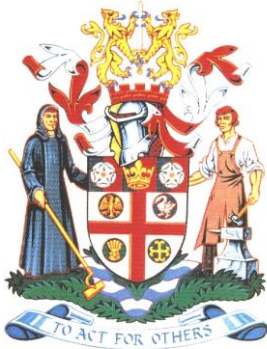


Selby District Council



Agenda

Meeting: **Executive**
Date: **Thursday, 30 May 2019**
Time: **4.00 pm**
Venue: **Committee Room - Civic Centre, Doncaster Road, Selby, YO8 9FT**
To: **Councillors M Crane (Chair), R Musgrave (Vice-Chair), C Lunn, C Pearson and one vacancy**

1. Apologies for Absence

2. Minutes (Pages 1 - 6)

The Executive is asked to approve the minutes of the meeting held on Thursday 4 April 2019.

3. Disclosures of Interest

A copy of the Register of Interest for each Selby District Councillor is available for inspection at www.selby.gov.uk.

Councillors should declare to the meeting any disclosable pecuniary interest in any item of business on this agenda which is not already entered in their Register of Interests.

Councillors should leave the meeting and take no part in the consideration, discussion or vote on any matter in which they have a disclosable pecuniary interest.

Councillors should also declare any other interests. Having made the declaration, provided the other interest is not a disclosable pecuniary interest, the Councillor may stay in the meeting, speak and vote on that item of business.

If in doubt, Councillors are advised to seek advice from the Monitoring Officer.

4. Financial Results and Budget Exceptions Report to 31st March 2019 (Pages 7 - 52)

Report E/19/01 presents the financial results and budget exceptions to 31 March 2019.

5. Treasury Management - Annual Review 2018/19 (Pages 53 - 64)

Report E/19/02 reviews the Council's borrowing and investment activity (Treasury Management) for the period 1st April 2018 to 31st March 2019 (Q4) and presents performance against the Prudential Indicators.

6. Executive Appointments on Outside Bodies 2019/20 (Pages 65 - 70)

Report E/19/03 asks the Executive to consider these appointments for 2019/20 and make any changes as appropriate.



Janet Waggott
Chief Executive

Date of next meeting
Thursday, 13 June 2019 at 4.00 pm

For enquiries relating to this agenda please contact Palbinder Mann, on 01757 292207 or pmann@selby.gov.uk

Recording at Council Meetings

Recording is allowed at Council, committee and sub-committee meetings which are open to the public, subject to: (i) the recording being conducted with the full knowledge of the Chairman of the meeting; and (ii) compliance with the Council's protocol on audio/visual recording and photography at meetings, a copy of which is available on request. Anyone wishing to record must contact the Democratic Services Manager using the details above prior to the start of the meeting. Any recording must be conducted openly and not in secret.

Agenda Item 2

Selby District Council



Minutes

Executive

Venue:	Committee Room - Civic Centre, Doncaster Road, Selby, YO8 9FT
Date:	Thursday, 4 April 2019
Time:	4.00 pm
Present:	Councillors M Crane (Chair), J Mackman (Vice-Chair), C Lunn, C Metcalfe and C Pearson
Officers Present:	Janet Waggott (Chief Executive), Dave Caulfield (Director of Economic Regeneration and Place), Julie Slatter (Director of Corporate Services & Commissioning), Karen Iveson (Chief Finance Officer (s151)), Jenny Tyreman (Senior Planning Officer) (for minute item 90), Keith Cadman (Head of Commissioning, Contracts and Procurement) (for minute item 91), Aimi Brookes (Contracts Team Leader) (for minute item 91) and Palbinder Mann (Democratic Services Manager)
Public:	0
Press:	0

NOTE: Only minute numbers 91 and 92 are subject to call-in arrangements. The deadline for call-in is 5pm on Wednesday 17 April 2019. Decisions not called in may be implemented from Thursday 18 April 2019.

88 APOLOGIES FOR ABSENCE

There were no apologies for absence.

89 MINUTES

The Executive considered the minutes of the meeting held on 7 March 2019.

RESOLVED:

To approve the minutes of the meeting held on 7 March 2019 for signature by the Chair.

90 DISCLOSURES OF INTEREST

There were no declarations of interest.

The Leader of the Council noted that this was the last meeting of the Executive before the election and thanked all Members and officers for their work over the past four years. The Leader of the Council thanks Councillor Metcalfe for his work as it was noted that he was not standing for election.

