



Summons and Agenda for the
Council Meeting

to be held on

Tuesday, 16 July 2019

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, 16 JULY 2019** 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 - 6)

To approve as a correct record the minutes of the meeting of the Council held on 14 May 2019.

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

Councillor Questions Process:

- Councillors can ask questions in accordance with rule 11.2 of the Constitution.
- An answer to a question submitted may take the form of:
 - (a) A direct oral answer;
 - (b) Where the desired information is in a publication of the Council or other published work, a reference to that publication; or
 - (c) Where the reply cannot conveniently be given orally, a written answer circulated later to all members of the Council.
- A councillor asking a question may ask one supplementary question, without notice, of the councillor to whom the first question was asked. The supplementary question must arise directly out of the original question or the reply.

The following questions have been submitted:

8.1 – Question submitted by Councillor Mary McCartney

To ask the Executive member for Communities and Economic Development

As the Executive member with responsibility for the “access to services agenda and embedding customer focus within services” could you tell me what future the public face of Selby District Council, the Selby town centre “Access Selby” has?

There is a lot of concern amongst residents that the Council plans to shut their only public “front desk”

So, could you please clarify the position and if closure is the preferred option where will residents get that face to face interaction with their local Council?

8.2 – Question submitted by Councillor Mary McCartney

To ask the Executive member for Finance and Resources

As the Executive member with responsibility for the “savings plan” could you please explain how you missed your savings target during the last financial year as highlighted by the Selby Times on Thursday June 27th?

8.3 – Question submitted by Councillor Mary McCartney

To ask the Leader of the Council

During 2018/19, 241 families were allocated social housing in the Selby District.

190 of those families were from the Selby District, with 52 being from outside the Selby District. Yet only 12 Selby families were allocated homes elsewhere in the partnership area.

A net deficit of 39.

So 39 Selby District families lost out on being allocated a home because of Selby District Council being a member of the “North Yorkshire Home Choice” partnership.

Isn't it time that Selby District Council brought back control of its housing policy, left the “North Yorkshire Home Choice” and started putting Selby District families first?

8.4 – Question submitted by Councillor John McCartney

To ask the Executive member for Finance and Resources

Could you please provide the following information in relation to the Programme for Growth Fund; How do you “monitor” this Fund, ensure that this Fund delivers “value for money” and is used “efficiently”? Specifically what is done to ensure that external recipients of the Fund use it appropriately? Can you please update the Council on the current Value of the Fund?

8.5– Question submitted by Councillor John McCartney

To ask the Executive member for Placing Shaping

Section 215 of the Town and Country Planning Act 1990 gives Councils the power to serve an ‘amenity’ notice on the owner of any land or building which is in an unreasonably untidy condition and has an adverse impact on the amenity of the area.

Tidy gardens and land mean an area looks well cared for which helps to make people feel safe in their neighbourhood. If untidy sites are left, they become worse and the area starts to feel neglected and unsafe.

How many “amenity” notices under Section 215 of the Town and Country Planning Act 1990 have Selby District Council served in the last two years?

8.6- Question submitted by Councillor John McCartney

To ask the Leader of the Council

“Fly-tipping is a scourge impacting on all parts of the country.

SDC have some great officers fighting a losing battle with the fly-tippers because of the failure of the courts to take the crime of fly-tipping seriously. Under rules brought in in 2014, fly-tippers can face a maximum punishment of 12 months in prison or a £50,000 fine if convicted in a magistrate’s court.

Yet we see magistrates continuing to hand out fines of a paltry few hundred pounds.

Will the Leader of the Council take the fight, on behalf the public and SDC staff to the Magistrates, and demand that they start imposing sentences that fit the crime and send out a message that fly-tipping in the Selby District is unacceptable”

9. Reports from the Executive (Pages 7 - 20)

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 21 - 26)

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. Motions

Motions Process:

- **No speeches may be made after the mover has moved a proposal and explained the purpose of it until the motion has been seconded.**
- **When seconding a motion or amendment, a councillor may reserve their speech until later in the debate.**
- **Speeches must be directed to the motion under discussion or to a personal explanation or point of order. No speech may exceed five minutes without the consent of the Chairman.**
- **A councillor who has spoken on a motion may not speak again whilst it is the subject of debate, except:**
 - (a) **To speak once on an amendment moved by another councillor;**
 - (b) **To move a further amendment if the motion has been amended since he/she last spoke;**
 - (c) **If his/her first speech was on an amendment moved by another councillor, to speak on the main issue (whether or not the amendment on which he/she spoke was carried);**
 - (d) **In exercise of a right of reply (see Rule 15.9 of the Constitution);**
 - (e) **On a point of order (see Rule 15.12 of the Constitution); and**

(f) By way of personal explanation (see Rule 15.13 of the Constitution).

- **For amendments, please refer to Rule 15.6 of the Constitution.**

There have been two motions submitted for consideration:

- 11.1** Proposed by Councillors Duckett, Franks Jordan, John McCartney, Mary McCartney, Packham and Steve Shaw-Wright.

“That this Full Council agrees that Selby District Council should move from an Executive Structure to a modern Committee based structure that recognises the primacy of the Full Council and in which every elected Councillor plays a full and meaningful part in the Council decision making process.

That a Working Party under the leadership of Chairman of the Scrutiny Committee, working with senior officers, is tasked with putting forward recommendations to this Full Council that enable the changes to occur as soon as possible.”

- 11.2** Proposed by Councillors Jordan, John McCartney, Mary McCartney, Packham and Steve Shaw-Wright.

This Council agrees that maintenance of Council owned areas, particularly the public areas of housing estates, including: grassed amenity areas and verges; trees; play areas; ginnels; and paved areas, falls far short of reasonable standards, particularly the standards achieved by Town and Parish Councils, and brings the Council into disrepute.

This is not a criticism of our Contractors, who can only work to the contract agreed with Selby District Council. The contract is clearly deficient in many respects.

The Council therefore instructs Officers to carry out an immediate re-assessment of Council owned land in these areas and the current contractual arrangements for their maintenance and report their findings to Council at the next meeting (September 17, 2019), setting out: the issues that need to be addressed; measures to address the shortcomings; and the costs and necessary amendments to existing maintenance contracts to address this.

