

Selby District Council



Minutes

Executive

Venue:	Council Chamber - Civic Centre, Doncaster Road, Selby, YO8 9FT
Date:	Thursday, 2 December 2021
Time:	4.00 pm
Present:	Councillors M Crane (Chair), R Musgrave (Vice-Chair), C Lunn, D Buckle and T Grogan
Also Present:	Councillors R Packham
Officers Present:	Janet Waggott (Chief Executive), Dave Caulfield (Director of Economic Regeneration and Place), Suzan Harrington (Director Corporate Services and Commissioning), Karen Iveson (Chief Finance Officer (s151)), Alison Hartley (Solicitor to the Council and Monitoring Officer), Stuart Robinson (Head of Business Development and Improvement) (for minute item 133), Drew Fussey (Customer, Business and Revenues Service Manager) (for minute items 134 and 135) and Palbinder Mann (Democratic Services Manager)

NOTE: Only minute numbers 133 to 139 are subject to call-in arrangements. The deadline for call-in is 5pm on Wednesday 22 December 2021. Decisions not called in may be implemented from Thursday 23 December 2021.

130 APOLOGIES FOR ABSENCE

There were no apologies for absence.

131 MINUTES

The Committee considered the minutes from the meeting on Thursday 11 November 2021.

RESOLVED:

To approve the minutes of the meeting held on Thursday 11 November 2021.

132 DISCLOSURES OF INTEREST

There were no disclosures of interest.

133 CORPORATE PERFORMANCE REPORT - QUARTER 2 2021/22 (JULY TO SEPT) (E/21/26)

The Leader of the Council presented the quarterly performance report which provided a progress update on delivery of the Council Plan 2020-2030 as measured by a combination of: progress against priority projects/high level actions; and performance against Key Performance Indicators (KPIs).

The Leader of the Council highlighted the positive performance in relation to repairs to council owned properties where there had been a reduction of 77% of jobs outstanding since early May.

In response to a query concerning the resources for repairs, the Director of Corporate Services and Commissioning advised that resources for repairs were just one issue alongside obtaining materials. However the Council were monitoring and managing the issue. A further query was raised regarding what was the usual outstanding figure for jobs if the current figure was over two thousand. It was agreed an answer would be provided on this.

In response to a query concerning the performance indicator in relation to staff sickness and how this compared when staff were working from home, the Chief Executive advised that there had been a reduction in staff sickness since employees had worked from home as they were able to be more flexible if they were not well and were not coming into contact with other people in the office.

A query was raised regarding the customer contact facilities in reception since the building was back open to the public. The Chief Executive explained that currently the Council operated an appointment only based system for members of the public. However, throughout the pandemic, the Council had assisted a number of people to self-serve using facilities online. In relation to the facilities in reception, the Chief Executive informed Members that due to Local Government Reorganisation, the Council would

not be carrying out previously planned significant alterations

RESOLVED:

To note and approve the report.

REASON FOR DECISION:

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

134 DRAFT DISABLED FACILITIES (DFG) (ADAPTATIONS) POLICY 2021 (E/21/27)

The Leader of the Council presented the report which outlined the draft DFG (Adaptation) Policy 2021 and asked the Executive for approval to proceed to consultation.

The Leader of the Council explained that the new policy would ensure adaptations were funded from one budget and the process as a whole would also be streamlined. Additionally, adaptation costs of £6k would not be means tested and work up to £30k could be undertaken.

The Executive were supportive of the proposals.

RESOLVED:

To approve the draft DFG (Adaptation) Policy 2021 in order to progress with consultation.

REASON FOR DECISION:

For private residents, the provision for adaptations is funded via the Government and Better Care Fund, whilst for Council tenants, this provision is funded via the Council's Housing Revenue Account (HRA) budget. However, as per legislation, applications for a DFG can be made from people living across all tenures. By approving the draft policy for consultation, we will be one step closer to implementing a more transparent and fair policy which ensures all residents throughout the Selby district undergo the same process when making an adaptation request, irrelevant of their housing tenure. This would see the Council make best use of current housing stock and maximise spend of our Better Care Fund allocation.

135 PRIVATE SECTOR HOUSING ASSISTANCE POLICY 2021 (E/21/28)

The Leader of the Council presented the report which outlined the draft Private Sector Housing Assistance Policy 2021-23 and asked

the Executive for approval to proceed to consultation.

The Leader of the Council explained that the aim of the policy was to assist individuals to stay in their own homes and that the policy was linked with the Disabled Facilities Grant (Adaptations) Policy 2021.

RESOLVED:

To approve the draft Private Sector Housing Assistance Policy 2021-23 in order to progress with consultation.

REASON FOR DECISION:

Prosperous and sustainable communities need good quality homes that are safe and decent, and that meet the needs of the people who live in them. In 2017, almost 6000 dwellings in Selby's private sector were categorised as having a Category 1 safety hazard, that being those which cause a serious and immediate risk to a person's health and safety. By approving the draft policy for consultation, we will be closer to implementing a policy which will provide appropriate advice and assistance to those in the private sector, particularly the vulnerable and elderly. This increased assistance will encourage improvement in private housing choice and quality across the district and enable independent living wherever possible.

