



Policy Review Committee

**Annual Report
2019-20**

Introduction by Councillor Andrew Lee - Chair of the Policy Review Committee



I am pleased to present the Policy Review Committee with the Annual Report for 2019-20.

The Policy Review Committee met 8 times in 2019-20 and considered a range of different issues, including (amongst others) housing, licensing, finance and budgets, planning, waste and recycling and the low carbon agenda. The work of the committee towards the end of the 2019-20 year was cut short due to the cancellation of meetings in response to Covid-19.

A working group of the Committee has been set up to more closely examine the low carbon agenda of the Council, the examination of which feels timely due to concerns about global temperature rise and environmental destruction. The group has met on a few occasions since its first meeting in January and will report back regularly to the Policy Review Committee on its work.

I would like to thank all Councillors of the Policy Review Committee for their support and continued hard work. Many people have contributed to the success of Policy Review, including officers, external partner organisations and my thanks goes out to all of them.

I look forward to the continuing progress of Policy Review in 2020-21.

Cllr A Lee
Chair of the Policy Review Committee

Policy Review Committee Annual Report 2019-20

The Policy Review Committee membership comprised the following Members during the 2019-20 municipal year:

Conservative	Labour	Independent	Yorkshire Party
Andrew Lee (Chair)	Jennifer Shaw-Wright	Mary McCartney	Mike Jordan
Karl Arthur (Vice Chair)	Robert Packham		
John Cattanach			
Tim Grogan			
Substitutes	Substitutes	Substitutes	Substitutes
Judith Chilvers	Keith Franks	John McCartney	Dave Brook
Neil Reader	Stephanie Duckett		
Mark Topping			

The Committee met 8 times during the year (June 2019, July 2019, September 2019, October 2019, November 2019, December 2019, January 2020 and March 2020.)

The Role of the Policy Review Committee

The Policy Review Committee is one of the Council's three Overview and Scrutiny committees. It is responsible for contributing to the development of Council policy, reviewing and making recommendations regarding existing Council policy and considering and commenting upon the implications on Selby District of the policies of partner organisations and other agencies delivering public services in the District.

2019-20 Work Programme

During 2019-20 the Policy Review Committee reviewed and commented upon a number of topics, including:

North Yorkshire Home Choice (Choice Based Lettings)	Taxi Licensing and Statement of Licensing Policy
Empty Homes Strategy	Council Plan 2030
Air Quality Action Plan	Housing Revenue Account Business Plan
Housing, Affordable Housing and Housing Need	Empty Homes Target Benchmarking
Medium Term Financial Strategy	Planning Enforcement Management Plan
The Low Carbon Agenda	Council Budget 2020-21
Waste and Recycling Policies	Tenant Participation Strategy
Private Sector Housing Assistance Policy	

Date of Meeting	Topic	Discussion/Resolution
11 June 2019	Work Programme 2019-20	Members suggested and it was agreed that the affordable housing and housing need item listed for October be brought forward for consideration in September 2019, in order for the information to be included in the housing overview report.
	North Yorkshire Home Choice – Choice Based Lettings	<p>The Committee received the report which asked them to consider the content and provide comments.</p> <p>Members asked a number of questions including about the banding of applicants, ages of people moving between local authority areas and the effect of the scheme on Selby residents applying for housing.</p> <p>It was agreed that a broader overview report on housing at Selby District should be submitted to the Committee, covering aspects such as allocation, housing stock, housing association, processes and policies. Members explained that a number of queries they received from residents were about housing matters, and it would stand Members in good stead to receive a complete synopsis of housing and related issues in the district, and particularly in light of the fact that City of York were leaving the HomeChoice scheme.</p> <p>It was agreed that Officers would report back to the Committee with an overview of housing matters in the Selby District, including aspects such as housing allocations, housing stock, banding, housing associations, policies and processes.</p>
	Taxi Licensing Policy	The Committee received the report which asked them to consider and comment on the proposed Taxi Licensing Policy, which incorporated required changes

following the reviewing of the consultation responses.

Members expressed concerns around the proposal that all new Hackney Carriage vehicles to the fleet should be wheelchair accessible. The Committee felt that more evidence was required to support the proposal, and that a 70/30 or 50/50 mixed fleet of wheelchair accessible vehicles would be more acceptable. Members agreed that further work around how a mixed fleet would be monitored and implemented should be undertaken, including figures relating to the current number of accessible vehicles, arrangements at other local authorities and how numbers of accessible vehicles could be monitored.

