



Summons and Agenda for the
Council Meeting

to be held on

**Tuesday, 17 September
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, 17 SEPTEMBER 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 - 14)

To approve as a correct record the minutes of the meeting of the Council held on 16 July 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 (Pages 15 - 16)

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.**

Five questions from Councillors have been submitted for consideration.

9. Reports from the Executive (Pages 17 - 32)

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 33 - 40)

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

11. Funding of Waste and Recycling Collection Fleet (Pages 41 - 44)

Report C/19/02 outlines proposals for the funding of the Council's waste and recycling collection fleet.

12. Funding of Wheeled Bins for New Recycling Service (Pages 45 - 48)

Report C/19/03 outlines proposals for the funding of wheeled bins for the new recycling service.

13. Selby District Local Plan (Pages 49 - 70)

Report C/19/04 outlines proposals for a new Selby District Local Plan.

14. Medium Term Financial Strategy (Pages 71 - 120)

Report C/19/05 outlines the Medium Term Financial Strategy.

15. Review of Polling Districts and Polling Places 2019 (Pages 121 - 156)

C/19/06 outlines the recommendations from the review of polling districts and polling places 2019.

16. Motions (Pages 157 - 162)

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 three motions submitted for consideration. These are outlined at 11.1, 11.2 and 11.3 of the agenda.

17. 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.

Agenda Item 3



Minutes

Council

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

Date: Tuesday, 16 July 2019

Time: 6.00 pm

Present: Councillor D Mackay in the Chair

Councillors J Duggan (Vice-Chair), K Arthur, D Brook, D Buckle, J Cattnach, I Chilvers, J Chilvers, M Crane, S Duckett, K Ellis, K Franks, T Grogan, E Jordan, M Jordan, A Lee, C Lunn, J Mackman, J McCartney, M McCartney, R Musgrave, W Nichols, R Packham, C Pearson, N Reader, J Shaw-Wright, Shaw-Wright, R Sweeting, M Topping, P Welburn and P Welch

Officers Present: Janet Waggott (Chief Executive), Dave Caulfield (Director of Economic Regeneration and Place), Julie Slatter (Director of Corporate Services & Commissioning), Karen Iveson (Chief Finance Officer (s151)) and Palbinder Mann (Democratic Services Manager)

Press: 1

Public: 2

11 TRIBUTE TO BRIAN MARSHALL

Before the commencement of the meeting, the Council paid tribute to former Councillor Brian Marshall who had recently passed away.

12 APOLOGIES FOR ABSENCE

There were no apologies for absence.

13 DISCLOSURES OF INTEREST

There were no declarations of interest.

14 MINUTES

The Council considered the minutes of the meeting held on Tuesday 14 May 2019.

It was noted that leisure was still listed under the portfolio of the Lead Executive Member for Housing, Health and Culture and this it should be listed under the portfolio of the Leader of the Council.

RESOLVED:

To approve the minutes of the Council meeting held on 14 May 2019 subject to the above amendment for signing by the Chairman.

15 COMMUNICATIONS

The Chief Executive informed Council that the St Germain Parade would take place on Wednesday 31 July and that the Council was still looking for volunteers to support the event.

The Chief Executive informed Council that a letter had been received from the Local Government Boundary Commission for England requesting information concerning housing projections for certain wards in the district. It was noted following receipt of the information, they would make a decision on whether to conduct a review for Selby.

16 ANNOUNCEMENTS

There were no announcements.

17 PETITIONS

There were no petitions received.

18 PUBLIC QUESTIONS

There were no public questions received.

19 COUNCILLORS' QUESTIONS

It was noted that six questions had been received from Councillors.

Question One

Councillor Mary McCartney asked question one in relation to the customer contact centre as outlined on the agenda.

The Lead Executive Member for Communities and Economic Development explained that the customer contact centre would be relocating to the Civic Centre. He informed Council that visitor numbers to the Contact Centre had reduced by half in recent years and that the relocation to the Civic Centre would allow customers to be closer to services and for opportunities for

efficiencies in service delivery.

For a supplementary question, it was queried how elderly people would visit the Civic Centre. The Lead Executive Member for Communities and Economic Development explained that the Civic Centre was well served on a bus route which dropped visitors right outside the venue.

Question Two

Councillor Mary McCartney asked question two in relation to the savings plan as outlined on the agenda.

The Lead Executive Member for Finance and Resources explained that that progress on savings was reported in the 2018/19 quarter four performance report which was considered by the Scrutiny Committee on 4 July 2019. He added that the report showed there was a shortfall of £225k due to delays in the police co-location, contact centre move and channel shift projects which were now expected in 2019/20.

For a supplementary question, it was queried whether the target would be achieved in 2019/20. The Lead Executive Member for Finance and Resources stated there were risks however the aim was to deliver on the savings.

Question Three

Councillor Mary McCartney asked question three in relation to the housing policy as outlined on the agenda.

The Lead Executive Member for Housing, Health and Culture explained that the figure of 241 families housed in the district included those who were housed in Council owned housing and those housed with other housing providers in the Council's area who used North Yorkshire Home Choice.

Council was informed that a report on North Yorkshire Home Choice was presented to the Policy Review Committee in June where the net migration figure had been discussed. It was noted that report advised that City of York Council had made the decision to leave the Home Choice partnership and therefore Selby's net migration was expected to reduce.

The Lead Executive Member for Housing, Health and Culture explained that it had been proposed to the Policy Review Committee that a review of the Council's allocations policy takes place towards the end of 2019/20. It was noted that the review would allow the Council to explore the reasons for the migration and would be an opportunity to ensure that North Yorkshire Home Choice was still meeting the Council's needs. The Lead Executive Member for Housing, Health and Culture outlined that some of the benefits of remaining a partner of North Yorkshire Home Choice included reducing administration costs related to finance and staffing for singular authorities and providing Selby residents a greater level of customer choice and control, as well as tackling issues with low demand areas and properties.

Question Four

Councillor John McCartney asked question four in relation to the Programme for Growth as outlined on the agenda.

The Lead Executive Member for Finance and Resources explained that the overall programme total was £10.9m and a breakdown of the programme was outlined in the budget Council agenda for the meeting on 21 February 2019. It was noted that as with all expenditure and income, progress on the programme was reported to Executive and the Scrutiny Committee as part of the quarterly finance reports.

Council was informed that budget allocations were considered by Full Council and funds were allocated through the budget process with Members having the opportunity to scrutinise and challenge them.

The Lead Executive Member for Finance and Resources explained that the spending for the Programme for Growth was subject to the same constitutional and procedure rules as any other expenditure and where necessary, was subject to business case approval. He added that officers applied rigorous procurement processes where necessary to ensure best value was achieved. Council was informed that where funds were expended through external providers, or where the Council was supporting partners to deliver initiatives, the Council was clear about its requirements to have the necessary contractual agreements in place along with monitoring process to ensure its objectives were achieved.

The Lead Executive Member for Finance and Resources outlined that some of the projects under the programme included Olympia Park and the Selby 950 project.

For a supplementary question, it was queried how external monitoring was undertaken. The Lead Executive Member for Finance and Resources explained that there were contractual agreements which were monitored to ensure all the details in the agreement were being fulfilled.

Question Five

Councillor John McCartney asked question five in relation to untidy gardens and land as outlined on the agenda.

The Lead Executive Member for Place Shaping explained that the Council had powers to tackle privately owned untidy gardens or land if they contained items which may be harmful to health or a nuisance. It was noted that with regard to Selby District Council properties, the gardens were the tenant's responsibility and this was made clear to them when they signed the tenancy agreement. Council was informed of eight incidences of where the Council had taken tenancy enforcement actions in relation to gardens in the last two years.

With regard to section 215 notices, the Lead Executive Member for Place Shaping explained that no section 215 notices had been served in the last two years however if Members had any concerns over particular sites, they were asked to let the relevant officers know.

Question Six

Councillor John McCartney asked question six in relation to fly tipping as outlined on the agenda.

The Leader of the Council explained that he was happy to set up a meeting between himself, the Chief Executive and York Magistrates to discuss the penalties handed out to people convicted of fly-tipping. The Leader of the Council informed Council that he was mindful that fines were handed out to people convicted of fly-tipping when the court used to be situated in Selby.

For a supplementary question, Councillor John McCartney requested that the local MP, Nigel Adams be approached to support the issue. The Leader of the Council explained that the Mr Adams had written to the Secretary of State on the issue.

20 REPORTS FROM THE EXECUTIVE

Councillor Mark Crane, Leader of the Council

The Leader of the Council presented his update on the work he had recently undertaken, as outlined in his report.

Concern was raised regarding the co-location of the Police at the Civic Centre and in particular the lack of privacy when discussing personal issues at the front reception desk. It was stated that the problem would increase further when the customer contact centre moved into the building. Further concern was raised regarding District Council staff having to speak to members of the public regarding police issues when the police receptionist was not present. The Leader of the Council stated that if the Police had invited someone to the Civic Centre, they should be provided about clear instructions of what to do and where to go. He added that he would raise the issues mentioned.

Concern was raised regarding the moving of the customer contact centre and the effect this would have on elderly and infirm people who would have further to travel to visit the civic centre. The Leader of the Council explained there had been a 50% decrease in visitors to the customer contact centre. He stated that the civic centre was serviced by a bus and had free public parking on site including disabled parking. He added that the move would not result in a decrease in service.

In response to a query concerning the amount of time required to get vacant council properties back into use, the Leader of the Council explained that it had to be ensured the property was fit to be habitable and the necessary work

carried out before it could be re-let.

A query was raised regarding Barlby Swimming Pool who had previously received funding from the Council however was now closed. The Leader of the Council stated he would ask officers to have a look as to why the pool was closed.

Councillor Richard Musgrave, Deputy Leader of the Council and Lead Executive Member for Place Shaping

Councillor Musgrave, Deputy Leader of the Council and Lead Executive Member for Place Shaping, provided an update on the work he had recently undertaken, as outlined in his report. Council was informed that the Executive had recommended approval for the writing of a new local plan and that this would be discussed at a forthcoming Council meeting.

In response to queries relating to his visit to Roeselare, the Lead Executive Member for Place Shaping explained that the trip had been paid for by sponsorship and that Roeselare had made excellent progress in revitalising the high street. In response to a further query on lessons learnt from the trip, the Lead Executive Member for Place Shaping explained that one of the key factors for the improvement was leadership which had resulted in positive renovation for the town centre.

In relation to staffing, officers were praised for winning five out of six recent planning appeals and a query was raised regarding how much interest there had been on the recruitment open day. The Director of Economic Regeneration and Place explained that open days were very effective in the recruitment process and that there had been a fair degree of interest for roles and following that, some successful interviews had been undertaken.

In relation to Olympia Park, a query was raised on when the planning application for the access road would be submitted and what would be the cost of the application. In addition, it was queried, who would be paying for the application. The Lead Executive Member for Place Shaping explained that the planning application would be submitted by the developers with the cost being the standard cost for such applications. Council was informed that the money for the application would be paid out of the Housing Infrastructure Fund (HIF) funding received by the Council.

In response to a query concerning the timescales for the work to be undertaken in Sherburn in Elmet, the Lead Executive Member for Place Shaping stated that the work would be undertaken around the whole district commencing in Sherburn and it was hoped there would be a report on this in September.

In response to queries about the delivery and funding for Olympia Park, the Lead Executive Member for Place Shaping stated that the site was a key part of the district and was closer to be delivered than had previously been. In relation to funding, Council was informed funding for the scheme came from

the Council's Programme for Growth and the HIF funding.

Councillor Cliff Lunn, Lead Executive Member for Finance and Resources

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

A query was raised regarding a breakdown of the money in the Council's reserves and the different categories the money came under. The Lead Executive Member for Finance and Resources agreed to provide these figures. In response to a further query on reserves, the Lead Executive Member for Finance and Resources explained that it was up to each authority in respect of how much funding they placed in reserves.

Councillor David Buckle, Lead Executive Member for Communities and Economic Development

Councillor Buckle, Lead Executive Member for Communities and Economic Development provided an update on the work he had recently undertaken, as outlined in his report.

In response to a query concerning parking in the town centre, the Lead Executive Member for Communities and Economic Development explained that this was something the Council was looking and were in discussions with Chris Wade who had written a report concerning the town centre.

A query was raised regarding the amount of businesses that had interest in the Council's business sites. The Lead Executive Member for Communities and Economic Development explained that the aim of the site was to attract business to the area and the Council received considerable interest in relation to the sites.

Concern was raised regarding the condition of Audus Street Car Park and specifically the first exit about which several complaints had been received. The Lead Executive Member for Communities and Economic Development agreed to look into this.

A query was raised regarding the membership of the stakeholder group for the M62 Strategic Development Zone Study. The Lead Executive Member for Communities and Economic Development informed Council that the membership for this group include representatives from Hull City Council, East Riding Council, Selby District Council and North Yorkshire County Council. In response to a further query regarding whether the Council was speaking to Leeds City Council, the Lead Executive Member for Communities and Economic Development explained that a cross border working group had been set up to look at jobs in the area and the transport issues for these jobs.

In response to a query the use of the old civic centre car park, the Lead

Executive Member for Communities and Economic Development explained that the car park had been rarely used and that there was a proposal by Legal and General Homes to build modular homes on the site.

A query was raised regarding better transport for employees working at the business sites. The Lead Executive Member for Communities and Economic Development explained that work was being done to look at the rail transport and discussions had taken place with employers to allow flexible work to align with transport times.

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

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

Queries were raised around the figures relating to income generation for the Tour de Yorkshire. The Lead Executive Member for Housing, Health and Culture that the figures relating to the income generated had been published by Welcome to Yorkshire.

A query was raised with regard to why the speed bumps had to be removed where they did not have to be for similar races in Europe. The Lead Executive Member for Housing, Health and Culture informed Council that the speed bumps had to be removed due to there being a sprint finish.

With regard to council house buy backs, it was queried whether the Council brought these properties back at full market value and whether the occupant could purchase another property from the authority at a discounted rate. The Lead Executive Member for Housing, Health and Culture explained that the property would be brought back at the market price however the occupant could not use the discount again on another property.

RESOLVED:

To receive and note the reports from the Executive.

21 REPORTS FROM COMMITTEES

Councillor Steve Shaw-Wright, Chairman of the Overview and Scrutiny Committee

Councillor S Shaw-Wright, Chairman of the Overview and Scrutiny Committee provided an update on the work of the Committee and explained that due to the timescales and a combination of officer and member annual leave, it had not been possible to submit a written report to go on the agenda.

The Chair of the Overview and Scrutiny Committee thanked the previous Chairman of the Committee for her work on the Committee. He outlined that

the previous meeting of the Committee on 4th July had included the following items:

- Discussions with the Vale of York Clinical Commissioning Group and the Yorkshire Ambulance Service hospital transport and the new assessment process for this.
- An update on the future of Brayton Barff delivered by Yorkshire Water.
- There had also been discussions about the Quarter 4 Corporate Performance Report, the Financial Results and Budget Exceptions Report, the Treasury Management Annual Review and discussions to form a task group to look at Selby District Council Community Centres.

It was noted that the Committee would be looking at items such as the Tour de Yorkshire, Youth Provision and Social Housing and Housing Allocations in the future.

Councillor Andrew Lee, Chairman of the Policy Review Committee

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

Concern was raised at the lack of agenda items for the next meeting and it was recommended that a discussion take place on the work programme for the Committee at the next meeting. The Chair of the Policy Review Committee agreed to this proposal.

Councillor K Arthur, Chairman of the Audit and Governance Committee

Councillor Arthur, Chairman of the Audit and Governance Committee provided an update on the work of the Committee as outlined in his report.

In response to a query regarding Parish and Town Councils signing up to the District Council's code of conduct, the Chair of the Audit and Governance Committee stated that all Parish and Town Councils would be asked to sign up.

RESOLVED:

To receive and note the reports from the Committees.

22 MOTIONS

It was noted that two motions had been submitted for discussion. The first motion submitted was as follows:

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.

Councillor Mary McCartney proposed the motion and explained that approving the motion would allow for a more democratic method of governance rather than the current method where decisions were made by only five Members.

Discussion took place on the motion and comments were made by Members in support and against the motion.

In opposition to the motion, Members stated that approving the motion would mean the Council going backwards and that the current systems allowed decisions to be made in an effective way. Concern was raised that moving to a Committee system would result in slower decision making which would hinder the progress of the Council.

In support of the motion, Members stated that there were limited checks and balances to the Executive and that the decision making was restricted to five Members. It was felt that the Committee system would result in the Council performing better for the residents.

Before the motion was put to the vote, a recorded vote was requested in line with rule 19.4 of the Council's Procedure Rules as outlined in the Council's Constitution.

For the proposal: Fifteen

Councillors D Brook, S Duckett, J Duggan, K Franks, E Jordan, M Jordan, D Mackay, J McCartney, M McCartney, W Nichols, B Packham, J Shaw-Wright, S Shaw-Wright, P Welburn, and P Welch.

Against the proposal: Sixteen

Councillors K Arthur, D Buckle, J Cattnach, I Chilvers, J Chilvers, M Crane, K Ellis, T Grogan, A Lee, C Lunn, J Mackman, R Musgrave, C Pearson, N Reader, R Sweeting, and M Topping.

The motion was rejected.

RESOLVED:

To refuse the above motion.

The second motion submitted was as follows:

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.

Councillor Packham proposed the motion and stated there were several areas of the District which needed better maintenance. He informed Council that it was important this issue was addressed.

The Leader of the Council accepted that concerns had been raised about some works carried out however stated that it was important to look at the contract and whether the contractors were performing their duties as agreed. An amendment was therefore proposed by Councillor Crane and seconded by Councillor Sweeting as follows:

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.

The Council agrees to set up a Member Working Group to look at the contract with Amey PLC and ascertain whether the contractor is performing their duties in line with the contract.

Discussion took place on the amendment and it was felt the amendment would not address the issues raised and it was felt that it would be effective for officers to look into the contract.

Before the amendment was put to the vote, a recorded vote was requested in line with rule 19.4 of the Council's Procedure Rules as outlined in the Council's Constitution.

For the proposal: Sixteen

Councillors K Arthur, D Buckle, J Cattnach, I Chilvers, J Chilvers, M Crane, K Ellis, T Grogan, A Lee, C Lunn, J Mackman, R Musgrave, C Pearson,
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N Reader, R Sweeting, and M Topping.

Against the proposal: Fifteen

Councillors D Brook, S Duckett, J Duggan, K Franks, E Jordan, M Jordan, D Mackay, J McCartney, M McCartney, W Nichols, B Packham, J Shaw-Wright, S Shaw-Wright, P Welburn, and P Welch.

The amendment was carried and was then put to the vote as the substantive motion.

RESOLVED:

To agree the following amended motion:

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.

The Council agrees to set up a Member Working Group to look at the contract with Amey PLC and ascertain whether the contractor is performing their duties in line with the contract.

23 APPOINTMENT OF THE MONITORING OFFICER

The Leader of the Council presented the report which asked the Council to appoint Alison Hartley, the newly appointed Solicitor to the Council as the Council's Monitoring Officer.

The Leader of the Council explained that a recruitment exercise had been undertaken for the Solicitor to the Council post and there had been a unanimous agreement on the panel for the choice of candidate. It was noted that it was a Council decision to appoint the Monitoring Officer.

RESOLVED:

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

REASON FOR DECISION:

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

24 URGENT ACTION

It was noted that the Chief Executive had taken the following urgent action since the last meeting:

- On 3 June 2019, appointed a number of Members to different Committees for the 2019/20 municipal year with immediate effect.

The meeting closed at 8.39 pm.

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Agenda Item 8

Councillor Questions

8.1 – Question submitted by Councillor Mike Jordan

Can I enquire as to what progress has been made on a council decision, agreed some time ago, regards a car parking strategy for Selby District Council?

8.2 – Question submitted by Councillor John McCartney

To ask the Executive member for Place 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.

How many “amenity” notices under Section 215 of the Town and Country Planning Act 1990 have Selby District Council served since the power was available to the Council?

8.3 – 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 and how you “Monitor” this huge fund. At the last Full Council meeting you seemed unsure as to how you, as the Executive member for Finances and Resources, carried out this vital part of your Executive role. Since then I hope that you have taken advice from officers and that you are now able to inform me, in some detail, as to how you “Monitor” the Programme for Growth Fund?

8.4 – Question submitted by Councillor Mary McCartney

To ask the Executive member for Housing, Health and Culture

Fly-tipping is an ever growing problem. Can you please tell me how many surveillance cameras the Council can deploy to catch the fly-tippers, what sort of power supply they use and how many of the cameras work during the dark when the fly tippers are active?

8.5 – Question submitted by Councillor Mary McCartney

To ask the leader of the Council;

Do you think that the road signs indicating the start of the Selby District represent a welcoming and positive image of our area?

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Agenda Item 9



Councillor Mark Crane, Leader of the Council

Report to Council on 17th September 2019

This report covers the period from the Council meeting on 16th July 2019. During this period, I have attended Executive meetings and represented the Council at local and regional meetings.

Reporting on the key items: -

Brexit

The Local Resilience Forums have been asked to collect and collate intelligence from key partners and report back to Cabinet Office and MHCLG and to encourage local partners to report national messages

From September weekly updates will be sent to MHCLG from October daily updates. The Local Resilience Forum will be coordinating input from partner Local Authorities and other agencies. All Councils have been asked to nominate a contact Officer for Brexit Selby's nominated officer is Stuart Robinson who reports directly to the Chief Executive on this matter. There has also been additional funding allocated to Local Authorities to help prepare for Brexit, the allocation for most District Council including Selby is £17,000.

Quarter One Performance 2019/20

Executive considered the quarter one performance report earlier this month. Amongst a range of positive areas of performance, colleagues were pleased to note good performance on processing new claims for housing benefit – supported by improvements made to the Northgate computer system – and strong performance on collecting household waste. On the latter only 271 out of over 676,000 collections were missed in quarter one.

We continued to be disappointed with performance on the time taken to re-let empty council homes but do note that improvements are being made and re-let times are reducing. Executive was also concerned at the high levels of staff sickness and hopes that the work to update the sickness policy and the work on digital to support more flexible working will have a positive effect.

Unauthorised encampments meeting with stakeholders

A multi – agency meeting was convened at Selby District Council re Unauthorised Gypsy and Traveller encampments. The overall objective of the meeting was to identify how best to address and resolve problems created when unauthorised traveller sites are set up in Selby District.

Appointment to LGA Environment, Economy, Housing & Transport Board 2019-20

I have been appointed to the LGA Environment, Economy, Housing & Transport Board for 2019-20.

Local Government Brexit Delivery Board

I attended a meeting of the Local Government Brexit Delivery Board in London on Tuesday 3 September.

Devolution

We continue to participate in discussions with Yorkshire and are working with York and North Yorkshire to prepare an interim devolution deal.

Mark Crane
Leader of the Council



Councillor Richard Musgrave, Deputy Leader of the Council

Report to Council on 17th September 2019

This report covers the period from the Council meeting on 16th July 2019. During this period, 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

In the period between 01.06.2019 to 31.07.2019,

- 80% of major applications were determined within the statutory period or agreed extension of time. This equates to 5 determined; 1 within the statutory 13 weeks, 3 within the extension of time period agreed and 1 which was out of time. This is compared with 100% in the same period last year. These figures are significantly higher than the national designation targets set by the Government for major applications which is 60%.
- 70% of non-major applications were determined within the statutory period or agreed extension of time. This equates to 111 determined; 19 within the statutory 8 weeks and 59 within the extension of time period agreed and 33 out of time. This is compared with 85% in the same period last year, although the figure meets the 70% national designation targets set by the Government target for non-majors and does represent an improvement in performance on my last report to Council.

Performance at Appeal is a measure of how successful local decision hold up to scrutiny external to the Council. Performance remains high in terms of winning planning appeals. 5 appeals were determined in the period between 01.06.2019 to 31.07.2019 and they were all dismissed in line with officer recommendation.

The Gascoigne Wood Public Inquiry will be held from 22 October 2019 for three days. This application was for outline planning permission with all matters (scale, appearance and layout) except access and landscaping reserved for the demolition of existing colliery buildings and construction of up to 186,000 sq m (approx. 2,000,000 sq ft) of Class B2/B8 and associated Class B1 floor space with supporting container storage area and associated buildings, trackside facilities, access and landscaping. It was refused at Planning Committee on 20th March.

We currently actively recruiting a Planning Officer and a Senior Planning Officer for the Development Management team. This isn't an easy task as demand for candidates with this experience and skillset remains high in both the public and private sector.

Planning Policy

A report on the preparation of a new Local Plan for Selby District will be considered as part of this meeting.

The Council adopted the Core Strategy in October 2013 and have since been working on the preparation of a Site Allocations Local Plan to identify specific sites to meet the delivery of the current spatial strategy. Following this it was the intention to prepare a Development Policies Plan which was anticipated to be adopted in 2021. This has been a sound approach supported through ongoing legal advice however the context has now changed, and a different approach needs to be considered.

Recent changes to National Planning Policy published in July 2018, updated in February 2019, and the Council's strong position relating to housing land supply, put the Council in a strong position to begin the process of writing a new local plan. As the report outlines, there will be significant benefits to Selby District of producing a new plan which reflects current government advice to prepare a single Local Plan for an area.

The short timescales remaining post adoption of both the emerging Site Allocations Local Plan and the Development Policies Document means that a tipping point has now been reached and consideration should be given to commencing preparation of a new comprehensive Local Plan for the District, which better reflects the Council's Corporate Priorities and its social, economic and environmental ambitions.

The Council's 2019-2024 Five Year Housing Land Supply Report, which uses a base date of the 31st March 2019, has been published on the Council's website alongside the 2019 Strategic Housing Land Availability Assessment. The report states that a total of 625 dwellings were completed between 1st April 2018 and 31st March 2019 and the Council has 6.4 years of housing land supply.

The Annual Monitoring Report for the period between 1st April 2017 and 31st March 2018 has now been published on the Council's website. Work is already underway on the report for the period 1st April 2019 to 31st March 2019. This report will also include the outcomes of the Town Centre Surveys and Local Facilities Survey which have been undertaken by the Policy Team over recent months.

Olympia Park

The Council is still working with the Olympia Park landowners to try and resolve the outstanding conditions relating to the £8.87m HIF Grant. This is difficult and complex work, but it is necessary to protect the Council's position.

Meanwhile the principal developer of the site, OPD Limited, continues to work on a comprehensive masterplan for the site which will take account of the updated flood risk. Understanding the flood risk mitigation measures which will be required is crucial for assessing the site's deliverability and viability.

Over the last few months the Council has done everything possible to facilitate the site's delivery, but it remains a difficult and complex proposition.

Climate Change / Low Carbon

At full Council on Tuesday 16th July the Leader of the Council set out a proposal in his report to 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 Leader has asked me to take this work forward and I have begun work with Officers to draft the terms of reference and scope for this work, which will be agreed by the Executive.

I propose to ask Policy Review Committee to lead on the development of the Council's policy and to report to Executive with recommendations for actions with targets for delivery in line with the Government's 2050 target.

The work will include a review of what the council is currently doing and identify opportunities for further action on climate change for example what can the Council do to offset emissions, or to invest in solar energy. The outputs should include prioritised proposals for current and future activities.

North Yorkshire County Council has also established a Climate Change Scrutiny Sub-Committee, the group has identified four work streams, which could also form the focus of the work in Selby and can be summarised as:

- Understanding the council's and district's carbon footprint
- Climate change action plan setting short/medium/long term priorities
- Develop an impact assessment tool to ensure climate change priorities are integrated into all council functions and policies.
- Governance and policy - to identify an appropriate level of governance to ensure leadership and oversee the necessary changes in relation to climate change mitigation and adaptation.

Richard Musgrave
Deputy Leader of the Council

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Councillor Cliff Lunn

Lead Executive Member for Finance and Resources

Report to Council on 17 September 2019

Medium Term Financial Strategy

Over the summer my Executive colleagues and I have been considering the future of the Council's finances as we reviewed the Medium Term Financial Strategy. Whilst this month's spending review announcement by the Chancellor is positive, the overarching thrust of the strategy remains unchanged. Our recommendations which at the time of writing, are subject to consultation with Policy Review Committee, are elsewhere on tonight's agenda.

Financial Results and Budget Exceptions Report to 30th June 2019

At the end of quarter one, the forecast outturn is a £291k deficit on the General Fund and a £112k surplus on the HRA, although at this early stage in the year these forecasts are only indicative.

The General Fund is made up of a number of variances, the most significant being the shortfall on planned savings. There are also pressures in recycling, commercial waste, planning and lifeline income which are being offset by a variety of compensating non-recurring savings. The HRA surplus is driven by lower external borrowing requirements.

Planned savings are expected to fall short of target, in particular in planning and asset rationalisation. Work to identify mitigation for the shortfalls is in progress and we will continue to monitor closely.

The capital programme has some forecasted underspends in the General Fund, principally due to projects rolling over into the following year.

Programme for Growth projects are also progressing with significant spend forecasted for 2019/20 but projects are expected to be delivered over multiple years.

Treasury Management – Quarterly Update Q1 2019/20

Treasury performance continues to produce relatively positive returns compared to our benchmarks and approved interest budget. At quarter 1 we achieved average returns on our standard treasury investments of 0.95%.

Our property fund investments achieved a net return of 3.5% which included a small capital loss.

The uncertainty over Brexit is undoubtedly impacting on financial markets and we continue to monitor closely.

There were no changes to long term borrowing in the quarter.

