

Selby District Council



Forward Plan of Key Decisions 1 June 2019 to 30 September 2019

This Forward Plan gives notice as requested by the Local Authorities (Executive Arrangements (Meetings and Access to Information) (England) Regulations 2012, of key decisions proposed to be made by the Council's Executive over the next four months and which decisions contain confidential or exempt information as defined in the Local Government Act 1972

Contact Information:

Democratic Services
Selby District Council
Civic Centre
Doncaster Road
Selby District Council
YO8 9FT

Email: democraticservices@selby.gov.uk
Tel: 01757 292207

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Selby District Council Executive

Name	Role	Contact Details
Councillor Mark Crane	Leader of the Council and Lead Member for Leisure, Strategic Matters, External Relations and Partnerships	mcrane@selby.gov.uk
Councillor John Mackman	Deputy Leader of the Council and Lead Member for Place Shaping	jmackman@selby.gov.uk
Councillor Cliff Lunn	Lead Member for Finance and Resources	clunn@selby.gov.uk
Councillor Chris Pearson	Lead Member for Housing, Health and Culture	cpearson@selby.gov.uk
Councillor Chris Metcalfe	Lead Member for Communities and Economic Development	cmetcalfe@selby.gov.uk

Selby District Council Leadership Team

Name	Role	Contact Details
Janet Waggott	Chief Executive	01757 292001 / jwaggott@selby.gov.uk
Dave Caulfield	Director of Economic Regeneration and Place	01757 292073 / dcaulfield@selby.gov.uk
Julie Slatter	Director of Corporate Services and Commissioning	01757 292071 / jslatter@selby.gov.uk
Karen Iveson	Chief Finance Officer	01757 292056 / kiveson@selby.gov.uk
Bernice Elgot	Interim Solicitor to the Council	01757 292085 / belgot@selby.gov.uk

Definition of Key Decisions

In accordance with The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012, this document serves as Selby District Council's notification of key decisions and private items. There is a legal requirement for local authorities to publish a notice setting out the key decisions and decisions which may be taken in private 28 clear days before such decisions are taken.

It contains details of decisions for the next four months and is supplemented by the publication of the agenda 5 clear working days before the meeting. It will be updated and published at the end of each month. All items listed on the attached Plan are key decisions and those which are private items are outlined as such.

A Key Decision is any decision which is financially significant for the service or function concerned because it relates to expenditure or savings of more than £150,000 or which will have a significant impact on people who live and work in an area covering two or more district wards.

If you would like further information on any of the items shown in this forward plan please contact the respective officer(s) for each item. Copies of, or extracts from the documents to be submitted to the decision maker may be obtained from the relevant Contact Officer listed in the table below or from Democratic Services, Selby District Council, Civic Centre, Doncaster Road, Selby, YO8 9FT following their publication. Other documents relevant to the matters to be considered may also be submitted to the decision maker and these can be obtained via the same process as mentioned above.

To make your views known on any of the items you may contact the Councillors shown; alternatively you may contact the officer(s) shown and he/she will ensure that a written note of your views is presented to the decision-maker before a decision is taken.

All meetings at which key decisions will be considered are open to the public, unless the subject matter is such that Schedule 12A of the Local Government Act 1972 as amended by the Local Government (Access to Information) (Variation) Order 2006 allows the matter to be considered in private. For information about attending meetings or for a copy of the Forward Plan, please contact Palbinder Mann, Democratic Services Manager on 01757 292207 or pmann@selby.gov.uk. A copy is also available at the Council's website, www.selby.gov.uk

In relation to **private meetings**, the reason an item is expected to be covered in private will be identified in accordance with the exempt information categories which are set out in Part 1 of Schedule 12A of the Local Government Act 1972 as amended):

Paragraph	Category/explanation
1	Information relating to any individual.
2	Information which is likely to reveal the identity of an individual.
3	Information relating to the financial or business affairs of any particular person. (Including the authority holding that information)
4	Information relating to any consultations or negotiations or contemplated consultations or negotiations, in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or office holders under, the authority.
5	Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.
6	Information which reveals that the authority proposes – a) to give under any enactment a notice under or by virtue of which requirements are imposed on a person; or b) to make an order or direction under any enactment.
7	Information relating to any action taken or to be taken in connection with the prevention, investigation of prosecution of crime.