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

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

The Committee noted the proposed Taxi Licensing Policy 2019, and asked Officers to forward the Committee's comments on the proposed policy to the Executive, including their concerns regarding the proposal that all new Hackney Carriage Vehicles should be wheelchair accessible.

<p>23 July 2019</p>	<p>Work Programme 2019-20</p>	<p>Members had a wide ranging discussion on the aims and interests of the Committee, and proposed the following changes to the work programme:</p> <ul style="list-style-type: none">• That the issue of North Yorkshire Home Choice be brought back to the Committee in October.• That the two separate items on 'Housing at Selby District Council – An Overview' and 'Affordable Housing and Housing Need' be combined into one item for the September meeting.• That the update item on Universal Credit be moved to the October meeting.• That an item on future tech provision and infrastructure (such as broadband in new homes, solar panels, electric car charging points) and the low carbon/'green' agenda be added to the work programme. Members noted that such matters would need to be considered in the context of the new Local Plan, when that came to fruition.• That an update should be provided on the Car Parking Strategy/Policy.• That the Council's Private Sector Assistance Policy be considered by the Committee.• The issue of empty industrial units was raised but it was subsequently decided that this would be more appropriately considered at Scrutiny Committee.• Whether the Council had or was developing an AirBnB policy was queried; it was decided that, at present, the rental of properties managed by companies such as AirBnB was not an issue in the District, but that it could be added to the 'potential items' area of the work programme for future reference, should any problems occur.• Council owned garages was raised by the Committee. Officers confirmed that information on this could be covered in the Housing update due at the September meeting, as they formed part of the Housing Revenue Account.
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	Empty Homes Strategy	<p>The Committee received the report which asked Members to consider and comment on progress with the delivery of the Empty Property Strategy and Action Plan.</p> <p>Members noted that there was currently one compulsory purchase of a property in progress. It was explained that this could sometimes take 18 months to two years to complete. Other enforcement action that had been undertaken included the boarding up of properties and investigation of complaints by neighbours. Members learnt that properties empty for over two years were required to pay 200% council tax, which the Committee were surprised to hear, did not always act as a deterrent.</p> <p>Members suggested that Officers give special consideration to identifying empty flats and rooms over shops, which if reoccupied would meet a significant housing need in town centres. It was explained that the geographical spread of empty properties in the District was fairly even, and that the focus of Officers tended to be on areas that had particular housing need.</p> <p>Members queried if there were other means by which empty homes were identified apart from the council tax register; Officers explained that others may come to light through complaints from neighbours or local residents, feedback from Neighbourhood Officers, and referral through the council tax Fraud Officer. The Fraud Officer identified both businesses not paying business rates as well as properties not registering for council tax. In the first year the Fraud Officer had identified £200k worth of unpaid rates across the District.</p> <p>The Committee suggested that Officers also ensure that they were using information gathered as part of the annual canvass, which was the process by which the electoral register was updated. Canvassers out in the community and returned forms could be an important source of additional information for the work on empty homes.</p>
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Members queried whether more could be done to promote financial assistance that was on offer to people to help them bring empty properties back into use. Officers explained that there were incentives and encouragement, such as the tenant find scheme which matched prospective landlords and tenants, but that dealing with the issues around empty homes could be a slow process and that there was an opportunity to do more around promoting the help the Council could offer.

The Committee emphasised the importance of having a clear strategy and signposting that set out the approach of the Council to empty properties and how they were dealt with.

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

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

The Committee noted the progress with the delivery of the Empty Property Strategy and Action Plan, and:

		<ul style="list-style-type: none"> - asked the Empty Homes Officer to specifically assess flats and rooms over shops across the District as potential empty homes that could be brought back into use; - asked Officers to ensure that relevant information on empty homes gathered as part of the annual canvass to update the Electoral Register be shared with the Empty Homes Officer; and - asked Officers to report back to the Committee with benchmarking data from other local authorities on dealing with empty homes, with a view to the setting of a target for the number of homes being brought back into use.
<p>10 September 2019</p>	<p>Air Quality Action Plan</p>	<p>The Committee received the report which asked Members to consider and comment on the progress with the implementation of the Air Quality Action Plan.</p> <p>Members noted that as a result of a motion that had been submitted for consideration on 17 September 2019 at a meeting of the Council, Policy Review Committee had been tasked with leading on the development of Council policy on climate change and making recommendations to Council at the earliest opportunity, including how the aims of the motion could be implemented. It was acknowledged that air quality would be a part of the work on climate change.</p> <p>In response to a question regarding where else in the District air was monitored, Officers reported that it was also undertaken in Tadcaster and Sherburn, but that there had been no breaches of the levels as yet.</p> <p>Members asked a number of questions about how to tackle poor air quality, including traffic management, education of drivers and anti-idling campaigns. Officers explained that sustainable travel had been more focused on in Selby so far, and that the air quality monitoring was also only taking place in the town</p>

		<p>at present. The Committee suggested that more traffic could be diverted around Selby on the bypass, and that the routing of car satellite navigation systems also had a major part to play in the direction of traffic in the town.</p> <p>Members noted that Officers were already working with local schools to educate parents on how damaging idling vehicles were to air quality. The Committee agreed that incentives for change were often required and that active promotion of schemes to improve air quality would be needed.</p> <p>The Committee noted the progress with the implementation of the Air Quality Action Plan.</p>
	<p>Housing, Affordable Housing and Housing Need at SDC – An Overview</p>	<p>The Committee received a presentation and short report which gave an overview of affordable housing, in order to support future housing policy reviews.</p> <p>In response to questions from Members, Officers confirmed that the number of properties sold by the Council under Right to Buy annually was around 20 and that there were approximately 450 empty homes in the District. The Committee were pleased to note that an item on setting empty home targets and benchmarking would be considered at their next meeting in October.</p> <p>Members expressed concerns about the accessibility of services for residents in smaller villages and more rural areas of the District. Members were pleased that the North Yorkshire Home Choice scheme would be coming back to the committee for discussion later in the 2019-20 year.</p> <p>The Committee noted that one compulsory purchase of a property was currently underway; initially 20 to 30 properties had been identified for compulsory purchase with a number of discussions having already started due to this initial identification. Officers explained that the majority of data on empty</p>

properties came from the Council's council tax information, but that extra information from Members would be useful.

Members also asked Officers about the eligibility criteria for Council housing, and discussed the need for social rented homes, sheltered/supported housing and bungalows in the District. The Committee hoped that through the development of the new local plan for Selby, such needs could be addressed and planned for. Members also asked for more information from Officers on community led housing schemes.

Officers explained further about indicative transfer values to housing associations, which were often dictated by the value of land. It was noted that the values tended to be quite competitive and were often at market rates for housing associations; further thought was being given to Section 106 planning agreements specifying the rate at which housing could be sold.

The Committee noted that there was support from the Executive Lead Member for Place Shaping for the Council to expand its social housing stock, and that the Housing Development Strategy was due for a review. The potential of garage sites for affordable housing had already been explored by the Council, but had not been successful due to viability issues; the process of identifying sites for such development had been more difficult than anticipated. Members agreed that a different strategy was needed, including better partnerships with the Council and developers in order for the authority to advise early on what types of housing were needed in the District.

Officers explained that they wanted to continue to improve housing and deliver on the national space standard in housing units, which was also being driven nationally by the government. It was very important to the Council that the quality of housing available was good and that pricing was consistent.

		<p>There was some concern that housing associations took on most of the new housing stock built in the District, and as such it should be considered how, as a local authority, Selby District Council could improve its chances of obtaining Section 106 properties.</p> <p>It was noted that the Committee would be considering the Housing Revenue Account Business Plan at their October meeting and Home Choice at their December meeting; as such Members would be able to continue to look at housing issues and begin to form the basis of recommendations to the Executive.</p> <p>The Committee noted the Officer's presentation and report, asked Officers to circulate the presentation and figures for the number of Council homes sold annually under the Right to Buy scheme by email, and to send them more information on community led housing.</p>
	Work Programme 2019-20	<p>Members discussed on the aims and interests of the Committee, and proposed the following changes to the work programme for 2019-20:</p> <ul style="list-style-type: none"> • That the North Yorkshire Home Choice and Alcohol Licensing Policy review items be moved to the 10 December 2019 meeting. • That the item on the Empty Homes Strategy scheduled for 15 October 2019 be amended to 'Empty Homes Targets and Benchmarking'. • Members acknowledged that a motion had been submitted for Council on 17 September regarding climate change, and that one of the proposed resolutions set out in the motion was to task Policy Review Committee to look into the matter further. An item had already been added to the committee's work programme for 15 October 2019 on the low carbon and green agenda. Officers explained that NYCC were also undertaking work on the same subject, and that there was an opportunity for joint or partnership working.