12. Appointment of the Monitoring Officer (Pages 27 - 30)

To consider the appointment of the Monitoring Officer

13. 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, 14 May 2019

Time: 4.00 pm

Present: Councillor D Buckle in the Chair

Councillor J Chilvers, Councillor K Arthur, Councillor I Chilvers, Councillor M Crane, Councillor S Duckett, Councillor K Ellis, Councillor M Jordan, Councillor M McCartney, Councillor R Musgrave, Councillor W Nichols, Councillor R Packham, Councillor J Shaw-Wright, Councillor R Sweeting, Councillor P Welch, Councillor D Brook, Councillor J Duggan, Councillor K Franks, Councillor T Grogan, Councillor E Jordan, Councillor A Lee, Councillor J McCartney, Councillor N Reader, Councillor Shaw-Wright and Councillor M Topping

Officers Present: Janet Waggott, Chief Executive, Julie Slatter, Director of Corporate Services and Commissioning, Dave Caulfield, Director of Economic Regeneration and Place, Karen Iveson, Chief Finance Officer, Bernice Elgot, Interim Solicitor to the Council and Victoria Foreman, Democratic Services Officer

Press: 1
Public: 14

1 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Cattanach, Lunn, Mackman, Mackay, Pearson and Welburn.

2 DISCLOSURES OF INTEREST

There were no disclosures of interest.

3 ELECTION OF CHAIRMAN

It was moved by Councillor M Crane and seconded by Councillor R Sweeting

and unanimously agreed that Councillor D Mackay be elected as Chairman of Selby District Council for the 2019-20 Municipal Year.

Investiture of Chairman

As the newly elected Chair was away and had given his apologies, the Council were advised that he would be invested with the chains of office and would sign the declaration of acceptance of office when he returned.

RESOLVED:

To elect Councillor D Mackay as Chairman of Selby District Council for the 2019-20 Municipal Year.

Councillor D Buckle continued to Chair the meeting in Councillor D Mackay's absence.

Retiring Chairman's Valedictory Address

Councillor D Buckle gave his valedictory address.

The Chief Executive presented Councillor D Buckle with a Silver Salver and a past Chairman's badge to mark his term of office as Chairman of the Council.

On behalf of Council, Councillors M Crane, M Jordan and R Packham expressed their thanks to Councillor D Buckle for his year in office.

Investiture of Chairman's Consort

As the newly elected Chair's consort was away, the Council were advised that she would be invested with her chains of office when she returned.

The retiring Chairman's Consort was presented with a gift.

Newly Elected Chairman's Address

As the newly elected Chair was away and had given his apologies, the Council were advised that he would not be able to give his address.

4 ELECTION OF VICE CHAIRMAN

It was moved by Councillor R Packham and seconded by Councillor S Shaw-Wright and unanimously agreed that Councillor J Duggan be elected as Vice-Chairman of Selby District Council for the 2019-20 Municipal Year.

Investiture of Vice Chairman

The newly elected Vice Chairman was invested with the Vice Chairman's Chain of Office by Councillor D Buckle.

RESOLVED:

To elect Councillor J Duggan as Vice Chairman of Selby District Council for the 2019-20 Municipal Year.

Councillor J Duggan was now chairing the meeting.

Declaration of Acceptance of Office

Councillor J Duggan signed the Statutory Declaration of Acceptance of Office, in accordance with the provisions of the Local Government Act 1972. This was then countersigned by the Chief Executive.

Investiture of Vice Chairman's Consort

The newly elected Vice Chairman's Consort, Katy Duggan, WAS INVESTED with the Vice Chairman's Consort's Chain of Office.

5 MINUTES

The Council considered the minutes of the Council meeting held on 26 March 2019.

RESOLVED:

To approve the minutes of the Council meeting held on 26 March 2019 for signing by the Vice-Chairman.

6 COMMUNICATIONS

There were no communications.

A point of order relating to the new Chairman's signing of the Declaration of Acceptance of Office was raised by Councillor S Shaw-Wright. It was confirmed by the Chief Executive that Councillor D Mackay had already signed his Acceptance of Office as a Councillor, and that his Acceptance of Office as role of Chairman of Council could wait to be signed on his return.

7 ELECTION OF THE LEADER OF THE COUNCIL

Councillor R Musgrave proposed and Councillor I Chilvers seconded and it was subsequently agreed that Councillor M Crane be elected as Leader of Selby District Council.

RESOLVED:

To elect Councillor M Crane as Leader of Selby District Council.

8 THE LEADER'S REPORT ON THE EXERCISE OF EXECUTIVE FUNCTIONS (TO FOLLOW)

The Leader and Councillor R Packham expressed their condolences on behalf of the Council to Councillor and Mrs Lunn, who had recently lost their eldest

son in an accident.

The Leader of the Council submitted the report which informed Council of the way in which executive functions were to be discharged in the forthcoming year.

The Leader of the Council confirmed that the Members of the Executive and their portfolios would be as follows:

- Councillor Mark Crane – Leader of the Council with specific responsibility for Strategic Matters, External Relations, Leisure and Partnerships
- Councillor Richard Musgrave – Deputy Leader of the Council and Lead Councillor for Place Shaping
- Councillor Cliff Lunn – Lead Councillor for Finance and Resources
- Councillor Chris Pearson – Lead Councillor for Housing, Leisure, Health and Culture

The final appointment to the Executive as Lead Councillor for Communities and Economic Development would be confirmed in due course.

RESOLVED:

To receive and note the Leader's report to Council on the discharge of Executive functions.

REASON FOR DECISION

To meet the obligations set out in the Executive Procedure Rules within the Council's constitution.

9 APPOINTMENTS TO THE COMMITTEES OF THE COUNCIL AND CHAIRS OF THE COMMUNITY ENGAGEMENT FORUMS FOR THE 2019/20 MUNICIPAL YEAR (TO FOLLOW)

Councillor Crane, Leader of the Council presented the report which provided for approval contained the group nominations for the appointment of Councillors to Committees.

The Leader informed Council that the Chairs of the Community Engagement Forums would be as follows:

Central - Councillor I Chilvers
Southern – Councillor M Jordan
Tadcaster and Villages – Councillor R Sweeting
Western – Mr Bryn Sage
Eastern – Mr Bob Proctor

RESOLVED:

To appoint the Chairs, Vice Chairs, Committee Members and CEF Chairs, as outlined above and in the report circulated at the meeting, for the 2019-20 Municipal Year.

REASON FOR DECISION

To meet legislative requirements and to enable the proper functioning of the Council in the 2019-20 municipal year.

10 COUNCIL APPOINTMENTS TO OUTSIDE BODIES (TO FOLLOW)

Councillor Crane, Leader of the Council presented the report which proposed representatives to be appointed on outside bodies for 2019-20.

