gmarshall@selby.gov.uk

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STANDARDS REPORT 2018

Gillian Marshall
Monitoring Officer
December 2018



Introduction – Ethical Standards

The Localism Act 2011 introduced a duty placed upon all councils to promote and maintain high standards of conduct by councillors and co-opted members.

Personal and Prejudicial interests were replaced by a set of nationally defined “Disclosable Pecuniary Interests” – reinforced by new criminal sanctions - and locally determined “other interests”.

All Councils were required to develop and adopt their own local Code of Conduct based upon the Seven General Principles of Public Life.

In addition, principal councils were required to adopt their own arrangements for dealing with complaints against councillors alleged to have breached their council’s code of conduct.

The initial standards arrangements adopted by Selby District Council came into force on 1 July 2012 and dealt with complaints against Selby District Councillors and Town and Parish Councillors in the District of Selby. In May 2017 the Council approved updated arrangements.

The Council’s Monitoring Officer is responsible for advising the Council on its duty to maintain high ethical standards; for advising councillors on their responsibilities to conduct themselves appropriately, register and declare their interests and not otherwise jeopardise the proper decision-making of the Council; and for managing the arrangements for dealing with complaints.

The Council has appointed three Independent Persons to provide an independent view on how the Council manages its ethical standards.

This report covers the period December 2017 to December 2018.

Code of Conduct

Selby District Council adopted a local Code of Conduct on 24 April 2012. The Code came into effect from 1 July 2012.

Town and Parish Councils in Selby District have generally either adopted the same Code as the District Council or they have adopted the model code issued by the National Association of Local Councils (NALC).

The Localism Act 2011 required that all codes of conduct should be based upon the seven principles of public life:-

1. Selflessness
2. Integrity
3. Objectivity
4. Accountability
5. Openness
6. Honesty
7. Leadership

A copy of the Selby District Council Code of Conduct is available on the Council Website which also sets out details of how complaints about Councillor Conduct can be made and will be considered.

Monitoring Officer

Gillian Marshall, Solicitor to the Council is the Council's Monitoring Officer. Palbinder Mann, Democratic Services Manager is the Deputy Monitoring Officer.

The Monitoring Officer ("MO") is a statutory role and is required to ensure that the Council, its Councillors and Officers carry out their functions in a proper and lawful manner. The MO has an important role to play in ensuring that high standards of conduct are promoted and maintained throughout the organisation.

The MO is responsible for establishing, maintaining and publishing the Register of Councillors' Interests for District, Town and Parish Councils and for ensuring that the Council's Constitution is effective.

Monitoring Officers across North Yorkshire meet periodically to share best and emerging practice, co-ordinate training and development and co-operate in the investigation and hearing of complaints.

Independent Persons

In July 2017 the Council re-appointed Hilary Putman and Wanda Stables as independent persons along with Philip Eastaugh as a new third independent person.

Hilary has been involved with Standards for Local Authority Councillors since March

2009, initially as an Independent Member and then the Chair of the Standards Committee for Selby district. Since July 2012, she has been one of the Independent Persons for Selby District Council. Hilary has a background in people orientated employment and a portfolio of public appointments and voluntary commitments. She is an active member of Soroptimist International. Hilary is also a member of the Out - of - Court Disposals Scrutiny Panel for North Yorkshire.

Wanda has been an Independent Member of the Standards Committee and then Independent Person for Selby District Council since 2009 and has attended many meetings and several hearings. She is a retired Statutory Officer of the Crown, a role which she performed for 25 years, latterly as Superintendent Registrar of Births, Deaths and Marriages for the County of North Yorkshire. Since 2009, she has worked as a volunteer in charitable sector employment at the Citizens Advice Bureau in Selby.

Philip was appointed as an Independent Person in 2017. He retired from HMRC in 2016 where he worked as a Criminal Investigator dealing with offences of tax and excise offences. These offences required liaison with foreign law enforcement agencies and local authorities. Philip has worked on cases in Courts across the North of England and in London. He also volunteers for the Coroners Court Support Service for North Yorkshire.

The role of the Independent Persons is to:-

- Be consulted by the Monitoring Officer as part of the complaint handling process
- Be consulted by the Council before it makes a finding about whether a Councillor or co-optee has failed to comply with the Code of Conduct.
- Advise the Council, when consulted, on the effective working of the Code of Conduct and the Council's arrangements for dealing with complaints;
- Be available to be consulted by a Councillor against whom a complaint has been made; and
- Have a freestanding remit to offer comment to the Council on its performance of the general duty to promote high standards of ethical conduct.

The MO and Independent Persons meet quarterly to share their experience, consider best and emerging practice and discuss training and development.

The Independent Persons have also attended meetings of Audit & Governance Committee and have contributed to training sessions.

The positive working relationships between them and the MO and the District Council are of great assistance in meeting the legal duty to promote high standards of conduct.

Registration of Interests

The Localism Act 2011 requires all Councils to adopt a local Code of Conduct which includes provisions for the registration and disclosure of pecuniary interests and other interests.

Councillors with disclosable pecuniary interests in the business of their Council are prohibited from participating in such business unless they have a dispensation. The Act also introduced a criminal offence relating to failure to register disclosable pecuniary interests. Councillors convicted of such offences are liable for a scale five fine (up to five thousand pounds) and may also be disqualified from being a councillor for up to five years.

Training has previously been provided to District, Town and Parish Councillors explaining the obligations, the procedures for registering and disclosing interests and the consequences if the obligations are not met.

Councillors have also been made aware that even if a Councillor's interest does not amount to a disclosable pecuniary interest, the interest might lead them to predetermine a decision or give rise to a perception of bias. In such cases, it would not be appropriate for them to participate in the decision. If they do participate, the decision could be vulnerable to challenge.

The Monitoring Officer has a legal duty to establish and maintain a register of interests for the District Council and also for Town and Parish Councils in the District. The Register(s) must be available for inspection at all reasonable hours and must be published on the District Council's website. Where a Town or Parish Council also has a website a copy of the Register for that Town or Parish Council must also be published on their website. For convenience many Parish and Town Councils opt to provide a link to the District Council's website to comply with this requirement.

In 2018 the Council introduced a new software system supporting the publication of agendas and minutes alongside information on registered interests and councillors attendance at meetings. As part of this process, District and Parish Councillors have been invited to review and update their registers. All District Councillor registers of interests are now electronic as a result of the new system and it is aimed that Parish Councillor registers of interest will be electronic after the elections in May 2019.

Dispensations

No requests for dispensations have been received during the period covered by this report.

Sensitive Interests

No requests for interests to be withheld from publication as 'sensitive' have been received during the period covered by this report.

Standards Arrangements

The Local Government Act 2000 previously required all principal authorities to establish a Standards Committee as the body with responsibility for promoting high standards of ethical conduct.

The Localism Act 2011 removed the obligation to appoint a Standards Committee. Many local authorities chose to retain a Standards Committee as part of their new local arrangements.

Selby District Council initially decided not to appoint a Standards Committee. Subsequently in 2017 Council resolved to review those arrangements amid concerns that the process was becoming increasingly remote from Councillors and particularly from Parish Councillors. As a result, the process of dealing with complaints did not raise the profile of proper councillor conduct.

The Standards Committee now operates when required as a sub-committee of the Audit & Governance Committee. The Arrangements include target timescales for assessing and dealing with complaints. When the complaints involve Parish Councillors, the Arrangements include the ability to co-opt one of a number of Parish Council representatives onto the Panel to ensure that the Parish Voice is heard in decision making. This has addressed the previous concerns.

No hearings have been required in the period covered by this report.

The Monitoring Officer continues to strive to improve the timescales for considering responses but where a full investigation report is required this is often challenging.

Parish and Town Councils

There are 74 Town or Parish Councils and Parish Meetings in Selby District. Town and Parish Councils are under the same obligation to promote and maintain high standards of conduct and to adopt a local code of conduct for councillors.

All Parish and Town Councillors have an obligation to register their DPIs and other interests.

In 2018 the first of the bi-annual Parish Liaison meetings were held to further enhance the communication and support to Parish Councils. Parish Council contact information and their registers of interests are now held on the new software system and accessed through the Council's website.

Parish Council complaints continue to feature heavily amongst issues considered by the MO in 2018. Although Parishes are ably supported by their clerks, the usually part time nature of the roles and lack of other paid staff means that Councillors themselves are largely responsible for implementing the resolutions of Parish Councils.

This can lead to questions about whether Councillors have the correct authorities and are acting within them.

In some Parishes the inter-relationships between the Council and local voluntary groups have raised a number of questions in respect of decision making, interests and council processes. For example, in Church Fenton parish, there has been a particular issue this year with the purchase by the Parish Council of both the local shop and pub to be let to community groups and run as community assets. As a result the MO has attended a number of Parish Council meetings and provided advice and assistance. A separate training session and facilitated discussion has been held by the MO and one of the Independent Persons at the Parish to assist in addressing any concerns.

Training and Development

Specific training sessions were held during the year at Hemingbrough and Church Fenton Parish Councils respectively. Both addressed the effective working of the Council in the light of concerns about the actions of the Council, Councillors' interests and how the Councillors addressed those in meetings.

A full training programme covering registration, disclosures and what to do as a result, dispensations and Standards Arrangements will be required after the 2019 elections.

Complaints History

The table overleaf shows complaints dealt with under the Arrangements in the period covered by this report

Update on complaints pending at the time of the 2017 report

	Council	Allegation	Outcome
1	Brayton Parish Council	Disrespect and bullying	Not upheld
2	Brayton Parish Council	Disrespect and bullying	Not upheld
3	Hemingbrough Parish Council	Disrespect and bullying	Local resolution
4	Hemingbrough Parish Council	Disrespect and bullying	Local resolution

2018 Complaints

	Council	Allegation	Outcome
1	Barlow Parish Council	Disrespect and bullying	Rejected at assessment stage – not acting in capacity as Councillor
2	Selby District Council	Disrepute	Not upheld
3	Saxton Parish Council	Bullying and safeguarding issues with children	Rejected at assessment stage – anonymous complaint
4	Hemingbrough Parish Council	Disrespect and bullying	Under investigation

Future Developments

The government has announced it is to strengthen rules preventing people found guilty of serious crimes or misbehaviour from serving on local councils. The current rules make clear that anyone convicted of an offence carrying a prison sentence of more than three months is banned from serving as a local councillor. The new measures will see the disqualification rules changed to include those subject to an Anti-Social Behaviour Injunction, a Criminal Behaviour Order, a Sexual Risk Order or who are on the Sex Offenders' Register.

The Government has said it will make the changes when there is sufficient parliamentary time available as revisions to 3 separate Acts of Parliament are needed. The changes will not apply retrospectively.

The changes follow a consultation in 2017 to which this Council responded, broadly welcoming the proposals but suggesting that certain fraud offences should also be included and that the rules for disqualifying people from standing as MPs should be brought into line with the rules for council candidates.

Earlier this year the Audit & Governance Committee considered a consultation on local government ethical standards by the Committee for Standards in Public Life (CfSPL). Our response was amongst 317 that the CfSPL received. These are now being analysed and the report is due in December. It is expected that the CfSPL will make recommendations on the contents of Codes of Conduct and the availability of effective sanctions. Changes to primary legislation will be required for any recommendations to be implemented. The final report of the CfSPL will be brought to the next meeting of Audit & Governance Committee for discussion.

Gillian Marshall

Monitoring Officer

December 2018

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Report Reference Number: C/18/07

To: Council
Date: 18 December 2018
Status: Non-Key
Ward(s) Affected: All
Author: Palbinder Mann, Democratic Services Manager
Lead Executive Member: Councillor Chris Metcalfe, Lead Executive Member for Communities and Economic Development
Lead Officer: Angela Crossland, Head of Communities, Partnerships and Customers

Title: Community Engagement Forums Annual Reports: 2017-18

Summary:

The Council has five Community Engagement Forums (CEFs) which have been in place since 2009. Each CEF is required to submit an annual report to Council detailing their work for the past year including progress with their Community Development Plans (CDPs), key achievements and details of the community initiatives, projects and other proposals that the CEF has supported through funding. The membership for each CEF in 2017-18 is attached at **Appendix A** while the annual reports are attached at **Appendices B to F**.

Recommendation:

To note the contents of the reports and make any comments.

Reasons for recommendation

To ensure that the work of the CEFs is recognised and they are working towards the delivery of their Community Development Plans.

1. Introduction and background

1.1 There are currently five CEFs covering the Selby District area; all North Yorkshire County Council Councillors and Selby District Councillors for the respective CEF areas are automatically admitted as voting members of the CEF. In addition, each CEF can co-opt eight partners on to the Partnership Board; these may be representatives from local Town or Parish Councils, or community activists. The Chair of each CEF is determined by Council. Details of each CEF and its membership in 2017-18 can be found at **Appendix A**.