Council Tax Reduction Scheme Consultation

The council is looking to make significant changes to its Council Tax Reduction Scheme from April 2020. This is the support given to those working age residents who receive certain benefits or who have a low income. The changes being considered produce a simplified scheme for residents, which also works with wider welfare reforms and should reduce administration for staff.

We have looked at this together with all the other North Yorkshire authorities who have also been looking at changes to their schemes. The framework for all the authorities was very similar, that the schemes should be as cost neutral as possible and wherever possible there should be no customers who lose or gain a large amount of Council Tax Reduction. Each authority has then tailored the scheme according to demographics.

The main amendment being proposed is a move to a banded income grid scheme, with incomes within a certain band and household receiving a set percentage reduction, this will be much more transparent for customers rather than the current complicated means testing scheme. Other changes include a reduction in the capital limit and the standardising of certain disregards and deductions. It is proposed to increase the level of support from the current maximum of 90% to 100% for those on the lowest incomes and this is one of the areas that we are seeking comments on from residents and the preceptors. This will increase the cost of the scheme by an estimated £177k p.a. – a cost that would be shared with all major preceptors.

A consultation exercise has just been launched to seek the views of residents and other interested parties on the proposals. This will end on the 20 October 2019 and the final decision on the proposed scheme will be made at Full Council in December 2019.

Business Rates

And finally I am delighted to report that we have been awarded funding for both the 2019 Tour de Yorkshire and the UCI World Championships for the North and West Yorkshire Business Rates Pool.

Cliff Lunn

Lead Executive Member for Finance and Resources

Councillor David Buckle

Lead Executive Member for Communities and Economic Development

Report to Council – 17 September 2019

Economic Development Framework delivery:

- Through July and August both the Leeds City Region and York, North Yorkshire and East Riding LEP's conducted a number of regionally based workshops designed to shape the Local Industrial Strategy for this area. The Strategy is part of government's plans to coordinate local economic policy and national funding streams and to establish new ways of working between national and local government, as well as the public and private sectors. Selby District had a direct involvement at three such events, one with the Leeds City Region; one with York and its hinterland and the third was Selby District specific linked to the East Riding and the M62 corridor. The workshops were attended by representatives of local businesses, developers, community groups; educators; officers and Executive Portfolio holders. The output from the workshops provided valuable insights and these will help shape Selby District's role and influence within the region's future. We will share this work with Council over future months when the work by the LEP's and the analysis of the M62 corridor between Selby and Hull is more advanced.
- Exciting proposals to significantly improve Selby station and the surrounding area are being developed by this Council and North Yorkshire County Council in partnership with Network Rail and the rail operators. Designed to make the station a much more prominent and high quality destination in the town, the draft proposals aim to greatly improve access to Selby station, expand and improve its facilities and strengthen the linkages with the town centre and current and future residential areas. The proposals also seek to bring new investment and development to the station area and improve the adjoining bus station, with better facilities for both bus and rail passengers.
- These proposals build upon the announcement in April 2019 of multi-million pound funding through the national Access for All programme to improve access within Selby station through installing lifts to allow everyone to access platforms 2 and 3, with funding also coming from this Council. The focus on the station also reflects the improvements in train service capacity and frequency that are underway and which are expected to develop markedly over the next ten years.
- A major funding bid has been submitted to the **Transforming Cities Fund** as part of the Leeds City Region (LCR) submission to the Department for Transport (DfT). Although early indications are positive, the proposals from across LCR continue to be worked up and analysed and there will not be certainty about any contributions towards the cost of implementing the Selby station proposals until early in 2020. However, it is vital that local people and stakeholders get a say in what the proposals are and what form they take. As the first of several stages of consultation that will take place before the proposals are finalised, a major consultation exercise will take place during late September and October to invite comments. This will include two staffed drop-in events in Selby and an on-line consultation through the Council's website.

- I will report back on the reaction we receive to the proposals and the progress being made with funding bids.

Strategic Employment Sites

- Following the acquisition of 130 acres of the Eggborough Power Station site, the new owners, the St Francis Group, have been positively engaged with officers and members alike with the aim to work in partnership to bring the site development forward. Several pre-planning meetings have been conducted including a site visit during which the scale of both the demolition and the development tasks were demonstrated. There is now a commitment to establish a working group that will involve SDC and NYCC officers, the developers and their agents. The objective is to deliver a project masterplan that reflects both SDC's priorities and opportunities as outlined in the Economic Development Framework and the developer's commercial opportunities.
- In partnership with Church Fenton Airfield's owners, Makin Enterprises, and their planning agents, Pegasus Group, Selby District Council has - for the third year running - been nominated for the Business Insider Yorkshire annual awards. The shortlisting for the category of "Best Public and Private Collaboration" follows the award of 'Council of the Year' at the same ceremony in 2018. The results will be announced on 19th September.

SME Support Events

During this last period:

- 24 SME businesses have been seen and supported across SDC
- Three major business support programmes that are managed and coordinated through the Leeds City Region LEP have all entered their second, 3 year phase, having delivered successful support in Selby District and beyond. These have enabled business growth, employment and investment for start-up businesses and help to establish SME's and the growth of digital investment for business. Selby based businesses have benefitted from support and grant funding from the Business Growth Service; Ad:Venture and Digital Enterprise in the past and we are now focussed on ensuring that Phase 2 of these programmes continues to benefit Selby businesses.
- SDC's monthly networking event, the Selby Enterprise Café, continues to be held at the council offices and averages 31 local businesses per meeting. This popular event continues to attract and engage with new business owners from across the District, with positive feedback on the advice received and relationships established.

Community Safety and Prevent

The Safer Selby Community Partnership has carried out a number of high profile public activities in recent months.

On 2 August a Night Time Economy Operation took place. The operation was led by Selby District Council and North Yorkshire Police. Twelve licensed premise checks were carried out. There was also engagement with licensed taxi drivers at the Selby taxi rank. Feedback from partners was positive and landlords have responded positively to the proactive action taken.

Crimestoppers UK spent the day in the district on 21 August to raise awareness of County Lines and vigilance against serious organised crime. It was the launch of a two

week campaign in Selby district. Members of the public were spoken with and awareness materials, including reporting methods, were handed out. The advertising van spent time in Selby, Sherburn in Elmet and Tadcaster.

As part of the Council's statutory duty to raise awareness of the Prevent agenda, a second member training session was held on 21 August. A member of SDC staff delivered a workshop on raising awareness of Prevent, and a Counter Terrorism Security Advisor provided a session about personal safety. Future sessions will be scheduled for any members yet to attend.

Town Centre Revitalisation

As reported previously, we have commissioned consultant Chris Wade of People and Places Partnership to help develop long term visions and action plans for our town centres. The initial focus has been on Selby but this is being rolled out to the other town centres.

As reported at the last full council, work continues between Selby town businesses, community and council partners to establish a good governance framework for revitalising the town centre, looking to develop a collective view for the town centre's future vision and then develop an action plan for delivery. Members had a recent briefing on this on 11th September with Chris Wade, who is supporting this work.

Local stakeholders in Selby town are now working with the council to plan a launch workshop in October 2019 for local businesses to develop a new model for working on some key areas of town centre development: namely growth and access; heritage, environment and culture; and business and digital development. It will help consider how each partner can successfully contribute to delivering the town centre action plan. A web page will be launched imminently on the council's website with the work undertaken so far uploaded at regular intervals. Work has now started on Sherburn in Elmet in a similar way with the first stakeholder briefing and survey work commenced 12th September. Similar work in Tadcaster will follow.

Officers submitted a funding bid to support this work to the HM Government's Future High Streets Fund in March 2019. The fund was a first phase approach amongst stiff competition to work up submissions that tackle significant challenges to the town centre. Selby was not successful in the first rounds of the call for expressions of interest. Officers are seeking feedback where possible and gaining learning from other successful Local Authorities on the bid approach. Some of the main messages are about having clearly identified partnership visions, plans and approaches to town centre development. The town centre work being completed is vital to enable the Council alongside local partners to apply for such funding rounds in the future. Another potential funding call is due from 2020 and we will consider our progress on this work and any opportunity to express further interest. We also submitted a bid to Historic England for a Heritage Action Zone in Selby town in July 2019 and we await a response.

Supporting postal services in South Milford

Following the closure of South Milford's Post Office earlier this year, we are working with the Post Office to move the service to the Council's Grove House Community Centre later this year. The Council has offered free use of the community centre with the aim of ensuring this valued service continues to be provided in the village. Subject to final checks to ensure that the venue is suitable for the Post Office equipment, the new service will operate on a Monday (12.30-2.30pm) and Wednesday (1-3pm) each week.

Councillor David Buckle
Executive Member for Communities and Economic Development



Councillor Christopher Pearson – Lead Executive Member for Housing, Health, & Culture

Report to Council – 17 September 2019

Future Recycling Service

Since the last Council meeting I have concluded the public consultation exercise about the future recycling service and can report that the council received a total of 6,726 responses, with 82% of responses agreeing with a two bin recycling service. This was reported to the Executive on 5th September who approved the recommendations of introducing a two bin recycling service from April next year. I have also set up an Elected Member task and finish group to support and assist the implementation of the new service and this group has met twice and has agreed a schedule of meetings for the remainder of this project.

Keep Britain Tidy

At the last Council on 16th July it was agreed to set up a Member Working Group to look at the contract with Amey PLC and ascertain whether the contractor is performing their duties in line with the contract. To inform the work of the task and finish group I have commissioned Keep Britain Tidy, the nationally recognised independent body who promote anti littering and improvement of cleansing standards, to undertake a survey of the District and report their findings. This will also help member decisions regarding the future of this service and inform future service standards and requirements as part of the contract re-procurement process.

Environmental Services Contract Task and Finish Group

The inaugural meeting of the Member task and finish group is taking place on 10th September to look at the Environmental Services Contract and will report back to full Council in due course. It is anticipated this will also help inform the future contract re-procurement process.

WRAP funded Clean Driver Scheme

I am pleased to announce that the Council's WRAP funded Clean Driver Scheme has been shortlisted for the Best Partnership Award at the LARAC Celebration Awards 2019. This was an innovative project designed to tackle roadside litter by working with local businesses to highlight positive behaviour and responsible waste management. The pilot scheme saw a reduction in litter tonnages of 40% in one of the target areas.

Purchase of a former Council House

I am pleased to report that in August 2019 the Council has purchased a former Council property that was previously sold through the Right to Buy as part of our recently extended Affordable Housing Programme. The property is a size and type that is needed in an area of high housing demand and is the first property that we have completed with support

from the Homes England Affordable Housing Grant. The grant is available to support the purchase of Empty Properties and former Right to Buy homes and this property and any future acquisitions purchased using the grant will be added to the Housing Revenue Account stock and will contribute to the Council's one for one replacement target for Right to Buy properties.

Housing Revenue Account Business Plan

The Executive has approved a draft of our new Housing Revenue Account Business Plan for consultation. The HRA Business Plan outlines the key responsibilities for the Council and provides tenants, the Council and its members with clarity about priorities and direction for management of Council owned social housing in Selby District.

The draft plan has three key objectives and provides details of our ambitions over the next five years and beyond. It details how we manage and look to improve our housing stock and how we plan to deliver a financially sustainable and value for money service that meets the needs of our residents now and in the future.

Once the consultation period has concluded a final draft will be presented to full Council for approval early next year.

Tenant Participation Strategy

A draft version of our new Tenant Participation Strategy has been approved by Executive for consultation and is available now for our tenants and leaseholders to provide feedback on. The last strategy was published in 2010 and we recognise that the way in we involve and communicate with our tenants has changed therefore the new strategy and action plan provides tenants and leaseholders with a range of participation opportunities which will help them get involved and shape the future of our housing service.

The new strategy demonstrates how we will work in partnership with tenants and leaseholders building on the good initiatives already in place but recognising the need to modernise and improve our approach.

Selby 950:

The programme of events is well-underway and it is gathering a great deal of positive feedback on social media, from funders and in the press. The £135,000 funding successfully secured from Arts Council England, the National Lottery Heritage Fund and sponsorship by Drax Power as well as Selby District Council's own match fund investment of £50,000 have enabled a high quality series of events to happen which brings renowned international artists together with local artists to showcase local talent in the district's creative sector and to shine a spotlight on the district's greatest visitor and heritage attraction in Selby Abbey.

Selby Sings saw 270 children, from 10 Primary Schools across the District, taking part in song-writing workshops with local musician Sam Dunkley. They then performed their songs, all of which were about the Abbey with an audience of very proud family and friends. They were accompanied by a group of GCSE music students from Selby High School. After the event many parents, family members and schools took to social media to express their pride in the children's achievements.

A short film about the project and a CD of the performance is available, if any Members should like to know more.

The *Selby 950 Parade* told the story of the founding and development of Selby Abbey and some of the history of the town, its people and its industry. The event was a huge success: more than 1000 people took part in workshops and over 200 paraded through the town with banners & puppets. The Abbey sing with choir of St Germain was carried by the clergy

team, accompanied by the Abbey choir; the Thorpe United football team tackled St Germain's (giant) finger; the Selby Swans WI carried the beautiful swan puppets; 3 firefighters from North Yorkshire Fire & Rescue animated the giant St Benedict puppet; two SDC Members carried the representation of the Abbey; there were two galleons (wonky but wonderful, made by over 30 children) to represent St Benedict's travels; NUM miners and families carried their banners; children from the Theatre & Dance Academy danced as ship-builders, farmers, miners, sailors, towns-folk and swans. Re-enactors from the Living History joined the parade, as did representatives of community groups and funders.

More than 2000 people turned out to enjoy the event and the overall feeling was of people's enjoyment and feelings of pride in their town and their history.

Look North made their second visit, brought to the town due to the Tour de Yorkshire coverage. They covered Selby 950 and BBC Radio York ran their 3 hour morning show from the Market Place. Minster FM and York TV also ran excellent pieces on the event.

There is a short film about the project and an archive of photographs if any Members should like to know more.

Work continues on Pilgrim, the illumination of Selby Abbey over 3 evenings from 22-24 November. Hidden Histories is a further quirky project, which will tell Selby's stories in surprising ways across the town centre; and Selby Treasures, a community museum approach will share the stories of Selby's past including objects placed in shops and other town centre locations. Our partners continue to deliver wonderful events, including many sell-outs at the library; "Picnic in the Park" brass-band concerts with over 200 attendees in August; a full programme from Selby Civic Society (many of you will have seen the exhibition in the reception area of the Civic Centre); Selby Town Hall's Rory Bremner upcoming sell-out performance at the Abbey; and, of course, a packed programme organised by the Abbey team and the Selby Abbey Trust of organ and music recitals and celebratory services.

If Members would like to know more they can visit the special events calendar on SDC's website, or pick up a souvenir brochure.

Visitor Economy Action Plan delivery:

Successful partnership work between Selby Abbey and Selby District Council's Community, Partnerships and Customers team has secured further funding from the National Lottery Heritage Fund to enable the Abbey to appoint a new Community Engagement Officer who has started in post this month. The role will enable the Abbey to develop its local and international visitor offer as well as help the Abbey engage strategically with potential investors on further community events and building restoration projects.

Work has begun on developing a series of itineraries or 'niche' trails which are a key piece of delivery for the Visitor Economy Strategy to draw people around the district's hidden gems. These will showcase Selby District's treasures - the quirky, the tasty, the energising and the relaxing corners of our place - and encourage people to follow itineraries which vary from a couple of hours to a whole day. The key thing is that they'll also encourage people to do things they may not otherwise do or try new places that they've not been to. Early plans for the trails are being designed with the local creative sector and are likely to include encouraging explorative walking and cycling and will focus on heritage such as transport, brewing etc.

Selby District Council have also connected with 'The Explorer's Road' project, a £1.2 million Discover England project developing an East of England Touring Route promoting to the German markets: led by Newcastle Gateshead this is a 300 mile route from Newcastle including partners from areas such as Northumberland, York, Leeds,

Lincolnshire, the Peaks and Nottingham. The project supports a range of development support and marketing initiatives for our tourist attractions. Our position on the main road and sea travel routes is at the heart of the journey for the German and Scandinavian markets who are looking for 'hidden gem' experiences. District businesses are able to benefit from our involvement in the project which has enabled participating businesses to apply for support with enhancements to the visitor experience. Stillingfleet Lodge Gardens, for example, has successfully received a grant for additional interpretation.

Councillor Christopher Pearson

Lead Executive Member for Housing, Health and Culture

Agenda Item 10



Councillor Steve Shaw-Wright – Chair of Scrutiny Committee

The Scrutiny Committee has not met since the last update to Council in July.

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 – 17 September 2019

The Policy Review Committee has met twice, on 23 July and 10 September 2019, since the previous update given to Council in July 2019.

23 July 2019

The main items of business on the agenda for this meeting were as follows:

Empty Homes Strategy - PR/19/3

The Committee received a report from the Council's Housing and Environmental Health Service Manager, which asked Members to consider and comment on progress with the delivery of the Empty Property Strategy and Action Plan.

The North Yorkshire Empty Property Strategy and local Selby District Action Plan had been agreed and adopted in January 2018 and aimed to reduce the number of long-term empty homes through a co-ordinated approach. The local Action Plan set out how the Council would target empty homes across the district and encourage, support and enforce owners to bring Empty Homes back into use. The report provided an update on the progress made since the implementation of the strategy and action plan in April 2018.

In 2018-19, 24 empty properties had been brought back into use, and 14 in the first quarter of 2019-20. There were currently 426 empty properties in the District, 151 of which had been empty for at least two years. Members emphasised the importance of the Council's involvement in order to prevent properties from becoming empty in the very long term, i.e. over two years.

The Committee noted that there was currently one compulsory purchase of a property in progress and that this could be a long process, sometimes taking 18 months to two years to complete. Other enforcement action included the boarding up of properties and investigation of complaints by neighbours.

Properties empty for over two years were required to pay 200% council tax, which did not always act as a deterrent. Officers confirmed that the Council had the power to increase to 300% if over 10 years; in 2018-19, the proportion of council tax collected from properties that were empty for over two years was approximately £117k. The money received in a grant from Homes England to tackle empty properties was not always used for voluntary or compulsory purchase costs, but also refurbishment.

Officers were asked to give special consideration to identifying empty flats and rooms over shops, which if reoccupied would meet a significant housing need in town centres. The geographical spread of empty properties in the District was fairly even, and the focus of Officers was usually in areas that had particular housing need.

Officers explained that empty properties also came to light through complaints from neighbours or local residents, feedback from Neighbourhood Officers, and referral through the council tax Fraud Officer. The Fraud Officer identified both businesses not paying

business rates as well as properties not registering for council tax. In the first year the Fraud Officer had identified £200k worth of unpaid rates across the District.

The Committee suggested that information gathered as part of the annual canvass be used by Officers. Canvassers out in the community and returned forms could be an important source of additional information for the work on empty homes.

Members queried whether more could be done to promote financial assistance on offer to people to help them bring empty properties back into use. Officers explained that there were incentives and encouragement, such as the tenant find scheme which matched prospective landlords and tenants, but that dealing with the issues around empty homes could be a slow process and that there was an opportunity to do more around promoting the help the Council could offer.

The Committee emphasised the importance of a clear strategy and signposting that set out the approach of the Council to empty properties and how they were dealt with. Some owners were reluctant to bring their properties back into use, but the preferred option for the Council was voluntary purchase, but compulsory purchase could be used as an ultimate sanction if required. It was hoped that the conclusion of the current compulsory purchase case would act as a deterrent to others in the future.

The Empty Homes Officer had been actively inquiring into the compulsory sale of two properties, which had subsequently encouraged the owners to start to take action themselves. It was suggested that the Council's knowledge of these empty properties could be of strategic advantage for purchase and investment.

The Committee agreed that there should be specific targets set by the Council for the number of empty properties they aimed to bring back into use each year. It was suggested that Officers undertake benchmarking of performance in comparison with other local authorities, and report back to the Committee with a view to using this data to set such targets. There was already a key performance indicator (KPI) for empty homes, which was reported on in the quarterly performance reports submitted to the Executive and Scrutiny Committee. Officers confirmed that they would speak to colleagues at other authorities in order to share ideas and best practice, as well as gathering performance figures for benchmarking purposes.

Work Programme 2019-20

Members had a wide ranging discussion on the aims and interests of the Committee, and proposed a number of changes to the work programme for 2019-20.

- That the issue of North Yorkshire Home Choice be brought back to the Committee in October.
- That the two separate items on 'Housing at Selby District Council – An Overview' and 'Affordable Housing and Housing Need' be combined into one item for the September meeting.
- That the update item on Universal Credit be moved to the October meeting.
- That an item on future tech provision and infrastructure (such as broadband in new homes, solar panels, electric car charging points) and the low carbon/'green' agenda be added to the work programme for future consideration, potentially at the October meeting. Members noted that such matters would need to be considered in the context of the new Local Plan, when that came to fruition.
- That an update should be provided on the Car Parking Strategy/Policy at a future meeting.

- That the Council's Private Sector Assistance Policy be considered by the Committee at a future meeting.
- The issue of empty industrial units was raised an issue attention but it was subsequently decided that this would be more appropriately considered at Scrutiny Committee.
- Whether the Council had or was developing an AirBnB policy was queried by the Committee; it was subsequently decided that, at present, the rental of properties managed by companies such as AirBnB was not an issue in the District, but that it could be added to the 'potential items' area of the work programme for future reference, should any problems occur.
- Lastly, the matter of Council owned garages was raised by the Committee' Officers confirmed that information on this could be covered in the Housing update due at the September meeting, as they formed part of the Housing Revenue Account.

10 September 2019

The Policy Review Committee met on 10 September 2019. However, this meeting was after the agenda deadline for Council reports and therefore a verbal update will be provided at the meeting.

Future Meetings: The next meeting of the Policy Review Committee will be on 15 October 2019.

Councillor Andrew Lee
Chair, Policy Review Committee

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Councillor Karl Arthur – Chair of Audit and Governance Committee

Update to Council 17th September 2019

The Audit and Governance Committee has met once since the last update provided to the Council on 16th July 2019. This meeting took place on Wednesday 30th July 2019.

Audit and Governance Committee Meeting – 30th July 2019

The Audit and Governance Committee agenda was very busy on 30th July 2019 - with no fewer than fourteen items on the agenda - and I would like to take this opportunity to thank committee members and officers for their support and comments during the course of the meeting.

As this was the first meeting of the current council I took the opportunity to welcome new members to the committee.

Amongst the items we discussed at this meeting were the Annual Report of the Head of Internal Audit 2018/19, the External Audit Completion Report 2018/19 and the Risk Management Annual Report 2018/19 – each of which the committee was asked to note the progress. In addition we also discussed the Corporate Risk Register which the committee endorsed the actions of officers in furthering the progress of risk management.

The main issue discussed on the agenda during this meeting was the Statement of Accounts.

Members raised several queries relating to the Statement of Accounts which included:

- i) A query on the new homes bonus which the Chief Finance Officer addressed by confirming that this was a grant awarded by the government and credited to the income and expenditure account;
- ii) In relation to a query raised on the Housing Revenue Account (HRA) officers confirmed that a shortfall in housing rent income of £49K had occurred, and this was due to the volume of void properties and the length of time it took to bring these properties back into use;
- iii) In relation to a query on how reserves were invested the Chief Finance Officer confirmed that the councils Treasury Fund was supported by North Yorkshire County Council, which invest funds on Selby District Councils behalf, with a list of approved bodies to invest with. It was further

- confirmed that a range of options were required with a balanced long and short term investment strategy, ensuring risk was effectively managed;
- iv) The committee also noted that there was a £59K surplus on the General Fund after budgeted activities for the year, and that the HRA had a surplus of £1.5 million.

The committee declared itself satisfied that the Statement of Accounts was a true and fair reflection of the financial position of the council for the financial year 2018/19, and the committee unanimously approved the Statement of Accounts.

In addition to the above the committee also agreed that the Democratic Services Officer to the Committee circulate the Internal Audit Plan for 2019/20 to members of the Committee, and agreed that we would stick to the current times for holding meetings over the coming municipal year (ie. 5PM); and confirmed the Audit and Governance Committee Work Programme for the municipal year 2019/20.

Audit Committee Member Training

Members of the committee and officers agreed that officers would provide members of the Audit and Governance Committee with training on the main item of discussion on the agenda for each meeting ahead of that meeting. It was also agreed that committee members would welcome a training session on the treasury function, and how the council invested its reserves and managed the Treasury.

It was agreed that each of these sessions would take place directly before the commencement of the Audit and Governance Committee meeting and would commence at 4:30pm.

There was a training session held directly ahead of the meeting on the 30th July which was provided by the Chief Finance Officer, and focussed on the role of the Audit and Governance Committee and what was expected of members who sat on that committee.

I commend my statement to the Council.

Councillor Karl Arthur

Chair, Audit and Governance Committee



Report Reference Number: C/19/02

To: Council
Date: 17th September 2019
Ward(s) Affected: All
Author: Keith Cadman, Head of Commissioning, Contracts and Procurement
Lead Executive Member: Cllr Chris Pearson, Lead Executive Member for Housing, Health and Culture / Cliff Lunn, Lead Executive Member for Finance and Resources
Lead Officer: Julie Slatter, Director of Corporate Services and Commissioning

Title: Funding of Waste and Recycling Collection Fleet

Summary:

The Executive on 7th March approved the replacement of the current fleet with standard rear loading collection vehicles and in addition a public consultation exercise to inform the future decision for a new recycling service. The Executive on 5th September approved the implementation of a new wheeled bin recycling service to commence in April 2020. The approved service uses standard rear loading collection vehicles to be financed by the Council which will generate an annual saving to the Council due to the lower cost of borrowing by the Council.

Recommendations:

It is recommended that:

- i. That Council approve the scheme for the purchase of the new fleet and it is added to the capital programme for 2019/20 at an estimated cost of £4m.
- ii. The purchase is funded from prudential borrowing with the associated net revenue saving of £185k p.a. contributing to the Council's savings plan.

Reasons for recommendation

The current fleet will be 10 years old by April 2020 and requires replacement. The decision to implement a wheeled bin recycling service from April 2020 enables the procurement of a standard rear loading collection fleet.

The Council funding a replacement fleet will deliver annual revenue savings of approximately £185k subject to final tender prices, making a significant contribution

to the Councils savings target. A public procurement exercise is required to be undertaken and Officers have identified an appropriate procurement framework. Tender documents have been issued and contract award is subject to funding approval. Standard rear loading vehicles provide the basis of a more efficient collection service resulting in two less vehicles than are currently used. In addition the purchase and distribution of 37,400 wheeled bins to all households is required in advance of the commencement of the new service as referenced in Executive Report E/19/10.

1. Report

- 1.1 Detailed implementation plans are in place including the procurement of a replacement fleet. Due to anticipated manufacturing timescales the procurement of the replacement fleet has commenced with an anticipated contract award at the end of September 2019. Conducting a procurement exercise does not commit the Council to awarding a contract and contract award is dependent on Council approval of funding.
- 1.2 The framework managers have advised that delivery of similar sized refuse fleets takes between 24 and 26 weeks. Awarding a contract at the end of September 2019 will ensure delivery of the new fleet to commence the new service as planned. However, contingency plans are in place should there be any delay in delivery of the new vehicles.

2. Implications

2.1 Legal Implications

- 2.1.1 The pre-procurement work has identified a suitable procurement framework for the supply of a new fleet. Using this framework ensures a full European Union Compliant procurement exercise is undertaken.

2.2 Financial Implications

- 2.2.1 The option of purchasing the vehicles ourselves versus continuing to lease the vehicles through the Amey Plc contract has been modelled based on the assumption that we would need to replace the fleet every 9 years. The saving is generated based on the preferential borrowing rates that Selby District Council can achieve against the reduction in the contract of £660k that Amey Plc have confirmed. The results are shown below and demonstrate a £185k saving per annum over 9 years subject to final tendered prices for the vehicles.

Cost to Selby of Acquiring the Vehicles				
Total Capital Cost	PWLB (1.84%) discounted by 0.2%	Selby Annual Cost	Amey Annual Contract Saving	Annual Saving
153,531.85				
172,828.63				
3,615,309.40				
3,941,669.88	4,271,894.62	474,654.96	-660,000.00	-185,345.04

2.2.2 The financial business case works on the prudent assumption that the vehicles would be purchased through borrowing in order to ensure future sustainability of the service. As with all prudential borrowing the decision to actually borrow will be taken as part of the Council's overall cash flow management and treasury activities. The saving illustrated above has been modelled based on borrowing the money at PWLB less 0.2% and the revenue savings generated will be added to the Council's savings plan.

2.3 Policy and Risk Implications

The decisions to standardise the fleet with rear loading vehicles and to implement a wheeled bin recycling service requires the purchase of a new fleet. The Council funding the new fleet also requires a public procurement exercise is undertaken. Approval of the funding ensures financial efficiencies are delivered, the new service can be implemented and customer demand for a wheeled bin recycling service is met.

2.4 Corporate Plan Implications

By appraising the options for domestic recycling the Council is 'making a difference' through the communication and feedback process that will take place, involving residents and stakeholders in the things that we are planning to do and 'delivering great value' though listening to customers about what matters to them around this element of service, and working with our delivery partner to develop great value options.

2.5 Resource Implications

The procurement of the new fleet has been conducted using internal resource with advice and support from Amey Plc fleet management.

2.6 Other Implications

These have been considered within the Executive report E/19/10

2.7 Equalities Impact Assessment

The options identified all use current collection systems which include bespoke solutions for locations with potential storage and presentation issues. In addition the service design includes the flexibility to provide appropriate containment and assistance to meet individuals with protected characteristics need to access the service.