The Leader explained that the National Association of Councillors (National and Northern Branch) had not met for some years and as such no representatives had been nominated to serve on this outside body.

Two nominations, Councillors J Shaw-Wright and J Chilvers, had been received for the single place of representative on the NYCC Scrutiny of Health Panel. It was proposed, seconded and following a vote Councillor J Shaw-Wright was appointed the Council representative on the NYCC Scrutiny of Health Panel.

Two nominations, Councillors S Shaw-Wright and I Chilvers, had been received for the single place of representative on the Drax Power Station Consultative Committee. It was proposed, seconded and following a vote Councillor I Chilvers was appointed as the Council representative on the Drax Power Station Consultative Committee.

Two nominations, Councillor K Franks and Councillor M McCartney, had been received for the single place of representative on the Eggborough Power Station Consultative Committee. Councillor K Franks withdrew his nomination and it was subsequently proposed, seconded and agreed that Councillor M McCartney be appointed as the Council representative on the Eggborough Power Station Consultative Committee.

RESOLVED:

- i) To make appointments to outside bodies as outlined above and in the report circulated at the meeting.**
- ii) To authorise those appointed to act on behalf of the Council in accordance with the legal and constitutional requirements of both the Council and the outside body.**

The meeting closed at 4.45 pm.

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Councillor Mark Crane - Leader of the Council

Report to Council - 16 July 2019

This detail of the report covers the period from the Council meeting on 26th March 2019,

The Executive received the Leisure Service annual report for 2018/2019 which included the following highlights:-

- 1,780 swimmers on the Learn to Swim programme, up from 1,560 last year
- Significant health improvements for residents taking part in the Move It and Lose It programme with over 1,500 participants now having completed the course
- Securing £135,000 of external funding to support a variety of wellbeing schemes
- Strengthening of partnership working with a variety of groups including the Safer Selby Hub, North Yorkshire Public Health and local GP's, North Yorkshire Sport, Age UK and Sainsbury's

North Yorkshire County Council Public Health service has nominated Inspiring Healthy Lifestyle's (IHL's) Wellbeing Manager for the Integration Partner of the Year Award. This is for her outstanding work in the Selby Health Matters partnership and making a difference to the health of the population of Selby District.

Review of council performance

In the last month, the Executive has considered two aspects of the council's performance framework: the quarterly performance monitoring report and the annual report.

I presented the quarterly performance monitoring report, covering performance in quarter 4 of 2018/19, to Executive in June. Executive noted a number of positive aspects of performance including the processing of planning applications and housing delivery. Furthermore, we noted positive performance in relation to the number of missed bin collections and the number of visits to combined leisure centres. However, we are concerned with performance in a number of other areas such as the time taken to re-let council homes and the achievement of savings targets. We are confident there are plans in place to address these in 2019/20.

Given that quarter 4 is the last of the periods covering 2018/19, we also had the opportunity to look at the overall picture for last year and I am pleased to say that we achieved performance targets on 70% of performance indicators in 2018/19 and improved our performance on over 60% of measures compared to the previous year. Both of these showed a slight improvement on last year. More detail of overall performance is presented in the annual report which will be considered by the July Executive and which will be shared with residents and partners.

In addition to addressing any performance concerns in the short term, we will use our levels of performance as part of the evidence base for developing our next corporate plan which is due in 2020. As an Executive we have already decided to look carefully and strengthen some of the Environmental issues such as street cleansing, grounds maintenance , air quality and community safety to ensure that the services reflect what Selby District needs and that the service contracts deliver the appropriate. We will also address the low carbon agenda by setting up a cross party working party of 7 Members who will work with officers and report their recommendations to the Executive.

The new council and member development

Following the May elections there has been a lot of ongoing work by the Democratic Services team, who I would like to thank for their hard work. They have ensured that Members are appointed to committees, issued with Members their tablet devices and offered support and training across a wide range of topics , including Standards and Code of Conduct, Data Protection and GDPR, Audit and Equalities to name but a few. Member Development opportunities will continue through 2019-20, most immediately with a session on Finance and Budgets on 18 July, on Prevent, Counter Terror and Personal Safety to be held on 24 July and a session on Media Awareness on 12 September.

In the coming months there will be a move towards a more 'paper-light' way of working for Members by reducing the number of paper agendas that are printed and circulated, these will be sent in an electronic format and can be accessed via the mod.gov app or on the Council's website. Democratic Services will be in touch with those Members who require support to move towards this way of working.

Police Opening

On the 21st June I was pleased to host the official opening of the Selby Police Station collocated with the Council. I welcomed Chief Constable, Lisa Winward, the Police, Fire and Crime Commissioner, Julia Mulligan and a range of range of staff from Selby District Council and the Police who will expand and develop our existing joint working with the police. The event provided an opportunity to show what advantages collocation can bring to improve the way we can work together to support the communities we serve. This is in addition to the financial benefits to the public purse by sharing one site. The invite was extended to all Councillors and I was pleased to see a number of Councillors were able to attend.

I attended the LGA conference which was held in Bournemouth 2 -4 July. The conference provided a good opportunity to learn from other Councils. There were a number of speeches including a speech from the new LGA Chairman, Councillor James Jamieson, the Secretary of State, Rt Hon James Brokenshire MP, and Governor of the Bank of England Mark Carney. In his speech, Councillor Jamieson highlighted his hope that local government will be given the funding certainty and responsibilities to enable local communities to decide their own futures. He also launched the new #CouncilsCan report, which will form the basis of the LGA campaigning over the coming year

Councillor Mark Crane
Leader of the Council



Councillor Richard Musgrave - Deputy Leader of the Council

Report to Council, - 16 July 2019

This detail of the report covers the period from the Council meeting on 26th March 2019, some of which relates to the period before I joined the Executive. Since being appointed to the Executive I have attended Executive meetings and represented the Council at local and regional meetings including deputising for the Leader as required.

Reporting on the key items:-

Development Management

Sustained progress has been made in the following areas:

In the period between 01.04.2019 to 31.05.2019, 100% of major applications were determined within the statutory period or agreed extension of time. This equates to 7 determined, 0 within the statutory 13 weeks, 7 within the extension of time period agreed and 0 which was out of time. This is compared with 86% in the same period last year which equates to 7 determined, 3 within the statutory 13 weeks and 3 within the extension of time period agreed and 1 out of time. These figures are significantly higher than the national designation targets set by the Government for major applications which is 60%.