91 FERRYBRIDGE D COMBINED CYCLE GAS TURBINE (CCGT) POWER STATION - NATIONALLY SIGNIFICANT INFRASTRUCTURE PROJECT

The Lead Executive Member for Place Shaping presented a report which outlined the Nationally Significant Infrastructure Project (NSIP) for the Ferrybridge D Combined Cycle Gas Turbine (CCGT) Power Station and sought support in principle for the project.

The Lead Executive Member for Place Shaping explained that this project was the third NSIP to take place in Selby to modernise the power station. It was noted that an application needed to be submitted to the Planning Inspectorate with a final decision being made on the application by the Secretary of State.

The Executive was informed that the new CCGT power station would be situated on land which was in the area of Wakefield Metropolitan District Council while the associated new underground gas pipeline would be constructed within land falling under the jurisdiction of Selby District Council (SDC) and North Yorkshire County Council (NYCC).

Concern was raised at the current work taking place on the site and the impact this was having on residents in relation to noise, dust and on their health. It was explained that there were regular

meetings held on site in relation to the work and there were specific procedures which needed to be followed in relation to environmental health. Additionally, it was noted that in relation to the new CCGT proposal, an environmental impact report needed to be submitted which focused on areas such as noise, air quality and health.

The Executive were supportive of the proposals.

RESOLVED:

- i) **To note the contents of this report and to agree to support this NSIP application in principle, subject to agreement in relation to specific and localised matters of detail.**
- ii) **To authorise the Director of Economic Regeneration and Place in consultation with the Executive Member for Place Shaping to agree the Local Impact Report, Statement of Common Ground, the content of the draft DCO, and all further necessary representations by the District Council, together with post decision monitoring of planning conditions and enforcement of the DCO.**

REASON FOR DECISION

Timescales for commenting on the DCO application once it is submitted are embedded in statute and it is important that appropriate delegation arrangements are in place so that the Council is able to meet the deadlines which are set by PINS.

92 WASTE STRATEGY 2018 CONSULTATIONS

The Lead Executive Member for Housing, Health and Culture presented the report which outlined detailed regarding consultations about the Waste Strategy 2018.

The Lead Executive Member for Housing, Health and Culture explained that there were four consultations related to the waste strategy which were regarding:

- Taxing plastic packaging with less than 30% recycled content.
- Consistent collections including food waste and free garden waste
- Extended Producer Responsibility (EPR) for packaging and

- the concept of full net cost recovery for LA's
- Deposit Return Scheme (DRS) for the UK

The Executive was informed that the consultation with the greatest impact on waste collections for local authorities was the consistency of collection consultation. The Executive considered the question responses outlined in part two of the report and made the following comments:

- In relation to the answers for questions 17 to 23, the Executive were in agreement with the response that the service relating to food waste should remain at the discretion of the local authority. The Head of Commissioning, Contracts and Procurement explained that the Council was checking with North Yorkshire County Council regarding their response to the same question.
- In relation to the answers for questions 32 to 39, the Executive noted that the Council was the only authority in North Yorkshire to not charge for collecting garden waste. They were in agreement with the proposed response and it was noted that the response outlined by the District Council's Network to these questions would be aligned with the Council's response. The Executive also stated that the response should outline that all authorities should be treated equally in relation to any funding made available by the Government irrespective of whether they currently charged for green waste or not.

The Executive were in agreement to the responses proposed to the other questions.

RESOLVED:

- i) **To approve the responses to the seven areas of consultation within this report as detailed in the report.**
- ii) **To delegate authority for the Lead Executive Member for Housing, Health and Culture in consultation with the Director of Corporate Service and Commissioning to sign off Selby District Council's response to the consultation.**

REASON FOR DECISION:

To ensure the Executive is consulted and signs off the responses on behalf of Selby District.

The meeting closed at 4.37 pm.

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Report Reference Number: E/19/01

To:	Executive
Date:	30 May 2019
Status:	Key Decision
Ward(s) Affected:	All
Author:	Peter Williams, Head of Finance
Lead Executive Member:	Cllr Cliff Lunn, Lead Executive Member for Finance and Resources
Lead Officer:	Karen Iveson, Chief Finance Officer

Title: Financial Results and Budget Exceptions Report to 31st March 2019

Summary:

After carry forward requests, which are detailed in **Appendix E**, the Council's year end results for 2018/19 show a surplus of (£59k) on the General Fund against budget. There are a number of variances (positive & negative) which make up this surplus, including: a shortfall on planned savings, in year staffing savings, lower planning income, changes in waste and recycling income and higher investment income. It is proposed that the surplus is transferred to the Contingency Reserve to support future spending needs.

