

# Selby District Council



## Minutes

### Executive

Venue:	Committee Room - Civic Centre, Doncaster Road, Selby, YO8 9FT
Date:	Thursday, 5 September 2019
Time:	4.00 pm
Present:	Councillors M Crane (Chair), C Pearson and D Buckle
Also Present:	Councillors R Packham
Officers Present:	Janet Waggott (Chief Executive), Julie Slatter (Director of Corporate Services & Commissioning), Karen Iveson (Chief Finance Officer (s151)), Keith Cadman (Head of Commissioning, Contracts and Procurement), Aimi Brookes (Contracts Team Leader), Stuart Robinson (Head of Business Development and Improvement), Phil Hiscott (Property Management Team Leader), Sarah Thompson (Housing and Environmental Health Service Manager), Hannah McCoubrey (Housing Strategy Officer), Julian Rudd (Head of Economic Development and Regeneration), Iain Brown (Economy and Infrastructure Manager), Mike James (Communications and Marketing Manager) and Palbinder Mann (Democratic Services Manager)
Public:	X
Press:	X

NOTE: Only minute numbers XXX are subject to call-in arrangements. The deadline for call-in is 5pm on XXX. Decisions not called in may be implemented from XXX.

Thursday, 5 September 2019

**28 APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors Lunn and Musgrave.

**29 MINUTES**

The Executive considered the minutes of the meetings held on 1<sup>st</sup> August 2019 and 15<sup>th</sup> August 2019.

**RESOLVED:**

**To approve the minutes of the meetings held on 1<sup>st</sup> August 2019 and 15<sup>th</sup> August 2019 for signing by the Chair.**

**30 DISCLOSURES OF INTEREST**

There were no declarations of interest.

**31 FUTURE OPTIONS FOR THE RECYCLING COLLECTION SERVICE**

The Lead Executive Member for Housing, Health and Culture presented the report which set out the Council's options for the future waste and recycling service following the Executive decision in March 2019 to replace the collection fleet with standard rear loading vehicles with operational effect in 2020 / 2021 and to conduct a public consultation exercise to inform the decision.

The Lead Executive Member for Housing, Health and Culture explained that the Council had been out to consultation with the public over the proposals and there had been an overwhelming majority that had wanted to move to a two bin system for recycling. The Executive was informed that there was currently a Member Task and Finish group that was considering the issues associated with the implementation of the new system.

Concern was raised at the lack of space that some smaller properties may have in accommodating four 240 litre bins. It was felt residents should be given the option to have smaller bins if they wished. The Head of Commissioning Contracts and Procurement explained that the Council currently operate bespoke collection arrangements for properties with access or storage issues. He added that discussions were taking place with the Task and Finish Group about identifying all areas which would need a bespoke

service and that consideration was also being given to a menu of bespoke options which included smaller bins.

**RESOLVED:**

- i) To approve the implementation of a wheeled bin recycling service utilising two wheeled bins per household for all suitable properties.**
- ii) To approve the development of bespoke containment and collection arrangements for those properties that are unable to accommodate a two wheeled bin collection service.**
- iii) To recommend to Full Council the funding for the purchase of wheeled bins from capital receipts in the current financial year and the scheme is added to the capital expenditure programme for 19/20.**
- iv) To recommend to Full Council the funding of the replacement fleet from prudential borrowing in the current financial year and the scheme is added to the capital expenditure programme for 19/20.**

**REASON FOR DECISION:**

*The contract extension in March 2017 required the current collection fleet to be operated beyond 7 years as specified within the original contract to a maximum of 10 years by March 2020.*

*Officers have explored the option of the Council funding the replacement fleet rather than Amey plc. Based on a capital replacement cost of £4 million and current public works loan board rates the Council could accrue a revenue saving.*

*A four week consultation exercise has been concluded with the overwhelming majority of responses in favour of moving to a wheeled bin service. In summary the consultation received 6,726 responses with 86% of responses in favour of a wheeled bin recycling service and 82% of responses agreeing with a two bin system. In addition 65% of respondents advised they would recycle more of their waste if the Council was to implement a wheeled bin service.*

## **32 CORPORATE PERFORMANCE REPORT - QUARTER 1 - 2019/20 (APRIL TO JUNE)**

The Leader of the Council presented the report which provided a progress update on delivery of the Council's Corporate Plan 2015-20 as measured by a combination of progress against priority projects/high level actions; and performance against key performance indicators (KPIs).

The Leader of the Council explained that 65% of KPIs were on target and 52% of KPIs had shown an improvement over the longer term. The Leader of the Council expressed his thanks to the officers for their work on the improved indicators.

