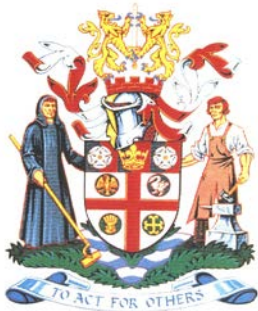


Selby District Council



Minutes

Executive

Venue:	Committee Room, Civic Centre, Selby
Date:	Thursday 1 October 2015
Time:	4pm
Present:	Councillors M Crane (Chair), J Mackman (Vice Chair), C Lunn, C Metcalfe, and D Peart.
Officers present:	Chief Executive, Deputy Chief Executive, Executive Director (s151), Solicitor to the Council, Business Manager (minute items 43, and 52 to 54), Lead Officer – Benefits and Taxation (minute items 44 to 46), Policy Officer (minute item 48), Policy Officer (minute item 49), Lead Officer – Contracts (minute items 50 to 51) and Democratic Services Manager.
Also Present:	Councillor B Packham
Public:	0
Press:	0

NOTE: Only minute numbers 43 to 52 are subject to call-in arrangements. The deadline for call-in is 5pm on Tuesday 13 October 2015. Decisions not called in may be implemented from Wednesday 14 October 2015.

40. Apologies for Absence

There were no apologies for absence.

Executive
1 October 2015

41. Minutes

The Executive considered the minutes from the last meeting held on 3 September 2015.

RESOLVED:

To approve the minutes of the meeting held on 3 September 2015 with.

42. Disclosure of Interest

Councillor Mackman declared an “other interest” in item 5 “Disposal of sites and offer of loans to Selby and District Housing Trust for the development of affordable housing – Phase 2” and item 7 “Selby and District Housing Trust – Request for a grant for the proposed development at Riccall” arising from his appointment by the Council to the Selby and District Housing Trust. He stated he would be leaving the meeting during the consideration of these items.

The Chair agreed to amend the running order of the agenda so that items 4, 5, and 7 were considered at the end of the agenda.

43. Potential sale of Units 1 and 2 Hurricane Close – Key Decision

Councillor Lunn presented the report which asked the Executive to consider the sale of units at Hurricane Close, Sherburn Industrial Estate.

RESOLVED:

- i) To declare Units 1 and 2, Hurricane Close, Sherburn, surplus to the requirements of the Council.**
- ii) To delegate authority to the Executive Director (s151) after consultation with Councillor Lunn to negotiate and agree the terms for a sale of the units subject to valuation.**

Reasons for the decision

The premises have served their purpose and therefore are surplus to requirements.

44. National Non-Domestic Rates Discretionary Reliefs

Councillor Lunn presented the report which outlined proposed revisions to the Council's National Non-Domestic Rates Discretionary Relief scheme.

The proposals included changes to relief for partly occupied premises and the removal of caps to discretionary reliefs based on the Rateable Value (RV) for properties where the RV exceed a prescribed value.

The Executive were supportive of the proposals however suggested that the scheme should be kept under regular review.

RESOLVED:

To approve the revised Policy set out at Appendix A in the report.

Reason for the decision

To ensure a robust policy framework is in place so that decisions regarding the award of discretionary rate relief are taken in a fair, consistent and transparent manner giving due consideration to the interests of local tax payers.

45. National Non-Domestic Rates Transitional Relief Scheme

Councillor Lunn presented the report which sought approval for a draft National Non-Domestic Rates Transitional Relief policy. The Council was seeking to extend the existing policy to take into account the fact that the Government had extended the life of the Ratings List to March 2017.

RESOLVED:

To approve the scheme set out at Appendix A of the report.

Reasons for the decision

To allow applications for Transitional Relief for National Non-Domestic Rates (NNDR) to be assessed in accordance with Government guidance.

46. Localism Rate Relief

Councillor Lunn presented the report which sought views from the Executive on the provision of National Non-Domestic Rate Relief (NNDR) under the Localism Act 2011.