The Housing Revenue Account shows a significant surplus of (£753k), which is mainly driven by lower external borrowing requirements due to delays in progressing the housing development programme. The surplus will be transferred to the Major Repairs Reserve to help fund future capital expenditure.

More detailed analysis of the General Fund and Housing Revenue Account variances can be found in the report below and **Appendix A**.

Planned savings for the year were achieved in the Housing Revenue Account. However, General Fund savings fell short by £225k as some initiatives slipped into 2019/20. Details of the planned savings and their status can be found in **Appendix B**.

Capital programme spend was significantly under budget as a number of projects have experienced delays and are to be carried forward into 2019/20. After assumed carry forwards, a saving of (£688k) has been achieved - (£91k) General Fund and (£597k) Housing Revenue Account. The General Fund saving relates to a low take up from the private sector for Repair Loans for emergency repairs and planned works to the leisure centre not being required. In the Housing Revenue Account,

Byram Park Road project has been completed with a saving of (£597k), primarily due to receipt of a grant to help fund the project. A summary analysis of the capital programme can be found in the report below with a more detail in **Appendix C**.

Programme for Growth continues with the programme set and approved by Members. In 2018/19 Programme spend totalled £2.005m with a further £7.859m of funding rolling into future years. These projects are delivered over multiple years, and so are shown in the report below and **Appendix D** as total project value rather than in year delivery.

Recommendations:

Recommendations:

1. The General Fund, HRA and Programme for Growth funds set out in Appendix D totalling £19.8m be carried forward from 2018/19 to 2019/20.
2. The £59k General Fund surplus is transferred to the Contingency Reserve to support future spending needs.
3. The additional £753k HRA surplus be transferred to 'HRA Major Repairs Reserve' to support the future capital programme.

Reasons for recommendation

To allow projects and initiatives not completed in year to be rolled over to the following year and to make adequate appropriations to reserves to mitigate future spending priorities.

1. Introduction and background

- 1.1 The revenue budgets and capital programmes were approved by Council on 21 February 2019. This report and associated appendices present the financial performance as at 31 March 2019 against the budget.

2. Main Report

General Fund Revenue

- 2.1 For the year 2018/19 the Council's General Fund activities resulted in a surplus of (£59k). Details of the variances against budget are set out at **Appendix A**.

General Fund Account – Final Outturn	Budget £000's	Actual £000's	Variance £000's
Net Revenue Budget	18,218	17,934	(284)
Settlement Funding including RSG/NDR and other Grants	(4,198)	(4,198)	0
Amount to be met from Council Tax	14,020	13,736	(284)
Council Tax	(5,403)	(5,403)	0
Collection Fund Surpluses	(7,724)	(7,724)	0
Shortfall/(Surplus)	893	609	(284)
Savings Target	(225)	0	225
Net Surplus / (Deficit) transferred from Business Rates Equalisation Reserve	(668)	(668)	0
Net Revenue Budget (Surplus)	0	(59)	(59)

2.1.2 The main variances to the General Fund budget are:

- A £225k shortfall on planned savings as outlined in the planned savings section of this report and in more detail in Appendix C.
- Salary savings of (£214k) as a result of vacancies being held to mitigate the shortfall in planned savings, this is in excess of the (£140k) vacancy factor which was built into the budget.
- Additional income of (£204k) in investment interest due to buoyant cash balances and the August 2018 bank base rate rise. General interest received in excess of £300k has been transferred to the Contingency Reserve in line with policy. In addition, there was income net of fees from the property fund investments placed in October 2018.
- Planning Fee income & Pre Application advice fell short of the budget by £124k with a number of larger applications not being submitted as anticipated, including some which will be submitted in the next financial year.
- Waste collection rounds increased for new properties but efficiency in the rounds helped to contribute (£75k) of savings against budget. In addition, new properties helped to generate a further (£60k) of recycling income. However the price per tonne for recycling was lower than expected resulting in lower sales income by £137k.
- The commercial waste service income was (£44k) higher than budgeted due to an increase in uptake of the service, with an increased margin of (£13k).
- Unspent operational contingency (£43k).