3. Conclusion

- 3.1 The recommendation enables meaningful progress to be made to improve the service to customers, maximise recycling whilst also addressing the issues within the Waste Strategy 2018.

4. Background Documents

Waste Strategy 2018
Recycling Service Options Appraisal
Household Waste and Recycling Satisfaction Survey 2013
Customer comments from public consultation exercise
Executive report E/19/10 Future options for recycling collection service

5. Appendices

None

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Report Reference Number: C/19/03

To: Council
Date: 17th September 2019
Ward(s) Affected: All
Author: Keith Cadman, Head of Commissioning, Contracts and Procurement
Lead Executive Member: Cllr Chris Pearson, Lead Executive Member for Housing, Health and Culture / Cliff Lunn, Lead Executive Member for Finance and Resources
Lead Officer: Julie Slatter, Director of Corporate Services and Commissioning

Title: Funding of Wheeled Bins for New Recycling Service

Summary:

The Executive on 5th September approved the implementation of a new wheeled bin recycling service to commence in April 2020. The implementation requires the purchase and distribution of approximately 74,400 wheeled bins this financial year at an estimated capital cost of £1.3 million. Appendix B financial procedure rule 2(c) requires the approval by Full Council of any new capital scheme identified by the Executive during the course of the financial year.

Recommendations:

It is recommended that:

- i. That Council approve the scheme for the purchase of wheeled bins and it is added to the capital programme for 2019 / 2020 at an estimated cost of £1.35 million.

Reasons for recommendation

The implementation of a wheeled bin recycling service from April 2020 requires the purchase and distribution of 74,400 wheeled bins to all households in advance of the commencement of the new service.

1. Report

- 1.1 Detailed implementation plans are in place including the procurement and distribution of wheeled bins to households. The procurement is planned to

commence in October 2019 with an anticipated contract award in November 2019. Distribution of the bins is planned to commence towards the end of January 2020 allowing a 10 week distribution period prior to service commencement.

- 1.2 Whilst the bulk of households can accommodate standard 240ltr wheeled bins an exercise is underway to identify households and communities that may require a bespoke collection and containment arrangement. Bespoke arrangements may include smaller bins, larger bins that are shared and communal arrangements to name some of the options being developed.
- 1.3 There are plans for the elected Member Task and Finish Group to work with Officers to further develop the “menu of options” and also advise of any known locations that may not be suitable for the standard service.

2. Implications

2.1 Legal Implications

The pre-procurement work has identified a suitable procurement framework for the supply and distribution of wheeled bins. Using this framework ensures a full European Union Compliant procurement exercise is undertaken.

2.2 Financial Implications

Capital Funding for the purchase and distribution of wheeled bins at an estimated cost of £1.35 million has been identified from unallocated capital receipts.

2.3 Policy and Risk Implications

The decision to implement a wheeled bin recycling service requires the purchase and distribution of containment infrastructure. Approval of the funding ensures the new service can be implemented successfully whilst meeting customer demand for a wheeled bin recycling service.

2.4 Corporate Plan Implications

By appraising the options for domestic recycling the Council is ‘making a difference’ through the communication and feedback process that will take place, involving residents and stakeholders in the things that we are planning to do and ‘delivering great value’ through listening to customers about what matters to them around this element of service, and working with our delivery partner to develop great value options.

2.5 Resource Implications

Implementing any change to the collection services will require significant forward planning and staffing resources to communicate and manage the

change in 2020, although it is anticipated that workloads can be scheduled around this to manage within existing staffing resources.

2.6 Other Implications

These have been considered within the Executive report E/19/10

2.7 Equalities Impact Assessment

The options identified all use current collection systems which include bespoke solutions for locations with potential storage and presentation issues. In addition the service design includes the flexibility to provide appropriate containment and assistance to meet individuals with protected characteristics need to access the service.

3. Conclusion

The recommendation enables meaningful progress to be made to improve the service to customers, maximise recycling whilst also addressing the issues within the Waste Strategy 2018.

4. Background Documents

Waste Strategy 2018
Recycling Service Options Appraisal
Household Waste and Recycling Satisfaction Survey 2013
Customer comments from public consultation exercise
Executive report E/19/10 Future options for recycling collection service

5. Appendices

None

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Report Reference Number: C/19/04

To: Council
Date: 17 September 2019
Ward(s) Affected: All Wards
Author: Caroline Skelly, Planning Policy Manager
Lead Executive Member: Cllr Richard Musgrave, Lead Councillor for Place Shaping
Lead Officer: Dave Caulfield, Director of Economic Regeneration and Place

Title: Selby District Local Plan

Summary:

The Council adopted the Core Strategy in October 2013 and have since been working on the preparation of a Site Allocations Local Plan which will identify specific sites to meet the delivery of the current spatial strategy. Following this it was the intention to prepare a Development Policies Plan which was anticipated to be adopted in 2021. This has been a sound approach supported through ongoing legal advice however the context has now changed and a different approach needs to be considered.

Recent changes to National Planning Policy published in July 2018 and updated in February 2019 and the Council's strong position relating to 5 year housing supply enables us to consider the benefits for Selby District of producing a new plan, which reflects current government advice to prepare a single Local Plan for an area. The short timescales remaining post adoption of both the emerging Site Allocations Local Plan and the Development Policies Document means that a tipping point has now been reached and consideration should be given to commencing preparation of a new comprehensive Local Plan for the District, which better reflects the Council's Corporate Priorities and its social, economic and environmental ambitions.

Recommendations:

That Council recommend that;

1. Work begins on the preparation of a new comprehensive Local Plan for Selby District utilising the evidence base and work that has already been undertaken.
2. The revised Local Development Scheme which sets out the timescales for the preparation of a new Local Plan at Appendix A is brought into effect and published.

Reasons for recommendation

The preparation of a new Local Plan will help to ensure that the Council has a robust development plan for the whole District, prepared in line with current national planning guidance which properly reflects its Economic Strategy and Corporate Priorities.

1. Introduction and background

1.1 The Planning and Compulsory Purchase Act 2004 underpins the 'plan led' system in which planning decisions must be made in accordance with the adopted local development plan unless material considerations indicate otherwise. The Council adopted the Core Strategy in October 2013 which includes development policies that set out the vision and strategic policies that broadly direct how much development should take place and where it should be located across the District. Since the adoption of the Core Strategy work has been underway on the preparation of the Site Allocations Local Plan which would specifically allocate sites to deliver the policy aspirations set out in the Core Strategy. A further Development Policies Document was due to be progressed to complete the Local Development Framework.

1.2 Although work has been progressing on the Site Allocations Local Plan the evolving local context and approach set out in revised national planning policy suggests that it is the right time to consider a new approach. These key contextual changes are:-

- Implications of Revised National Planning Policy (February 2019)
 - Changes to housing requirements
 - Five Year Housing Supply and the Housing Delivery Test
 - Changes to policies relating to affordable housing provision
 - Employment Land Requirements
 - New requirement to review Strategic Policies
- Changing Local Context
 - Council's Economic Framework and Corporate Priorities
 - Infrastructure Planning
 - Maintenance of Housing Supply
 - Spatial Strategy Approach

1.3 In addition the approach to preparing separate Development Plan Documents under a Local Development Framework is no longer the preferred approach and Local Planning Authorities are now preparing single, comprehensive Local Plans. This report considers each of the issues outlined above in more detail.

2. Implications of Revised National Planning Policy Framework

2.1 The Revised National Planning Policy Framework (NPPF) was published in July 2018 with an updated version published in February 2019. The

presumption in favour of sustainable development remains at the core of the NPPF and for plan making this means that plans should positively seek opportunities to meet the development needs of their area and be sufficiently flexible to adapt to rapid change. The tests of soundness have been amended and now the requirement is for Local Plans to demonstrate an ‘appropriate strategy’ rather than ‘the most appropriate strategy’. A number of changes were introduced in the revised NPPF which have implications for Selby District Council and the continuation of the Site Allocations Local Plan and preparation of a Development Policies Document.

Changes to Housing Requirements

- 2.2 Paragraph 60 of the revised NPPF provides that strategic policies should be informed by a local housing need assessment, conducted using the **standard method in national planning guidance** – unless exceptional circumstances justify an alternative approach which also reflects current and future demographic trends and market signals. The standard methodology is based on the government’s household projection figures with an additional uplift applied where high affordable housing needs are identified. Unlike previous calculations of Objectively Assessed Housing Need the new standard methodology does not consider the implications of economic growth or requirements to meet specific demographic challenges for example addressing an ageing population.
- 2.3 The Core Strategy sets out a housing requirement for the delivery of 450 dwellings per annum across Selby District up to 2027. On the basis of the latest standard methodology calculation the Strategic Housing Market Assessment (February 2019) states that Selby District’s housing requirement is 365 dwellings per annum (this is updated from the 371 figure published in 2017 with the 2014 household projection figures). This figure is below the Core Strategy housing requirement but is considered to be a baseline figure and could be increased to reflect housing demand derived from economic growth ambitions.
- 2.4 The preparation of a new Local Plan will enable the Council to consider the appropriate level of new housing required to meet the Council’s growth aspirations.

Five Year Housing Land Supply and Housing Delivery Test

- 2.5 The NPPF requires that local planning authorities identify and update annually a supply of specific deliverable sites sufficient to provide a minimum of five years supply against their housing requirement set out in adopted strategic policies or against their local housing need where the strategic policies are more than five years old (unless these strategic policies have been reviewed and found not to require updating).
- 2.6 The Council produces an Annual Five-Year Housing Land Supply statement which is published on our website. The most recent statement with a base date of 31st March 2019 has recently been published on the Council’s website.

The report shows that 625 net dwellings were completed between April 1st 2018 and 31st March 2019 and the Council has 6.4 years of housing land supply (based on the 365 figure). This means that further allocations/permissions will need to be added in order to maintain supply towards the end of the current plan period.

- 2.7 The revised NPPF also introduces the Housing Delivery Test which applied from November 2018. The test assesses Local Planning Authorities on the total net homes they have delivered over the last three years against the total number of homes required. Where housing requirements are more than five years old the Housing Delivery Test is based on the minimum annual local housing need figure i.e. the 365 figure.
- 2.8 The Housing Delivery Test applies penalties to all local planning authorities that, in the three years up to the preceding April, do not meet their housing requirement or come very close to it, with the severity of the sanction varying according to the extent of the underperformance. Authorities delivering under 95 per cent of their housing requirement have to produce an action plan detailing the reasons why they are under-delivering and how they will address them. Those under 85 per cent of their requirement are required to add a 20 per cent buffer to their five-year housing land supply requirement, instead of the usual five per cent buffer. Meanwhile, the worst performers, (those under 25 per cent in November 2018, rising to 45 per cent in November 2019 and 65 per cent in November 2020) face the NPPF's presumption in favour of sustainable development.
- 2.9 On the 19 February 2019 the Secretary of State published the 2018 measurement results. The Housing Delivery Test period covers the previous three financial years; in the case of the 2018 measurement the years are 2015/16, 2016/17 and 2017/18. The results showed that against the requirement of 1,046 new homes (based on housing need requirement figures) 1,615 homes had been delivered giving the Council a result of 154% and therefore no negative consequences will apply. This shows that the Council is currently in a good position in relation to the Housing Delivery Test.
- 2.10 The preparation of a new Local Plan will allow for the consideration of further sites through the allocations process which will help with the District's supply over the longer term and maintain both the 5 year housing supply position and the assessment against the Housing Delivery Test. This will also help to ensure that we are able to bring forward sites early in the new Local Plan period which will help to provide greater flexibility and ensure supply is maintained beyond the next six years.
- 2.11 If the Council choose to continue to progress the Site Allocations Local Plan a review of the strategic policies will be required. If the 450 Core Strategy figure remains this will be the basis for the assessment of both 5 year supply and the housing delivery test. In order to meet both these requirements further sites will need to be considered for development sooner than 2027 in order to maintain supply.

Affordable Housing Provision

- 2.12 The revised NPPF says that the size, type and tenure of housing needed for different groups in the community should be assessed and reflected in planning policies. It goes on to say that where a need for affordable housing is identified, planning policies should specify the type of affordable housing required and expect it to be met onsite. Paragraph 63 says that the provision of affordable housing should not be sought for minor developments (i.e. those less than 10 dwellings) other than in designated rural where policies may set out a lower threshold of 5 or fewer.
- 2.13 The Core Strategy requires that provision of up to 40% affordable housing is sought on developments greater than 10 dwellings dependent on the outcome of a viability assessment. The current approach also seeks the provision of an off-site contribution on sites of less than 10 dwellings.
- 2.14 The revised NPPF requires that affordable housing provision and other planning obligations should be established through the local plan. Affordable housing is another strategic policy which should be reviewed as we will need to re-consider the policy relating to contributions on smaller sites and new home ownership models such as Starter Homes.
- 2.15 A new Local Plan would enable the Council to properly review appropriate types and levels of affordable housing provision as required by the revised NPPF such as Starter Homes. This will help to ensure that we are meeting locally identified needs, which will help to support local economic growth.

Employment Land Requirements

- 2.16 The Revised NPPF says that planning policies should set out a clear economic vision and strategy which positively and proactively encourages sustainable economic growth. The Core Strategy identifies a requirement of deliver 37-52 hectares across the District.
- 2.17 Since the start of the plan period up 31st March 2018, approximately 119.2 ha (net) of employment land has been granted consent, the majority of which is located in Sherburn in Elmet. In addition there are a number of further proposals for the development of employment land in the District.
- 2.18 The 2018 Employment Land Review update considers that there is justification in delivering a greater amount of employment land than that set out by the Core Strategy and this is supported in the NPPF which says that planning policies should help create the conditions in which businesses can invest, expand and adapt.
- 2.19 Nevertheless the Core Strategy is no longer aligned with the priorities set out in the Council's current Economic Development Framework. Since the adoption of the Core Strategy opportunities for the development of employment land have arisen following the closure of Kellingley Colliery. The

successful redevelopment of Sherburn Industrial Estate has now led to the development of Sherburn 2. In addition the Council is now working with adjacent authorities to consider the potential opportunities associated with the M62 corridor. The Council is also considering the improvements of the town centres through the Transforming Cities Fund and Heritage Action Zone bids. The preparation of a new Local Plan will provide the opportunity to set out policies which provide the development framework to support the Council's economic growth ambitions.

- 2.20 A new Local Plan would allow us set the overall strategic approach to reflect the Council's vision for housing and economic growth whilst ensuring that this is supported by appropriate infrastructure. A new plan will help us to identify and deliver infrastructure needs more effectively through the use of CIL and S106 receipts in addition to putting us in a much better position when bidding for government funding. This approach will allow us to plan properly for a range of new infrastructure so that we create good places to live and ensure receipts from CIL are maximised.

Requirements to Review Strategic Policies

- 2.21 It is a legal requirement to carry out reviews of local plans at least every five years as set out in Regulation 10A of the Town and Country Planning (Local Planning) (England) Regulations 2012. Paragraph 33 of the NPPF says that reviews should be completed no later than 5 years from the adoption of a plan and should take account of:-
- changing circumstances affecting the area,
 - or any relevant changes in national policy.
- 2.22 The NPPF goes on to say that relevant strategic policies will need updating at least once every five years if their applicable local housing need figure has changed significantly. Strategic policies are defined in the NPPF as those which set out an overall strategy for the pattern, scale and quality of development and make sufficient provision for:
- housing (including affordable housing), employment, retail, leisure and other commercial development;
 - infrastructure for transport, telecommunications, security, waste management, water supply, wastewater, flood risk and coastal change management and the provision of minerals and energy (including heat);
 - community facilities (such as health, education and cultural infrastructure); and
 - conservation and enhancement of the natural, built and historic environment, including landscapes and green infrastructure, and planning measures to address climate change mitigation and adaptation.
- 2.23 The Core Strategy was adopted in October 2013 and therefore a review of the strategic policies contained in the document must be undertaken and is likely to highlight that a number of strategic policies must be reviewed. The

evidence which underpinned many of these policies is now considered out of date, especially in relation to housing numbers and employment land requirements.

- 2.24 A review of the Core Strategy is likely to receive criticism from the development industry who will argue for sites in the Designated Service Villages and Secondary Villages, given the perceived lack of delivery in the Selby Urban Area and Tadcaster. Although consideration has been given to a partial review of the Core Strategy, the scope of the changes are seen to be fundamental and therefore it would be difficult to undertake this within the context of the current plan. For these reasons it is considered that the preparation of a new Local Plan is a more appropriate way forward.
- 2.25 The NPPF states that strategic policies should look ahead over a minimum 15 year period from adoption. It is important to note that due to the time taken to complete the Site Allocations Local Plan by the time this is formally adopted there will be less than six years remaining within the plan period. In addition, the Local Development Framework will still not be complete until the Development Policies Document is subsequently completed. The remaining plan timescale is likely to be challenged through the examination process as the NPPF requires plan to look forward over at least a 15 year period.

3. Changing Local Context

Council's Economic Development Framework and Corporate Priorities

- 3.1 The Core Strategy's economic policies are based on out dated evidence and are not in line with the Council's current ambitions for growth. The Council's recently adopted Economic Development Framework identifies opportunities for the development of a number of locations across the District which are not identified spatially in the Core Strategy. It's important that the Local Plan reflects this strategy. The preparation of a new Local Plan will allow for these ambitions to be properly aligned and to provide the spatial development support for proposals and provide certainty to site promoters. By working with NYCC and other stakeholders we will be able to plan over the long term for the provision of a range of infrastructure including rail, highways, walking and cycling so that they are an integral part of our growth ambitions. A long term adopted Local Plan will give us strong basis for securing additional investment in the district and to support funding bids e.g. to Transport for the North, the Local Enterprise Partnerships, Highways England and Homes England.
- 3.2 The preparation of a new Local Plan will allow the Council to articulate its vision for the growth of the District and reflect issues around health, well-being, inclusive growth, and the priorities set out in the Corporate Plan. By having a robust spatial approach we will be able to maximise opportunities for new business rates and council tax revenue generated from new development to help with the future sustainability of the Council.

Infrastructure Planning

- 3.3 Work is being undertaken to consider the development and infrastructure requirements around Sherburn in Elmet over the short, medium and long term with a view to ensuring sustainable growth is achieved. The aim of the work is to develop a joint approach through 'Better Together' to facilitate economic growth, investment and enhanced transport and infrastructure
- 3.4 Through 'Better Together' we can work collaboratively with North Yorkshire County Council on the preparation of a new Local Plan to ensure that we are planning properly over a longer period for new infrastructure such as the provision of new schools and improvement to the highway network alongside new development, making the optimum use of CIL and S106 contributions.
- 3.5 The preparation of a new Local Plan also provides the opportunity to develop a robust infrastructure delivery plan and ensure we are in a strong position to capitalise from funding through Homes England, Highways England, the LEPs and Transport for the North.

Maintenance of Housing Supply

- 3.6 We are currently able to robustly demonstrate 5 years supply of housing however this is predicted to fall off around 2026 or sooner without new sites being brought forward given the current supply and current build out rates. If we start to prepare a new Local Plan now this will help to ensure that we have further sites to draw on post 2026 in order to retain a five year housing supply over the long term whilst ensuring we can deal appropriately with planning applications over the short term.
- 3.7 It will be a priority to maintain a robust housing supply to ensure good planning. To achieve this, the Council will continue to closely monitor progress of sites with planning permission and to continue to work with landowners and developers to bring forward suitable sites within development limits in accordance with the Core Strategy. Should the supply begin to drop towards the five year figure we will consider whether further interventions are required to increase supply in a sustainable manner.

Spatial Strategy Approach

- 3.8 The current spatial strategy is focused on an approach based on evidence dating back to 2005. The preparation of a new Local Plan will allow the Council, in consultation with local people, to review the spatial strategy approach and reflect the Council's current priorities. It will provide the opportunity to explore other spatial development options for future development. It will also allow us to exploit potential wider opportunities around low/zero carbon growth and renewable energy along the M62 corridor, working with Neighbouring Authorities and consider wider regional priorities. It would also allow for the consideration of the creation of a new settlement in the District.

4. Preparation of a New Local Plan

- 4.1 The preparation of a new comprehensive Local Plan will utilise work already undertaken to support the Site Allocations Local Plan and draw significantly on the evidence base underpinning this. For example we have recently updated the Strategic Housing Market Assessment and the Landscape Character Assessment, which are key pieces of evidence to inform preparation of the plan. A large amount of work has already been undertaken to assess sites which have been submitted to date and this information will be used as the basis of the new Local Plan in addition to any further sites put forward for consideration.
- 4.2 Subject to approval by Members work on the new Local Plan will begin with local engagement with stakeholders and Members in early October with a view to consulting on an Issues and Options document in January/February 2020. An indicative timetable showing the key stages for preparation of the Plan are outlined in the table below.

Year	Key Stages
2019	September to November - Initial Evidence Gathering and Stakeholder Engagement Preparation of Issues and Options Consultation Document Call for Sites Exercise
2020	Jan/Feb - Consultation on Issues and Options March to November – Preparation of Draft Local Plan
2021	Jan/Feb – Consultation on Draft Local Plan March to November – Preparation of Publication Version of Local Plan
2022	Jan/Feb – Consultation on Publication Version of Plan March to June – Prepare Proposed Modifications June – Formal Submission to Secretary of State for Examination June – Examination Commences
2023	March – Adoption of new Local Plan

- 4.3 Officers anticipate that a new Local Plan could be completed within 4 years based on estimated timescales for the completion of each stage of the plan although this may change if significant issues arise in response to consultations. The current timescales allow for three separate consultation periods, however depending on the issues raised it could prove necessary to add in further consultation, which will delay progress. Officers have considered timescales for the preparation of a range of evidence to support the preparation of the plan, although the necessity to undertake further studies may arise as the plan progresses. The timescales for adoption of the plan will also be dependent on the length of time the plan takes to go through the examination stage and this is out of the control of the Council.

5. Local Development Scheme

- 5.1 A Local Development Scheme (LDS) is required under Section 15 of the Planning and Compulsory Purchase Act 2004 (as amended by the Localism

Act 2011). The LDS sets out the timetable for the production of Local Development Documents which make up the Council's Local Plan. The process for the preparation of a Local Plan is prescribed in statute and regulations which are reflected in the work programme. There is a requirement to keep the LDS up to date and make it publicly available.

- 5.2 In September 2017 Council approved the publication of the sixth LDS which set out the timetable from 2017 to 2020. This timetable stated that consultation on the Publication version of the Site Allocations Local Plan would take place in June and July 2018 with Submission taking place in November 2018.
- 5.3 A revised LDS has been prepared to reflect the timetable for the preparation of a new Local Plan. The new timetable shows that formal consultation will take place on an Issues and Options document in January and February 2020 and adoption is anticipated in early 2023.

6. Alternative Options Considered

- 6.1 The alternative option is to proceed as planned with the completion of the Site Allocations Local Plan and Development Policies Document. This will firstly require a full review of the strategic policies of the Core Strategy to be undertaken and is likely to require fundamental changes which would be difficult to undertake within the context of the current plan.
- 6.2 If work on the Site Allocations Local Plan were to continue, consultation on a Publication Version of the Plan would be required in early 2020 with a view of formally Submitting the Plan to the Secretary of State for examination in mid-2020. The Local Plan examination is estimated to take 9 months and therefore the Site Allocations Local Plan is unlikely to be adopted until spring 2021, which leaves less than six years remaining in the plan period and is likely to be challenged by developers. According to the current programme work will also need to be completed on the preparation of the Development Policies Document to complete the Local Development Framework documents.
- 6.3 A partial review of the Core Strategy has also been considered, however the scale of the potential changes that are required in relation to strategic policies appear to be extensive and not compatible with a partial review. A review of the Core Strategy is considered to be a significant risk given the remaining plan timescales (less than 6 years post adoption) and the likely challenge from the development industry who will be seeking a different spatial approach. Although it may be possible to complete the Site Allocations Local Plan in parallel with a new Local Plan this will require significant resources in terms of both staffing and examination costs.

7. Implications

7.1 Legal Implications

The new Local Plan will be prepared in accordance with the Town and Country Planning (Local Development) (England) Regulations 2012 (as amended). The plan must be positively prepared and as such the public participation and other on-going engagement is essential part of the process.

7.2 Financial Implications

Significant resources remain in the existing Local Plan budget for the completion of the Site Allocations Local Plan, although additional resources will be required to complete the Development Policies Document. It is considered that the remaining Local Plan budget will be sufficient to complete the initial stages of a new Local Plan although further funds will be required to complete the Local Plan examination. Staffing resources will be considered through the review of the Planning Service which is currently underway.

7.3 Policy and Risk Implications

There are a number of risks as outlined below.

Risk	Commentary
Availability of land for development of new Local Housing and Employment	Sites can still be approved in accordance with Core Strategy to maintain supply in the short term.
5 year housing land supply and Housing Delivery Test	Current commitments mean that supply should be maintained until 2026 but the preparation of a new Local Plan will support the introduction of more sites to provide supply post 2026 and over a longer timeframe than the 2027 end date to the current Core Strategy.
Local Plan Timescales	A new Plan will set a new time period which will be a minimum of 15 years in line with NPPF. Continuing with the current LDF approach is likely to be challenged as it only runs to 2027.
Economic ambitions	A new plan will allow the Council's economic ambitions as currently set out in the Economic Development Strategy to be properly considered.
Timescale for Preparing a new Local Plan	It is anticipated that the preparation of a new Local Plan will take 4 years to complete to adoption, however there are a number of risks which could impact this programme:- <ul style="list-style-type: none"> • Staff resources – current staffing levels will need to be maintained to ensure that the plan is delivered • Changes to national planning

	<p>policies – planning policies are continuously being reviewed, however there may be changes which impact the direction of the plan.</p> <ul style="list-style-type: none"> • Level and nature of consultation responses – at present three stages of consultation are proposed, however further public consultation may prove necessary. • Timescales for the examination stage. • The potential for legal challenge.
--	--

7.4 Corporate Plan Implications

The preparation of a new Local Plan will help the Council to deliver its Corporate Plan objectives to make Selby a great place to do business and to enjoy life. More specifically it will contribute to the objective to have a local plan in place which will deliver more houses in the District, business opportunities, promote health and well-being and protect and enhance the local environment. Working through ‘Better Together’ on the preparation of a new plan will enable us to plan over a longer time period and provide and invest in local infrastructure.

7.5 Resource Implications

The preparation of a new Local Plan will have staffing and financial resources as outlined above.

7.6 Other Implications

None

7.7 Equalities Impact Assessment

An equalities impact assessment will be prepared to support the emerging Local Plan.

8. Conclusion

8.1 The changing national and local context in addition to the Council’s current housing supply position provide the opportunity to alter the current approach and move towards the preparation of a single Local Plan. The main reasons for the Council now moving towards a new Local Plan are:-

- a) A new Local Plan would allow us set the overall strategic approach to reflect the Council’s vision for housing and economic growth whilst ensuring that this is supported by appropriate infrastructure.

- b) The Core Strategy's economic policies are based on outdated evidence and are not in line with the Council's current ambitions for growth and the Economic Development Framework.
- c) Changes to the NPPF require a review the scale of housing the district needs or wants to provide for. The revised NPPF introduces the requirement to use the standard methodology for the calculation of housing requirements. For Selby this figure is 365 dwellings per annum and therefore this is the minimum requirement which is higher than the Core Strategy requirement of 450 dwellings per annum.
- d) The Council's 5 year housing land supply is predicted to fall off before the end of the local plan period in 2027, with challenges beyond 2025/6, therefore further allocations/permissions will need to be added in order to maintain supply. The preparation of a new Local Plan would allow for the consideration of further sites through the allocations process which will help with supply over the longer term.
- e) A new Local Plan would enable the Council to properly review appropriate types and levels of affordable housing provision as required by the revised NPPF.
- f) A long term adopted Local Plan will give us strong basis for securing additional investment in the district and to support funding bids.

8.2 The timescales that now remain for the adopted Core Strategy and the emerging Site Allocations Local Plan and Development Policies Document mean that together with this changing context it is now considered that the most appropriate course of action is to begin work on a new comprehensive Local Plan for the District The preparation of a new Local Plan will allow the Council to reflect its Corporate Policies, its economic ambitions as set out in the Economic Development Framework and to plan properly for new infrastructure provision.

9. Background Documents

None

10. Appendices

Appendix A – Local Development Scheme 2019

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Selby District Council

Seventh Local Development Scheme 2019 – 2023

1. What does an LDS include?

- 1.1 The Local Development Scheme (LDS) sets out the key planning policy documents we will be producing over the next four years. This document is Selby District Council's Seventh Local Development Scheme (LDS). In terms of content there are particular requirements set out in the Planning and Compulsory Purchase Act 2004, Section 15(2) as amended. This specifies that the LDS should include:
- the local development documents which are to be development plan documents;
 - the subject matter and geographical area to which each development plan document is to relate;
 - which development plan documents (if any) are to be prepared jointly with one or more other local planning authorities;
 - any matter or area in respect of which the authority have agreed (or propose to agree) to the constitution of a joint committee under section 29;
 - the timetable for the preparation and revision of the development plan documents;
 - such other matters as are prescribed.
- 1.2 The Seventh LDS was brought into effect from July 2019 by resolution of the Council
- 1.3 Copies of the Local Development Scheme are available for inspection at the Customer Contact Centre, Access Selby, Selby or may be downloaded from the Council's website www.selby.gov.uk.

