

Selby District Council



Agenda

Meeting: **Executive**
Date: **Thursday, 3 May 2018**
Time: **4.00 pm**
Venue: **Committee Room - Civic Centre, Doncaster Road, Selby, YO8 9FT**
To: **Councillor M Crane (Chair), Councillor J Mackman (Vice-Chair), Councillor C Lunn, Councillor C Metcalfe and Councillor C Pearson**

1. **Apologies for Absence**
2. **Minutes (Pages 1 - 6)**

The Executive is asked to approve the minutes of the meeting held on 12 April 2018.

3. **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.

4. Authority Monitoring Report (AMR) (Pages 7 - 56)

Report E/17/58 presents the Council's Authority Monitoring Report under Section 35 of the Planning and Compulsory Purchase Act 2004.

5. Programme for Growth - Update on Existing Programme and Proposed New Programme (Pages 57 - 100)

Report E/17/59 gives an overview of progress on the existing Programme for Growth, seeks approval for a proposed new programme of projects and outlines proposals for strengthening overall programme management and governance in response to the key recommendations from the recent LGA Peer Review.

6. Executive Appointments on Outside Bodies 2018/19 (Pages 101 - 108)

Report E/17/60 asks the Executive to consider the appointments to Outside Bodies for 2018/19 and make any changes as appropriate.

Janet Waggott

**Janet Waggott
Chief Executive**

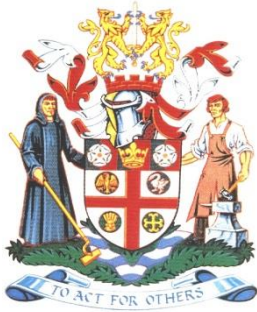
Date of next meeting
Thursday, 24 May 2018 at 4.00 pm

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Selby District Council



Minutes

Executive

Venue:	Committee Room - Civic Centre, Doncaster Road, Selby, YO8 9FT
Date:	Thursday, 12 April 2018
Time:	4.00 pm
Present:	Councillors Crane (Chair), Mackman (Vice-Chair), Lunn, Metcalfe and Pearson
Also Present:	Councillors Arthur and Jordan (from minute 93 onwards)
Officers Present:	Janet Waggott, Chief Executive, Gillian Marshall, Solicitor to the Council, Mike James, Communications and Marketing Manager, Michelle Dinsdale, Senior Policy Officer (for minute item 92), Drew Fussey, Customer, Business & Revenues Service Manager, Sarah Thompson, Housing & Environmental Health Service Manager and Palbinder Mann, Democratic Services Manager
Public:	0
Press:	1

NOTE: Only minute numbers 93 and 94 are subject to call-in arrangements. The deadline for call-in is 5pm on Thursday 26 April 2018. Decisions not called in may be implemented from Friday 27 April 2018.

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89 APOLOGIES FOR ABSENCE

There were no apologies for absence.

90 MINUTES OF PREVIOUS MEETING

The Executive considered the minutes of the meeting held on 1 March 2018. The following amendments were suggested:

- To amend the second paragraph under minute item 83 to read as follows *“The Head of Communities, Partnerships and Customers explained that the strategy was a key element of the Economic Development Framework and would be used to invest, strengthen and promote assets of the district along with securing investment.”*
- To amend the third paragraph under minute item 84 to read as follows *“The Executive requested access to staff should be maintained at Selby and that there should be direct access to Legal Services at NYCC. It was also requested that Selby priorities should be given due care and attention.”*
- To amend the last sentence of the fourth paragraph under minute item 84 to read as follows *“It was also explained that there was regular dialogue with NYCC where the priorities of Selby would be discussed.”*

RESOLVED:

To approve the minutes of the meeting held on 1 March 2018 with the above amendments for signing by the Chair.

91 DISCLOSURES OF INTEREST

There were no disclosures of interest.

92 CORPORATE PLAN 2015-2020: 2018 UPDATE

Councillor Crane, Leader of the Council presented the report which presented an update to the Council’s Corporate Plan that set out the key priorities for the next two years and beyond.

The Executive were supportive of the documents however suggested the following amendments/comments:

- On page 17 of the agenda, within the sixth paragraph in the

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introduction the phrase 'empty homes work' should be amended to 'empty homes programme',

- On page 17 of the agenda, within the same paragraph, clarity was sought on the wording relating to the increased visits to leisure centres as recent performance reports to the Executive may have included different information.
- On page 19, the third bullet point under the priority heading 'To make Selby District a great place to do business' should be amended to read as "*Work with education providers to support training and to provide appropriate skills for work*".
- On page 23, the third bullet point under the priorities for the Economic Development Framework and Action Plan should be amended to read as "*Engage with indigenous business through our SME Advisory Service to support and provide resilience*".
- On page 24, within the first bullet point under the heading 'Just some of the things we have achieved since 2015', the wording "*and onsite for the family housing at Byram*" should be removed as there was already a reference to Byram in the same paragraph.
- On page 27, the first bullet point under the heading 'We will focus on the following things in the next two years' should be amended to read as "*We will work with customers to get a better understanding of what our customers want and need to improve the quality of the customer experience and standards for customer service delivery*".
- On page 28, within the fifth bullet point under the heading 'Just some of the things we have achieved since 2015', the wording "wider range on" should be amended to read "*wider range of*".
- On page 29, within the fifth bullet point the wording 'ensuring the chosen option continue to deliver' should be amended to read as "*ensuring the chosen option continues to deliver*". It was also felt this paragraph should refer to the customers and residents and not just be about the authority.
- On page 30, in reference to the paragraph on business rates, it was felt that greater clarity was needed to inform residents that the Council was not just increasing business rates to invest in the Programme for Growth but rather using one off payments received.

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- The Executive felt that the document should be circulated more widely and felt that one option would be to produce a special edition of Citizenlink based on the document. It was acknowledged however that further consideration needed to be given to the costs for this option.

RESOLVED:

To note and endorse the updated Corporate Plan, prior to seeking approval at Council on 24 April 2018.

REASON FOR DECISION

The Corporate Plan 2015-20 sets clear long term ambitions for the Selby district underpinned by a set of clearly articulated priorities. However, those priorities were born of circumstances that prevailed over three years ago. The time is now right to re-appraise those priorities in light of the circumstances that face the district in 2018.

Furthermore, it is a chance to refine the broad proposals set out in the original plan and set the programme of activities for the next two years - providing a clear picture of the expected outcomes, particularly as they relate to the quality of people's lives. This enables the Council to better sequence activities, performance manage them and deploy capacity more effectively by tackling the things that are most important.

93 THE COUNCIL'S APPROACH TO SUPPORT RESIDENTS AND TENANTS TO CLAIM AND MANAGE THEIR UNIVERSAL CREDIT (UC) ENTITLEMENT

Councillor Lunn, Lead Executive Member for Finance and Resources presented the report which outlined the Council's approach to support residents and tenants to claim and manage their Universal Credit (UC) entitlement.

It was explained that UC replaced six existing benefits and combined them into one payment that would be paid monthly in arrears. The Executive were informed that as a result of the implementation of UC, and based upon the experience of authorities who had already implemented the UC system, it was expected that there would be a rise in Housing Revenue Account (HRA) arrears and a rise in council tax support claims.

The Lead Executive Member for Finance and Resources explained that each transaction had to be manually inputted as there was no integration between the Department for Work and Pensions (DWP) and the leading revenue and benefits systems. It was noted that

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this would result in a significant increase in council tax work albeit that each change was minor.

The Customer, Business & Revenues Service Manager further explained that the transition to UC would be incremental over the next 12 to 18 months however the Council had been proactive in their approach to minimise hardship on those claiming UC and minimise any HRA rent arrears.

In response to a query concerning the impact of the Autumn Statement on homelessness and emergency accommodation, the Customer, Business & Revenues Service Manager explained that the Statement had outlined that housing benefit could still be paid to those in emergency accommodation and that the Council would be able to act on behalf of someone who was going to be made homeless.

The Executive agreed to amend the wording of the second recommendation to replace the 'will' with the word 'may' as from the research conducted with other authorities it was not clear what the impact may be.

RESOLVED:

- i) To support the proposals to reduce the risk of hardship to claimants and increasing HRA debt.**
- ii) To note the impact Universal Credit Full Service (UCFS) may have on HRA rent arrears and additional workload across the Operational Services team.**

REASON FOR DECISION

To enable Operational Services to adopt and embed the proposals explained in this report to establish a "Make Every Contact Count" principle in relation to UC, reducing any risk of hardship for those needing to claim UC, and mitigating the possible rise in HRA arrears.

94 PRIVATE HOUSING ASSISTANCE POLICY

Councillor Pearson, Lead Executive Member for Housing, Leisure, Health and Culture presented the report that sought approval for the new Private Housing Assistance Policy following consultation. It was explained that the new policy introduced some new discretionary grants and loans as well as changes to the Disabled Facilities Grant.

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The Housing and Environmental Health Service Manager explained that the policy would allow the use of discretionary powers to offer a disabled facilities grant without a means test for up to £5,000. It was noted however that an assessment of the disabled person's needs would still need to be carried out by an Occupational Therapist.

In response to a query concerning how much of the grant allocated by the government had been used, the Housing and Environmental Health Service Manager explained that although not all of the grant had been used, the spend would increase next year as there would be increased promotion of the service

The Executive were supportive of the policy

RESOLVED:

To approve the Private Housing Assistance Policy for adoption.

REASONS FOR DECISION

To allow the Council to provide discretionary private sector assistance. Amendments introduced through the Regulatory Reform (Housing Assistance) (England and Wales) Order 2002 allow housing authorities the flexibility to provide discretionary assistance but they must publish a policy and exercise their power in accordance with their policy.

The meeting closed at 4.55 pm.

Selby District Council

REPORT

Reference: E/17/58

Item 4 - Public



To: Executive
Date: 3 May 2018
Status: Non key decision
Report Published: 25 April 2018
Author: Caroline Skelly, Planning Policy Manager
Executive Member: Cllr John Mackman, Lead Executive Member for Place Shaping
Lead Officer: Dave Caulfield, Director of Economic Regeneration and Place

Title: Authority Monitoring Report (AMR)

Summary:

The Council is required to prepare and publish an Authority Monitoring Report under Section 35 of the Planning and Compulsory Purchase Act 2004. This Authority Monitoring Report covers a two year period from the 1st April 2015 to 31st March 2017 and provides a range of data which illustrate progress against the targets set out in the Core Strategy and the Local Development Scheme.

Recommendations:

- i. **That the Authority Monitoring Report is endorsed by Executive and published on the Council's website.**

Reasons for recommendation

The publication of the Authority Monitoring Report is a requirement of the Planning and Compulsory Purchase Act 2004.

1. Introduction and background

- 1.1 The Council, as Local Planning Authority, is required to prepare and publish an annual Authority Monitoring Report (AMR) under s35 of the Planning and Compulsory Purchase Act 2004. That report must contain information relating

to the implementation of the Local Development Scheme and the extent that the policies within Local Development Documents are being achieved.

- 1.2 The AMR is the main mechanism to assess the performance and impacts of the Core Strategy and local plan preparation. Local planning authorities can also use the AMR to provide up-to-date information on neighbourhood plans, planning contributions and other issues of public interest. Under the Localism Act, there is a requirement to publish the AMR in the interests of transparency.
- 1.3 The AMR attached at Appendix 1 covers a two year period from the 1st April 2015 to 31st March 2017 as a report was not published in 2016. This report highlights some of the key findings from the AMR.

2. Key Findings of Authority Monitoring Report

- 2.1 The AMR shows that residential completions in 2015/16 and 2016/17 exceeded the Core Strategy housing requirement of 450 dwellings per year. The Spatial Strategy set out in the Core Strategy has not been delivered due to issues with the progress of the large strategic site at Olympia Park. The housing trajectory demonstrates that the Council has a five year supply of deliverable land, although this drops off after 2023 this is expected to change once the Sites Allocations Local Plan supply is factored into the trajectory.
- 2.2 The section in the AMR which reports on employment land shows that a total of 117 ha of employment land has been granted permission since 2011 against the Core Strategy Target of 37-52 hectares. This figure is primarily due to the approvals for the original Sherburn Industrial Estate (111ha in 2014) and Sherburn 2 (5.3ha in 2016).
- 2.3 The AMR shows that in 2015/16 and 2016/17 there was a net loss of 313m² of class A retail floorspace. Much of this change is due to changes of use to food and drink in Selby town centre.
- 2.4 The AMR covers the monitoring periods for both 2015-16 and 2016-17. The AMR continues to be an important tool for monitoring the performance of the Council's Core Strategy, as well as demonstrating how Selby District Council is undertaking its duty to cooperate in preparing the Sites Allocations Local Plan (PLAN Selby). The expanded planning policy team will continue to work to implement new monitoring systems in order to better monitor the progress being made towards Core Strategy targets.

3. Legal/Financial Controls and other Policy matters

Legal Issues

- 3.1 The publication of an annual Authority Monitoring Report is a requirement under s35 of the Planning and Compulsory Purchase Act 2004.

Financial Issues

- 3.2 The preparation of the AMR is covered through the Planning Policy team budget

4. Conclusion

- 4.1 The AMR shows that there has been positive progress towards meeting a number of the targets set out in the adopted Core Strategy, particularly in terms of housing and employment completions across the District.

5. Background Documents

None

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Appendices:

Appendix 1 - Authority Monitoring Report

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Selby District Local Plan

Authority Monitoring Report

For Monitoring Period 1st April 2015 to 31st March 2017

September 2017

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Executive Summary

- 1.1 This Authority Monitoring Report (AMR) monitors the period 1 April 2015 – 31 March 2017, using the indicators set out in the Selby District Core Strategy Local Plan (Figure 13 – Core Strategy Performance Indicators), adopted on 22 October 2013. Further details can be found online at: <http://www.selby.gov.uk/adopted-core-strategy>
- 1.2 This AMR covers the two monitoring years 2015/16 and 2016/17 as an AMR was not produced in 2016.
- 1.3 This report covers a range of topic areas to provide a picture of the social, environmental and economic geography of Selby District.

Summary

- 1.4 The following sections provide a summary of the key findings of this report.

Spatial Development Strategy

Good progress is being made in supplying enough homes for the District with 561 net completions in 2016/17. The new dwellings are being well spread around the District with large developments in the majority of the biggest towns and villages.

Creating Sustainable Communities

There have been a large number of affordable houses completed in the District, although this is below the overall target of up to 40%. The housing mix is also not quite in line with the target with more Intermediate housing completed than Social Rented and more 4+ bed houses built than 2 and 3 bed homes, however this reflects local need.

Promoting Economic Prosperity

There has been a large amount of employment use floorspace granted in 2015-17, as well as an increase in employment in the District. There has also been a number of new recreation, leisure and tourism permissions granted.

Improving the Quality of Life

There has been an increase in private car reliance but also an increase in more sustainable transport methods.

There has also been an increase in the number of Listed Buildings since 2014/15, and an overall reduction of two heritage assets at risk.

Neighbourhood Plans

Progress has been made with the Appleton Roebuck & Acaster Selby Neighbourhood Plan proceeding to referendum. Three more neighbourhood areas have also been designated across the District.

Community Infrastructure Levy

The Council began charging CIL in January 2016 and had received £96,795.95 by the end of the 2016/17 financial year.

Summary of Indicators

1.5 The following tables provide a summary for each of the Core Strategy indicators



Achieving the indicator target.



Little or no change from previous year is neither comfortably achieving, nor achieving poorly.



Targets are not being met and improvement is required.

N/A

No update is available where the indicator has not been monitored.

Indicator Number	Indicator	Status	Notes
1	Proportion of new development in Selby, Sherburn In Elmet and Tadcaster		65% of development within the 3 towns in 16/17, close to the target of 69%
2	Proportion on previously developed land		23% of housing completions since 2013 were on brownfield sites with 9% on brownfield in 16/17 and 10% in 15/16
3	Scale and Type of new development in Green Belt	N/A	No data available for 2015/16 or 2016/17. Indicator requires further development
4	Overall completions		561 net completions in 16/17 and 496 in 15/16. Above the 450 minimum net target
5	Amount of new development completed by location		Selby, Sherburn in Elmet and the Designated Service Villages have made good progress on reaching their minimum targets.
6	Modal split of those accessing the Olympia Park site	N/A	No data available for 2015/16 or 2016/17. Indicator requires further development
7	Number of dwellings with planning permission		4,705 planning permission in the District as of 31 st March 2017. The Council has a 5.4 year supply of deliverable housing
8	Amount of new development approved by location		A large amount of permissions have been granted in Selby, Sherburn in Elmet and the Designated Service Villages, though Tadcaster has not seen many permissions
9	Completed new dwellings by number of bedrooms and dwelling type		57% of completions were 2 and 3 bed dwellings in 2016/17 against a target of 80%. 56% in 2015/16
10	Level of affordable housing approved and completed		14% of total completions were affordable in 16/17 against a target of 40% 17% in 2015/16
11	Proportion of affordable homes by tenure		59% Social Rented and 30% Intermediate housing mix in 2016/17 against a target of 21% intermediate and 79% Social Rented
12	Range of dwelling types	N/A	No data available for 2015/16 or 2016/17. Indicator requires further development
13	Committed sums collected and spent on affordable homes	N/A	No data available for 2015/16 or 2016/17. Indicator requires further development
14	No. of dwellings in 100% affordable housing schemes or Rural Exception Sites with permission/completed		no approvals or completions on rural exception sites

15	No. of pitches with permission/completed for Gypsies & Travellers	✓	One pitch allowed on appeal and two temporary permissions given consent in 2015-17
16	No. of new 'quarters' with permission/completed for Travelling Showpersons	✓	There is no need for travelling showpeople plots in the district.
17	Access to community services / facilities including health care and ROS / green infrastructure within Parishes	N/A	No data available for 2015/16 or 2016/17. Indicator requires further development
18	Committed sums collected for and spent to provide ROS and other community facilities	✓	£2,319,518.69 contributions collected in 16/17 and £960,482.95 of contributions spent in 16/17
19	No. of Travel Plans secured through the planning process	N/A	No data available for 2015/16 or 2016/17. Indicator requires further development
20	Supply of land developed for employment by use class and location	✓	There has been a net gain of 5.2 hectares business floorspace in 2015-17 and an overall increase of 117 hectares since 2013 against a target of 37-52 hectares
21	Net losses and gains of employment floor space on existing employment sites / SDLP allocations	✓	Net gains in employment floorspace
22	Additional recreation and leisure uses	✓	Two permissions in 2015-17 for new recreation and leisure totalling 11.5 hectares
23	Achieve growth in number of jobs within District	✓	4.1% rise in employment rate and 2.5% decrease in unemployment since 2013
24	New recreation and tourism activity in rural areas	✓	Six permissions in 2015-17 for new recreation and tourism totalling 0.93 hectares
25	Results of the SHMA	N/A	SHMA is published as required to support plan making
26	Permissions/completions of floor space for town centre uses	✗	313m ² loss in retail floors pace
27	Town centre health checks	N/A	No data available for 2015/16 or 2016/17. Indicator requires further development
28	Parish services survey	N/A	No data available for 2015/16 or 2016/17. Indicator requires further development
29	Gains and losses in service and facilities in villages	N/A	No data available for 2015/16 or 2016/17. Indicator requires further development
30	Reducing travel by private car	✗	Journeys by private cars have increase by 6.1% and all motor vehicle journeys have increased by 10.7% since 2013
31	Increasing walking cycling and use of public transport	✓	Journeys by buses and bicycles have increased slightly since 2013
32	Permission granted contrary to outstanding environment. Agency flood risk objection	N/A	No data available for 2015/16 or 2016/17. Indicator requires further development
33	% of development incorporating SuDS	N/A	No data available for 2015/16 or 2016/17. Indicator requires further development
34	% of residential and non-residential schemes meeting minimum requirement for renewable energy sources	N/A	No data available for 2015/16 or 2016/17. Indicator requires further development
35	No. of strategic development sites and other designated allocations using the following technologies for the majority of their needs: <ul style="list-style-type: none"> • local biomass • energy from waste • combined heat and 	N/A	No data available for 2015/16 or 2016/17. Indicator requires further development

	<ul style="list-style-type: none"> power schemes, and community heating projects 		
36	No. of houses built to 'Code for Sustainable Homes' standards	N/A	The 'Code for Sustainable Homes' standard has become outdated following government reviews of technical housing standards and will not be monitored in future AMRs
37	No. of non-residential developments built to BREEAM standards	N/A	No data available for 2015/16 or 2016/17. Indicator requires further development
38	Permitted stand-alone renewable schemes (MW) that are installed and grid connected	✓	1MW of schemes granted in 2015-17. 340MW of approved renewable energy schemes against a target of 32MW since 2011
39	Permitted 'micro-generation' schemes – not grid connected	N/A	No data available for 2015/16 or 2016/17. Changes to Permitted Development relating to small scale energy generation schemes will make this indicator difficult to measure
40	Safeguarding protected historic and natural sites	✓	Increase of 4 Listed Buildings since 14/15. No change in SINC list
41	Amount of Green Infrastructure	N/A	No data available for 2015/16 or 2016/17. Indicator requires further development
42	Numbers of heritage assets and assets at risk	✓	Reduction of 2 archaeological assets at risk
43	Supporting the creation and restoration of habitats	N/A	No data available for 2015/16 or 2016/17. Indicator requires further development
44	No. of homes built to nationally recognised design benchmarks	N/A	No data available for 2015/16 or 2016/17. The feasibility of introducing this indicator is under review

2 Introduction

- 2.1 Monitoring has an essential role in policy development. The requirement to publish an Annual Monitoring Report was set out in the Planning and Compulsory Purchase Act 2004 in order to outline the implementation of the Local Development Scheme and the extent to which the policies are achieving the plan's objectives.
- 2.2 The Localism Act removed the requirement for local planning authorities to produce an Annual Monitoring Report for the Secretary of State. However, councils are still required to prepare reports, now known as 'authority' monitoring reports. The Act requires councils to publish this information direct to the public in the interests of transparency.
- 2.3 This AMR monitors the period 1 April 2015 – 31 March 2017, using the indicators set out in the Selby District Core Strategy Local Plan (Figure 13 – Core Strategy Performance Indicators), adopted on 22 October 2013.
- 2.4 Figures provided refer to the two monitoring years 1 April 2015 – 31 March 2016 and 1 April 2016 – 31 March 2017, unless stated otherwise. Additional contextual information set out in the report has been updated to the position as of 30th September 2017.
- 2.5 Monitoring in this way enables the Council to assess:
 - whether the Council is meeting the timescales and milestones in the Local Development Scheme;
 - 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.

