

# Selby District Council



## Minutes

### Executive

Venue:	Committee Room, Civic Centre, Selby
Date:	Thursday 7 December 2017
Time:	4pm
Present:	Councillors M Crane (Chair), J Mackman, C Lunn, C Metcalfe and R Musgrave
Officers present:	Dave Caulfield, Director of Economic Regeneration and Place, Julie Slatter, Director for Corporate Services and Commissioning, Karen Iveson, Chief Finance Officer (s151), Gillian Marshall, Solicitor to the Council, Michelle Dinsdale, Senior Policy and Performance Officer (for minute item 58), Helen Gregory, Principal Planning Policy Officer (for minute item 59), Chris Kwasniewski, Housing and Regeneration Manager (for minute item 62) and Palbinder Mann, Democratic Services Manager.
Public:	0
Press:	0

NOTE: Only minute numbers 58, 59 and 62 are subject to call-in arrangements. The deadline for call-in is 5pm on Wednesday 20 December 2017. Decisions not called in may be implemented from Thursday 21 December 2017.

#### 55. APOLOGIES FOR ABSENCE

There were no apologies for absence.

Executive  
7 December 2017

**56. MINUTES**

The Executive considered the minutes of the meeting held on 2 November 2017.

**RESOLVED:**

**To approve the minutes of the meeting held on 2 November 2017 for signing by the Chair.**

**57. DISCLOSURES OF INTEREST**

Councillor Musgrave declared a personal interest in minute item 59 – Appleton Roebuck and Acaster Selby Neighbourhood Development Plan 2017-2020 (ARAS NDP) as his father in law had submitted a planning application within Appleton Roebuck parish. Following advice from the Solicitor to the Council, it was agreed he could remain in the room and participate in the discussion and vote on the item.

Councillor Mackman declared a personal and prejudicial interest in agenda item 8 – Loan to Selby and District Housing Trust to Acquire New Build s106 Properties as he was Chairman of the Selby and District Housing Trust. He stated he would be leaving the room for the consideration of this item.

Julie Slatter, Director of Corporate Services and Commissioning, declared a personal interest in agenda item 8 – Loan to Selby and District Housing Trust to Acquire New Build s106 Properties as she was the Managing Director of the Selby and District Housing Trust. She stated she would be leaving the room for the consideration of this item.

**58. CORPORATE PERFORMANCE REPORT – QUARTER 2 – 2017/18 (JULY TO SEPTEMBER)**

Councillor Crane, the Leader of the Council introduced the report that provided a progress update on the delivery of the Council's Corporate Plan 2015-20 as measured by a combination of progress against priority projects/high level actions and performance against key performance indicators.

The following discussion took place:

- In response to a query concerning the Green Dog Walkers scheme, the Director of Corporate Services and Commissioning explained that the scheme was part of the Council's 'Don't be a Waster Campaign'. It was stated that

the scheme had been a success in Riccall and the Council would be looking to promote it across the district.

- In response to a query concerning the five year housing land supply, it was clarified that the figure should state 6.2 which included a 5% buffer and was based on data from 30 September.
- Concern was raised at the number of accidents recorded to date. The Executive were informed that the Council had a Health and Safety Forum which met regularly and reviewed all accidents that took place in the workplace.
- A query was raised on what level of support was given to Small and Medium Enterprises (SMEs). The Director of Economic Regeneration and Place agreed to look into this.
- Concern was raised at the increase of staff sickness levels. The Director of Corporate Services and Commissioning explained that an analysis had been completed on the increase and that there were isolated cases of long term sickness which affected the figures. The Executive was informed that managers had been reminded of the sickness procedure and to support staff when returning to work.

**RESOLVED:**

**To note and approve the report**

**REASON FOR THE DECISION**

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

**59. APPLETON ROEBUCK AND ACASTER SELBY  
NEIGHBOURHOOD DEVELOPMENT PLAN 2017-2027 (ARAS  
NDP)**

Councillor Mackman, Lead Executive Member for Place Shaping presented the report which sought Executive approval that the Appleton Roebuck and Acaster Selby Neighbourhood Plan should be made part of the Development Plan for Selby District following a positive outcome of the referendum held on 23 November 2017.

The Executive were informed that 247 out of the 277 votes cast had supported the neighbourhood plan. It was noted that there was a cost for administering the latter stages of the neighbourhood plan process and the costs for the referendum.

The Lead Executive Member for Housing, Leisure, Health and Culture praised the Parish Council for their work in developing the plan and obtaining a successful result in the referendum. It was noted that the plan would allow local residents to have an input on local planning decisions.