In the period between 01.04.2019 to 31.05.2019, 62% of non-major applications (minors and others) were determined within the statutory period or agreed extension of time. This equates to 95 determined, 29 within the statutory 8 weeks and 30 within the extension of time period agreed and 36 out of time. This is compared with 87% in the same period last year. This equates to 110 determined, 69 within the statutory 8 weeks, 27 within the extension of time period agreed and 14 out of time. It does however represent an improvement in performance when compared to the last report to Council.

Current performance on non-major applications is down from last year and the figure is below the 70% national designation targets set by the Government target for non-majors. This is a reflection of short-term capacity issues within the service that we are actively addressing.

It should be noted that both the application types listed above include allowances for the Extension of Time within the figures. An extension of time allows the timetable for dealing with development applications to be extended beyond the statutory period so long as the council and the applicant agree. Provided the council is then able to meet the new mutually agreed date, an application will be counted as satisfying the timeliness requirement for development applications. This allows for a positive outcome to be negotiated.

With regard to resources we currently have a vacancy within the Development Management Service for a Planning Officer and a Senior Planning Officer and we are in the process of recruiting. An Open Day was held on 3RD July to attract candidates to these two posts. It is anticipated that once the posts are filled performance will improve.

Performance at Appeal is a measure of how successful local decisions are at holding up to scrutiny external to the Council. Performance remains high in terms of winning planning appeals. 6 appeals

were determined in the period between 01.04.2019 to 31.05.2019 of which 1 was allowed and 5 were dismissed.

We are continuing to work proactively to improve our Planning Enforcement Service. Over the past few months there has been a focus on reducing the backlog of planning enforcement cases. There are currently approximately 235 open cases. This has reduced from approximately 400 open cases this time last year.

Planning Policy

Having taken over the Portfolio lead for Place Shaping, I'd like to take this opportunity to pay tribute to Councillor John Mackman's hard work in this role over the last 8 years, often spent dealing with complex legal situations. Under John's governance the District has a track record of delivering housing and employment land in recent years that it can be proud of and we must thank John for everything he has done.

A report recommending that the Council now start work on developing a new Local Plan will be presented to the Executive on the 11th July. Recent changes to National Planning Policy, combined with the Council's track record of delivery and our strong position relating to future residential housing land supply, now place us in a good position to enables us to consider the benefits of producing a new plan which will build on the previous work done.

Preparation of an Olympia Park Supplementary Planning Document is ongoing. The document will include an indicative Masterplan and Development Brief for the whole site in order to meet the requirements of Core Strategy Policy SP7. Once we are confident it can be delivered, a report will be presented to the Executive seeking approval to carry out public consultation on the Masterplan and Development Brief. In the short term, a planning application will be made to build an access road which will be a key enabler for the scheme.

Work is ongoing on a piece of work with North Yorkshire County which will consider the infrastructure requirements and potential improvements in the Sherburn in Elmet area of the District. This work is being undertaken through the Better Together initiative.

Roeselare visit

I recently joined a party from the District Council Network to visit the Belgian town of Roeselare to see at first hand the innovative work that Mayor Kris Declercq and his team are doing to revitalise and enhance their town centre and high street.

We could not have been made more welcome and what they have delivered is impressive. It is pleasing to see that the initial work we are doing on our own town centres is following very similar principles and I look forward to sharing key lessons with the team working on that.

Richard Musgrave
Deputy Leader of the Council



Councillor Cliff Lunn - Executive Member for Finance and Resources

Report to Council - 16 July 2019

Treasury Management – Annual Review 2018/19 (Executive 30 May 2019)

2018/19 was another positive year for our treasury activities with buoyant cash balances helping us to out-perform our income target. On average the Council's treasury deposits totalled £63.4m over the year at an average rate of 0.81% earning interest of £518k (£356k allocated to the General Fund; £163k allocated to the HRA), which was £279k above budget.

2018/19 also saw our first investment into property funds – with a budget of £5m approved. Following a procurement process through North Yorkshire County Council, these funds have been split equally between Blackrock and Threadneedle. Entry fees of £76k were treated as revenue expenses and offset against returns in year one, resulting in net income of £6k. Whilst the closing investment value of £4.93m was 0.69% (£34.2k) below the original the investment, excluding entry fees, the funds achieved a combined return revenue return of 4.13%.

And finally, our long-term borrowing totalled £59.3m at 31st March 2019, (£1.6m relating to the General Fund; £57.7m relating to the HRA). Interest payments of £2.49m were made during 2018/19, a saving of £0.37m against budget, which was due to deferral of borrowing assumed for the Housing Development Programme. The Council has not undertaken any short term borrowing during 2018/19.

Financial Results and Budget Exceptions (Executive 30 May 2019)

Overall Selby achieved positive financial results for the year with surpluses on both the General Fund (£59k) and Housing Revenue Account (£753k). The large surplus on the HRA was the result of some delays to the housing development programme which meant that borrowing planned for 2018/19 was deferred.

There were a number of variances against budget, both positive and negative, including some delays on our savings programme. On that particular front I'm pleased to report that plans are progressing – for example members will be aware that the police co-location has now taken place.

Some funds have been rolled forward to continue programmes that have started but are not yet complete and these will continue to be monitored by the Executive over the coming year.

Overall our finances remain strong and the outlook for delivery of the Council's corporate objectives is positive – a position many other Councils across the country would envy.

2018/19 Final Accounts

The focus for the last quarter has been the closedown of the Council's accounts. Draft accounts were signed off by the Chief Finance Officer by the statutory 31 May deadline. The audit is now underway with a view to the full accounts being signed off at the end of July.

Digital improvements

We are getting on with delivering on our Digital Strategy to ensure we maximise the use of technology to improve how we work and deliver services to residents.

Last month we installed two new 'scanning stations' at the Contact Centre. These allow customers to scan supporting documents straight into the back office system - removing need for manual scanning by officers which can take up to 40 minutes. This is just one part of our 'digital customers' strand which will see more services become accessible online – more convenient for customers and helping to reduce more costly face to face contact. Reducing the amount of high volume but low complexity transactions coming through the Contact Centre helps us to re-focus our efforts on customers with more complex enquiries and enables us to move the Contact Centre to the Civic Centre which will bring customers closer to the back office.

We are also progressing on our 'digital workforce' strand – using technology to raise productivity and flexibility across the workforce whilst also upskilling our staff. In recent months we have implemented new software in Planning to improve workflow and performance management and we are engaging with all staff to introduce them to the different functions of Microsoft Office365 – a key step in ensuring O365 delivers real improvements to how we work. Staff engagement is also a key element in the development of our draft People Plan – more of which in my next update to Council.