Structure of the AMR

- 2.6 The AMR follows the structure of the Selby District Core Strategy Local Plan, with chapters based around the strategic aims and objectives tied to the various policies of the Core Strategy.
- 2.7 Figure 13 of the Core Strategy provides a set of performance indicators along with targets that are intended to monitor how successfully the Core Strategy policies are being implemented. The AMR reports on the progress made against the 44 indicators set out in the Core Strategy.

Current Development Plan

- 2.8 The Council is preparing a suite of Local Plan documents required under the Planning and Compulsory Purchase Act 2004¹ and Localism Act 2011, which will form part of the new Local Plan (formerly known as the Local Development Framework).
- 2.9 The current development plan for the District comprises:
- The adopted Selby District Core Strategy Local Plan 2013;
 - 'saved' policies in the Selby District Local Plan (adopted 2005 and saved by direction of the Secretary of State 2008) and which are not specifically replaced by policies in the Selby District Core Strategy Local Plan, 2013;
 - 'saved' policies in the North Yorkshire Minerals Local Plan (1997);²
 - 'saved' policies in the North Yorkshire Waste Local Plan (2006)², and
 - East Inshore and East Offshore Marine Plan (2014)

Selby District Context

The Place

- 2.10 Selby District is a mainly rural area at the southern point of North Yorkshire. According to the Office for National Statistics It has a mid-2016 population estimate of 86,667, with the largest populations in the three market towns (Selby, Tadcaster and Sherburn-in-Elmet)³. It is the most industrial area of North Yorkshire with key industries being power generation, glass manufacturing and brewing.
- 2.11 Selby District is well connected with the M62 to the south, A64 to the north and the A1 to the West. It benefits from direct train service to London, Leeds, York, Hull and Doncaster. As such 48% of residents in employment commute out of the District for work.⁴

The People

- 2.12 The percentage of pupils achieving five or more GCSE passes at A* - C including English and Maths is average for England. Overall according to OFSTED the majority of primary and secondary education in the District is 'Good' with Selby College rated as 'Outstanding'.⁴

¹ Defined in Section 38 of the Act as amended

² Until superseded by the Joint Minerals and Waste Local Plan

³ Office for National Statistics Mid-2016 Population Estimates

⁴ North Yorkshire County Council – Selby District Profile 2017

2.12 34.8% of Selby residents have a qualification equivalent to an undergraduate degree or higher compared to 36.2% in North Yorkshire and 37.1% in Great Britain. Managers and directors (14.6%) and skilled trades occupations (15.0%) account for a higher proportion of those in employment compared to for Great Britain (10.4% and 10.5%).⁵

The Economy

2.13 Seven times as many people work in the agriculture and energy industries in Selby District than the national average. Manufacturing employs 19.2% compared to 11.2% in North Yorkshire and 8.5% nationally. The position is reversed for the service sector with 70.1% of employees in Selby compared to 82.5% in the county and 85.6% nationally.⁶

2.14 Full time weekly earnings for those living in Selby District (£526.50) and those working in the district (£519.70) are the highest in the county. Both are significantly higher than North Yorkshire earnings (£487.70 / £460.10) and almost equivalent to national levels (£529.60 / £529.00).⁴

Planning for the Community

2.15 2015/16 was the first full year of the council's new Corporate Plan, which sets out big ambitions for the area.

Making the Selby district a great place to do business

- Secure new investment in the district
- Improve employment opportunities
- Improve access to training and skills for work
- Help Selby, Tadcaster and Sherburn-in-Elmet reach their potential

Making the Selby district a great place to enjoy life

- Improve the supply of housing
- Improve healthy life choices

Making the Selby district a great place to make a difference

- Empower and involve people in decisions about their area and services
- Enable people to get involved, volunteer and contribute to delivering services locally
- Facilitate people to access and use alternative service delivery channels

⁵ Business Register and Employment Survey (BRES) 2016

Supported by the Council delivering great value

- Work with others to develop the way in which services are delivered
- Commission those best placed to deliver services on our behalf
- Make sure we communicate well with customers to help us understand what matters, to listen and learn and to enable us to offer the right support
- Help people access services digitally

2.16 Better Together is the name we have given to a programme of work with North Yorkshire County Council to see if we can improve the customer experience as well as deliver savings by working together more effectively. This work includes making the best use of our buildings and assets and looking at back office efficiencies and how we can do more for less by doing it together.

Planning Service

2.17 Since the last AMR was published in 2015, the Council has undergone an organisational restructure as well as a planning service review. The aims of the service review are to insure efficient resource allocation in order to deliver the objectives of the Corporate Plan.

2.18 The outcomes of the organisational restructure and planning service review have seen growth in both the planning policy and development management teams in terms of personnel. The restructure also saw the creation of a new team, 'Economic Development & Regeneration' which sits under the Strategic Planning, Policy and Economic Development service section, and aims to work together with the planning policy and development management teams in order to secure and support development.

2.19 Although it is still too early to say how these changes have benefited the Council's Planning Service initial signs are positive, with increased capacity and a number of projects underway to attract and support development across the District.

Planning Performance

2.20 In 2016/17 Selby received 45 applications for major development, 283 applications for minor development and 529 applications for other development. Of these, 71% of major applications were determined on time, 68.9% of minor applications were determined on time and 93.5% of other applications were determined on time.

3 Local Development Scheme (LDS)

- 3.1 Local Planning Authorities are required under the Planning and Compulsory Purchase Act 2004 to prepare and maintain an up to date LDS.
- 3.2 The LDS identifies the main documents constituting the new Local Plan to be prepared including setting out their coverage and status. The LDS outlines the statutory stages for consultation, submission and adoption.
- 3.3 The Council's sixth Local Development Scheme for the period 2017-2020 came into effect on 19 September 2017 by resolution of the Council. The scheme identified which Local Plan documents the Council would progress over the next three years, together with the programme for their preparation, and key consultation milestones.

Selby District Core Strategy Local Plan (2013)

- 3.4 The Core Strategy is the long term strategic vision for how the District will be shaped by setting out a number of broad policies to guide development.
- 3.5 The Council formally adopted the Selby District Core Strategy Local Plan at a meeting of the Full Council on 22 October 2013.

The Sites and Policies Local Plan – “PLAN Selby”

- 3.6 Preparation work on PLAN Selby began in the last quarter of 2013 and an Initial Consultation took place November 2014 - January 2015 to allow all stakeholders to share their thoughts over the key issues for planning in the Selby District. This was followed by a Focused Engagement which took place between June and August 2015, allowing stakeholders to provide input to the on-going evidence base work and providing the opportunity for more detailed discussion of emerging issues and options to inform future decision making on the policies and proposals for inclusion in the plan.
- 3.7 The 6th LDS came into effect on 19 September 2017. It outlines the Councils intentions to progress a Site Allocations Local Plan document first, followed by a Development Management Policies Local Plan document. The documents will be prepared in sequence rather than in parallel or combined together. Table 1 illustrates the overall new timetable.

Table 3.1 – LDS indicative timetable relating to the Sites and Policies Local Plan (PLAN Selby)

STAGE	LOCAL PLAN DOCUMENT		
	Site Allocations Plan	Development Management Policies Plan	New Local Plan
Early Studies/ Sub Regional Working		2018	2019
Consult on Strategic Options			2022
Consult on Sites	2017		2023
Consult on Policy Options		2019	2023
Consult on Draft Plan			2023
Publication of Submission Draft & Consultation	2018	2020	2024
Submission to Secretary of State	2018	2020	2025
Examination in Public	2019	2021	2026
Receipt of Inspector's Report	2019	2021	2026
Adoption	2019	2021	2027

Neighbourhood Plans

3.8 Neighbourhood Plans are community led spatial planning documents which when 'made' (adopted) form part of the Development Plan for the District. Neighbourhood Plans will be led by Town and Parish Councils with Selby District Council providing assistance, and when necessary the District Council will make key decisions. Table 3.2 shows the current status of neighbourhood plans in the District as of 30 September 2017.

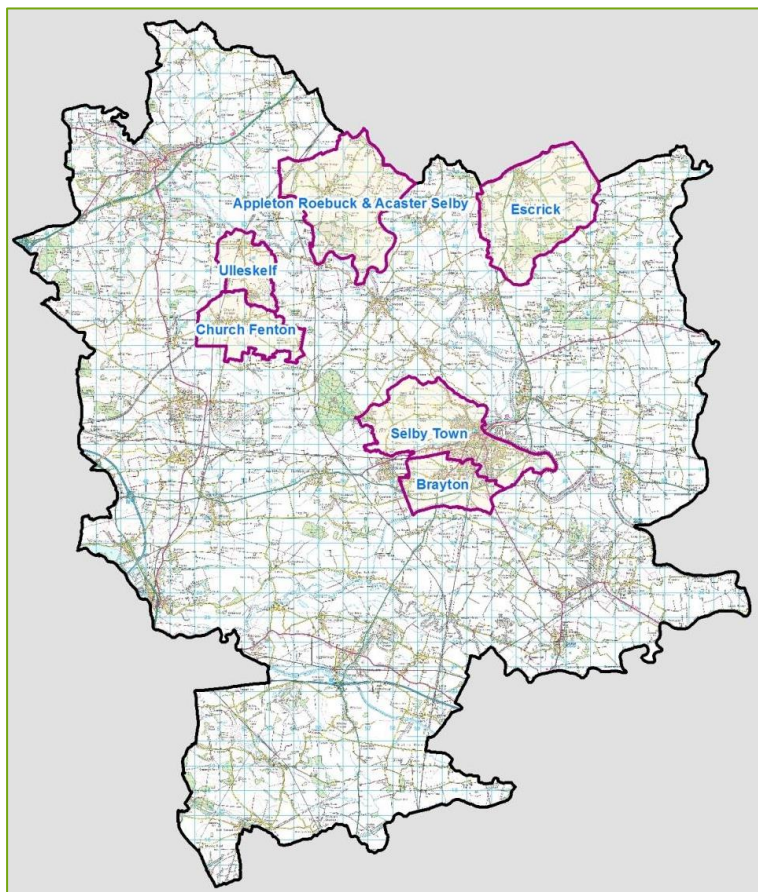
Neighbourhood Plan Progress 2015-17

3.9 Following consultation between December 2016 and February 2017 the Appleton Roebuck and Acaster Selby Neighbourhood Plan progressed to examination in March 2017 and the Council have received the examiner's final report. The Examiner has proposed that, subject to his proposed modifications, the Plan should proceed to referendum, which will take place on 23 November 2017.

3.10 The Council formally designated three neighbourhood areas over the last two years.

- Selby Town – designated March 2016
- Church Fenton – designated February 2017
- Ulleskelf – designated February 2017

Picture 3.1 - Neighbourhood Area designations in Selby District (as of 30th September 2017)



Neighbourhood Plan	Neighbourhood Area Designated	Pre-Submission Consultation	Local Authority Publicity Period	Submitted for Examination	Examiners Report Received	Referendum	Made
Appleton Roebuck & Acaster Selby	10/12/13	06/06/16 – 24/07-16	21/12/16- 15/02/17	04/17	15/09/17		
Church Fenton	02/02/17						
Selby Town	03/03/16						
Ulleskelf	02/02/17						

Table 3.2 - Progress with Neighbourhood Plans

As of 30th September 2017 two further applications for Neighbourhood Area designations had been submitted for the Parishes of Escrick and Brayton.

Duty to Co-operate

- 3.11 The Localism Act 2011 (Section 110) introduced the duty to co-operate which requires Local Planning Authorities to engage constructively, actively and on an on-going basis during the preparation of Local Plan documents to develop strategic policies.
- 3.12 The duty to co-operate is further developed in the National Planning Policy Framework (NPPF) and forms part of the soundness test for Local Plans as they go through independent examination. In developing Local Plan documents the Council will need to show how it has considered joint plan making arrangements, what decisions were reached and why. Under the regulations Councils must report details of what action has been taken during the period covered by the AMR.
- 3.13 Appendix A outlines the cooperation work that the Council has undertaken on its Local Plan documents and associated evidence base, as well as an overview of the Council's main actions (not exhaustive) where the Council has been involved in the preparation of other local authorities' local plan documents including where the Council has provided comments on key stages and evidence base work over the monitoring period.

4 Spatial Development Strategy

Spatial Development Strategy and Housing Land Supply

- 4.1 This section monitors the policies in the Spatial Development Strategy section of the Core Strategy Local Plan. The Spatial Development Strategy provides guidance on the proposed general distribution of future development across the District, including the broad location of a strategic development site to accommodate major residential and commercial growth in Selby Urban Area.
- 4.2 The following pages detail how well the Council is performing against the performance indicators for the 'Spatial Development Strategy' section of the Core Strategy Local Plan.
- 4.3 Please note that no data is available for Indicators 3 and 6. This is a result of no actions regarding these two indicators having occurred since adoption of the Core Strategy Local Plan.

Housing development

Indicator	Core Strategy Policy	Core Strategy Objectives	Target	Achieved
(1) Proportion of new development with planning permission / completed in Selby, Sherburn In Elmet and Tadcaster	SP2 / SP4	1, 2, 3, 4, 5, 6, 7, 8 and 14	At least 69% of all development within Selby, Sherburn in Elmet and Tadcaster	65% of completions within Selby/Sherburn in Elmet/Tadcaster in 16/17 37% in 15/16 & 57% of current permissions within Selby/Sherburn in Elmet/Tadcaster as at 31 st March 2017.
(2) Proportion on previously developed land (PDL)	SP2 / SP4	1, 2, 3, 4, 5, 6, 7, 8 and 14	Concentrating on reusing PDL	9% of completions on brownfield land in 16/17. 10% in 15/16. 13% of current permissions on brownfield as at 31 st March 2017.
(4) Overall completions	SP5 / SP7	1, 3, 4, 5, 6, 7, 8 and 14	450 (net) dwellings completed per annum	561 completions in 16/17. 496 Completions in 15/16.

- 4.4 Indicator 1 measures the effects of Policy SP2 and SP4 in directing development to the most sustainable settlements in the District. The Core Strategy considers Selby, Sherburn in Elmet and Tadcaster to be the most sustainable settlements in the District on account of their population, access to services and existing infrastructure. The target is for 69% of new development to take place within these 3 settlements.
- 4.5 Indicator 2 measures the effects of Policy SP2 and SP4 at directing development towards previously developed land where possible, rather than undeveloped greenfield sites. Brownfield development is considered to be more sustainable as it tends to be located in urban centres with access to existing services and infrastructure.
- 4.6 Indicator 4 measures the overall net completions within the District against the housing requirement which is established within the adopted Core Strategy. The Core Strategy sets the annual housing target at a minimum of 450 dwellings per annum between 2011 and 2027 to provide a minimum of 7200 dwellings.

Table 4.1 – Net completions in Selby District (01-04-2011 to 31-03-2017)

Settlement	Monitoring Period	Net Completions					
		Total	% of District Completions	Brownfield	%	Greenfield	%
Selby	16-17	189	34	19	10	170	90
	15-16	114	23	6	5	108	95
	11-17	785	35	66	8	719	92
Sherburn in Elmet	16-17	167	30	1	1	166	99
	15-16	54	11	0	0	54	100
	11-17	310	14	11	4	222	96
Tadcaster	16-17	3	1	3	100	0	0
	15-16	14	3	4	29	10	71
	11-17	22	1	12	55	10	45
Designated Service Villages	16-17	137	24	14	10	123	90
	15-16	200	40	28	14	172	86
	11-17	821	37	332	40	415	60
Secondary Villages	16-17	61	11	9	15	52	85
	15-16	110	22	10	9	100	91
	11-17	285	13	77	27	190	73
Countryside	16-17	4	1	1	25	3	75
	15-16	4	1	3	75	1	25
	11-17	19	1	14	74	5	16
Total Completions Across Selby District	16-17	561	-	41	9	520	91
	15-16	496	-	51	10	445	90
	14-15	436	-	120	28	316	72
	13-14	289	-	147	51	142	49
	12-13	179	-	58	32	121	68
	11-12	281	-	88	31	193	69
	11-17	2242	-	505	23	1737	77

Table 4.2 – Dwellings with permission in Selby District (31-03-2017)

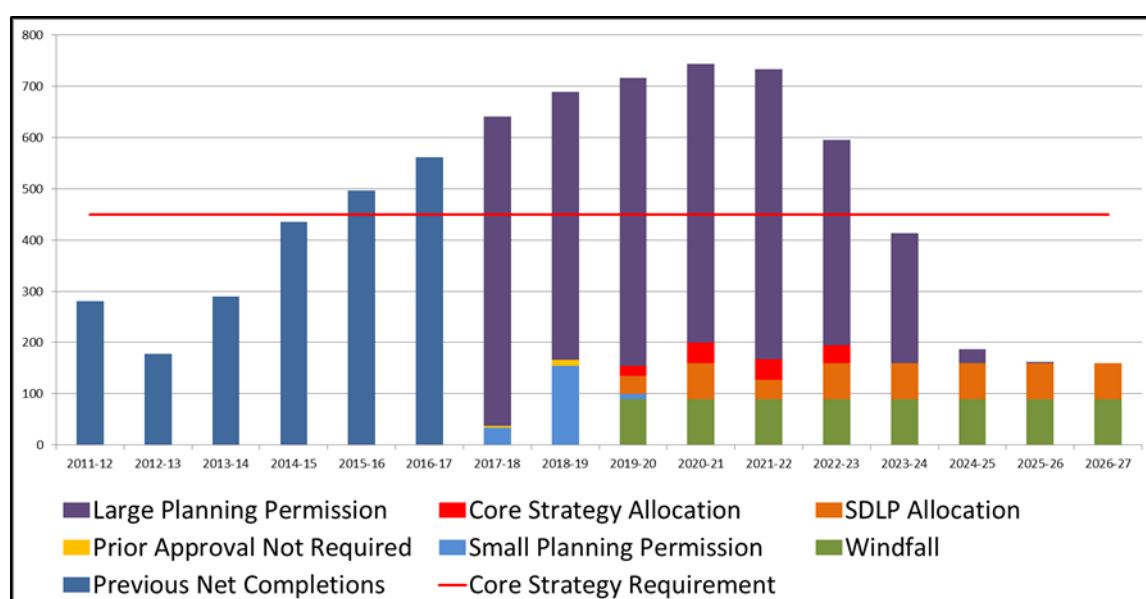
	Total	% District Permissions	Brownfield	%	Greenfield	%
Selby	1900	40	388	20	1512	80
Sherburn in Elmet	779	17	4	1	775	99
Tadcaster	11	0	4	36	7	64
Designated Service Villages	1802	38	134	7	1668	93
Secondary Villages	206	4	64	31	142	69
Countryside	7	0	0	0	7	100
Total	4705	100	594	13	4111	87

- 4.7 This is below the target figures as a number of larger sites in Selby have not come forward as expected and due to numerous appeals surrounding the 5 year housing land supply, a number of large permissions have been allowed in several Designated Service Villages and Sherburn in Elmet.
- 4.8 **In 2016/17 9% of housing completions were on brownfield land whilst 10% of completions in 2015/16 were brownfield.** Since 2011 a total proportion of 23% of completed dwellings has occurred on brownfield sites with 77% on greenfield sites. The percentage of dwellings with permission, at 31/03/2017, was 57% across Selby, Tadcaster and Sherburn in Elmet, 8% below the target. This percentage is expected to rise when sites are allocated for residential use in PLAN Selby. 13% of dwellings with permission were on previously developed land.
- 4.9 Typically developing brownfield sites is a more complex process and as such a number of large brownfield sites including the Olympia Park site and the former Rigid Paper site within Selby Town remain undeveloped as yet despite being granted outline permission for residential development. The Council is committed to delivering these brownfield sites by working with the landowners to overcome deliverability and viability issues.
- 4.10 The Council maintains a Brownfield Register of previously developed sites within the District. The register aims to help housebuilders identify suitable sites quickly, speeding up the construction of new homes. It also allows communities to draw attention to local sites for listing, including derelict buildings and eyesores that are primed for redevelopment and that could attract investment to the area.
- 4.11 There are currently **38 sites** on the brownfield register potentially providing land for **2,799 homes**. Currently **21** of these sites have permission granted, totalling **69.5 hectares**. The register can be viewed on our website here: <http://www.selby.gov.uk/pilot-brownfield-register> and provides greater details including maps of the sites. The register will be updated at the end of the 2017/18 financial year.