2. The Report

- 2.1 A key part of the CEFs is to allow for collaboration between local and regional service providers, local businesses, community groups and individual residents. Through this, the CEFs can help to make a positive impact on residents' lives and their respective communities, and help to empower local people to shape their own communities so that they reflect the needs and aspirations of those who live there.
- 2.2 Each CEF holds the following meetings:

Community Forums

These allow the opportunity for residents of the CEF to raise issues relating to the area. Residents are also able to learn more about opportunities and services available within the CEF area by listening to presentations and discussions based on key themes affecting the residents and based around the respective CDP. Forums take place across the CEF areas.

Partnership Boards

Partnership Boards allow for the planning of the Community Forums and to discuss the key issues raised at the meetings. They also allow for the consideration of funding applications and monitoring of the CDP.

- 2.3 In order to assist in the development and delivery of the CDP, each CEF is allocated a yearly funding sum of £20,000 which they can allocate to projects and initiatives in their area in accordance with the CEF Funding Framework.
- 2.4 Each report details the respective CEF's activity for the year 2017-18 including a summary of funding granted and an overview of the Community Forum events. Outlined also are each CEF's key priorities in terms of their CDP.

3. Alternative Options Considered

None.

4. Implications

4.1 Legal Implications

The decision making process and rules governing the administration for CEFs has to be in line with the Council's Constitution.

4.2 Financial Implications

Each CEF is allocated £20,000 per year to spend on the initiatives in their area as well as on developing the CDP.

4.3 Policy and Risk Implications

Not applicable.

4.4 Corporate Plan Implications

The Council's Corporate Plan sets out long term plans to make Selby District a great place to do business, enjoy life, make a difference, supported by the Council delivering great value. Effective and meaningful engagement with local communities underpins the work of the Council.

4.5 Resource Implications

Not applicable.

4.6 Other Implications

Not applicable.

4.7 Equalities Impact Assessment

Not applicable.

5. Conclusion

5.1 The Council is asked to note the reports and make any comments.

6. Background Documents

None.

7. Appendices

Appendix A – Details of CEF Membership 2017-18

Appendix B – Central CEF Annual Report 2017-18

Appendix C – Eastern CEF Annual Report 2017-18

Appendix D – Southern CEF Annual Report 2017-18

Appendix E – Tadcaster and Villages CEF Annual Report 2017-18

Appendix F – Western CEF Annual Report 2017-18

Contact Officer:

Palbinder Mann
Democratic Services Manager
pmann@selby.gov.uk
01757 292207

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Central Partnership Board Members

District and County Councillors (11)

Name	Representing
Ian Chilvers (Chair)	Selby District Council
Karl Arthur	Selby District Council / North Yorkshire County Council
Judith Chilvers	Selby District Council
Mark Crane	Selby District Council
Stephanie Duckett	Selby District Council / North Yorkshire County Council
Clifford Lunn	Selby District Council / North Yorkshire County Council
Brian Marshall	Selby District Council
Wendy Nichols	Selby District Council
Jennifer Shaw-Wright	Selby District Council
Jude Thurlow	Selby District Council
Paul Welch	Selby District Council

Co-opted Members (8)

Name	Representing
Margaret Bontoft	Brayton Parish Council
Pat Chambers	Co-opted member
Melanie Davis	Selby Town Council
Michael Dyson (Vice Chair)	Selby Civic Society
Fred Matthews	Selby Town Council
Keith Watkins	Co-opted Member
Anthony Wray	Barlow Parish Council
Steve Shaw-Wright	Selby Town Council

Eastern Partnership Board Members
District and County Councillors (9)

Name	Representing
Liz Casling (Chair to June 2017)	Selby District Council
Karl Arthur	Selby District Council
John Cattnach	Selby District Council
James Deans	Selby District Council
Stephanie Duckett	Selby District Council
Mike Jordan	Selby District Council
Andrew Lee	North Yorkshire County Council
Richard Musgrave	North Yorkshire County Council / Selby District Council
Ian Reynolds	Selby District Council

Co-opted Members (8)

Name	Representing
Howard Adamson	Co-opted Member
John Cook	Co-opted Member
Mike Cowling	Co-opted Member
Brian Keen	Co-opted Member
Gillian Little	Co-opted Member
Bob Proctor (Chair from October 2017)	Co-opted Member
Lesley Senior	Co-opted Member
Kate Urwin	Co-opted Member

Western Partnership Board Members

Councillors (8)

Name	Representing
David Buckle	Selby District Council
Mel Hobson	Selby District Council / North Yorkshire County Council
David Hutchinson	Selby District Council
John Mackman	Selby District Council
John McCartney	North Yorkshire County Council
Bob Packham	Selby District Council
Chris Pearson	Selby District Council / North Yorkshire County Council
Bryn Sage	Selby District Council

Co-opted Members (8)

Name	Representing
Andrew Pound (Chair)	Fairburn Parish Council (PC Chair)
Howard Ferguson	Co-opted Member
Jenny Mitchell*	Byram cum Sutton Parish Council
David Nicklin*	Byram cum Sutton Parish Council
Jenny Prescott*	Sherburn Parish Council
Rita Stephenson*	Fairburn Parish Council
Roy Wilson**	Fairburn Parish Council
Stuart Wroe	Burton Salmon Parish Council

*denotes member of Funding
Sub-Committee

**denotes Chair of Funding
Sub-Committee

Tadcaster & Villages Partnership Board Members

Councillors (6)

Name	Representing
Richard Sweeting (Chair)	Selby District Council
Keith Ellis (Vice Chair)	Selby District Council
Andrew Lee	North Yorkshire County Council
Donald Mackay	Selby District Council / North Yorkshire County Council
Chris Metcalfe	Selby District Council
Richard Musgrave	Selby District Council / North Yorkshire County Council

Co-opted Members (8)

Name	Representing
Steve Cobb	Tadcaster Town Council
Zoe Devine	Co-opted Member
Elizabeth Dixon	Co-opted Member
Bea Rowntree	Co-opted Member
Kirsty Perkins	Co-opted Member
Trevor Phillips	Parish Councils
Avis Thomas	Parish Councils
Sue Sheriff	Co-opted Member

Southern Partnership Board Members

District and County Councillors (7)

Name	Representing
Mike Jordan (Chair)	Selby District Council / North Yorkshire County Council
Clifford Lunn	Selby District Council / North Yorkshire County Council
John McCartney	North Yorkshire County Council
Mary McCartney	Selby District Council
Chris Pearson*	Selby District Council / North Yorkshire County Council
Dave Peart (Vice Chair)*	Selby District Council
Debbie White	Selby District Council

Co-opted Members (8)

Name	Representing
Jack Burbridge	Co-opted Member
Steve Carr	Co-opted Member
Fiona Conor*	Co-opted Member
Steve Laurenson*	Co-opted Member
Gillian Ivey	Co-opted Member
Dave Perry*	Co-opted Member
Kathleen Walton	Co-opted Member
Keith Westwood	Co-opted Member

<p>*denotes member of Funding Sub-Committee</p>

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Central Area Community Engagement Forum

Annual Report 2017—2018

Introduction

It has been a busy year for the Central Area Community Engagement Forum and Partnership Board. There have been a number of projects presented to the board and delivered by various partners throughout the Central CEF area. These projects have had a really positive impact on the local environment and the community as a whole.

Our key objectives for the year 2017 to 2018 were:

- Tidy Environment
- Promoting the Economy
- Community Safety
- Health and Well-Being
- Public Transport, Traffic and Speed

A Community Development Plan was agreed ensuring we utilised the Central Area budget to maximise impact and investment in our area.

Community Engagement Forums

The Central Area CEF has held four Forums since March 2017 and these have been held across the area to try and capture different audiences. Meetings commence with an array of service providers. They are given the opportunity for 5 minutes updates and questions from the floor. The main meetings are then usually themed around a subject of particular interest and relevance. This year, Forums were held as follows:

- 13th September 2017: Held at Barlow Village Hall. Presentation on Selby District's Economic Framework 2017-2022. It gave residents an opportunity to find out about all the growth plans for the area, the priorities and exciting new opportunities.
- 13 December 2017: Held at St Wilfrids Church Hall, Brayton. Presentations included Brayton Barff and its future plans, an update on Selby Park restoration work and a visit from Selby's very own Yorkshire Energy Doctor about saving energy and money!

- 24 January 2018: Held at Selby Town Hall. Presentation from Selby District Council on “Selby’s Planning Review. It gave residents the opportunity to find out about the new planning processes and plans for the Selby area, looking at priorities and exciting new opportunities.
- 4th April 2018: Held at Selby Community Centre on Scott Road. Presentations included the Selby District Council’s Communities Team current priorities and projects, and Selby Big Local presented on the results of a consultation carried out by the young people of Flaxley Road and Abbots Road Estates.

Attendance has been varied, with Forums being poorly attended by members of the public; however we continue to encourage better attendance. We continue to build on our comprehensive database; we produce a portfolio of leaflets, posters and publications along with additional use of social media, and we have developed better links with Selby District Council’s Communications Team.

Partnership Board Meetings

The Partnership Board has met on four occasions. These meetings were held at Selby Civic Centre on: 5th July 2017; 4th October 2017, 3rd January 2018 and 14th March 2018 and have resulted in the adoption of the 2018-19 Community Development Plan with Board members now taking a lead on the projects they are most passionate about. We have formed a Community Development Plan working group for updating the Community Development Plan, a comprehensive cost analysis /Marketing Plan has been developed and finally, agreement has been made to allocate a small amount of funding towards marketing. A funding sub group has been formed and we have had 2 different vice chairs appointed and elected new committee members, all within 12 months!

Our Priorities for 2017-2018

Our priorities for the year were to firstly update and ensure we had a community led Community Development plan. We aimed to engage more residents through our Forums through providing more stimulating and “themed” agendas.

We were determined to communicate far better with our communities and to try and get agreement for a small marketing budget that would allow targeted leafleting and giving residents the opportunity to feed in what topics they would be interested in hearing about. After the completion of a cost benefits analysis at the request of the board, we finally got this agreed in October 2018. We are excited to see the results in the next few months. Our long term objective of working with extended partners was addressed by creating strategic links with the Selby Town Enterprise Partnership (STEP), Inspired Healthy Lifestyles, The Student Council, Selby College and the Big Local: Selby.

Grants Awarded

Hagge Woods Trust

£1,000 to provide assistance with transport costs for schools within Selby, so that there were no financial barriers to pupils who were less likely to have access to nature and green space.



Abbey Belles Chorus



£1,000 for the development of the chorus and outreach. The grant is being used to purchase music, to advertise the group and to fund coaching / room hire for 'learn to sing' courses, which would help to attract new members from a range of backgrounds.

Groundwork North Yorkshire

£1,500 to provide enhancements to the Selby Town Community Pond that included the clearance of vegetation and silt from the reed-bed that adjoined the pond, which would allow water run-off from the road to be collected and filtered before reaching the pond; therefore the water quality of the pond would improve.



The project included involvement of local schools and communities, and a series of events would be held at the site upon completion of the work, such as 'mini beast hunts', pond-dipping and an official reopening of the site in the Summer, which would act as a 'family day'.

Groundwork North Yorkshire / Central CEF

The application was for £9,500 + VAT to repeat the successful 'Team Up to Clean Up' project that was previously funded by the Central CEF. The project focussed on working in partnership with local communities to clean up neglected areas in the Central CEF area.

Project set out to raise the public profile of the Central CEF, and would fund a further three projects in Selby, Brayton, Barlow and Barlby Bridge to the value of £3,000 each. The project aimed to engage different communities and make them aware of the role of the Central CEF.

The winning projects were:

Waterfront Gardens and Amphitheatre, Ousegate, Selby



Marsh Lane, Barlow – Securing Pond Area



Brayton Path – Between the industrial Estate and the Wishing Well Pub



These projects are all still underway.

Selby Community Trust

£383.22 for the purchase and installation of a litter bin to be installed at a community pond close to the Selby Community Centre.

Selby Health Walks



£360 to fund 12 months' printing costs for the organisation's quarterly walk programmes, and to provide the insurance premium cost for 12 months' Third Party Public Liability Insurance. The organisation provides free walks across the whole of the Selby District, which promoted health and wellbeing. They hold over 100 walks per year.

Groundwork North Yorkshire / Central CEF

£2,000 to fund a feasibility study in relation to the conservation or restoration of an historic Taylor & Hubbard Steam Crane. It was highlighted that the crane was an important piece of heritage from Selby's industrial past. The feasibility study was required ahead of submitting a bid to the Heritage Lottery Fund to undertake conservation or restoration work.



Magnetic Arts



£1,000 to fund a six week structured course at Selby Town Hall that would culminate with a small art display in a local café. The project would focus on those individuals with mental ill health in varying degrees, and is funded solely by donation at present. The target audience for the project was the unemployed; therefore it needed to remain completely free to the participant.

“During the time the project was running we were approached by St Leonard’s Hospice to produce artwork for exhibition and sale at Selby Abbey to benefit the charity so we were able to programme this in to the course and the group really benefitted from producing craft items and group paintings to benefit the cause.”

