

## **Mission Statement**

To Improve the Quality of Life  
For Those Who Live and Work in The District

28 August 2009

Dear Councillor

You are hereby invited to a meeting of the Economy Board to be held in Committee Room 2, Civic Centre, Portholme Road, Selby on **8 September 2009** commencing at **5:00 pm**.

The agenda is set out below.

**1. Apologies for Absence and Notice of Substitution**

To receive apologies for absence and notification of substitution.

**2. Disclosure of Interest**

To receive any disclosures of interest in matters to be considered at the meeting in accordance with the provisions of Section 117 of the Local Government Act 1972, and Sections 50, 52 and 81 of the Local Government Act 2000 and the Members' Code of Conduct adopted by the Council.

**3. Minutes**

To confirm as a correct record the minutes of the proceedings of the meeting of the Economy Board held on 9 June 2009 (previously circulated).

**4. Chair's Address to the Economy Board**

**5. Performance Indicators – April 2009 – July 2009**

Report of the Head of Service - Finance (pages 4 to 9 attached)

**6. Budget Monitoring**

Report of the Operational Management Team (pages 10 to 17 attached)

**7. Rural Capitals Programme**

Report of the Head of Service – Development Control (pages 18 to 21 attached)

**8. Potential Joint Venture with Selby Chamber of Trade**

Report of the Head of Service – Development Control (pages 22 to 24 attached)

**Report for Information**

**1. Heritage Partnership Scheme**

A copy of this progress report is available in the members' room.

M Connor  
Chief Executive

**Disclosure of Interest – Guidance Notes:**

- (a) Councillors are reminded of the need to consider whether they have any personal or prejudicial interests to declare on any item on this agenda, and, if so, of the need to explain the reason(s) why they have any personal or prejudicial interests when making a declaration.
- (b) The Democratic Services Officer or relevant Committee Administrator will be pleased to advise you on interest issues. Ideally their views should be sought as soon as possible and preferably prior to the day of the meeting, so that time is available to explore adequately any issues that might arise.

**Dates of Future Meetings of the Economy Board**

<b>Date of Meeting</b>	<b>Deadline Date</b>	<b>Distribution Date</b>
3 November 2009	16 October 2009	26 October 2009
7 January 2010	17 December 2009	29 December 2009
23 February 2010	5 February 2010	15 February 2010

**Membership of the Economy Board  
10 Members**

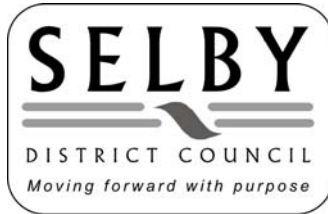
<b>Conservative</b>	<b>Labour</b>
J Deans	J Thurlow
D Fagan (Chair)	N Martin
Mrs C Goodall	
Mrs P Mackay	
Mrs E Metcalfe	
I Nutt	
C Pearson	
R Sweeting	

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## Public Session

Agenda Item No: 5

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**Title:** Economy Board 2009/2010 Performance Indicator Report: April 2009 – July 2009

**To:** Economy Board

**Date:** 08 September 2009

**Service Area:** Finance

**Author:** Chris Smith – Corporate Improvement Officer

**Presented by:** Karen Iveson, Head of Service - Finance

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### **1 Purpose of Report**

- 1.1 To assist councillors in focussing on priority areas and managing the performance of the Council by updating the Economy Board on the progress that has been made in 2009/2010 for the corporate and statutory National Indicators (NIs) for which they are responsible.

### **2 Recommendation**

- 2.1 **That future actions and priorities be established to recognise achievement and address the areas of weakness highlighted.**

### **3 Executive Summary**

- 3.1 As from April 2008 the new national indicators came into being and as such quartiles cannot be used as they apply to the old Best Value Performance Indicators.

## **4 The Report**

- 4.1 This report has been produced using the statistical data that is collated from a broad range of service areas for statutory performance indicators throughout the year. Background figures and full audit trails are available within service areas and from the Policy and Performance section.
- 4.2 The officers responsible for reporting the data have provided the commentary for this report.
- 4.3 The new National Indicators are identified on the report by the prefix 'NI'. Some of the old BVPIs have been retained as corporate indicators where they have not been replaced by the new NIs.