Status	Sites	Area (ha)
Permission granted	21	69.5
No Permission	17	36.85
Total	38	106.4

Table 4.2 – Brownfield Register sites as of 30 September 2017

4.12 As indicated by table 4.1 the minimum annual target has been exceeded for both 2015/16 and 2016/17. Selby District continues to be an attractive location for developers and high levels of planning permissions over the past year indicate this upward trend is likely to continue. The graph below is the housing trajectory for the District. This demonstrates that the Council currently has 5 years supply of available and deliverable land. However it should be noted that this trajectory does not currently include the sites which will be allocated through the emerging Sites Allocations Local Plan which will increase the longer term supply of housing significantly.



4.13 Numerous projects aimed to increase appropriate housing delivery are on-going. The Council have signed up to a county-wide empty homes strategy, have set up a local action group and are developing a local delivery plan to address the issue of empty homes which is prevalent in the towns and villages of the District and in particular in Tadcaster. The Council is part of a joint partnership across York, North Yorkshire & East Riding aimed at bringing forward community-led housing schemes.

Housing development by Location

Indicator	Core Strategy Policy	Core Strategy Objectives	Target	Achieved
(5) Minimum of 7200 new dwellings up to 2027	SP5 / SP7	1, 3, 4, 5, 6, 7, 8 and 14	3,700 new dwellings in Selby, 790 in Sherburn in Elmet, 500 in Tadcaster and 2,000 in the Designated Service Villages	Met the minimum growth target for Sherburn in Elmet and DSVs. Good progress in Selby, but more needs to be built in Tadcaster.

(7) Number of dwellings with planning permission.	SP6	1, 2, 3, 5, 7 and 8	No formal target	Large number of planning permission in the District.
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4.14 Indicator 5 measures the spread of development by location based on the minimum targets for Selby, Sherburn in Elmet, Tadcaster and the Designated Service Villages as set out in Core Strategy Policy SP5. Table 4.3 provides a breakdown of development against the targets.

Table 4.3 – Development distribution to date across the settlement hierarchy over the Core Strategy period 1 April 2011- 31 March 2017

CS SP5 Settlement	Completions 2011-2017	Permissions at 1 April 2017	Total Commitments	SP5 Requirement 2011-2027	Dwellings needed to 2027
Selby	785	1,557	2,342	3,700	1358
Sherburn in Elmet	310	679	989	790	0
Tadcaster	22	19	41	500	459
Designated Service Villages (DSVs)	821	1,645	2,466	2,000	0
<i>Appleton Roebuck</i>	22	4	24	-	-
<i>Barlby/Osgodby</i>	57	270	326	-	-
<i>Byram/Brotherton</i>	22	49	70	-	-
<i>Brayton</i>	10	228	238	-	-
<i>Carlton</i>	2	147	149	-	-
<i>Cawood</i>	6	23	29	-	-
<i>Church Fenton</i>	19	96	115	-	-
<i>Eggborough/Whitley</i>	162	162	323	-	-
<i>Escrick</i>	10	1	11	-	-
<i>Hambleton</i>	50	116	165	-	-
<i>Hemingbrough</i>	13	11	24	-	-
<i>Kellington</i>	3	14	16	-	-
<i>Monk Fryston/Hillam</i>	9	11	20	-	-
<i>North Duffield</i>	5	60	65	-	-
<i>Riccall</i>	80	31	110	-	-
<i>South Milford</i>	196	13	205	-	-
<i>Thorpe Willoughby</i>	154	332	486	-	-
<i>Ulleskelf</i>	1	78	79	-	-
Secondary Villages	285	184	469	170	0
Countryside	19	11	30	-	-
Total	2242	4095	6337	7200⁶	1817

⁶ Rounded figure

- 4.15 To date good progress has been made distributing development across the District with DSVs having met their minimum growth target and Sherburn close to meeting its minimum target. Selby and Tadcaster are still short of their figure, though the timeframe for the policy runs until 2027 and it is expected that the on-going site allocations work will help to identify new development opportunities within these two settlements.
- 4.16 As of 31st March 2017 there were 4,095 planning permissions within Selby District, of which 1,557 were within Selby Town, 679 within Sherburn in Elmet and 19 within Tadcaster. There has been a large amount of approvals granted in Selby, Sherburn in Elmet and the Designated Service Villages, however Selby and Tadcaster are falling short of the plan target. The on-going site allocations work will identify new development opportunities within Selby and Tadcaster.
- 4.17 The high number of homes granted permission in Sherburn in Elmet and in the Designated Service Villages is a result of applications being approved when the Authority did not have a five year housing land supply.
- 4.18 The Council's most recent 5 year housing land supply was published in September 2017. This report uses a base date of 30th September 2017 and finds that the Council has a **deliverable housing land supply of 6.2 years**. For more information see our website:
<http://www.selby.gov.uk/five-year-housing-land-supply-report>

5 Creating Sustainable Communities

- 5.1 The Core Strategy Local Plan encourages the development of sustainable communities which are vital, healthy and prosperous. It aims to meet the current needs of local residents whilst recognising the importance of having regard as far as possible to future circumstances, and the legacy being created for future residents.
- 5.2 This section monitors the policies within the Sustainable Communities section of the Core Strategy Local Plan. It focuses on managing the future development within settlements to meet the aims and principles behind achieving sustainable development in line with the strategic aims of the plan.
- 5.3 The following pages detail how well the Council is performing against the performance indicators for the ‘Creating Sustainable Communities’ section of the Core Strategy Local Plan.
- 5.4 Please note that no data is available for Indicators 12, 13, 17 and 19 as there are no monitoring systems set up to capture this information.

Completed new dwellings by number of bedrooms and dwelling type

Indicator	Core Strategy Policy	Core Strategy Objectives	Target	Achieved
(9) Completed new dwellings by number of bedrooms and dwelling type.	SP8	5	To match housing mix requirements in SHMA or latest housing market assessment/needs survey.	57% of dwellings were 2/3 bed in 2013-17.

- 5.5 Indicator 9 measures the effects of Policy SP8 at providing an appropriate housing mix as identified in the 2015 Strategic Housing Market Assessment (SHMA).
- 5.6 The 2015 SHMA found that 80% of market housing need is for mid-market 2 and 3 bedroom homes. There is also a strong demand for bungalows from older households.
- 5.7 Table 5.1 details the breakdown of market housing completions by bedrooms for 2011-17. It is apparent that a large amount of newly built dwellings in the District are 4+ bedroom homes, this is likely due to the increased profitability of larger family homes. Overall 51% of completions were 2 and 3 bedroom dwellings in 2016/17 and 55% in 2015/16. This is lower than the SHMA 2015 assessed need of 80% of overall new homes.

Table 5.1 – Net Housing Completions by Bedroom Number (2011-17)

Year	1 Bed		2 Bed		3 Bed		4+ Bed		Total Homes
	Homes	%	Homes	%	Homes	%	Homes	%	
2011/12	9	3	62	22	78	28	132	47	281
2012/13	3	2	35	20	76	42	65	36	179
2013/14	7	2	55	19	150	52	77	27	289
2014/15	12	3	109	25	161	37	154	35	436
2015/16	16	3	81	16	194	39	205	41	496
2016/17	9	2	109	19	178	32	265	47	561
2011-2017	56	2	451	20	837	37	898	40	2242

Affordable Housing

Indicator	Core Strategy Policy	Core Strategy Objectives	Target	Achieved
(10) Level of affordable housing approved and completed.	SP9	2,3 and 5	Meet overall target for affordable housing provision of 40%, from all sources (unless viability case proven).	14% of total homes built were affordable in 2016/17, 17% in 2015/16 and 13% overall since 2013.
(11) Proportion of affordable homes by tenure.	SP9	2,3 and 5	To broadly achieve a tenure mix of 30-50% for intermediate housing and 50-70% for social renting, through new affordable housing or in line with up to date evidence.	90% of affordable homes were rented and 10% were low cost home ownership.

- 5.8 Indicator 10 measures the effects of Policy SP9 at providing a 40% affordable 60% general market housing ratio within overall housing delivery. It is important to provide adequate affordable housing to ensure that everyone has the opportunity to a decent home, which they can afford, in a community in which they want to work or live.
- 5.9 Indicator 11 measures the tenure mix of affordable housing which has a target mix of 30-50% intermediate and 50-70% social rented housing, as set out in Policy SP9.
- 5.10 Table 5.2 below provides a breakdown of affordable housing over the last two years. The District saw the construction of 76 affordable houses in 2016/17 which against a total of 562 total gross completions is a proportion of **14%**. For 2015/16 the 95 affordable dwellings were completed in the District which is **17%** of the gross total 509 completions. Overall since 2013 there have been 297 affordable completions against a gross total of 2,298, which is a proportion of **13%**. This is below the target of 40% as set out in Policy SP9. However it should be noted that significant off site contributions have been agreed in lieu of on-site affordable housing from schemes where affordable demand was not demonstrated. These funds will be utilised by the Selby Housing Trust to deliver affordable homes elsewhere in the District.

Table 5.2 – Gross affordable housing completions split by tenure and bedrooms 2011-17

Tenure	Year	1 Bed	2 Bed	3 Bed	4 Bed	Total	Proportion of Gross Housing
Shared Ownership	16/17	-	3	1	-	4 (5%)	-
	15/16	-	5	-	-	5 (5%)	-
	11-17	-	14	6	1	32 (8%)	-
Social Rented	16/17	1	26	8	10	45 (59%)	-
	15/16	-	3	9	1	13 (14%)	-
	11/17	1	83	82	24	191 (46%)	-
Affordable (Intermediate) Rented	16/17	-	6	7	10	23 (30%)	-
	15/16	3	24	37	13	77 (81%)	-
	11/17	3	63	82	32	180 (44%)	-
Discount for Sale/Homebuy	16/17	-	4	-	-	4 (5%)	-
	15/16	-	-	-	-	0 (0%)	-
	11/17	-	10	-	-	10 (2%)	-
TOTAL	16/17	1	39	16	20	76	15%
	15/16	3	32	46	14	95	17%
	11/17	4	172	179	58	413	18%

* Note that where tenure has not been made clear it has been given a tenure based on the averages for the total other affordable dwellings

- 5.11 Further evidence was produced in the 2015 Strategic Housing Market Assessment, which indicated a net annual need of between 172 and 191 (depending upon the time period assessed) who require financial support in meeting their housing needs in Selby District.
- 5.12 The demographic-led modelling presented in the 2015 SHMA indicated that almost 70% of the need for affordable housing is for 1 and 2 bed properties. It also refers to shared ownership schemes, which have been performing well and that 22% of the housing need identified in the publication is for intermediate equity-based housing products.
- 5.13 More specifically, modelling in the 2015 SHMA indicates that for the 2014-37 time period the estimated level of affordable housing need by type is split 21% intermediate and 79% social/affordable rented. However it should be noted that this figure is across the District and may need to be amended in accordance with evidence of local need.
- 5.14 Table 5.2 details the breakdown of affordable housing completions by tenure. In 2016/17 68% of affordable completions were Social Rented and 32% were low cost home ownership. For 2015/16 95% were Social Rented and 5% were low cost home ownership. Overall since 2011 90% of affordable completions were Social Rented and 10% were low cost home ownership.
- 5.15 The Council is also directly addressing the delivery of affordable housing through a number of schemes. Starting in 2016/17 the Council commenced the construction of the first new Council homes in the District for 25 years at Byram, and two further developments at Eggborough. These Council Bungalows are aimed at local residents wanting to move to more suitable accommodation as a result of their age or limited mobility.

100% affordable housing schemes and Rural Exception Sites

Indicator	Core Strategy Policy	Core Strategy Objectives	Target	Achieved
(14) No. of dwellings in 100% affordable housing schemes or appropriate mixed Rural Exception Sites with planning permission / completed within or adjoining Development Limits in rural villages.	SP10	2,3 and 5	To meet identified local needs in terms of numbers, sizes, types and tenure.	No completions but work is on-going to identify the need for rural exception sites.

- 5.16 The Council has a rural housing exceptions site policy within the adopted Core Strategy Local Plan (Policy SP10 – Rural Housing Exceptions Sites).

5.17 During 2015/16 and 2016/17 there have been no approvals or completions on rural exception sites, though work has been continuing to identify local housing need, and a number of Parish Councils have entered into discussion around the completion of local parish Housing Needs Surveys. A number of these discussions are on-going, but Rural Housing Needs Surveys were completed in Whitley, Riccall, Hambleton and Cliffe. Site opportunities are being investigated and are continuing, in order to meet identified local need in these Parishes.

Gypsies, Travellers and Travelling Showpersons

Indicator	Core Strategy Policy	Core Strategy Objectives	Target	Achieved
(15) No. of pitches with planning permission / completed for Gypsies / Travellers	SP11	3, 4, 5, 6, 8, 9 and 17	To identify and update annually, a supply of specific deliverable sites sufficient to provide 5 years' worth of sites against the local needs assessment	One pitch allowed on appeal and two temporary pitches consented until January 2021.
(16) No. of new 'quarters' with planning permission / completed for Travelling Showpersons	SP11	3, 4, 5, 6, 8, 9 and 17	To identify and update annually, a supply of specific deliverable sites sufficient to provide 5 years' worth of sites against the local needs assessment	No identified need for travelling showpeople plots in the District,

5.18 The latest Traveller Needs Assessment for the district was undertaken in 2016 and identifies a need for three additional traveller pitches over the next 5 years.

5.19 There are currently 24 Local Authority managed pitches at sites at Carlton and Burn, along with a number of pitches on privately owned and managed sites in the District.

5.20 During this monitoring period (1 April 2015 – 31 March 2017) there has been an appeal allowed in July 2015 for **one pitch at The Gallops, Towton** and an appeal in May 2015 allowing temporary permission for **two pitches at Border Farm in Hillam**. The temporary consent is due to expire in January 2021.

5.21 In Selby District, there are currently no Travelling Showpersons sites. As there are no travelling showpeople currently living in the District, the Gypsy and Traveller Accommodation Assessment (2016) concludes that **there is no need for travelling showpeople plots in the District**.

Commuted sums collected for and spent on ROS

Indicator	Core Strategy Policy	Core Strategy Objectives	Target	Achieved
(18) Commuted sums collected for and spent to provide ROS and other Community facilities including health care	SP12	1, 2, 3, 8, 10, 12, 13, 14 and 17	Improved quality of ROS / green infrastructure as evidenced through assessment and regular review	£960,482.95 of developer contributions were spent on ROS in 2016/17.

5.22 Saved Policy RT2 of the Selby District Local Plan (SDLP) 2005 requires developers to provide recreation open space (ROS) for schemes comprising 5 dwellings or more. The policy allows for the provision of ROS in a variety of ways depending on the proposal. This could be on-site, within the locality, or through a commuted sum administered in accordance with the Council's Developer Contribution Supplementary Planning Document (2007).

5.23 The income received by the council through S106 obligations and how this has been spent is set out in Tables 5.2 and 5.3.

Table 5.3 – Section 106 developer contributions expenditure (2015-16)

Type of expenditure	Expenditure amount (2015/16)
Recreational Open Space	£21,589.08
Affordable Housing	£0.00
Waste and Recycling	£7752.00
Other *1	£852,191.43
Total	£881,532.51
Type of expenditure	Amount of contributions due for expenditure as of 1 April 2016
Recreational Open Space	£452,186.74
Affordable Housing	£188,554.00
Other *2	£192,824.94
Total	£833,565.68

*1 Other includes contributions for Education, Highways, and Health which were passed onto NYCC or the Health Authority. Also includes, Recreational Open Space Maintenance contributions, which are passed over on the adoption of the space.

*2 other includes Education, Highways, Health, Waste and Recycling and ROS Maintenance contributions

Table 5.4 – Section 106 developer contributions expenditure (2016-17)

Type of expenditure	Expenditure amount (2016/17)
Recreational Open Space	£175,635.25
Affordable Housing	£0.00
Waste and Recycling	£11916.00
Other *1	£772931.70
Total	£960,482.95
Type of expenditure	Amount of contributions due for expenditure as of 1 April 2017
Recreational Open Space	£372,091.79
Affordable Housing	£1,441,492.30
Other *2	£505,934.60
Total	£2,319,518.69

*1 Other includes contributions for Education, Highways, and Health which were passed onto NYCC or the Health Authority. Also includes, Recreational Open Space Maintenance contributions, which are passed over on the adoption of the space.

*2 other includes Education, Highways, Health, Waste and Recycling and ROS Maintenance contributions

5.24 The Council will continue to ensure high quality ROS provision through the application of Policy SP12 in the determination of planning applications.

5.25 As can be seen there are significant affordable housing contributions which are currently being held by the Council. These funds will be used by the Selby Housing Trust to deliver affordable housing to meet local housing needs across the District.

Community Infrastructure Levy (CIL)

5.26 CIL is a tariff system that Local Authorities can choose to charge on new developments in their areas.

5.27 It is a charge that is levied on new buildings and extensions to buildings according to their internal floor area. Monies raised from development help the Council pay for infrastructure, such as transport improvements, flood defences, school and health facilities and green infrastructure.

5.28 The Selby District Council Charging Schedule has been approved and published in accordance with the Community Infrastructure Levy Regulations 2010 (as amended) and Part 11 of the Planning Act 2008 (as amended by Part 6 of the Localism Act 2011). Details of the Selby District Council CIL can be found in the authorities Charging Schedule, which came into effect on the 1st January 2016.

5.29 The Council began charging CIL on 1st January 2016, a summary of CIL Receipts and Expenditure for 2016/17 is shown in Table 5.5 overleaf.

Table 5.5 – CIL Receipts and Expenditure 2016/17

Total CIL 2016/17	Strategic CIL (80%)	Local CIL (15%)	Administration (5%)	TOTAL
CIL carried forward from previous year	£0.00	£0.00	£0.00	£0.00
CIL Collected 2016/17	£77,436.76	£14,519.39	£4,839.80	£96,795.95
Total CIL Collected	£77,436.76	£14,519.39	£4,839.80	£96,795.95
CIL paid to Local Councils	£0.00	£0.00	£0.00	£0.00
CIL Expenditure 2016/17	£0.00	£0.00	£0.00	£0.00
CIL receipts carried forward to 2017/18	£77,436.76	£14,519.39	£4,839.80	£96,795.95

5.29 Funds received through CIL will be utilised for delivering infrastructure required to support the emerging Sites Allocations Local Plan and will be set out in the Infrastructure Delivery Plan.