2 What are the current Local Plan documents?

2.1 The Local Plan currently consists of the following documents:

- a) The Selby District Core Strategy Local Plan 2013 – this sets out a long-term vision and strategic policies to guide development and shape the growth of the District
- b) Some ‘saved’ detailed policies from the previous 2005 Local Plan - which remain part of the Council’s planning policies until replaced (those that were not replaced by policies in the Core Strategy)
- c) Policies in the Minerals Local Plan (December 1997) and Waste Local Plan (October 2006) prepared by North Yorkshire County Council - which have been ‘saved’ until they are replaced by the emerging Joint Minerals and Waste Local Plan.

2.2 The Selby District Core Strategy Local Plan 2013 provides a strategic context with which subsequent Local Plan documents must conform. The Core Strategy covers the period from 2011 to 2027.

2.3 The Selby District Local Plan was adopted in February 2005. Transitional arrangements enabled policies and proposals in adopted development plans to be ‘saved’, initially for up to three years from commencement of the new legislation or until replaced by individual DPD policies. In the case of Selby District Local Plan the three year ‘saved’ period ran until February 2008 but those policies which remained consistent with national and regional policy at that time were further extended indefinitely (or until replaced), by Direction of the Secretary of State’s approval. The ‘saved’ policies can be viewed on the Council website.

2.4 Policies in the Minerals Local Plan (December 1997) and Waste Local Plan (October 2006) prepared by North Yorkshire County Council have also been ‘saved’ until replaced by the Joint Minerals and Waste Local Plan which is currently in preparation.

2.5 Neighbourhood Plans are prepared for a particular neighbourhood area. The Localism Act 2011 introduced statutory neighbourhood planning in England, enabling communities to draw up their own plans and have more say in the planning of their area. The usual lead in this is the Parish Council who submits the proposed boundary (Neighbourhood Area) and supporting statement to Selby District Council. Once this is approved, the plan is drawn up by local people. The plan can be used to influence the type, design, location and mix of new sustainable development - it must generally be in line with the Local Plan, national and local planning policies and other laws. The plan is then checked by an independent examiner to ensure that it meets the standards for a Neighbourhood Plan. The final plan is then subject to a local referendum

and is brought into force by Selby District Council if more than 50% voters support it.

- 2.6 At the time the LDS was adopted only Appleton Roebuck and Acaster Selby Neighbourhood Plan had been adopted. The progress of the Neighbourhood Plans are monitored and set out in the latest Authority Monitoring Report.

3. What Plans Are We Producing?

- 3.1 We are required to provide details of all our Local Development Documents within this Local Development Scheme.
- 3.2 We are now producing a new Local Plan which will provide a long term strategy for the whole District. The Local Plan will replace the Core Strategy Document which was adopted in 2013 and the ‘saved’ policies from the 2005 Local Plan. Together with any adopted Neighbourhood Plans and emerging Joint Minerals and Waste Plan the new Local Plan will make up the development plan for the District. It will be supported by a Policies Maps which will identify allocations of land and constraints to development.

The Statement of Community Involvement.

- 3.3 The current document was adopted in 2007 and sets out how the Council will involve people in plan Making. The Statement of Community Involvement sets out how and when we will consult interested parties in developing our planning policies. A revised Statement of Community Involvement is currently being prepared.

The Annual Monitoring Report.

- 3.4 Local Authorities must prepare and publish an annual monitoring report to cover a period of a minimum of 12 months. The Annual Monitoring Report demonstrates how effectively the Council’s planning policies are working.

4. Preparation of Local Plan

- 4.1 The preparation of a Local Plan will provide a comprehensive Development Plan Document for the whole of Selby District. It will set out the overall spatial approach for new development, allocate specific sites and set out the policy framework for decision making up to 2040. A detailed timetable for the preparation of the plan is set out at Appendix 1.

Key Stage of Local Plan Preparation	
Year	Key Stages
2019	Initial Evidence Gathering and Stakeholder Engagement Preparation of Issues and Options Consultation Document (Regulation 18)
2020	Preparation of Draft Local Plan (Regulation 18)
2021	Preparation of Publication Version of Local Plan (Regulation 19)

2022	Formal Submission to Secretary of State (Regulation 22)
2023	Adoption of new Local Plan (Regulation 26)

Local Plan	
Document Details	
Role and Subject	<ul style="list-style-type: none"> • Will set out the volume and spatial approach for new development across the District. • Will identify site specific allocations for housing (including gypsy and traveller sites), retail/town centre uses, employment and other purposes and related policies and requirements. • Where necessary, will set out local standards and criteria against which planning applications for the development and use of land and buildings will be assessed and • Will provide more detailed policies to manage land and development. • Site specific allocations, designations and the areas to which policies apply will be identified on the Policies Map.
Coverage	District – wide
Status	Local Development Plan
Chain of Conformity	Consistent with national guidance
Arrangements for Production	
Lead Section	Planning Policy Team
Joint preparation	No
Resource Requirements	<p>Planning Policy Manager, Policy Officers, Development Management, Legal, Economic Development and Regeneration, Environmental Health, Housing and Business Support roles.</p> <p>External support provided by North Yorkshire County Council, and other key stakeholders (including public health).</p> <p>Evidence base studies undertaken by consultants.</p>
Approach to involving Stakeholders and the	In accordance with the Regulations and the Statement of Community Involvement (SCI).

5. Joint Working

- 5.1 It is not currently proposed to prepare any joint Local Plan documents with neighbouring local authorities. However, the Council is working in partnership with other local authorities to ensure that cross boundary issues are fully addressed under its duty to cooperate (Localism Act 2011 and the National Planning Policy Framework (NPPF, 2018).
- 5.2 North Yorkshire County Council will contribute to the Council's plan making, particularly with regard to transport and education matters, and advice on strategic planning, monitoring and intelligence, biodiversity, landscape, archaeology and sustainability aspects, but are not specifically jointly preparing any Local Plan documents.
- 5.3 The Council will also work with other public bodies such as the Environment Agency and Highways Agency, as well as key stakeholders in preparing the Local Plan.

6. Monitoring and Review

- 6.1 The Local Development Scheme will be monitored on an annual basis through the Authorities Monitoring Report (AMR). As a result of monitoring, the Council will consider what changes, if any, need to be made to its Local Plan, and will bring these forward through reviews of this LDS.
- 6.2 The Council will continue to monitor annually how effective its planning policies and proposals are in meeting stated objectives. This includes publishing its AMR each year covering the period 1 April to 31 March. Depending on the stage reached in the process, the AMR will assess:
- Whether the Council is meeting the timescales and milestones in the LDS and, if not the reasons why;
 - The extent to which policy objectives are being achieved;
 - Whether any policies need to be replaced to meet sustainable development objectives; and
 - What action needs to be taken if policies need to be replaced.

Appendix 1

Timetable for the Preparation of a New Local Plan

	2019												2020												2021												2022												2023											
	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D
New Local Plan																																																												
Key																																																												
Issues and Options Preparation																																																												
Preferred Options																																																												
Publication																																																												
Preparation of Submission Docs																																																												
Submission																																																												
Examination																																																												
Adoption																																																												
Consultation																																																												
Executive and Council																																																												



Report Reference Number: C/19/05

To: Council
Date: 17 September 2019
Ward(s) Affected: All
Author: Karen Iveson, Chief Finance Officer
Lead Executive Councillor Cliff Lunn, Lead Executive
Member: Member for Finance & Resources
Lead Officer: Karen Iveson, Chief Finance Officer

Title: Medium Term Financial Strategy

Summary:

This report presents an update to the Medium Term Financial Strategy (MTFS) covering both the General Fund and Housing Revenue Account (HRA). At the time of writing this report Policy Review Committee is due to be consulted on 11th September – Council will be updated verbally on any comments from the committee.

The key assumptions that underpin the strategy have been updated. The MTFS highlights the delays to the Fair Funding Review and the reform of the Business Rates Retention system, as a result of HM Treasury's announcement there will be a one year settlement for 2020/21. The Chancellor's spending review announcement on 4 September 2019 confirmed that the settlement for 2020/21 will be a roll-forward from 2019/20 and the system will be reviewed in 2020. This could result in a further year of the renewable energy business rates windfall.

The Council Tax referendum threshold for district councils will revert to 2% but it is not clear if the £5 for those with lower Band D levels will still apply. A 1.99% increase has been modelled as a worst case scenario and would reduce resources by circa £60k p.a. Further detail is expected through the technical consultation that will follow the Spending Review announcement.

The Local Government Finance Settlement is still scheduled for December.

The MTFS identifies risk and uncertainty around business rates retention, on-going reductions to Government funding and wider economic uncertainty at the prospect of a no-deal Brexit.

The MTFS confirms the Council's strategic approach to continuing to reduce its base revenue budget and investing 'one-off' or finite resources to stimulate local economic growth and achieve sustainable income through Council Tax and Business Rates growth.

The MTFS also sets out the Council's reserves strategy which seeks to set aside sums to cover known commitments and cover financial risk as well as earmarking resources to support delivery of the Council's Corporate Plan.

Following the district elections in May 2019, a number of emerging cost pressures have been identified. Some resources are available for allocation from the Special Projects Reserve in 2020/21 but these are not recurring and therefore any additional on-going costs would increase the need for base budget savings.

Progress is being made against our savings targets but we are lagging behind profile and therefore additional drawdown from the Business Rates Equalisation Reserve is expected.

Based on the assumptions within the MTFS the savings requirement is estimated to rise to £2.4m over the next 3 years.

Recommendations:

It is recommended that:

- i) **The Medium Term Financial Strategy be approved.**

Reasons for recommendation

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

1. Introduction and background

- 1.1 This report presents an update taking into account changes to the key assumptions within the strategy. The draft MTFS including associated appendices is attached at **Appendix 1**.
- 1.2 The strategy covers both the General Fund and HRA to provide a holistic view of the Council's finances.
- 1.3 At the time of writing this report, Policy Review Committee is due to be consulted on 11th September – Council will be updated verbally on any comments from the committee.

2. The Report

- 2.1 The attached update paper models the Council's revenue budgets over the next 10 years although major risk and anticipated changes within the financing system mean that meaningful future forecasting is extremely difficult. Subject to confirmation of Council Tax limits, the mid-range forecast is the scenario that is proposed as the basis for the budget round for 2020/21.
- 2.2 Significant changes to the Business Rates Retention Scheme were previously anticipated following the Government's announcement that in future 100% of Business Rates will be retained by Local Government and Revenue Support Grant would be phased out. Since then these plans have been scaled back and the Government is now piloting 75% Business Rates Retention in 2019/20. The reform of the Local Government Finance System was anticipated from 2020/21 but as result of political challenges nationally and the prospect of the no-deal Brexit, HM Treasury announced there will be a one year settlement for 2020/21 and the system will be reviewed in 2020.
- 2.3 The Spending Review announced on 4th September confirmed that the settlement for 2020/21 will be a roll-forward from 2019/20 which could result in a further year the renewable energy business rates windfall. However, it is not proposed to allocate or commit these funds until they are confirmed. The Local Government Finance Settlement is expected in December as usual but should any further detail become available in the Autumn Statement then any necessary changes will be incorporated into the draft Budget as part of the process during the autumn.
- 2.4 For the HRA the MTFS aligns with the refreshed HRA Business Plan and models the on-going a CPI +1% increase in housing rents following 4 years of 1% reductions (2019/20 being the final year of the Government's 4 year reduction plan).
- 2.5 The MTFS mid-case scenario assumes a Council Tax rise of £5 (2.8%) for 2020/21. The Spending Review confirmed that the Council Tax referendum threshold for district councils will revert to 2% for 2020/21 but it is not clear if the £5 for those with lower Band D levels will still apply. The technical consultation that will follow the Spending Review should clarify this position. A 1.99% increase has been modelled as a worst case scenario and would reduce resources by circa £60k p.a.
- 2.6 The Council's approach to the management of its reserves is also re-confirmed in the MTFS – earmarking resources to cover commitments, manage risk and support growth, with £1.5m retained as a minimum general working balance for both the General Fund and HRA.
- 2.7 Following the district elections in May 2019, a number of emerging cost pressures have been identified, including: street contract service standards, additional ICT investment and internal capacity issues. Some resources are available for allocation from the Special Projects Reserve in 2020/21 but these are not recurring and therefore any additional on-going costs would increase the need for base budget savings.

- 2.8 Based on the assumptions updated within the MTFs, taking the forecast resources available and assuming costs are contained within the net revenue budget, the estimated deficit before planned savings is £2.4m; after planned savings the residual shortfall on the General Fund is estimated at circa £400k by 2022/23. Without planned savings, across the 4 years, including this current year the total shortfall would be £7.2m.
- 2.9 Given the risk within our savings programme £7m has been held back in the Business Rates Equalisation Reserve in addition to 3 years safety net top up per current policy. Delays to our savings plans in 2019/20 make it likely that additional resources will have to be drawn down to support the revenue budget. It must be stressed however that using reserves to support the revenue budget in this way is not sustainable and failure to deliver the savings target would undermine the Council's long term financial resilience and therefore work to deliver and identify further savings to bridge any gap must continue.
- 2.10 The HRA is experiencing its own challenges following 4 years of rent reductions. Savings are planned in order to maximise in-year HRA surpluses whilst setting aside sufficient sums to repay the self-financing debt. Revenue surpluses are transferred to the Major Repairs Reserve to fund enhancements to the Council's housing stock and a long term programme to deliver a decent homes 'plus' standard and support 1-for-1 replacement of homes sold through right-to buy.
- 2.11 Whilst recurring revenue resources are challenging, capital receipts remain relatively buoyant which will enable the Council's capital programmes to be sustained as we consider opportunities to further invest in housing related schemes alongside the Programme for Growth and other reserve programmes which aim to deliver more sustainable income streams whilst improving outcomes for citizens and delivering internal efficiencies. Proposals for changes to our recycling arrangements and street scene vehicle fleet have also been included within our capital plans.

3. Alternative Options Considered

- 3.1 The MTFs models mid, best and worst case scenarios, which are set out at Appendix A.

4. Implications

4.1 Legal Implications

None as a direct result of this report.

4.2 Financial Implications

- 4.2.1 The financial issues are highlighted within the body of the report. The

estimated deficit rises to £2.4m by 2022/23. Work is progressing towards the target but there is a shortfall forecast in 2019/20. This can be off-set by savings in-year and/or an additional draw down from the Business Rates Equalisation Reserve but focussed effort is needed to bring this back on track.

- 4.2.2 Further opportunities for savings will be brought forward for consideration as part of the forth coming budget round.

4.3 Policy and Risk Implications

- 4.3.1 The MTFS is based upon the Council's current policy framework and where there are opportunities to vary this framework these are identified within the report – for example the level of Council Tax and the replenishment/use of reserves.
- 4.3.2 The MTFS identifies and where possible quantifies (in outline) the risks to the Council's financial position and presents appropriate mitigations – for example the risk inherent within the Local Government Finance Settlement is mitigated through the Business Rates Equalisation Reserve.

4.4 Corporate Plan Implications

- 4.4.1 The MTFS underpins delivery of the Council's Corporate Plan and whilst this is currently under review it is anticipated that the broad thrust will remain although some changes in priorities are expected.

4.5 Resource Implications

- 4.5.1 The MTFS assesses the financial resources available to the Council over the coming 10 years. Based on the assumptions within the strategy a recurring shortfall is expected.

4.6 Other Implications

- 4.6.1 As set out in the report.

4.7 Equalities Impact Assessment

There are no equality impacts as a result of this report – individual savings ideas will be subject to assessment as they are brought forward for consideration/implementation.

5. Conclusion

- 5.1 The key assumptions which underpin the MTFS have been updated but there remains much uncertainty around public sector finance beyond 2020/21.
- 5.2 There remains risk within the Local Government funding system and at this stage a cautious stance has been taken regarding the fair funding review and business rates 'reset' now expected after 2020/21.
- 5.3 The mid-case assumes a £5 (2.8%) increase in Council Tax and the worst case 1.99% in line with the referendum principles announced in the Spending Review. For the HRA the MTFS models an CPI+1% increase in housing rents.
- 5.4 There is also uncertainty over New Homes Bonus, the economic situation as a result of a no-deal Brexit, income generation and delivery of savings. The Council's longer term financial position is heavily reliant upon resources keeping pace with inflation and costs being contained within base budget.
- 5.6 Over the next 3 years the savings requirement is expected to rise to £2.4m p.a. Given the size of the deficit and delays to the savings programme it is likely that additional reserves will be needed, although this is not a sustainable solution.
- 5.7 Additional income from Council Tax and Business Rates as a result of our investment in economic growth will help to bridge the funding gap in the long term but in the meantime we must strive to be as efficient as possible and additional savings targets are proposed. We will need to keep this under review as the future for Local Government funding becomes clearer.
- 5.8 The on-going risk to the Council's General Fund and HRA funding means that a careful balance between savings and investment will need to be struck.

6. Background Documents

Approved MTFS Update September 2018

Approved Budget February 2019

7. Appendices

Appendix 1 - Medium Term Financial Strategy Update September 2019

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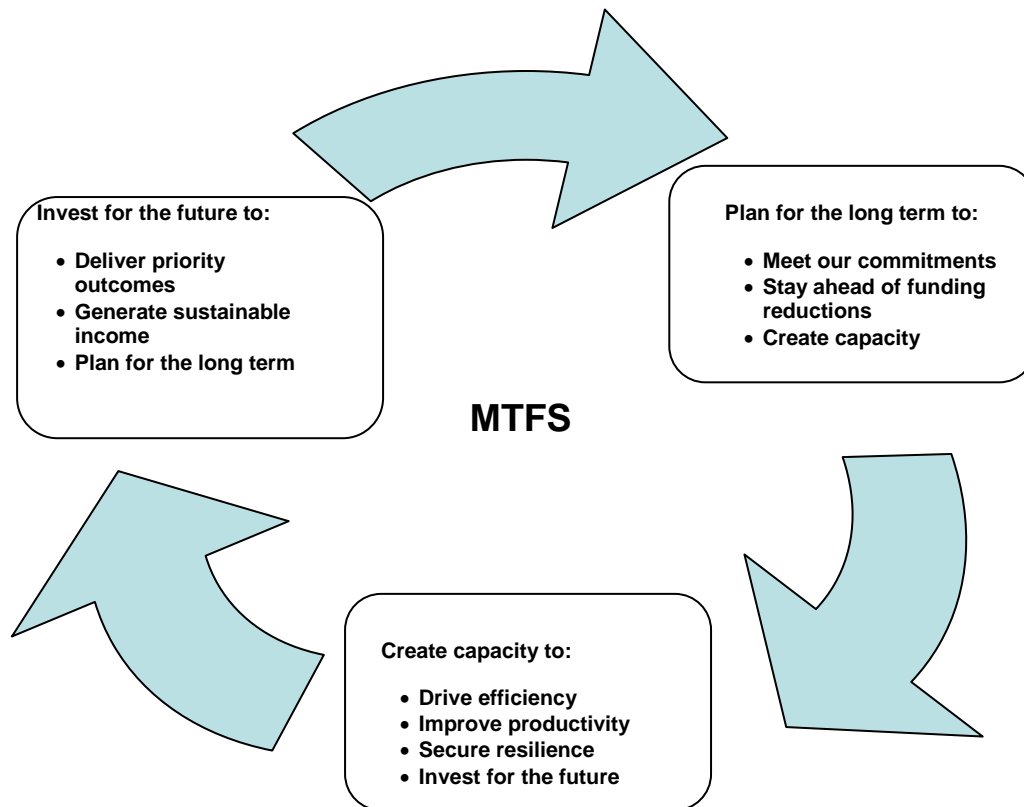
Selby District Council

Medium Term Financial Strategy Update September 2019

1. Introduction and Background

- 1.1 This paper presents an update to the General Fund Medium Term Financial Strategy approved by Council in September 2018 along with an overview of the Housing Revenue Account. It considers the budget pressures and issues facing the Council over the next 3 years and beyond. It provides the framework for the forthcoming budget round and the longer term outlook to inform funding and investment decisions. A refresh of the full HRA Business Plan has been undertaken in parallel with this update and this strategy provides the financial framework for this work.
- 1.2 At this stage the impacts of Brexit, on public sector finances are still not clear as the prospect of the UK exiting the European Union on 31 October 2019 with no deal, is growing. As a result, the Government's proposals for a reviewed Local Government funding system have been delayed. HM Treasury has announced that there will be a one year settlement for 2020/21 and the system will be reviewed in 2020.
- 1.3 The outlook for the devolution agenda also remains uncertain and at this stage the financial implications of devolution for Selby are not known and therefore cannot be taken into account in this update. It will be important to understand the on-going implications as part of any future decisions on forming a combined authority with other partners should this ultimately be an option.
- 1.4 Against this backdrop of major uncertainty, the key drivers for the financial strategy remain unchanged.
- 1.5 In 2017/18 we refreshed our Corporate Plan and with it restated the Council's priorities through to 2019/20. Following the May 2019 district election the Corporate Plan is now under review. Early indications suggest no significant departures from the current plan although some refreshing and refining of priorities is expected. The Council has a clear and ambitious growth agenda – aiming **to make Selby a great place to do business, enjoy life and make a difference whilst delivering great value**. This financial strategy aims to provide financial sustainability, resilience and capacity for the Council in pursuing its objectives.
- 1.6 This update once again emphasises financial self-sufficiency as our economic growth agenda develops. This strategy aims to secure the

resources necessary to deliver the Corporate Plan, whilst managing the funding cuts we are facing – ultimately over the long term achieving a self-sustaining financial model which sees the Council free from reliance on central government funding by raising income locally through Council Tax and Business Rates as well as through charging appropriately for services and maximising its investments.



- 1.7 To support this paper and due to the significant volatility within the General Fund, three scenarios ('best', 'mid' and 'worst' case) for the General Fund and a separate mid-case only, forecast for the HRA have been modelled over the 10 years from 2020/21 to 2029/30 and are attached at **Appendix A**. More detailed best and worst case scenarios are modelled for the HRA as part of the HRA Business Plan. The mid-case scenarios are the proposed as the frameworks for the forthcoming budget. However, given the uncertainty for public sector finances, we remain ready to cope with a worst case scenario whilst staying focussed on our Corporate Plan objectives - using our strong financial position to carefully balance savings and investment.

2 Update on financial assumptions

Economic Assumptions

Interest Rates

- 2.1 The bank base rate was raised by 0.25% to 0.5% in November 2017 and then raised again to 0.75% in August 2018. In the latest forecasts received from Link (the Council's treasury management advisors) in July 2019, the bank rate is projected to remain at 0.75% through to September 2020 when a rise to 1.00% is predicted. However these assumptions are based upon a reasonable Brexit outcome but should this not materialise by 31 October then a cut in Bank Rate could swiftly follow.
- 2.2 The approved strategy includes provision for a £300k cap on the amount of investment interest used to support the General Fund revenue budget and an equivalent cap of £135k for the HRA. As a result of the latest interest rate rise and the level of Council balances, it is anticipated that these will be reached in 2019/20 accordingly the 2019/20 approved savings plan includes an increase the General Fund cap to £350k from 2019/20 onwards:

	2019/20*	2020/21	2021/22	2022/23
Average rate %	0.9	1.25	1.5	1.75
GF Interest £000's	350	350	350	350
HRA Interest £000's	135	135	135	135
Total Interest £000's	485	485	485	485

*2019/20 Quarter 1 Treasury Management Report

- 2.3 Given the economic uncertainty as a result of Brexit there is a risk that interest rates could reduce and balances are expected to fall over time therefore the cap will be kept under review. Any surplus receipts above the cap will be transferred to the Contingency Reserve. Rates will be kept under review and forecasts updated as necessary.

Inflation

- 2.4 As at June 2019 CPI inflation was running at 2% in contrast to average weekly earnings which peaked at 3.5% in the 3 months to December 2018 before falling to 3.4% more recently. The Bank of England forecast CPI to remain around the 2% level over the next 2 years although a no deal Brexit could prompt a rise to around 4%, primarily as a result of imported inflation on the back of a weakening pound. The MTFs assumptions on inflation therefore range from 2% to 4%, although a provision for inflation will only be provided on contractual budgets and staff pay, which builds in a level of risk mitigation.

General Fund Assumptions

Settlement Funding

- 2.5 This element of funding has seen the most significant changes in recent years following the localisation of Business Rates and Council Tax Support.
- 2.6 The 2017/18 Local Government Finance Settlement provided figures for Settlement funding through to 2019/20. Settlement Funding includes Revenue Support Grant (RSG), Business Rates Baseline Funding (BRBF) and in addition Rural Services Delivery Grant (RSDG) and Transitional Grant (TG) were included in the settlement:
- 2.7 The Government provided a multi-year settlement (2017/18 – 2019/20) to Local Authorities although reserved the right to alter the figures due to unforeseen circumstances or ‘shocks’ in the system. The Government confirmed the multi-year settlement in its final year and following consultation, removed proposals on negative RSG. It was assumed that this would be rolled into the new settlement from 2020/21 so any benefit would be for one year only but delays to the Fair Funding review and the review of the Business Rates retention system mean that it is considered more likely that this will be rolled on a further year.

Local Government Finance Settlement	15/16 £000's	16/17 £000's	17/18 £000's	18/19 £000's	19/20 £000's	20/21 £000's *	21/22 £000's *
RSG	1,756	1,121	593	265	0	0	0
BRBF	2,232	2,250	2,294	2,365	2,554	2,466	2,515
Tariff adjustment					-101	-103	-105
SFA	3,988	3,371	2,887	2,630	2,554	2,466	2,410
RSDG	0	134	108	135	408	108	0
TG	0	11	11	0	0	0	0
Total	3,988	3,516	3,006	2,765	2,554	2,574	2,410

**Multi-Year Settlement runs to 2019/20 – 2020/21 onwards estimated (+2% inflation) and subject to Fair Funding Review and Business Rates Reset*

- 2.8 The settlement shows a real term core funding reduction of approximately £1.9m from 2015/16 to 2019/20 with RSG being completely phased out over the period and it this reduction which is driving the residual savings requirement.
- 2.9 The Government has now shelved plans for Local Government to retain 100% of Business Rates in future and is piloting a 75% retention system in 2019/20 – Selby is part of the North and West Yorkshire 75% pool pilot. Under the terms of the pilot RSDG is included in the BRBF in 2019/20. Looking ahead to 2020/21, with the current uncertainty over

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the future for Local Government funding beyond 2019/20, it is assumed that the Council will revert to the 50% scheme.

Business Rates Retention

- 2.10 The current approach to Business Rates Retention income is to set aside gains above our baseline funding (per settlement) into the Business Rates Equalisation reserve to off-set potential future losses. A rolling balance of 3 years cover down to the safety net **plus** funds to back fill planned savings will be maintained in this reserve. Balances above this level will be available for investment.
- 2.11 The Council is currently at the 'safety net' for the purposes of rates retention but in receipt of a large windfall from renewable energy (£8.865m p.a. in 2019/20). It is anticipated that this financial situation will continue for a further year until the system is reset from 2021/22 although it would not be prudent to make plans for spending this income until this is confirmed.
- 2.12 In 2019/20 Selby is part of the North and West Yorkshire Business Rates Pool which is piloting 75% retention. Under the pilot arrangements the safety net threshold is 95% (not the 92.5% under the 50% scheme) and therefore Selby is benefitting by around £60k in 2019/20.
- 2.13 Our forecast for 2019/20 is based on our NNDR1 return taking account of the 2017 revaluation, any revaluations and the latest intelligence on appeals, business growth and closures known at that time. Thereafter the 50% baseline is assumed:

Business Rates Income	Actual 2018/19 £000's	Forecast 2019/20 £000's	Estimate 2020/21 £000's	Estimate 2021/22 £000's
Selby's share of retained income	-761	-2,187		
Safety-Net Payment	2,949	4,614		
Safety-Net	2,188	2,427	2,281	
Transfer from BRER	177	127	185	
= Baseline	2,365	2,554	2,466	2,410
Assumed growth	0	0	0	0
Renewable Energy/Surplus*	7,820	8,865	9,000	0

* Forecast/estimate updated following Drax revaluation

- 2.14 These forecasts do not include any provision for new significant appeals or closures beyond those already known at NNDR1 stage and therefore they should be treated with extreme caution. The figures for 2019/20 do include a downward revaluation for Eggborough Power Station and a revaluation of Drax. As Selby is below the safety net, no growth above our baseline funding is anticipated for the foreseeable

future. Following the system reset, any subsequent additional growth will be factored into our plans once a clear trend can be established and decisions on future allocations will need to be taken in light of the overall funding available and risk at that time.

New Homes Bonus

- 2.15 New Homes Bonus (NHB) is an incentive scheme which rewards housing growth. The scheme is funded partly by the Government and also by top-slicing the Local Government funding settlement. Selby achieved £2.4m p.a. when the scheme reached maturity for 2016/17 (year 6 of the scheme).
- 2.16 The Government's evaluation of NHB and consultation early in 2016 resulted in it being scaled back to a 4 year scheme with a 0.4% growth threshold. New Homes Bonus funding is only secured to 2019/20 and latest intelligence suggests that this scheme will be replaced in its entirety, with the Government considering alternative ways to incentivise housing growth alongside the reformed system of Local Government funding. Given the delays to the Fair Funding review it is assumed that the scheme will continue for a further year and the mid-case assumes a prudent level of growth in 2020/21 - New Homes Bonus forecasts are therefore:

New Homes Bonus	2016/17 £000's	2017/18 £000's	2018/19 £000's	2019/20 £000's	2020/21 £000's	2021/22 £000's
Year 1	445					
Year 2	435					
Year 3	303	303				
Year 4	542	542				
Year 5	353	353	353			
Year 6	368	368	368	368		
Year 7		400	405	405	405	
Year 8			415	415	415	0
Year 9				767	767	0
Year 10					400	0
Total	2,446	1,966	1,541	1,955	1,988	0

- 2.17 Given the uncertain nature of NHB it is not advisable to rely on this to support the revenue budget and therefore the previous mid-case scenario assumed a managed reduction in revenue support to help mitigate the risk of loss should the scheme ultimately be brought to a close. Growth in receipts above these levels or receipts from any new scheme is assumed to be allocated to the Programme for Growth.