## **5 Financial Implications**

- 5.1 Subject to the actions determined by councillors to address weakness identified, there are no financial implications arising from the contents of this report.
- 5.2 Any actions identified for improvements to performance would need to be properly assessed for financial implications and, if required, approval for any additional funding sought.

## **6 Conclusions**

- 6.1 Future actions and priorities need to be established to recognise achievements and address the areas of weakness highlighted in this report.

## **7 Link to Corporate Plan**

- 7.1 The ongoing management of performance and improvement data assists the Authority in achieving its strategic themes and priorities.

## **8 How Does This Report Link to the Council's Priorities?**

- 8.1 The ongoing management of performance and improvement data assists the Authority in achieving its priorities.



## **9 Impact on Corporate Policies**

- |     |  |                  |
|-----|--|------------------|
| 9.1 | <b>Service Improvement</b><br>The continual monitoring of service areas will address areas of weakness, if any, highlighted. | <b>Impact</b>    |
| 9.2 | <b>Equalities</b>  | <b>No Impact</b> |
| 9.3 | <b>Community Safety and Crime</b>  | <b>No Impact</b> |
| 9.4 | <b>Procurement</b>   | <b>No Impact</b> |

- |           |  |                  |
|-----------|--|------------------|
| 9.5       | <b>Risk Management</b><br>There is a significant risk given the impact that performance management has on the outcome of Council and service area inspections. | <b>Impact</b>    |
| 9.6       | <b>Sustainability</b>  | <b>No Impact</b> |
| 9.7       | <b>Value for Money</b><br>The on-going management of performance will facilitate improvement in services and hence Value for Money.                            | <b>Impact</b>    |
| <br>      |  |                  |
| <b>10</b> | <b>Background Papers</b>   |                  |
| 10.1      | Appendix 1 - Economy Board 2009/2010 Performance Indicator Report: April 2009 – July 2009.   |                  |

**ECONOMY BOARD PERFORMANCE UPDATE**

**BENEFITS**



Code	Description	Reporting Period	2008/2009 Target	2008/2009 Year-End	2009/2010 Target	2009/2010 Year to Date
NI180	The number of changes of circumstances which affect customers' HB/CTB entitlement within the year.	Monthly	80.0	91.5	92.0 ↑	219.3 
NI181	Time taken to process Housing Benefit/Council Tax Benefit new claims and change events.	Monthly	21.0 days	8.6 days	11.4 days ↓	8.8 days 

**NI180** - These figures are artificially inflated by automatic changes that are processed at year end or during the year. DWP realise there are issues with the reporting and have not published any figures now for over a year and are intending removing this indicator at the end of 2009/2010. We continue to encourage the reporting of changes of circumstances through our daily work.

**NI181** - The year to date performance at 8.8 days has been artificially improved in July by the fact we automatically processed 1900 changes in rent in 1 day when the Guideline Rent Change came into effect. Reported processing performance therefore continues better than target although in reality the time the customer sees normal claims and changes processed will have increased. With increasingly high transaction levels we continually monitor levels of incoming work and outstanding work to ensure resource is appropriately allocated. Customers will have seen an increase in the time to process claims and changes but this is currently under reasonable control. We are in the process of seconding additional processing resource to assist with the caseload increase.

**ECONOMY BOARD PERFORMANCE UPDATE**

**LOCAL TAXATION**

Code	Description	Reporting Period	2008/2009 Target	2008/2009 Year-End	2009/2010 Target	2009/2010 Year to Date (2008/2009 Year to Date)	
LT 1	% of Council Tax collected for the current year.	Monthly	98.05%	98.58%	98.75% ↑	40.24% (40.37%)	 <b>2009/2010 Year to Date compared to 2008/2009 Year to date</b>
LT 2	% of Non Domestic Rates for the current year.	Monthly	99.25%	96.94%	97.00% ↑	40.97% (38.98%)	


**LT1** - Council Tax collection rate is 0.29% above target for the YTD and only 0.13% down on the same time in July 08. The Taxation department are continuing to monitor performance, promote DD as the most efficient method of payment and maintain the recovery campaigns momentum. We are investing time in training and development of the new recovery team to provide future resilience and looking with Citizen’s Advice Bureau at wider issues of the recession and discussing how we can contribute to supporting customers to pay their bills.