6 Promoting Economic Prosperity

- 6.1 It is important to ensure that there is sufficient land available for inward investment and expansion of firms in the District to provide jobs and promote economic prosperity and to understand market activity. In order to do this, the Council has undertaken an Employment Land Review in 2007 and a refresh in 2010 to inform the Core Strategy. During the summer 2015 the Council consulted on a new Draft Employment Land Review to provide a full update and to inform the emerging Sites and Policies Plan (PLAN Selby).
- 6.2 This section will focus on the policies within the 'Promoting Economic Prosperity' section of the Core Strategy Local Plan which sets out the general approach to planning for a stronger economy, focused primarily on Selby, Sherburn in Elmet and Tadcaster. It also outlines the policy for continued economic diversification within the extensive rural areas of the District as well as focusing on the economy of town and village centres which are essential elements of the economic and service infrastructure of the District.
- 6.3 The following pages detail how well the Council is performing against the performance indicators for the 'Promoting Economic Prosperity' section of the Core Strategy Local Plan.
- 6.4 Please note that no data is available for Indicators 27, 28, and 29 as there are no monitoring systems set up to capture this information.

Employment Land

Indicator	Core Strategy Policy	Core Strategy Objectives	Target	Achieved
(20) Supply of land developed for employment by use class and by location.	SP13	1, 2, 3, 4, 6, 7, 8, 9, 10, 13 and 15	Planning permissions granted / completion of 37-52 ha of employment land uses.	5.2 ha of employment floorspace approved in 2015-17. Total of 117 ha approved since 2011.
(21) Net losses and gains of employment floor space on existing employment sites / SLP allocations.	SP13	1, 2, 3, 4, 6, 7, 8, 9, 10, 13 and 15	No net loss of existing employment floor space.	5.2 ha gain in employment floor space in 2015-17
(25) Results of the SHMA updated on a 3 yearly basis.	SP13	1, 2, 3, 4, 6, 7, 8, 9, 10, 13 and 15		This will be updated as required.

6.5 Indicators 20 and 21 measure the effects of Policy SP13 in developing and revitalising the local economy by seeking to increase the supply of employment land in the District. Table 6.1 below details the approvals in 2015-17 involving gains and losses in floorspace using the recognised 'use classes' classifications for B1 (Business), B2 (General Industrial) and B8 (Storage and Distribution) uses.

Table 6.1 - Applications approved involving B uses in 2015-17

Application	Location	Net change in floorspace (m2)
1st April 2015 – 31st March 2016		
2015/0617/COU	Old School, Kirkgate, Sherburn In Elmet	-50
2015/0319/COU	Coldsaver (Selby) Ltd, Unit D, The Shipyard, Carr Street, Selby	-192
2015/0199/COU	Abbey House, Church Avenue, Selby	-300
2014/0592/COU	Brickyard Farm, Camblesforth Road, Selby	0
2015/0542/COU	Unit 5, Rooke Enterprise Park, York Road, Tadcaster	0
2015/1066/COU	Autoland, Canal Road, Selby	0
2014/1323/COU	Northside Bungalow, Bankwood Road, Stapleton	-995
1st April 2016 – 31st March 2017		
2016/1413/COU	5 Kirkgate, Tadcaster	-71
2016/1276/COU	Tadcaster Community Office, 5 Westgate, Tadcaster	186
2016/1226/COU	Salvation Army, Back Park, Street, Selby	285
2016/0331/COU	53A Micklegate, Selby	-18.80
2016/0148/COU	Abbey House, Church Avenue, Selby	-300
2016/0113/COU	1 Hurricane Way South, Sherburn In Elmet	53,387
2015/1261/COU	2 Castle Hill Lane, Drax	150
Net Total 2015-17		52,081 m2 / 5.2 ha

- 6.6 The large net gain in employment use floorspace has resulted from a large permission in Sherburn in Elmet at the industrial park in April 2016. In total there has been a 5.2 hectare net gain in employment use floorspace in 2015-17. This is an area that Selby District Council will continue to prioritise in order to ensure economic growth and employment opportunities are not restricted by inadequate business infrastructure.
- 6.7 This growth ambition is underpinned by the establishment of a new Economic Development team at the Council who are working closely with developers and key landowners to bring forward strategic employment sites in Selby District in order to deliver the Council's priority of a great place to do business, the objective of which is to attract new investors into the District, creating new and diverse employment opportunities that will meet the needs and aspirations of our residents and workers in line with the strategic priorities outlined in the Council's Selby District Economic Development Framework.
- 6.8 Selby District plays an important role in the local and regional labour market, traditionally accommodating the agricultural, manufacturing and brewing industries, however with high levels of out-commuting to Leeds and York it is important that Selby District retains adequate employment capacity in order to meet sustainable development objectives and reduce dependence on surrounding areas. Table 6.2 details the gains and losses of employment land since 2013.

Table 6.2 - Gains and losses of B1/B2/B8 floorspace (m²) as a result of approved applications in 2015-17

	B1 (Business)	B2 (General Industrial)	B8 (Storage and Distribution)	Totals
Net total m² 2013-15	+685	+557,254.5	+561,106	+1,119,045.5
Gain m² 2015-17	+2,471	+25,693	+25,843	+54,007
Loss m² 2015-17	-931.8	0	-995	-1,926.8
Net Total m² 2015-17	+1,539.2	+25,693	+24,848	+52,081
Net Total m² 2013-17	+2,224.2	+582,947.5	+585,954	+1,171,126.5

- 6.9 As demonstrated by table 6.2 there has been a substantial net gain in employment floorspace within the District, which will help increase sustainability and reduce dependency on neighbouring areas to provide employment opportunities. This total includes two large permissions at Sherburn Industrial Estate. See previous AMRs for details of the relevant applications.

- 6.10 Core Strategy Policy SP13 states the importance of providing sustainable employment opportunities in rural locations to maintain the viability of rural communities and reduce the need to travel.
- 6.11 Table 6.1 details the net gains and losses of employment floorspace in the District for 2015-17 including rural areas. In 2016/17 There was one permission in Drax providing a **150m² net gain** in rural employment land. In 2015/16 there was there was a **995m² net loss** in rural employment land involving a permission in Stapleton.

Employment in the District

Indicator	Core Strategy Policy	Core Strategy Objectives	Target	Achieved
(23) Achieve growth in number of jobs within District by Location.	SP13	1, 2, 3, 4, 6, 7, 8, 9, 10, 13 and 15	Net gains in number of jobs per year and in total by 2027 by location.	2,700 more people in employment and 600 less unemployed people than in 2013.

- 6.12 The Core Strategy aims to facilitate economic recovery in Selby through the retention and creation of new jobs in line with local aspirations and by ensuring the District continues to be attractive to investment.
- 6.13 According to Nomis official labour market statistics, the number of people employed in Selby District as of March 2017 was **45,800**, or **80.3%** of those who are economically active. This is an **increase of 2,700** from the April 2013 Core Strategy base date. Over the same period Unemployment fell from **2,300** to **1,700** and accounts for 3.8% of the population who are economically active.⁷ Table 6.3 below details the Districts employment figures since 2013.
- 6.14 Key industry sectors that have seen growth in jobs are transportation and Storage and information and Communication industries, whilst there has been a decline in Mining and Quarrying and Manufacturing.

Table 6.3 – District employment figures 2011-17

Year	Economically Active	Number in employment	% of economically active	Unemployed	% of economically active
16/17	45,800	43,900	95.9	1,700	3.7
15/16	45,500	43,900	96.5	1,800	4.0
14/15	44,800	42,800	95.5	2,100	4.7
13/14	43,100	41,300	95.8	2,300	5.3
12/13	44,900	43,100	96.0	2,400	5.3
11/12	45,300	42,400	93.6	2,900	6.4

⁷ Nomis - Official Labour Market Statistics

Town Centres

Indicator	Core Strategy Policy	Core Strategy Objectives	Target	Achieved
(26) Planning permissions / completions of floor space for town centre uses, broken down by use-class within the 3 town centres by location.	SP14	1, 2, 3, 7, 8, 9, 10 and 13	Net gains in retail floor space and town centre uses in defined town centres.	313 m ² net loss of retail floorspace in defined town centres.

6.15 Core Strategy Policy SP14 states the importance of maintaining and enhancing town centres as a focus for activities as fundamental for achieving sustainable development. This indicator aims to preserve retail floorspace within town centres as a way of ensuring the vitality and viability of town and other centres in the District.

6.16 Table 6.4 overleaf lists the 13 applications involving 'A class' uses in the 3 defined town centres in Selby District in 2015/16 and 2016/17. This resulted in a **net loss of 313m² of 'A class' retail floorspace**.

6.17 The loss in retail space suggests wider economic factors, with a large proportion of the retail losses being attributed to changes of use to food and drink. Town centre monitoring will need to be increased over future AMRs so as to gauge a more accurate understanding of their needs.

Table 6.4 - Total amount of approved floorspace for town centre uses (m2) 2015-17

Application	Location	Change	Net change in floorspace (m ²)
2016/1341/COU	Black-A-Moor Head, 6 - 8 Finkle Street, Selby	A4 (drinking establishment) and C3 (residential) to A1 (shops) and A4 (drinking establishment)	44
2016/1316/COU	4 New Lane, Selby	A1 (shops) to A5 (hot food)	-125
2016/1100/COU	Bridge Garage, 1 - 3 Commercial Street, Tadcaster	A1 (shops) to Sui Generis	-126
2016/0123/COU	Now & Then Antiques, 7 The Crescent, Selby	A1 (shops) to Sui Generis	-98
2015/1322/COU	YMCA Charity Shop, 4 - 6 New Lane, Selby	A1 (shops) to mixed A1 (shops C3 (residential))	-198
2015/1274/FUL	Abbeyside Filling Station, Bawtry Road, Selby	New A1 (shops and A3 (food and drink))	160
2015/0716/COU	Gypsy Moth, Flaxley Road, Selby	A4 (drinking establishment) to A1 (shops)	325
2015/0416/COU	31 - 33 Micklegate, Selby	A1 (shops) to Sui Generis	-161
2015/0325/FUL	CJs Cafe Bar, 1A Market Cross	A1 (shops) to A3 (food and	-107

	Shopping Centre, Selby	drink)	
2015/0235/COU	47 Brook Street, Selby	A1 (shops) to A3 (food and drink)	-53
2016/1453/COU	9 Finkle Hill, Sherburn In Elmet	C3 (Residential) to A1 (shops)	50
2016/0849/FUL	5 Brook Street, Selby	Extension to A1 (shops)	33
2015/0500/COU	Sycamore Farm Shop, Sycamore Farm, Brackenhill Lane, Church Fenton	A1 (shops) to B2 (general industrial)	-57
Total net change in A1 class use floorspace			313m² loss

Recreation, Tourism and Leisure

Indicator	Core Strategy Policy	Core Strategy Objectives	Target	Achieved
(22) Additional recreation and leisure uses.	SP13	1, 2, 3, 4, 6, 7, 8, 9, 10, 13 and 15	Net gains in recreation and leisure uses.	Two new leisure sites totalling 115,327m ² floorspace.
(24) New / extended recreation and tourism activity in rural areas.	SP13	1, 2, 3, 4, 6, 7, 8, 9, 10, 13 and 15	Net gain in recreation and tourism activity in rural areas	Net gain of 6 new recreation and tourism sites in 2015-17 totalling 0.93 ha.

6.18 Indicators 22 and 24 monitor Core Strategy Policy SP13 which seeks to promote recreation, leisure and tourism within Selby District as a way of stimulating a diverse, stronger economy as well as better meeting the recreational needs of local residents.

6.19 During the period 1 April 2015 – 31 March 2017, the following schemes for recreation and leisure were approved in the authority.

- Change of use of land from agricultural to leisure use (Footgolf) at Field Adjacent To Scalm Park, Scalm Lane, Wistow Common (2016/1355/COU)
- Change of use of industrial units to gymnastics club at John King Chains, Unit 8, Blackburn Industrial Estate, Enterprise Way, Sherburn In Elmet (2016/1218/COU)

6.20 This represents an **increase in recreation and leisure use land within the District of 115,327 m²** of floorspace as detailed in the planning applications. The Council will continue to seek increases to the recreation and leisure offerings within the District.

6.21 During the period 1 April 2015 – 31 March 2017, the following schemes for recreation and tourism were approved for rural areas;

- Demolition of buildings on site, Change of use to allow the siting of 6 No. holiday use only units at Land To Rear Of The Lodge, 23 Selby Road, Riccall (2016/1258/COU)
- Proposed change of use of agricultural land to self-catered holiday accommodation comprising of 8No. mobile shepherds' huts at Hornington Manor, Oxton Lane, Bolton Percy (2016/0989/COU)
- Proposed erection of a log cabin for recreational/holiday use at Land At, Boggard Lane, Cawood (2016/0627/FUL)
- Change of use application for the conversion of existing domestic garage into a holiday let at Four Acres Bell Lane Cawood (2015/1207/COU)
- Proposed conversion of existing workshop outbuilding (in the curtilage of a listed building) to form holiday let business and erection of a lightweight link between listed building and workshop and formation of new opening into listed building at Hornington Manor, Oxton Lane, Bolton Percy (2015/0495/FUL)
- Change of use from residential (C3) to holiday let (C1) at The Annex at Ivy Grange Farm, Wistow Lordship, Wistow (2015/0404/COU)

6.22 This represents an overall **increase of 0.93 hectares of recreation and tourism floorspace** as detailed in the planning applications.

7 Improving the Quality of Life

- 7.1 The planning system has an important role to play in managing the quality of both the built and natural environment. Selby District contains a range of important environmental assets including listed buildings, conservation areas, wildlife habitats and a range of landscapes. It is equally important to promote the health and wellbeing of communities.
- 7.2 This section considers the policies within the 'Improving the Quality of Life' section of the Core Strategy which, in order to deliver the Council's vision for the area in a sustainable manner, seek to enable the District and its residents to both mitigate and adapt to the future impacts of climate change. The Core Strategy policies aim to reduce greenhouse gas emissions and protect resources, whilst providing opportunities to exploit realistic alternatives to 'fossil fuels' by promoting renewable energy, to combat fuel poverty and improve energy security in the longer term.
- 7.3 The following pages detail how well the Council is performing against the performance indicators for the 'Improving the Quality of Life' section of the Core Strategy Local Plan.
- 7.4 Please note that no data is available for Indicators 32, 33, 34, 35, 36, 37, 39, 41, 43 and 44 as there are no monitoring systems set up to capture this information.

Sustainable Transport

Target	Core Strategy Policy	Core Strategy Objectives	Indicator	Achieved
Rate of traffic growth is reduced and commuting distances reduced.	SP15	3, 6, 7, 8, 14, 15 and 16	(30) Reducing travel by private car.	6.1% increase in car usage and 10.7% increase in all motor vehicles traffic since 2013.
Travel Assessment and Green Travel Plans submitted for all developments that warrant them. Higher patronage of walking, cycling, bus by end of plan period.	SP15	3, 6, 7, 8, 14, 15 and 16	(31) Increasing walking, cycling and use of public transport.	0.2% increase in bus usage and 10.3% rise in bicycle usage since 2013.

7.5 Indicators 30 & 31 measure the effects of Policy SP15 in minimising traffic growth and providing sustainable travel options. Progress will be judged by a percentage decrease or increase against the figures from the 2013 base date.

7.6 Table 7.1 shows the number of journeys taken on the District's roads by method of transport, according to national traffic data from the Department for Transport. It can be seen that there has been a significant **increase in private vehicle usage within Selby District (10.7%)**, including a **10.9% rise in private car usage**.

Table 7.1 - Journey's in Selby by methods of transport 2011-16.

Mode of Transport	2011	2012	2013	2014	2015	2016
Heavy Goods Vehicles	104789	104764	109828	112083	120106	119895
Light Goods Vehicles	133058	135733	135200	140366	151295	159255
Buses/Coaches	6124	5823	5804	6013	5972	5817
Motorcycles	7208	6310	5907	5920	5817	5710
Cars	757666	743685	745293	756365	790816	818540
Bicycles	1485	1505	1342	1517	1494	1481
All Motor Vehicles	1008845	996311	1002032	1020743	1074009	1109207

7.7 As seen in Table 7.1 there has been a **slight increase in bus usage (0.2%)** whilst **bicycle use has increased 10.3% since 2013**. Increased housing completions and permissions for new residential development over the past two years are likely to make bus services more viable to transport companies and lead to more sustainable journeys being taken in the District. These figures represent all journeys taken in the District rather than just travel to work commutes, and as such cannot give a full picture of commuting outflows/inflows.

Renewable Energy

Indicator	Core Strategy Policy	Core Strategy Objectives	Target	Achieved
(38) Permitted stand-alone renewable schemes (MW) that are installed and grid connected.	SP17	12, 15, 16 and 17	At least 32MW by 2021.	340MW approved since 2011.

7.8 The adopted Core Strategy provides a local target for indicative potential, installed, grid-connected renewable energy within Selby District of 32 MW by 2021.

7.9 A further sub-regional study assessed the potential for the full range of renewable energy technologies in the District as well as looking at the possible constraints to implementation, as a basis for further local studies and ultimately potentially identifying local targets. The range of renewable technologies includes: Solar thermal, Photovoltaic, Wind, Biomass, Fuel cells, Energy from waste (Biological and Thermal), Hydro, Heat pumps, Wave and Tidal, and CHP or CCHP.

7.10 Permitted Development regulations allow for the installation of small scale domestic renewable energy without the need for planning permission in many cases. Therefore, they may be more small scale domestic renewable energy installations within the District than reported annually. Table 7.2 lists the renewable energy proposals granted in 2015-17 and the overall total since 2011.

Table 7.2 – Renewable energy proposals granted permission 2015-17

Total Energy Permissions granted up to 31/03/15:			339,057 kW
Wind turbine permissions 2015-17		No. of turbines	
2015/16	2015/0312/FUL Womersley Mill, Selby Road, Whitley	1	60kW
Other renewable permissions 2015-17		Proposal	
2015/16	2015/1120/FUL Riccall Poultry Farm, 3 King Ridding Lane, Riccall	Installation of solar photovoltaic modules for electricity generation	48kW
2015/16	2015/1101/FUL	Installation of a 50kW solar array	50kW

	Roth Hill Lane, Thorganby	with associated works and infrastructure	
2015/16	2015/0953/FUL Home Farm, Thicket Priory, Thorganby	Proposed extension to existing solar PV array (100kW)	100kW
2015/16	2015/0862/FUL Streethouses Farm, York Road, Steeton	Proposed installation of an agricultural anaerobic digestion facility including digester, digestate storage tank, hydrolysis tank, clamps, CHP unit	190kW
2015/16	2015/0863/FUL Myrtle Grange Farm, Main Street, Hensall	Installation of an agricultural anaerobic digestion facility including digester, digestate storage tank, hydrolysis tank, clamps, CHP unit	
Total energy permissions granted 2011-17:			340,054kW

7.11 The 32MW by 2021 target set out in the Core Strategy has already been exceeded in a previous monitoring year. **The total renewable energy capacity is now up to 340,054kW or 340MW**, more than 10 times the original target.

7.12 Selby District is a significant producer of energy in the region with a number of renewable and non-renewable energy producing stations. The shift away from coal produced energy presents opportunities with two nationally significant infrastructure Projects in the pipelines with Drax Power Station looking to switch from coal-powered to gas-powered and Eggborough for a Combined Cycle Gas Turbines (CCGT).

Protecting the Historic Environment

Indicator	Core Strategy Policy	Core Strategy Objectives	Target	Achieved
(40) Safeguarding protected historic and natural sites.	SP18	2, 3, 11, 12, 14, 15, 16 and 17	No net losses in designated nature conservation or heritage assets.	Increase of four listed buildings. 241 hectare reduction of SINC against baseline 2008/09 figure
(42) Numbers of heritage assets and assets at risk as recorded in 'Heritage Counts' and 'Heritage at Risk Register'.	SP18	2, 3, 11, 12, 14, 15, 16 and 17	Reduction in the numbers of heritage assets on the 'Heritage at Risk Register'.	Two heritage assets reduced from the risk register since 2015.

7.13 Indicators 40 and 42 measure the effects of Policy SP18 in sustaining the high quality and local distinctiveness of the natural and man-made environment. Table 7.3 below lists the Districts Conservation Assets as of October 2017.

Table 7.3 – Conservation Assets in Selby District (at 30th September 2017)

Conservation Asset	
Number of Listed Buildings	634
Number of Conservation Areas (April 2008)	23
Size of Conservation Areas (April 2008)	449 hectares
Area of designated Green Belt (March 2009)	19,215 hectares
Site of importance to Nature Conservation	1,973 hectares

7.14 At the baseline figure for 2008/09 there were 1973 hectares of land with biodiversity importance in Selby District (based on Sites of Importance for Nature Conservation (SINC)). The survey is currently undertaken by North Yorkshire County Council and updated SINC information was provided to the Council in January 2016. The most recent SINC list (January 2016) shows there is a total of 1732 hectares of land with biodiversity importance within the District, indicating a **reduction of 241 hectares** since the 2008/09 baseline figure. There has also been an **increase in the number of Listed Buildings since 2014/15 by 4.**

7.15 It is apparent that Conservation Areas have not been reviewed since 2004. Work is currently on-going to review and update these. Further information will be available in future AMRs.