Selby ParkRun

£2,000 to fund start-up equipment for a ‘ParkRun’ to be set-up in the Selby area, This was for essential equipment, to include a defibrillator, signage, walkie-talkies, first aid kits and a small contingency fund that would enable Selby ParkRun to be set up in the district.



“Selby ParkRun launched on 16th December 2017. Since then, at the time of writing (1st May) we have had 15 events, with five events cancelled due to inclement weather or flooding of the course. In total 1,049 participants have taken part in a total of 2,245 runs, covering a total distance of 11,225 km, averaging 140 people per event. Given the miserable weather we have experienced this winter, we are very pleased with that outcome.

One of the most important outcomes, for us, though is the number of first timers that each event - each week around 6% of the participants are taking part in ParkRun for the first time, so each week new people are getting up, getting out and getting active on a Saturday morning - despite the wind, snow, rain and mud and puddles! As the weather improves and the course dries out we expect that number to rise, and hopefully we will continue to see more and more people starting to engage in regular exercise”

Impact

These projects have no doubt had a positive impact on the residents of the Central CEF.

Selby Park Run

Despite the obvious health benefits of having a local Park Run, the group have undertaken an initial tidy-up of a lot of the rubbish that had been dumped on the northern side of the Burn airfield, (where the Park Run takes place on a weekly basis).

In addition, volunteers from one of the major banks have pledged their time later in the year to provide a number of volunteers to litter pick around the remainder of the airfield.

An additional side-effect of the weekly event is that it is bringing people in from far and wide. People who participate in ParkRun on a regular basis like to travel to ParkRuns other than their home ParkRun, as 'tourists'. People also like to try and complete all the ParkRuns in a particular geographical area.

From comments on Facebook we see that when people are coming to Selby ParkRun, they tend to visit the town, as well as nearby farm-shops, so bringing visitors in for running has a small but beneficial impact on the town itself.

Overall the Park Run organisers feel that despite starting at possibly the worst time of the year (December), and being faced with the worst winter in ten years, things have gone well, and they now have a good foundation upon which to start building participant numbers.

Selby Community Trust – Litter Bin.

Impact report completed by Selby Community Trust made it clear that the bin was reducing the amount of litter left on the site which was heavily used by local residents. They state "The community field is used a lot by local residents and they dispose of their rubbish all over the field, the litter bin provided by the CEF reduces the amount of litter around the field and pond area!" The trust continues to inform us that they are able to demonstrate the project has indeed met the central CEF's objective - tidy environment, by reducing the amount of litter on the field and pond area!

Magnetic Arts – Spring into Art

The project engaged 10 people and 1 volunteer. Attendees at the sessions included

- Males x 2 - aged 49 - 64
- Female x8 - aged 29 - 69
- Unemployed 8
- retired 2
- Non-Selby town resident 2
- Selby town resident 8

Conditions of the group disclosed included Bi-polar, mental health issues, visual impairment, personality disorder, depression and anxiety, physical disabilities

The evaluation from participants was very positive, people reported they met new friends, felt more confident talking to people, learnt new skills in a range of art techniques and felt they had benefitted from the routine of regular attendance at something with a supportive and friendly group

2018-19 Focus

The CEF Partnership Board have funded a number of long term projects which will be rolling out throughout the year bringing new opportunities for local residents. As number of these are stated above but some additional ones, which are very exciting and in a new direction for the Central CEF include a year programme of soup kitchens run by the Youth Council, a series of Sunday Brass band events to be run in Selby Park building up to a large 950 proms extravaganza and an exciting project in partnership with Selby Big Local - Big Aspirations – The Empowerment Project which looks at supporting emotional wellbeing and empowering young people with the confidence to participate in their local community.

We will continue with the implementation of the new Community Development Plan and the Project Leads who are members of the CEF Partnership Board will be doing their utmost to drive these forward.

Live Accounts 2017-18

Central Community Engagement Forum							
Financial Report. 1 April 2017 to 31 March 2018							
Balance carried forward from 2015/16						£16,978.00	
Grant from SDC for 2017/18						£20,000.00	
<i>This is the total budget available at the start of the financial year.</i>						Total budget for 2017/18	£36,978.00
Ref.	Date Agreed	Date Paid	Paid to	Details	Amount (£)		
					Actual	Committed	
N/A	10-Apr-17		Petty Cash	Refreshments for PB meeting - 5 April 2017	£9.80		
05-Apr-17	28-Apr-17		Barlow Village Hall Committee	Community Defibrillator	£1,598.00		
05-Apr-17	08-May-17		Selby Camera Club	Replacement Display Stands	£2,000.00		
05-Apr-17	04-May-17		Selby Senior Phab Club	Transport	£1,640.00		
05-Apr-17	04-Jul-17		Selby Civic Society	replacement of damaged stone in cholera burial ground	£1,140.00		
05-Jul-17	26-Jul-17		Selby Community Trust	Installation of litter bin at Community Pond	£383.22		
N/A	26-Jul-17		Barlow Village Hall Committee	Hire of Barlow Village Hall	£50.00		
N/A	01-Aug-17		Selby War Memorial Hospital	Refreshments for CEF PB	£39.20		
N/A	13-Sep-17		Petty Cash	Refreshments for Forum - 13 September 2017	£5.50		
04-Oct-17	24-Nov-17		Selby parkrun	Selby parkrun equipment	£2,000.00		
N/A	14-Dec-17		St Wilfrids Church	Hire of Church	£25.00		
03-Jan-18	25-Jan-18		Hagge Woods Trust	Transportation for School Visits	£1,000.00		
03-Jan-18	08-Feb-18		Abbey Belles Chorus	Development and Outreach	£1,000.00		
03-Jan-18	07-Feb-18		Groundwork / Central CEF	Team Up to Clean Up (£9,500 + VAT)	£9,500.00		
03-Jan-18	25-Jan-18		Groundwork North Yorkshire	Selby Town Community Pond Enhancements	£1,500.00		
N/A	11-Jan-18		Selby Town Hall	Hire of Hall for Forum	£51.00		
	01-Mar-18			Refreshments for Forum	£5.66		
14-Mar-18	29-Mar-18		Selby Health Walks	12 months' printing costs and insurance cover	£360.00		
14-Mar-18			Groundwork / Central CEF	Steam Crane Feasibility Study		£2,000.00	
14-Mar-18			Magnetic Arts	Spring into Art		£1,000.00	
Total Actual Spend to date					£22,307.38		
Remaining Commitments not paid						£3,000.00	
<i>This figure is the remaining budget available to spend (the total budget minus actual spend and commitments yet to pay).</i>					Total budget remaining	£11,670.62	
<i>This figure is the total budget available minus actual spend.</i>					Total balance remaining	£14,670.62	

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Eastern CEF Annual Impact Report 2017 -18



Chair's Foreword

I am delighted to have been appointed Chair of the Eastern Area CEF and will strive to fulfil this role with professionalism and a commitment to the Community.

I wish to see this group become more pro-active in area and, to that end, would want members to become more involved in the projects we support with funding.

Many groups come to us with projects which need our support, not only financial support but also to draw on the experience of the CEF members. I believe that site visits to relevant projects would be beneficial to all concerned. The Partnership Board has a wealth of talent and, by definition of you being here, can help and assist applicants in achieving their aims effectively.

In terms of CEF Forums, I want to ensure that we engage relevant speakers who will benefit community groups in practical ways. I am aware that groups just starting out often have a need for straight and simple advice on how to progress, the pitfalls to avoid and their legal and social responsibilities. In some cases it may be that efforts are being duplicated and there may be merits in joining or amalgamating with other similar groups to achieve economies of scale and "Synergy".

I am certain we can continue to improve and strengthen our activities in the community.

Bob Procter – Chair Eastern CEF Partnership Board

Introduction

Community Engagement Forums are a collaboration between a range of partners including the District Council, County Council, Town council, Parish Councils, Police, Fire and Rescue Service, local businesses and community groups along with individual residents.

The Eastern Area CEF commenced in April 2010 and covers a large rural area including the following parishes: Barlby, Biggin, Cawood, Cliffe, Escrick, Hemingbrough, Kelfield, Lund, North Duffield, Osgodby, Riccall, Ryther, Skipwith, South Duffield, Stillingfleet, Thorganby and Wistow

Partnership Board Work

Our Community Development Plan focuses on the following overarching priorities;

- Highlight and act upon local issues
- Support our villages to provide a vibrant range of activities
- Encourage involvement and volunteering in our community
- Address transport issues
- Encourage information sharing between communities, activities and organisations
- Address issues of loneliness and isolation
- Increase activities for young people

Grants Awarded Total for 2017/18 £17,726.40

North Duffield and Skipwith Playing Field Association

£1,811.40 towards a project to install flood lighting and a CCTV system at the North Duffield playing fields.

Selby Tiger Sharks Swimming Club

The application was for £1,660 to cover the costs of various lifeguard and coaching courses, which would enable the swimming club to extend its provision.

“I would like to thank you for giving us the ability to do this and I believe it will really enhance our swimmers prospects in the future.”

1st Cliffe Brownies

£1,560 to provide set up costs for the first year of the new Brownie unit. Monies contributed toward rent, insurance and activities.

“We have been delighted that we have recruited more members than initially anticipated”

Hemingbrough Bowls Club

£5,933 to allow provision to support individuals with difficulties to participate in bowls. The project would help to decrease isolation in the area.

Hemingbrough Hagg Lane Green Conservation Group

£450 for the provision of rustic seating for the Pond 2 Area. The conservation area was used on a daily basis by a variety of people within the community.

Parish of Hemingbrough Historical/Heritage Society

£480 for the transportation of mulch to the site of the Oldways Memorial Woodland Footpath, where it would be spread evenly across the footpath by volunteers.

“Our project was to reinvigorate the already established woodland footpath, thus allowing the community to walk unhindered by the mud created owing to its popularity.

Our mulch donor will continue to keep the area supplied with mulch now and this will mean that in the future we can transport small amounts ourselves to patch any deterioration on the footpath, with additional volunteers coming forward as part of this activity.”

PlayStillingfleet

£1,557 for the provision of a village defibrillator and associated training in Stillingfleet.

Magnetic Arts

£1,000 to fund six art taster sessions in three villages within the Eastern CEF Area which will help to address social isolation and loneliness, ensuring that art sessions were accessible to all.

Bee-Able CIC

£3,275 for the provision of school holiday activities for children in the Eastern CEF Area.

Impact

Hagge Woods Trust Project

“We are very pleased with the new website and very grateful to the Eastern CEF for the opportunity to have this work done. The new website is providing a springboard for our activities in 2018, giving the charity a fresh approach and hopefully a fresh appeal to the local population.

It will now be easy for any family or group to access spotter sheets and guides to give fuller enjoyment of their visit to the wood-meadow and this in turn will hopefully make the charity more appealing in terms of recruiting ‘Friends’ and supporters to help continue our work.”

Kelfield Village Institute

“The completion of this Kitchen and store project has appeared to engage with more community members than before with the evidence in the number of new committee members coming forward to offer their services.

By widening and increasing the scope of the building different activities are being introduced. The idea of the family Pizza night came entirely from one business person seeing the potential of the building and the new facilities available in the kitchen.

Thank you so much again for all your help it means so much and lovely that there is so much community spirit. It means so much as it's not something I have experienced before and love it.”

North Duffield Village Players Community Stage Extension

“The main outcome of this project has been to enhance the North Duffield Village Hall with an extra 4m x 2m extension to complement the existing staging. This improved staging is now readily available for the whole community.

The grant has allowed the continuation of performances including local people to participate in drama, music and also voluntary activities such as stage management, scenery and props making.”

Riccall & District Resilience Plan

“CEF funding has enabled us to purchase the necessary equipment, produce information leaflets, recruit volunteers, and carry out ongoing training. This work is bringing the community together, creating new connections ready to address any challenges as they occur.”

Riccall Village Institute

“Having the new ceiling and lighting installed has enhanced the whole building. The main room looks brighter, cleaner, warmer and bigger. We are not losing heat through holes in the ceiling, lighting is now LED – hence we hope this will reduce the energy cost for running the building in the long run.

Now the room looks better we have had an increase in bookings – this enables us to keep prices reasonable and maintain a high standard. We are now trying to promote the benefits for daytime use of the building.”

Selby Swans gymnastic Academy

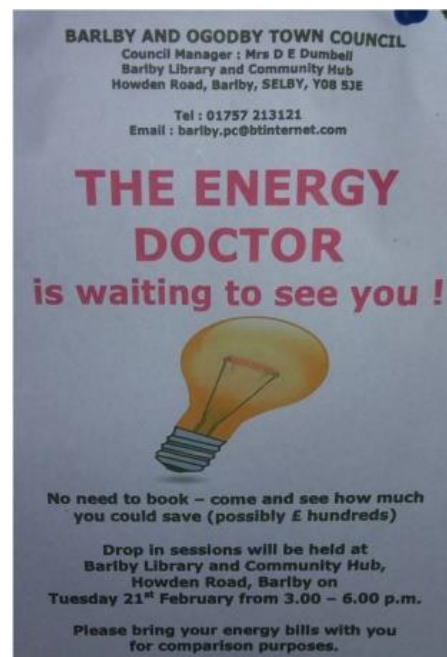
“CEF funding has helped us to fund more coaching hours a week to help us progress. We have added another day a week to our current day, enabling us to add another 65 children to our current 110 children.”