**LT2** - NNDR is 0.47% above target and 1.99% above the collection rate for this time last year. The revaluation of the power stations that were pending at the end of June have been actioned. They were the two largest liabilities on the rating list and the revaluation has substantially reduced the net liability. The collection rate reflects this accordingly and is back on target as expected.

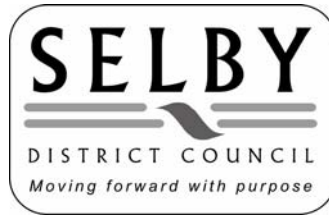


ECONOMY BOARD PERFORMANCE UPDATE

BUILDING CONTROL

Code	Description	Reporting Period	2008/2009 Target	2008/2009 Year-End	2009/2010 Target	2009/2010 Year to Date
BC3	Plans checked within statutory time period.	Quarterly	100.00%	99.30%	100.00% ↑	99.90%  2009/2010 Year to Date compared to 2009/2010 Target.

BC3 - One plan exceeded time limit.



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**Title:** Budget Management to 31 July 2009

**To:** Economy Board

**Date:** 8 September 2009

**Service Area:** Development Services, Environmental Health,  
Housing and Finance & Central Services

**Author:** Operational Management Team

**Presented by:** Nicola Chick, Accountancy Services Manager

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## **1 Purpose of Report**

- 1.1 To update councillors with details of major variations between budgeted and actual expenditure and income for the Board for the 2009/10 financial year to 31 July 2009.

## **2 Recommendations:**

### **2.1 It is recommended that:**

- i. Councillors endorse the actions of officers and note the contents of the report.**
- ii. That Policy and Resources request a draw down from the Spend to Save Reserve of £11,000 to cover the cost of Local Taxation and Benefits staff in the redeployment pool.**
- iii. That Policy and Resources request a draw down from the Contingency Reserve of £30,000 to cover Industrial Unit business rates and bad debt write-offs.**
- iv. That the Economy Board budgets be adjusted to reflect the savings expected to be achieved this year as per Appendix B, and that the Councils Medium Term Financial Plan be amended to take account of projected savings in 2010/11 and 2011/12 where these are not currently allowed for in the budget.**

### **3 Executive Summary**

- 3.1 This report provides details of Economy Board expenditure and income variations for the financial year 2009/10, and recommends appropriate action where required.
- 3.2 The total overspend on Economy Board budgets at the end of July is £1,372,456 with a current forecasted overspend of £126,000 for the year. Approved changes to the budget in the first four months of 2009/10 are £60,292 and this includes Carry Forward Budgets and Virements. The comments from budget officers are shown in the main body of the report.

### **4 The Report**

- 4.1 The table in Appendix A shows details of all variances within Economy Board budgets for the 2009/10 financial year to 31 July 2009, summarised at service level.

#### Risk Management

- 4.2 A key aspect of the Council's approach to budget management is a risk management assessment which is carried out throughout the budget process.
- 4.3 Budget areas which are particularly volatile include Industrial Unit rents, which vary depending on the occupancy rate of each unit. Due to the current financial climate, action has been taken to attract potential tenants and manage risk of non-payment of rent.
- 4.4 Housing Benefit payments and subsidy are particularly susceptible to external factors such as the number of claimants as can be seen by the variance reported in paragraphs 4.6 and 4.7. Council Tax court costs recovered which largely depend on recovery activity are also susceptible.

#### Major Budget Variances

##### **Economic Development**

**Actual overspend to date £261k and 1,454% – RED**

**Forecast budget on track – GREEN**

- 4.5 The Renaissance budget is currently overspent by £266,695 due to payment not being received from Yorkshire Forward for claims submitted for expenditure in 2008/2009. Of this sum £187k relates to expenditure on the Sherburn scheme which is currently in negotiation and therefore subject to risk if the scheme does not go ahead.