2.2 Housing Revenue Account (HRA)

2.2.1 For the year 2018/19 the Council's Housing Revenue Account activities resulted in a surplus of (£753k). Details of forecast variances against budget are also set out at **Appendix A**.

Housing Revenue Account – Final Outturn	Budget £000's	Actual £000's	Variance £000's
Net Revenue Budget	11,141	10,339	(802)
Dwelling Rents	(11,940)	(11,891)	49
Shortfall / (Surplus)	(799)	(1,552)	(753)
Savings Target	0	0	0
Net Surplus / (Deficit) transferred to Major Repairs Reserve	799	799	0
Net Revenue Budget (Surplus)	0	(753)	(753)

2.2.1 The main variances to budget are:

- External borrowing was lower due to work programmes including the housing development programme being funded from grants and internal borrowing in the short term. It is anticipated that external borrowing will be needed in the future, in particular as the housing development programme progresses, but a saving of approximately (£374k) was made in 2018/19.
- Bad debt provisions were expected to increase substantially this year with the introduction of Universal Credit. However, impacts on housing rents from its introduction have not been as high as anticipated resulting in a saving of (£156k) in 2018/19. Bad debt levels in the Housing Revenue Account will be kept under review in 2019/20.
- Investment returns were (£88k) higher than budget as a result of buoyant cash balances and the increase in the Bank of England base rate.
- The painting revenue budget for the housing stock was underspent (£36k) with a wider capital programme being formulated to identify requirements. In addition, solid fuel servicing (£22k), Ousegate Hostel (£26k) and the Community Centres (£33k) all required less responsive repairs investment in the year.
- Unspent contingency of (£75k).
- Rents were 0.4% down against budget, mainly due to higher levels of void properties.

2.3 Planned savings

2.3.1 The General Fund savings fell short of the target for the year by £225k. The key areas to note are as follows:

- Planning savings were £140k short of target in the year. It was recognised that £60k of the target could be met this year through staff efficiencies, with a reduction of the number of FTE delivering the planning service in 18/19.
- Asset rationalisation fell short of target by £62k. The police colocation project was expected to generate income in 2018/19, but delays mean that the move will now take place in early 2019/20.

- Efficiencies of £42k were generated in the year by the increase in online transactions. Delays to the channel shift project mean that this is £27k short of the budget but increased savings are expected in this area in 2019/20 as the project continues to roll out.
- Collaboration with another local council has generated £30k of additional income.
- Details of all planned savings can be found in **Appendix B**.

2.4 Capital Programme

2.4.1 Capital spend against the approved programmes was significantly below budget for the year as a number of large schemes slipped into 2019/20. After assumed carry forwards an overall saving of £688k was achieved. Full details can be found in **Appendix C**.

Capital Programme	Budget £000's	Actual £000's	Carry Forward £000's	Variance £000's
General Fund	9,622	2,567	6,964	(91)
Housing Revenue Account	7,566	2,742	4,227	(597)
Total	17,188	5,309	11,191	(688)

2.4.2 The General Fund variance of (£91k) is made up of:

- Low uptake on repair loans for private homeowners. This budget was to be used for assisting vulnerable private homeowners with essential emergency repairs. The uptake was lower than anticipated, resulting in an underspend of (£50k).
- IHL have completed inspections of the items in the planned maintenance programme for 2018/19 and no works are required to leisure facilities saving (£30k).
- The bus station refurbishment was completed for less than budgeted with a saving of (£11k).

2.4.3 The HRA capital programme variance of (£597k) relates to the house building project at Byram Park Road. The award of Homes England grant means that (£500k) of Council funding can be diverted to other schemes. In addition, the completed scheme cost (£97k) less than expected.

2.4.4 21 council houses were sold under right to buy in the year against an assumption of 20. This generated £623k of net capital receipts which was £123k higher than budget. There was also £42k of additional receipts for land and discount repayments which were not expected.

2.5 Programme for Growth (PfG)

2.5.1 The programme has a multi-year programme budget of £6.7m to fund a number of projects over the next 2-3 years. There has been considerable progress in 18/19 with project spend of £1.7m and other spend committed for

delivery across a range of projects in 2019/20. The remaining PfG funding will be carried over to allow delivery of the agreed multi-year programme of projects.