Yorkshire Energy Doctor CIC

“Energy Roadshows - the aim was to help people in the Eastern CEF area to save money on their energy bills and, by doing so, be better able to afford their heating costs and be warmer in their homes.

*Working with Parish Councils and other local organisations we have achieved our objective in delivering advice to households across all 16 villages. In total we have reached 227 residents and saved households **£12,311** by”:*

Action	Saving
Switching tariff	£7,167
Warm Home Discount applications	£1,540
Water bills	£1,205
Debt write-off (energy & water)	£2,399



Cawood Castle Garth Group received funding to develop a series of informative history events which has led to an increased number of participants, new volunteers and further discoveries regarding the rich heritage of the village.

North Duffield and Skipworth Playing Field association received funding for sports flood lighting and CCTV system, This has had a positive impact with no further vandalism or antisocial behaviour since it was installed. This has led to increased confidence in using the area after dusk.

Ryther Village Hall replace ceiling lights – reducing running costs making the hall more sustainable. The improved environment has led to an increase in the numbers of volunteers and community activities taking place.

The Bruff Club received funding to support the provision of an out of school childcare facility in Hemingbrough. There has been increased usage enabling ongoing viability of this much needed service.

Escrick & Deighton Social Club

“Replacing the dated existing kitchen with new modernised appliances in order to increase capacity and adhere to catering standards, in the hope of creating further opportunities to create funds for further community investment.

We are now in a position to begin planning and organising scheduled events for the community now that the renovations are complete. This will be greatly supported by the funds that we envisage will be raised from the additional use of the catering facilities.

The Club continues to be a venue for the successful Escrick Tea Shop. With the improved facilities, the ease of which they can provide a quality weekly event for those that are less capable of travelling outside of the village and is seen as a place of congregation and is open to all ages. Therefore, continuing to address our objective of helping those who are isolated in the surrounding area and is seen as a community hub.

Since the development of the kitchen refurbishment we have created a greater volunteer base which will allow us to extend our current events and thus generating further interest in the Club

itself. There has been a positive spirit within the local community of the Club continuing to a venue for socialising within the village that is family orientated and priced more affordably than other alternatives.”

Selby District Vision

“Our schools project has been a wonderful project for SDV and a great way to reach children and their families through the delivery of 10 primary school sessions. Covering visual awareness, eye health and the prevention message, highlighting how to reduce the risk of unnecessary blindness.

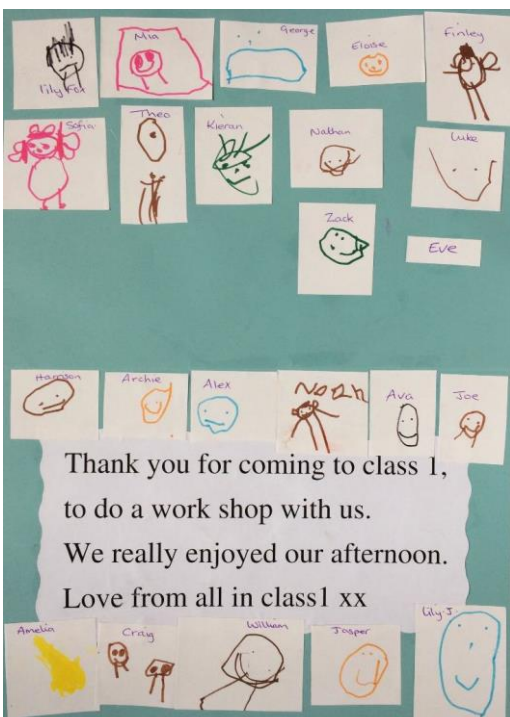
Across our 10 interactive sessions we have delivered workshops to 266 children, ranging from reception age to year 5’s. We also led an assembly at the first school we delivered to, reaching a further 72 children.

A carousel style workshop gave children a first-hand experience of what it might be like to be visually impaired. Practical exploration through challenges and activities, whilst blindfolded or using simulation spectacles, gave the children opportunities to learn about and explore the world of a visually impaired person. Group discussion and support within sessions also allowed time for educational information and questions.

“I liked making a playdough model with the blindfold on, but it was very hard and I had to feel the shapes instead of look at them” Craig age 5

“It has been a pleasure to have you at the school, delivering such a worthwhile opportunity for our children. Thank you.”
Headteacher, North Duffield School

“The children have been so engaged and your interactive session really inspired them and got us all thinking.”
Reception Class Teacher, Riccall School



This project has been extremely successful, and we plan to go on to use it to inform our future work. We have been liaising closely with the Selby District Disability Forum, who are currently running a pilot project to deliver ‘Disability Awareness Sessions’ in schools.

We have shared our learning and experiences from this Eastern CEF project and plan to work together to help them maximise the potential of their pilot and provide local disability awareness opportunities throughout the Selby District, incorporating visual awareness and the sight loss prevention message.”

Public Forums

During the year 4 public meetings have been held providing the opportunities for local residents to find out more about local initiatives. At each forum we have a “Market Place” area with stalls staffed by North Yorkshire Police, Highways, Selby District Council and Community organisations. This provides a wonderful opportunity for residents to discuss the issues that affect them with the appropriate organisation.

Heritage Event July 2017

This was an exciting outdoor tour of the history of Cawood including the Castle and the Garth.

It also included information about their range of projects, what has been learnt and future events.

Eastern Community Engagement Forum

CAWOOD HERITAGE

A glimpse into Cawood's past

The Cawood Heritage site is run by the Cawood Castle Garth Group to provide information on the history and ecology of the village of Cawood including news and future events. We aim to conserve and protect the historic areas and ecology of the village.

We wish to invite you to discover, enjoy and share the rich history of the village and district. The evening event will include a guided tour of the Garth to learn more about the rich heritage of the area.

Free Food and Refreshments

Where & When?

6.30pm Wednesday 19th July 2017
Cawood Primary School Hall,
Broad Lane, Cawood, YO8 3SQ

Also the opportunity to speak to your Councillors, staff from Selby District Council, North Yorkshire Highways, North Yorkshire Police, and other Community and Voluntary Organisations

We provide funding for community groups and organisations to find out more please visit - <http://www.selby.gov.uk/cefs/funding>

Visit www.selby.gov.uk/eastern-area-cef Please contact the Democratic Services team for further information on 01757 292037 or DemocraticServices@selby.gov.uk

Eastern Area
Community Engagement Forum
Your Community

Eastern Community Engagement Forum

CAWOOD HERITAGE

CAWOOD CASTLE GARTH GROUP
Programme of Events 2017

This exciting programme of events is being financially supported by the Eastern Community Engagement Forum.

Recording Cawood's bricks: exploring history with Sandra Garside Neville Saturday 15th July Cawood Church and Nether Farm Church End 10.30am - 4.30pm

Interested in your house history? Recording & dating bricks. Looking at old houses Bring a brick and packed lunch. Hot drinks provided. 19th July CEF meeting in Cawood school 7-9pm tour of Garth

Practical Recording of Bricks throughout the summer: Collect and record information on bricks in Cawood

Afternoon Tea and Reminiscences All Welcome Thursday 17th August Cawood Church 10am - 3pm Recall memories, eat cake and drink tea!

Recording Cawood's bricks: exploring history (part 2) with Sandra Garside Neville Saturday 23rd September Cawood School 10.30am - 4pm

More about bricks and old Cawood houses Discussion on results so far

The Search for Roman Cawood with Kurt Hunter Mann Saturday 21st October in Cawood school 10pm

Roman evidence so far in Cawood. Bring any Roman finds for identification. Afternoon Tea and Reminiscences. All welcome Thursday December 7th Cawood church 10am - 3pm Recall memories eat mince pies and drink tea!

Contact details:
Email: margaretbrearley@hotmail.com
Telephone: 01757 298666
Website: www.cawoodheritage.org.uk

Eastern Area
Community Engagement Forum
Your Community

Eastern Community Engagement Forum

Escrick Re-Energized!

There have been a lot of exciting developments in Escrick over the past couple of years. Find out more about what has happened so far, future plans, and the impact being made – with updates from;

Escrick Tea Shop **St Helens Church**
Escrick and Deighton Club

Free Food and Refreshments

Where & When?

6.30pm Wednesday 20th September 2017
Escrick and Deighton Club, 59 Main Street, Escrick, YO19 6LQ

Also the opportunity to speak to your Councillors, staff from Selby District Council, North Yorkshire Highways, North Yorkshire Police, and other Community and Voluntary Organisations

We provide funding for community groups and organisations to find out more please visit - <http://www.selby.gov.uk/cefs/funding>

Visit www.selby.gov.uk/eastern-area-cef Please contact the Democratic Services team for further information on 01757 292037 or DemocraticServices@selby.gov.uk

Eastern Area
Community Engagement Forum
Your Community

Community Developments In Escrick September 2017

This event highlighted the support received through the Eastern CEF and Selby District AVS that had brought local residents together to create a weekly Tea Shop.

We also heard about the developments of the Escrick and Deighton Club, who were redeveloping their kitchen with CEF funding.

Members of St Helens Church discussed their work securing Heritage Lottery funding and what impact this will have on improving access and celebrating the wealth of history within the building.

Developing Riccall Village Institute January 2018

This was an interactive workshop with local residents to explore ideas for the ongoing development of the community building.

Over 40 residents attended the event and shared their thoughts and opinions – many of which are being incorporated into new projects, funding applications and activities. Work has included setting up a community library including a children's area.

The following people make up the Partnership Board for the Eastern CEF:

District Councillors

Cllr Liz Casling, Cllr John Cattanach, Cllr Jim Deans, Cllr Ian Reynolds

District / County Councillors

Cllr Karl Arthur, Cllr Steph Duckett, Cllr Mike Jordan, Cllr Richard Musgrave

County Councillors

Cllr Brian Marshall, Cllr Andrew Lee

Community Activists

Howard Adamson, John Cook, Mike Cowling, Brian Keen, Gillian Little, Bob Procter, Lesley Senior, Kate Urwin

2018-19 Focus

Our plan is to develop a year long programme of events visiting different parts of our CEF area, by planning a years' worth of events in advance we will be able to maximise publicity and utilise local networks.

We have funded a series of community activities including craft activities, historical events and day events for young people. These will be happening at different locations across the area. Further information can be found on our CEF website.

How Can You Get Involved?

Information about the work of the CEF, future events and details about accessing funding can be found at www.selby.gov.uk/cefs

All of our meetings and events are open for the public to attend. Minutes and agendas can be accessed through the CEF website pages.

You can join the CEF mailing list to be sent all the latest news by emailing cefsadmin@selby.gov.uk

You can also use the email address to let us know about any issues you feel need addressing in your community, or to suggest ideas for future Public Forums.

We look forward to hearing from you.

The poster features a red header with the text 'Eastern Community Engagement Forum'. Below this, the word 'Opportunities' is written in a large, stylized red font, followed by 'Riccall Village Institute' in a smaller red font. The background of the poster shows a brick building with a green sign that reads 'Where & When?'. A green circular badge on the right side of the poster says 'Free Food and Refreshments'. The text on the poster includes: 'This event include a consultation workshop on how to further develop the Institute to address the needs and ideas of local residents. There have been a range of suggestions made. We need your input before agreeing final plans and funding applications.' and '6.30pm Wednesday 31st January 2018 Riccall Village Institute, 12 Station Road, Riccall, YO19 6QJ'. At the bottom, it says 'Also the opportunity to speak to your Councillors, staff from Selby District Council, North Yorkshire Highways, North Yorkshire Police, and other Community and Voluntary Organisations' and 'We provide funding for community groups and organisations to find out more please visit: <http://www.selby.gov.uk/cefs/funding>'. The bottom right corner features the 'Eastern Area' logo with the tagline 'Your Community'.

Visit www.selby.gov.uk/eastern-area-cef Please contact the Democratic Services team for further information on 01757 292037 or DemocraticServices@selby.gov.uk



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Southern CEF Annual Impact Report 2017-18



Chair's Foreword

This year we have tried something different. The Southern CEF area is a very rural part of the District comprising of many villages. To address this, we have taken our CEF on a "Roadshow Tour" visiting a number of villages.

Ahead of each planned public event we have consulted with residents about the issues they would like to see covered. We have then created an event built around the feedback we have received.

This has led to a range of speakers attending the CEF events to address the questions residents have. We have been delighted to see so many new people attending these events. We intend to continue using this approach for the foreseeable future, with many places for us still to visit.

At the same time we have continued to fund an impressive number of innovative projects developing new services and supporting community organisations. All of these initiatives have helped to address the priorities in our Community Development Plan.

Thank you to everyone who has contributed to the success of the Southern CEF.