Finally, on technology, we continue to fix the foundations. We have recently completed replacement of older servers – allowing us to continue to comply with government requirements that allow us access to their systems (such as DWP). We have improved the backup of our systems and information by moving to a digital solution; secured data improvements such as removing over 23,000 duplicate records on our Land charges system and securing a GeoPlace Gold Award for accurate address data; and delivered well received Cyber Awareness training to over 100 employees – including the Chief Executive.

We are planning on offering this same training to members so watch this space.

Cliff Lunn

Executive Member for Finance and Resources

Councillor David Buckle - Executive Member for Communities and Economic Development

Report to Council – 16 July 2019

Economic Development Framework delivery:

Since the Executive approved the Economic Development Framework Refresh in January 2019 a number of EDF projects have moved forward as active work streams:

- The joint project between the Selby District Council (SDC), North Yorkshire County Council (NYCC), East Riding and Hull for the **M62 Strategic Development Zone Study**, has moved forward with contracts being awarded for the commission. In addition Wakefield Metropolitan Council and West Yorkshire Combined Authority (WYCA) are now supporting the work going forward. The project will consider options for long term strategic growth in the M62 / A63 / Leeds – Selby – Hull rail line corridor and how the existing strengths in the low carbon energy sector can be expanded. Work is now underway by a multi-disciplinary consultant team with a final report to the stakeholder group expected during October 2019.
- Significant progress has now been made with a multi-million pound Selby bid submission to the **Transforming Cities Fund** as part of the Leeds City Region (LCR) submission to the Department for Transport (DfT), our bid has gone forward in the top priority group for the LCR. The Selby proposal is focussed on improving access to Selby Station, its facilities and linkages with the town centre and current and future residential areas. The next phase of the process will see the LCR submission being reviewed by Government after which the agreed projects will be presented to the Executive for formal approval. In the intervening period proposals will be worked up with the aim of conducting public consultation targeted for Sept/Oct.
- The joint SDC and NYCC working group developing the **Sherburn Growth and Infrastructure Plan** has made positive progress. Stage One is to fully understand the infrastructure issues within the area and develop a baseline position. Stage Two will be to develop the joint plan to align the transport and infrastructure priorities, actions and approach of the two local authorities to facilitate economic growth, investment and enhanced transport and infrastructure provision. A key finding from stage one of the study is that in order to appropriately understand the current use of the highway network, and project the impact of future development, a full transport model will be required to be built. Officers from SDC and NYCC are currently scoping the work required and the timescales for completion.

Strategic Employment Sites

- On July 8th, the first new unit on the Sherburn 2 site was handed over to its new owner Cromwell Plastics who are relocating to this purpose build unit from the adjacent Enterprise Park. The new 50,000sq.ft. building is the anchor tenant on this development site, construction has taken 6 months and has been completed on schedule and is the precursor to several new developments currently in the pipeline.
- Later this month a joint working group made up from the SDC Planning, Economic Development teams and Harworth Estates will convene to manage the next phase of the former Kellingley Mine site. The Masterplan and outline planning permission was originally approved in 2017 and Harworth's have been doing all the necessary site reclamation works and now want to move towards Reserve Matters applications and actively marketing the site. The priority for the working group is to ensure the development for this brownfield site meets both Harworth's and the Council's objectives for the type and quality of businesses and employment secured and that local benefits are realised e.g. skills and training opportunities.
- Last month the developer, Saint Francis Group, acquired 130 acres of the Eggborough Power Station site with a view to developing the site for Commercial use. The rest of the site, owned by Eggborough Power Limited, has been retained to construct a new gas-fired power station. A meeting has been scheduled with the St. Francis Group and SDC Economic Development and Planning teams to start preliminary discussions. As with the development of other strategic sites we propose to establish joint working arrangements between SDC, NYCC and the developer to ensure the site development aligns itself with the District's priorities.

Small & Medium Enterprises (SME) Support Events

Over the last three months there has been a lot of positive activity supporting SME businesses across the District:

- 45 SME businesses have been seen and supported across SDC
- A new bi-monthly newsletter to be issued via social media from early July to cover SME's and the retail community. The newsletter will detail upcoming events and provide access to new business support initiatives, case studies of local success stories and business support initiatives.
- Three SDC businesses have just been recognised for their achievements in the Leeds City Region (LCR) Digital Enterprise - Digital Top 100; they are Cloud CoCo and Seven Video both based at the Church Fenton airfield site and Selby based Semperfli. Each business has also benefited from grant funding to bring their business growth forward through the Council's joint work with the LCR Local Enterprise Partnership (LEP).
- SDC's monthly networking event, the Selby Enterprise Café continues to be held at the council offices and averages 32 local businesses per meeting and is an exemplar for business networking and partnership working across the District

- A successful film production business Air TV that produces documentaries such as BBC's River Walks, Helicopter ER has recently relocated from Leeds to the Church Fenton site further boosting its film credentials. In addition and working through the SDC business support team they have been awarded a £20K grant through PAPI (Product and Process Innovation).
- Working in collaboration with the University of Huddersfield Supply Chain programme 2 SDC businesses have gained support for help with prototype development to strengthen their ability to grow their supply chain delivery.

Our Key Account work with large enterprises and with inward investment initiatives continues to provide business growth and employment across the district.

- P3P's Agricultural Development Park at Camblesforth has made significant progress with the commissioning of the new Combined Heat and Power plant. APS, the UK largest tomato grower is now operating on the site in the new pack house with tomatoes coming in from their other northern locations at Alderley Edge, Teesside and Brough. From November this year APS will be growing at the Camblesforth site under 32 acres of glasshouse space. The P3P laboratories are complete after an investment of £1m and recruitment for scientific roles has commenced and they are in discussion with local universities and specialist agri-tech partnerships regarding future joint ventures.

Town Centre Revitalisation

Officers have continued to work on a wider Selby town centre vision and action plan with a range of partners involved in pulling together the initial evidence base assessing the town's vitality and to consider what are the priorities for the town centre from local residents and businesses. We are now beginning to shape collective ideas as to how to develop a partnership vision and action plan for the town centre. We envisage that this work will shape up and conclude by the end of the year. Work will also commence on supporting Sherburn in Elmet and Tadcaster. Representatives from town businesses, the Selby Town Enterprise Partnership, the Town Council, NYCC colleagues, a range of heritage and community groups and the Local Enterprise Partnerships are all contributing to the work.