Special and Specific Grants

- 2.20 The Council is in receipt of a number of additional grants for 2019/20 which may continue into the future:

Grants	2018/19 £000's	2019/20 £000's	2020/21 £000's	2021/22 £000's
Rural Services Delivery Grant*	135	408	108	0
Transition Grant	0	0	0	0
Other Grants	0	105	83	0
Total Grants	135	105	191	0

*RSDG rolled into Business Rates Baseline in 2019/20 to reflect 75% retention system pilot

- 2.22 Future funding is dependent upon the outcome of the new Business Rates Retention system – which will be delayed until 2020. For 2020/21 it is assumed that the current position is rolled on for a further year. Beyond 2021 it is assumed that these grants will be rolled into Business Rates funding. Non-service grants are not ring-fenced and are applied to finance the General Fund revenue budget. In addition there are various service specific grants which are included within the Net Revenue budget – they are not listed here as it is assumed that there is corresponding expenditure for these elements. However, reductions in such grants add further pressure to our savings requirements (as we have seen with Council Tax and Housing Benefit Administration Grants).

Council Tax

- 2.23 A Council Tax Base of 31,395.15 has been estimated for 2019/20 with a 1% rise forecast thereafter included in the Council's current Medium Term Financial Plan. Every 0.5% increase above this level would add approximately 156 Band D equivalents to our Tax Base which equates to around £28k p.a. at the current Band D charge (£178.22).
- 2.24 At this stage the Government has not proposed changes to the council tax referendum principles that were used in 2019/20 although an update is expected alongside the provisional local government finance settlement. The current principles are to allow district councils to increase their Band D charge by up to £5 or 3% (whichever is the higher) without triggering a referendum. It is not clear if the government will hold this line for 2020/21 or revert back to the previous £5 or 2% threshold. The mid-case assumes a £5 increase which is slightly less than the potential 3% maximum the government would assume for Selby if the current principles remain.

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- 2.25 A £5 (2.8%) increase equates to an increase of 9.6p per week for 2020/21. A 1.99% rise (in line with inflation assumptions) has been modelled for 2021/22 onwards:

	2019/20	2020/21	2021/22	2022/23
Tax Base with 1% growth	31,395	31,709	32,026	32,346
Band D Charge £	178.22	183.22	186.87	190.59
% Increase	1.81	2.81	1.99	1.99
Council Tax Income £000's	5,595	5,810	5,985	6,165
Collection Fund Surplus/(Deficit)	0	0	0	0

- 2.26 Subject to the referendum principles, should the Council wish to consider an alternative policy on Council Tax:
- a 2.99% increase would take the Band D charge to £183.55 (an additional increase of 33p p.a.) and raise an additional £10k in 2020/21 – £107k over the life of the MTFs,
 - and a 1.99% increase in 2020/21 would reduce income by £46k – a loss of circa £468k over the life of the MTFs.

The best case scenario incorporates the 2.99% increase and the worst case a 1.99% increase.

Service Income

- 2.28 The Council approved an Income Strategy in 2016 which established full cost recovery as the default for all discretionary charges unless a specific decision to subsidise has been taken. A review of fees and charges is planned as part of our savings programme and within the context of a self-sustaining financial model.
- 2.29 This strategy assumes that service income raised through discretionary fees and charges will increase in line with inflation although opportunities to maximise income will be sought as part of our overall approach to savings and efficiency – currently a £185k target for additional income is included within our approved savings plan over the next 3 years. Prescribed planning fees increased by 20% from 17th January 2018 - the additional income generated being used to reinvest in the service. Other grants and subsidies are assumed to remain flat – any subsequent reductions will be managed within the overall base budget/savings requirement.

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2.30 The table below shows the main service related income streams:

Service Income	2019/20	2020/21	2021/22	2022/23
	£000's	£000's	£000's	£000's
General Fund				
Waste Collection & Recycling	1,374	1401	1,430	1,458
Planning	1,154	1,154	1,154	1,154
Car Park Income	355	355	355	355
Selby Leisure Centre / Summit	448	457	466	475
Commercial Property Rental	377	385	392	400
Lifeline Private Clients	273	278	284	290
Court Fees / Summons Costs	155	158	161	164
Land Charges Search Fees	151	154	157	160
Miscellaneous Fees & Charges	288	294	300	306
Licences	133	136	138	141
Total Service Income	4,708	4,772	4,838	4,904
Current Income Growth Target (per savings plan)	12	120	185	185
Total Target Income GF	4,720	4,892	5,023	5,089

Housing Revenue Account Assumptions

2.31 The core assumptions which impact the HRA include: inflation and interest rates; rent levels; void properties; bad debts; right to buy sales; and new build/acquisitions. The economic assumptions applied to the General Fund will also be applied to the HRA.

Dwelling Rents

2.32 2019/20 will be the final year of the Government's 4 year plan to reduce Social Housing rents by 1% year on year. This squeeze on rental income reduces the amount available to invest in improving our housing stock and new build housing. From 2020/21 a CPI + 1% (max) rise is expected for the period through to 2024/25 although there could be further government policy change in this period so rental assumptions should be treated with caution. The assumption on void properties has increased from 1% to 2% and doubtful debts remain unchanged with 1% in respect of general debt and 3% in respect of universal credit, applied.

Council House Sales and New Builds/Acquisitions

- 2.33 Right to buy sales are estimated at 20 per annum which accords with recent experience but such sales are sensitive to economic change and therefore these will be kept under close review.
- 2.34 New builds and acquisitions are currently forecast in line with the Council's approved Housing Development Programme The HRA Business Plan includes the aspiration for 1 for 1 replacement of homes sold through right-to-buy. However as our plans are being brought forward there may be some flex required and consequently these assumptions are subject to change. Any such change will be subject to business cases which will consider the impact on the long term financial outlook for the HRA and seek to strengthen and improve the long term sustainability/viability of the HRA.

Rent Forecasts	2019/20	2020/21	2021/22	2022/23
Number of dwellings (mid-year average)	3,045	3,044	3,044	3,044
Average Rent - Rent Restructuring £	82.43	84.90	87.45	90.07
Net Rent Income £000's	11,545	11,889	12,246	12,613

Other Income

- 2.35 In accordance with our fees and charges policy it is assumed that garage rents will increase by CPI inflation each year:

Service Income	2019/20 £000's	2020/21 £000's	2021/22 £000's	2022/23 £000's
HRA Garage Rents	103	105	107	109

Debt Charges Assumptions

- 2.36 Management of the Council's debt is governed by the Treasury Management Strategy and Prudential Indicators which aim to ensure the Council's capital expenditure plans are prudent, affordable and sustainable, with decisions on borrowing taken in light of spending plans and available funding, cash flow needs and interest rates (current and future forecasts).
- 2.37 Borrowing enables the Council to spread the cost of capital expenditure over time. Generally speaking it gives rise to two charges against the revenue budget: Minimum Revenue Provision (MRP) and interest payable on debt.

- 2.38 MRP is an amount set aside to repay debt in accordance with the approved policy within the Treasury Management Strategy. As part of the overall savings plan, the Council has maximised General Fund MRP set aside, by applying some of the business rates windfalls received. This voluntary set-aside has delivered a corresponding annual revenue saving.
- 2.39 A small amount of MRP charge remains within the General Fund relating to the cost of the 'fit-out' of the Summit which is covered by the trading concession fee received from 'Inspiring Healthy Lifestyles' – this arrangement aims to ensure that the facility remains sustainable by maintaining financial capacity to replace the interior at the end of the 10 year contract, should this be required.
- 2.40 The majority of debt charges fall on the HRA as a result of taking on circa £60m of central government debt when the previous HRA subsidy system was abolished in April 2012. MRP is currently £1.26m p.a. (rising to £2.28m in 2022/23) and interest payable is £2.4m p.a. reducing to £1.8m. The amount of borrowing allowable within the HRA is no longer subject to a 'debt cap' and therefore borrowing is available to support future capital investment subject to this being prudent and affordable.
- 2.41 The current environment of low returns on cash investments means that it is more favourable to borrow internally (i.e. use available cash earmarked for future spend) than take out new external borrowing. However as interest rates are expected to rise, this will be kept under review as part of monitoring the Council's Treasury activities and corresponding interest charges will be factored into the budget to ensure sufficient capacity to accommodate any necessary borrowing.

Reserves and Balances Assumptions

General Balances

- 2.42 In accordance with the current strategy it is assumed that General balances are **not** used to support the revenue budget.
- 2.43 General Balances remain funding of last resort. The approved minimum working balance is £1.5m for both the General Fund and HRA and resources will be managed to maintain this level over the medium to long term.

Earmarked Reserves

- 2.44 The following has been extracted from the current approved MTFs and updated with the latest available intelligence – it sets out the rationale for each reserve and the proposed contribution where applicable:

Earmarked General Fund Reserves

A review of major earmarked reserves has been undertaken and the following proposed:

- PFI – Based on current forecasts and following an additional lump sum contribution in 2016/17, there is now sufficient balance in this reserve to cover future commitments. The on-going adequacy of this reserve is kept under review in light of interest rates and inflation. Any necessary increases in contributions will form part of the revenue budget and will be funded as a commitment before further service growth is considered.
- ICT Replacement – £141k p.a. General Fund (£150k less £9k saving from the Better Together ICT service) and £50k p.a. HRA contributions are planned to sustain this important reserve, which provides the financial capacity to upgrade and replace our ICT infrastructure, hardware and systems in accordance with our approved ICT Strategy. The use of ICT to support the Council's customer 'self-service' and channel shift agenda means that the financial capacity to invest in modern technologies is crucial to support future services and deliver savings. A review of the Council's ICT strategy was undertaken in 2017/18 and a one-off injection of £500k was included in the approved revenue budget in 2018/19. Fixed contributions allow the smoothing of these irregular costs to avoid peaks and troughs in funding requirements. Spending is planned over a 10 year period allowing for known upgrades and systems/replacements. Going forward it is advised that the level of contributions be increased to £300k p.a. to sustain this reserve. It is proposed that this increase is phased in over the next 3 years.
- Asset Management - £200k p.a. (£178k plus £22k for the Summit Indoor Adventure), is transferred into this reserve to cover our commitments to maintaining our built assets. Major surfacing works to the Council's car parks are planned with £900k committed from this reserve over the 3 years from 2018/19. Accordingly a one-off top-up of this reserve was approved in 2018/19 - £250k has been transferred from General Balances (£150k) and the Pension Equalisation Reserve (£100k). An update to the assessment of works required to maintain our assets over the coming 10 years will be done as part of the next Asset Management Strategy refresh. In the meantime it is proposed that annual contributions be

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maintained at £200k p.a. pending a more detailed view of future spending needs.

- Special Projects Reserve - New Homes Bonus and excess business rates income beyond that required for the Business Rates Equalisation Reserve (see above) are used to top up this reserve which is currently used to fund the Council's 'Programme for Growth'. At 31 March 2020 it is estimated that £8.5m will be available for allocation to extend the Programme and/or support other non-recurring spending priorities as well as increase capacity to deliver the programme. Proposals will be brought forward as part of the forthcoming budget round. **However, it must be stressed that the use of NHB and Business Rates resources to fund growth is wholly dependent upon achieving the revenue savings targets set.**
- s106 and Community Infrastructure Levy Reserves – these reserves are restricted to the uses specified through the planning process. They include affordable housing commuted sums, general s106 receipts and Community Infrastructure Levies (CIL). Affordable housing commuted sums are ring-fenced to support new affordable housing delivery with restrictions on use and requirements to spend within a given timescale. The reserve receives any in-year s106 affordable housing commuted sums which are then applied to our affordable homes programme aiming to deliver more homes 'off-site' than could have been delivered through 'on-site' provision. Other s106 sums and CIL are held pending allocation to infrastructure and related uses.
- Discretionary Rate Relief – this reserve was established with £300k from the 2012/13 General Fund revenue surplus. Future contributions could come from excess Business Rates income subject to availability and prioritising against the revenue budget and 'Programme for Growth'. A budget of £100k p.a. has been created and will be funded by this reserve – this will enable applications for relief to be considered and awarded promptly. The balance will be kept under review and topped up from in-year savings if required.
- Business Development – the need for on-going savings and efficiencies to achieve the Council's objectives remains a key priority. This reserve provides up-front investment for service improvements and efficiency initiatives, to support the Council's savings plan – in particular commercialisation and income generation. The reserve will be topped up from in-year surpluses, if any, subject to other reserve priorities.
- Pension Equalisation – this reserve receives contributions which provide capacity within the General Fund revenue budget for a rise in employer pension contributions following each triennial valuation.

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However, the Council has reduced its historic pension fund deficit with a one-off lump sum payment of £9.4m in 2016/17, and therefore contributions to this reserve have removed from the budget. Future requirements will be reviewed again in light of the next triennial valuation due in 2019.

- Business Rates Equalisation – this reserve was created in 2012/13 in anticipation of localised Business Rates and the funding risk inherent within the scheme. The current strategy assumes that any excess Business Rates above our baseline are transferred into this reserve to mitigate any funding shortfalls prior to the safety net being reached.

For the purposes of rates retention and whilst receiving the large cash windfalls from renewable energy, the Council is at the safety net and is expected to be in this position until the system is reset from 2021/22. Given the anticipated changes to the rates retention scheme and on-going Local Government funding cuts, the current MTFS provides that 3 years' worth of safety net 'top-up' be held as a minimum balance plus a further sum to back-fill savings targets with the rest transferred to the Special Projects (Programme for Growth) Reserve. This policy will be maintained for 2020/21 and the mid-case forecast on savings requirements suggests that a figure of £7.6m would be prudent to hold back to cover the current savings requirement, planned drawdowns and safety net 'top-up' for the next 3 years.

The impact of the system reset and the potential for a 75% rates retention pool will be considered and if necessary future changes to this reserve will be brought forward in due course.

- Local Plan Reserve – delivery of a district wide local plan requires a significant and sustained resource input over a relatively long period of time, which can put pressure on in-year budgets when peaks in work occur. £355k was earmarked in 2015/16, with a further £145k from the revenue budget in 2016/17 and then £50k p.a. set aside thereafter. With growing demands in this area an additional £250k transfer from the Contingency Reserve was approved last year which should be sufficient to support the potential new local plan. The on-going adequacy of this reserve will be kept under review.
- Contingency – this reserve provides resources to cover unforeseen issues beyond those that can be accommodated by in year contingency budgets – for example significant planning appeal costs. The reserve is topped-up using year-end surpluses if available and required.

Housing Revenue Account Reserves

- Major Repairs Reserve – this reserve provides the resources to manage the condition of the Council's housing stock over the long term. It receives depreciation charges along with any in-year surpluses generated through the HRA.

Capital Reserves

- Useable Capital Receipts – generated through the sale of Council assets (General Fund and HRA). The Council's Asset Management Strategy sets out our approach to assets, including review of assets for disposal. These receipts can only be used to fund capital expenditure and are allocated in light of our capital investment plans.
- Retained housing receipts – receipts generated from right to buy sales over and above the Government's assumptions following extension of right to buy discounts can, subject to terms and conditions, be retained for re-investment in new homes.

2.45 A forecast of reserve balances is set out at **Appendix B**.

3 Revenue Budget Outlook 2020/21 to 2022/23

Costs

- 3.1 It is assumed that on average costs will increase in line with inflation. Whilst cuts in general grant continue, demand led recurring cost pressures must be contained within the net revenue budget. The strategy assumes that such cost pressures are managed within the overall base budget and therefore any proposed cost increases must be covered by equivalent savings elsewhere.
- 3.2 The single largest cost to the Council is its employees. In 2019/20 the Council's payroll budget is approximately £8.4m including circa £1.0m to directly support the Programme for Growth. This includes a 5% vacancy factor. Provision for a 2% pay award has been factored into our current medium term financial plan but there is a risk of above inflationary increases which will ultimately increase the need for revenue savings. Generally speaking there is downward pressure on staffing budgets meaning underspends and associated capacity issues. Work on our approach to Organisational Development is in progress but as a small authority we often find it difficult to compete particularly in professional services such as planning.
- 3.3 The Council's ambitious growth agenda (an agenda which is fundamental to the long term sustainability of our vital public services) meant a need to increase our internal capacity. In the shorter term this

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continues to require support from the Council's reserves and the Council has approved fixed term funding through the Programme for Growth. The fixed term nature of some posts has resulted in recruitment difficulties and some consequential delays to the programme. Furthermore, as work on the programme progresses and some fixed term posts near their end date there are risks to programme delivery.

3.4 In addition there are a number of emerging priorities and risks that are currently being monitored and strategic choices which may require funding:

- Climate change – direct interventions which could be off-set by potential investment in renewable energy to deliver revenue returns;
- St Cleaning and grounds maintenance – potential for a review of service standards and one-off costs associated with new recycling service;
- Continuing ICT investment to enable transformational change e.g. modern committee system;
- Brexit – as the likelihood of a no deal grows there is greater future economic uncertainty which could have far reaching impacts on the public sector.

3.5 One-off projects, for example to support future growth can be funded through reserves supported by renewable business rates and new homes bonus (whilst we have them), issues which have recurring impacts will add pressure to the base budget. At this stage a broad estimate of the additional recurring costs could be in the region of £300k - £500k p.a. but further work would be required, to fully assess.

3.6 Impacts of this magnitude would be impossible to contain within the revenue budget and therefore the savings gap would inevitably widen. The worst case scenario builds in these additional costs and shows that by 2021/22 the recurring deficit on the revenue budget would be around £3m, and without savings, available reserves would be fully depleted within the next 3 years

Income

3.7 Opportunities for growing income generation remain a priority and proposals for commercialisation will continue to be developed. A strategic review of income generation is planned as part of our savings work which will include opportunities for investment in property and/or other alternatives to achieve an income stream.

3.8 The windfall from Business Rates income will have a significant positive impact on our General Fund financial position at least in the

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short term but we will need to keep this under close review and in accordance with the previously approved MTFs and budget, it is assumed that growth above our baseline funding is transferred into the Special Projects (Programme for Growth) Reserve as it is realised.

- 3.9 Whilst the Government's review of Local Government Funding and the Business Rates Retention system are delayed it is impossible to predict with confidence, the level of resources we can expect beyond 2019/20.
- 3.10 Housing rents are subject to the Government's control. In 2016/17 a 1% reduction in rents was implemented for a four year period of which the last year will be 2019/20. From 2020/21, it is assumed that the maximum CPI + 1% will be applied in line with government policy for a 5 year period but as highlighted in paragraph 2.32 above this could be subject to change.

Net Budget Forecast (Mid-Case)

- 3.11 The forecasted resources and revenue budgets for 2019/20 to 2021/22 including approved bids and commitments are shown in the table below (mid-case):

General Fund	Revised 2019/20 £000's	2020/21 £000's	2021/22 £000's	2022/23 £000's
Council Tax	-5,595	-5,810	-5,985	-6,165
Council Tax Collection Fund Surpluses/Deficit (-/+)	23	0	0	0
Business Rates Collection Fund Surpluses	-8,865	-9,000	0	0
Business Rates*	-2,427	-2,281	-2,410	-2,458
Rural Services Delivery Grant	0	-108	0	0
New Homes Bonus	-1,955	-1,988	0	0
Other Non-Service Grants	-105	-83	0	0
Total Resources	-18,925	-19,270	-8,395	-8,623
Net Budget Prior to Planned Savings	20,065	20,932	10,457	10,997
Forecast Surplus/Deficit (-/+)	1,140	1,662	2,062	2,374
Planned Savings	1,140	1,607	1,972	1,972
Forecast residual Deficit	0	55	90	402

*2019/20 Updated for Drax revaluation

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Housing Revenue Account	2019/20 £000's	2020/21 £000's	2021/22 £000's	2022/23 £000's
Dwellings Rents	-11,545	-11,889	-12,246	-12,613
Garage Rents	-103	-105	-107	-109
Total Resources	-11,648	-11,994	-12,353	-12,722
Net Service Costs	7,083	6,789	6,841	6,936
Planned Savings	-214	-214	-214	-214
MRP	1,260	1,260	1,260	2,282
Forecast Surplus/Deficit (-/+) transferred to MRR to fund the capital programme	-3,519	-4,159	-4,466	-3,718

- 3.12 The General Fund shows a forecast deficit of £1.7m before planned savings in 2020/21, rising to £2.4m in 2022/23. Planned savings would reduce this deficit, leaving a residual shortfall of £402k by 2022/23.
- 3.13 The HRA shows a forecast surplus on its revenue activities but pressures arising from stock conditions and the previous 4 years rent reductions means that financing the required improvements will be challenging in the short to medium term and therefore cash flows will have to be carefully managed.
- 3.13 The on-going risk to the Council's funding (General Fund and HRA) means that we will need to strike a balance between savings and investment. We will continue to strive for more efficient and effective services and maximising income where possible and appropriate, which in turn will enable the financial capacity for investment to achieve sustainable cash 'returns' and minimise the impact on front line service outcomes and in the case of the HRA the amount available for investment in our housing stock.

4. Savings

- 4.1 This MTFS emphasises the careful balance that is required between savings and investment in order to ensure the Council's finances remain sustainable. Delivering on-going efficiencies is a key part of the Council's 'Great Value' priority – being as efficient as possible and living within our means, whilst using the financial capacity created to generate long-term gains to improve outcomes for citizens.
- 4.2 Taking the proposals for Council Tax, growth, and reserve transfers and assumptions on Formula Grant, the estimated requirement for savings on the General Fund is £2.4m by 2022/23.
- 4.3 The Council has a good track record for delivering savings, but in 2018/19 progress was behind profile and at the end of quarter 1 of 2019/20 progress is still lagging behind. Risk to delivery of the savings

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plan is recognised and circa £7m of reserves have been earmarked to mitigate non-delivery in the shorter term, as it is becoming increasingly difficult to achieve further savings from a reducing cost base. However, the focus on delivering planned savings must be maintained, given the importance of savings in achieving the Council's financial (and wider) objectives and to avoid the long term use of balances to support on-going spending which is unsustainable. The Council's approach to savings covers three key strands:

- **Growing** our resources through charging for services, trading externally and importantly investing in economic growth to drive growth in Council Tax and Business Rates;
- **Transforming** our business through the use of technology and flexible working to meet citizen and customer needs;
- **Commissioning** from and with partners to achieve shared efficiencies and reduce the demand for public sector services.

4.4 A number of 'technical' savings have also been delivered which involved the set-aside of one-off sums to reduce the on-going base budget – these included a £1.5m contribution to the Private Finance Initiative (PFI); £3.3m voluntary minimum revenue provision in relation to outstanding debt; and a £9.391m lump sum payment to the North Yorkshire Pension Fund to reduce employer contributions.

4.5 The General Fund savings forecast for 2019/20 currently total £830k against a target of £1.14m. Taking into account the updated forecasts in the MTFs and progress on the current savings plan the estimated position on savings is:

GF Savings Summary	Revised 2019/20 £000's	2020/21 £000's	2021/22 £000's	2022/23 £000's
Estimated Deficit (mid-case)	1,140	1,662	2,062	2,374
Low risk	830	372	372	372
Medium risk	0	875	925	925
High risk	0	360	675	675
Total per plan	830	1,607	1,972	1,972
Current Shortfall	310	55	90	402
HRA Savings Summary	2019/20 £000's	2020/21 £000's	2021/22 £000's	2022/23 £000's
Assumed residual target	214	214	214	214
Low risk	19	12	12	12
Medium risk	0	194	194	194
High risk	0	8	8	8
Total per plan	19	214	214	214
Current Shortfall	195	0	0	0

Note HRA is in surplus but resources are required for capital programme so an assumed savings target is applied

4.6 **It is stressed that failure to deliver the savings target would require the use of further reserves to balance the budget which would undermine the Council's long term financial resilience and therefore work to deliver and identify further savings to bridge any gap must continue.**

4.7 The current savings plan is attached at **Appendix C**. Opportunities for additional savings will be explored as part of the forthcoming budget round.

5 Capital Programmes

5.1 The Council's Capital Programmes contain the 'business as usual' capital projects planned – for the General Fund these include Disabled Facilities Grants (DFGs), ICT replacements, major works to the Council's assets and loans/grants to Selby and District Housing Trust to support affordable housing delivery; and for the HRA the various enhancement works to the Council's housing stock as well as new build schemes. Expenditure is funded by earmarked reserves set aside for these specific purposes, or through capital receipts from Council House and other asset sales. For information, the approved programmes are attached at **Appendix D**.

5.2 Plans are currently being formulated for a change to the Council's recycling arrangements and the Executive resolved at its meeting in June 2019 to provide for the replacement of the current box system for a wheeled bin system (subject to public consultation). A sum of £1.4m is earmarked from capital receipts to cover this one-off cost should this ultimately be agreed. Thereafter replacement bins will be covered by the street scene contract.

5.3 In addition, there is the potential for the Council to purchase the replacement refuse/recycling vehicle fleet which is currently provided within our Street Scene contract. The estimated capital cost is circa £4m. Given the recurring nature of this cost (the fleet will need to be replaced every 10 years) it would be prudent to fund through borrowing over the life of the vehicles to ensure that financial capacity is retained within the Council's revenue budget and that the service is financially sustainable going forward.

5.4 After earmarking £1.4m for wheeled bins, there is currently around £3.6m available in usable capital receipts estimated over next 3 years from right to buy receipts, and land/property sales. In recent years low level receipts have been used to cover the cost of Disabled Facilities Grants, however increases in Council House sales and the Council's agreement with the Government to retain extra receipts to achieve one for one replacement of Council homes, means that going forward, receipts retained from council house sales can be used to support the

Appendix 1

Council's affordable homes development strategy and deliver new build homes across the district.

- 5.5 In addition s106 affordable housing commuted sums are anticipated, which provide the potential to extend our house building/acquisition programme further. Plans are already in progress on the £22m development programme approved by the Executive in January 2018, but with rising right to buy receipts and s106 commuted sums, there is potential to increase our existing programme further and proposals will be brought forward for approval in due course.
- 5.6 For the purpose of this strategy it is assumed that new acquisitions (purchased or built) will be subject to business cases and at least self-financing through the rental income achieved. Capital Programme proposals will be considered as part of the forthcoming budget round and borrowing requirements will be kept under review.

6 Programme for Growth

- 6.1 The 'Programme for Growth' is the Council's strategic programme to support delivery of its Corporate Plan. The programme comprises a range of cross cutting projects designed to '**make Selby a great place**' by investing in jobs; housing; infrastructure/economic development; and the tourism economy. The approved programme, which aligns to the current Corporate Plan, is set out at **Appendix E**.
- 6.2 The programme is now in its fourth incarnation, with an initial suite of projects approved as part of the 2018/19 budget and then revised in January 2019:

Programme for Growth 3	Projects £000
Total Allocated to projects	7,346
Internal capacity	3,642
Assumed remaining project delivery fund (subject to available resources)	5
Funding from Special Projects Reserve	10,993

- 6.3 These resources could increase further subject to the future of New Homes Bonus and Business Rates and delivery of savings. **The mid-case scenario shows £8.5m available in the 'Special Projects Reserve' for allocation in 2020/21.**
- 6.4 The resources available to fund the programme will be reviewed annually in light of announcements on Local Government funding and the Council's financial outlook. However the Council's strategic approach to its future financial sustainability is reliant upon investment to stimulate housing and business growth which in turn will generate local funds through Council Tax and Business Rates to mitigate losses

in central Government funding and provide the capacity for further reinvestment.

- 6.5 There may also be opportunity to extend the programme for growth further through bids for funding from external partners (such as the LEP and HCA).

7 Conclusions

- 7.1 The key assumptions which underpin the Financial Strategy have been updated based on the latest intelligence available however there remains much uncertainty around public sector finance.
- 7.2 There is risk within the Business Rates retention scheme as we approach the system reset although this will now be delayed until 2021/22. At this stage a cautious stance has been taken and whilst a delay could lead to further renewable energy receipts in 2020/21 these can only be allocated when they are confirmed.
- 7.3 There is also uncertainty over New Homes Bonus, the economic situation, income generation and delivery of savings. The Council's longer term financial position is heavily reliant upon overall resources keeping pace with inflation and costs being contained within base budget.
- 7.4 Based on the assumptions in this strategy, the savings requirement is anticipated to rise to £2.4m by 2022/23 (although this does not take into account growth beyond the standard, mid-case assumptions contained in this MTFS). After delivery of planned savings the residual shortfall is forecast to be £402k.
- 7.5 The additional income from Council Tax and Business Rates, as a result of our investment in economic growth, will help to bridge the funding gap in the long term but inevitably this will take time to come to fruition and therefore in the meantime we must continue to strive to be as efficient as possible and deliver the additional savings targets that have been proposed. We will need to keep these targets under review as the future for Local Government funding becomes clearer.
- 7.6 Over the next 10 years there is capacity within the HRA Business Plan to support additional capital expenditure but we will need to balance investment in our current stock with acquisition of new homes. For the purpose of this strategy it is assumed that new acquisitions (purchased or built) will be subject to business cases and at least self-financing through the rental income achieved. As plans for the Housing Development Programme are progressed this budget will be updated as required.