Cllr Mike Jordan, Chair Southern CEF Partnership Board

Introduction

Community Engagement Forums are a collaboration between a range of partners including the District Council, County Council, Town council, Parish Councils, Police, Fire and Rescue Service, local businesses and community groups along with individual residents.

This rural area comprises of the following parishes: Balne, Beal, Burn, Camblesforth, Carlton, Chapel Haddlesey, Criddling Stubbs, Drax, Eggborough, Gateforth, Heck, Hambleton, Hensall, Hirst Courtney, Kellington, Kirk Smeaton, Little Smeaton, Long Drax, Newland, Stapleton, Temple Hirst, Thorpe Willoughby, Walden Stubbs, West Haddlesey, Whitley and Womersley

Partnership Board Work

Our Community Development Plan has continued to focus on 3 key areas;

- Youth Service Provision
- Addressing Loneliness and Isolation
- Increasing access to community transport for residents

As well as specific activities taken place the CEF has also created a series of Public Forums and funded a range of new projects to address these themes.

Grants Awarded

Through the year the CEF Partnership Board has considered and awarded a range of grants to local initiatives that enhance the work of their Community Development Plan. This year a total of £25,951 has been awarded.

Cridling Stubbs Village Hall

£840 to carry out a building condition survey which was a useful report enabling the new management committee to move forward on plans to develop the hall.

Selby Parkrun

£2,500 to set up a 'parkrun' in the Selby area to hold a 5km run every Saturday morning that was free of charge and promoted for all within the community.

“Selby parkrun launched on 16th December 2017. Since then, at the time of writing (1st May) we have had 15 events, with five events cancelled due to inclement weather or flooding of the course. In total 1049 participants have taken part in a total of 2245 runs, covering a total distance of 11,225 km, averaging 140 people per event.

One of the most important outcomes, for us, though is the number of first timers that each event - each week around 6% of the participants are taking part in parkrun for the first time, so each week a new people are getting up, getting out and getting active on a Saturday morning - despite the wind, snow, rain and mud and puddles!

Youth Provision - each week around 10% of the participants are under the age of 18, and each week the volunteers include amongst their number one or more under 18s.”

Carlton Towers Cricket Club

£6,723 funding to Carlton Towers Cricket Club for the provision of a new scoring facility.

Eggborough Methodist Church

£5,480 to provide an 'Over 50's Computer Club'. A questionnaire from July 2017 had identified the local need for an Over 50's Computer Club. Funding will be used to have broadband installed in the church, employ an IT tutor to be available for 2 to 3 hours a week, and to purchase a printer and paper to print off guides and examples of work.

Selby Hands of Hope

£5,750 to coordinate a series of 12 'pop-up' days in villages across the Southern CEF area, tying in to other community events taking place. Publicity and staff to transport a range of items from across the two shops would be provided.

The funding would also be used to increase the number of people attending a weekly Discosize class, in order to also make it sustainable.

Selby District Disability Forum

£4,658 to bring together a group of Southern CEF area residents to become a locally focused Disability Action Group for SDDF. With the support of the SDDF, the Action Group will empower people to discuss their local needs and create a united voice to action change and inform decision makers.

Impact

The Selby District Children’s Reading Festival

“All school children in the Southern CEF area were invited to attend the family day of the festival on the Saturday. This is just over 1400 children. In addition, each year two child in the Southern CEF area received a token for a free book, which could be redeemed at the event. There were a series of read aloud sessions with authors who covered all primary school age ranges, as well as book signings and other activities. In addition to reading aloud, the authors also answered questions. The children who were unable to attend with their family on the Saturday received their book at school.

The feedback from parents has been extremely positive and there have been calls for another event next year. In total over 3500 children attended across the three days of the event.

The event provided over 200 children who live within the Southern CEF area with free books of their own to keep and treasure at home.”

Horton Community Cafe - serving Eggborough and the surrounding area to reduce social isolation in rural areas.

“Funding has provided community transport to and from the cafe as well as the promotion of becoming a volunteer community transport driver. An additional 10 people each week have been able to access the cafe and to date 3 new volunteer drivers have been recruited.”



West Haddlesey Parish Meeting

“The fence improves the look and feel of the area in question, as well as creating a physically imposing barrier between those walking on the path and those using the roadway. It has therefore improved safety and security as well as contributed to the amelioration of the village.”

A large number of villagers have already given very positive feedback on how nice they think the fence looks, so we are very pleased with its reception and the outcome of the project.”

Selby District Vision - Vision on Tour Outreach project; taking the eye health, sight loss prevention message and visual awareness out to the Eastern villages

“This has been an incredibly successful outreach project and genuinely enabled services to be taken out into some of the hardest to reach areas of the Selby District. Over the course of this project we have delivered directly to all 24 villages in the Southern CEF area.

For SDV this has been an awareness project, getting our services out to the most isolated villages and reaching individuals in new and practical ways.

Working in collaboration with the Yorkshire Energy Doctor has massively strengthened this project and given us both a brilliant working partnership. Together we have been able to tackle such a huge area with shared ideas and structure. Running the two projects together also opened us up to new avenues of clients, who could benefit from one or the other but may not otherwise have been engaged.”

Free Advice Coming to You

- Check your Vision
- Reduce your risk of blindness
- Learn about visual impairment
- Bring your glasses
- Check your energy prices
- Reduce your heating costs
- Learn to 'switch' easily
- Bring your utility bills

On Tour Locations

Walden, West Haddlesey, Whitley, Womersley, Stubbs, Walden, Stapleton, Thorpe, Willoughby, Temple Hirst, Newland, Little Smeaton, Kirk Smeaton, Kellington, Hirst Courtney

ON AT

Free & impartial advice from local community organisations. Funded by the Southern Community Engagement Forum

Delivering a talk to Hensall Over 60s Group



“I have been really worried about my most recent pair of glasses. It has been fantastic to be able to speak to you today and I shall be going back to my optician to discuss it further now.”

Hensall Over 60s Club Member

Selby District Vision

How can you reduce the risks of unnecessary blindness?

- 1 Visit an optician regularly**
Sight tests are free for anyone over the age of 60, under the age of 16, age 16 to 18 if in full-time education, for anyone with diabetes or anyone on a means tested benefit. A sight test is a vital check on the health of the eyes and includes the detection of eye conditions and can also help to detect many other health conditions.
- 2 Safe in the sun**
Ultra violet rays can damage your eyes. Always wear sunglasses when outside in the sun, even on cloudy bright days or when the sun is low.
- 3 Healthy eating for healthy eyes**
A poor diet can put your sight at risk. The freshest fruits and vegetables have the most antioxidants and nutrients, which are great for your eyes. Fresh fruit and vegetable juices are also an excellent way to boost your eye health. (Drinking excessive amounts of alcohol can also lead to sight loss and particularly affects the absorption of vitamins in the liver, vitamins needed to maintain healthy eyesight)
- 4 Screen breaks**
Take at least one break each hour if you use a computer, tablet or smartphone. Resting your eyes can avoid eyestrain, headaches and double vision.
- 5 Don't smoke**
Smoking has been directly linked to blindness. Smokers are four times more likely to develop age related eye conditions.
- 6 Be safe**
Wear protective eye glasses when you are carrying out DIY or other activities which could put your sight at risk. Don't guess about the severity of any eye injury, especially if you have pain, blurred or loss of vision. If you are ever at all concerned, always seek medical advice.
- 7 A healthy lifestyle**
Regular exercise, where possible and safe, is essential to stay fit and healthy, but also very important for eye health. Boosting blood flow around the body increases oxygen levels to the eyes.

Selby District Vision is your local charity, supporting people with their vision
Phone: 01757 709900
Email: info@selbydistrictvision.co.uk
Website: www.selbydistrictvision.co.uk

Registered Charity Number: 1149391
Selby District Vision Official

On Tour with the Southern CEF
Funded by The Southern Community Engagement Forum
www.selby.gov.uk/cefs

Southern Area
Community Engagement Forum
Your Community

Yorkshire Energy Doctor C.I.C.

How can you save money on your utility costs?

- 1 Apply for the Warm Home Discount**
Are you in receipt of means tested benefits or have a household income of under £16,190 per year with young children, someone with a long-term health condition or an elderly resident in the home? If so, you may be eligible to apply to your electricity supplier for a one-off payment of £140 to help with your winter energy bills.
- 2 Change your energy supplier**
The average household can save over £200 per year by changing their energy company or even just their tariff. If you have never switched it could be more than that.
- 3 Insulate your loft and walls**
27% of heat is lost through the walls and 25% through the loft. If you own your home or rent privately there are schemes that offer free insulation in rural areas.
- 4 Upgrade your boiler**
If you have an old LPG or oil boiler, or old storage heaters, and you receive means-tested benefits then you may be eligible for a replacement that could be free or partly subsidised (owner occupiers/private rented).
- 5 Turn down your thermostat**
The thermostat turns the boiler off when the house reaches the temperature you have set on the thermostat - it should be set at 18-21°C.
- 6 Don't leave appliances on standby**
The average household wastes £30 per year by leaving electric items on standby.
- 7 Have a water meter fitted**
If you have more bedrooms than people in your home then it is usually cheaper to have a water meter - Yorkshire Water fit these for free. Call them on 0345 124 2424.

If you want further help or advice on any of these then contact Kate at the Yorkshire Energy Doctor CIC on 01757 249100 or kate@yorkshireenergydoctor.org.uk. All advice is free and independent thanks to grant funding from the Southern Community Engagement Forum.

On Tour with the Southern CEF
Funded by The Southern Community Engagement Forum
www.selby.gov.uk/cefs

Southern Area
Community Engagement Forum
Your Community

“We have reached a vast number of people and have no doubt that, by being in these villages, this project will not only have helped individuals to gain valuable information, but also been a wonderful way to promote the work of SDV, YED and the Southern CEF.”

“I had no idea that I was supposed to take the children for a sight test, I thought they had them at school. I’ll get that booked in now I know.” A Mobile Library customer

Chapel Haddlesey School Summer Fair

“Reaching all the villages through a diverse and varied mix of activities has been a real achievement throughout this project. Covering such a rural area and finding ways to maximise the potential of the project has taught us such a lot about getting our services out into the community and how to be truly district-wide.”



“I didn’t realise eye tests were free now that I am over 60. That is great to know, as I haven’t been for a lot of years, but I don’t really have an excuse now do I!” Community Café customer

Public Forums

During the year 2 public events have been held providing the opportunities for local residents to find out more about local initiatives.

At each forum we have a “Market Place” area with stalls staffed by North Yorkshire Police, Highways, Selby District Council and Community organisations.

This provides a wonderful opportunity for residents to discuss the issues that affect them with the appropriate organisation.

Hambleton Roadshow Event September 2017

This was a well attended event with speakers answering questions about planning, traffic and the work of the Parish Council.

Southern Community Engagement Forum

Hambleton Roadshow Event
Let's Talk About...

Planning Traffic
Hambleton Parish Council

Southern CEF Public Forum

Wednesday 6th September 2017 6.30pm
Hambleton Village Hall,
Station Road,
YO8 9HS

Free Food and Refreshments

Following consultation with residents three key issues emerged that people want to discuss.

Residents will be able to put their questions to representatives from Selby District Council, North Yorkshire Police, North Yorkshire Highways and Hambleton Parish Council.

This is a chance for you to have your say about the issues that are important to you and the place where you live

Also an opportunity to speak to your Councillors, staff from Selby District Council, and other Community and Voluntary Organisations.

Visit www.selby.gov.uk/cefs
Please contact the Democratic Services team for further information on 01757 705101 or DemocraticServices@selby.gov.uk

Southern Area Community Engagement Forum
Your Community

Southern Community Engagement Forum

Eggborough Roadshow Event
Let's Talk About...

Planning Traffic Crime

Southern CEF Public Forum

Thursday 14th December 2018 at 6.30pm
Eggborough Methodist Church, Selby Road, DN14 0LP

Free Food and Refreshments

Following consultation with residents three key issues emerged that people want to discuss.

Residents will be able to put their questions to representatives from Selby District Council, North Yorkshire Police, and North Yorkshire Highways.

This is a chance for you to have your say about the issues that are important to you and the place where you live.

Also an opportunity to speak to your Councillors, staff from Selby District Council, and other Community and Voluntary Organisations

Visit www.selby.gov.uk/cefs
Please contact the Democratic Services team for further information on 01757 705101 or DemocraticServices@selby.gov.uk

Southern Area
Community Engagement Forum
Your Community

Eggborough Roadshow Event December 2018

This was another well attended event with speakers answering questions about planning, traffic and crime.

The following people make up the Partnership Board for the Southern CEF:

District Councillors

Cllr Mary McCartney, Cllr Dave Peart, Cllr Debbie White

District / County Councillors

Cllr Mike Jordan, Cllr Cliff Lunn, Cllr Chris Pearson

County Councillor

Cllr John McCartney

Community Activists

Steve Carr, Fiona Conor, Gillian Ivey, Dave Perry, Keith Westwood, Josh Windle, Michael Rodger

2018-19 Focus

The CEF Partnership Board have funded a number of long term projects which will be rolling out throughout the year bringing new opportunities for local residents.