		<ul style="list-style-type: none"> • It was noted that further discussions were underway with Officers regarding the Taxi Licensing Policy, specifically the provision of wheelchair accessible vehicles. • That the work programme be circulated to the committee once it had been updated.
	<p>Medium Term Financial Strategy</p>	<p>The Committee received the report which asked Members to consider the content of the report and make any comments on the Council's Medium Term Financial Strategy.</p> <p>Members asked a number of questions on the report in relation to council tax increases, the effect of inflation and a no-deal Brexit on the Council's finances, levels of car parking and planning incomes, investment of the Council's reserves and the budget process. It was requested that budget workshops for Councillors be considered and that the review of the Corporate Plan be added to the committee's work plan.</p> <p>Some Members were concerned about the potential for a rise in council tax rates due to pressures which the County and District councils were under, and felt that other savings should be thoroughly investigated before increasing the council tax levels. Other Members felt that it was important to increase council tax by the rate of inflation to maintain the base amount. The following recommendation to the Executive was proposed and seconded regarding council tax levels:</p> <p><i>'The Policy Review Committee consider that council tax should be set at a level to maintain the base, taking into account the level of increased inflation, and supported the Officer view on the matter.'</i></p> <p>A vote was taken on the recommendation with 5 in favour and 3 against; the recommendation was carried.</p>

		<p>The Committee considered and commented on the Council's Medium Term Financial Strategy, asked that budget workshops for Councillors be looked into and that the following be recommended to the Executive:</p> <p><i>'The Policy Review Committee consider that council tax should be set at a level to maintain the base, taking into account the level of increased inflation, and supported the Officer view on the matter.'</i></p>
<p>15 October 2019</p>	<p>Work Programme 2019-20</p>	<p>Members proposed the following changes to the work programme for 2019-20:</p> <ul style="list-style-type: none"> • That information from the relevant Officer on the licensing items scheduled for the January 2020 meeting, i.e. how long it would take to consider each. • That the Private Sector Housing Assistance Policy be considered at the December 2019 meeting, to tie in with consideration of North Yorkshire Home Choice. • Members asked that the Affordable Housing Policy be added to the work programme, and that the Democratic Services Officer speak to colleagues from Housing as the previously discussed timescale of six months before it could be considered seemed too long. • Members requested that when Officers brought reports about revising or changing existing policies to the Committee that the reports highlighted clearly what changes were proposed, in order to streamline the process for Members. • The Committee also agreed that the Chair of the Committee should review and agree items that were added to the work programme.
	<p>Draft Council Plan 2030</p>	<p>The Committee received the report which provided an update on the development of the next Council Plan, specifically of the draft council priorities, objectives and headline priority actions for 2020-30.</p> <p>Members indicated that they had found Appendix B of the report useful, and</p>

		<p>asked a number of questions in relation to the plan on issues including broadband and mobile coverage in some parts of the district, health matters, carbon reduction and the public consultation on the plan.</p> <p>Officers explained that the County Council were leading on the broadband and mobile infrastructure across the county, but that Selby District Council was working in partnership with them on this issue. Elements of work to be undertaken by the Council's Economic Development and Planning Teams would also touch on this issue, for example, through the development of the new Local Plan.</p> <p>The Committee noted that the updated draft of the plan would be considered by the Scrutiny Committee at its meeting at the end of November 2019. Officers explained that the version before the Committee was subject to change, due to the public consultation being undertaken on the document. The Committee wished to make it clear that they endorsed the draft plan as an approach to the formulation of the final plan, subject to changes made due to comments received during the public consultation.</p> <p>The Committee agreed that the proposed plan should be endorsed as an approach to the final version, subject to changes arising out of the public consultation.</p>
	<p>Draft Housing Revenue Account Business Plan and Action Plan 2020-2025</p>	<p>The Committee received the report which asked Members to consider and comment on the draft version of the HRA Business Plan and accompanying Action Plan 2020-2025.</p> <p>Members felt that more time and effort needed to be put into maintaining the environment around Council housing (i.e. grass cutting etc.), as this had a tangible effect on how people felt about their local areas or neighbourhood. Members also emphasised the importance of looking after the Council's</p>

housing stock with decent homes standard repairs and refurbishment where needed; Officers explained that there was an eight to ten year backlog of work that was being worked through, and with the new proposed HRA standards would begin to improve. It was hoped that within fifteen years the standard of Council homes would be much better.

