

# Selby District Council



## Minutes

### Executive

Venue:	Committee Room - Civic Centre, Doncaster Road, Selby, YO8 9FT
Date:	Thursday, 8 November 2018
Time:	4.00 pm
Present:	Councillors M Crane (Chair), J Mackman (Vice-Chair), C Metcalfe and C Pearson
Officers Present:	Janet Waggott (Chief Executive), Dave Caulfield (Director of Economic Regeneration and Place), Karen Iveson (Chief Finance Officer (s151)), Gillian Marshall (Solicitor to the Council), Keith Cadman (Head of Commissioning, Contracts and Procurement), Heather Chew (Senior Contract Officer), June Rothwell (Head of Operational Services), Julian Rudd (Head of Economic Development and Regeneration), Mike James (Communications and Marketing Manager) and Palbinder Mann (Democratic Services Manager)
Public:	0
Press:	1

NOTE: Only minute numbers 49 to 55 are subject to call-in arrangements. The deadline for call-in is 5pm on Wednesday 21 November 2018. Decisions not called in may be implemented from Thursday 22 November 2018.

**46 APOLOGIES FOR ABSENCE**

Apologies were received from Councillor Lunn.

**47 MINUTES**

The Executive considered the minutes of the meeting held on 4 October 2018.

**RESOLVED:**

**To approve the minutes of the meeting held on 4 October 2018 for signature by the Chair.**

**48 DISCLOSURES OF INTEREST**

There were no declarations of interest.

The Chair amended the running order of the agenda so that item five was taken before item four.

**49 LEISURE SERVICES PLANNED MAINTENANCE PROGRAMME YEAR 10**

Councillor Mark Crane, Leader of the Council, presented the report which asked the Executive to agree the Year 10 Landlord Planned Maintenance Programme for Selby Leisure Centre, Tadcaster Leisure Centre and Selby Park.

The Leader of the Council explained that the Council had the responsibility of maintenance at the three areas and the indicative cost of the works was £17,000.

In response to queries regarding inspections and the planning of maintenance work, the Head of Commissioning, Contracts and Procurement explained that inspections were carried out jointly between Inspiring Healthy Lifestyles and the Council and that a 10 year maintenance plan had been agreed when the contract had been created and this plan was reviewed every five years.

It was queried who had the fire safety responsibility of the sites. The Head of Commissioning, Contracts and Procurement agreed to check this.

**RESOLVED:**

- i) To agree that the Year 10 Landlord Planned Maintenance Programme for Selby Leisure Centre, Tadcaster Leisure Centre and Selby Park**
- ii) To fund the Year 10 programme from the**

## **Building Repairs Reserve within the budget proposals for 2019/20.**

### **REASON FOR DECISION:**

*To ensure essential maintenance work required at the Council's leisure facilities is included in the Council's capital programme to enable the Council to discharge its duties as a landlord and ensure the facilities are maintained to an appropriate standard.*

### **50 GARDEN WASTE RECYCLING CREDITS**

Councillor Chris Pearson Lead Executive Member for Housing, Health and Culture presented the report which sets out the legal and financial issues arising from North Yorkshire County Council (NYCC) Executive Decision of 4<sup>th</sup> September 2018, to change the green waste recycling credit payment to all waste collection authorities across North Yorkshire from April 2019.

The Lead Executive Member for Housing, Health and Culture explained that as of 4 September 2018, NYCC had approved the withdrawal of green waste credit payment and the introduction of a lower value green waste incentive payment from 1 April 2019.

Discussion took place on the different options proposed in the report including the recommended option of 2a. A view was expressed that option 2c may be a more effective option for the Council to adopt due to their being less of an immediate financial implication than option 2a. It was noted that if this option was adopted, then the Council would have additional financial payments to pay in later years to deliver the overall saving required by NYCC.

The Head of Commissioning, Contracts and Procurement explained that the legal documents sent to the Council from NYCC had outlined that the agreement would be for a 10 year period and the rates paid by NYCC were consistent through the 10 year period.

Following a query regarding negotiation with NYCC, the Executive were informed that the Council had attempted to negotiate the best deal. Additionally, it was explained that if the Council did not select one of the options outlined in the report, NYCC had stated that a legal notice would be served on the Council which would be a worse option financially.

With regard to consideration of the option to include a taper, the Chief Finance Officer informed the Executive that this was not an effective option as it effectively meant that the Council would be borrowing money from NYCC and paying it back over the term of the contract whereas alternatively the Council could fund the change from its own resources.

Discussion took place on the implications for the Council if it withdrew from the agreement before the 10 year term. The Executive were informed that if the Council withdraw before the 10 year term, it would then have to pay NYCC the difference between the option it had chosen and option 2a for the remaining years of the term.

The Executive requested that more financial information on the different options including the implications should be made available to them before a decision could be made. It was agreed to delegate authority for the Leader of the Council in conjunction with the Director of Corporate Services and Commissioning to make a decision once the financial information was received and considered.