We will continue with our Roadshow to different villages in our area. This will include consulting with residents on the speakers they would like to see at their Roadshow event.

In the New Year we will be developing a new Community Development Plan. This will include a community workshop to share ideas and suggestions for future focus.

The structure of our Partnership Board will continue to evolve as we recruit a wide range of Community Activists to work alongside our District and County Councillors.

How Can You Get Involved?

Information about the work of the CEF, future events and details about accessing funding can be found at www.selby.gov.uk/cefs

All of our meetings and events are open for the public to attend. Minutes and agendas can be accessed through the CEF website pages.

You can join the CEF mailing list to be sent all the latest news by emailing cefadmin@selby.gov.uk

You can also use the email address to let us know about any issues you feel need addressing in your community, or to suggest ideas for future Public Forums.

We look forward to hearing from you.



Tadcaster & Villages CEF Annual Impact Report 2017-18



Tadcaster & Villages
Community Engagement Forum



Chair's Foreword

This has been a wonderful year for the Tadcaster and Villages CEF with a strong focus on ensuring our impact for the community. We have worked hard to promote the work of the CEF through a range of publicity.

During the year we have held community events to address a number of key issues in our area, inform residents of the latest developments and raise awareness of services that are available.

We have also been able to fund a wide range of community projects that will enhance the impact of our Community Development Plan, ensuring that all residents are able to access new opportunities.

Thank you to all those who have contributed to our success during the year.

Clr Richard Sweeting, Chair, Tadcaster and Villages CEF Partnership Board

Introduction

Community Engagement Forums are a collaboration between a range of partners including the District Council, County Council, Town council, Parish Councils, Police, Fire and Rescue Service, local businesses and community groups along with individual residents. Our aim is to encourage, assist and empower the local community to create the environment and services they would like and need.

The Tadcaster & Villages Community Engagement Forum covers the following parishes: Acaster Selby; Appleton Roebuck; Barkston Ash; Biggin; Bilbrough; Bolton Percy; Catterton; Colton; Grimston; Healaugh; Kirby Wharfe with North Milford; Lead; Little Fenton; Newton Kyme cum Toulston; Oxton; Saxton with Scarthingwell; Steeton; Stutton with Hazlewood; Tadcaster; Towton; and Ulleskelf.

Partnership Board work

During the year the Partnership Board has been addressing issues raised in the Community Development Plan. This included the funding and development of a range of activities, services and events.

Tour De Yorkshire 2017

The CEF ran a successful "Give It a Go" event, as part of the Community Festival at the Tour de Yorkshire. Twelve Community stalls participated in the event, alongside a CEF stand that also supported Tadcaster in Bloom. There were two competitions, one for the most engaging Community stall and the other a free prize draw for those families that visited each stall.

106 families and individuals took part in the competition. 10 winners were drawn receiving gift vouchers. In addition, three stalls won cash prizes for their organisations – 1st Selby District Vision, 2nd Church Fenton Air Squadron and 3rd BeeAble.



Community Discovery Day 2017

The CEF organised a Community Discovery Day on Thursday 26th October at the Riley Smith Hall. The event included 24 stalls from different organisations including a Selby Hands of Hope pop up charity shop, consultations on Planning, Disability issues and Leisure Provision in the area, live music, competitions and of course food!

Grants Awarded and Projects Developed

Across the year a total of £50,459 has been awarded to a range of projects and activities to further develop the ambitions of the Community Development Plan.

Tadcaster & Rural Community Interest Company (CIC)

£650 towards the cost of providing CIC and Yorkshire Local Councils Association (YLCA) officer support time to the Stutton Village Hall project.

7 volunteers have been recruited, a new constitution has been created, funding support has been offered and improvements to the hall have taken place.

Friends of Tadcaster Library

£5,000 towards supporting the further development of the enhanced library service and community hub at Tadcaster Library.

Selby District AVS

£4,450 towards a consultation on the future Community leisure provision across the Tadcaster and Villages CEF area.

Church Fenton Community Shop

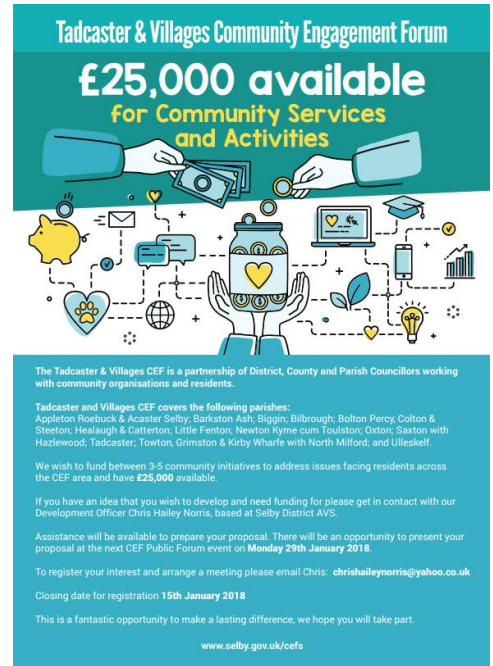
£1,000 towards various operating costs of the Church Fenton Community Shop including legal costs, licensing costs and stock. The community shop is operating with 80 volunteers and is open from 7am to 7pm on weekdays, 8am to 4pm on Saturdays and 8am to 12noon on Sundays.

2434 (Church Fenton) Squadron Air Training Corps

£1,000 towards the purchase of a new minibus. The Squadron currently has 28 young people participating and the current minibus was no longer roadworthy.

St Johns Church, Kirkby Wharfe, Window Appeal

£1,000 towards a project to restore two windows at the St Johns Church in Kirkby Wharfe. One of the windows dates from circa 1420, and that both windows would require highly specialist renovation including stonework.



Tadcaster & Villages Community Engagement Forum

£25,000 available
for Community Services and Activities

The Tadcaster & Villages CEF is a partnership of District, County and Parish Councillors working with community organisations and residents.

Tadcaster and Villages CEF covers the following parishes: Appleton Roebeck & Acaster Selby; Barkston Ash; Biggin, Bilbrough; Bolton Percy; Colton & Stoston; Healaugh & Catterton; Little Fenton; Newton Kyme cum Toulston; Oston; Saxton with Hazlewood; Tadcaster; Towton; Grimston & Kirby Wharfe with North Millford; and Ullenskelf.

We wish to fund between 3-5 community initiatives to address issues facing residents across the CEF area and have £25,000 available.

If you have an idea that you wish to develop and need funding for please get in contact with our Development Officer Chris Hailey Norris, based at Selby District AVS.

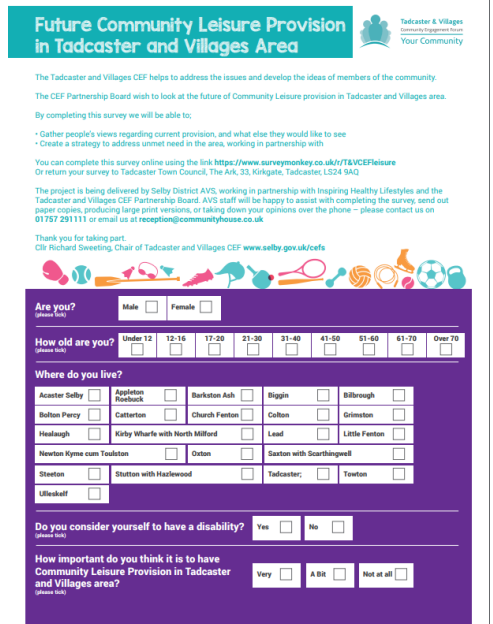
Assistance will be available to prepare your proposal. There will be an opportunity to present your proposal at the next CEF Public Forum event on **Monday 29th January 2018**.

To register your interest and arrange a meeting please email Chris: chrishaileynorris@yahoo.co.uk

Closing date for registration **15th January 2018**

This is a fantastic opportunity to make a lasting difference, we hope you will take part.

www.selby.gov.uk/cefs



Future Community Leisure Provision in Tadcaster and Villages Area

The Tadcaster and Villages CEF helps to address the issues and develop the ideas of members of the community. The CEF Partnership Board wish to look at the future of Community Leisure provision in Tadcaster and Villages area.

By completing this survey we will be able to:

- Gather people's views regarding current provision, and what else they would like to see
- Create a strategy to address unmet need in the area, working in partnership with

You can complete this survey online using the link <https://www.surveymonkey.co.uk/r/T&VCEFLeisure> Or return your survey to Tadcaster Town Council, The Ark, 33, Kirkgate, Tadcaster, LS24 9AQ

The project is being delivered by Selby District AVS, working in partnership with Inspiring Healthy Lifestyles and the Tadcaster and Villages CEF Partnership Board. AVS staff will be happy to assist with completing the survey, send out paper copies, producing large print versions, or taking down your opinions over the phone - please contact us on 01757 291111 or email us at reception@communityhouse.co.uk

Thank you for taking part.
© Richard Sweating, Chair of Tadcaster and Villages CEF www.selby.gov.uk/cefs

Are you? (gender only) Male Female

How old are you? (gender only) Under 12 12-16 17-20 21-30 31-40 41-50 51-60 61-70 Over 70

Where do you live?

Acaster Selby	Appleton Roebeck	Barkston Ash	Biggin	Bilbrough
Bolton Percy	Catterton	Church Fenton	Colton	Grimston
Healaugh	Kirby Wharfe with North Millford	Lead	Little Fenton	
Newton Kyme cum Toulston	Oston	Saxton with Soarlingwood		
Stoston	Stutton with Hazlewood	Tadcaster	Towton	
Ullenskelf				

Do you consider yourself to have a disability? (gender only) Yes No

How important do you think it is to have Community Leisure Provision in Tadcaster and Villages area? (gender only) Very A bit Not at all

Tadcaster & Villages Community Engagement Forum

Community Discovery Day

Thursday 26th October 2017

2.00pm - 8.00pm
At Riley Smith Hall
28 Westgate, Tadcaster, LS24 9AB

Interactive stalls
Selby Hands of Hope pop up Charity Shop
Competitions
Community Consultation IT suite
Cafe
Entertainment

This free event will offer something for everyone. Find out about community services, volunteering opportunities, and advice on applying for CEF funding.

If your community organisation would like a stall at the event please contact Chris Hailey Norris on 01757 241111 or email reception@communityhouse.org.uk

Visit www.selby.gov.uk/cefs Please contact the Democratic Services team for further information on 01757 705101 or DemocraticServices@selby.gov.uk

Tadcaster & Villages Community Engagement Forum
Your Community

Community Discovery Day

£968 towards running a community event to enable members of the public to find out more about services, volunteering opportunities, community groups and consultations taking place in the area.

Friends of Riverside Community Primary School

£500 towards a stone 'Story Circle' for the school. It was explained that the stones to be used for the project were left over from the re-construction of Tadcaster Bridge, which had collapsed in the floods of December 2015.

Stutton Playgroup

£1,000 towards cost of relocation of the playgroup.

Tadcaster and Rural CIC Ltd on behalf of the Patient Participation Group

£972 made to Tadcaster and Rural CIC Ltd on behalf of the Patient Participation Group to address minimising falls through the distribution of slippers

Tadcaster Today 2018

£4,761 towards the cost of the production, printing and distribution of the Tadcaster Today magazine. Each issue includes a 2 page spread regarding the work of the Tadcaster and Villages CEF.

Girl Guiding – Tadcaster Units

£719 towards new flags for the Tadcaster Rainbows, Brownies and Guides. During the last year two new Rainbow units had been started in Tadcaster. Flags were an important part of guiding tradition and will be used by the Rainbow units on more formal occasions, as well as at the Remembrance Parade in Tadcaster and at the St Georges Day Parade in York. The flags for the Brownie and Guide Units needed to be replaced as they had been in use for over 50 years.

Tadcaster Swimming Pool Trust

£1,000 towards the cost of coach funding for the Tadcaster Stingrays, for an aspiring female swim coach, Jemima Browning, to undertake Swim England Level 1 and 2 swimming teacher/coach qualifications over the next 12 months. Jemima has been a helper at Tadcaster Swimming Pool for the past two years and has assisted voluntarily with the pool's special needs group which catered for younger children. In May 2016, a swimming group (the Tadcaster Stingrays) was set up for older children aged 11 to 18. In gaining funding for Jemima to undertake her Swim England Teacher/Coach certification, the Stingrays Group was ensured a future.

CEF Funding Opportunities

Selby District is divided into 5 Community Engagement areas. Each CEF area has a Partnership Board with an annual budget that it can use to award grants and project funds to community groups and organisations.

Tadcaster and Villages CEF covers the following parishes:

Appleton Roebuck & Acaster Selby; Barkston Ash; Biggin; Billbrough; Bolton Percy; Colton & Steeton; Healaugh & Catterton; Little Fenton; Newton Kyrne cum Toulston; Oxton; Stutton with Hazlewood; Tadcaster; Towton, Grimston & Kirby Wharfe with North Milford; Saxton cum Scarthingwell; Lead and Ullskelf.