The Committee acknowledged that it had been difficult to recruit and retain tradespeople to work on Council properties, as the Council was not able to pay rates that were as competitive as private companies, which added to the backlog of work. Officers that explained that some tenanted properties were well kept and did not require much remedial work; others were left in a very bad state and needed a great deal of repair and refurbishment. There was also the ongoing issue of some tenants not giving permission to the Council to come into their properties to do regular maintenance, which added to problems in the long term. The Council was only able to enter a property without permission to undertake works that were required for health and safety purposes.

Members noted that improving energy efficiency was being considered, with more effective heating systems and better insulation being explored.

Some private properties had been purchased by CPO and were currently being refurbished; other options included the purchase of S106 properties and use of the Homes England grant to be put towards refurbishment.

Members expressed their interest in the Council's affordable housing policy and asked if this could be brought to the committee for consideration, and felt that the Council should be more aggressive in its purchase of housing in order to compete with housing associations. Officers agreed that the policy could be brought back to the committee, but that due to the demands of current work on the Housing Development Programme and the availability Officer resources; this may not be for around six months.

		<p>The Committee welcomed the increased expenditure in the HRA Business Plan to address the large backlog of repairs to properties and the aim of bringing all Council properties up to a high standard, and accepted that the living conditions of the Council’s tenants were rightly the priority, but stressed the need to improve the external environment in Council owned areas. The maintenance of Council owned areas were being considered by a Task and Finish Group established by full Council. The Committee recommended that the views expressed in their debate on the HRA be forwarded to the Task and Finish Group.</p>
	<p>Empty Homes Performance Monitoring</p>	<p>The Committee received the report which asked the Committee to consider and comment on the report and its contents.</p> <p>Members queried how long the Empty Homes Strategy had been in place and the work being done to prevent properties becoming long term empty (i.e. over two years). Officers informed Members that the strategy and been in place since 2017, and that the empty property figures flexed on a month by month basis. Officers agreed to send the latest term empty property figures to the Committee after the meeting.</p> <p>The Committee acknowledged that the present annual target of the number of empty homes to be brought back into use was 20. It was explained that empty properties were likely to be an ongoing problem, but that there were ways to deal with them, such as Compulsory Purchase Orders. This process could prove to be lengthy but Officers were of the opinion that tackling empty homes was of value in the long term.</p> <p>Members noted that there were a number of long term empty properties in Tadcaster, which was affecting the area’s viability for regeneration; however, Officers confirmed that there were ongoing negotiations with land and property owners in the town in an attempt to tackle this.</p>

		<p>The Committee considered and commented on the report and asked Officers to send the latest long term empty property figures to the Committee after the meeting.</p>
	<p>Planning Enforcement and the Planning Enforcement Management Plan Review</p>	<p>The Committee received the report which asked Members to consider the report which set out a six month update following the introduction of the Planning Enforcement Management Plan in February 2019.</p> <p>The Committee felt that in general the enforcement service at the Council had improved, and agreed that the benefits of having the plan were shown in the results. Some Members explained that Councillors needed to be mindful of the difficult regime in which Enforcement Officers had to work.</p> <p>Members expressed the importance of ensuring that the levels of staff and resources were maintained in order for the improvements within the service to continue.</p> <p>The Committee agreed that some further Member information and training on planning enforcement would be useful, and that all Members should be encouraged to read the PEMP.</p> <p>The Committee noted the report and asked Officers to arrange further information and Member training on planning enforcement. All Members should be encouraged to read the Planning Enforcement Management Plan.</p>
	<p>Proposals for establishing a Policy Review Low Carbon Working Group</p>	<p>The Committee received the report which looked to progress Councillor R Musgrave's proposal at Council on 17 September 2019 that the Council establishes a Policy Review Working Group to lead on the development of the Council's approach to the challenges of low carbon.</p>