136 BETTER TOGETHER COLLABORATION: EXTENSION OF LEGAL SERVICES - SERVICE LEVEL AGREEMENT TO 31 MARCH 2023 (E/21/29)

The Leader of the Council presented the report which sought approval to extend the present collaboration with North Yorkshire County Council Legal Services until 31 March 2023 to align with the local government reorganisation timeline.

The Leader of the Council explained that the collaboration was working well and still allowed the District Council to maintain its own Solicitor.

RESOLVED:

To extend the Better Together Legal Service Level Agreement with North Yorkshire County Council until 31 March 2023.

REASON FOR DECISION:

The present Service Level Agreement expires on 31 December 2021. As Local Government Reorganisation will result in the

abolition of Selby District Council on 31 March 2023, and district functions will then be transferred to the new North Yorkshire Council it is appropriate to extend the shared legal service delivery to enable continuation of the legal service to Selby District Council and facilitation of a safe and legal transition of functions to the new Council on 1 April 2023.

137 FINANCIAL RESULTS AND BUDGET EXCEPTIONS REPORT TO 30TH SEPTEMBER 2021 (E/21/30)

The Lead Executive Member for Finance and Resources presented the report which outlined the financial results and budget exceptions to 30th September 2021.

The Lead Executive Member for Finance and Resources explained that at the end of quarter two, a surplus of £93k for the General Fund was indicated alongside a £101k surplus for the Housing Revenue Account (HRA). It was noted that Covid was still impacting the Council's finances with an estimated £2.7m impact compared to pre-pandemic levels.

The Executive was informed that the savings for the housing system in the HRA would not be achieved due to a delay and that there was slippage in the Programme for Growth and the Capital Programme.

In response to a query concerning the slippage in the Programme for Growth and the Capital Programme, the Lead Executive Member for Finance and Resources explained that it was hoped to make up the slippage and that certain projects were being prioritised.

A query was raised regarding the wording of emergency grants for businesses outlined in the report and what specific grants this referred to. It was agreed to check this and respond.

RESOLVED:

- i) To endorse the actions of officers and note the contents of the report;**
- ii) To approve re-profiled capital programmes and Programme for Growth as set out at Appendices C and D.**
- iii) To approve the permanent virement of £20k from operational HRA Savings identified in Appendix A to support phase 2 of the Property Services Restructure.**

- iv) **To approve a virement of £154k from the covid contingency to cover the losses of car park, lifeline and assets team income.**

REASON FOR DECISION:

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

138 TREASURY MANAGEMENT - QUARTERLY UPDATE Q2 2021/22 (E/21/31)

The Lead Executive Member for Finance and Resources presented the report which outlined the actions of officers on the Council's treasury activities for quarter two, 2021/22 and asked for approval of the revised prudential indicators set out at Appendix A to the report.

The Lead Executive Member for Finance and Resources explained that the Council had earned just under £74k in interest with the national interest rates continuing to be at low levels. In respect of investments, the Executive was informed that the Council had £4.93m invested in property funds and had achieved a 3.46% return and a 5.96% capital gain over the course of the year.

RESOLVED:

To note the actions of officers on the Council's treasury activities for Q2 2021/22 and approve the revised Prudential Indicators set out at Appendix A to the report.

REASON FOR DECISION:

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

139 DRAFT REVENUE BUDGET AND CAPITAL PROGRAMME 2022-23 AND MEDIUM TERM FINANCIAL PLAN (E/21/32)

The Lead Executive Member for Finance and Resources presented the report which outlined the draft budget proposals and asked that they be approved for a six week public consultation commencing from 3 December 2021

The Lead Executive Member for Finance and Resources explained that this would be the last budget for Selby District Council due to local government reorganisation. It was noted that a council tax

freeze was proposed and a maximum rise of 4.1% was proposed on housing rents which was based on the formula of CPI+1%.

Discussion took place on the proposals and it was suggested that Parish Councils should not be charged for their elections in May 2022 if they were brought forward in line with the elections for the new unitary authority.

Members debated the issue of council tax and how this would work going forward into the new authority where there was a contrast in council tax rates across the county. It was suggested that this would be up to the new authority to decide their own council tax rates however consideration should be given to what the current rates were across the area .

RESOLVED:

To approve the draft budget proposals for 6 weeks of public consultation with effect from 3 December 2021 and submit to Policy Review Committee for comments.

REASON FOR DECISION:

To enable the views of the public, local businesses, Policy Review Committee and other stakeholders to be gathered through consultation, prior to the Executive finalising their budget proposals for Council consideration.

140 COMMUNITY INFRASTRUCTURE LEVY (CIL) AND HEALTH REPORT (SHERBURN IN ELMET) (E/21/33) - TO FOLLOW

The Leader of the Council explained that this report had been withdrawn from the agenda due to the need to consider additional legal advice however it would be brought to a possible special Executive meeting.

The meeting closed at 4.37 pm.