**RESOLVED:**

**To formally make the Appleton Roebuck and Acaster Selby Neighbourhood Development Plan 2017-2027 as part of the Development Plan for Selby District following the positive outcome of the referendum held on 23 November 2017.**

**REASON FOR THE DECISION**

*To enable the Appleton Roebuck and Acaster Selby Neighbourhood Development Plan to be made part of the statutory Development Plan under the provisions of s38A of the Planning and Compulsory Purchase Act 2004 (as amended) which requires that the Council must adopt, or 'make' the neighbourhood plan if more than half of those voting have voted in favour of the Plan.*

**60. DRAFT REVENUE BUDGET AND CAPITAL PROGRAMME 2018/19 AND MEDIUM TERM FINANCIAL PLAN**

Councillor Lunn, Executive Lead Member for Finance and Resources introduced the report that presented the draft revenue budget, capital programme and outlined the Programme for Growth for 2018/19 to 2020/21.

The Executive Lead Member for Finance and Resources explained that between 2016/17 and 2019/20, the General Fund settlement would reduce by £2m per annum due to the revenue support grant being phased out and the New Homes Bonus reducing from six to four years. It was also added that the wage settlement for staff had been announced with a 2% rise in the current year and next year which would have implications for the budget.

The Executive were informed that the draft budget assumed a council tax rise of £5 and forecast a savings figure of £200k for the Housing Revenue Account (HRA). It was noted that the final figures may need to be revised when wage settlement rise was factored in.

A query was raised on whether the 1% council tax base increase was too conservative. The Chief Finance Officer explained that the budget had factored in a level of additional growth however there were other factors that impacted on the council tax base figure

such as discounts and exemptions. Further to this, the Executive were informed that there had been an increase in single person discounts for council and a review of this scheme would be undertaken.

It was queried why a number of income generation projects in the savings plan would not generate income until 2019/20. The Director of Economic Regeneration and Place explained the programmes outlined were cautious however that confidence for growth in the district was increasing and as soon as planned schemes across the district were delivered, the Council would receive positive results.

In response to a query concerning the Debt Officer, the Chief Finance Officer explained that the post was working to recover overpayments of housing benefit and that the post had generated a net benefit of £31k.

**RESOLVED:**

- i) To submit the draft budgets, bids and savings be approved for public consultation and submitted to Policy Review Committee for comments.**
- ii) To invite options for additional savings as part of the consultation.**

**REASON FOR THE DECISION**

*To enable the views of the public and the Policy Review Committee to be gathered through consultation.*

**61. PRIVATE SESSION**

The Executive moved into private session to discuss the next item.

**RESOLVED:**

**In accordance with Section 100(A)(4) of the Local Government Act 1972, in view of the nature of the business to be transacted, the meeting be not open to the Press and public during discussion of the following item as there will be disclosure of exempt information as defined in Section 100(1) of the Act as described in paragraph 3 of Part 1 of Schedule 12(A) of the Act.**

**REASON FOR THE DECISION**

*To ensure the Council compiles with the correct legislation when discussion private and confidential items.*

*Following their declarations, the Executive Lead Member for Place Shaping and the Director of Corporate Services and Commissioning left the meeting for the consideration of the next item.*

**62. LOAN TO SELBY AND DISTRICT HOUSING TRUST TO ACQUITE NEW BUILD S106 PROPERTIES**

Councillor Lunn, Executive Lead Member for Finance and Resources introduced the report which outlined an opportunity for the Council to consider a loan to the Selby and District Housing Trust to facilitate the purchase of affordable housing provided under the terms of a section 106 agreement with the Council.

The Executive considered and were supportive of the proposal however stated that there should be an additional resolution that if the Selby and District Housing Trust were not able to purchase the properties outlined, then the Council would consider purchasing them for the Housing Revenue Account.

The Executive advised the Chief Finance Officer of their preferred terms for the loan to be agreed with the Selby and District Housing Trust.

**RESOLVED:**

- i) That the Executive approve in principle to provide loan funding of up to £1,113,624 to the Selby and District Housing Trust to facilitate the purchase of s106 properties in the District, subject to the approval of the budget by Council;**
- ii) That Council be asked to approve a budget of £1,113,624 within the capital programme with this expenditure being financed from borrowing;**
- iii) That subject to Council approving the required budget and funding, the Chief Financial Officer in consultation with the Lead Councillor for Finance and Resources be authorised to agree the Terms of the loan with the Chairman and Managing Director of the Selby and District Housing Trust.**
- iv) That Council approve that if the Selby and District Housing Trust are not able to purchase the properties**

**outlined, then the Council consider purchasing them for the Housing Revenue Account.**

The meeting closed 5.03pm.

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