- 7.7 Meeting the on-going savings challenge features strongly in the Council's strategic and operational plans and this work will continue. Our collaboration with North Yorkshire County Council and other partners, progressing our digital strategy and reducing demand for services, the commercialisation of our business, income generation and efficiency savings are important to this work.
- 7.8 However achieving financial self-sufficiency will mean that a careful balance between savings and investment will need to be struck. We will continue to strive for more efficient and effective services which in turn will provide the financial capacity for investment in delivering local economic growth – replacing central Government funding with sustainable cash returns in the form of income from services, Council Tax and Business Rates.

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SELBY DISTRICT COUNCIL - 10 YEAR FINANCIAL PLAN 'Best' Case

GENERAL FUND	Revised	← Medium Term Financial Plan →					Long Term Forecast →			
	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2026/27	2026/27
KEY ASSUMPTIONS										
Growth/Inflation	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%
Interest Rates	1.00%	1.50%	1.75%	2.00%	2.25%	2.50%	2.50%	2.50%	2.50%	2.50%
Tax Base Increase	1.81%	1.25%	1.25%	1.25%	1.25%	1.25%	1.25%	1.25%	1.25%	1.25%
Government Grant (SFA) change	10.92%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%
Council Tax Increase	£3	2.99%	1.99%	1.99%	1.99%	1.99%	1.99%	1.99%	1.99%	1.99%
COUNCIL TAX										
Tax Base (Number of Band D Equivalents)	31.395	31.787	32.185	32.587	32.994	33.407	33.824	34.247	34.675	35.109
Council Tax @ Band D (£)	178.22	183.55	187.21	190.93	194.73	198.61	202.56	206.59	210.70	214.89
Council Tax Income (£000's)	5,595	5,835	6,025	6,222	6,425	6,635	6,851	7,075	7,306	7,545
Precept (£000's)	5,595	5,835	6,025	6,222	6,425	6,635	6,851	7,075	7,306	7,545
REVENUE FINANCING	£000's	£000's	£000's	£000's	£000's	£000's	£000's	£000's	£000's	£000's
Local Income										
Council Tax	- 5,595	- 5,835	- 6,025	- 6,222	- 6,425	- 6,635	- 6,851	- 7,075	- 7,306	- 7,545
Council Tax Collection Fund Surplus/Deficit (+/-)	23									
Business Rates Collection Fund Surplus/Deficit (+/-)	- 8,865	- 9,000								
Gov't Funding/Grants										
Settlement Funding - Business Rates (Baseline from 21/22)	- 2,427	- 2,281	- 2,410	- 2,458	- 2,507	- 2,558	- 2,609	- 2,661	- 2,714	- 2,768
Settlement Funding - Revenue Support Grant										
Settlement Funding - Rural Services and Transitional Grants	-	- 108								
New Homes Bonus	- 1,955	- 1,988								
Other Specific Grants	- 105	- 83								
TOTAL EXTERNAL RESOURCES (a)	- 18,925	- 19,295	- 8,435	- 8,680	- 8,932	- 9,192	- 9,460	- 9,736	- 10,020	- 10,313
REVENUE BUDGET	£000's	£000's	£000's	£000's	£000's	£000's	£000's	£000's	£000's	£000's
Approved Operational Budget - Net (Per Council Feb 19)	11,601	11,214	10,884	10,796	11,165	11,232	11,456	11,686	11,919	12,158
Investment Interest	- 300	- 300	- 300	- 300	- 300	- 300	- 300	- 300	- 300	- 300
Capital Financing	818	278	204	208	212	216	221	225	230	234
Parish CTS Grant	-	-	-	-	-	-	-	-	-	-
Net Budget Before Contributions to/from reserves	12,119	11,192	10,788	10,704	11,077	11,148	11,377	11,611	11,849	12,092
Contributions to Reserves:										
PFI Scheme (incl SDC's contribution & interest)	295	303	310	316	321	326	330	333	333	333
Asset Management	200	200	200	200	200	200	200	200	200	200
ICT	141	177	213	250	250	250	250	250	250	250
District Election	34	34	38	38	38	38	38	38	38	38
Pension Equalisation	100	100	100	100	100	100	100	100	100	100
Special Projects/P4G	6,351	11,096	-	-	-	-	-	-	-	-
Local Plan	50	50	50	50	50	50	50	50	50	50
Business Rates Equalisation	3,321									
Contributions from Reserves:										
Business Development/Spend to Save										
ICT	- 321	- 149	- 150	- 153	- 156	- 159	- 162	- 166	- 169	- 172
PFI	- 427	- 435	- 444	- 453	- 462	- 471	- 481	- 491	- 491	- 491
Asset Management	- 497	- 129	- 54	- 55	- 56	- 57	- 58	- 60	- 61	- 62
Special Project/P4G Salaries	- 940	- 595	- 300							
S106 Affordable Housing Commuted Sums										
District Election	- 136				- 153					
Discretionary Rate Relief										
Local Plan	- 98	- 167								
Business Rates Equalisation (Internal safety net top-up)	- 127	- 745	- 294							
Net Contributions to/from reserves (+/-)	7,946	9,740	- 331	293	132	277	266	255	250	246
Forecast Net Revenue Budget (b)	20,065	20,932	10,457	10,997	11,209	11,425	11,643	11,866	12,099	12,338
Difference between resources and forecast budget (a + b)	1,140	1,637	2,022	2,317	2,276	2,233	2,183	2,130	2,079	2,025

SELBY DISTRICT COUNCIL - 10 YEAR FINANCIAL PLAN Mid Case

GENERAL FUND	Revised	← Medium Term Financial Plan →				← Long Term Forecast →				
	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2026/27	2027/28
KEY ASSUMPTIONS										
Growth/Inflation	2.00%	3.00%	2.50%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%
Interest Rates	0.90%	1.25%	1.50%	1.75%	2.00%	2.25%	2.50%	2.50%	2.50%	2.50%
Tax Base Increase	1.81%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%
Government Settlement Funding change	-7.36%	-1.57%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%
Council Tax Increase	£3	£5	1.99%	1.99%	1.99%	1.99%	1.99%	1.99%	1.99%	1.99%
COUNCIL TAX										
Tax Base (Number of Band D Equivalents)	31.395	31.709	32.026	32.346	32.670	32.996	33.326	33.660	33.996	34.336
Council Tax @ Band D (£)	178.22	183.22	186.87	190.59	194.38	198.25	202.19	206.22	210.32	214.51
Council Tax Income (£000's)	5,595	5,810	5,985	6,165	6,350	6,542	6,738	6,941	7,150	7,365
Precept (£000's)	5,595	5,810	5,985	6,165	6,350	6,542	6,738	6,941	7,150	7,365
REVENUE FINANCING										
	£000's	£000's	£000's	£000's	£000's	£000's	£000's	£000's	£000's	£000's
Local Income										
Council Tax	- 5,595	- 5,810	- 5,985	- 6,165	- 6,350	- 6,542	- 6,738	- 6,941	- 7,150	- 7,365
Council Tax Collection Fund Surplus/Deficit (+/-)	23									
Business Rates Collection Fund Surplus/Deficit (+/-)	- 8,865	- 9,000								
Gov't Funding/Grants										
Settlement Funding - Business Rates (Baseline from 21/22)	- 2,427	- 2,281	- 2,410	- 2,458	- 2,507	- 2,558	- 2,609	- 2,661	- 2,714	- 2,768
Settlement Funding - Revenue Support Grant										
Settlement Funding - Rural Services and Transitional Grants	-	- 108								
New Homes Bonus	- 1,955	- 1,988								
Other Specific Grants	- 105	- 83								
TOTAL EXTERNAL RESOURCES	(a) - 18,925	- 19,270	- 8,395	- 8,623	- 8,858	- 9,099	- 9,347	- 9,602	- 9,864	- 10,134
REVENUE BUDGET										
	£000's	£000's	£000's	£000's	£000's	£000's	£000's	£000's	£000's	£000's
Approved Operational Budget - Net (Per Council Feb 19)	11,601	11,214	10,884	10,796	11,165	11,232	11,456	11,686	11,919	12,158
Investment Interest	- 300	- 300	- 300	- 300	- 300	- 300	- 300	- 300	- 300	- 300
Capital Financing	818	278	204	208	212	216	221	225	230	234
Parish CTS Grant	-	-	-	-	-	-	-	-	-	-
Net Budget Before Contributions to/from reserves	12,119	11,192	10,788	10,704	11,077	11,148	11,377	11,611	11,849	12,092
Contributions to Reserves:										
PFI Scheme (incl SDC's contribution & interest)	295	303	310	316	321	326	330	333	333	333
Asset Management	200	200	200	200	200	200	200	200	200	200
ICT	141	177	213	250	250	250	250	250	250	250
District Election	34	34	38	38	38	38	38	38	38	38
Pension Equalisation	100	100	100	100	100	100	100	100	100	100
Special Projects/P4G	6,351	11,096	-	-	-	-	-	-	-	-
Local Plan	50	50	50	50	50	50	50	50	50	50
Business Rates Equalisation	3,321									
Contributions from Reserves:										
Business Development/Spend to Save										
ICT	- 321	- 149	- 150	- 153	- 156	- 159	- 162	- 166	- 169	- 172
PFI	- 427	- 435	- 444	- 453	- 462	- 471	- 481	- 491	- 491	- 491
Asset Management	- 497	- 129	- 54	- 55	- 56	- 57	- 58	- 60	- 61	- 62
Special Project/P4G Salaries	- 940	- 595	- 300							
S106 Affordable Housing Commuted Sums										
District Election	- 136				- 153					
Discretionary Rate Relief										
Local Plan	- 98	- 167								
Business Rates Equalisation (Internal safety net top-up)	- 127	- 745	- 294							
Net Contributions to/from reserves (+/-)	7,946	9,740	- 331	293	132	277	266	255	250	246
Forecast Net Revenue Budget	(b) 20,065	20,932	10,457	10,997	11,209	11,425	11,643	11,866	12,099	12,338
Difference between resources and forecast budget (a + b)	1,140	1,662	2,062	2,374	2,351	2,326	2,296	2,264	2,235	2,204

SELBY DISTRICT COUNCIL - 10 YEAR FINANCIAL PLAN 'Worst' Case

GENERAL FUND	Revised	← Medium Term Financial Plan →					Long Term Forecast →			
	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2026/27	2026/27
KEY ASSUMPTIONS										
Growth/Inflation	2.00%	4.00%	3.50%	2.50%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%
Interest Rates	0.65%	0.75%	1.00%	1.25%	1.50%	1.75%	2.00%	2.25%	2.50%	2.50%
Tax Base Increase	1.81%	0.75%	0.75%	0.75%	0.75%	0.75%	0.75%	0.75%	0.75%	0.75%
Government Grant (SFA) change	10.92%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%
Council Tax Increase	£3	1.99%	1.99%	1.99%	1.99%	1.99%	1.99%	1.99%	1.99%	1.99%
COUNCIL TAX										
Tax Base (Number of Band D Equivalents)	31.395	31.630	31.868	32.107	32.347	32.590	32.835	33.081	33.329	33.579
Council Tax @ Band D (£)	178.22	181.77	185.39	189.08	192.84	196.68	200.59	204.58	208.65	212.81
Council Tax Income (£000's)	5,595	5,750	5,908	6,071	6,238	6,410	6,586	6,768	6,954	7,146
Precept (£000's)	5,595	5,750	5,908	6,071	6,238	6,410	6,586	6,768	6,954	7,146
REVENUE FINANCING	£000's	£000's	£000's	£000's	£000's	£000's	£000's	£000's	£000's	£000's
Local Income										
Council Tax	- 5,595	- 5,750	- 5,908	- 6,071	- 6,238	- 6,410	- 6,586	- 6,768	- 6,954	- 7,146
Council Tax Collection Fund Surplus/Deficit (+/-)	23									
Business Rates Collection Fund Surplus/Deficit (+/-)	- 8,865	- 9,000								
Gov't Funding/Grants										
Settlement Funding - Business Rates (Baseline from 21/22)	- 2,427	- 2,281	- 2,410	- 2,458	- 2,507	- 2,558	- 2,609	- 2,661	- 2,714	- 2,768
Settlement Funding - Revenue Support Grant										
Settlement Funding - Rural Services and Transitional Grants	-	- 108								
New Homes Bonus	- 1,955	- 1,988								
Other Specific Grants	- 105	- 83								
TOTAL EXTERNAL RESOURCES (a)	- 18,925	- 19,210	- 8,318	- 8,529	- 8,745	- 8,967	- 9,195	- 9,429	- 9,668	- 9,914
REVENUE BUDGET	£000's	£000's	£000's	£000's	£000's	£000's	£000's	£000's	£000's	£000's
Approved Operational Budget - Net (Per Council Feb 19)	11,601	11,214	10,884	10,849	11,219	11,287	11,513	11,743	11,978	12,217
Investment Interest	- 300	- 300	- 300	- 300	- 300	- 300	- 300	- 300	- 300	- 300
Capital Financing	818	278	204	209	213	218	222	226	231	235
Additional recurring growth (St Scene and Car Parking)	-	500	510	520	531	541	552	563	574	586
Net Budget Before Contributions to/from reserves	12,119	11,692	11,298	11,278	11,662	11,746	11,987	12,232	12,483	12,739
Contributions to Reserves:										
PFI Scheme (incl SDC's contribution & interest)	295	303	310	316	321	326	330	333	333	333
Asset Management	200	200	200	200	200	200	200	200	200	200
ICT	141	177	213	250	250	250	250	250	250	250
District Election	34	34	38	38	38	38	38	38	38	38
Pension Equalisation	100	100	100	100	100	100	100	100	100	100
Special Projects/P4G	6,351	11,096	-	-	-	-	-	-	-	-
Local Plan	50	50	50	50	50	50	50	50	50	50
Business Rates Equalisation	3,321									
Contributions from Reserves:										
Business Development/Spend to Save										
ICT	- 321	- 149	- 150	- 154	- 157	- 160	- 163	- 166	- 170	- 173
PFI	- 427	- 435	- 444	- 453	- 462	- 471	- 481	- 491	- 491	- 491
Asset Management	- 497	- 129	- 54	- 55	- 56	- 58	- 59	- 60	- 61	- 62
Special Project/P4G Salaries	- 940	- 595	- 300							
S106 Affordable Housing Commuted Sums										
District Election	- 136				- 153					
Discretionary Rate Relief										
Local Plan	- 98	- 167								
Business Rates Equalisation (Internal safety net top-up)	- 127	- 745	- 294							
Net Contributions to/from reserves (+/-)	7,946	9,740	- 331	292	131	275	265	254	249	245
Forecast Net Revenue Budget (b)	20,065	21,432	10,967	11,570	11,793	12,021	12,252	12,486	12,732	12,983
Difference between resources and forecast budget (a + b)	1,140	2,223	2,649	3,041	3,048	3,054	3,057	3,057	3,064	3,069

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SSELBY DISTRICT COUNCIL - HRA 30 YEAR FINANCIAL PLAN (Based on 30 Year MRP - Original Budget)

	1	2	3	4	5	6	7	8	9	10
	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29
← Medium Term Financial Plan →										
KEY ASSUMPTIONS										
Inflation	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%
Interest Rates	0.50%	0.75%	1.25%	1.50%	1.75%	2.00%	2.25%	2.50%	2.50%	2.50%
Estimated Sales	-20	-20	-20	-20	-20	-20	-20	-20	-20	-20
Demolitions										
Estimated New Build	19	20	20	20	20	20	20	20	20	20
Void Loss	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%
Provision for Bad Debts	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%
Provision for Bad Debts - Universal Credit	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%
Fees & Charges	2.90%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%
Rent Increase CPI + 1%	-1.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%
Number of Dwellings (Mid Year Average)	3,045	3,044	3,044	3,044	3,044	3,044	3,044	3,044	3,044	3,044
Average Rent - Rent Restructuring	82.43	84.90	87.45	90.07	92.77	95.56	98.42	101.38	104.42	107.55
Rent Weeks	48.00	48.00	48.00	48.00	48.00	48.00	48.00	48.00	48.00	48.00
Rent Income (£)	-12,045,611	-12,404,941	-12,777,090	-13,160,402	-13,555,214	-13,961,871	-14,380,727	-14,812,149	-15,256,513	-15,714,208
Void loss	-240,912	-248,099	-255,542	-263,208	-271,104	-279,237	-287,615	-296,243	-305,130	-314,284
Provision for Bad & Doubtful Debts	-259,703	-267,451	-275,474	-283,738	-292,250	-301,018	-310,048	-319,350	-328,930	-338,798
Net Rent Income	-11,544,995	-11,889,392	-12,246,074	-12,613,456	-12,991,859	-13,381,615	-13,783,064	-14,196,556	-14,622,452	-15,061,126
% Increase in Rent	-1.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00
REVENUE FINANCING										
Dwellings Rents	-11,544,995	-11,889,392	-12,246,074	-12,613,456	-12,991,859	-13,381,615	-13,783,064	-14,196,556	-14,622,452	-15,061,126
Garage Rents	-102,591	-104,643	-106,736	-108,871	-111,048	-113,269	-115,534	-117,845	-120,202	-122,606
Total Resources (£)	-11,647,586	-11,994,035	-12,352,810	-12,722,327	-13,102,908	-13,494,884	-13,898,598	-14,314,401	-14,742,654	-15,183,732
REVENUE BUDGET										
Operational Services	1,824,651	1,960,653	2,000,226	2,040,231	2,081,035	2,122,656	2,165,109	2,208,411	2,252,579	2,297,631
Commissioning Contracts & Procurement	108,720	112,070	115,530	117,841	120,197	122,601	125,053	127,554	130,106	132,708
Contingency	75,000	75,000	75,000	76,500	78,030	79,591	81,182	82,806	84,462	86,151
CEC Recharge from General Fund	2,775,200	2,616,704	2,673,318	2,726,784	2,781,320	2,836,946	2,893,685	2,951,559	3,010,590	3,070,802
Savings Target	-214,000									
Debt Management Costs	6,000	6,000	6,000	6,120	6,242	6,367	6,495	6,624	6,757	6,892
Investment Interest - Notional Sum	-135,000	-135,000	-135,000	-137,025	-139,423	-142,211	-145,411	-149,046	-152,773	-156,592
Repayment of HRA Reform Loan (Interest)	2,378,430	1,889,387	1,841,905	1,841,905	1,841,905	1,841,905	1,841,905	1,841,905	1,841,905	1,841,905
Contribution to Computer Development Reserve	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000
Net Service Costs	6,869,001	6,574,814	6,626,979	6,722,355	6,819,307	6,917,855	7,018,019	7,119,814	7,223,627	7,329,497
Net Service Surplus / Deficit before contribution to MRR & CAA	-4,778,585	-5,419,221	-5,725,831	-5,999,971	-6,283,601	-6,577,029	-6,880,580	-7,194,587	-7,519,028	-7,854,235
Voluntary MRP for Self-Financing Debt	1,260,000	1,260,000	1,260,000	2,281,650	2,281,650	2,281,650	2,281,650	2,281,650	2,281,650	2,281,650
Assumed Voluntary MRP for HDP	149,780	231,726	315,310	400,567	487,528	576,229	666,703	758,987	853,117	949,129
Assumed HDP Interest	111,247	166,807	223,477	281,281	340,240	400,379	461,721	524,290	588,110	653,206
Net Resources Transferred to Major repairs Reserve	-3,257,557	-3,760,689	-3,927,043	-3,036,474	-3,174,182	-3,318,771	-3,470,505	-3,629,660	-3,796,151	-3,970,249
Major Repairs Reserve										
Opening Balance	-8,177,969	-5,537,621	-3,822,137	-2,381,625	-248,258	1,840,330	3,912,031	6,907,327	9,131,113	11,313,128
Transfers	-766,697									
Revenue Contributions	-3,257,557	-3,760,689	-3,927,043	-3,036,474	-3,174,182	-3,318,771	-3,470,505	-3,629,660	-3,796,151	-3,970,249
Assumed Capital Programme	6,664,602	5,476,173	5,367,555	5,169,841	5,262,771	5,390,472	6,465,801	5,853,446	5,978,165	6,258,266
Closing Balance	-5,537,621	-3,822,137	-2,381,625	-248,258	1,840,330	3,912,031	6,907,327	9,131,113	11,313,128	13,601,144
CFR/Cashflow										
Opening Balance	-8,319,960.00	-9,729,740.12	-4,721,465.89	-6,296,776.21	-8,978,992.79	-11,748,170.73	-14,606,049.28	-17,554,402.44	-20,595,039.70	-23,729,806.75
Less unfinanced capital expenditure (internal borrowing)										
Add Voluntary MRP	1,409,780.12	1,491,725.77	1,575,310.32	2,682,216.57	2,769,177.95	2,857,878.55	2,948,353.16	3,040,637.26	3,134,767.05	3,230,779.43
Less Debt Repaid		6,500,000.00								
Closing Balance	9,729,740.12	4,721,465.89	6,296,776.21	8,978,992.79	11,748,170.73	14,606,049.28	17,554,402.44	20,595,039.70	23,729,806.75	26,960,586.18
Net Cashflow	-15,267,361.52	-8,543,603.21	-8,678,401.61	-9,227,251.09	-9,907,840.51	-10,694,018.23	-10,647,075.24	-11,463,926.86	-12,416,679.22	-13,359,442.13

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Reserve Balances 2019 - 2021															
Description	Actual Balance 31 March 19	Use	Transfers	Contribs	Estimated Balance 31 March 20	Use	Contribs	Estimated Balance 31 March 21	Use	Contribs	Estimated Balance 31 March 22	Use	Contribs	Estimated Balance 31 March 23	Comments
	£	£		£	£	£	£	£	£	£	£	£	£	£	
Revenue Reserves															
General Fund															
Reserves to fund future commitments:															
PFI Scheme	3,528,364	- 426,788		295,156	3,396,732	- 435,323	302,759	3,264,168	- 444,030	309,672	3,129,810	- 444,030	309,672	2,995,452	Reserve expected to be fully spent by 2035/36. 2022/23 to be confirmed
ICT	378,134	- 984,948	500,000	191,000	84,186	- 280,000	227,000	31,186	- 280,000	263,000	14,186	- 280,000	300,000	34,186	Indicative profile - assessment of requirements in progress
Asset Management	995,807	- 1,375,190	250,000	200,000	70,617	- 128,998	200,000	141,619	- 53,825	200,000	287,794	- 53,825	200,000	433,969	Subject to refreshed Asset Management Strategy
Local Plan	439,428	- 416,057	250,000	50,000	323,371	- 167,500	50,000	205,871		50,000	255,871		50,000	305,871	
Election	147,934	- 136,000		34,000	45,934		34,000	79,934		38,000	117,934		38,000	155,934	
	5,489,668	- 3,338,983	1,000,000	770,156	3,920,841	- 1,011,821	813,759	3,722,779	- 777,855	860,672	3,805,596	- 777,855	897,672	3,925,413	
Reserves to fund growth and improvement:															
Special Projects/Unallocated	3,401,850			5,077,295	8,479,145		10,988,000	19,467,145			19,467,145			19,467,145	Assumes £5m of renewable energy income is allocated to Property Funds in 2018/19 and remainder to BRER to support savings plan. Subject to confirmation of receipts in 2019/20 and 2020/21 - £3.3m transferred to BRER to support the revenue budget and £25k is allocated to P4G, the rest will be available for allocation.
Special Projects / Programme for Growth	6,229,284	- 3,641,480		1,273,414	3,861,218	- 2,789,303		1,071,914	- 1,071,914		-			-	Remainder of Approved P4G Programme, reprofiled over remaining years
S106 Affordable Housing Commuted Sums	5,460,626	- 1,290,000		1,218,744	5,389,370	- 210,000	1,218,744	6,398,114		609,372	7,007,486			7,007,486	Funds ring-fenced and spend subject to progress on housing developments
Other S106 contributions	135,019				135,019			135,019			135,019			135,019	New reserve to be created - profile of spend to be confirmed
Community Infrastructure Levy	1,159,347			567,221	1,726,567			1,726,567			1,726,567			1,726,567	New reserve to be created - profile of spend to be confirmed
Discretionary Rate Relief Fund	240,003	- 50,000			190,003			190,003			190,003			190,003	
NYCC Collaboration	50,000	- 50,000			-			-			-			-	
Spend To Save (Business Development)	310,077	- 41,334	150,000		418,743			418,743			418,743			418,743	Held to support upfront investment or transitional costs to deliver savings/efficiencies/income generation - spend subject to annual bidding through budget process
	16,986,206	- 5,072,814	150,000	8,136,674	20,200,065	- 2,999,303	12,206,744	29,407,506	- 1,071,914	609,372	28,944,964	-	-	28,944,964	
Reserves to mitigate financial risk:															
Pensions Equalisation Reserve	841,643		- 750,000	100,000	191,643		100,000	291,643		100,000	391,643		100,000	491,643	Awaiting 2019 triennial valuation
NDR Equalisation	2,472,346			3,320,595	5,792,941	- 745,349		5,047,592	- 293,504		4,754,088			4,754,088	£7.6m held to support revenue budget to 2021/22 - drawdown is subject to savings delivery
Contingency	613,962	- 250,000			363,962			363,962			363,962			363,962	
General Fund	1,653,222	- 150,000			1,503,222			1,503,222			1,503,222			1,503,222	Minimum working balance £1.5m
	5,581,172	-	- 1,150,000	3,420,595	7,851,767	- 745,349	100,000	7,206,418	- 293,504	100,000	7,012,914	-	100,000	7,112,914	
Total GF Revenue reserves	28,057,047	- 8,411,797	-	12,327,425	31,972,674	- 4,756,473	13,120,503	40,336,704	- 2,143,273	1,570,044	39,763,474	- 777,855	997,672	39,983,291	
HRA															
HRA Unallocated Balance	2,266,697		- 766,697		1,500,000			1,500,000			1,500,000			1,500,000	Minimum working balance £1.5m remainder transferred to MRR to support housing improvement programme
C/fwd Budgets (HRA)	2,295,202	- 2,295,202			-			-			-			-	
Major Repairs Reserve - Capital Programme	5,882,767	- 4,369,400	766,697	3,257,557	5,537,621	- 5,476,173	3,760,689	3,822,137	- 5,367,555	3,927,043	2,381,625	- 5,169,841	3,036,474	248,258	Spend profile subject to approved capital programme - aligns to HRA Business Plan Mid-Case
Sub Total	10,444,666	- 6,664,602	-	3,257,557	7,037,621	- 5,476,173	3,760,689	5,322,137	- 5,367,555	3,927,043	3,881,625	- 5,169,841	3,036,474	1,748,258	
Total Revenue Reserves	38,501,712	- 15,076,399	-	15,584,982	39,010,295	- 10,232,646	16,881,192	45,658,840	- 7,510,828	5,497,087	43,645,099	- 5,947,696	4,034,146	41,731,549	
Capital Reserves															
General Fund Receipts (after P4G removed)	1,747,026	- 325,000			1,422,026			1,422,026			1,422,026			1,422,026	Earmarked for replacement wheeled bins
HRA Capital Receipts	3,743,792	- 821,807		500,000	3,421,985	- 310,000	500,000	3,611,985		500,000	4,111,985		500,000	4,611,985	
HRA Capital Receipts (HRA Reserved)	0	- 250,000		250,000	0			0			0			0	
Total GF Capital Receipts	5,490,818	- 1,396,807	-	750,000	4,844,011	- 310,000	500,000	5,034,011	-	500,000	5,534,011	-	500,000	6,034,011	

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Savings Plan

Strategic Category	General Fund - Potential Saving	Original Risk in Budget	2019/20 Target £000's	2019/20 Forecast £000's	2020/21 Target £000's	2021/22 Target £000's	Update/Comments
Growing resources	Income generation	High	12	0	120	185	At the current time, income streams have not been increased beyond inflation and no new income streams have been introduced. This will be kept under review, and options where additional income can be generated will be considered.
Growing resources	Asset rationalisation	Medium	76	20	125	125	Additional income has been generated from Align, registrars and meeting room bookings. The remainder of this saving however is dependent upon the move from Market Cross. The move of the contact centre is anticipated to happen in the near future, but the negotiations on the lease at Market Cross are still ongoing and other alternatives such as sub-letting are being considered.
Growing resources	New SDHT Loans	Low	100	100	100	100	In 19/20 loans include Riccall, Ulleskelf, and Ousegate, all of which contribute towards this target. The revised and expanded Housing Development Programme agreed by Executive in January 2018 identifies a significant role for the SDHT in delivery which will provide further loan opportunities for SDC, although the timing of these new opportunities will only become clearer as the programme progresses. Targets will be updated as new loans are approved.
Growing resources	Commercial property acquisition	High	50	0	100	250	The current programme for growth has £3.5m earmarked for commercial property acquisition which will generate a direct return on investment. To date this has been used to acquire two vacant former banks, but these are not expected to make an ongoing revenue stream in the current financial year. There have been no further acquisitions at this stage, this will be updated as and when new acquisitions occur.
Growing resources	Business Rates Growth	High	0	0	100	200	The Economic Development team will deliver the Council's Economic Development Strategy and proactively foster new inward investment and indigenous business growth. This is however high risk due to uncertainties regarding the BRR system reset from 20/21. This cautious target assumes that the reset brings the Council out of its current safety net position and enables modest year on year growth to be realised. The pipeline of business growth forecast through the Economic Development Framework suggests significant opportunities ahead but the level of funding that will ultimately delivered to the Council is subject to the future Local Government financing system. Post the system reset and next spending review, a clearer forecast of the potential for this income will be established.