It was highlighted that the performance indicator relating to the average sickness absence per full time employee had fallen further below the target. The Chief Executive explained that, whilst a relatively small number of long term absences were contributing to this, the Council did continue to actively manage absence and were currently reviewing absence management policy. The Chief Executive added that the Council's digital transformation programme would enable staff to work more flexibly in terms of when and where they work subject to business requirement and that this would help with maximising attendance.

Discussion took place in relation to the performance indicator to bring void properties back into use. The Property Management Team Leader provided the following update in relation to performance information over the previous three months:

- The performance figure for bringing void properties into use had improved from an initial figure of 35 days in June to 21.7 days in August.
- In relation to major voids, the figure was currently 44.8 days which was an improvement from an original figure of 88 days.
- With regard to refurbishment voids, which were properties that needed major work, there were currently 16 properties in this category which was a reduction from the original figure of 25.
- The number of total voids was currently 33 and 10 of these

properties were expected to be ready for use by the end of the current week with the rest expected to be ready by the middle of October.

Concern was raised at the waiting time some tenants were experiencing for improvement works such as replacement kitchens and bathrooms to be carried out to their property. The Director of Corporate Services and Commissioning explained that a bid had been submitted during last year's budget to increase investment in the capital programme and that the contracts for delivery of the work had also been revisited to ensure they were meeting the Council's needs. She added that it hoped there would be visible improvements in the delivery of the improvement programmes soon.

**RESOLVED:**

**To note and approve the report.**

**REASON FOR DECISION:**

*The reporting of performance data enables the Council to demonstrate progress on delivering the Corporate Plan priorities to make Selby District a great place.*

**33 MEDIUM TERM FINANCIAL STRATEGY**

The Leader of the Council in the absence of the Lead Executive Member for Finance and Resources presented an update to the Medium Term Financial Strategy (MTFS) covering both the General Fund and Housing Revenue Account (HRA) prior to consideration by Council on 17<sup>th</sup> September 2019.

The Leader of the Council explained that the MTFS would be going before the Policy Review Committee and then onto Full Council. The Executive was informed that the Government had announced that there would be a one year settlement for 2020/21 and that it had been suggested that the referendum threshold for increasing council tax would revert back to 2%.

The Leader of the Council outlined that the Council was in a healthier financial position in comparison to other authorities due to the work that had been done in recent years.

The Executive was informed that the Business Rates Pool Board had awarded the Council funding for the Tour de Yorkshire and the UCI World Championships cycle events.

**RESOLVED:**

**To submit the Medium Term Financial Strategy to Council for approval.**

**REASON FOR DECISION:**

*To set the framework for the 2020/21 budget and Medium Term Financial Plan to 2022/23.*

**34 FINANCIAL RESULTS AND BUDGET EXCEPTIONS REPORT TO 30TH JUNE 2019**

The Leader of the Council in the absence of the Lead Executive Member for Finance and Resources presented the financial results and budget exceptions to 30<sup>th</sup> June 2019.

The Leader of the Council explained that the General Fund was indicating a savings shortfall of £311k whilst the Housing Revenue Account (HRA) was forecasting a savings shortfall of £195k.

Concern was raised that the Council owned industrial units were currently sitting empty and there was no programme scheduled for improvements to bring them back into use. The Director of Corporate Services and Commissioning explained that changes in legislation had required that industrial units met a higher standard of energy efficiency which had meant further work was required to get the units to meet that standard. The Executive was informed that work was ongoing to inform investment decisions and that options were being considered regarding the future of the units.

**RESOLVED:**

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

**REASON FOR DECISION:**

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

**35 TREASURY MANAGEMENT - QUARTERLY UPDATE Q1 2019/20**

The Leader of the Council in the absence of the Lead Executive Member for Finance and Resources presented the report that reviewed the Council's borrowing and investment activity (Treasury Management) for the period 1<sup>st</sup> April to 30<sup>th</sup> June 2019 (Q1) and presented performance against Prudential Indicators.

**RESOLVED:**

**To endorse the actions of officers on the**

**Council's treasury activities for Q1 2019/20 and approve the report.**

**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.*

**36 HOUSING REVENUE ACCOUNT (HRA) BUSINESS PLAN - DRAFT**

The Lead Executive Member for Housing, Health and Culture presented the report which outlined the draft HRA Business Plan and Action Plan 2020-2025 for consideration.

The Lead Executive Member for Housing, Health and Culture explained that the plan set out the Council's ambitions over the next five years and beyond as to how it managed and looked to improve its housing stock ensuring that the need of its residents were met now and in the future.

In response to a query concerning the pace of how the Council intended to renew the kitchens and bathrooms in its stock, the Director of Corporate Services and Commissioning explained that the plan was to ensure all properties adhered to the decent homes plus standard over a period of 15 years. It was outlined that Appendix C contained information regarding the how the funding will be spent however the Executive requested information regarding how this equated to actual numbers of properties. It was agreed this information would be circulated to the Executive.