		<p>Officers asked the Committee to discuss and agree terms of reference which would set out options for the scope of the group. The report also provided Members with details of current projects and suggested potential opportunities for further action to address climate change. Members noted that the scope of the group should be focused on what the Council was realistically able to do.</p> <p>Members suggested that a climate change workshop for parish councils would be useful in the future, and queried whether an earlier carbon neutral target than 2050 should be set by the Council.</p> <p>Members agreed that all members of the Policy Review Committee should be on the Low Carbon Working Group, and asked Officers to identify potential dates for the first meeting. The Committee also agreed that the first meeting should be used to further develop and scope the aims of the Low Carbon Working Group.</p> <p>It was agreed that the membership of the Low Carbon Working Group be made up of all Members on the Policy Review Committee. Members asked Officers to identify and circulate potential dates for the first meeting that it be used to continue to develop and scope the aims of the Low Carbon Working Group.</p>
<p>12 November 2019</p>	<p>Work Programme 2019-20</p>	<p>It was agreed that the next meeting currently scheduled for 10 December 2019 be moved to the week after due to the Parliamentary election.</p>

Policies for the Collection of Waste and Recycling

The Contracts Team Leader presented the report sought the Committee's views to inform proposals that would be presented to the Executive on 9 January 2020.

Recycling and Green Waste Contamination

A query was raised regarding magazines wraps made out of different materials such as potato starch and whether they could be recycled through green waste. The Contracts Team Leader explained that certain materials may be classed as recyclable however that did not necessarily mean the Council's processor could break them down. It was agreed to check with the Council's processor whether this material could be broken down.

Dry Recycling Bin Size / Excess Recycling

In response to a query raised around communal areas, the Contracts Team Leader explained there would be bespoke plans for each communal area. Concern was also raised at the possibility of the number of bins being left outside properties and becoming an eyesore. The Contracts Team Leader explained that they were aware of which areas may have this issue and were looking into solutions.

A query was raised regarding whether there would be guidance issued for planning applications to ensure space for bin storage was created in future developments. The Contracts Team Leader explained that the existing guidance document for developers would be updated as a result of the changes. It was also noted that the team were currently consulted on applications which involved the development of more than 3 properties.

Members asked whether communities with small spaces could have a mutual agreement to share recycling bins to save space. The Contracts Team Leader explained that this was possible and if Members were aware of any areas where space would be an issue, they should let the team know.

In response to a query concerning what would happen to communal properties that were not able to store the bins, the Contracts Team Leader explained that for such areas, they would need to remain on the two weekly collection cycle.

Assisted Collection Service

Concerns were raised at the criteria proposed which had to be met if a resident wanted an assisted collection. It was felt this would make it more difficult for residents to request assisted collection and it was proposed and seconded that this criteria was removed from the policy. Upon being put to the vote, this was agreed.

Residual Waste Bins

Discussion took place on the proposals and it was suggested that a voluntary move for residents to smaller bins should be implemented. The Contracts Team Leader explained that under the proposed policy all new or replacement bins would be 180 litres and the 240 bins would be phased out, however this would take a number of years.

Lane End Collections

Concern was raised if there were frail or elderly people who were living in rural locations and were unable to move their bins for collection. The Contracts Team Leader explained that a number of other authorities had adopted similar policies and if there were any individuals who needed support then this would be done on a case by case basis.

The Committee suggested that any affected properties by the new proposal should be consulted on the changes and also made aware of the policy on assisted collections. After being proposed and second, this was put to the vote and agreed.

		<p><u>Missed Collections Policy</u></p> <p>In response to a query on missed bin collections due to access, it was proposed that the last paragraph be amended in the policy to include wording related to access problems.</p> <p>The Committee noted the draft waste and recycling policies and to provide the following comments as part of the policy development process:</p> <ul style="list-style-type: none"> - Remove the additional criteria outlined in the proposed Assisted Collection Service policy. - Consult all affected properties by the proposed Lane End Collections policy. - Include wording in the last paragraph of the proposed Missed Collections policy relating to missed collections due to access issues.
<p>16 December 2019</p>	<p>North Yorkshire Home Choice</p>	<p>The Committee received the report which considered the objectives of the policy and provided an update for Members demonstrating how they were being met.</p> <p>The Committee discussed the report and made a number of points relating to rural lettings, City of York Council leaving the partnership and the implications of this, the potential for Selby to develop its own stand-alone allocations policy and the need for rural housing. Members felt that on balance it would be best for the Council to remain in the North Yorkshire Home Choice scheme, but that a review of that position 6 months after City of York Council had left could be beneficial.</p> <p>The report was noted and it was recommended that a review of the Council's membership scheme be undertaken after City of York Council had left, and been absent from the scheme for 6 months.</p>