7.16 Heritage at Risk is a Historic England campaign to save listed buildings and important historic sites and landmarks from neglect or decay. The Heritage at Risk Register is an online database containing details of each site known to be at risk, and is analysed and updated annually. At risk evidence tells communities about the condition of their local neighbourhood; it encourages them to become actively involved in restoring what is precious to them and it reassures them that any public funding goes to the most needy and urgent cases.

7.17 The most recent register was published in October 2016 (see Table 25) and showed that there were 27 Heritage assets at risk in the Selby District, a decrease of 2 from the 2015 Heritage at Risk register. There was a reduction of 2 archaeological asset at risk.

- Steeton medieval village, moated site and fishponds, Steeton
- 'Linear earthworks known as Woodhouse Moor Rein and South Dyke, part of the Aberford Dyke system, Lotherton cum Aberford / Saxton with Scarthingwell

More detailed information can be found on the English Heritage website: <https://historicengland.org.uk/advice/heritage-at-risk/>

Table 7.4 – Entries on the 'Heritage at Risk' Register for Selby District (October 2016)

Building and structure entries	Place of worship entries	Archaeology entries
4	4	18

8 Appendix A: Overview of Cooperation on other LPA Plans - April 2015 – March 2017

Authority	Local Plan Document / Project	Notes / Summary of Issues / Actions
City of York Council	Local Plan – Preferred Options (July 2016)	Several Officer and Councillor meetings took place between July 2015 and December 2015
Doncaster Metropolitan Borough Council	Local Plan Issues & Options Consultation (July 2015)	Officers provided a written response in September 2015 that provided general comments to a series of questions, relating to the Plan's vision, aims and objectives.
Doncaster Metropolitan Borough Council	Local Plan Evidence Base	Site selection methodology (November 2015) – Officer comments were provided Green Belt review methodology (December 2015) – Officer comments were provided Local Plan Homes & Settlements Paper & Sustainability Appraisal of Doncaster's growth options (March 2016) – Officer comments were provided
East Riding of Yorkshire Council	Local Plan – Consultation on Modifications (March 2015)	Officers provided a written response in May 2015
Harrogate Borough Council	Local Plan Issues & Options (July 2015)	Officers submitted written comments in August 2015
Harrogate Borough Council	Duty to Cooperate Table	Officer comments were sent in August 2016
Leeds City Region (LEP Area)	Directors of Development Heads of Planning Group Strategic Planning (DtC) Group	Quarterly meetings attended and any duty to cooperate issues discussed
Leeds City Council	Publication Draft Site Allocations Plan Publication Draft Aire Valley AAP (September 2015)	Written Officer comments regarding proposed new settlement. Officers confirmed that they had no comments on the Publication Draft of the Aire Valley AAP
Leeds City Council	Site allocations Plan Revised Publication Draft – Outer North East (September 2016)	Informal Officer comments were submitted in May 2016. Officer written comments were submitted in December 2016 to the revised Publication Draft.

Leeds City Council	Site Allocations Plan: Advertisement of pre-submission changes (February 2017)	Comments were submitted in March 2017
Wakefield Council	Retail and Town Centres Local Plan Leisure, Recreation and Open Space Local Plan Submission Drafts (October 2015)	Officer comments were submitted in November 2015 and no issues were raised.
Wakefield Council	Retail and Town Centres Local Plan Leisure, Recreation and Open Space Local Plan Main Mods (July 2016)	Officer comments were submitted in August 2016 and no issues were raised.
North Yorkshire County Council	Minerals & Waste Joint Local Plan Preferred Options (November 2015)	Officer comments were submitted in January 2016
North Yorkshire County Council	Minerals & Waste Joint Local Plan Publication Version (November 2016)	A formal written response was submitted in December 2016
York, North Yorkshire & East Riding (LEP Area)	North Yorkshire & York Spatial Planning & Transport Board Directors of Development Group Heads of Planning North Yorkshire Development Plans Forum	Quarterly meetings attended and any duty to cooperate issues discussed

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Selby District Council

REPORT

Reference: E/17/59

Item 5 - Public



To: Executive
Date: 3rd May 2018
Status: Key Decision
Report Published: 25 April 2018
Author: Iain Brown – Economy & Infrastructure Manager
Chris Kwasniewski - Housing and Regeneration Manager
Executive Member: Councillor Mark Crane, Leader of the Council
Lead Officer: Dave Caulfield, Director of Economic Regeneration and Place

Title: Programme for Growth – Update on Existing Programme and Proposed New Programme

Summary:

This report gives an overview of progress on the existing Programme for Growth, seeks approval for a proposed new programme of projects and outlines proposals for strengthening overall programme management and governance in response to the key recommendations from the recent LGA Peer Review.

Recommendations:

- i. **Note the progress on the existing Programme for Growth as set out in paragraphs 2.1 to 2.7 and Appendix A of the report and approve the carry forward of the identified projects and associated budgets.**
- ii. **Approve the new Programme for Growth Projects and associated budgets as set out in Appendix C of the report**
- iii. **Executive to note the strengthened programme management and reporting arrangements set out in paragraphs 2.17-2.22 of the report.**

Reasons for recommendation:

The Executive is asked to note progress on the existing Programme for Growth and approve the new Programme for Growth Projects as a key way of delivering the Council's corporate priorities and objectives as set out in the Corporate Plan and Economic Development Framework and Action Plan. To ensure delivery we are strengthening governance and programme management arrangements.

1. Introduction and background

1.1 Programme for Growth (P4G) was first established in 2011 as a means of focussing and managing investment in the Council's key priorities. Now in its third iteration (from 2017/18), Programme for Growth 3 (P4G3) is the critical delivery mechanism for the Council's ambitious Corporate Plan (2015-2020) and growth-focussed Economic Development Framework which aim to make Selby District 'a great place'. This report provides an update on progress and seeks approval for a further round of P4G projects.

2. The Report

Progress of the Existing Programme - Projects

2.1 P4G3 was endorsed by full Council as part of the budget approved in February 2017 and comprised of a targeted suite of 5 'programme themes', drawn from the Council's Corporate Plan and Economic Development Framework:

- Town Regeneration;
- Tourism & Culture;
- Housing;
- Infrastructure; and
- Business.

2.2 Progress on the current P4G was reported to Executive on 1st February 2018 with a further update given to the Scrutiny Committee on the 22nd March.

2.3 A full update on progress with the existing Programme for Growth as of the end of March 2018 is given in Appendix A.

2.4 The programme is showing an underspend of £1.735m on the £2.4m programme allocated to projects as set out in Appendix A.

2.5 Financial spend alone does not give an accurate indication of progress across the programme. This is because draw down of spend only happens when it is needed and after significant work on project scoping, inception and commissioning. Some projects have been able to progress without the need for P4G funding, some we need to keep 'in reserve' for potential spend and there is also some slippage in project delivery.

2.5 Excellent progress has been made on a number of Programme for Growth funded-projects. This includes:

- **Sherburn all-weather pitch** - which is now completed and opened
- Selby District **Visitor Economy Strategy & Action Plan**, which has now been approved by Executive (March 2018)

- **Marketing Selby USP's** - including a range of new place branding and marketing materials which were launched at November's Economic Growth Conference in November 2017 and have proved successful in raising the profile of the district, securing partner buy-in and developing wider media interest
- **The Business Space & Accommodation Review** – specialist commercial property software has been purchased which is allowing us to understand where there may be gaps in the market;
- Supporting key events: providing funding contributions to key District events, including **Tour de Yorkshire** and **Sherburn Craft Festival**;
- **Healthy Living Concept Fund** - helped fund the initiation of Selby District's first **Parkrun** at Burn Airfield; also supported work towards an innovative **Health Action Plan**, being jointly developed between Selby District Council and NYCC Public Health in consultation with a wider range of partners;

2.6 A number of Programme for Growth funded-projects have progressed but have been paused due to external factors. They include Tadcaster Linear Park, which has been paused to align with Environment Agency works to the River Wharfe in Tadcaster.

2.7 Although little-to-no Programme for Growth funding has been spent substantial progress has also been made on a number of other Programme for Growth related projects. This includes:

- **Church Fenton - Yorkshire Studios** - officers have been working closely with the landowner, key strategic partners and potential anchor businesses to create a vision for 'Create Yorkshire' and support the submission of a detailed planning application which will secure a major new inward investment and which is due imminently.
- **Growing Enterprise** – a SME Business Advisor (funded through P4G) is now developing a full programme of SME business support. Regular SME events are held including a successful multi-partner event in November that engaged with over 60 local SMEs; a detailed SME Growth Plan is in development which will identify where the project should focus its resources;
- **Olympia Park** – the Strategic Sites Masterplanning project has funded 'due diligence' work on Olympia Park and development advice which has led to a new landowner led scheme now being put forward. We submitted a detailed Housing Infrastructure Fund (HIF) bid in September 2017 to unlock the site and in February 2018 it was announced by Homes England that we had secured £8.9m to unlock the site and fund key infrastructure.

Funding of Core Capacity to Deliver Growth

- 2.8 In accordance with the approved budget, £3m has been committed to funding the new Economic Development and Regeneration Service and other internal capacity across the Council to deliver the growth ambitions set out in the Corporate Plan, including the Economic Development Framework and Action Plan and the Programme for Growth.
- 2.9 A summary of this spend is given in Appendix B. The key highlights are that of the £1.2m budget allocated in 17/18 only £635k will have been spent by the end of March 2018. This reflects a number of things:
- the Organisational Review, implemented to align the Council's resources to its Corporate Plan priorities, was not completed until summer 2017. This involved creating new service areas (such as Economic Development & Regeneration) and strengthening other key services and teams (e.g. Planning; Communities, Partnerships and Customers). Time was needed to create, interview then appoint to new posts and new teams were only appointed from summer onwards with some teams only really getting fully established by the autumn of 2017. There was therefore not a full year spend on staffing.
 - some posts have proven difficult to fill because of the demand and competition for certain skills and professionals across the wider region (e.g. planning, regeneration; legal) which has meant a number of vacant posts across the establishment. We are seeking to appoint into vacant posts as soon as possible.
- 2.10 The LGA Peer Review identified a 'sea-change' in the Council's approach to growth and said firm foundations had been put in place to deliver on its economic and growth ambitions, with good progress and positive partnerships built. It is positive to note what has been achieved across a number of these service areas whilst not being fully staffed yet. As we move towards filling all P4G funded posts this will really help to ensure delivery of our ambitions. Ensuring that we have capacity to deliver was one of the key messages that came out of the recent LGA Peer Review.
- 2.11 The biggest P4G funding is going into the new Economic Development & Regeneration Service (£458k per year) and the Partnerships team with Communities, Partnerships and Customers Service (£158k per year) - these teams have a central role in delivering many of the key priorities. This includes the day to day work needed to support businesses, attract inward investment, develop strategic partnerships, attract new funding into the district and also project management capacity to deliver specific P4G projects and programmes.
- 2.12 P4G funding is also being used to strengthen key parts of the Planning Service. This is critical to delivering the growth agenda both in terms of developing the Local Plan to guide future growth and in ensuring planning applications for new employment, housing and other developments are dealt with effectively. There is a particular focus on how we ensure strategic sites

are delivered, but also that we do not compromise our 'Great Place' agenda, by ensuring high quality development.

- 2.13 P4G also supports a range of other posts across legal, HR, marketing and communications, and housing, to ensure we have the right capacity in place to provide a responsive approach to development, growth and also to ensure we are 'waving the flag' for Selby District as a great place to invest, do business and live.

Proposed New Programme for Growth Projects

- 2.14 Progress on the existing Programme for Growth projects was reviewed in Appendix A. This also set out those projects have now completed, projects which still had unspent budgets and where carry-over of funding into 2018/19 has been requested.
- 2.15 The P4G programme has an indicative budget envelope of circa £5.5m to allocate to new projects (see Table at paragraph 3.6 below). There may be potential to allocate further funding to P4G projects in future years depending on whether we continue to retain 100% renewables Business Rates (which was circa £7m for 17/18).
- 2.16 Appendix C to this report sets out the proposed new programme and Appendix E gives more detail on each of the seven new projects. They show:
- how each project links back to the Corporate Plan priorities and areas of focus for the next 2 years set out in the Corporate Plan – 2018 update
 - the scope of the project and key outcomes to be delivered
 - budget required
 - estimated profiled spend

Governance and Programme Management

- 2.17 One of the key recommendations from the recent LGA Peer Review (as reported to Executive on the 1st February) was:

Better define and articulate the Programme for Growth and its governance processes so that there is clarity on what the priorities are and how their delivery will be managed.

- 2.18 The report explained this further:

“The peer team placed particular focus on the Programme for Growth and thought that the governance for this programme is unclear and there is uncertainty about the process of implementation or its success. It is important to be clear on what the decision making processes are, what the delivery mechanisms are, what is monitored and how and who will performance manage it. The Programme for Growth will give the Council credibility through what it actually delivers and the outcomes it achieves as a result of that delivery. Therefore, all the projects that sit underneath

the programme need to be performance managed so that what is being delivered and achieved can be demonstrated. Strengthening these aspects will help the Council gain credibility for the programme and explore more confidently how it can be expanded in the future as things move forward.”

2.19 The report to Executive on the 1st February 2018 presented our response to this: The Corporate Peer Plan – Improvement Plan. Recommendation CPC3.1 recommended that we:

define and prioritise projects to be funded by P4G as part of the Corporate Delivery Plan and monitor through Corporate Performance arrangements. It sets a target date for completion of April 2018.

2.20 This P4G report, and the other report on this agenda relating to the Economic Development Framework and Action Plan, are aligned. This P4G report does the following things:

- sets out a clear future programme of P4G projects – with clear links to what Corporate Plan priorities and objectives they will deliver against
- outlines the measures we are putting in place to improve governance and performance management

2.21 Some improved governance arrangements were already agreed following a report to Executive in September 2017.

- A P4G Prospectus – to give clear guidance to officers and members on the priorities of the programme, how they link back to the Corporate Plan and how decisions will be taken.
- Quarterly reports on progress to both the Executive and Scrutiny Committee
- Decision making - all projects above £10k needs to go to the Executive for approval; all projects below £10k to be delegated to the relevant director in consultation with the Portfolio Lead

2.22 Further improvements that are going to be implemented are:

- The Council’s senior Leadership Team are to take on the role of the P4G Delivery Board, overseeing the programme, monitoring progress, ensuring resources are put in place, and unblocking any issues which may hinder progress. This will meet monthly.
- Identify a lead officer who will be the P4G Programme Manager, responsible for regular update reports to the P4G Delivery Board and for ensuring individual scheme project managers work in accordance with our corporate project management approach. They will also help with advice to individual project managers on developing their PIDs and Business Cases (see below) and then in assessing them before presentation to Executive or Director in consultation with the Portfolio Lead for approval

- All projects will be managed through the corporate Project Management system, Covalent, with project managers expected to complete monthly review reports and report to the P4G Delivery Board.
- All projects will be required to accord with revised project management guidance, with projects being subject to business case review using the Councils standard Project Initiation Document (PID) and Business Case templates.
- An annual P4G Delivery Report will be prepared and presented to Executive and Scrutiny Committee for review

3. Legal/Financial Controls and other Policy matters

Legal Issues

- 3.1 As the Council's major investment programme, the P4G should be underpinned by sound governance and transparency. Ensuring arrangements are consistent with the Constitution are paramount, and all delegated authorities should be consistent with the Council's Scheme of Delegation.

Financial Issues

- 3.2 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'. The current Programme was approved as part of the 2017/18 budget and in-year progress reports have been presented to both Executive and the Overview and Scrutiny Committee (both separately and as part of the quarterly finance updates).
- 3.3 Following the LGA Corporate Peer Challenge in November 2017, the current Programme has been reviewed and the new Programme for Growth now presented to Executive for approval has been refocussed. Prioritisation of resources will be crucial to ensure deliver of the intended outcomes within the budget available and proposals will be brought before the Executive for approval in due course.
- 3.4 For the purposes of planning, the MTFs indicated an initial sum of £10m would be made available over the 3 years from 2017/18 to 2019/20. With carry-over from previous years this gives a total programme pot of £10.9m (as set out in the table at para 3.6 below). £3m of that is funding the essential internal capacity required to deliver the growth ambitions set out in the Corporate Plan, including the Economic Development Framework and Action Plan and the Programme for Growth. This is covered in more detail in paragraphs 2.8 to 2.13 above.
- 3.5 The programme is funded by New Homes Bonus (currently up to £880k p.a.), and business rates receipts from renewable energy facilities. When the

budget was being set in February 2018 more detailed work was required on the review of the existing programme and the proposed new programme. Indicative funding was therefore allocated at programme level pending formulation of more detailed project options, which are now set out in this report.

- 3.6 Taking account of projects already in train, outline proposals for the remainder of the Programme are set out below:

Special Projects/Programme for Growth	£000's
Total Approved Programme Spend	10,934
2017/18 Spend on projects	666
Balance Brought Forward 1 April 2018	1,735
Internal Capacity	3,000
Remaining project delivery fund P4G3	5,533
Recently approved New Projects	1,711
New Projects to be approved	3,560
Remaining project delivery fund	262

- 3.7 Allocation of funding to specific projects beyond those already approved, will be subject to formal decision making as set out in the governance framework approved by the Executive in September 2017.
- 3.8 Investment in projects will be subject to individual business cases which will identify the relative risks and rewards for each project and ensure projects are affordable within the context of the MTFs and budget, are sustainable and deliver the required financial returns and wider outcomes. Appendix E outlines the scope of each new business case.
- 3.9 The overall project is required to deliver a direct Return on Investment (ROI) for the Council with a return of £250k reflected in the savings plan from 19/20.

The current programme above indicates that approximately £3.5 of the projects will generate a direct ROI, so a direct ROI of circa 7% is required on these projects to achieve the £250k target.

Some projects will not generate a direct return, an indirect impact will be to increase business rates and council tax which will contribute to other savings targets in the MTFs and budget i.e. £200k for business rates growth and £28k for council tax base growth and it is worth noting that some projects will not deliver immediate financial benefits but will deliver the important enablers for further investments and returns in the future (subject to future business cases).

4. Conclusion

- 4.1 There is a growing momentum around the Council's ambitious growth agenda but the need for a sharpened focus around delivery. The P4G is a key programme for delivering the Corporate Plan and the Economic Development Framework and Action Plan. This report provides an update on progress in delivering the Council's Programme for Growth. It also seeks approval for a proposed new programme of projects and outlines proposals for strengthening overall programme management and governance in response to the key recommendations from the recent LGA Peer Review.