##### **Housing Benefits**

**Actual overspend to date £952k and 32% – RED**

**Forecast budget overspend £59k and 8% – AMBER**

- 4.6 The first 4 months of 2009/10 have seen a significant rise in housing benefit payments as a result of the economic recession. Officers estimate that payments could be between £17.2m and £18m (£2.8m to £3.6m over budget). The majority of these payments will be covered by benefit subsidy from the government, but could result in a net overspend of up to £90k.
- 4.7 Based on the most likely scenario officers estimate an overspend of £59k but this figure could fluctuate up or down depending upon the subsidy recovery rate. In 2008/09 we recovered just over 100% of payments but current projections are based on a cautious 98.9% - officers will continue to monitor both payments and subsidy and provide an update to councillors following the half yearly review.

### **Industrial Units**

**Actual overspend to date £39k and (24%) – RED**

**Forecast overspend £30k and (48%) - RED**

- 4.8 Due to the period the Hurricane Way units were void the council incurred Business Rates which amounted to £20k for the period 1 October 08 to 31 March 09. In addition to these costs, bad debts totalling £22k have been written off in the year to date.
- 4.9 Allowing for partner contributions, a draw down of £30,000 is requested from the Contingency Reserve is requested to cover these costs.

### **Local Taxation**

**Actual overspend to Date £143k and 21% – RED**

**Forecast budget overspend £37k and 6%- AMBER**

- 4.10 The overspend on Local Taxation relates to the cost of staff in the redeployment pool and agency staff needed to backfill for staff temporarily transferred to answer calls at Access Selby. The restructure of revenues and benefits (including the permanent transfer of 3 full time posts to Customer Services) has now been fully implemented and staff have returned from Access Selby.
- 4.11 The cost of staff in the redeployment pool is £11k and it is requested that this be drawn down from the 'spend to save' reserve (the restructure will save around £70k p.a.), leaving a projected overspend of £26k. Officers will look to cover this from in year savings and will provide an update to councillors in November.

### **Efficiencies and Savings**

- 4.12 The Government's Comprehensive Spending Review 2007 (CSR07) requires local authorities to achieve 3% cash releasing efficiencies each year from 2008/09 to 2010/11. For 2009/10 the target is £545k.

- 4.13 Appendix B summarises the savings that have been identified by officers for the services under the control of this Board to date and also shows the progress made to date on each.
- 4.14 In the current year, officers originally identified £248,530 of cashable efficiencies which can be achieved and the budgets have been reduced accordingly, which will assist in the Council achieving a balanced budget in the longer term. A description of each of the savings is provided along with further comments and details on progress made to date.
- 4.15 Officers are predicting that in the current year these savings will reduce to £215,690 mainly due to decreased savings on Local Taxation and Benefits BPR.
- 4.16 The impact of agency staff needed to support the service whilst recruiting to the new structure in Revenues and Benefits and posts in Customer Services means that the full year saving from the restructure will not be achieved in 2009/10 and therefore this saving has been reduced to £34,000. From 2010/11 onwards the full year saving is expected to be £79,900 an increase of £19,900 over the £60,000 target.
- 4.17 Accountancy Section officers continue to hold regular meetings with all budget officers within the Council to discuss financial performance against budget.

## **5 Financial Implications**

- 5.1 The financial implications as a result of this report can be analysed as follows: -

	<u>2009/10</u> <u>£</u>	<u>2010/11</u> <u>£</u>	<u>2011/12</u> <u>£</u>
<b>Original Budget</b>	<b>1,499,280</b>	<b>1,507,520</b>	<b>1,565,130</b>
Adjustments to date	(36,053)		
<b>Latest Approved Budget</b>	<b>1,463,227</b>	<b>1,507,520</b>	<b>1,565,130</b>
<u>Adjustments this Report:</u>			
Draw down from Contingency Reserve for Industrial Unit business rates and bad debt write-offs	30,000	0	0
Drawn down from spend to save reserve for the cost of pool staff	11,000	0	0
Adjustment to Cashable Efficiencies / Savings	32,840	-21,980	-21,980
<b>Total Adjustments this Report</b>	<b>73,840</b>	<b>-21,980</b>	<b>-21,980</b>
<b>Revised Net Budget</b>	<b>1,537,067</b>	<b>1,485,540</b>	<b>1,543,150</b>