	<p>Private Sector Housing Assistance Policy</p>	<p>The Committee received the report which provided the Committee with performance information relating to the implementation of the Private Housing Assistance Policy.</p> <p>The Committee queried why some grants or loans took longer to approve and process; Officers explained that some more complicated arrangements such as disabled facilities or new boilers required more detail. It was also noted that the approval processes were undertaken by North Yorkshire County Council.</p> <p>Officers explained that the budgets available for such assistance were limited, which was why they were not promoted a great deal.</p> <p>The report was noted..</p>
	<p>Tenant Participation Strategy 2019-2022</p>	<p>The Committee received the report which provided the Committee with information relating to the Council's updated Tenant Participation Strategy 2019 – 2022.</p> <p>Members asked a number of questions on the strategy, on matters including the potential provision of estate walks and the following up of issues raised by tenants. The Committee also felt that tenant participation could be promoted more, especially in local libraries.</p> <p>The report was noted.</p>
	<p>Work Programme 2019-20</p>	<p>The Committee asked if a review of the Council's Affordable Housing Policy could be brought back for consideration sooner than April 2020.</p>

14 January 2020	Work Programme 2019/20	<p>Members were reminded that they could request that topics be added to the work programme if there was an issue they felt required consideration.</p> <p>In relation to the recommendations of the upcoming Low Carbon Working Group meetings, the Democratic Services Officer was asked to find out if the Working Group, which had the same membership as the Policy Review Committee, could report its findings directly to the Executive or Council or if these would have to come via the Policy Review Committee.</p> <p>It was suggested and agreed that a standing item be added to the Policy Review Committee agenda to receive updates on the work of the Low Carbon Working Group.</p>
	Financial Budget 2020-21	<p>The Committee received the report which gave Members the opportunity to comment on the Draft Revenue Budget and Capital Programme 2020-21 and Medium Term Financial Plan. The consideration of the budget proposals by the Policy Review Committee formed part of the formal consultation process agreed by the Executive on 5 December 2019, before the proposals were finalised for submission to full Council in February 2020.</p> <p>The Committee considered the report and asked a number of questions around savings targets, the support grant, changes to the Council recycling service, rent increases, the Programme for Growth, long term investment of funds in the District, CIL and S106 funds and repairs to play areas. Members also requested that a copy of the list of play areas covered by the capital programme bid be circulated after the meeting.</p> <p>Members also discussed the impact of low carbon initiatives in the future, such as the feasibility of investment in green energy; it was noted that this sort of investment would depend on business cases put forward.</p>

Some Members expressed concern regarding the proposed rise in Council Tax. Officers advised the protection of guaranteed income streams such as Council Tax as the financial assistance from central government going forward was uncertain. It was also noted that going forward, savings were becoming harder to make as the Council did not have many discretionary services it could offer up.

Members also asked about potential future investment in a solar farm, and which departments in the Council would be involved; Officers explained there would be involvement from across the Council. A detailed and comprehensive business case would need to be brought forward before any investment was considered.

In response to a question from the Committee, Officers confirmed that the financial cost of not increasing Council Tax by the proposed 5% would be in the region of £160k.

The Committee also queried the extensions to existing posts in the Programme for Growth (P4G), as set out in Appendix E of the report. Officers explained that the Economic Development Team were developing the projects for P4G and were also being funded through it. Members noted that it was a separate funding stream and that the P4G work wasn't capital projects; it was important to invest in the P4G work as it focused on growing the local economy, improving sustainability and investment, and encouraging the growth of the Council.

Some Members, including the Chair, felt strongly that instead of raising Council Tax, more comprehensive work should be undertaken to ensure that savings targets were met and delivered. The Labour Group and Yorkshire Party representatives on the Committee asked that it be made clear that they supported the proposed increase in Council Tax.