5. Background Documents

Corporate Plan 2015-2020 – 2018 Update
Economic Development Framework and Action Plan
Programme for Growth

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Appendices:

Appendix A The Existing Programme for Growth – progress and spend to March 2018

Appendix B Programme for Growth - funding internal capacity

Appendix C Proposed new Programme for Growth projects

Appendix D Summary Table of existing, recently approved and proposed new P4G projects

Appendix E Business Cases for New Programme for Growth Projects

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Programme for Growth 2017/18 Financial Year Project Updates - To 31 March 2018

Project	Lead Officer	Budget £	Position @ 31 March 2018		Year-end Update	Carry- over into 18/19?
			Year End Spend £	Year End Variance £		
Towns Masterplanning	Angela Crossland	150,000	0	-150,000	Project paused as part of the review of existing P4G3 projects. A proposal will be brought back to re-focus the project onto specific known regeneration priorities and projects in the town centres rather than broader strategy development. Request to carry-over funding to allow us to develop Business Cases to fund specific Regeneration plans and projects in the towns: * Selby Heritage Action Zone bid proposed for October 2018 linked to Selby Abbey HLF bid and Selby 950 Celebrations * Tadcaster Heritage-led Regeneration masterplan - potential HLF bid and Heritage England collaboration to address known issues to help Tadcaster reach its potential. * Sherburn Infrastructure-focussed review - to better understand gaps to delivery	Yes
Visitor Economy	Angela Crossland	287,130	204,938	-82,193	Tour de Yorkshire Tadcaster project successfully delivered. Make it York successfully completed their commission to produce the Visitor Economy Strategy and Action Plan. This was agreed by Executive in March 2018 including a £460k delivery pot for the first phase of work to support Visitor Economy Strategy and Action Plan delivery. The remaining £66k in this Visitor Economy project should be carried forward to allow some early win projects in the Action Plan to be delivered.	Yes
Stepping Up' Housing Delivery	Chris Kwasniewski	50,000	138	-49,862	Brief developed. Project superseded by significant work on the Council's new Housing Development Programme approved by Executive in January 2018. Carry forward to allow further work to be undertaken on how the Council could step-up its strategic enabling role in housing delivery including exploring options for investment in market housing to rent and for sale.	Yes
Olympia Park	Chris Kwasniewski	200,000	5,000	-195,000	The Council was successful in securing circa £9m funding from Homes England through their 'Housing Infrastructure Fund'. This means significant work is now required to complete 'due diligence' to unlock the HIF funding and prepare for the case to prove deliverability for the Site Allocation Local Plan (summer 2018) and planning application (December 2018). HIF and the landowners will fund the majority of work going forward but we need funding to provide ongoing legal, property and delivery strategy advice and technical studies to support the strategic allocation in the Local Plan.	Yes
Strategic Sites Masterplanning	Chris Kwasniewski	391,755	145,142	-246,613	Funded due diligence work on Olympia Park, Portholme Road, Edgerton Lodge, Selby Station Masterplan and Kellingley Colliery. Likely future projects will include strategic infrastructure response to Sherburn Employment sites, Gascoigne Wood Strategic Rail Freight Interchange, and enabling work to help deliver our strategic housing and employment sites.	Yes

Project	Lead Officer	Budget £	Year End Spend £	Year End Variance £	Year-end Update	Carry- over into 18/19?
Access to Employment	Iain Brown	100,000	0	-100,000	Liaison with local businesses has emphasised the increasing severity of labour market challenges at Sherburn-in-Elmet. This will likely be exacerbated by the impending development of S2. A Business Forum has been established by the Council's new Senior Inward Investment Officer to fully understand the scope of the issue - this project will then fund a response (along with, it is envisaged, private sector contributions). No spend forecast for 17/18.	Yes
Green Energy	Iain Brown	50,000	0	-50,000	Further diligence work on project to be undertaken to produce robust cost/benefit analysis. This was to enable Burn Airfield to be connected to the national grid network so that renewable energy generation could be promoted once the tariffs allow us to achieve grid parity. Burn is a strategic acquisition for Selby District for the next Local Plan period (post 2027) and there is a proposed new P4G project to consider future development options for any new development. Ensuring sustainable energy supply will be a key consideration so it is proposed to carry this funding over to allow further work to be carried out. No spend forecast in 17/18.	Yes
Growing Enterprise	Iain Brown	85,000	5,239	-79,761	Match funding contributions paid to EU Leeds City Region business support programmes - AD:Venture & Digital Enterprise. This project will fund small business support activity. An SME Support Programme is being developed, in close consultation with the portfolio holder, by the Council's Senior Business Advisor which will set out the scope of the project in detail. The project is also seeking to develop income streams from support provision, which may mean that delivery from this project can extend into the next financial year. EDF conference and Launch fees covered from this budget.	Yes
Church Fenton Studios	Dave Caulfield / Iain Brown	300,000	0	-300,000	Liaison is ongoing with the site owners, key regional stakeholders and potential investors as to the site's future. Until these discussions have concluded, the scope of any potential project cannot be clarified. Positive progress has been made, with a planning application for the 'Create Yorkshire' site submitted, and currently there is no indication that public money will be required to bring the scheme forward (pending further discussions). Expecting to make partnership contribution to Business Plan work and specialist industry advice for the scheme in Q4.	Yes
Business Space & Accommodation Review	Iain Brown	30,000	12,848	-17,152	CoStar software has been purchased that provides live commercial data around the District's available/soon-to-be-available commercial stock. Advanced nature of software means that analysis can be undertaken as a project by a member of the Council's graduate programme, reducing overall project costs significantly. May also need to commission specialist advice to advise on any gaps in provision for key sectors.	

Project	Lead Officer	Budget £	Year End Spend £	Year End Variance £	Year-end Update	Carry- over into 18/19?
Healthy Living Concepts Fund	Angela Crossland	50,213	3,037	-47,176	Park Run initiated and now sustained. Drafts for Active Travel projects due. A multi-agency Health Action Plan is almost completed and this will identify specific projects that may need funding. Potential commission for an active travel project of £25k factored in to expected outturn.	Yes
Marketing Selby's USP	Mike James	57,914	39,806	-18,108	First priority has been to create the series of 'case studies' that tell the story of the district. These are based on the issues businesses themselves have said are reasons for their success in the district, as well as data gathered as part of the development of the new Economic Development Framework. We have 20 case studies in the initial batch, in which we focus on an existing business in the district and link this back to a specific business or quality of life issue on our list of 'key messages'. Feedback from business is that this will work best if the material sits within an independent place brand, rather than this just being linked back to the brand of the Council: this is about branding the place, rather than branding a single organisation. Creating a brand concept has, therefore, become part of the overall project. We're working on the concept of branding the area as being 'at the heart of Yorkshire', as this helps to tell the story of our connectivity (a key business attribute) as well as helping to create an emotional connection: if we're to influence perceptions then we need to develop this type of emotional connection. 500 copies of the Heart of Yorkshire book produced and proceeds from the sale to be reimbursed to the project.	Yes
Retail Experience - Tadcaster Linear Park	Angela Crossland	180,000	19,997	-160,003	This project has now been paused until early 2018 subject to Environment Agency work and current winter season.	
Retail Experience - STEP	Angela Crossland	123,700	15,360	-108,340	Grants given to support Selby Arts Festival and Selby Food Festival. Small Business Saturday and Shop Local initiatives delivered Christmas 2017. Heart of Yorkshire Book retailing well. Commission in place to develop public realm work. Due for completion Summer 2018. Developing business case for town centre coordination role. Budget reprofiled with the partnership to span a 2 year initiative.	Yes

Project	Lead Officer	Budget £	Year End Spend £	Year End Variance £	Year-end Update	Carry- over into 18/19?
Empty Homes	June Rothwell / Simon Parkinson	115,475	0	-115,475	In May it was agreed to adopt the York and North Yorkshire Empty Homes Strategy 2017-2020 and we are currently working to create a local Action Plan for Selby District. A working group has been set up to help develop the action plan and membership of the group includes representation from the Executive. This group has worked to agree a number of key principles in relation to how we target empty homes; the support we will offer owners of empty properties, and what enforcement action we will consider. Whilst this work is on-going and whilst we continue to finalise the action plan our Empty Homes Officer is visiting all empty properties to undertake an assessment of the type of property and the condition of the property. This will enable us to target support and enforcement action accordingly. The Empty Homes Officer is a new role that was created during the recent restructure to drive forward the work on empty homes. Once we have finalised the action plan proposals, they will be presented to the Executive for approval.	Yes
Selby District Housing Trust	Julie Slatter / Chris Kwasniewski	30,000	14,200	-15,800	This fund previously paid for half of the Housing Development Manager post, which has now been deleted from the new corporate structure. A revised resource request from the P4G was included within the Council's newly adopted Housing Development Programme. Underspent but discussions required with SDHT to support SDHT's role in the more ambitious HDP approved by Executive in January 2018.	Yes
Sherburn All-Weather Pitch	Angela Crossland	200,000	200,000	0	Project completed.	n/a
		2,401,187	665,705	-1,735,483		

Appendix B

Internal Capacity funded through Programme for Growth

Section	Budget	Actual
	Total Cost	
	2017/18	Total
Development Management Total	126,280	36,569
Planning Policy Total	162,050	76,804
Economic Development & Regeneration Total	453,670	209,329
Partnerships Total	157,760	98,241
Private Sector Housing Total	31,460	31,602
Housing Support & Enforcement Services Total	41,290	39,355
Communications & Marketing Total	28,450	13,429
Human Resources Total	60,860	31,475
Legal Services Total	63,300	38,662
Extended Leadership Team Total	70,090	59,706
Grand Total	1,195,210	635,172

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SUMMARY TABLE OF NEW PROGRAMME FOR GROWTH PROJECTS

PROJECT NAME	CORPORATE PLAN PRIORITY	CORPORATE PLAN REFRESH 2018-2020 FOCUS	SCOPE OF PROJECT	OUTCOMES TO BE DELIVERED (including ROI)	BUDGET REQUIRED	PROFILED SPEND	
						18/19	19/20
						£'000	£'000
Celebrating Selby 950 - Programme of Events & Activities	Great Place..... ...to do business ...to enjoy life ...to make a difference ...deliver great value	Help towns reach their potential. Increase investment in the District. Improve healthy life choices. Enable people to get involved, volunteer & contribute to delivering services locally. Work with others & co-develop the way in which services are delivered. Communicate well with customers to help us understand what matters, to listen and learn.	Visitor Economy Action Plan project: 1. Deliver a programme of art, music, heritage and other events to support the Selby Abbey Trust in their bid for £3m of Heritage Lottery funding to put the Abbey at the heart of the town. 2. Bid for a Tour de Yorkshire start/finish in May 2019.	Increase levels of investment in the district. Improve vitality and viability of towns. Improve visitor, leisure and night time offer. Increase footfall.	200	200	
Marketing Selby District's USPs - Phase 2	Great Place..... ...to do business ...to enjoy life	Securing Investment in the District. Improving Employment Opportunities.	Builds on the success of the initial Selby USP's project that developed a range of 'place branding' material including that used at the Selby Economic Growth conference. It will fund regional & national campaigns to market Selby District and its key strategic development opportunities and investment potential - working closely with the LEAs. It will fund further Place Making awareness, case study campaigns, and develop a 'Selby District Means....' web portal.	Raised profile of Selby District as a great place to invest. New developers and investors attracted to the district. Increased business space. More homes developed. Growth in investment in the district. Increased Business Rates. Increased Council Tax.	60	40	20
Commercial Property Acquisition Fund & Enhanced Asset Management	Great Place..... ...to do business ...to enjoy life	Securing Investment in the District. Improving Employment Opportunities.	Capital Investment Fund, potentially in partnership with NYCC, for acquisition of commercial developments to secure ROI. Purchase of Strategic sites within local communities for place-making impact.	Return on Investment from land/property sales and/or rental income. Increased Business Rates. Increased Business space.	2,500	1,250	1,250
Olympia Park	Great Place..... ...to do business ...to enjoy life ...make a difference ...deliver great value	Help Selby Town to reach its potential. Improve the supply, quality & mix of housing in the District. Increase investment in the District. Improve access to training skills & work. Empower & involve people in decisions about their area & services. Improve employment opportunities. Improve healthy life choices.	We have secured £8.9m of government investment through the Housing Infrastructure Fund. This will contribute to some of the costs of developing the new masterplan and planning application but not all. Homes England and the key landowners will be putting the majority of investment in. Our investment is: 1. Funding towards background studies and masterplanning to inform the Site Allocations Local Plan. 2. Property & Legal advice on the best delivery strategy. 3. A dedicated SDC Project Manager (0.5 FTE) as the project moves towards delivery - as the accountable body for £8.9m of public funding.	The site will deliver up to 1,500 homes; up to 24 ha of new employment and commercial floorspace; a new primary school; a new neighbourhood centre and 10 ha of public open space. Improved cycle and pedestrian links will also be provided to the Town Centre and Barlby village as part of the project.	240	85	155
Making our Assets work for Us	Great Place..... ...to do business ...to enjoy life ...deliver great value	Securing Investment in the District. Improve the supply, quality & mix of housing in the District.	Site investigation work, due diligence & site valuations for Council owned sites. Feasibility/due diligence costs for purchasing and developing three additional sites. Feasibility studies in to future development potential of Burn airfield.	Return on Investment from land/property. Increase levels of investment in the district. More homes. Wider choice of homes.	230	150	80
High Street Shops - Shop Front Improvements Scheme & Small Business Advice	Great Place..... ...to do business	Help towns reach their potential. Increase investment in the District. Improve healthy life choices. Enable people to get involved, volunteer & contribute to delivering services locally. Work with others & co-develop the way in which services are delivered.	Visitor Economy Action Plan project. Work with Historic England & the Heritage Lottery Fund to develop a grant scheme to improve shopfronts & establish a shop front design guide. Provide a supporting suite of small business advice	Increase levels of investment in the district Improve vitality and viability of towns Increase footfall	100	50	50
New Lane, Selby - enhancement of the Public Realm	Great Place..... ...to do business ...to enjoy life ...deliver great value	Help towns to reach their potential. Increase investment in the District.	Improved public realm and streetscape improvements to support recent commercial investment which has extended the Market Cross shopping centre. It will complement recent business investment (e.g. The Escapologist) and support opportunities for outdoor cafe culture. Relies and match funding from other sources.	The New Lane project will enhance the public realm in this central part of the town centre, complementing recent investments from businesses and improvements that the Council will be undertaking to the New Lane car park.	230	90	140
			GRAND TOTALS		3,560	1,865	1,695

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Appendix D – the Full Programme for Growth Programme

Existing Programme for Growth Projects - commitments carried over into 18/19:

Project	Budget £000's	Comment
Town Masterplanning	150	
Visitor Economy	82	
Stepping Up Housing Delivery	50	
Olympia Park	195	
Strategic Sites Masterplanning	247	
Access to Employment	100	
Green Energy	50	
Growing Enterprise	80	
Church Fenton Studios	300	
Business Space & Accommodation Review	17	
Healthy Living Concepts Fund	47	
Marketing Selby's USP's	18	
Retail Experience – Tadcaster Linear park	160	
Retail Experience – STEP	108	
Empty Homes	115	
Selby District Housing Trust	16	
TOTAL	1,735	

Recently approved new P4G Projects:

Project	Budget £000's	Comment
Commercial Property Acquisition Fund	1,000	Approved at Full Council – Jan 2018
Housing Development Programme*	251	Approved at Executive – Jan 2018
Visitor Economy Strategy & Action Plan	460	Approved at Executive – Mar 2018
TOTAL	1,711	


*Feasibility fund (£125k) and Grade 3c Project Officer post (£126k)

Proposed new P4G projects:

Project	Budget £000's	Comment
Celebrating Selby 950	200	
Marketing Selby District's USP's – phase 2	60	
Commercial Property Acquisition Fund	2,500	
Olympia Park	240	
Making our own Assets work	230	
High Street Shops - Shopfront Improvements	100	
New Lane Selby – Public realm	230	
TOTAL	3,560	

Summary Table:

P4G Investment Fund – set out in MTFs (from April 2017 and confirmed in February 2018 Budget report)	£10,934m
Spend to date	- 666
Projects:	
Existing P4G projects – funding carried over into 2018/19	- 1,735
Recently approved new P4G projects	- 1,711
Proposed new P4G projects	- 3,560
Sub-total – Existing and new projects	- 7,672
P4G funded staffing - £1m per year	- 3,000
Remaining P4G funding available for future allocation	- 262

Project Brief		
<p><i>The Project Brief is the first thing to do. It should be completed before any activity of any sort takes place. This is because the Brief is the document that subject to authorisation triggers the development of the Business Case.</i></p>		
Project Name	Celebrating Selby 950	
Project Reference (if applicable)		
Senior Responsible Owner (SRO)	Dave Caulfield	
Project Manager	Heather Kennedy, External Funding Coordinator	
Document Author (if different from PM)	Heather Kennedy (EFC)/ Pauline Adams, Project Officer	
Date Approved		
Approved By		

Background

The Visitor Economy Strategy and Action Plan was agreed by Executive on 1st March 2018. This is one of the priority growth sectors for the Economic Development Framework. One of the initial priorities for the plan is to celebrate Selby town's 950th Anniversary and the founding of Selby Abbey.

The Selby 950 celebration project (Selby 950), takes advantage of the opportunity offered in 2019 of the 950th anniversary of Selby Abbey's Foundation. 2019 is also a significant year for other key community groups or assets in Selby eg Trans Pennine Trail (35yrs), Selby Civic Society (50 years) ; Selby Town Football Club (100 yrs) and Selby Canal (240yrs) presenting a town wide opportunity offered in these significant dates.

Selby 950 coincides with Selby Abbey Trust's, national funding application to the Heritage Lottery Fund (HLF) for repair and restoration of the Abbey roof and masonry. Selby 950 compliments potential international level events happening in the county, and potentially the District in 2019 eg UCI World Cycling Championships; Tour de Yorkshire alongside events already scheduled by key partners eg Selby Abbey, Selby Town Council. All stakeholders are looking to work together to ensure a coordinated set of events to celebrate the town's heritage.

Selby 950 is an opportunity to begin reflection on Selby District as a vibrant place, showcasing Selby's wider heritage and history, emphasising and celebrating Civic Pride through a programme of new and existing community, arts, cultural and heritage events. This will contribute to the delivery of the Council's Economic Development Framework and Visitor Strategy as well as linking to the potential development of a Heritage Action Zone. In this, we are looking to smaller discrete projects with a view to unlocking significant investment from external funding sources.

Scope

In Scope:

- Events and activities across the calendar year for 2019 which celebrate the district's heritage;

- Developing funding applications to support activities as well as consider any contributions to longer lasting legacy projects;
- A project team of local stakeholders to scope and agree the delivery plan;
- Co-ordinate the planning of a series of events showcasing Selby as a place to unlock additional future investment into the District;
- Although Selby 950 is not about directly contributing to raising funds for the roof appeal, it will create an opportunity to pilot aspects of the activity plan for the HLF application.

Outside Scope:

- Events and activities outside of the stakeholder group's agreed remit.
- Wider elements of the Visitor Economy Strategy and Action Plan. These will be considered as part of the funding already agreed for projects or subject to further business case.

Project Objectives

- To co-ordinate and progress a 6 month period of culture led events across 2019;
- Develop sustainable branding /products as legacy of Selby950 for future investment in the Selby District brand;
- Provide a platform for future heritage, arts and community investment into the District;
- Investigate the potential of regular bi-annual art / culture events from 2021 and post Abbey repair;
- To showcase Selby's history to local and wider audiences;
- To showcase Selby as a venue to visit to local and wider audiences;
- To instil Civic Pride within Selby District through community engagement throughout the programme of events.

Benefits

Investment in events and activities should be seen as a pump-prime investment in developing the district as a great place to live, enjoy and create new business.

This project will be pivotal in this as well as unlocking other investment into the town.

The project does not offer a direct and sustained return on investment to the council but it can contribute significantly to a return on investment to the local area through:

- Encouraging increased footfall from both local and external visitors;
- Increased local spend through dwell time in town centre and potential overnight stays;
- Relocation to the area as an attractive, vibrant and connected place to live;
- Increased new business growth in creative and cultural sector;
- Increased business rates through reduction in vacant units;
- Increased external funding investment from regional and national funding bodies.

The Tour de Yorkshire impact and legacy report 2017 identified the wider positive impacts of how cultural activities offer ideas for aspiration and encourage further activity from local groups to continue delivering events. Report can be found at <http://www.selby.gov.uk/tour-de-yorkshire-impact-and-legacy>. Such positive impacts included:

- Events were managed safely and effectively – with good reputation for managing events
- Feedback from communities was very positive about vibrant events
- Events offer aspiration and provide a platform for developing local initiatives and activities
- How a place invests in its community engagement and pride is one of the main attractions for current funders.
- The marketing value of an internationally significant event such as the TdY/UCI coinciding with the Abbey's anniversary is a significant profile opportunity. PR reach for the area can reach global territories with millions of various media outlets.

On a national level, Visit Britain figures currently suggest a District-wide visitor spend of between £20-60 million per annum from 1.5m visitors. It is anticipated that for each £1 of local investment over the first 3 years of the

visitor economy action plan, this should return in the range of £4-12 visitor spend to the area. Evaluation measures will be commissioned through the visitor economy action plan which will support an increase in data accuracy per year of delivering the plan. Evaluation of Selby950 events will be included in this data collection.

The project also offers an opportunity to work with heritage and arts funding partners as well as raise interest from local businesses to invest in the scheme. Understanding how much external funding the project can bring will be calculated at the end of the project. It is worth noting however that the district has not benefited in parity to the rest of the local region, only receiving 0.5% of regional arts and heritage funding in recent years. The project could significantly increase the amount of external funding to the area as part of the 2019 events and for legacy planning.

Project Approach / Delivery Options

- Establish a stakeholder delivery group of a range of council, community group and private sector partners.
- SDC to offer the secretariat/coordinating point for this but will not deliver all elements;
- We will structure the project around the delivery of three key aims to showcase Selby's history, to showcase Selby as a venue and to promote Civic Pride;
- Using the branding of Selby 950 to lever additional future investment into Selby.