What is the Community Engagement Forum?

Community Engagement Forums are public meetings at which you can raise any concern or make any comment about your local area and your local services.

We hold Community Forums where all residents of the CEF area can attend. The Community Forum meetings give you a chance to speak directly to the people who deliver your local services, for example policing, street cleaning and road safety. This is a chance for you to have your say about the issues that are important to you and the place where you live.

The Partnership Board meetings are where funding applications are discussed and necessary decisions are made for the furtherance of forum business. The Partnership Board is made up of District, County and Parish Councillors, and co-opted members of the community.

What is the Community Fund?

Each CEF receives an annual budget that it can distribute to groups and organisations within its own CEF area. There are two types of funding available; grant funding and project funding.

How often do CEFs meet?

CEF's will meet no less than 4 times in a year. The timetable for each CEF is decided by Selby District Council and all dates are published on our website.

What sort of projects can CEF fund?

Each CEF has developed its own Community Development Plan (CDP) which focus on areas of priority for that community. Applications for funding must show that they meet one or more of the objectives on that CEF's CDP. It must also show that it has community support e.g. by giving evidence of discussions and consultations with local stakeholders.

How do you apply?

The application process is the same across all CEF areas. You can download an application form from our website: www.selby.gov.uk/cefs/funding Once completed, please email it to cefadmin@selby.gov.uk

Need help or advice?

If you need any assistance, or advice, when completing an application form and/or a project brief please contact our Development Officer, Chris Hailey-Norris chrishailey-norris@yahoo.co.uk



1st Tadcaster Scout Group

£1,000 towards refurbishment of the toilets at the Scout Hut to provide a disabled toilet and improve the existing boys and girls toilets. Over the last few years the 1st Tadcaster Scouts have expanded significantly and there were now 2 Beaver colonies, 2 Cub packs, 2 Scout troops and an Explorer and Young Leader group.

The Scouts have recently opened up their facilities to other organisations following the closure of (or restriction of access to) various local community facilities, such as Stutton Playgroup. The toilets had been identified as a priority area for improvement to ensure they met statutory access and hygiene rules.

Tadcrafters CIC

£1,000 towards the supply of materials and equipment necessary to make lanterns for the Festival of Light 2018; any equipment and items left over would be used in future lantern parades and similar Tadcrafters activities within the community.

Tadcaster and Villages CEF Christmas Card Competition

£480 to the Tadcaster and Villages Community Engagement Forum in order to deliver the Christmas Card Competition. The competition was a success with good engagement from the local schools. The final amount of money raised from sale of the cards would be circulated to the Board when known.

Tadcaster Town Council – Riverside Project

£1,400 towards the planting of perennial shrubs and annual bedding plants at the riverbank flowerbed, which formed part of the Riverside Park Scheme in Tadcaster.

The Town Council want to see the flower bed become an integral part of the riverside and compliment the Riverside Project. The delivery of the Riverside Project in 2018 will promote Tadcaster by bringing families from the town and surrounding villages to the riverside. The increased footfall will have a positive impact on local businesses in the town.

Tadcaster Town Council – Tadcaster Gateways Project

£462 towards the Tadcaster Gateways Project, to continue to improve the planting at the York Road gateway to Tadcaster and the grassed area at the entrance of Field Drive.

Selby Hands of Hope – Creating Lasting Links

£5,170 towards the Creating Lasting Links project to coordinate 12 ‘pop up’ charity shop days in villages across the Tadcaster and Villages CEF area, with the aim to create a sustainable service for the local community and to build strong relationships with other organisations.

Selby District Disability Forum CIC – Tadcaster and Villages CEF Disability Action Group

£4,883 towards identifying and bringing together a group of Tadcaster and Villages CEF area residents who will become a locally focused Disability Action Group for SDDF.

Kelcbar Community Social Committee – Dementia Forward Café

£2,500 towards creating a small welcoming group run by volunteers providing refreshments and recreation in dementia friendly surroundings. Dementia Forward will provide the recruitment, training and support for volunteers, and will also share the practice guide from other café projects along with necessary documents such as risk assessments.

Tadcaster and Rural CIC – Tadcaster Arts Festival 2018

£5,000 towards the Tadcaster Arts Festival 2018. The aim of the festival is to deliver a cohesive and co-ordinated week-long set of performances to bring new talent into the town and villages, but also show what talent the area already has.

Yorkshire Energy Doctor - Tadcaster and Villages Community Energy Ambassadors

£4,949 towards creating Community Energy Ambassadors for the Tadcaster and Villages area. At least 16 residents in the Tadcaster and Villages CEF area will be trained as Community Energy Ambassadors to create a network of people who will have the skills and knowledge to be able to advise others on energy saving.

St Marys Church, Tadcaster – Replacement of Church Tower Floodlights

£595 towards the replacement of church tower floodlights to light up the tower in such a way that it will be seen from whichever direction visitors entered Tadcaster, and that new energy saving LED lights operating on a 24 hour timer will reduce running costs and help the environment.

Stutton Village Social Committee – Funding for Improved Audio Visual Equipment

£1,000 towards funding for improved audio visual equipment with the aim of organising social events for the residents of Stutton parish and the surrounding area, with the intention of raising funds for various charities.

Impact

Sound Equipment for Sing Yourself Happy Tadcaster

“The purchase of lightweight equipment allowed an existing singing facility for the elderly at Popplewell Springs in Tadcaster to continue. Without the purchase the group would have ceased to operate due to the unmanageable weight of the previous sound amplification equipment. Happily, the singing group has continued through 2017 and we fervently hope that it will throughout 2018.”

T&R CIC Ltd Business Forum

“The Business Forum met for the first time on 5th June at 21 High Street and was very well attended by over 30 business people, along with representatives from the LEP and SDC and TTC. The next meeting of the Forum will be in September at Tadcaster Albion.

Associated with the Forum is the establishment of the new Events Team – TEMPT – which has now met for the first time and has reached out to the new Traders Association, as well beginning to develop a future programme to see the Cultural Strategy delivered.”

T&R CIC Ltd Enterprise Cafe

“The Enterprise Cafes are monthly networking meetings primarily for professional services, rather than traders (although all are welcome). The Cafes run on the last Friday of the month, facilitated by Heidi Green, and meet at different venues in the town and are attended by up to 12 businesses at a time.”

Tadcrafters CIC

To promote the town of Tadcaster during the Tour de Yorkshire event on 29th April 2017. Approximately 2 miles of bunting was made for shops and businesses on the main streets and the approach to Tadcaster.

“We enabled people to develop and learn new skills by sharing expertise and providing the equipment and materials to allow this. We supported youth and other community group leaders to enable wider participation in projects.



We reached the finals of the Minster FM Listeners Awards due to the publicity we received and Su Morgan reached the finals of the NYCC Volunteer of the Year Awards.

The reputation and engagement of the community is now well established, singled out for praise by both Welcome to Yorkshire and the Team at Selby District Council.”



Public Forums

During the year 3 public meetings were held providing the opportunities for local residents to find out more about local initiatives.

A Future for Tadcaster? July 2017

This forum enabled discussion about how to build on the momentum of successful events following the bridge re-opening and Tour De Yorkshire events.

Future Flood Prevention September 2017

Tadcaster & Villages Community Engagement Forum



Future Flood Prevention

in Tadcaster & the villages

This event will provide the opportunity to discuss future flood prevention in Tadcaster and the villages following the publication of the report into the December 2015 floods.

Monday 4th September
From 6.30pm
Riley Smith Hall
28 Westgate
Tadcaster, LS24 9AB

Speakers include:

Yorkshire Water
Environment Agency
North Yorkshire County Council
Selby District Council

Also the opportunity to speak to your Councillors, staff from Selby District Council, North Yorkshire Highways, North Yorkshire Police, and other Community and Voluntary Organisations.

Visit www.selby.gov.uk/cefs Please contact the Democratic Services team for further information on 01757 705101 or DemocraticServices@selby.gov.uk



Tadcaster & Villages
Community Engagement Forum
Your Community

Free Refreshments

Tadcaster & Villages Community Engagement Forum

A Future for Tadcaster?

How do we ensure a lasting legacy?



You are warmly invited to attend this consultation event regarding the future of Tadcaster, how we build on the success of the Bridge Re-Opening Event, Tour de Yorkshire, as well as consider future events such as those developed for the Selby Arts Festival.

A panel of representatives from Selby District Council Tadcaster Town Council and Tadcaster and Rural CIC Ltd will share their thoughts.

An exciting opportunity for attendees to feedback on recent events and offer ideas regarding keeping the momentum going for Tadcaster.

Also the opportunity to speak to your Councillors, staff from Selby District Council, North Yorkshire Highways, North Yorkshire Police, and other Community and Voluntary Organisations. We provide funding for community groups and organisations to find out more please visit - <http://www.selby.gov.uk/cefs/funding>

Monday 10th
July 2017 at 6.30pm
Riley Smith Hall
28 Westgate,
Tadcaster,
LS24 9AB

Contact Information

Visit www.selby.gov.uk/cefs Please contact the Democratic Services team for further information on 01757 705101 or DemocraticServices@selby.gov.uk



Tadcaster & Villages
Community Engagement Forum
Your Community

This well attended event was held to discuss future flood prevention.

A panel of representatives including District and County Councillors, North Yorkshire County Council, Environment Agency, Yorkshire Water, Selby District Council and North Yorkshire Fire and Rescue were in attendance to answer questions and share their latest plans.

'Turning Dreams into Reality: The Transformation of Bolton Percy' September 2017

This was a wonderful presentation on how the local community had worked tirelessly to raise funds for the restoration of the village's Grade I Listed church.

They shared their experiences of recruiting volunteers, developing community events and their future plans to ensure the church acts as a focus for community development.

Tadcaster & Villages Community Engagement Forum

Turning Dreams into Reality

The Transformation of Bolton Percy

Monday 25th September
from 6.30pm
All Saints' Church
Bolton Percy
YO23 7AQ
www.allsaintsboltonpercy.co.uk

"An exciting presentation on how a team of volunteers saved the Grade I Listed Church and reinvigorated its community activities"

Free Refreshments

An architect's report in 2013 highlighted the poor state of the magnificent 15th century building, known locally as "The Cathedral of the Ainsty", the nave and tower roofs, were described as being "in a perilous condition".

Tapping into the existing spirit within the village, a team of volunteers launched a project to raise funds for the extensive works that were required. They labelled the project 'Dreaming Dreams' and their work succeeded in obtaining Heritage Lottery Funding, at which point the project evolved into 'Turning Dreams into Reality'.

Also the opportunity to speak to your Councillors, staff from Selby District Council, North Yorkshire Highways, North Yorkshire Police, and other Community and Voluntary Organisations

Visit www.selby.gov.uk/cefs Please contact the Democratic Services team for further information on **01757 705101** or DemocraticServices@selby.gov.uk

Tadcaster & Villages
Community Engagement Forum
Your Community

Tadcaster & Villages Community Engagement Forum

Meeting Your Health Needs

Tadcaster Medical Centre
www.tadcastermedicalcentre.co.uk

Monday 29th January 2018, at 6.30pm
Riley Smith Hall
28 Westgate
Tadcaster, LS24 9AB

This event will provide the opportunity to discuss the services provided by the Tadcaster Medical Centre and raise any questions you may have.

Strictly Community

Tadcaster & Villages CEF is keen to support a number of community initiatives through its funding programme with £25,000 available. You will be able to hear about the proposals being suggested.

Also at the event you will have the opportunity to speak to your Councillors, staff from Selby District Council, North Yorkshire Highways, North Yorkshire Police, and other Community and Voluntary Organisations.

Visit www.selby.gov.uk/cefs Please contact the Democratic Services team for further information on **01757 705101** or DemocraticServices@selby.gov.uk

Free Refreshments

Tadcaster & Villages
Community Engagement Forum
Your Community

Tadcaster Medical Centre January 2018

This event provided the opportunity to learn about developments at the Medical Centre and for questions to be asked regarding service provision.

The event also provided an opportunity to hear about a range of community proposals that were seeking financial support from the CEF. Attendees were able to ask questions and discuss the potential impact of these initiatives.

The following people make up the Partnership Board for the Tadcaster and Villages CEF:

District Councillors

Cllr Keith Ellis, Cllr Chris Metcalfe, Cllr Richard Sweeting

District and County Councillors

Cllr Donald Mackay, Cllr Richard Musgrave.

County Councillor

Cllr Andrew Lee

Community Activists

Steve Cobb, Zoe Devine, Elizabeth Dixon, Bea Rowntree, Kirsty Perkins, Trevor Phillips, Avis Thomas, Rev. Sue Sheriff.

2018-19 Focus

The CEF Partnership Board have funded a range of longer term projects which will roll out across the year creating new community activities and opportunities for residents.

The CEF Public Forums will continue to be held in Tadcaster and at least one in a village.