Councillor Lunn proposed that the second recommendation should be amended to recommend that Council approve the draw down from reserves of funding of £100,000 pa for three years commencing in 2015/16. Councillor Lunn also asked to delete the words "in 2015/16" in recommendation (ii) and to add recommendation (iii) that delegated authority be given to the Executive Director (s151) after consultation with the Leader of Council to grant relief in accordance with the policy and approved budget (if approval were granted by Council).

Discussion took place on the report and it was clarified that the proposals sought the release of a previously identified £300k reserve to fund the general rate relief policy rather than relating specifically to Church Fenton airfield. Screen Yorkshire had made an approach for such relief but it was by no means certain that the businesses which moved there would be eligible for any level of relief or that other businesses elsewhere would not apply. It was agreed that the report going before Council needed to reflect this more clearly. It was also stated that the wording in the report around employment needed to be clarified as it was inconsistent in different parts of the report.

RESOLVED:

- i) To give delegated authority to the Executive Director S151 after consultation with the Leader of the Council to determine applications for rate relief as appropriate subject to the applications meeting the criteria in the Council's Discretionary Rate Relief Policy.**
- ii) To recommend to Council that £100,000 per annum be drawn down from the Business Rate Relief Reserve to cover the costs of the relief.**
- iii) Subject to approval of recommendation ii) that delegated authority be given to the Executive Director (s151) after consultation with the Leader of Council to grant relief in accordance with the policy and approved budget**

Reason for the decision

To support the use of Localism Rate Relief in the circumstances outlined in the report and make appropriate funding available.

47. Co-location and partnership working opportunity with North Yorkshire Police

Councillor Lunn presented the report which provided an update on proposals to co-locate North Yorkshire Police officers and staff at the Civic Centre.

Concern was raised on the impact of the proposals on car parking at the Civic Centre. The Executive were supportive of the proposals but wanted the issue of car parking to be resolved. It was also noted that any proposals would be subject to securing the necessary planning permission.

RESOLVED:

- i. To ensure that the issue of car parking at the Civic Centre site is fully addressed before the proposals are finalised;**
- ii. To support, in principle, the proposal for North Yorkshire Police to co-locate at the Civic Centre, Selby;**
- iii. To authorise the Deputy Chief Executive to enter into the necessary legal and financial negotiations prior to final executive approval of the proposals.**

Reason for the decision

To allow further negotiation and development of the proposals before a final decision is made.

48. Selby Homelessness Strategy and Action Plan 2015-20

Councillor Peart presented the report which outlined the final draft Selby Homelessness Strategy and Action Plan 2015-20.

Discussion took place on how Selby compared with other areas regarding homelessness. The Policy Officer outlined that the aim was to achieve a Gold Standard service.

RESOLVED:

To approve the Selby Homelessness Strategy & Action Plan 2015-20.

Reasons for the decision

To ensure that Selby district has an up to date Homelessness Strategy and Action Plan to meet its statutory duty.

49. Taxi Licensing Policy (Hackney carriage and private hire vehicles, drivers and operators)

Councillor Peart presented the report which outlined changes to the Taxi Licensing Policy as a consequence of the Deregulation Act 2015, which had changed the law in respect of; the duration of licences, licence fees and vehicle inspections.

RESOLVED:

- i) To approve the proposed amendments to the Taxi Licensing Policy.**
- ii) To implement the grant of three or five year licences as standard once the new licence fees have been agreed.**

Reasons for the decision

To ensure the Taxi Licensing Policy complies with Sections 10 and 11 of the Deregulation Act 2015 and reflects the vehicle inspection service specification.

50. Electronic Payments – Customer Self-Serve / Channel Shift

Councillor Lunn presented the report which outlined the electronic payments project.

It was explained that the new project would enhance the customer journey and funding for the project would come from the ICT reserve.

RESOLVED:

- i) To agree the re-phasing of £100,000 from the approved ICT strategy programme from 2017 / 2018 to 2015 / 2016 for the implementation of electronic payments.**

- ii) **To fund the £100,000 from current balances within the ICT reserve for 2015 / 2016.**

Reason for the decision

To ensure the continued development of the councils CRM and migration of services to the councils website supporting channel shift and the customer strategy. The opportunity to implement electronic payments sooner than originally planned will allow customers to make online payments for council services that currently require manual intervention whilst also allowing current electronic payments to be channelled through a single council payment system.