A query was raised regarding the Choice Based Lettings scheme with the news that York were withdrawing from the scheme. The Housing and Environmental Health Service Manager explained that it was recognised York would be leaving the scheme and that the Council would be reviewing its position. The Executive was informed that the Policy Review Committee would be looking at the scheme at their meeting in October.

In response to a query concerning the effect of residents moving if the Council left the scheme, the Housing and Environmental Health Service Manager explained that if the Council left the scheme, it would mean that residents would not be able to move to other areas who were in the scheme unless they could demonstrate a local connection. It was also noted that costs of administering the scheme were currently shared and if the Council left, then they would need to meet the administration costs of their own scheme.

The Executive was informed there would be a trial where properties

in areas with a population of less than 3,000 were advertised to local residents in the first instance to ensure demands for housing for local people were being met and that rural housing was protected for local people.

**RESOLVED:**

**To approve the draft HRA Business Plan 2020-2025 for further consultation with key stakeholders.**

**REASON FOR DECISION:**

*To allow the Council to further progress with the implementation of the new HRA Business Plan 2020-2025.*

**37 PRIVATE SESSION**

It was proposed, and seconded, that the Executive sit in private session for the next two items due to the nature of the business to be transacted.

**RESOLVED:**

**That, in accordance with Section 100(A)(4) of the Local Government Act 1972, in view of the nature of business to be transacted the meeting be not open to the press and public during discussion of the following items as there will be disclosure of exempt information as described in paragraph 3 of Schedule 12(A) of the Act.**

**38 DISPOSAL OF THE FORMER NAT WEST BANK, SELBY.**

The Leader of the Council in the absence of the Lead Executive Member for Finance and Resources presented the report which asked the Executive to agree to the sale of the former Nat West Bank, The Crescent, Selby.

The Leader of the Council explained that an acceptable offer had been received regarding the building which would benefit the local area however the sale was subject to planning permission being approved. It was acknowledged that if the Council were to keep the building, there would be substantial costs involved to convert the building for appropriate usage therefore the proposal was to sell.

**RESOLVED:**

- i) To approve in principle the freehold disposal of the former Nat West Bank, the Crescent, Selby to support the sympathetic re-development of the grade 2 listed building, for a purpose which will bring the**



building back into use, enhance the town centre and gain a capital receipt, subject to planning approval for the conversion to a dental practice.

- ii) **To authorise the Director of Corporate Services & Commissioning to finalise the terms of the transaction in consultation with the Lead Executive Member for Finance & Resources, the Solicitor to the Council and the Section 151 Officer to give effect to this in principle decision.**

**REASON FOR DECISION:**

*To enable the Council to make the best use of assets, to obtain a capital receipt and commercial return on investment, assist in the enhancement of the town centre, providing services for residents and to secure a private investor to bring back into use the grade 2 listed building.*

**39 CONSULTATION ON THE DRAFT PROPOSALS TO IMPROVE THE SELBY RAILWAY STATION**

The Lead Executive Member for Communities and Economic Development presented the report which updated the Executive regarding draft proposals to improve Selby Station and the surrounding area, together with associated funding bids.

The Lead Executive Member for Communities and Economic Development explained that the proposals were to make the area around Selby Station more welcoming for visitors and transform the surrounding area.

The Head of Economic Development and Regeneration explained that the consultation was now expected to commence on 27<sup>th</sup> September not 23<sup>rd</sup> September as outlined in the report and would last until 21<sup>st</sup> October.

**RESOLVED:**

- i) **To agree to hold a public consultation and that views are sought regarding the draft proposals to improve Selby station and the surrounding area through a joint public consultation with North Yorkshire County Council, involving Network Rail and the train operators. This will be the first of several public consultations to help**

**determine the nature and extent of any proposed improvements;**

- ii) To agree that ‘without prejudice’ exploratory discussions are held with landowners in the station area regarding their intentions for these sites and the potential for land use changes in the future;**
- iii) To agree that the responses to the above are reported to Executive on 7 November 2019 to assist in agreeing the Council’s actions to deliver improvements to Selby station and the surrounding area, in conjunction with North Yorkshire County Council, Network Rail, train operators and other delivery partners.**

**REASON FOR DECISION:**

*To seek the views of the public, stakeholders and landowners regarding draft proposals to improve Selby station and the surrounding area. This consultation will allow the proposals to be appropriately adapted to reflect these views. It will also ensure that future decisions regarding the proposals and related projects by this Council, North Yorkshire County Council and other delivery partners can be made with the benefit of this important information.*

The meeting closed at 5.13 pm.