2.5.2 A key issue in 18/19 was to ensure that the PfG was properly aligned with the recently adopted Economic Development Framework and 2 year Action Plan for 2019 and 2020 including having the right resources in place in the Economic Development & Regeneration service to ensure this can be delivered. Executive (January 2019) approved the proposed re-allocation of PfG resources to deliver the EDF Action Plan.

2.5.3 A project by project progress report can be found in Appendix D. This is also highlights where PfG funding was re-allocated to support the Economic Development & Regeneration service.

2.5.4 Good progress overall continues to be made across the range of PfG projects with the full £6.7m of project budgets forecast to be spent over the lifetime of the programme. There has been some slippage on projects this year but some highlights include:

- Health Living Concepts Fund - has jointly funded work on Local Cycling and Walking Infrastructure Plans with North Yorkshire County Council which can then be used to secure funding for infrastructure investment. They will be completed in 2019.
- Visitor Economy (Tourism and Culture) – 2 key staff appointed to oversee this work with 3 year action plan agreed. They are playing a key role in delivery of other PfG projects such as Celebrating Selby 950 and the Tour de Yorkshire which will both be delivered in 2019. Match funding has successfully been awarded by Arts Council England (£70k) and Heritage Lottery Fund (£45k) which will enable an exciting and engaging programme of work to be delivered for Selby 950.
- Growing Enterprise – this jointly funds our SME Business Advisor post and work through Ad:Venture and Digital Enterprise which has secured significant grant aid and expert support for local businesses in the district. The first Selby District Business Week was a real success.
- Retail Experience (STEP) – this has funded the pop-up public realm in Selby Town and STEP are now helping to drive forward a range of initiatives to support the high street and enhance the town centre including further street scene improvements planned for later in 2019.
- Town Masterplanning – the work being led by People and Places (Chris Wade) to develop town centre revitalisation plans is progressing well including significant survey work and consultations in Selby and submission of a Future High Streets Fund bid for Selby town centre in March 2019. Further work on this across the three towns will continue into Summer/Sept 2019.

2.5.5 Further details can be found in **Appendix D**.

2.6. Carry Forwards

2.6.1 There are a number of carry forwards in the year which are itemised in **Appendix E**. The key items of note are:

General Fund Revenue - £1.0m

- Specialist fees for the Local Plan of £318k which will be incurred over the duration of delivery.
- Support costs for the new Housing System project of £109k which will continue over the coming two years.
- £135k of contingency has not been drawn down in the year so will be carried forward to help support future years.

General Fund Capital - £7.0m

- £5m of future loans to the Selby District Housing Trust for New Build Projects which will be incurred as building projects progress.
- Work continues on the car park improvement programme with nine areas identified for future delivery, £428k will be carried forward to fund this work.
- Issues with street work licensing mean that the work on Portholme Culvert will commence in May 2019. £419k is to be carried forward for this.
- £325k is required in 2019/20 to bring the industrial units road up to an adoptable standard to reduce potential future liabilities for the Council as the road deteriorates.
- There has been a significant increase in spend on Disabled Facilities Grants this year with £440k spent. Funding of £228k is to be carried over to continue this level of delivery in 2019/20.

HRA Capital - £4.2m

- The housing development programme is progressing but the projects are challenging in terms of viability and therefore significant work to develop appropriate schemes and procure developers within the required cost envelope has meant delays. Accordingly the schemes will deliver over multiple years and a £1.2m carry forward is required to complete this investment.
- The discussions with leaseholders regarding the roof replacement programme on the Hillside estate continue. The roofs are in need of replacement so funds of £711k need to be carried forward to fund this once the leaseholder discussions are concluded.
- The Empty Homes Delivery plan is expected to deliver over the next two years with a case load of potential properties being worked on and a commitment to Homes England to purchase six properties in 2019/20. Funds of £600k will be carried forward for this.

- A number of housing maintenance programmes are underspent by a total of £1.3m due to the time it has taken to put contracts in place to deliver large programmes of work. These contracts are larger and multi-year contracts in order to make them more appealing to larger suppliers, and therefore the profile of works is now expected to take place over more than one financial year. A carry forward is required to ensure delivery of these contracts that will improve the housing stock.