Project Timescales (Milestones)

- The Selby 950 project takes place in 4 phases:
Stage 1 Planning - February to September 2018
Stage 2 Communication of events programme – September 2018 through to 2019
Stage 3 Delivery of events programme – approx. April to December 2019
Stage 4 Evaluation, project closedown and legacy plan – approx. November to March 2019

Project Resources (people and money)

Internal

- CPC - Project Officer and External Funding Co-ordinator
- Communication team
- Contracts team (Street Clean)
- Legal (potential partnership)
- Finance (grant applications)

External

- Safety Advisory Group (SAG)
- NYCC Highways – event management / lamppost banners
- Key Stakeholders (not exhaustive) – Selby Civic Society, Selby Town Council, Selby Abbey Trust, Drax Group, Selby College
- Potential need for specialist events management commission to coordinate support and delivery on particular events

Funding

Internal:

- Programme For Growth funds as follows:
 - £150k to support a bid for Tour De Yorkshire start (to review use if unsuccessful bid)
 - £50k to support potential need for Events Management resource, match fund or direct commission of events

External:

Potential match funding from external funding sources eg:

- Arts Council England (ACE)

- Heritage Lottery Funds (HLF)
- Private sector business/industry
- Town Council/Abbey Trust

Risks / Issues

Delivery Risks

- Non Fulfilment of events programme
- The project is dependent on successful relationships
- Keeping all communication up to date with plans to ensure a co-ordinated plan
- Delivering on time. Project is time constrained.
- Mitigation through agreed time plan. Identify early quick wins and agreed event in progress. Agree timescales with match funders for funding round applications.

Financial Risks

- Limited funding opportunities
- Low community uptake/involvement leading to possible financial and reputational losses
- Not all events will provide a return

Political Risks

- Opposition to major events at safety advisory group (SAG) or from key Community Partners
- The expectation on scope and scale of the project is not met
- Keeping all communication up to date with plans to ensure a co-ordinated plan
- Mitigation relates to regular and positive engagement with local businesses and community groups to establish events in the town.

Legal Risks

- Events not supported by safety advisory groups
- Mitigation through ensuring robust plans and early sight by the SAG from all delivery groups involved.

Links and Dependencies

- SDC Corporate plan to make Selby a place to Enjoy Life and to Make a Difference by supporting the delivery of the Economic Development Framework and Visitor Economy Action Plan
- SDC Corporate plan to Make a Difference by empowering people to contribute and get involved through Civic Pride
- Selby Town Centre sites and Heritage Action Zones connections plan map (developed by Economic Development Team), which is reflective of Heritage opportunities available to us with the Abbey at the heart of the community and focus.


Dependencies of this project include:

- Successful external funding bids eg from Heritage Lottery Fund ; Arts Council
- Positive engagement from internal partners eg SDC Cllrs / other depts.
- Positive engagement from external partners eg Selby Abbey Trustees ; Selby Town Council, local business

Success Criteria

The Project

- is delivered on time and within the boundaries of funding
- unlocks legacy package of multiple products / projects to lever in additional investment into Selby District
- establishes high quality Arts / Culture based events / festivals within Selby District
- establishes a regular calendar of cultural events in Selby District
- is used as a platform to establish a cultural arts network / forum in Selby
- is a key delivery project for the Visitor Economy Action Plan
- is a priority sector of Economic Development Framework
- aligned with Corporate Plan Refresh 2018

Project Brief	
<p><i>The Project Brief is the first thing to do. It should be completed before any activity of any sort takes place. This is because the Brief is the document that subject to authorisation triggers the development of the Business Case.</i></p>	
	
Project Name	Place branding – stage 2
Project Reference (if applicable)	TBC
Senior Responsible Owner (SRO)	Dave Caulfield
Project Manager	Mike James
Document Author (if different from PM)	Mike James
Date Approved	TBC
Approved By	TBC

Background

Through previous PfG investment, the Council funded the development of a range of ‘place branding’ materials to support economic growth. The aim has been to develop a positive narrative about the district as a place for business. The initial project developed a library of material – using existing businesses to tell the story of the area - and then sought to maximise the reach of this library through making best use of partners’ resources, innovative use of ‘free’ online channels and by targeted advertising. This work has been recognised nationally as good practice by the LGA. We can now build on this to further increase the profile and influence of the district.

In summary, this project is designed to use previously successful approaches to place branding to maximise the profile of our major development sites. We’ll do this by creating relevant marketing collateral and working in close partnership with developers, the LEPs and other key stakeholders to support them to use our material in their own targeted influencing and lobbying.

Scope

This project covers the development and use of material linked to the district’s key investment opportunities.

Project Objectives

To use communications and marketing material to help draw-in new investment: for our community this supports jobs, opportunities and good quality new homes; for the Council, this helps to increase the business rates and council tax base and supports other funding streams such as new homes bonus. We’ll do this by delivering a series of communication and marketing campaigns to target our work to the most appropriate audiences for each investment opportunity. Our money will be used to create material that others can use to tell our story – so we maximise the value and reach of our investment. For example, one of the campaigns will focus on how we maximise exposure of the district’s offer at the 2019 international business property investment event, MIPIM, by providing good quality material to be included in the LCR LEP’s marketing material for that event.

This work will include a development prospectus for the district and the campaigns will cover targeted lobbying of key influencers and advocates: again to maximise the reach of our investment. This could be through lobbying for strategic transport investment, for example.

Benefits

Place branding is an extremely difficult activity to measure – with consensus from the LGA that there are no effective individual measures for its impact. This is, however, about using the Council's investment in communications as part of the wider package of ways in which we facilitate new investment.

This project has the potential to support greater integration between the Council and the Y, NY and ER LEP, which will benefit a range of economic development activities beyond communications.

The reaction of businesses to our initial place branding work has been overwhelmingly positive, supporting an effective working relationship between the Council and our business customers. We also know from previous research that residents in the district rate highly the Council's work to support business growth.

Project Approach / Delivery Options

We anticipate we'll be able to use our investment to bring in support from other interested parties, including developers and the LEPs, as we've done with the first stage of the place branding work.

Each campaign will seek to do the following.

1. Create material that can be used by us and others to talk about key development sites and their investment opportunities.
2. Maximise the reach of this material through effective partnership working with key stakeholders such as developers and the LEPs.
3. Deliver a planned approach to targeted influencing and lobbying to ensure that our message is heard in the right places, with the right people, at the right time.

We anticipate the initial campaigns will focus around Gascoigne Interchange, Church Fenton, Olympia Park and our profile at the 2019 MIPIM event.

Project Timescales (Milestones)

We're seeking funding to cover the period from June 2018 for 18 months (to December 2019).

Project Resources (people and money)

A fund of £40k would give us the ability to create a range of high quality material suitable for national and international audiences and to effectively support influencing and lobbying work.

Funding

As we've proved with the initial place branding work, there's a lot of scope to be able to use our investment to draw in resources from elsewhere. We'll be using a similar approach to stage two.

Risks / Issues

Delivery risk

- Public and private partners do not make best use of the material we produce to maximise the reach of the message. In mitigation, an important part of each campaign plan will be to further develop the relationships and links we've created during the first stage of place branding to ensure effective support

Financial risk


- That partners do not support with their own funding or resources in-kind, the outcome of which will be a less effective use of material overall. In mitigation, as above – an important part of the campaign is developing a joint approach with mutual benefit for all partners involved.

Political risk

- The Council is unable to attract the business investment required for the major development sites, bearing in mind this investment in resources. In mitigation, this whole project is based around maximising the opportunity to put our story in front of key investors – not doing so would only reduce our chance of achieving this outcome.

Links and Dependencies

This project directly supports the Council's corporate plan priorities of making the district a great place to do business and a great place to enjoy life. This has the potential to support greater integration between the Council and the York, North Yorkshire and East Riding LEP. It also supports the emerging work around the visitor economy strategy, in terms of creating a consistent and positive story of the district.

Business Case	
<p><i>The business case expands the project brief into a structured evidence based logical argument, why decision makers should approve the case for the project to proceed to the next stage.</i></p>	
	
Version:	Author:
	Iain Brown
	07/04/18
Project Name	Commercial Property Acquisition Fund & Enhanced Asset Management
Project Reference (if applicable)	
Senior Responsible Owner (SRO)	Dave Caulfield
Project Manager	Iain Brown
Document Author (if different from PM)	
Date Approved	
Approved By	

Introduction and Background

Selby District has clear objectives for Enterprise and Business growth as laid out in the Corporate Plan and the Economic Development Framework (EDF). The central objective within the EDF is the need to develop the necessary physical infrastructure to unlock economic growth which will then attract new business investment to create more employment opportunities within the private sector, while at the same time engaging with existing businesses to support growth and resilience. The drive to grow and expand business across the district also supports the objective to develop a long term programme of market town regeneration to boost the visitor, leisure and night time economy.

The key objectives behind the Commercial Property Acquisition Fund and Enhanced Asset Management Programme are twofold:

- to create an investment platform from which tangible direct returns on investment (ROI) can be generated through the acquisition of appropriate commercial properties – secured through rental income.

- to give the Council the ability to directly influence, participate and acquire commercial property that will have a direct bearing on the delivery of its Corporate Plan, Economic Development and Place Making goals;

In the process of pursuing this approach there is the potential to work in partnership within the public sector (e.g. NYCC has its own commercial property investment strategy) and the private sector and site owners/developers.

Scope

The scope of this programme is to acquire commercial property in line with Economic Development Growth and Place Making objectives with the goal of fulfilling a market need and generating revenues and a direct ROI. The scope does not include purchase of residential property.

To reflect this new approach and ensure that any proposals for commercial acquisitions are determined against a clear set of objectives and match our corporate priorities we intend to commission a quick but full review of the Council's Asset Management approach - to develop a revised Asset Management Policy that encompasses acquisitions, a new Asset Management Strategy and a revised Asset Management Plan.

Objectives or reasons for the project

The overall objective of this programme is to acquire and invest in commercial property, including to meet unfulfilled market needs, while at the same time creating the best achievable direct return on the Council's investment.

The new Asset Management Policy and Strategy will set out a clear set of objectives for considering commercial acquisitions as set out above that will include links back to our Corporate Plan and EDF as well as achieving an appropriate ROI.

For example the offering for sale of redundant NatWest Bank premises with strategic locations in Tadcaster and Selby provides the opportunity to influence place making while at the same time delivering tangible long term financial returns. Equally the opportunity to invest in purpose build industrial units to fulfil a specific market need that is not being satisfied by the free market can be considered when both a specific demand exists (e.g. small scale industrial units between 5,000 and 10.000sq.ft) and the opportunity to invest arises such as availability at a Strategic Development site e.g. Sherburn2. By unlocking a shortage of certain types of business unit, growth opportunities are realised, creating greater business rate revenues, rent revenues and tangible asset ownership.

Benefits and outcomes

The Council's savings plan is assuming that savings/income of £250k per annum by 2020 can be achieved from direct return on investment (ROI) secured through the Programme for Growth. This new project proposes a commercial property investment fund of £2.5m. Added to the £1m previously agreed at Council in December 2017 for commercial property acquisition, this will give us an Commercial Property investment pot of £3.5m. If we achieve a direct ROI of 7% then this will generate the £250k savings required by 2020.

Another key benefit of this programme is that it allows to Council to intervene when either the free market is not responding to market needs or an opportunity arises that will allow the

Council to directly influence place and community needs in accordance with it's the Corporate Plan and Asset Management Policy and Strategy.

Directionally, it is intended that that this fund be used to acquire commercial property to generate additional long term direct revenue through rental income. This may be achieved solely by the Council or in partnership, such as NYCC, with the aim to maximise financial return while at the same time addressing critical market needs.

Typically in the private sector investment in purpose built commercial property generates a minimum of 5% or more per anum - with variances between industrial units and office space that commands a premium.

Less tangible benefits for such an approach can result in creating targeted business growth opportunities currently not supported by the private sector thereby retaining growth business within the district and contributing towards growth in business rate revenues.

Options appraisal

This programme is primarily based upon market driven opportunities that arise across the district and each has to be assessed individually in order to determine whether they meet the core needs as and when they occur. The options under consideration will include both existing properties that become available for purchase and redevelopment and the opportunity to invest in property off plan or newly constructed.

Whichever options become available full consideration will be given to how the purchases can best be financed, should SDC be the sole purchaser or is there an opportunity to work in partnership either with NYCC or a particular developer? It will be determined which approach is the most beneficial option to SDC in terms of scale of the transaction; the financial returns; the need for specialist services; the minimisation of risk and development needs.

Recommendation

It is recommended that in order to fulfil the objectives of this programme all suitable properties that become available for purchase or development be reviewed against a set of agreed commercial and place making criteria and informed by the proposed new Asset Management Policy and Strategy. Once the required commercial and financial analysis is complete and subject to them meeting all considerations, authorisation to proceed will be sought from the Executive.

Outline Project Plan

Due to the nature of this programme no specific time scales can be given other than, subject to the availability of suitable investment opportunities the transactions will commence within the financial period 18/19 to 19/20.

Individual property acquisitions will be the subject of their own Business Cases and Project Plans that will be determined at the time and will take into consideration the impact of external market influences.

Resources and Finance

Members agreed a £1m fund for acquiring Commercial Property at Council in December 2017. We are actively pursuing a number of opportunities using this fund.

This new project would provide an additional £2.5m of funding for acquiring further commercial property, giving a total fund of £3.5m.

This level of funding is required if we are to achieve the direct ROI of £250k by 2020 from the Programme for Growth assumed in the Councils savings plan.

Risks / Issues

There is a risk there may be no properties that meet the criteria and budget set aside for this programme. This could be due to the lack of availability of suitable investment targets or how competitive we can be in open market transactions.

While a full financial analysis will be completed for each project under consideration, the property market is volatile and there are risks that forecast returns and asset values will change and be subject to external factors outside our control. These issues will be fully considered in developing the Business Case for individual purchases and only recommended for approval if the risk profile is satisfactory.

In acquiring appropriate properties we have the responsibility to ensure that they are fully utilised as set out during the research supporting the purchase. There is reputational risk to the Council in the event that such properties are not utilised either in full or as originally intended.

Links and Dependencies


This programme is directly linked to the Council's Corporate Plan and more specifically to the Economic Development Framework – Making Selby District a great place...for enterprise and business growth; to live and work; and to achieve your potential. The ability to influence and impact both business and community gives the Council an effective means to tangibly make a difference and deliver against core objectives.

Additionally it provides the opportunity deliver financial growth for the District through asset acquisition, rent and rates revenues.

Key Stakeholders

It is intended that we will be actively working to develop strategic partnerships, firstly with North Yorkshire County Council as a potential co-investor e.g. on the acquisition of industrial units to meet specific market needs.

In addition there is also the opportunity to engage with the developers of the District's Strategic sites with the potential to partner in projects that deliver specific market needs and provide a suitable direct ROI.

Project Brief	
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Project Name	Olympia Park, Selby
Project Reference (if applicable)	TBC
Senior Responsible Owner (SRO)	Dave Caulfield
Project Manager	Chris Kwasniewski
Document Author (if different from PM)	
Date Approved	TBC
Approved By	TBC

Background

Policy SP7 of the Council's Adopted Core Strategy Local Plan identifies Olympia Park to deliver 1000 new homes and 23 hectares of new employment land in the period up to 2027, with a further 10.6 hectares reserved for longer term employment use (total 33 ha).

The western part of the site was granted a hybrid planning permission in December 2015 (outline planning permission for the development of 863 homes and detailed planning permission for highway infrastructure including a highway bridge over the Selby-Hull railway line and a link road from the Selby by-pass into the Potter Group site). However no start on site has been achieved due to the high infrastructure costs primarily associated with the bridge.

The Council has therefore been working with all of the landowners on the Olympia Park site to develop an alternative strategy to develop a comprehensive mixed use scheme, wholly accessed from the Selby By-Pass. This approach formed the basis of a funding application that the Council submitted to the Homes and Communities Agency's (now Homes England) Housing Infrastructure Fund in September 2017.

The Council was advised on the 1st February 2018 that this £8.878 million funding bid had been approved, subject to final due diligence. The funding, which will construct the main link road from the Selby by-pass and contribute towards site preparation costs, has to be contractually committed by March 2021.

Additional funding of up to £1.2 million to support the development of the project has also been agreed in principle by the York, North Yorkshire and East Riding LEP, subject to the approval of a detailed business case. It is the intention to submit a hybrid planning application (detailed for the roads and outline for the land uses) for the site in November 2018, with a view to the construction of the infrastructure commencing in the autumn of 2019.

Scope

This project covers seeks investment to support the development of the Olympia Park site, its allocation in the Draft Sites Allocation Plan and the delivery of a comprehensive mixed use development ensuring that investment from the Government's Housing Infrastructure Fund is committed by March 2021.

Selby District Council is the accountable body for the Housing Infrastructure Funding and may investigate the potential purchase of the part of the site south of the railway line currently owned by ForFarmers. As such the Council will be a major stakeholder/investment partner in the project and have a key role in driving it forward. It is important therefore for the Council to ensure that appropriate resources are put into place to manage risk associated with the project and ensure that it receives an appropriate share of rewards arising from the development of the site.

The investment will:

- Contribute towards survey/site investigation works to support the submission of a planning application for the comprehensive development of the site – the majority of these costs will come from the developer and the HIF budget
- Procure external legal and property advice and recruit a dedicated project manager to ensure that the delivery of the scheme is properly coordinated to meet the requirements of the Local Plan and maximise benefits for adjacent communities.

Project Objectives

Olympia Park is the largest strategic site identified in the adopted Core Strategy to deliver 1,000 homes and 33 hectares of employment land.

This project aims to accelerate the delivery of the site through a combination of direct public sector investment and collaborating with private sector partners to ensure the development of an integrated, comprehensive scheme that has strong links with the town centre and adjacent communities.

Benefits

The project will make a major contribution towards Selby's growth and housing land supply over the next 15 years, broadening the quality and mix of housing available in the District and creating major employment and training opportunities as part of the mixed use scheme that will benefit SME's and the local supply chain.

This project also has the potential to provide major improvements for adjacent communities in terms of open space provision, improved cycle and pedestrian links to the town centre, improved education facilities through the provision of a primary school and major investment in community facilities.

Olympia Park is a complex £380 million project that over a 20 year period will see the development of up to 1,500 homes and 90,000 m² of employment and commercial floorspace. This has the potential to generate approximately £3.5 millions of Council Tax and Business Rates revenue and bring considerable economic benefits for the District in terms of the creation of up to 1,500 new jobs and links to existing supply chains.

Project Approach / Delivery Options

The £8.878 million Housing Infrastructure Funding that has been approved for the project has to be contractually committed by March 2021.

Public sector investment will considerably accelerate the delivery of the Olympia Park site.

Officers will work with external partners to assess available options to identify the most efficient way of utilising the Housing Infrastructure Fund to ensure that development of an integrated, comprehensive scheme commences within the next two years.

Project Timescales (Milestones)

We are seeking funding to cover the period from April 2018 to March 2020.

Project Resources (people and money)

Funding of £240,000 is requested over the 2018/19 and 2019/20 financial years as the Council's contribution towards the Olympia Park project, over and above the £9.878 million HIF grant broken down approximately as:

- £70,000 contribution towards survey/site investigation works costs of approximately £1.4 million
- £70,000 project management costs to coordinate and deliver the project
- £100,000 external legal and property advice costs to support the Council's involvement in the Olympia Park scheme as a major investment partner and the potential acquisition of land.

This investment will enable a hybrid planning application for the development of the site to be submitted by late 2018, with a view to work commencing on the construction of the infrastructure by the autumn of 2019 and also provide the appropriate legal and property advice to support the Council entering into a legally binding agreement with the developers to protect its investment.

The Olympia Park project is currently being managed as part of the Housing and Regeneration team's wider workload, but requires a dedicated resource.

The funding will enable a project manager to be recruited to coordinate and drive the project forward and manage the £8.9 million Housing Infrastructure investment, which has to be committed by March 2020.

Funding

The grant funding of £8.878 million that has been approved as part of the government's Housing Infrastructure Fund has the potential to be supplemented by additional public sector funding from the York, North Yorkshire and East Riding LEP and the West Yorkshire Combined Authority. It is the intention to recover this investment during the life of the project, subject to viability.

The requested P4G funding will ensure that essential resources are put into place to programme this public sector investment and coordinate the delivery of a comprehensive development within an agreed programme.

Risks / Issues

Delivery risk

- **Public and private partners do not work effectively together**, jeopardising the ability to deliver a comprehensive and integrated scheme within the Local Plan period. This could result in a piecemeal, poorly designed development, or the scheme stalling altogether.