## 6 Conclusion

- 6.1 Budgets are financial plans which are affected by external factors, as can be seen by the variances explained within this report. Officers are monitoring and managing their budgets closely and have plans in place to deal with and react to the impact of external factors placed upon them.

## **7 Link to Corporate Plan**

7.1 Budget monitoring procedures support all of the Council's strategic themes.

## **8 How Does This Report Link to the Council's Priorities?**

8.1 Budget monitoring procedures support all of the Council's priorities.

## **9 Impact on Corporate Policies**

### **9.1 Service Improvement Impact**

Effective budget monitoring helps to ensure that the Council is aiming for continuous improvement as demanded by the principles of Best Value.

### **9.2 Equalities No Impact**

### **9.3 Community Safety and Crime No Impact**

### **9.4 Procurement No Impact**

### **9.5 Risk Management Impact**

This report helps to ensure the reduction of risks arising from unexpected overspending by enabling early preventative or remedial action to be taken.

### **9.6 Sustainability No Impact**

### **9.7 Value for Money Impact**

The report itself will not lead to any efficiency savings.

## **10 Background Papers**

10.1 Accountancy budget working papers.

## Appendix A Budgets

### Economy Board Budget Monitoring as at 31 July 2009

	Original Budget 2008/09 £	Approved Changes to Budget 2008/09 £	Latest Approved Budget 2008/09 £	Budget to 31 Jul £	Actual Expenditure / Income to 31 Jul £	Actual Variance 31 Jul £	Actual Variance 31 Jul %	Forecast Outturn 2008/09 £	Forecast Variance 2008/09 £	Forecast Variance 2008/09 %	Forecast Outturn Traffic Light
Building Control	89,560	0	89,560	28,463	3,675	-24,788	(87)	89,560	0	-	GREEN
Bus Station	6,520	0	6,520	8,256	11,542	3,286	40	6,520	0	-	GREEN
Economic Development	13,950	57,470	71,420	17,944	278,781	260,837	1,454	71,420	0	-	GREEN
Housing Benefits	812,530	-57,555	754,975	2,928,702	3,880,384	951,682	32	813,975	59,000	8	AMBER
Industrial Units	-62,080	0	-62,080	-161,199	-122,357	38,842	(24)	-32,080	30,000	(48)	RED
Local Taxation Collection	638,800	-35,968	602,832	680,424	823,021	142,597	21	639,832	37,000	6	AMBER
<b>Total Economy Board</b>	<b>1,499,280</b>	<b>(36,053)</b>	<b>1,463,227</b>	<b>3,502,590</b>	<b>4,875,046</b>	<b>1,372,456</b>		<b>1,589,227</b>	<b>126,000</b>		

This report will comment on any major forecasted variances to date and any major variances to date and where necessary recommend a course of action. A major variance is one greater than or equal to £10,000 and 10% of profiled budget, or less than or equal to -£10,000 and -10% of profiled budget.

In addition a traffic light system has been used above to indicate how a service is expected to perform against the approved budget, based on the forecast outturn.