In order to take advantage of recent funding calls from the Government's release of a £675 million Future High Streets Fund, officers submitted an initial expression of interest to the Fund in March 2019 in partnership with NYCC Strategic Transport colleagues. The application is seeking funding for the development of a multi-modal transport and movement plan and development of subsequent business cases for transformative capital projects. This is needed to bring forward detailed proposals that create great streets and places, improve air quality, connect the town centre to its public transport hubs and ensure that the significant future housing around the edge of the town centre supports it. This work will align with opportunities that are being scoped as part of a wider regional focus on the town's rail station as an important transport hub for the town centre and the commuting work force.

We have also prepared a submission to the Historic England-led, High Streets Heritage Action Zone with call for proposals required by the 12th July 2019. Such a scheme would be a 4 year programme in conjunction with partners in the town to enhance the historic core of the town around the Abbey, Micklegate and the Market Place through supporting

businesses to strengthen our heritage design, renovate and repurpose space, enhance the public realm and test our public spaces to increase foot flow and activity in the centre.

The funding rounds are highly competitive and we will hear about both the submissions in Autumn 2019.

Progress with the Councils Car Park Improvement Programme

I am pleased to report that the improvement works for the Audus Street car park refurbishment were completed on 12th April 2019. Improvements have included tree and draining work, a new layout and design to the car park, including paving and planting to significantly improve the street scene and a complete reconstruction of the car park. Work to replace the car park signage will take place at a later in the year.

Work at South Parade to upgrade the car park commenced on 20th May 2019 and is progressing well. Extensive drainage repairs and improvements have been required to the car park. A new power supply has been installed for the first two electrical vehicle charging point to be fitted in our car parks and the work will also include a complete redesign and reconstruction of the car park. Completion is due on 19th July and installation of signage and the electrical charging points later in the year.

Place branding

We continue to work with a range of our businesses and the LEPs to raise the profile of the district as a great place to do business. This is part of the ongoing place branding work, which has been recognised as good practice by the LGA. Over recent weeks we've started to create brand new online content, with a view to launching a new business-specific website for the district in the autumn, and secured media partnerships with regional business and investment publications to promote stories about economic activity in this area. We've also negotiated a new deal with some local press to talk about the positive impact of this growth to people already living and working in this area.

Councillor David Buckle

Executive Member for Communities and Economic Development



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

Report to Council - 16 July 2019

Update on Phase 2 Housing Development Programme Consultations

Consultation have been undertaken during the 17th – 24th June 2019 in the locations forming the Phase 2 Housing Development Programme; Sherburn, Hambleton, Camblesforth, West Haddlesey and Burn. These consultations provided residents with the opportunity to view initial scheme designs and were well attended with residents sharing a range of opinions with regards to the proposed location, design and tenure of the schemes. All attendees were invited to fill in comments sheets, from this many took the opportunity complete at the event, some attendees preferred to take the information away and have returned their comments to the development officer through email or in person at the civic centre.

Sherburn in Elmet

From the comments returned so far; a design review has been required for the Sherburn in Elmet scheme. Residents expressed concerns regarding the loss of open space and a proportion of the attendees mentioned about a previous 3 unit bungalow scheme which had been proposed, this layout is now being reconsidered in conjunction with other comments received from residents.

Hambleton

The scheme was well received by attendees to the event which the provision for bungalows being well received. The main cause for concern is existing issue of parking provision within the locality. These issues will be raised with County Highways.

Camblesforth

The scheme was well received by attendee's to the event, however comments were made by 2 adjoining owners who have constructed access in the boundary.

West Haddlesey

Some residents expressed strong feeling that Affordable housing is not required in the village. However, in terms of the housing register a need can be demonstrated. Many comments related to the community's concern regarding the former George and Dragon Pub.

Burn

The scheme was well received by attendees to the event, the main cause for concern is the existing parking provision within the locality.

In order to allow residents adequate time to return their comments sheets, the post consultation review reports will be issued w/c 15th July 2019, these will summarise the comments from residents into core themes and form part of the design brief to make amendments to schemes, where required, before holding pre-planning meetings for the sites.

Selby 950

The programme for Selby950 progresses well with over 25 community events being delivered by a range of community groups, the Abbey, the Library and Selby District Council. Events such as choirs, talks, art and history exhibitions, film and brass bands show there is something for everyone in celebrating this 950th year. It was fantastic to get the announcement from the Arts Council England, National Lottery Heritage Fund and Drax Power Ltd for their investment in the programme resulting in £135,000 in additional funds for the programme. We have also supported the Abbey to secure a further £45,000 from the National Heritage Lottery Fund to fund a community development worker to further the Abbey's legacy in the local community and as an important visitor attraction for the town. This represents significant external investment into the town on top of the £200,000 committed by this Council to celebrate this year.

High quality events such as Selby Sings on 4th July with hundreds of school children, the Parade on St Germain's day on 31st July and the Illumination event from 22-24th November are pairing excellent renowned artists to the local creative sector to leave a lasting legacy for visitor and creative sector development. Keep up to date on events through the council's special events calendar on the website.

Tour de Yorkshire

The Tour de Yorkshire was delivered as part of the Selby950 celebrations and despite the rain offered a fantastic first stage finish. Feedback from local businesses has been mixed which is not unusual for an event of this size. Some had excellent trade for the day, particularly in the food and leisure industries, where other retail say they did not. Residents turned out in their thousands and gave positive feedback and although a wet day, families danced to the local band, ate local food and drink and enjoyed the outdoor cinema experience; something which we will work with local businesses to present again. We await the final evaluation information from Welcome to Yorkshire on the success of the Tour and will finalise our own learning report on the day shortly. The Tour will also be part of a wider evaluation of the Selby950 programme to understand the economic and social impact of the work. This will be due early next year.

Yorkshire 2019 Para Cycling International and UCI World Race Championships

There is now less than 100 days to the para cycling events staged start in Tadcaster and race routes through the west of the district, this September. The local disability action group, Tadcaster TEMPT events group and SDC officers are planning an interactive event for Tadcaster to raise awareness of inclusive sport and to showcase the first ever point to point version of this race. This is likely to attract both local and international attention.

A business and community roadshow will be held in Tadcaster on 15th July by the Y2019 team alongside SDC, North Yorkshire Highways and representatives from TEMPT. We are working with British Cycling and Inspiring Healthy Lifestyles to understand what legacy

plans this can bring for Tadcaster and the district to keep a focus on active and healthy lifestyles for all.