The document sets out the items which are to be covered in private at the below meetings. Any representations as to why the item should not be covered in private should be sent to Palbinder Mann, Democratic Services Manager on 01757 292207 or pmann@selby.gov.uk.

The Council will publish a further notice 5 clear days before the relevant meeting which will give the Council's response to any such representations.

Important Note

This document sets out the Council's intentions as to future decisions as at the date of publication. However, if circumstances change, the Council reserves the right to publish an updated version of this document and/or rely on the provisions in the regulations as to urgent decisions.

Likely Date of Decisions	Decision Maker	Title of Decision/Item	Description of Decision	Documents to be submitted to the Decision Maker	Public/Private	Lead Councillor	Lead Officer/Report Author
May 2019	Head of Commissioning Contracts & Procurement	Foothpath Improvements	To approve award of footpath improvement contract.	Report of the Head of Commissioning, Contracts and Procurement	Open	Councillor Chris Pearson cpearson@selby.gov.uk	Keith Cadman kcadman@selby.gov.uk
May 2019	Executive	Financial Results and Budget Exceptions - Quarter 4	To provide the Executive with details of major variations between budgeted and actual expenditure and income for Quarter 4 of 2018/19. Also includes P4G updates.	Report of the Chief Finance Officer	Open	Councillor Cliff Lunn clunn@selby.gov.uk	Karen Iveson kiveson@selby.gov.uk
May 2019	Executive	Treasury Management Monitoring Report - Quarter 4	To review the Council's borrowing and investment activity (Treasury Management) for Quarter 4 of 2018/19.	Report of the Chief Finance Officer	Open	Councillor Cliff Lunn clunn@selby.gov.uk	Karen Iveson kiveson@selby.gov.uk
May 2019	Head of Commissioning Contracts & Procurement	Award of contract for M62 / Energy Corridor Strategic Development Zone Study	To award a contract via the ESPO Framework for the production of the Strategic Development Zone Study.	Report of the Head of Commissioning, Contracts and Procurement	Open	Councillor Chris Metcalfe cmetcalfe@selby.gov.uk	Julian Rudd jrudd@selby.gov.uk
May 2019	Head of Commissioning Contracts & Procurement	Fire Risk Assessment Contract	To approve award of contract for fire risk assessments.	Report of the Head of Commissioning, Contracts and Procurement	Open	Councillor Chris Pearson cpearson@selby.gov.uk	Keith Cadman kcadman@selby.gov.uk

Jun 2019	Executive	Olympia Park Development Brief and Masterplan	Approval of the Olympia Park Development Brief and Masterplan to go to a public consultation.	Report Development Brief and Masterplan	Open	Councillor John Mackman jmackman@selby.gov.uk	Dave Caulfield dcaulfield@selby.gov.uk
Jun 2019	Head of Commissioning Contracts & Procurement	Extension of existing public conveniences contract	To confirm a 12 month extension of existing public conveniences contract.	Report of the Head of Commissioning, Contracts and Procurement	Open	Councillor Chris Pearson cpearson@selby.gov.uk	Keith Cadman kcadman@selby.gov.uk
Jun 2019	Director of Economic Regeneration and Place	Award of contract for Olympia Park property and project management consultancy work	To award an 18 month contract for the provision of consultancy work.	Report of the Head of Commissioning, Contracts and Procurement	Open	Councillor Chris Metcalfe cmetcalfe@selby.gov.uk	Dave Caulfield dcaulfield@selby.gov.uk
Jul 2019	Head of Commissioning Contracts & Procurement	Award of contract for supply of replacement kitchens	To award the contract to supply replacement kitchens.	Report of the Head of Commissioning, Contracts and Procurement	Open	Councillor Chris Pearson cpearson@selby.gov.uk	June Rothwell jrothwell@selby.gov.uk
Jul 2019	Head of Commissioning Contracts & Procurement	Award of contract to supply replacement bathrooms	To award a contract to supply replacement bathrooms.	Report of the Head of Commissioning, Contracts and Procurement	Open	Councillor Chris Pearson cpearson@selby.gov.uk	June Rothwell jrothwell@selby.gov.uk
Jul 2019	Head of Commissioning Contracts & Procurement	Award of contract for re-wiring services	Award of contract for rewiring services.	Report of the Head of Commissioning, Contracts and Procurement	Open	Councillor Chris Pearson cpearson@selby.gov.uk	June Rothwell jrothwell@selby.gov.uk
Sep 2019	Executive	Future Recycling Service	To approve the changes to the recycling service from April 2020 including capital funding requirements.	Report of the Head of Commissioning, Contracts and Procurement	Open	Councillor Chris Pearson cpearson@selby.gov.uk	Keith Cadman kcadman@selby.gov.uk
Sep 2019	Executive	Medium Term Financial Strategy	To submit the MTFS to Council for approval.	Report of the Chief Finance Officer	Open	Councillor Cliff Lunn clunn@selby.gov.uk	Karen Iveson kiveson@selby.gov.uk