Financial risk

- **The approved Housing Infrastructure Funding of £8.878 million is not committed** within the required timescale of March 2021. This would cause reputational damage to the Council and is likely to result in only part of the site being developed. This would also mean that the Council's £240,000 investment in the project would be potentially abortive.

Political risk


- **The Council is unable to attract private sector investment into the site** which would have major consequences for the Local Plan and Selby's housing and employment land supply.

Links and Dependencies

This project directly supports the Council's corporate plan priorities of making the District a great place to do business, enjoy life and delivering great value for adjacent communities.

Olympia Park is a major strategic allocation in the Local Plan and has potential to align investment and support greater integration between the Council and the York, North Yorkshire and East Riding LEP and West Yorkshire Combined Authority.

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Project Brief	
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Project Name	Making our own Assets Work
Project Reference (if applicable)	TBC
Senior Responsible Owner (SRO)	Dave Caulfield
Project Manager	Chris Kwasniewski
Document Author (if different from PM)	
Date Approved	TBC
Approved By	TBC

Background

On the 4th January 2018 the Council's Executive approved a £22.2 million Affordable Housing Development Programme to provide 207 affordable homes by March 2020 for the Council and Selby and District Housing Trust (funded primarily by SDC loans).

The Programme will be delivered in the following ways:

1. New build homes on small Council owned sites – primarily former garage sites
2. New build homes on larger Council owned sites such as Portholme Road and Bondgate
3. The acquisition of s106 and 'off-the-shelf' homes

This work will contribute towards overall supply of affordable housing in the District but there is a wider opportunity for the Council to deliver market housing on land in its ownership.

Scope

This project seeks investment to support the development of market led housing on the Council owned sites at Portholme Road, Selby; Bondgate, Selby and Edgerton lodge, Tadcaster and to undertake early feasibility work to understand the development potential of the Burn airfield site in the longer term.

Project Objectives

The objective of the project is to:

- Accelerate the delivery of housing on Council owned land
- Exploit opportunities to broaden housing choice for residents by developing market rent and market sale housing on the Portholme Road, Bondgate and Edgerton Lodge sites
- Explore available delivery mechanisms with a view to maximising commercial returns on the disposal of Council owned sites
- Undertake feasibility work to understand the potential of the Burn Airfield site to contribute towards the housing and economic growth agendas in the longer term.

Benefits

The feasibility and due diligence work that forms part of this project will considerably minimise risk and maximise returns to the Council when it develops its own land or disposes of sites on the open market.

Over the next 6 years the Portholme Road, Bondgate and Edgerton Lodge sites are expected to generate over £1 million revenue for the Council from capital receipts, New Homes Bonus and Council tax revenue, subject to schemes starting on site by 2020/21.

The development of these sites is expected to attract private sector investment of over £25 million and will make a considerable contribution towards the Council's housing targets as well as providing opportunities for construction training and the engagement of the SME housebuilding sector.

The feasibility work on the Burn Airfield site will establish a solid foundation for exploring the future potential of the site for development.

Project Approach / Delivery Options

It is prudent to undertake appropriate due diligence and feasibility work prior to entering into contract with parties that will develop the sites either in partnership with the Council or in their own right. This will ensure that development risks are identified at an early stage and pre-application discussions on the design of schemes will save cost and time in delivering market led housing schemes.

Potential match funding from Homes England, the York, North Yorkshire and East riding LEP and the West Yorkshire Combined Authority will be explored to maximise the Council's investment in due diligence/feasibility work on these sites.

Gaining an understanding of potential housing delivery mechanisms will significantly influence how the Council can maximise commercial returns on developing market owned and rented housing on its own land.

Project Timescales (Milestones)

We are seeking funding to cover the period from April 2018 to March 2020.

Project Resources (people and money)

Funding of £250,000 over two years based on the following:

- Due diligence work to support the disposal of the Portholme Road, Edgerton Lodge and Bondgate sites - £120,000 2018/19 and £40,000 2019/20
- Legal costs associated with the disposal of the Portholme Road, Edgerton Lodge and Bondgate sites - £40,000 2019/20
- Due diligence/feasibility work associated with the Burn Airfield site - £20,000 in 2018/19 and £30,000 in 2019/20

This will enable the Portholme Road and Edgerton Lodge sites to be brought to the market in 2018 with a view to commencing development in 2019/20 and for the Bondgate site to be brought to the market prior to March 2019.

Funding

It is anticipated that some of the identified costs will be funded by Homes England's Accelerated Construction Programme.

Risks / Issues

Delivery/Financial risk

- **Sites fail to come forward for development** – There is a risk that the costs associated with this project could be abortive if the sites remain undeveloped. The purpose of the due diligence and feasibility work is to assess potential delivery mechanisms and undertake soft market testing to minimise the risk of a lack of interest in the sites.
- **Cost escalation** – By undertaking due diligence work at an early stage, abnormal development costs will be identified and priced into contracts from the outset. This will minimise the risk of 'unknown costs' emerging once schemes start on site. Similarly appropriate due diligence on Legal Title will ensure that issues associated with boundaries/rights of way are dealt with before sites are marketed or developed.

- **Lack of support for the development of Burn airfield.** – The purpose of this project is to undertake high level initial feasibility work on the potential of the Burn airfield site to contribute towards the District's growth as a future strategic development site in the next plan period.
It is not the intention to develop proposals for this site as part of this project.


Links and Dependencies

This project directly supports the Council's corporate plan priorities of making the District a great place to do business, enjoy life and delivering great value for adjacent communities.

The development of market housing on the Council's land will contribute towards the supply of housing in the District and help to broaden the tenure mix available.

The programme will also support the creation of construction training opportunities that are being developed with Selby College.

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Project Brief	
<p>The Project Brief is the first thing to do. It should be completed before any activity of any sort takes place. This is because the Brief is the document that subject to authorisation triggers the development of the Business Case.</p>	
	
Project Name	High Street Shops - Shop Front Improvements Scheme & Small Business Advice
Project Reference (if applicable)	TBC
Senior Responsible Owner (SRO)	Dave Caulfield
Project Manager	TBC
Document Author (if different from PM)	Angela Crossland, Head of Community, Partnerships and Customers
Date Approved	TBC
Approved By	TBC

Background

The Corporate Plan Refresh 2018 identifies one of the priority delivery areas for the next two years to be the development of a long term programme of market town regeneration to help them reach their true potential. An identified element of this is to deliver a shop front improvement scheme.

The Council has recently engaged with Historic England (HE) to gain a better understanding of our district town centres in terms of the importance of heritage on our high streets. We have a high number of listed buildings within our retail areas which may benefit from enhancement and a better local understanding of their importance to the vibrancy of the town centre. Similarly, recent building characterisation work from the Economic Development Team Urban Designers has demonstrated our need to consider how we protect some of this heritage as well as consider how we support local property owners to maintain a sustainable and aesthetic contribution to our future high street.

Recent discussions with heritage funders demonstrate a keen interest in place shaping agendas and how we should consider the impact of heritage in the town centre as a whole. Funding rounds for such work are opening across late 2018 and 2019 which may support these initiatives but will require match funding agreements.

Shop improvement initiatives are a common approach to revitalising town centres. Examples can be seen at South Kesteven DC and Henley on Thames.

Scope

The project will be for eligible retail/hospitality outlets in our town centres. Within this, the project will consider a range of criteria for which shops/buildings would be eligible for financial support. This is still to be defined but should consider elements such as geographical zone or historical importance.

A shop front design guide will offer a range of designs as part of the project. Any other design would be out of scope.

Develop a small business offer to those businesses who apply for the scheme, to enhance local skills and knowledge in managing high street business. This should include marketing and digital capabilities (full range of support still to be defined).

Not in scope – Buildings/businesses outside of the identified criteria.

Project Objectives

We will support our local high streets to enhance the local shopping experience and look and feel of the district towns through:

- Identify shop front improvements where they are likely to have an impact in improving the overall appearance and performance of a retail and heritage area;
- Consider the scope of a grant/fund incentive in line with heritage partners and the private business sector to support improvements;
- Establish a shop front design guide
- Offer business advice and support to eligible businesses to make effective use of enhancements

Benefits

Investment in the high street should be seen as a pump-prime investment in developing the district as a great place to live, enjoy and enhance local business.

This project will be pivotal in this as well as unlocking other investment into the town.

The project does not offer a direct and sustained return on investment to the council but it can contribute significantly to a return on investment to the local area through:

- Encouraging increased footfall from both local and external visitors;
- Increased local spend through dwell time in town centre;
- Relocation to the area as an attractive, vibrant and connected place to do business;
- Increased business growth in the high street;
- Increased business confidence;
- Increased business reach through improved marketing expertise;
- Increased business rates through reduction in vacant units;
- Increased employment opportunities;
- Improved aesthetics to support increased business viability;
- Increased external funding investment from regional and national funding bodies, such as Historic England;
- Protection of heritage assets.

The impact of increased visitor spend in the area can be calculated through local business feedback on the impact of the scheme. Evaluation measures will also be commissioned through the visitor economy action plan which will support an increase in data accuracy per year of delivering the plan.

Project Approach / Delivery Options

Work with Historic England & the Heritage Lottery Fund to develop a grant scheme outline to improve shopfronts & establish a shop front design guide. This will need managing through a project coordination point.

Provide a supporting suite of small business advice – commissioning external support for businesses.

Project Timescales (Milestones)

The project will be initiated in 2018 with expected completion by April 2020. Project initiation and specific timescales are reliant on appropriate project management resource being in place.

Project Resources (people and money)

Internal:

£50k per annum cash fund;

CPC team – project lead resource. TBC but could be through External Funding Coordinator or Culture, Visitor and Creative Economy Project Manager;

Contracts, Commissioning and Procurement – to ensure appropriate delivery of project;

Economic Development Team – Urban Designer to develop the guide;

Comms team support to promote the scheme.

External:

Heritage Lottery Fund Liaison including scope for potential match funding;

Historic England Liaison including scope for potential match funding;

Property owner match funding required.

Funding

As identified in the Resources element. The fund would be used to unlock other funding from Historic England/Heritage Lottery Fund and the local businesses.

The initiative will be agreed on a match fund basis.

The total £100k council contribution over the period of the scheme would be through this Programme For Growth project.

Risks / Issues

Delivery risk

- Ability and desire of businesses or property owners to come forward;
- Desire of businesses, property owners to follow the shop design guide;
- Demand management outweighs resource;
- Ensuring that the approach remains within planning legislation and guidance and can be delivered on time and to budget;
- In mitigation, targeted marketing of the opportunity required. Initial engagement discussions with business and property owners to understand how to meet their needs. Liaising effectively with planning colleagues to ensure the right and expedient approach.

Financial risk

- Demand management outweighs resource;
- Limited forthcoming match funding;
- In mitigation, consider other support funding (i.e. LEP initiatives) on ongoing basis. Grants would only be released on the basis of match funding agreements.

Political risk

- Demand management outweighs resource leaving the initiative feeling unfulfilled.
- In mitigation, we know from stakeholder engagement with local businesses, council and heritage funders that investment in the high street and incentives to attract footfall are very welcomed.

Legal risk


- Clarity on grant funding framework for businesses.

Links and Dependencies

This project directly supports the Council's corporate plan priorities of making the district a great place to do business and enjoy life.

Economic Development Framework – Revitalise market towns and help them reach their potential, Boost the visitor, leisure and night time economy.

Helps in implementing Planning Policy for town centres and shop-fronts.

Project Brief	
<p><i>The Project Brief is the first thing to do. It should be completed before any activity of any sort takes place. This is because the Brief is the document that subject to authorisation triggers the development of the Business Case.</i></p>	
	
Project Name	New Lane, Selby – public realm improvements
Project Reference (if applicable)	TBC
Senior Responsible Owner (SRO)	Dave Caulfield
Project Manager	Chris Kwasniewski
Document Author (if different from PM)	
Date Approved	TBC
Approved By	TBC

Background

The Market Cross Shopping Centre is integral to vitality and vibrancy of Selby Town. The owners Dransfield have invested in the centre including shopfront improvements and have had some success in attracting a broader range of tenants, with the Costa Coffee on the corner of New Lane a notable success. They also actively support wider town centre events and activities as well putting on seasonal and themed events within the centre.

Dransfield recently completed the conversion of the former YMCA building on New Lane into three new commercial units with flats above. This has attracted significant new business investment (e.g. The Escapologist and Dominoes pizza) and increased town centre living - but there is remaining unlet commercial space. This investment has effectively extended the Market Cross Shopping Centre but the quality of the public realm on New Street is very poor compared to the quality within the Market Cross Centre and other parts of the town centre. The proposal is therefore to improve the public realm with new paving, improved street furniture and a traffic calmed street. This will provide opportunities for outdoor cafe culture, supporting the new businesses and in attracting new tenants.

Scope

Improved public realm and streetscape improvements to support recent commercial investment which has extended the Market Cross shopping centre.

Project Objectives

The objective of the project is to enhance the public realm in this central part of the town centre to integrate the recent investment in new commercial and residential units on New Lane with the existing Market Cross shopping centre. This will effectively create a new commercial and retail loop connecting the 'extended' Market Cross shopping centre with Gowthorpe through enhanced pedestrian routes and a more traffic calmed environment that would still allow for essential service and other access.

Benefits

The project will help to deliver key 'Great Place' objectives as set out in the Corporate Plan and Economic Development Framework, including helping the market towns to reach their potential. It will:

- support increased investment in the district and Selby town centre – with Business Rate benefits for SDC
- Compliment investment made by existing businesses such as Dransfield and The Escapologist.
- compliment improvements now being delivered to the New Lane car park by Selby District Council
- Improve safety for pedestrians and cyclists
- support initiatives to make our town centre more vibrant
- encourage and support active use of outdoor spaces and café culture

Project Approach / Delivery Options

The proposals relate to the adopted highway and would need to be implemented working closely with North Yorkshire County Council. The nature of the enhancements cannot be funded from existing NYCC highway maintenance budgets and the highway improvements budgets at NYCC are very small – so without Council enabling funding through Programme for Growth the works would not be done.

Project Timescales (Milestones)

We are seeking funding to cover the period from April 2018 to March 2020. They key stages would be firmed up once funding is secured and detailed design is completed but are likely to be:

- Detailed design – Summer 2018
- consultation and TRO's – Autumn 2018
- procurement of contractors – Winter 2018
- Start improvement works – Early 2019
- Completion – Spring/Summer 2019

Project Resources (people and money)

The scale of improvements required cannot be delivered through the County Council's existing highway maintenance budgets or through planning gain linked to new planning applications.

Funding of £230,000 is requested over a two year period to help to fund capital works. Contributions will also be sought from other sources. The project will be overseen by North Yorkshire County Council in consultation with the Housing and Regeneration Team.

Funding

An initial outline design has been prepared and from this it is estimated that the cost of the scheme is likely to be in the region of £300-400k. This cannot be determined until detailed designs are completed and full survey work undertaken into existing utilities and whether any would need to be relocated.

Risks / Issues

Political risk

- **The project fails to come forward** – The public realm in New Lane is inadequate and needs updating – with the footways and highway in particular showing signs of wear. Failure to bring the project forward will increase maintenance liabilities. This risk will be managed by careful project management working closely with NYCC.

Financial

- **The project fails to achieve value for money.** The proposed designs and works will be commissioned from specialist consultants working closely with North Yorkshire County Council in consultation with the Housing & Regeneration Team at Selby District Council. The works will be tendered and overseen by a project team that will be responsible for controlling costs and the programme of works.

Links and Dependencies

This project directly supports the Council's corporate plan priorities of making the District a great place to do business, enjoy life and delivering great value for adjacent communities. The project has strong links with a number of other Programme for Growth projects including:

- the High Street Shops - Shop Front Improvements Scheme & Small Business Advice project
- The Visitor Economy & Action Plan project

It also closely aligns with the Car Parks investment programme with improvements now being implemented at New Lane car park.

Selby District Council

REPORT

Reference: E/17/60

Item 6 - Public



To: Executive
Date: 3 May 2018
Status: Non key decision
Report Published: 25 April 2018
Author: Palbinder Mann – Democratic Services Manager
Executive Member: Councillor Mark Crane – Leader of the Council
Lead Officer: Gillian Marshall – Solicitor to the Council

Title: Executive Appointments on Outside Bodies 2018/19

Summary:

This report informs the Executive of the current Executive appointments to outside bodies. It asks the Executive to consider these appointments for 2018/19 and make any changes as appropriate.

Recommendations:

To make the Executive appointments to Outside Bodies for the 2018/19 Municipal Year.

Reasons for recommendations

To ensure the Council is represented on outside bodies as necessary in 2018/19.

1. Introduction and background

- 1.1 Under the current Executive arrangements, the responsibility for appointing representatives on Outside Bodies is split between the Executive and the Council. This report asks the Executive to consider those appointments within its remit.

2. The Report

2.1 The full list of Executive appointments to outside bodies can be found at Appendix A.

2.2 The following changes have been proposed for 2018/19:

- Councillor Paul Welch to fill the vacant position on Groundwork (North Yorkshire).
- Councillor Chris Pearson to replace Councillor Richard Musgrave on the York and North Yorkshire Strategic Housing Board.
- Councillor Chris Pearson to replace Councillor Richard Musgrave on the North Yorkshire Building Control Partnership.

2.2 The Executive is asked to consider the appointments and outline any further amendments.

3. Legal/Financial Controls and other Policy matters

Legal Issues

There are no specific legal issues

Financial Issues

Travel expenses may be incurred for Councillors attending meetings.

Impact Assessment

It is essential the Council is represented on all outside bodies to ensure its views are communicated.

4. Conclusion

The Executive is asked to consider and approve the appointments to Outside Bodies for the 2018/19 municipal year.

5. Background Documents

None

Contact Officers:

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Appendices:

Appendix A: Executive Appointments to Outside Bodies 2018/19

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Selby District Council
Executive Appointments on Outside Bodies 2018/2019

OUTSIDE BODY	PLACES	REPRESENTATIVE
Local Government North Yorkshire and York	1	Councillor Mark Crane Deputy – Councillor John Mackman
Local Government Association	1	Councillor Chris Metcalfe Deputy – Councillor Cliff Lunn
Yorkshire and Humber Employers' Committee	1	Councillor Mark Crane
York and North Yorkshire Strategic Housing Board	1	Councillor Chris Pearson Substitute: Councillor John Mackman
Leeds City Region Planning Board	1	Councillor John Mackman
West Yorkshire Combined Authority Partnership Committee	1	Councillor Mark Crane Deputy – Councillor John Mackman
The First Ainsty Internal Drainage Board	2	Councillor Donald Mackay Councillor Keith Ellis
Danvm Drainage Board	5	Councillor Debbi White Councillor Mike Jordan Mrs Gillian Ivey Councillor Mel Hobson Councillor Dave Peart

OUTSIDE BODY	PLACES	REPRESENTATIVE
Trans-Pennine Trail Board	1	Mrs Gillian Ivey
PATROL (Parking and Traffic Regulations Outside London)	1	Councillor Chris Metcalfe
Ouse and Derwent Internal Drainage Board	6	<u>First Electoral Division – Ouse</u> Councillor Liz Casling Councillor John Cattanach Councillor Keith Ellis <u>Third Electoral Division – Cliffe</u> Councillor Jim Deans Councillor Brian Marshall Mrs Kay McSherry
Selby Area Internal Drainage Board	11	Councillor Chris Pearson (Vice Chair) Councillor John Mackman Councillor John Cattanach Councillor Ian Chilvers Councillor Dave Peart Councillor Jim Deans Councillor Mel Hobson Councillor Cliff Lunn Mrs Gillian Ivey Councillor David Buckle Councillor Judith Chilvers
North Yorkshire Building Control Partnership	1 and 1 Substitute	Councillor Cliff Lunn Substitute – Councillor Chris Pearson
Groundwork (North Yorkshire)	2	Councillor Paul Welch Councillor Mel Hobson

OUTSIDE BODY	PLACES	REPRESENTATIVE
Community Safety Partnership	1	Councillor Mel Hobson
North Yorkshire Police and Crime Panel	1	Councillor Mel Hobson
North Yorkshire Joint Procurement Committee	1	Councillor Cliff Lunn
York and North Yorkshire Spatial Planning Board	1	Councillor John Mackman
Selby and District Housing Trust	3	Councillor John Mackman Councillor Stephanie Duckett Mrs Gillian Ivey
York, North Yorkshire and East Riding Local Enterprise Partnership Overview and Scrutiny Group	1	Councillor Chris Metcalfe

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