Traffic Light	Criteria
Red	Greater than + or - 10%
Amber	+ or - 4 to 9%
Green	+ or - 0 to 3%



## Appendix B Savings

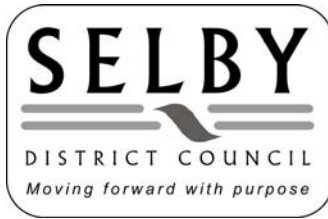
### GENERAL FUND BASE BUDGET SAVINGS 2009/10 - 2010/12

#### Economy Board

**Key:**

<b>Green</b>	Savings likely to be achieved
<b>Amber</b>	Tentative savings - further work required
<b>Red</b>	Savings require a change in Council policy or significant change in service delivery

<u>Proposed Savings</u>		<u>Original</u> <u>2009/10</u>	<u>Revised</u> <u>2009/10</u>	<u>2010/11</u>	<u>2011/12</u>	<u>Progress</u>
Benefits/Local Taxation - Howden Link	<b>Green</b>	8,540	8,540	8,540	8,540	Completed
Rationalisation of telephone accounts	<b>Amber</b>	340	170	340	340	Delays in progress due to potential new contract (see telephone calls below)
Expanded Building Control Partnership	<b>Green</b>	10,610	10,610	10,610	10,610	Completed
Expanded Building Control Partnership	<b>Red</b>	5,000	-	5,000	5,000	Richmond currently on hold. Discussions due to start again September 2009. Not achievable 2009/10
Change in postal provider	<b>Green</b>	1,890	2,980	3,970	3,970	Collaborative exercise with York, Hambleton and Richmondshire - Completed - additional savings of £2,080 p.a. achieved over original target
Change provider for telephone calls	<b>Amber</b>	1,600	800	1,600	1,600	NYCC framework available - work to transfer progressing although timescales delayed
Central Photocopying/printing	<b>Amber</b>	3,920	1,960	3,920	3,920	Print Audit received - project plan being developed - aimed to implement by 30 June 2009 but change in framework suppliers will delay this.
BPR - Local Taxation and Bens	<b>Green</b>	60,000	34,000	79,900	79,900	Completed - the need for agency staff in 2009/10 has reduced saving in year 1
Housing Benefits (Net)	<b>Green</b>	48,000	48,000	48,000	48,000	Completed
Council Tax Postage	<b>Green</b>	2,320	2,320	2,320	2,320	Completed
Court Costs Income	<b>Green</b>	10,000	10,000	10,000	10,000	Completed
2nd Class Post	<b>Green</b>	2,830	2,830	2,830	2,830	Completed
Car Allowances	<b>Green</b>	640	640	640	640	Completed
2007/08 Pay Award	<b>Green</b>	4,380	4,380	4,380	4,380	Completed
2008/09 Pay Award	<b>Green</b>	4,380	4,380	4,380	4,380	Completed
Fees and Charges 2008/09	<b>Green</b>	80	80	80	80	Completed although income will be monitored through quarterly budget management reports
Base Budget Review	<b>Green</b>	84,000	84,000	84,000	84,000	Completed
<b>Total Economy Board Savings</b>		<b>248,530</b>	<b>215,690</b>	<b>270,510</b>	<b>270,510</b>	



**Agenda Item No: 7**

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**Title:** Rural Capitals Programme  
**To:** Economy Board  
**Date:** 8 September 2009  
**Service Area:** Development Services  
**Author:** Eileen Scothern, Development Policy Manager

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**1 Purpose of Report**

- 1.1 To provide an update to councillors on discussions with Yorkshire Forward and to seek councillors views on the commitment requested

**2 Recommendation(s)**

- 2.1 **1) That councillors note the discussions taken place**
- 2) That councillors support in principle the rural capitals initiative but no commitment is made until further information has been received and considered by Policy & Resources Committee.**

**3 Executive Summary**

- 3.1 On 9 June officers reported to councillors of the Yorkshire Forward Rural Capitals initiative and the initial discussions held with officers across the region. Further information has now been received and whilst all the details are not finalised Yorkshire Forward are requesting that the proposals are considered by councillors.