**RESOLVED:**

**To delegate authority to make a final decision to the Leader of the Council in conjunction with the Director of Corporate Services and Commissioning.**

**REASON FOR DECISION:**

*To enable the selected option to deliver the best value for the Council.*

**51 NATIONAL NON- DOMESTIC RATES DISCRETIONARY RATE RELIEF SCHEME FOR 2019/20 AND 2020/21**

Councillor Mark Crane, the Leader of the Council on behalf of Councillor Lunn, Lead Executive Member for Finance and Resources presented the report which provided an update on the relief already provided to businesses 2017/18 and 2018/19 from the reliefs announced in the Spring 2017 budget and also proposed the amount of relief to be granted for the localised discretionary scheme for 2019/20 and 2020/21 using the amount of government funding available.

In response to a query concerning the impact on the local budget with regard to business rates following the budget announcement by the Government, the Chief Finance Officer explained that the Government had announced various initiatives in the budget such as rate relief for pubs and business rate relief however further guidance was expected on these.

**RESOLVED:**

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**To approve the proposal for the discretionary relief scheme for 2019/20 and 2020/21.**

**REASON FOR DECISION:**

*The proposal is easy to administer and makes the best use of the available funding.*

**52 FINANCIAL RESULTS AND BUDGET EXCEPTIONS REPORT TO 30TH SEPTEMBER 2018**

Councillor Mark Crane, the Leader of the Council on behalf of Councillor Lunn, Lead Executive Member for Finance and Resources presented the report which outlined the financial results and budget exceptions to 30 September 2018.

The Leader of the Council explained that there had been a £157k shortfall in planned savings however additional income of £84k had been received. Additionally there was also a surplus of £348k in the Housing Revenue Account (HRA).

In response to a query regarding the capital programme and why it was behind schedule, the Chief Finance Officer explained that there were a number of reasons for delays to specific pieces of work and these were outlined in the appendix to the report. It was noted that if the work slipped into the following year, the funding would still remain for the work to be completed.

**RESOLVED:**

**To endorse the actions of officers and note the contents of the report.**

**RESOLVED:**

*To ensure that budget exceptions are brought to the attention of the Executive in order to approve remedial action where necessary.*

**53 TREASURY MANAGEMENT - QUARTERLY UPDATE Q2 2018/19**

Councillor Mark Crane, the Leader of the Council on behalf of Councillor Lunn, Lead Executive Member for Finance and Resources presented the report which reviewed the Council's borrowing and investment activity (Treasury Management) for the period 1<sup>st</sup> April to 30<sup>th</sup> September 2018 (Q2) and presented performance against the Prudential Indicators.

**RESOLVED:**

Executive  
Thursday, 8 November 2018

- i) **To endorse the actions of officers on the Council's treasury activities for Q2 2018/19 and approve the report.**
- ii) **To note that investment income allocated to the General Fund, over the £300k threshold be transferred to Contingency Reserve.**

**REASON FOR DECISION:**

*To comply with the Treasury Management Code of Practice, the Executive is required to receive and review regular treasury management monitoring reports.*

**54 PROGRAMME FOR GROWTH - UPDATE ON EXISTING PROGRAMME - TO FOLLOW**

Councillor Mark Crane, Leader of the Council presented the report outlined the quarterly progress on delivering the agreed Programme for Growth, in accordance with the approach agreed at Executive on 3 May 2018.

**RESOLVED:**

**To note the Quarter 2 progress on the Programme for Growth as set out in this report and Appendix A and endorse the approach to delivery of the identified projects and use of associated budgets.**

**REASONS FOR DECISION:**

*The P4G is a significant Council investment programme that must deliver a wide range of outcomes. Therefore, regular monitoring and management of performance is required.*

**55 SELBY DISTRICT ECONOMIC DEVELOPMENT FRAMEWORK 2017-2022 - YEAR ONE REVIEW AND DELIVERY PLAN 2019 AND 2020**

Councillor Chris Metcalfe, Lead Executive Member for Communities and Economic Development presented the one year review of the Selby District Economic Development Framework which examines progress made thus far in implementing the Council's Economic Development Framework (EDF) 2017 to 2022.

Discussion took place on the report and the Executive stated they supported the work being done and wished for the report to be shared with all councillors and stakeholders. However it was felt that there should be more detail available on the business case for

the allocation of funding to staff resources as outlined in the report

Additionally, the Executive felt that more information on key performance indicators to monitor progress of the action plan and framework should be included.

The Executive therefore agreed that the report should be brought back before the Executive for final approval once progress on the framework and the delivery plan had been shared with all councillors and stakeholders.

The Executive praised the work of the framework, in particular the work being done with Transport for the North which demonstrated the high regard the Council was held in.

**RESOLVED:**

- i) To note the excellent progress made in delivering the priorities in the Selby District Economic Development Framework 2017-2022 so far.**
- ii) To welcome and support the EDF Delivery Plan for 2019 and 2020 and ask that it be shared with all Members of Council and external partners and stakeholders before being brought back to the next meeting of the Executive for final approval in the light of any feedback.**
- iii) To add further detail to the business case for the recruitment of posts outlined in the report.**
- iv) To provide further information on key performance indicators to monitor progress of the action plan and framework.**

**REASON FOR DECISION:**

*To continue to deliver the EDF and the Corporate Plan following significant progress through P4G investment in this work area.*

The meeting closed at 5.15 pm.