51. Leisure Planned Maintenance Programme – Year 7

Councillor Lunn presented the report which outlined the year seven Landlord Planned Maintenance Programme for Selby Park.

Councillor Lunn explained that last year work to the car park had been deferred and therefore the proposal in the report was to carry out work to the car park and pavilion roof which would result in a total cost of £7,000.

RESOLVED:

- i) **To agree that the Year Seven Landlord Planned Maintenance Programme for Selby Park**
- ii) **To fund the Year 7 programme from the Building Repairs Reserve within the budget proposals for 2016/17.**

Reason for the decision

To ensure essential maintenance work required at the Council's leisure facilities is included in the Council's capital programme to enable the Council to discharge its duties as a landlord and ensure the facilities are maintained to an appropriate standard.

52. Phase 2 Housing Development Strategy – delivery of HRA funded development

Councillor Peart presented the report which outlined business cases for the construction of eighteen new build accommodation units for vulnerable people on seven council owned sites.

The Executive Director (s151) advised that the additional £277,000 for the development could be funded from capital receipts and it was agreed the recommendation to Council would be amended to reflect this.

RESOLVED:

- i) To agree in principle to the construction of Council owned housing on the sites identified in the report;**
- ii) To authorise the Executive Director (s151 Officer) after consultation with the Lead Member for Housing to:**
 - a. proceed with planning applications and tenders in order to prepare the detailed business cases**
 - b. manage any necessary budget virement up to a maximum of £15,000 per site and within the anticipated overall development costs of £1,827k;**
- iii) To recommend Council to approve an additional £277k to be funded from capital receipts.**

Reason for the decision

- To increase the provision of affordable housing in Selby District Council area in line with the Housing Development Strategy and the Asset Transfer Policy*
- To maximise the use of under-utilised sites in accordance with the Asset Management Strategy.*

Following his earlier declaration, Councillor Mackman left the meeting at this point and did not return.

53. Disposal of sites and offer of loans to Selby and District Housing Trust for the development of affordable housing – Phase 2

Councillor Peart presented the report which provided outline business cases for the disposal of land and the making of loans and overdraft facilities for the development of affordable housing.

Councillor Peart explained that the proposal was an offer to Selby and District Housing Trust covering the disposal of six sites and loans which would fund an estimated 22 units of affordable housing.

RESOLVED:

- i) To agree in principle to dispose of the freehold of the sites detailed in paragraph 4.3 (subject to contract) to Selby and District Housing Trust for the purpose of housing development at an undervalue under the provisions of General Consent AA of the general consents issued under section 25 of the Local Government Act 1988 with final approval of the terms and conditions of the transfer, including the amount of the undervalue, being delegated to the s151 Officer after consultation with the Lead Member for Finance and Resources and the Solicitor to the Council;**
- ii) To approve the offer of a loan or loans (subject to contract) to Selby and District Housing Trust to cover the costs of acquiring the freehold interest in the sites and for the costs of construction together with an overdraft facility to provide working capital with agreement on the final sum and terms being delegated to the s151 Officer after consultation with the Lead Member for Finance and Resources and the Solicitor to the Council.**
- iii) To delegate any decision regarding additional subsidy requirements to the s151 Officer (in line with agreed policies) after consultation with the Lead Member for Finance and Resources and the Solicitor to the Council.**

Reason for the decision

- To increase the provision of affordable housing in Selby District Council area in line with the Housing Development Strategy and the Asset Transfer Policy*
- To maximise the use of under-utilised sites in accordance with the Asset Management Strategy.*

54. Selby and District Housing Trust – Request for a grant for the proposed development at Riccall

Councillor Lunn presented the report which proposed approval of a grant to the Selby and District Housing Trust to support the delivery of three units of affordable housing at Riccall.

It was noted that the grant would be funded from the Programme for Growth budget and it was agreed to amend the recommendation to reflect this.

RESOLVED:

To approve a grant of up to £72,500 to support the development at Riccall and authorise the Executive Director (s151 Officer) to fund the grant from the Programme for Growth budget.

Reason for the decision

To facilitate the delivery of Housing Development Strategy.

The meeting closed at 5.26pm