Strategic Category	General Fund - Potential Saving	Original Risk in Budget	2019/20 Target £000's	2019/20 Forecast £000's	2020/21 Target £000's	2021/22 Target £000's	Update/Comments
Growing resources	Property Fund Investment	Medium	200	200	200	200	An investment was made in October 2018 into 2 property funds with an estimated net return of 4% per annum. At the end of Q1, this investment has made this return but actual returns for the full year are subject to fund performance.
Growing resources	Increase cap on investment income - NEW	Medium	50	50	50	50	£300k cap included in MTFS - potential to reassess and increase if outlook for interest rates remains high but reducing balances will counteract so this brings some risk. Balances and expected rates for 2019/20 suggest that this is low risk for that year. Thereafter this will be kept under review and confirmed as cashflow forecasts are updated and interest rates are known.
Total Growing Resources		0	488	370	795	1110	
Transforming	Process improvements /on-line transactions	Medium	200	137	250	300	The Channel shift project is currently being delivered and savings from this are starting to be recognised. There have been savings made through natural turnover where the benefits of digitalisation have led to increased efficiency plus additional savings generated from reduction in paper and postage as a result of increased usage of IT. Further benefits from this are expected to be achieved as the projects continue to roll out, but some of this will be in the next financial year.
Transforming	Planning service review	Medium	100	40	200	200	A review is currently taking place. The current expectation is that £40k of efficiencies can be found in the service and this will be updated once the review is completed. The review is being undertaken with a view to maximising efficiency whilst ensuring no detriment to service delivery, and the final confirmed saving achieved will reflect this aim.
Total Transforming		0	300	177.032	450	500	
Commissioning	Environmental contract	High	40	0	40	40	The environmental saving target of (£40k) is now unlikely to be delivered in year. However it will be tied in with the investment in a standard rear loading collection fleet and area based working and a range of opportunities to increase the efficiency of contract delivery which are being explored currently. There is potential to exceed the target in future years. This provides the opportunity to maximise operational efficiencies which will be captured as part of the formal contract variation to deliver cashable savings in 2020/21 and beyond.
Commissioning	Procurement partnership	Low	12	12	12	12	Selby has exited from the North Yorkshire Procurement Partnership in April 2019, which will achieve £12k saving. Approved by the Executive 4/10/2018.
Collaboration	Work carried out for third parties	Medium	30	0	30	30	This work with another District Council has now ceased. There are no current third party support provided to others.
Commissioning	Contract renewals	Medium	10	10	20	20	A saving is still expected from this, and a clearer picture will be available as these contract renewals are completed.
Total Collaboration & Commissioning		0	92	22	102	102	

Strategic Category	General Fund - Potential Saving	Original Risk in Budget	2019/20 Target £000's	2019/20 Forecast £000's	2020/21 Target £000's	2021/22 Target £000's	Update/Comments
Technical/housekeeping	Remove contributions to pension reserve - NEW	Low	100	100	100	100	This mitigates above inflationary rises in future pension contributions - risk to be managed within base budget from 2019/20.
Technical/housekeeping	Reduce contingencies - NEW	Low	160	160	160	160	£260k is included in the revenue budget to cover unforeseen items - £110k for operational items and £150k for additional commissions from the Executive. This option would reduce the operational contingency to £100k (the minimum advisable for operational purposes) and draw down funding from the Contingency reserve for additional Executive Commissions as part of the annual budget process. The Contingency reserve would be topped up through windfalls/in-year surpluses.
Total Technical/Housekeeping		0	260	260	260	260	
Total		-	1,140	829	1,607	1,972	

Strategic Category	HRA - Potential Saving	Risk	2019/20 Target £000's	Forecast £000's	2020/21 Target £000's	2021/22 Target £000's	Update/Comments
Transforming	Process improvements /on-line transactions	Medium	194	7	194	194	The new housing/asset management system is in the process of being implemented. There have been delays in the development of the new software modules by the supplier which has resulted in phase 2 (where most savings are expected to be implemented) slipping into early 2020/21. The savings that will be recognised this year related to the saving on maintenance costs.
Commissioning	Commissioning & collaboration	High	8	0	8	8	Opportunities will continue to be considered for savings on contracts, but there is no current view on where this saving may be generated from.
Commissioning	NYCC Procurement Partnership	Low	12	12	12	12	Selby has exited from the North Yorkshire Procurement Partnership in April 2019, which will achieve £12k saving. Approved by the Executive 4/10/2018.
Total		-	214	19	214	214	

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	Original Programme	Revised Programme	Estimated Programme	Estimated Programme
	2019/20 £	2019/20 £	2020/21 £	2021/22 £
PROJECTS				
Asset Management Plan Leisure Centres & Park	19,002	19,002	75,998	825
Road Adoption - Industrial Units Sherburn		325,000		
Enhancement of Car Parks	300,000	727,987		
Selby Park Wall		21,060		
Police Co-Location Project		41,334		
Collapsed Culvert - Portholme Road		419,141		
New Bids				
Transforming Customer Services	97,132	110,000		
Industrial Unit Improvement Programme	50,000	50,000	50,000	50,000
Works to South Milford Retaining Wall	15,000	15,000		
Housing Development (Loans to SDHT)	7,694,300	12,690,612		
Grants				
Disabled Facilities Grants	346,958	630,445	346,958	346,958
Repair Assistance Loans	30,000	42,407	30,000	
ICT Hardware & Systems Within ICT Strategy				
DIP Upgrade				
Virtual Servers, Software & Storage	25,000	25,000		
Northgate Benefits & Taxation system development	15,000	40,075	15,000	15,000
Idox Planning Software		13,728		
Northgate Revs & Bens replacement software		8,675		
Asset Management System		132,375		
GIS System		37,131		
Customer Portal		57,500		
Portal / Digital Platform - to Housing Mgmt System		18,000		
Disaster Recovery Improvements	20,000	47,688		
Microsoft Licensing	85,000	170,000	85,000	85,000
Laptop Refresh	40,000	126,995	33,000	49,500
Committee Management System		3,000		
Citrix & other Software Licences		85,194		
ICT Infrastructure		4,597		
New bids				
Civica Pay	36,100	36,100		
Microphone System	40,000	40,000		
Implementation & Infrastructure Costs	261,100		133,000	149,500
Mobile Working Solution / Digital Workforce	60,000	100,000	16,000	
TOTAL	8,873,492	15,191,988	651,956	547,283
SUMMARY OF FUNDING				
Capital Receipts	30,000	367,407	30,000	
Grants & Contributions	346,958	630,445	346,958	346,958
Reserves	802,234	1,503,524	274,998	200,325
S106 Commuted Sums	220,000	580,000		
Borrowing	7,474,300	12,110,612		
TOTAL	8,873,492	15,191,988	651,956	547,283

2019/20 – 2021/22 HOUSING REVENUE ACCOUNT CAPITAL PROGRAMME

	Original Programme	Revised Programme	Estimated Programme	Estimated Programme
	2019/20 £	2019/20 £	2020/21 £	2021/22 £
PROJECTS				
Current Projects				
Electrical Rewires	240,000	240,000	533,141	543,804
Central Heating Systems	545,000	601,773	490,416	500,224
Roof Replacements	400,000	1,111,805	1,028,874	1,049,451
Damp Surveys & Works	220,000	348,110	224,400	228,888
Door & Window Replacements	120,000	687,563		
Kitchen Replacements	130,000	305,076		
Pre Paint & Cyclical Repairs	160,000	418,966		
Void Property Repairs	145,000	145,000	138,037	130,737
Fencing & Gates	40,000	60,830	40,800	41,616
Bathroom Replacements	30,000	134,400		
Pointing Works	300,000	575,461	306,000	312,120
Laurie Backhouse Court Refurbishment		38,231		
Environmental Improvement Plan		145,710		
Community Centre Refurbishment	30,000	78,000		
Sheltered Homes Adaption	165,000	249,799	153,000	
Estate Enhancements	100,000	224,412		
Ousegate Refurbishment		55,804		
St Wilfrids Court Refurbishment	100,000	113,000		
Aids & Adaptations Programme			183,600	187,272
New Bids				
Fire Risk Assessments	100,000	100,000	51,000	
Asbestos Assessments	120,000	120,000	122,400	124,848
Door Replacements	37,600		172,115	175,557
Window Replacements	333,300		567,732	579,087
Kitchen Replacements	50,000		371,076	378,498
Bathroom Replacements	104,400		522,077	532,518
Co Detection Installation Programme	226,600	226,600		
Co Detection Replacement Programme			38,556	39,327
Communal Area Refurbishment Programme	230,000	230,000	234,600	239,292
Footpath Repairs	172,500	184,062	175,950	179,469
Energy Efficiency Programme	150,000	150,000		
Sewage Pumping Station Replacement Programme	120,000	120,000	122,400	124,847
Sub-total HRA Improvement Programme	4,369,400	6,664,602	5,476,173	5,367,555
New Build Projects	2,280,000	3,479,400		
Empty Homes Programme	700,000	1,300,000	700,000	
TOTAL*	7,349,400	11,444,002	6,176,173	5,367,555
SUMMARY OF FUNDING				
Revenue Contributions	4,369,400	6,664,602	5,476,173	5,367,555
Borrowing	1,900,000	2,900,000		
Capital Receipts	340,000	779,400	280,000	
HCA Grant Funding	210,000	390,000	210,000	
S.106 Commuted Sums - affordable housing subsidy	530,000	710,000	210,000	
TOTAL	7,349,400	11,444,002	6,176,173	5,367,555

* The programme is indicative to align with the HRA business plan and it is subject to Council approval as part of the budget process.

APPENDIX E

Project	Lead Officer	Multi-Year Project Budget	Position @ 30 June 2019			Update
			In Year Spend 19/20	Forecast	Forecast Variance	
Healthy Living Concepts Fund	Angela Crossland	116,791	23,750	116,791	0	The Selby Health Matters group have now finalised a 3 year action plan to support delivery of local initiatives for which this fund will support. 2019/20 P4G allocation is the final year contribution to this fund. Current projects underway are the Local Cycling and Walking Infrastructure Plan which has a committed amount from the fund of £47.5k. The work commenced in Dec 2018 and is due to conclude by end Sept 2019. Current work with Selby Health Matters and IHL to determine use of outstanding fund allocation. This will be focused on active travel and tackling childhood obesity.
Visitor Economy (Tourism & Culture)	Angela Crossland	477,429	23,295	477,429	0	<p>Budget represents a 3 year programme which will be complete by 1/10/22. Year 1 was about creating the foundations. Whilst the initial period has seen very little expenditure, the foundations for delivery have been put in place, including quality officers being recruited into the delivery posts. These are helping with the delivery of the two major cycle races. The team have also led on securing funding to support some of the Selby 950 celebrations (see project below) and in delivering the programme. The emphasis of the work to date has been on:</p> <ul style="list-style-type: none"> • Developing baseline and evaluation data to build a picture of what events and activities bring to local business and audiences. • Establishing strong business and community relationships to continue activity, strengthen visitor products and build legacy partnerships and capacity in the district's visitor, heritage and creative sectors; • Establishing baseline data on audiences, visitors and how these demonstrate the strength and response to our district offer. <p>It is anticipated that the 2019/20 financial year will see a sustained period of delivery. It is anticipated that expenditure will include £32,905 on data capture, monitoring & evaluation (including social and economic impact studies for Selby 950); £6000 on business events and networking; £20,000 on Visitor Economy place branding and marketing; £1500 to service the Tourism Advisory Board; £7500 on our partnership with Visit York to ensure Selby District businesses receive maximum benefit; £3000 to test Visitor Information Points and £5000 for niche trail maps.</p>
Celebrating Selby 950	Angela Crossland	62,949	(32,576)	62,949	0	<p>The budget represents SDC's contribution to the major programme of events to celebrate Selby 950 being led by SDC in partnership with other key stakeholders in the town and is also partially funded by external funders. Match funding has successfully been awarded by ACE (£70k), HLF (£45k) and Drax Group plc (£20k) which has enabled an exciting and engaging programme of work to be delivered in 2019/20. Successful events such as Selby Sings (involving 250 school-children singing in the Abbey) and the St Germain parade (involving 450 in its preparation and many more watching in the town) have generated significant regional and local media coverage and positive local feedback. Most of the artists contracts are in place, now that permission has been given by the funders and is expected to be complete by February 2020.</p> <p>The in year spend of (£32k) is as a result of grant funding being received in advance of contractor payments.</p>
Retail Experience - Tadcaster Linear Park	Angela Crossland	150,273	0	150,273	0	The Tadcaster Riverside Park project is a long running project currently at design and costings phase with Amey Enterprises. Recent work has been to finalise the design costings. Phase 2 is to put the contract and operational arrangements in place to deliver the project in 2019.
Growing Enterprise	Iain Brown	62,550	(127)	62,550	0	Budget to support one of the 10 priorities in Economic Development Framework (EDF) 2 year delivery programme as approved at the January 2019 Executive. It helps to match-fund small business support with the Leeds City Region LEP and unlock support for small businesses through the Ad:Venture and Digital Enterprise.

Project	Lead Officer	Multi-Year Project Budget	In Year Spend 19/20	Forecast	Forecast Variance	Update
Marketing Selby's USP	Mike James	34,895	6,372	34,895	0	This is the final stage of the 18-month Place Branding project. The project objectives are to support investment and jobs by telling a positive story of the district as a place to do business. We've been delivering this through a series of stories - relating back to our Economic Framework objectives - and working with others, such as the LEPs, to maximise the reach of our material to the relevant audiences. We undertook a full project review following the election and have an updated delivery plan to take us to the end of December 2019. During the first quarter the following has been completed: 1. Procurement for specialist support to create a new business-specific website for the district. 2. Procured a series of media partnerships to tell a positive story of doing business in the district to regional and local audiences. 3. Re-instigated a business communications group, encompassing a range of large and small business representatives from across the district. 4. Started the process of creating some new case study material (words, images and films) linked back to the major themes of the Economic Development framework.
Tour De Yorkshire	Angela Crossland	149,954	133,896	149,954	0	SDC contribution to hosting the finish of the first stage of Tour de Yorkshire (TdY) in May 2019 in Selby Town. This will give the town a massive publicity boost in the year of the Abbey's 950 celebrations. Funding from the Leeds City Region Business Rates Pilot Pool is under consideration for the hosting fees for the Selby event in line with the funding provided for other starts and finishes across the LCR but this is currently unconfirmed.
Retail Experience - STEP	Angela Crossland	78,148	(72)	78,148	0	New work has been commissioned by SDC to develop a town centre strategy and action plan (see below) and this aligns well with the work STEP are doing. Final plans to deliver street scene priorities identified by STEP are due to be implemented in late 2019/20. Spend heavily reliant on partnership engagement and influence on project delivery. There is potential to match fund projects if we are successful with our Heritage Action Zone bid. We will know this by Autumn 2019.
Towns Masterplanning (Regeneration)	Angela Crossland	119,727	7,442	119,727	0	Work has been commissioned in 2019/20 from the People and Places consultancy (Chris Wade) to develop town centre revitalisation plans and prepare for Future High Streets Fund applications throughout 2019 (£15k commission) The first stage of work has been completed in 2019/20 including significant survey and engagement work in Selby Town centre. Further work on this across the three towns will continue into Summer/Sept 2019. Work will identify where match fund and further commission is needed and establish the further multi-partner governance model needed to deliver the strategies and action plans for each town centre.
Strategic Sites Masterplanning	Iain Brown	153,317	(39,952)	153,317	0	Funded due diligence work on Olympia Park, Portholme Road, Edgerton Lodge and Selby Station Masterplan. Future projects will include strategic infrastructure response to Sherburn Employment sites, improvements to the area around the railway station in Selby. Expenditure will include consultancy work to support the Transforming Cities Fund bid for Selby Station.
Access to Employment	Iain Brown	40,000	0	40,000	0	Projects within this budget will be targetted at supporting social mobility to give unemployed people in areas of higher deprivation in Selby District access to current and future employment opportunities e.g. connecting people to employment opportunities at Sherburn, the former Kellingley Colliery, Church Fenton etc.
Housing development Fesibility Work	Iain Brown	100,194	29,796	100,194	0	Housing development feasibility project to identify viability of sites for development.
UCI Road World Championships	Angela Crossland	65,000	0	65,000	0	This project will be delivered within the current financial year. A review is being undertaken to assess the requirements for the race with Yorkshire 2019 and any risks to the budget. Funding from the Leeds City Region Business Rates Pilot Pool is under consideration for the hosting fees for the Selby paracycling event but this is currently unconfirmed.
Empty Homes	June Rothwell Simon Parkinson	88,455	20,936	88,455	0	Overall the project is progressing well and the Empty Homes Officer has directly helped bring empty homes back into use in line with the targets set by offering advice and assistance to owners. Homes England Grant funding has been secured to support the options of voluntary and compulsory purchase. A total of £390,000 has been secured, subject to individual business cases for the properties, to purchase and repair the empty homes, bringing them to a habitable standard. This indicative funding is to bring back in to use 10 empty properties up to 2020, providing up to £39,000 per property. We can also use the funding to purchase 'right to buy' buy backs and this is something we will consider on a case by case basis. We are currently pursuing our first Compulsory Purchase Order. The process is long and quite complex but a successfully CPO will send the message that this is a priority for us.

Project	Lead Officer	Multi-Year Project Budget	In Year Spend 19/20	Forecast	Forecast Variance	Update
Selby District Housing Trust	Iain Brown	34,850	4,328	34,850	0	This fund is to support SDHTs role in the more ambitious HDP approved by Executive in January 2018. A new officer has now been appointed to support the SDHT. The Trust have taken occupation of an additional 17 new affordable homes in 2018/19 delivered through new build and Section 106 acquisitions and a further 12 Section 106 acquisitions in Q1 2019/20.
Stepping Up' Housing Delivery	Iain Brown	9,919	3,168	9,919	0	The Project will support the implementation of the Housing Development Programme approved by the Executive in January 2018.
Olympia Park	Iain Brown	290,985	22,466	290,985	0	Good progress towards delivering Olympia Park was achieved in 2018/19. The majority of site surveys and reports have now been completed, with a flood mitigation strategy being developed by OPD Ltd working closely with the Environment Agency. Alternative engineering design solutions to address the flood and ground condition issues identified should be completed and costed by early September 2019. The Council will be consulting on a new Development Brief and masterplan for the site this Autumn. An application for the link road into the site is also due in late August 2019. The evidence base and masterplan will support the submission of a detailed planning application for the site later in 2019. The Council is project managing delivery of this site working closely with OPD Ltd and with our legal and property advisers to ensure our delivery strategy is robust. The Council secured £8.878m Housing Infrastructure Funding from Homes England and subject to signing of the Grant Determination Agreement by end of September 2019 draw-down of the grant funding will start in 2019/20 with completion of the new link road into the site due by March 2021.
Making our Assets work	Iain Brown	166,593	(2,500)	166,593	0	The budget is targetted at at funding due diligence work to bring the Council's own land assets to the market. These include small garage sites, Portholme Rd, Egerton Lodge, Barlby Rd depot and Bondgate.
Summit Indoor Adventure Activity Refresh	Keith Cadman	0	(3,131)	0	0	Works completed during 2018/19 to change the activity mix at the summit after the identification of activities that needed a refresh. In year spend relates to the final costings being processed.
Commercial property acquisition fund	Iain Brown	3,039,424	0	3,039,424	0	This budget will be used to acquire strategic development sites consistent with the Councils regeneration and commercial development opportunities, in some instances this may be used to match fund acquisitions as part of the TCF bid submission.
High Street shop fronts	Angela Crossland	100,000	0	100,000	0	The Project Fund was used as a match fund contribution in the High Streets Heritage Action Zone bid which was submitted on 12 July 2019. We will find out in Autumn 2019 whether we have been successful or not. If so this is a 4 year funding programme to commence April 2020, therefore no forecasted spend in 19/20. This initiative is also inter-dependent with the Towns Masterplanning project (see above). A project officer has now been assigned to lead this from within the Communities and Partnerships team.
New lane - Public Realm	Iain Brown / Angela Crossland	200,000	0	200,000	0	This project has been delayed and new timelines are to be determined because of current capacity issues at both SDC and NYCC. This initiative is also interdependent with the Towns Masterplanning project (see above). This Project fund was used as a match fund contribution to the High Streets Heritage Action Zone funding bid submitted on 12th July 2019. We should find out Autumn 2019 whether we are successful. If so, this is a 4 year funding programme and would expect this budget to be spent from April 2020. No forecast spend in 2019-20.
Staffing costs		2,134,345	222,121	2,134,345	0	This covers all the P4G funded posts across SDC. These posts support delivery of this P4G programme. It also covers the additional core staffing costs in a number of teams required to deliver the Council's corporate growth ambitions including the Economic Development and Regeneration team (to deliver the Economic Development Framework 2 year action plan) and key posts in Communities and Partnerships, Planning and Marketing and Communications.
Contingency		5,000	0	5,000	0	
		7,680,798	419,212	7,680,798	0	

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Report Reference Number: C/19/06

To: Council
Date: 17 September 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: Review of Polling Districts and Polling Places 2019

Summary:

The Representation of the People Act 1983 as amended by the Electoral Registration and Administration Act 2013 introduced a duty for the (Acting) Returning Officer to undertake a review of UK Parliamentary Polling Districts and Polling Places every five years. The current review must be completed by 31 January 2020.

This report sets out the (Acting) Returning Officer's final proposals for polling districts and polling places following the review along with responses received to the consultation during the review process.

Recommendations:

- i) To allocate the Comus Inn instead of Camblesforth Village Church as the polling station for the CAM polling district.**
- ii) Aside from the above change, to agree that all the other polling stations remain as outlined in the Acting Returning Officer's proposals.**
- iii) To delegate authority to the (Acting) Returning Officer to find an alternative polling station for an election if any of the polling stations outlined in the proposals are unavailable.**

Reasons for recommendation

To comply with the Representation of the People Act 1983 and the Electoral Registration and Administration Act 2013.

1. Introduction and background

- 1.1 The Representation of the People Act 1983 as amended by the Electoral Registration and Administration Act 2013 introduced a duty for the (Acting) Returning Officer to undertake a review of UK Parliamentary Polling Districts and Polling Places every five years. The current review must be completed by 31 January 2020.
- 1.2 The aim of any such review as outlined in the guidance is:
- Seek to ensure that all electors in a constituency in the local authority area have such reasonable facilities as are practicable in the circumstances.
 - Seek to ensure that so far as is reasonable and practicable, every polling place which the local authority is responsible for is accessible to electors who are disabled.
- 1.3 The final decision with regard to polling districts and polling places is the responsibility of Full Council and it must now consider the proposals put forward by the (Acting) Returning Officer.

2. The Report

- 2.1 The current review of polling districts and polling places must be completed by 31 January 2020. The Notice of Review set out at Appendix A which set out the aims of the review, the consultation timescales and the review timetable was published on Friday 5 July 2019. The (Acting) Returning Officer's proposals were also published on the same date. A list of the current stations is attached at Appendix B.
- 2.2 The Council is required by law to divide its area into polling districts for the purposes of parliamentary elections and designate the polling places for those districts. Traditionally, the same polling districts are designated for all elections.
- 2.3 A consultation was held between Friday 5 July 2019 and 5pm on Monday 19 August 2019 inviting electors within the local authority area to make representations regarding the proposals. A copy of the notice was also sent to the following representatives:
- The MP for Selby and Ainsty
 - Selby District Councillors
 - North Yorkshire County Councillors for the Selby area
 - Parish Councils.
- 2.4 The Council also had a duty to consult with any person or body with expertise for persons with any type of disability. In response to this requirement, the Council sent the notice of review to the following organisations:
- Selby District Disability Forum
 - Selby District Vision

- Bee-Able CIC
- Age UK Selby District
- Selby District Dial
- Selby Deaf Hub
- Citizens Advice Bureau
- Learning Disability Partnership Board, Selby and District Local Area Group
- Selby District AVS
- North Yorkshire Forum for Older People

2.5 A copy of the responses received during the consultation is outlined at Appendix C.

3. (Acting) Returning Officer's Recommendations

Stutton Village Hall

It is proposed to retain this polling station for the AGM polling district due to concerns over the travelling distance to get to the next nearest polling station in Tadcaster. Due to the TAS polling district also being at this location, it means the polling station still benefits two polling districts.

Camblesforth Village Church

Concerns have been raised by polling staff regarding the condition of the building for this polling station. In light of the concerns raised, a suggestion has been made to move the polling station for the CAM polling district to the Comus Inn which is situated 0.2 miles from the Church. The Comus Inn has been inspected and is a more suitable venue therefore Council are asked to agree this proposal.

Gateforth – Three Greens

While concern has not been raised concerning the condition of the polling station, due to the polling station being inside someone's property, consideration has been given to finding another location. However following detailed consideration, no suitable alternative venue has been identified. The costs of installing a mobile polling station along with finding a suitable location to hold the station also make this option difficult. It will therefore be proposed to retain the current station.

Selby District Olympia HQ Scout Hall

Concerns have been raised regarding the heating and water facilities at the location however upon further discussions with the booking agent, both issues have been resolved and therefore no change is proposed to this location.

Other

Concerns regarding the disabled access to some other polling stations have been noted however it is felt that these could be solved with the implementation of temporary disabled access facilities during elections.

4. Appeals Process

4.1 Following the conclusion of the review, certain persons had a right to make representations to the Electoral Commission. If, on receipt of such representations, the Electoral Commission find that the review did not:

- Meet the reasonable requirements of the electors in the constituency, or a body of them, or
- Take sufficient account of the accessibility for disabled person of a polling station / polling stations within a designated polling place

then the Commission may direct the authority to make any alterations to the polling places that they think necessary and, if the alterations are not made within two months, make the alterations themselves.

5. Implications

5.1 Legal Implications

The legislation which applies to reviews is the Representation of the People Act 1983 and the Electoral Registration and Administration Act 2013.

5.2 Financial Implications

While the Government reimburses local authorities for the costs of polling stations for national elections, local authorities are required to pay for local government elections in their area.

5.3 Policy and Risk Implications

None

5.4 Corporate Plan Implications

None

5.5 Resource Implications

None

5.6 Other Implications

None

5.7 Equalities Impact Assessment

None

6. Conclusion

Council is asked to consider the proposals outlined by the (Acting) Returning Officer regarding the review of polling districts and polling places.

7. Background Documents

The (Acting) Returning Officer's proposals

Electoral Commission Guidance on the Reviews of Polling Districts, Polling Places and Polling Stations

8. Appendices

Appendix A – Notice of Review

Appendix B – List of current polling stations

Appendix C – Consultation Responses

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Notice of Review of Polling Districts, Polling Places and Polling Stations

- 1) Notice is hereby given that Selby District Council is conducting a review of the polling districts, polling places and polling stations in Selby District.
- 2) The (Acting) Returning Officer will make comment on the proposals and those representations will be published on the Council's website at <https://www.selby.gov.uk/polling-places-review-2019> and at the Council offices.
- 3) Any electors within the local authority area may make a representation. In addition, the Council would welcome comments or representations from:
 - Elected representatives including the MP, District Councillors, County Councillors and Parish Councils.
 - Any person or body with expertise in access for persons with any type of disability.
 - Organisations or individuals who are responsible for buildings used as a polling place or for those which could be used for this purpose.
- 4) Persons or bodies making representations should, if possible, give alternative places that may be used as polling places.
- 5) Comments and representations may be submitted as follows:

By post: Democratic Services, Selby District Council, Civic Centre, Doncaster Road, Selby, YO8 9FT

By email: democraticservices@selby.gov.uk
- 6) Documents relating to the review can be inspected on the Council's website at <https://www.selby.gov.uk/polling-places-review-2019> or at the Council offices.
- 7) The timetable for the review is as follows:

Publication of notice to start the review	Friday 5 July 2019
Publication of (Acting) Returning Officer's representations	Friday 5 July 2019
Deadline for comments	5pm on Monday 19 August 2019
Final comments on (Acting) Returning Officer's representations	5pm on Monday 19 August 2019
Report to Full Council to approve	Tuesday 17 September 2019
Revised Electoral Register Published	Sunday 1 December 2019

The consultation period will commence on Friday 5 July 2019 and all representations must be received by 5pm on Monday 19 August 2019

Janet Waggott, (Acting) Returning Officer

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**SELBY DISTRICT
COUNCIL, REVIEW OF
POLLING DISTRICTS,
POLLING PLACES AND
POLLING STATIONS**

1. Introduction

The Electoral Registration and Administration Act 2013 introduced a change to the timing of compulsory reviews of UK Parliamentary polling districts and polling places. Reviews must be started and completed within the period of 16 months that starts on 1 October of every fifth year after 1 October 2013. The next compulsory review must be completed by 31 January 2020. Therefore Selby District Council is undertaking a statutory review of its polling districts, polling places and polling stations as per required in legislation.

2. Definition of Terms

- **UK Parliamentary Constituency** – an area for which someone is elected as the representation in Parliament. Selby District Council is located in the Selby and Ainsty constituency. UK Parliamentary constituencies cannot be changed during this review.
- **Polling District** – a geographical area created by the sub-division of a UK Parliamentary constituency for the purposes of elections.
- **Polling Place** – the building or area for which polling stations will be selected by the (Acting) Returning Officer.
- **Polling Station** – the room or area within the polling place where voting takes place.