Future Recycling Service Consultation

The Council conducted a four week public consultation exercise about the future recycling service that commenced on 30th May 2019 and concluded on 26th June 2019. The consultation was launched with a specially commissioned animation to help explain to residents the options that are being considered. Alongside this was a media release issued to local press and radio stations as well as all Members and Parish Councils, and social media posts on the Councils Facebook and Twitter pages. We received 6,726 responses of which 44 were hard copies giving a 99.3% online submission rate compared to hard copy. We are currently analysing the responses which will be reported to the Executive in due course.

I have also set up a cross party member task and finish group to support the Council with the development and implementation of a new recycling service. The groups first meeting is scheduled for 17th July.

Regional Housing Board

On Monday 24th June I attended a meeting of the Regional Housing Board in Thirsk. Guest speakers on the agenda included representatives from the Regional Homes builders Federation who talked about their current work across the region. Other agenda items included a discussion on the Future of the REACH Community Led Housing Hub where it was agreed to develop into a community led hub in order to secure future funding. It was noted that North Yorkshire County Council would be undertaking a review of the North Yorkshire Young Person's pathway and all Councils agreed that they would ensure they were involved in the review. The latest permissions and completion and rural housing figures were also discussed however these are yet to be confirmed and finalised as some LA figures were not available. The Housing Association representatives provided an update on the work to develop a collaboration framework for the region. Homes England reported that they are currently restructuring to ensure they are better set up to deliver strategic plan and aim to have this in place by end 2019. They reported that they are currently encouraging bids across a range of programmes, some of which have already been of benefit to Selby District Council.

Progress with the Empty Homes Programme and Council House Buy Backs

On 13th June 2019, I was pleased to present to the Executive a revision to our Affordable Housing Programme which enables the Council to Buy Back Ex Council houses, as part of the Council's Housing Development Strategy for increasing its supply of affordable housing stock and Empty Homes programme

The Council can now purchase empty properties and former Right to Buy Council properties where the Council has first refusal. Subject to favourable business cases, these purchases when completed will be returned to the HRA stock and will contribute to the Council's one for one replacement target for Right to Buy properties.

Following the approval officers are actively working on the purchase of the first Buy Back property in Selby and will also be seeking grant to support the purchase from Homes England.

In addition to bringing 24 empty properties back into use in 2018/19 with the support of the Council (of these 24, 9 had been empty for over 2 years) we have already brought a further 14 into use during the first quarter of 2019/20.

We remain focused on identifying the properties that would be suitable for acquisition and are currently exploring a number of options, including properties that have been sold under the Right to Buy. Any property we purchase would be added to the housing stock under the Housing Revenue Account and would increase our affordable housing portfolio.

The empty homes programme is also identifying properties which may be suitable acquisitions for the Selby District Housing Trust.

Progressing towards the acquisition of an empty property through the use of compulsory purchase powers, which was approved by the Executive in December 2018 is being made. The owner has not accepted our offer to voluntarily purchase the property and therefore we will proceed with the compulsory acquisition.

Any acquisitions will be purchased with the assistance from the Homes England Grant and section 106 monies and are subject to financial viability assessments.

Councillor Christopher Pearson
Executive Member for Housing, Health and Culture

Agenda Item 10



Councillor Steve Shaw-Wright – Chair of Scrutiny Committee

Report to Council - 16 July 2019

The Scrutiny Committee has met once, on Thursday 4 July 2019, since the last update to Council in March however this was close to the deadline for Council reports to prepare an update therefore a verbal update will be provided at the meeting.

Future Meetings: The next meeting of the Committee will be on **26 September 2019**.

**Councillor S Shaw-Wright
Chair, Scrutiny Committee**

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Councillor Andrew Lee – Chair of Policy Review Committee

Report to Council - 16 July 2019

The Policy Review Committee has met once, on 11 June 2019, since the previous update given to Council in March 2019.

11 June 2019

The main items of business on the agenda for this meeting were the Taxi Licensing Policy, a report on Choice Based Lettings and North Yorkshire Home Choice and the Committee's Work Programme.

Taxi Licensing Policy

The Committee received the report of the Council's Licensing Manager, which asked Members to consider and comment on the proposed Taxi Licensing Policy, which incorporated required changes following the reviewing of the consultation responses.

Members acknowledged the detailed work had gone into the production of the new policy, but expressed concerns around the proposal that all new Hackney Carriage vehicles to the fleet must be wheelchair accessible. The Committee felt that more evidence was required to support the proposal, and that a 70/30 or 50/50 mixed fleet of wheelchair accessible vehicles would be more acceptable. Members also agreed that further work around how a mixed fleet would be monitored and implemented should be undertaken.

It was noted that the current policy stated that all new vehicles had to be wheelchair accessible, and that it was the local authority's duty to ensure that all taxis were safe and secure; increasing the number of vehicles deemed as wheelchair accessible was an important part of ensuring that the fleet of vehicles licenced in Selby District were fit for purpose. Members also noted that if vehicles were wheelchair accessible, this could be of benefit to drivers as they would be able to access contracts for organisations such as North Yorkshire County Council and the NHS, who required accessible vehicles for a number of reasons.

The Committee felt that more work was required with regards to a fully accessible fleet, including figures relating to the current number of accessible vehicles, what arrangements at other local authorities were and how numbers of accessible vehicles could be monitored.

The Committee also commented on a number of other aspects to the policy; that drivers should report any health issues to the Council within three working days and clarification that any applicants convicted of a crime involving or related to, or has had any connection with abuse, exploitation, use or treatment of another individual, whether adults or children, will never be granted a licence. In relation to comments made about the dress code for drivers, Officers explained that this was included in the code of conduct in order to encourage a professional image of drivers in the district.

The Committee agreed that the Executive should take their comments into account when considering the policy and that if additional work was required, it could be referred back to the Policy Review Committee for further comment, should they so wish.

North Yorkshire Home Choice – Choice Based Lettings

The Committee noted that in 2011 Selby District Council joined a shared common allocations policy with partner authorities and housing providers in the sub-region. Government policy encouraged and financially supported Local Authorities to develop a Choice Based Lettings System. The North Yorkshire Choice Based Lettings Partnership operated in Craven, Richmond, Ryedale, Hambleton, Scarborough, Selby and York and the partner organisations were the Local Authorities, Broadacres Housing Association, Yorkshire Housing and Beyond Housing. Harrogate Borough Council had never joined the partnership and operated a separate scheme.