## 4 The Report

- 4.1 Yorkshire Forward in September 2008 received a commissioned report on the supply of business space in the rural areas of Yorkshire and Humber. The report sought to identify the level of prospective demand for bespoke workspace accommodation in rural areas and to consider several delivery options.
- 4.2 In commissioning the research of business space Yorkshire Forward identified “Rural Capitals” – predominately Principal and Local Service Centres, in our case this included Selby, Sherburn – In - Elmet and Tadcaster. The outcome of the research identified that Selby and Tadcaster should go into the next stage as Rural Capitals were there was a potential demand and need for public intervention.
- 4.3 Yorkshire Forward appointed consultants to liaise with local authorities to investigate potential sites for a mix of managed office and workshops for light industrial use. This work was carried out and three sites in Tadcaster and eight sites were identified between officers and Yorkshire Forward Consultant.
- 4.4 Yorkshire Forward requested a meeting with local authority officers in June, and at that point they outlined a programme outline and how they envisaged this initiative would work. At that meeting Yorkshire Forward announced that they were prepared to invest in around 10 business centres across 18 towns including Selby. At the meeting with Yorkshire Forward the number of potential Selby sites was reduced to four, these included Barlby Depot; Gateway Site at Barlby; Land at Access 63 and Land at Selby Business Park. Yorkshire Forward are currently undertaking “soft market testing” through discussions with developers.
- 4.5 During June officers met with Yorkshire Forward twice, once to look at Selby specific sites and the second was a meeting involving the six local authorities in North Yorkshire with potential sites. At both meetings officers raised a number of outstanding queries before we would be in a position to submit a paper to councillors.
- 4.6 Some of the questions raised in June have still not been answered however on 10 August YF wrote seeking clarification of local authorities’ involvement and commitment to the scheme. Specifically they are seeking the following by the end of August:
- Formal Committee commitment to participate in the project;
  - Formal Committee commitment to contribute to the project with a site in the Council’s ownership or the council’s intention to acquire a suitable site;
  - Which site or sites would be the priority identified by the Council

- 4.7 Due to the tight time schedule I raised the issue with the Chair and Vice Chair of the Economy Board on 19 August and agreed the following:
- Selby District Council is interested in exploring the initiative with Yorkshire Forward and will seek an in principle support to the project at Economy Board on 8 September, however until a firm commitment is made further details on how the project will be delivered and roles and responsibilities will need to be clarified and agreed at a future Policy and Resources Committee.
  - The Council only owns one of the sites shortlisted and therefore this site is currently the only site that could be put forward by the Council, the Council will have to however show that the authority is maximising its resources and we are currently undertaking a review on whether this initiative would meet that criteria. SDC will not consider acquiring another site unless the Council site is deemed unsuitable and the purchase of an alternative site can be shown to be a sound investment.
  - The former Barlby Depot would be the Council's priority site subject to all the caveats previously mentioned.

## **5 Financial Implications**

- 5.1 The project would require SDC to contribute a capital investment with the potential of a future income stream. Officers are working on the proposals and a further report will be presented to Policy and Resources to enable councillors to consider the details before making any commitments to Yorkshire Forward.
- 5.2 There is no budget provision, if the preferred site was Barlby Depot the capital contribution would be in-kind however if an alternative site is identified and purchased then a bid will need to be made to the Policy and Resources Committee as part of the Council's annual budget. The anticipated capital receipts from the sale of the depot have been included within the Council's financial plans and non-realisation of these receipts would require these plans to be revisited.

## **6 Conclusions**

- 6.1 The aims and objectives of the Yorkshire Forward initiative is aligned with Council Policy and therefore in principle the approach by Yorkshire Forward is supported however until further details are available Officers are unable to make a recommendation to councillors on whether this provides an acceptable rate of return for the authority.

## 7 Link to Corporate Plan

7.1 This report and its contents are not directly linked to the Corporate Plan.

## 8 How Does This Report Link to the Council's Priorities?

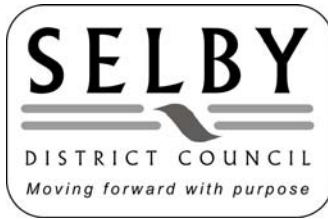
8.1 This report has links with the strategic theme 'Promoting Prosperity'.