Work will continue to promote the work of the CEF and the funding opportunities available for community groups and organisations. This will include door to door flyers being distributed for each Public Forum.

How Can You Get Involved?

Information about the work of the CEF, future events and details about accessing funding can be found at www.selby.gov.uk/cefs

All of our meetings and events are open for the public to attend. Minutes and agendas can be accessed through the CEF website pages.

You can join the CEF mailing list to be sent all the latest news by emailing cefadmin@selby.gov.uk

You can also use the email address to let us know about any issues you feel need addressing in your community, or to suggest ideas for future Public Forums.

We look forward to hearing from you.



Western CEF Annual Impact Report 2017-18



Chair's Foreword

It has been another successful year of running events, addressing issues in the area and funding a wide range of exciting community initiatives.

It has been encouraging to see the lasting impact of a range of projects we have funded in recent years which have supported opportunities of for the community to come together to address a range of issues.

I would like to thank everyone who has contributed to the valuable work of the Western CEF over the past year.

Andy Pound, Chair Western CEF Partnership Board

Introduction

Community Engagement Forums are collaboration between a range of partners including the District Council, County Council, Town council, Parish Councils, Police, Fire and Rescue Service, local businesses and community groups along with individual residents. Our aim is to encourage, assist and empower the local community to create the environment and services they would like and need.

The Western CEF started in October 2010, our CEF covers the following towns and villages: Birkin, Brotherton, Burton Salmon, Byram, Fairburn, Hillam, Lumby, Monk Fryston, Newthorpe, Sherburn in Elmet and South Milford

Partnership Board work

The Western CEF has a Community Development Plan. This details the overarching priorities which are to support and develop initiatives which;

- Improve the quality of life for individuals across the Western CEF area
- Provide solutions for community issues
- Trial new ideas that will benefit residents and improve the local area

During the year the Partnership Board has been supporting a range of issues which has included developing youth and leisure services, improving the local environment, providing support for defibrillators and the development of more Community Cafes.

A key focus has been addressing fly tipping in the area. To this end a rewrite of our guide to fly tipping was commissioned and circulated to all households across the CEF area and a special Public Forum was held. This led to the development of fly tipping signs that were freely distributed across the area warning of the implications.

Grants Awarded

Across the year a total of £15,904 has been awarded for Community Initiatives and Development work, these have included;

South Milford Memorial Park and Playing Field Association

£1,500 as a contribution towards the work required to the dipping pond and the provision of a 'Tut Hut' as detailed in the application.

Elmet Art Society

£1,500 towards the cost of providing art classes within the Western CEF area, which would be 2-hours in length. This annual programme started in January 2018 and would include demonstrations by visiting artists.

“So far an additional 6 people have joined with further sessions planned throughout 2018.”

1st All Saints Sherburn Scout Group

£1,000 towards the cost of 8 Outwell Earth tents. This will assist the group which currently has 135 members, but did not have sufficient equipment to be able to offer camping to all members.

Peter Pan Nursery

£2,500 to undertake a refurbishment of the charity shop associated with the nursery. The shop raises funds for the Peter Pan Nursery which offers care to children and families in the community with additional needs.

“The refurbished room looks fabulous, clean, fresh and modern. We’ve managed to put twice as much stock out (clothing) so our takings have gone up. We’ve had fantastic feedback from customers and volunteers.

Although our project is not fully complete, we have already held a couple of craft classes. Debbie Todd of Angels & Butterflies in Garforth has held some Halloween and Christmas craft classes for both children and adults. They were very well attended. We now have a list of dates and further classes moving forward.”



South Milford Baby and Toddler Group

£1,000 towards the cost of new toys for the South Milford and Baby Toddler Group. The group has been operation for over 33 years and had been set up by a local parent to allow the opportunity for parents and carers and their young children to meet up on a regular basis.

“Due to this funding additional new members have been attracted ensuring the sustainability of the group and that charges remain minimal.”

Monk Fryston Time Team

£924 towards the design and production of a village history trail booklet incorporating local walks. The group had been set up in 2009 by local residents to research the history and origins of the community.

“The booklet team have prepared the text and also all the images are prepared - including drawings and photographs from our archives and the walking route maps with directions; all tried and tested.”

Eversley Park Centre

£2,000 towards a new dance floor and improvements to stage facilities at the Eversley Park Centre. The Eversley Park Centre is well attended and used by many local groups for numerous activities.

Brotherton Parish Council

£1,000 towards the purchase and installation of a defibrillator in Brotherton at the De Lacey Car Club.

Making Things Happen CIC

£4,480 towards the running of a Community Outdoor Gym Club, for tuition and regular sessions provided by a fitness instructor at the new outdoor gym in Sherburn.

Impact

Fairburn Community Café - 'Pop-In' Community Café – One morning per week (Wednesday)

“The Community Café has achieved a tremendous amount –

- Brought together people from Fairburn and surrounding villages and encouraged support for those who need it.
- Create and Improve social integration.
- Fund raising for Charities and the homeless.
- Generated Hobbies of knitting and sewing amongst the elderly
- Money and goods have been given to the Homeless Charity.
- A team of us arranged the transport for those who needed it while there was no bus service to our village.
- Young families enjoy coming together and learning more about the village
- Those who do not have any contact with anyone except once a week at the Café are now coming in early and with a smile on their faces. We ensure no-one is left sitting on their own.
- The community has gained a ‘buzz’ back again. The more ‘word of mouth’ is spread the larger our group has become. The villagers were – undoubtedly – sceptical about our project in the beginning and now they are so proud of their Café that the news brings more people in each week, with their friends and families now joining in.”

Sherburn in Elmet Teasel CIC

3-day Craft and Food Festival held in Sherburn in Elmet.

“The festival attracted approximately 9,000 visitors over the three-day period. 94% of visitors were from within a 25-mile radius of Sherburn.

We had over 100 volunteers helping on the festival days, many of these from local organisations. We now have an established relationship with these groups, many of whom have indicated that they will help again at future events.

The event brought together a number of individuals and local organisations to work together towards a single purpose. As a result, new friendships have been formed and local business relationships developed. The festival feedback from visitors, volunteers and stallholders note the friendly atmosphere and sense of pride in the community at the event.

Let's Get Physical

Free Instructor Led Sessions at the new Sherburn Outdoor Gym, Eversley Park

Our sessions will show you how you can utilise the equipment and help you develop a fitness regime that will work for you.

The Outdoor Gym equipment is accessible for all – the MTH team will guide, encourage and motivate you.

We will have two weekly gym sessions running for 6 months:
Tuesdays 5.30pm – 6.30pm (Commencing 1st May)
Wednesdays 3.00pm – 4.00pm (Commencing 2nd May)
Come and join this new Community Outdoor Gym Club

Learn, enjoy, and make friends

Funded by the Western Community Engagement Forum

If you have any questions please contact Emily
emily@makingthingshappen.org.uk 07538 253398

Our aim was to provide activities for a family day out. We had a diverse range of peripheral activities including, vintage fair, face painting, wood carving demonstrations, children's cookery school miniature railway, birds of prey, magician and stage entertainment. There were also children's craft competitions.

One of the key festival aims was to be able to make donations to local charities from our Year 1 profit and we asked for applications from local causes. Twelve organisations each received £250 donation. In addition to these donations, we have paid for a path to be upgraded at one of the entrances to Eversley Park.

Wherever possible we have bought/rented goods and services from local suppliers to boost business in the local economy."

The Selby District Children's Reading Festival

"All school children in the Western CEF area were invited to attend the family day of the festival on the Saturday. This is nearly 1200 children. In addition, each year two child in the Western CEF area received a token for a free book, which could be redeemed at the event. There were a series of read aloud sessions with authors who covered all primary school age ranges, as well as book signings and other activities.

The children who were unable to attend with their family on the Saturday received their book at school. In total over 3500 children attended across the three days of the event.

Children's horizons were expanded by meeting the authors and being able to ask them questions. The sessions were fun and engaging to ensure children saw books as a fun thing to own. The children were also encouraged to visit their local library and it is hoped that the event would promote conversations in the home about books and reading. Whole families were given a positive learning focus through the event.

Burton Salmon Primary School – Adam Blackwood

I know you asked for a few words of reflection on the reading festival and I would say it was a fantastic event, enjoyed by all of our pupils. The pitch of each author was perfect for the age group in question and the opportunity to spend time with such enthusiastic and passionate individuals had a huge impact upon our children. I only hope that it can become an annual event and help to inspire today's young readers to become tomorrow's great authors!"

Hillam and Monk Fryston Community Sports Association – funding for this new development enabled a detailed consultation to take place with residents to agree needs, phased and costed plans to be agreed and funding bids submitted. The CEF funding has created a sense of purpose with community events being held culminating in a wellbeing week of activities planned for July 2018.

St Wilfrids Church, Monk Fryston received CEF funds to create an accessible toilet facility for residents and visitors available throughout daylight hours.

Selby Swans was supported to develop more coaches enabling an additional 60 children to access this gymnastics activity.

Public Forums

During the year 2 public meetings have been held providing the opportunities for residents to find out more about local initiatives.

At each forum we have a "Market Place" area with stalls staffed by North Yorkshire Police, Highways, Selby District Council and Community organisations. This provides a wonderful opportunity for residents to discuss the issues that affect them with the appropriate organisation.

Speakers and workshops have included;

Flood Prevention July 2017

This was a well-attended event with residents challenging speakers on progress made and future plans to protect the safety of local residents.

This issue continues to be a part of the Issues table and is discussed at each Partnership Board meeting.



Western Community Engagement Forum

Flood Prevention
what is happening?

Tuesday 11th July 2017
from 6.30pm
Fairburn Community Centre, North Road, Fairburn, WF11 9LA

An opportunity to hear about the latest work taking place in the area to address flood prevention and to put your questions to our guest speaker.

Paul Tweed from NYCC, who will be coming to update the CEF on NYCC's work in respect of flooding and to take questions about the specific issues in Fairburn / Brotherton.

Free Food and Refreshments

Also an opportunity to speak to your Councillors, staff from Selby District Council, North Yorkshire Highways, Police, Fire & Rescue, and other Community and Voluntary Organisations.

Visit <http://www.selby.gov.uk/western-area-cef>

Your Community
Western Area
Community Engagement Forum



Western Community Engagement Forum

You are warmly invited to the Western CEF Public Forum

I Hear Talk

An Update on Community Development in Sherburn-in-Elmet
Including latest developments and news from;

ECC EVERSLEY PARK CENTRE
Sherburn in Elmet Partnership with North Yorkshire
Registered Charity No 1366720

Development of the Library and the Old Girls School

Sherburn in Elmet
Craft & Food
FESTIVAL
Including Retro and Vintage

Free Food and Refreshments

Tuesday 7th November 2017
at 6.30pm
Sherburn-in-Elmet Library,
Finkle Hill,
LS25 6EA

There will also be representation from Selby District Council to consult on the Sites Allocation Local Plan which outlines sites for developments for homes, jobs and other development needs.

Also an opportunity to speak to your Councillors, staff from Selby District Council, North Yorkshire Highways, Police, Fire & Rescue, and other Community and Voluntary Organisations.

Visit www.selby.gov.uk/cefs Please contact the Democratic Services team for further information on 01757 705101 or DemocraticServices@selby.gov.uk

Your Community
Western Area
Community Engagement Forum

Community Development in Sherburn-in-Elmet November 2017

Over 60 people attended this community event listening to the exciting developments of local community facilities all of which had received funding from the CEF.

Updates were given regarding Eversley Park Centre, The Community Library, The Old Girls School and the Craft and Food Festival.

The following people make up the Partnership Board for the Western CEF:

Selby District Council

Cllr. Bryn Sage, Cllr Bob Packham, Cllr. John Mackman, Cllr. David Buckle, Cllr. David Hutchinson

Selby District Council and North Yorkshire County Council

Cllr. Mel Hobson

North Yorkshire County Council

Cllr. John McCartney, Cllr. Chris Pearson

Community Activists

Howard Ferguson, Jenny Mitchell, David Nicklin, Andrew Pound, Jenny Prescott, Rita Stephenson, Mr Stuart Wroe

2018-19 Focus

During the year we will be creating a new Community Development Plan. We will be consulting with all Parish Councils and community organisations that we have worked with. This will help us to shape our focus, future themed events and priorities for funding applications.

We have campaigned on two key issues, flooding and fly tipping. We will continue to keep a watching brief on these two areas and are liaising with a range of partners to have the latest developments.

Promoting the work of the CEF and ensuring increased awareness is ongoing. We will continue to raise awareness through media articles, publicity and events focussed on the needs of our communities.

How Can You Get Involved?

Information about the work of the CEF, future events and details about accessing funding can be found at www.selby.gov.uk/cefs

All of our meetings and events are open for the public to attend. Minutes and agendas can be accessed through the CEF website pages.

You can join the CEF mailing list to be sent all the latest news by emailing cefadmin@selby.gov.uk

You can also use the email address to let us know about any issues you feel need addressing in your community, or to suggest ideas for future Public Forums.

We look forward to hearing from you.