Sep 2019	Executive	Treasury Management Monitoring Report Quarter 1 - 2019/20	To review the Council's borrowing and investment activity (Treasury Management) for Quarter 1 of 2019/20.	Report of the Chief Finance Officer	Open	Councillor Cliff Lunn clunn@selby.gov.uk	Karen Iveson kiveson@selby.gov.uk
Sep 2019	Executive	Financial Results and Budget Exceptions Quarter 1 - 2019/20	To consider the Financial Results and Budget Exceptions Report for Quarter 1 - 2019/20.	Report of the Chief Finance Officer	Open	Councillor Cliff Lunn clunn@selby.gov.uk	Karen Iveson kiveson@selby.gov.uk
Sep 2019	Head of Operational Services	Award of contract to supply gas boilers, heating and plumbing equipment	To award the contract to supply gas boilers, heating and plumbing equipment.	Report of the Head of Commissioning, Contracts and Procurement	Open	Councillor Chris Pearson cpearson@selby.gov.uk	June Rothwell jrothwell@selby.gov.uk
Sep 2019	Head of Operational Services	Award of contract for adaptations service and maintenance	To award the contract for adaptations service and maintenance.	Report of the Head of Commissioning, Contracts and Procurement	Open	Councillor Chris Pearson cpearson@selby.gov.uk	June Rothwell jrothwell@selby.gov.uk
Sep 2019	Head of Commissioning, Contracts & Procurement	Award of contract for the lease of Multi-Functional Devices	To award the 5 year contract for the lease of multi-functional devices.	Report of the Head of Commissioning, Contracts and Procurement	Open	Councillor Cliff Lunn clunn@selby.gov.uk	Keith Cadman kcadman@selby.gov.uk
Sep 2019	Head of Operational Services	Award of contract for the provision of CO detection installation programme	To award the contract for the provision of CO detection installation programme.	Report of the Head of Commissioning, Contracts and Procurement	Open	Councillor Chris Pearson cpearson@selby.gov.uk	June Rothwell jrothwell@selby.gov.uk
Sep 2019	Head of Operational Services	Award of contract for communal area refurbishment programme	To award the contract for the communal area refurbishment programme.	Report of the Head of Commissioning, Contracts and Procurement	Open	Councillor Chris Pearson cpearson@selby.gov.uk	June Rothwell jrothwell@selby.gov.uk

Sep 2019	Head of Operational Services	Award of contract for service and repair of solid fuel central heating systems	To award the contract for service and repair of solid fuel central heating systems.	Report of the Head of Commissioning, Contracts and Procurement	Open	Councillor Chris Pearson cpearson@selby.gov.uk	June Rothwell jrothwell@selby.gov.uk
Sep 2019	Head of Operational Services	Award of contract for the provision of aids and adaptations services	To award the contract for the provision of aids and adaptations services.	Report of the Head of Commissioning, Contracts and Procurement	Open	Councillor Chris Pearson cpearson@selby.gov.uk	June Rothwell jrothwell@selby.gov.uk