## 9 Impact on Corporate Policies

<b>9.1</b>	<b>Service Improvement</b>	<b>Impact</b>
	The project if implemented will provide a new service to businesses within the District.	
<b>9.2</b>	<b>Equalities</b>	<b>Impact</b>
	Within the procurement procedure and renting of units, SDC will require our partners to have an approved equalities policy.	
<b>9.3</b>	<b>Community Safety and Crime</b>	<b>No Impact</b>
<b>9.4</b>	<b>Procurement</b>	<b>Impact</b>
	If the scheme goes ahead we will need to agree the procurement arrangements with our partners.	
<b>9.5</b>	<b>Risk Management</b>	<b>Impact</b>
	Insufficient information is available to assess the potential risks at this stage, therefore councillors have only been requested to support the principle and a further report will be presented to councillors when further details are available.	
<b>9.6</b>	<b>Sustainability</b>	<b>No Impact</b>
<b>9.7</b>	<b>Value for Money</b>	<b>Impact</b>
	This still has to be assessed.	

## 10 Background Papers

10.1 Letter from Yorkshire Forward



**Title:** Potential Joint Venture with Selby Chamber of Trade

**To:** Economy Board

**Date:** 8 September 2009

**Service Area:** Development Services

**Author:** Eileen Scothern, Development Policy Manager

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## **1 Purpose of Report**

- 1.1 To provide an update to councillors on discussions with Yorkshire Forward and to seek councillors views on the commitment requested

## **2 Recommendation(s)**

- 2.1 **That a contribution of £2,000 be made to Selby Chamber of Trade towards a Marketing Campaign.**

## **3 Executive Summary**

- 3.1 The Selby Chamber through the Local Strategic Partnership and Council officers identified difficulties local businesses have in obtaining contract opportunities with the public sector. This joint venture would assist local businesses in identifying opportunities and if successful increase the provision of services provided locally.

## **4 The Report**

- 4.1 The Chairman of the local Chamber of Trade has submitted a proposal which initially would be between the District Council and the Chamber and if successful promoted to other public organisations. The proposal has five elements to it.

- 1) The public organisation identifying what services could be provided by local businesses
- 2) The public organisation to streamline its procurement paperwork
- 3) Production of “Bid Packs” – to assist companies to assist whether they are eligible to bid.
- 4) Marketing of the above to local businesses
- 5) Provide ongoing, help, advice and training.

In discussion with the Chamber it is envisaged the first three elements could be undertaken within 4 months and intensive marketing of the initiative over two months.

The initial request from the Selby Chamber was for £6,000 towards this initiative, however it is anticipated that by using existing resources in house the production of the “Bid Packs” could be provided as in-kind support, by using existing publications and the web the cost of marketing can be substantially reduced and in discussion with Business Link they would be able to assist in delivering the training and advice to local businesses through local seminars thereby reducing the cost of this element of the scheme.

Officers suggest that councillors welcome this approach by Selby Chamber and that a contribution of £2,000 be offered to the Chamber towards marketing/mail shots to local businesses through out the district.

## **5 Financial Implications**

- 5.1 The project would require SDC to contribute an one off contribution of £2,000, this could be funded through the existing industrial promotions budget.

## **6 Conclusions**

- 6.1 This project would provide local businesses with opportunities to bid for contracts with the Council and if successful could be widen to include other public organisations.

## **7 Link to Corporate Plan**

7.1 This report and its contents are not directly linked to the Corporate Plan.

## **8 How Does This Report Link to the Council's Priorities?**

8.1 This report has links with the strategic theme 'Promoting Prosperity'.

## **9 Impact on Corporate Policies**

<b>9.1</b>	<b>Service Improvement</b>	<b>No Impact</b>
<b>9.2</b>	<b>Equalities</b>	<b>No Impact</b>
<b>9.3</b>	<b>Community Safety and Crime</b>	<b>No Impact</b>
<b>9.4</b>	<b>Procurement</b>	<b>Impact</b>
<b>9.5</b>	<b>Risk Management</b>	<b>No Impact</b>
<b>9.6</b>	<b>Sustainability</b>	<b>No Impact</b>
<b>9.7</b>	<b>Value for Money</b>	<b>No Impact</b>

## **10 Background Papers**

10.1 Proposal submitted by the Selby Chamber of Trade