		<p>It was proposed and seconded that the Committee agreed with the 2020-21 draft budget proposals from the Executive, including the £5.00 increase in Council Tax for Band D property.</p> <p>A vote was taken with four in favour, 2 abstentions and 1 against.</p> <p>The Committee endorsed the Executive’s draft budget proposals for 2020-21, including the £5.00 increase in Council Tax which would take the average charge for a Band D property from £178.22 to £183.22, and asked that a copy of the list of play areas covered by the capital programme bid be circulated to them after the meeting.</p>
<p>10 March 2020</p>	<p>Work Programme 2019/20 and Work Programme Planning for 2020/21</p>	<p>The Committee raised several points and asked that Officers provide responses to them outside of the meeting:</p> <ul style="list-style-type: none"> i. Whether the Taxi Licensing Policy needed to come back to the Committee for consideration. ii. Why consideration of the Animal Licensing and Alcohol Licensing policies had been delayed until June 2020. iii. To make it clear to Officers that the review of the Affordable Housing Policy should be brought to the meeting of the Committee in April, as the last piece of the ‘deep dive’ work into housing at the Council that Members had undertaken. <p>Lastly, Members asked that additional date and time options be circulated to Members for the next meeting of the Low Carbon Working Group.</p> <p>The Committee noted the work programme for 2019-20, asked Officers to respond to the points above after the meeting, agreed that work planning</p>

		<p>for 2020-21 should be considered at the next meeting of the Committee in April 2020 and that additional date and time options should be circulated to Members for the next meeting of the Low Carbon Working Group.</p>
	<p>Low Carbon Working Group Update</p>	<p>Members noted that there had been two meetings of the Low Carbon Working Group, at which presentations and benchmarking data on the Council’s carbon footprint had been provided; however, there was still some outstanding data to be supplied.</p> <p>Officers were looking for a steer from Members as to the priorities for the actions and projects resulting from their research.</p> <p>Members acknowledged that the initial six-month time period was a tight timescale to work to and present recommendations to the Executive. A suggested way forward would be to provide an initial report to the Executive setting out ‘quick wins’ and actions that could be taken as soon as possible. Members would also request that the Executive allow the Working Group to continue its work throughout the rest of the year in order to examine longer term projects and ideas.</p> <p>The Committee discussed the Northern Forest initiative and emphasised the importance of potential areas for planting in the district being identified as quickly as possible. Members felt very strongly that this should be moved forward at pace. It was noted that some parish councils had started to undertake similar work, and that some groups on the Council had a number of ideas that could be fed into policies such as the Local Plan.</p> <p>Members asked that the following points be fed back to the Director for Economic Regeneration and Place:</p> <ul style="list-style-type: none"> i. That tree planting in the district to be taken forward as soon as possible.

- ii. That the Council begin to engage with parish councils, local landowners, estates and other stakeholders as soon as possible.
- iii. That potential sites for tree planting be identified in time for recommendations to be made to the Executive.
- iv. That if possible, some planting take place during the current planting season/this year.
- v. That any outstanding benchmarking data be gathered by the next meeting of the Low Carbon Working Group.
- vi. To contact the County Council for schools to be involved in any tree planting initiatives.
- vii. That at the next meeting of the Low Carbon Working Group Officers present suggestions for 'quick wins' that they have identified.
- viii. That the Taxi Licensing Policy be amended to include a rule that taxis turn off their engines whilst waiting at ranks, and that a campaign against idling vehicles outside schools also be considered by Officers.

The Committee agreed at its next meeting in April they would want to be able to distil ideas into short and long term actions, working in conjunction with the 'Ideas Lab' that was agreed as part of the Council's budget in February 2020.

Lastly, Members asked Officers to check the resources available (estimated to be £300k) for the low carbon work agreed at Council in February 2020 as part of new project bids within the Programme for Growth (P4G).

It was agreed that the report to the Executive on the work of the Low Carbon Working Group identify 'quick wins' and actions that could be taken forward as soon as possible, and that the Executive should be asked to endorse the continuation of the work of the Low Carbon Working Group throughout the rest of the year, in order for longer term projects and ideas to be explored in full. Members also resolved that the points set out in the minutes be fed back to the Director for Economic Regeneration

		and Place, and Officers check the resources available for the low carbon project work as agreed at full Council in February 2020, as part of new project bids in the Programme for Growth (P4G).
7 April 2020 – This meeting was cancelled due to Covid-19 lockdown	N/A	