3. The Review Process

As part of the review process, the Council must:

- Seek to ensure that all electors in a constituency in the local authority area have such reasonable facilities for voting as are practicable in the circumstances;
- Seek to ensure that so far as is reasonable and practicable every polling place for which it is responsible is accessible to electors who are disabled; and
- Have regard to the accessibility to disabled persons of potential polling stations in any place which it is considering designating as a polling place or the designation of which as a polling place it is reviewing.

The Council is required to publish a notice of the holding of the review. Information about the review will be made available on the Council's website and can also be obtained in person from Democratic Services, Selby District Council, Civic Centre, Doncaster Road, Selby, YO8 9FT.

The consultation document will also be sent to the local Member of Parliament, Councillors and local political parties. The Council will also consult persons who have specific experience of assessing access for persons with different disabilities.

The Consultation period will last for 6 weeks.

The timetable for the review is set out below:

Publication of notice to start the review	Friday 5 July 2019
Publication of (Acting) Returning Officer's representations	Friday 5 July 2019
Deadline for comments	5pm on Monday 19 August 2019
Final comments on (Acting) Returning Officer's representations	5pm on Monday 19 August 2019
Report to Full Council to approve	Tuesday 17 September 2019
Revised Electoral Register Published	Sunday 1 December 2019

The Council is required to consult the (Acting) Returning Officer for every Parliamentary constituency that is wholly or partly within its area. The consultation document already includes any proposals made by the (Acting) Returning Officer.

4. Proposals

Details of the current polling district and polling places for each of the wards in the Selby area can be found in Appendix A. Maps for each of the polling places can be found at Appendix B.

5. How to Respond

The Council invites local residents, Members of Parliament, Councillors, local political parties, disability groups or anyone else with an interest in the proposals to provide comments on the proposals by **5pm on Monday 19 August 2019**.

Comments can be submitted via the following methods:

- Email (with the words 'Polling Places Review') in the subject line to democraticservices@selby.gov.uk.
- Write to us at:
 - Democratic Services, Selby District Council, Civic Centre, Doncaster Road, Selby, YO8 9FT

6. Completion of the Review

The final proposals will be submitted to Full Council on Tuesday 17 September 2019. The Council will consider the proposals, any representations and make a final decision. Once a decision has been made, details of the new polling districts and polling places will be made available at the Council offices and on the Council's website. The agreed proposals will be included in the electoral register when published on Sunday 1 December 2019.

The Council has a duty to publish the following information:

- All correspondence sent to the (Acting) Returning Officer in connection with the review.
- All correspondence sent to any person whom the authority contacted because they had particular expertise in relation to access to premises or facilities for disabled people.
- All representations made by any person in connection with the review.
- The minutes of any meeting held by the council to consider any revision to the designation of polling districts or polling places within its area as a result of the review.
- Details of the designation of polling districts and polling places within its area as a result of the review.
- Details of the places where the results of the review have been published.

7. The Appeals Process

Following the conclusion of the Council's review, certain persons have a right to make representations to the Electoral Commission if they feel:

- The Council did not meet the reasonable requirements of the electors in the constituency, or a body of them, or
- Take sufficient account of the accessibility for disabled persons of polling stations within a designated polling place.

The following may make representations to the Electoral Commission:

- Any Parish Council which is wholly or partly situated within each constituency or parish meeting where there is no such council.
- 30 or more registered electors in each constituency (electors registered anonymously cannot make a representation).

- A person (except the (Acting) Returning Officer) who made representations to the authority when the review was being undertaken.
- Any person who is not an elector in a constituency in the authority's area but who the Commission thinks has sufficient interest in the accessibility of disabled persons to polling places in the area or has particular expertise in relation to the access to premises or facilities of disabled persons.
- Additionally, the (Acting) Returning Officer may make observations on any representations made to the Commission.

The Electoral Commission upon the consideration of such representations, may direct the authority to make any alterations to the polling places that they think necessary and, if the alterations are not made within two months, the Commission may make the alterations itself.

Proposed Polling Districts and Polling Stations – Appendix A

Appleton Roebuck and Church Fenton

Polling District	Polling Station	Address	Number of Electors	Disabled Access	Comments	Proposal
AAC, AAR, ACO	Appleton Roebuck Parish Room	Daw Lane, Appleton Roebuck, York YO23 7DL	790 (657 station, 133 postal)	Yes	Polling station is suitable with no major concerns.	No change
ABA, ATW	Barkston Ash Village Hall	Church Street, Barkston Ash, Tadcaster LS24 9PJ	454 (361 station, 93 postal)	Yes – through a temporary ramp	Polling station is suitable with no major concerns.	No change
ABG, ACT, AF	Church Fenton Village Hall	Main Street, Church Fenton, Tadcaster LS24 9RF	1,212 (1,004 station, 208 postal)	Yes through a ramp	Polling station is suitable with no major concerns.	No change
ABI	Bilbrough Village Hall	Cat Lane, Bilbrough, York YO23 3PJ	287 (230 station, 57 postal)	Yes	Polling station is suitable with no major concerns.	No change
ABP, AOX, AST	Bolton Percy Old School Hall	School Lane, Bolton Percy, York YO23 7AD	295 (248 station, 47 postal)	Yes – through a temporary ramp	Polling station is suitable with no major concerns.	No change
ACA, AHE	Healaugh Memorial Hall	Wighill Lane, Healaugh, Tadcaster LS24 8DA	143 (109 station, 34 postal)	Yes	Polling station is suitable with no major concerns.	No change

AGM	Stutton Village Hall	Manor Road, Stutton, Tadcaster LS24 9BR	44 (39 station, 5 postal)	No	No disabled access available at the polling station	Consideration to be given to look at other options or if not available, to ensure temporary disabled access is provided in the future Additionally, due to the electorate being small, consideration be given to combine with another polling station.
AKW, AUL	Ulleskelf Village Hall	Main Street, Ulleskelf, Tadcaster LS24 9DU	874 (754 station, 120 postal)		Polling station is suitable with no major concerns.	No change
ALD, ASX	Saxton Village Hall	Cotchers Lane, Saxton, Tadcaster LS24 9QA	486 (399 station, 87 postal)	Yes through a ramp	Polling station is suitable with no major concerns.	No change

Barlby Village

Polling District	Polling Station	Address	Number of Electors	Disabled Access	Comments	Proposal
BLV	Barlby Library and Community Hub	Howden Road, Barlby, Selby YO8 5JE	2,396 (2,080 station, 316 postal)	Yes	Polling station is suitable with no major concerns.	No change

Brayton

Polling District	Polling Station	Address	Number of Electors	Disabled Access	Comments	Proposal
BRL 36	Barlow Village Hall	Park Lane, Barlow, Selby YO8 8JW	629 (524 station, 105 postal)	Yes through a ramp	Polling station is suitable with no major concerns.	No change
BRT	Civic Centre Room 2	Doncaster Road, Selby YO8 9FT	1,394 (1,132 station, 262 postal)	Yes	Polling station is suitable with no major concerns.	No change
BRV	Brayton Scout and Guide HQ	Doncaster Road, Brayton, Selby YO8 9HD	2,859 (2,211 station, 648 postal)	Yes through a ramp	While the Polling station is suitable, concern has been raised that the ramp is quite steep for disabled access.	No change proposed although consideration to be given on improving disabled access.

Byram and Brotherton

Polling District	Polling Station	Address	Number of Electors	Disabled Access	Comments	Proposal
BYB, BYR, MBS2	Brotherton Village Hall	Old Great North Road, Brotherton, Knottingley WF11 9ED	1,611 (1,358 station, 253 postal)	Yes	Polling station is suitable with no major concerns.	No change
BYU	Fairburn Community Centre	Great North Road, Fairburn, Knottingley WF11 9JY	658 (528 station, 130 postal)	Yes	Polling station is suitable however concerns raised regarding the steep slope into the car park which may be difficult for wheelchair users	No change proposed although consideration to be given to look at improving the access to the car park for wheelchair users.

Camblesforth and Carlton

Polling District	Polling Station	Address	Number of Electors	Disabled Access	Comments	Proposal	
Page 138	CAM	Camblesforth Village Church	Brigg Lane, Camblesforth, Selby YO8 8HL	1,227 (1,035 station, 192 postal)	No	Concerns over raised doorway with no ramp which would make it difficult for disabled voters to access the building. Concerns also raised about the state of the building.	Consideration to be given to looking at the building in further detail to ensure it is fit for purpose and if not, looking at alternative venues.
	CAR	Carlton Village Hall	Church Lane, Carlton, Goole DN14 9PB	1,464 (1,239 station, 225 postal)	Yes	Polling station is suitable with no major concerns.	No change
	CCH, CTW	Chapel Haddlesey Church Community Hall	Millfield Road, Chapel Haddlesey, Selby YO8 8QF	344 (262 station, 82 postal)	Yes	Polling station is suitable with no major concerns.	No change
	CDX, CLD, CNL	Drax Village Hall	Castle Hill Lane, Drax, Selby YO8 8NP	596 (495 station, 101 postal)	Yes through a ramp	Polling station is suitable with no major concerns.	No change

CHL	Hensall Methodist Chapel	Main Street, Hensall, Goole DN14 0RA	656 (549 station, 107 postal)	Yes	Polling station is suitable with no major concerns.	No change
CHS, CTH	Sloop Inn	Main Road, Temple Hirst, Selby YO8 8QN	325 (265 station, 60 postal)	Yes	Concerns raised about step down on way in after the door for disabled electors.	Consideration to be given to looking at the concerns raised regarding the access.

Cawood and Wistow

Polling District	Polling Station	Address	Number of Electors	Disabled Access	Comments	Proposal
CWD	Cawood Old Boys School	Old Boys School Lane, Off Rythergate, Cawood, Selby YO8 3TP	1,230 (1,041 station, 189 postal)	Yes through a temporary ramp	Concerns that the ramp sticks out in the road and could cause a hazard.	Consideration to be given to looking at the concerns raised regarding the access.
CWR	Ryther Village Hall	Main Street (B1223), Ryther, Tadcaster, LS24 9EE	207 (182 station, 25 postal)	Yes – alternative entrance	Polling station is suitable with no major concerns.	No change

CWW	Wistow Jubilee Hall	Jubilee Road, Wistow, Selby YO8 3YP	998 (848 station, 150 postal)	Yes	Polling station is suitable with no major concerns.	No change
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Derwent

Polling District	Polling Station	Address	Number of Electors	Disabled Access	Comments	Proposal
DCL	Cliffe Village Institute	Hull Road, Cliffe, Selby YO8 6NH	1,093 (938 station, 155 postal)	Yes	Polling station is suitable with no major concerns.	No change
DHE	Hemingbrough Village Institute	Garthends Lane, Hemingbrough, Selby YO8 6QW	1,585 (1,400 station, 185 postal)	Yes – alternative entrance	Polling station is suitable with no major concerns. Slight concern raised about step into the main hall which needs highlighting for electors entering.	No change however ensure the polling staff at the venue clearly highlight the step into the main hall.
DND	North Duffield Village Hall	Back Lane, North Duffield, Selby YO8 5RJ	1,017 (851 station, 166 postal)	Yes	Polling station is suitable with no major concerns.	No change

DOS	Osgodby Village Institute	Cliffe Road, Osgodby, Selby YO8 5HU	664 (588 station, 76 postal)	Yes through a ramp	Polling station is suitable with no major concerns. Recommendation of a different room to be used in the future.	No change
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Eggborough

Polling District	Polling Station	Address	Number of Electors	Disabled Access	Comments	Proposal
EGG 141	Eggborough Village Hall	Selby Road, Eggborough, Goole DN14 0LT	1,672 (1,355 station, 317 postal)	Yes	Polling station is suitable with no major concerns.	No change
EGK	Kellington Village Hall	Main Street, Kellington, Goole DN14 0NE	691 (595 station, 96 postal)	Yes through a ramp	Polling station is suitable with no major concerns.	No change

Escrick

Polling District	Polling Station	Address	Number of Electors	Disabled Access	Comments	Proposal
ESC	Escrick and Deighton Village Hall, Main Street	Main Street, Escrick, York YO19 6LQ	758 (596 station, 162 postal)	Yes	Polling station is suitable with no major concerns.	No change
ESK	Kelfield Village Institute	Riccall Lane, Kelfield, York YO19 6RE	344 (289 station, 55 postal)	Yes through a ramp	Polling station is suitable with no major concerns.	No change
ESL	Skipwith Village Hall	York Road, Skipwith, Selby YO8 5SF	215 (179 station, 36 postal)	Yes	Polling station is suitable with no major concerns.	No change
EST	Stillingfleet Village Hall	York Road, Stillingfleet, York YO19 6SJ	311 (261 station, 50 postal)	Yes through a ramp	Polling station is suitable with no major concerns.	No change
ETH	Thorganby Village Hall	Main Street, Thorganby, York YO19 6DA	291 (255 station, 36 postal)	Yes through a ramp	Polling station is suitable with no major concerns.	No change

Hambleton

Polling District	Polling Station	Address	Number of Electors	Disabled Access	Comments	Proposal
HAB	Burn Methodist Church Schoolroom	Main Road, Burn, Selby YO8 8LJ	367 (304 station, 63 postal)	Yes through a temporary ramp	Polling station is suitable however concerns raised about parking on the main road.	No change
HAG	Gateforth – Three Greens,	Three Greens, Gateforth, Selby YO8 9LF	195 (158 station, 37 postal)	Yes through a temporary ramp	Polling station is suitable however this is in someone's house therefore consideration should be given to looking for an alternative if possible.	Consideration to find an alternative however if this is not possible, will continue with this venue.
HAM	Hambleton Village Hall	Station Road, Hambleton, Selby YO8 9HS	1,584 (1,323 station, 261 postal)	Yes	Polling station is suitable with no major concerns.	No change

Monk Fryston

Polling District	Polling Station	Address	Number of Electors	Disabled Access	Comments	Proposal
MBE, MBK	Beal Village Hall	Main Street, Beal, Goole DN14 0SS	687 (594 station, 93 postal)	Yes through a ramp	Polling station is suitable with no major concerns.	No change
MBS1	Burton Salmon Village Hall	Main Street, Burton Salmon, Leeds LS25 5JS	325 (258 station, 67 postal)	Yes	Polling station is suitable with no major concerns.	No change
MSL	Manor Court	Chapel Street, Hillam, Leeds LS25 5PA	573 (447 station, 126 postal)	Yes	Polling station is suitable with no major concerns.	No change
MKF	Crown Inn Public House	75 Main Street, Monk Fryston, Leeds LS25 5DU	772 (615 station, 157 postal)	Yes at the main entrance	Concern raised that there are steps after the main entrance which may cause problems for disabled electors.	Consideration to be given to looking at the concerns raised regarding the access.

Riccall

Polling District	Polling Station	Address	Number of Electors	Disabled Access	Comments	Proposal
RCL	Riccall Village Institute	Station Road, Riccall, York YO19 6QJ	1,977 (1,698 station, 279 postal)	Yes	Polling station is suitable with no major concerns.	No change

Selby East

Polling District	Polling Station	Address	Number of Electors	Disabled Access	Comments	Proposal
SOB SEB 145	Selby District Olympia HQ Scout Hall	River Street, Barlby, Selby YO8 5AP	879 (770 station, 109 postal)	Yes	Concerns raised at the heating at the building along with there being no hot water.	Consideration to be given to looking at the concerns raised.
SEA, SEJ	Selby Community Centre	Scott Road, Selby YO8 4BL	1,288 (1,108 station, 180 postal)	Yes	Polling station is suitable with no major concerns.	No change
SES	Cunliffe Centre	Petre Avenue, Selby YO8 8DJ	1,783 (1,553 station, 230 postal)	Yes	Polling station is suitable with no major concerns.	No change

SET	Staynor Hall Community Primary Academy	Staynor Link, Selby YO8 8GE	1,457 (1,290 station, 167 postal)	Yes	Polling station is suitable with no major concerns however its needs to be ensured the lights in the car park are left on for the duration of polling hours.	No change
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Selby West

Polling District	Polling Station	Address	Number of Electors	Disabled Access	Comments	Proposal
SLH	Selby Rugby Club	Sandhill Lane, Selby YO8 4HP	1,322 (1,080 station, 242 postal)	Yes	Polling station is suitable with no major concerns.	No change
SLN1, SLN2	Coultish Centre	Charles Street, Selby YO8 4YQ	2,290 (1,951 station, 339 postal)	Yes	Polling station is suitable with no major concerns.	No change
SLN1	Coultish Centre	Charles Street, Selby YO8 4YQ	2,142 (1,831 station, 311 postal)	Yes	Polling station is suitable with no major concerns.	No change

SLS	Civic Centre Room 4	Doncaster Road, Selby YO8 9FT	1,673 (1,301 station, 372 postal)	Yes	Polling station is suitable with no major concerns.	No change
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Sherburn in Elmet

Polling District	Polling Station	Address	Number of Electors	Disabled Access	Comments	Proposal
SRH, SRN	Sherburn White Rose Football Club	The Recreation Ground, Finkle Hill, Sherburn in Elmet LS25 6EL	1,730 (1,419 station, 311 postal)	Yes	Polling station is suitable with no major concerns.	No change
SRN, SOM2 147	Sherburn White Rose Football Club	The Recreation Ground, Finkle Hill, Sherburn in Elmet LS25 6EL	1,640 (1,359 station, 281 postal)	Yes	Polling station is suitable with no major concerns.	No change
SRS	Lady Popplewell Centre	Beechwood Close, Sherburn in Elmet LS25 6HO	2,600 (2,203 station, 397 postal)	Yes	Polling station is suitable with no major concerns.	No change

South Milford

Polling District	Polling Station	Address	Number of Electors	Disabled Access	Comments	Proposal
SSM1	Grove House Community Centre	Sand Lane, South Milford, Leeds LS25 5AU	2,053 (1,678 station, 375 postal)	Yes	Polling station is suitable with no major concerns.	No change

Tadcaster

Polling District	Polling Station	Address	Number of Electors	Disabled Access	Comments	Proposal
TAK, TSS	Riley Smith Hall	28 Westgate, Tadcaster LS24 9AB	1,823 (1,530 station, 293 postal)	Yes	Polling station is suitable with no major concerns.	No change
TAS	Stutton Village Hall	Manor Road, Stutton, Tadcaster LS24 9BR	359 (290 station, 69 postal)	No disabled access available at the polling station	No disabled access available at the polling station.	Consideration to be given to look at other options or if not available to ensure temporary disabled access is provided in the future. Additionally, due

to the electorate being small, consideration be given to combine with another polling station.

TAT	Calcaria House Community Centre	Windmill Rise, Tadcaster LS24 9HR	1,742 (1,428 station, 314 postal)	Yes	Polling station is suitable with no major concerns.	No change
TEE	Rosemary House Community Centre	Rosemary Court, Tadcaster LS24 8HR	2,007 (1,734 station, 273 postal)	Yes	Polling station is suitable with no major concerns.	No change

Thorpe Willoughby

Polling District	Polling Station	Address	Number of Electors	Disabled Access	Comments	Proposal
TWY	Thorpe Willoughby Village Hall	Leeds Road, Thorpe Willoughby, Selby YO8 9PA	2,493 (2,066 station, 427 postal)	Yes	Polling station is suitable with no major concerns.	No change

Whitley

Polling District	Polling Station	Address	Number of Electors	Disabled Access	Comments	Proposal
WBA	Balne Parish Room	Thorntree Lane, Junction with Park Lane, Balne, Goole DN14 0EP	207 (178 station, 29 postal)	Yes	Polling station is suitable with no major concerns.	No change
WCS age 18	Cridling Stubbs Village Hall	Wrights Lane, Cridling Stubbs, Knottingley WF11 0AS	142 (111 station, 31 postal)	Yes – side entrance.	Polling station is suitable with no major concerns.	No change
WCK	Heck Parish Room	Long Lane, Great Heck, Goole DN14 0BT	168 (139 station, 29 postal)	Yes	Polling station is suitable with no major concerns.	No change
WKS, WLS, WSW	Kirk Smeaton Community Centre	Kirk Smeaton CE School, Main Street, Kirk Smeaton, WF8 3JY	637 (484 station, 153 postal)	Yes	Polling station is suitable with no major concerns.	No change
WST, WVO	Courtyard Tea Room	Park Lane, Womersley, DN6 9BH	369 (270 station, 99 postal)	Yes	Polling station is suitable with no major concerns.	No change

WWH	George and Dragon Public House	Doncaster Road, Whitley, Goole DN14 0HY	829 (662 station, 167 postal)	Yes through a ramp	Polling station is suitable with no major concerns.	No change
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2019 Polling Places Review – Representations Received

Reference	Date of Response	Name of Person Responding	Response
1	8 July 2019	Councillor John Duggan, Riccall Ward	I believe the Village Institute is about the place is the best option for Riccall. It is central in the village the only other option would be the only other option would be the Regen Centre and that would be too far a lot of the villages to walk to.
2	22 July 2019	Jeremy Sherlock, Parish Clerk, Gateforth Parish Council	This report has been considered by the Parish Council who are happy for the current situation in Gateforth to continue providing the owner is happy to give consent
3	29 July 2019	Jeremy Sherlock, Parish Clerk, Church Fenton Parish Council	Church Fenton PC is happy with the current arrangements
4	1 August 2019	Sue Coles, Parish Clerk, Womersley Parish Council	I can confirm that Womersley Parish Council were happy with the current polling arrangements.
5	3 August 2019	Robina Burton, Parish Clerk, Cawood Parish Council	I am writing to inform you that Cawood PC is happy to continue to use the Old Boys School as the polling station in Cawood
6	3 August 2019	Dianne Dumbell, Parish Clerk, Barlby and Osgodby Town Council	The Town Council has no comments with regard to the 3 Polling Places in the Parish : - BLV Barlby Library and Community Hub - SBB Scout HQ Bungalow Road

- DOS Osgodby Institute

7	4 August 2019	Robert Packham, District Councillor, Sherburn in Elmet	No objection
8	5 August 2019	Nicola Smith, Parish Clerk, Sherburn in Elmet Parish Council	The Parish Council considered the emails about the Polling Stations and Polling Places review at their recent meeting – Councillor Bob Packham advised that nothing has changed in Sherburn in Elmet and as a result they received and noted the information.
9	5 August 2019	Joyce Collier, Parish Clerk, Bolton Percy, Colton and Steeton Parish Council	Regarding Polling places in Bolton Percy. We are at present using the Old School, after the Parish Room was not available due to refurbishment. I understand all residents are happy with the continued use of the Old School. Steeton residents come to Bolton Percy, but Colton residents go to Appleton Roebuck. I have never had any complaints about this, as after speaking to the Chairman of the Parish Council they have always gone there.
10	7 August 2019	Dave Perry, Chair, Drax Parish Council and Chair, Drax Village Hall	Both Drax Parish Council and the Village Hall committee are happy with the review of Drax Village Hall as a Polling Station

11	14 August 2019	Jo Mottershead, Deputy Clerk, Tadcaster Town Council	<p>Tadcaster Town Council agrees to the situation of Polling Places within Tadcaster; however the Stutton Village Hall venue is within Stutton Parish.</p> <p>Members would like to bring to your attention that disabled access to the Riley Smith Hall was not sign posted or made clear at the last Polling day making access difficult.</p>
12	19 August 2019	David Bowgett, Election Agent Selby and Ainsty Constituency Labour Party	<p>The Selby and Ainsty Constituency Labour Party would like to make the following comments with regard to the current review of polling places:</p> <ul style="list-style-type: none"> • The CLP strongly supports all efforts to improve disabled access at polling stations throughout the district, and is willing to support moving polling stations that cannot reasonably be upgraded to meet the recommended specifications for disabled access, so long as the new location is within the same locality as the original (i.e. within the same village, or the same area of a town). • Despite this, we believe strongly that Stutton should retain its polling station, as the nearest polling station - Calcaria House in Tadcaster - is a distance that most people would not reasonably be able to walk, meaning that relocating the polling station to a theoretically more accessible location may in fact be a counter-productive move, potentially making it harder for disabled people who do not have access to transport to cast their vote. • We have concerns about the long-term viability of

using a private residence as a polling station for Gateforth, and believe that a mobile polling station may be a better solution for the village in the longer run.

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20 August 2019

Caroline Sampson Paver, Presiding Officer at elections

I think it would be helpful if all polling places have strong communications links – I have worked at various Polling Places with no landline, very poor mobile phone coverage and no wi-fi – which makes communication difficult and a risk if an emergency situation was to occur.

I have also experienced Polling Places with difficult access for wheelchair users – we have always made it work – but recently at Skipwith Village Hall a wheelchair using voter found it incredibly tight to gain access through a narrow corridor with a bend in it and a single access door to the Polling Station itself. In my experience, wheelchairs are getting bigger – which could present a problem in some places.

Agenda Item 16

11.1 Proposed by Councillors Cattanach, Crane, Musgrave, Packham and Pearson.

Background

Sky Lanterns, also known as 'Chinese', 'Wish', 'Floating' and 'Party' Lanterns, are made from paper over wire or bamboo frames and have an open flame heat source.

Increasingly popular, it is estimated that 200,000 sky lanterns are released in the UK each year. In addition to this, many thousands of balloons are being sold with a number intended for mass release.

Many people are unaware of the deadly consequences fallen lanterns and deflated balloons can have for animals and the environment.

The RSPCA and many other organisations including the Marine Conservation Society, Women's Food & Farming Union (WFU), Soil Association and National Farmers Union (NFU) all support a ban on sky lanterns.

To date over 60 councils within England have a sky lantern and/or helium balloon release ban in place. Councils within our region which have introduced a ban (sky lanterns only) are Calderdale, Kirklees and Scarborough.

Proposal

That Council notes:

Many thousands of sky lanterns are now sold in the UK each year, along with many thousands of balloons also being sold with a number of them intended for release.

Most people are unaware of the deadly consequences fallen lanterns and deflated balloons can have for animals and the environment.

They are deadly to wildlife, present a real risk of fire to buildings and land, can be mistaken for emergency flares, and end up littering the countryside.

Birds and wildlife can become entangled in lantern frames and balloon strings, leading to injury or death and livestock can accidentally ingest fallen lantern parts or balloons which can lead to a slow painful death. There is also a risk to sea life as many of fallen lanterns and balloons end up in the sea.

Fallen sky lanterns also pose a significant fire hazard with a number of reported incidents. One fire caused by a sky lantern at a recycling plant caused £6 million worth of damage.

The RSPCA and many other organisations including the Marine Conservation Society, Women's Food & Farming Union (WFU), Soil Association and National Farmers Union (NFU) all support a ban on sky lanterns.

Over 60 councils have passed a motion to ban the release of sky lanterns and /or balloons on all council owned land and property.

That Council therefore commits to: banning the use and release of sky lanterns and balloons on all Council-owned properties and land.

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

In order for Selby District Council to ensure it is doing all it can to prevent modern slavery that the Council will:

- Train its corporate procurement team to understand modern slavery through the Chartered Institute of Procurement and Supply's (CIPS) online course on Ethical Procurement and Supply.
- Require its contractors to comply fully with the Modern Slavery Act 2015, wherever it applies, with contract termination as a potential sanction for non-compliance.
- Challenge any abnormally low-cost tenders to ensure they do not rely upon the potential contractor practising modern slavery.
- Highlight to its suppliers that contracted workers are free to join a trade union and are not to be treated unfairly for belonging to one.
- Publicise its whistle-blowing system for staff to blow the whistle on any suspected examples of modern slavery.
- Require its tendered contractors to adopt a whistle-blowing policy which enables their staff to blow the whistle on any suspected examples of modern slavery.
- Review its contractual spending regularly to identify any potential issues with modern slavery.
- Highlight for its suppliers any risks identified concerning modern slavery and refer them to the relevant agencies to be addressed.
- Refer for investigation via the National Crime Agency's national referral mechanism any of its contractors identified as a cause for concern regarding modern slavery.
- Report publicly on the implementation of this policy annually

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11.3 Proposed by Councillors Jordan, John McCartney, Mary McCartney, Nichols, Packham and Steve Shaw-Wright.

Council notes that:

Our economic system is enriching a minority while leading humanity towards climate catastrophe. Our political system is leaving many to feel powerless and excluded from the key decisions that affect them;

In 2018, the world's leading climate scientists—the IPCC—warned that humanity has only 12 years left in which to cap temperature rises at 1.5C or face a sharply higher risk of drought, floods and heatwaves;

The UK Parliament has approved a motion to declare an environment and climate emergency, and all governments (national, regional and local) have a duty to limit the negative impacts of climate breakdown;

Local governments should recognise that they cannot wait for national government to provide more money and support to reduce emissions, and commit to the ambition of carbon neutrality by 2030 at the latest;

Our emissions are a small proportion of our area's CO2 emissions and that we achieve more for our environment working co-operatively than we do alone.

Every year, our area spends significant amounts on energy. This money goes out of the local economy to the big energy companies when we believe that it could be retained through community energy—and that community energy is a fundamentally important part of the national energy transition we are undergoing right now.

In light of the above, Council therefore agrees to:

1. Join other Councils in declaring a Climate Emergency, and commit to the vision of carbon neutrality by 2030 at the latest;
2. Continue to call on Westminster to provide the necessary powers and resources to make local action on climate change easier;
3. Encourage this Council to explore the expansion of community energy to keep the benefits of our local energy generation in our local economy.
4. Continue to work with partners anchored in the area to deliver carbon reductions and grow the local economy.
5. Council Tasks Policy Review Committee to lead on the development of the Council's policy, and make recommendations to Council at the earliest opportunity as to how we can best implement the aims of this motion.

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