In July 2018 City of York made the decision to leave North Yorkshire HomeChoice and adopt a City of York Allocation Policy. City of York Council made the decision to leave the North Yorkshire HomeChoice Partnership because they felt that the policy was no longer able to meet their specific local needs. At the time the decision was made City of York confirmed that they would not leave the partnership until their new Housing IT system had been procured and implemented, and this was likely to take 2 years. On 24 April, 2019, the City of York Council board member advised at a meeting of the North Yorkshire HomeChoice Board that it would be between 18-24 months before City of York left the partnership. City of York Council were required to give a formal 6 month notice period of their intention to leave the partnership.

Members asked about the banding of applicants, the ages of people moving between local authority areas and the effect of the scheme on Selby residents applying for housing.

It was agreed that a broader overview report on housing at Selby District Council would be useful, covering aspects such as allocation, housing stock, housing association, processes and policies. Members explained that a number of queries they received from residents were about housing matters, and it would stand Members in good stead to receive a complete synopsis of housing and related issues in the district, and particularly in light of the fact that City of York were leaving the HomeChoice scheme.

Work Programme 2019-20

Members suggested that the affordable housing and housing need item listed for October be brought forward for consideration in September 2019, in order for the information to be included in the housing overview report that had been requested by the Committee under the previous agenda item.

Future Meetings: The next meeting of the Policy Review Committee will be on 23 July 2019.

Councillor Andrew Lee
Chair, Policy Review Committee



Councillor Karl Arthur – Chair of Audit and Governance Committee

Report to Council - 16 July 2019

The Audit and Governance Committee has met once since the last update provided to the Council on 26th March 2019. This meeting took place on Wednesday 10th April 2019.

Audit and Governance Committee Meeting – 10th April 2019

I would like to take this opportunity to thank committee members and officers for their support and comments during the course of this meeting. In particular I would like to thank Councillor Stephanie Duckett who attended the meeting at short notice to ensure that it was quorate as several members of the committee had already indicated that they would be unable to attend the meeting and had submitted their apologies.

Items covered during this meeting included the Report of the Committee on Standards and Public Life and the update to Selby District Councils Code of Conduct; the Internal Audit Plan 2019/20; the Internal Audit, Counter Fraud, and Information Governance Progress Report 2019/20; the External Audit Strategy Memorandum; the External Audit Progress Report; and the Annual Report of the Audit and Governance Committee 2018/19.

The most contentious item on the agenda was the “Report on the Committee on Standards and Public Life and the update to Selby District Council Code of Conduct”. Members received the report from the interim Solicitor to the Council. Concerns were raised by members regarding the recommendation from the Committee of Standards that criminal offences relating to the disclosable pecuniary interests (DPI’s) were to be removed. It was confirmed that if such an offence was deemed to have been committed then this would be referred to the police who would, depending on the severity of the offence, prosecute such items under alternative legislation.

Members also queried conduct within Parish and Town Councils and it was confirmed that the intention was that Parish and Town Councils would be asked to accept their district council’s code of conduct subject to any required change in current legislation.

The Committee also approved the Internal Audit Plan for 2019/20.

Finally, as this was the final meeting of the Committee during this four year council cycle, I took the opportunity, from the chair, to thank all members and officers for all their hard work during not just the 2018/19 municipal year but through the entire previous four years.

As Councillors Ian Reynolds and Brian Marshall had already indicated that they would not be standing for election for another four year term I also took the opportunity to wish them well for the future. It was with great sadness that since the meeting took place that I have learned of the passing of former Councillor Marshall and wish to take this opportunity to pass on my deepest condolences to all his family and friends.

Briefing Session for New Members

Following the elections in May a briefing session was held in to inform members both old and new about the workings of the Committee. I am happy to report that several members of the committee attended this briefing and found it very informative.

Councillor Karl Arthur

Chair, Audit and Governance Committee



Report Reference Number: C/19/01

To: Council
Date: 16 July 2019
Ward(s) Affected: All
Author: Palbinder Mann, Democratic Services Manager
Lead Executive Member: Councillor Mark Crane, Leader of the Council
Lead Officer: Janet Waggott, Chief Executive

Title: Appointment of the Monitoring Officer

Summary:

Under section 5 of the Local Government and Housing Act 1989, the Council is legally required to appoint a Monitoring Officer and under the Council's Constitution, this decision must be taken by Full Council.

The Council appointed Bernice Elgot as the Council's Monitoring Officer in February 2019 on an interim basis with a view to appointment someone permanent in the role following a recruitment exercise. That recruitment exercise has now been undertaken and Alison Hartley has been appointed as the Council's Solicitor to the Council. Council is therefore asked to appoint Alison Hartley as the Council's Monitoring Officer.

Recommendations:

To appoint Alison Hartley as the Council's Monitoring Officer.

Reasons for recommendation

To ensure that the Council appoints a Monitoring Officer as per section 5 of the Local Government and Housing Act 1989.

1. Introduction and background

- 1.1 Under section 5 of the Local Government and Housing Act 1989, the Council is legally required to appoint a Monitoring Officer and under the Council's Constitution, this decision must be taken by Full Council.
- 1.2 Bernice Elgot was appointed the Council's Monitoring Officer on an interim basis in February 2019 for six months with a view to a permanent appointment being made following a recruitment exercise after this period.

1.3 The Council has now carried out the recruitment exercise and has appointed Alison Hartley as the Solicitor to the Council and Council is therefore asked to appoint her as the Monitoring Officer.

2. The Report

2.1 The Monitoring Officer has a number of statutory duties and responsibilities relating to the Council's Constitution and arrangements for effective governance. These duties include maintaining the Constitution, ensuring that no decision of the Council is likely to give rise to illegality or maladministration and promoting high standards of conduct. A full list of the Monitoring Officer's responsibilities is outlined under section 11.6 of part two of the Constitution.

2.2 Neither the Head of Paid Service nor the Section 151 Officer can hold the position of Monitoring Officer.

2.3 The Council recently completed a recruitment exercise where Alison Hartley has been verbally offered the position of Solicitor to the Council. Alison has a wealth of relevant experience including positions as a Solicitor in East Riding Council from 1996 -2013, Senior Solicitor Planning, Licensing and Highways at the City of York from 2013 – July 2018 and most recently has held the position of legal service manager from July 2018 to date at the City of York Council.

3. Implications

3.1 Legal Implications

The Council is required by statute to employ suitably qualified individuals as Head of Paid Service, Section 151 Officer (Chief Finance Officer and Monitoring Officer). The proposed appointment meets those requirements.

4.2 Financial Implications

The proposed appointment of Alison Hartley as Monitoring Officer will be contained within existing budgets.

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

The Council is asked to appoint Alison Hartley as the Council's Monitoring Officer.

6. Background Documents

None

7. Appendices

None

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