Programme For Growth - £7.6m

- The projects in this programme are to be delivered over multiple years and therefore this will carry forward into 2019/20 to continue the approved projects. £5.4m of project funding will be carried forward as will £2.2m to cover staffing costs and contingency.

4. Alternative Options Considered

Not applicable

5. Implications

Not applicable

5.1 Legal Implications

There are no legal issues as a result of this report.

5.2 Financial Implications

The financial implications are highlighted in the body of the report and appendices.

5.3 Policy and Risk Implications

There are no specific policy or risk implications beyond those highlighted in the report.

5.4 Corporate Plan Implications

5.4.1 The financial position and performance against budget is fundamental to delivery of the Council's Corporate Plan, achieving value for money and ensuring financial stability.

5.4.2 The Programme for Growth plays a critical role in delivering the priorities set out in the Corporate Plan and its recent refresh.

5.5 Resource Implications

Not applicable

5.6 Other Implications

Not applicable.

5.7 Equalities Impact Assessment

Not applicable.

6. Conclusion

- 6.1 At the end of 2018/19, after carry forward requests, the outturn shows a surplus on both the General Fund (£59k) and the Housing Revenue Account (£753k). These surpluses will be transferred to the contingency and major repairs reserves respectively.
- 6.2 There has been slippage in projects and programmes in both the General Fund and Housing Revenue Account and consequently these will require funds to be carried forward.
- 6.3 The Programme for Growth is planned to deliver over three years and progress has been made on a number of projects. The unspent balance of the fund will be carried forward into 2019/20 to enable work to continue.

7. Background Documents

Not applicable.

8. Appendices

Appendix A – General Fund and Housing Revenue Account Revenue budget exceptions.

Appendix B – General Fund and Housing Revenue Account Savings.

Appendix C – General Fund and Housing Revenue Account Capital Programme.

Appendix D – Programme for Growth.

Appendix E – Carry Forwards

Contact Officer:

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Selby District Council
pwilliams@selby.gov.uk*

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GF Management Accounts 2018-19
Results as at 31st March
 General Fund

	Previous Year Actuals	Latest Approved Budget	Year to Date		Variances	Comment
	Actual £k	Budget £k	Actual £k	Budget £k	Year to date Actual £k	
Income						
Investment Income	-207	-250	-454	-250	-204	Additional income from investment interest due to buoyant cash balances and the recent rates rise. The GF position has exceeded its £300k ceiling and this has transferred to the Contingency Reserve, a corresponding transfer has been made in the Accounting adjustments line below.
Recharges	-3,020	-3,006	-3,042	-3,006	-35	Allocation of insurance costs to services including the HRA and a small increase in support service recharges.
Customer & Client Receipts	-7,309	-6,720	-6,522	-6,720	198	There are income shortfalls in recycling income £137k, due to low prices for recyclates and an over estimate of recycling credit income from 2017/18, Planning Fee Income and Advice fell short of budget by £124k due to large applications not being submitted as originally planned and National Strategic Infrastructure Projects (NSIPs), £31k from private lifeline payers while the service is in transition to trial new service delivery, £50k Assets Team Trading due to staff shortages, Industrial Unit Rents £30k through lower occupation and Civic Centre Rental income £46k due to loss of hot desk income and delay in the Police Co-location project. Income exceeded expectations for the sale of bins for new developments (£22k), (£44k) Commercial Waste Income from increased customer base, partially offset by corresponding disposal costs in Supplies & Services below, Taxi Licences from fee increases (£16k), Council Tax Liability Order Fees for unpaid council tax (£30k), Planning Policy CIL administration fees from new housing developments (£15k), Car Parks (£31k) due the release of income held in suspense until identified, (£31k) dividend from the dissolution of the Procurement Partnership, miscellaneous income (£13k) and Legal Services Fees (£10k).
Government Grants	-16,093	-14,589	-14,442	-14,589	147	In conjunction with benefit payments below, lower demand for benefits and the introduction of Universal Credit, has seen a reduction in subsidy received, this is offset by reduced benefit payments below. Housing Benefit Admin Grant continues to reduce annually, this is partially offset by various smaller DWP new burdens grants £144k, including verification of earning and pension alerts, welfare reform changes and Universal Credit Admin changes.
Other Government Grant	-1,717	-1,563	-1,563	-1,563		
Other Grants/Contributions Etc	-333	-29	-156	-29	-126	Numerous grants a number of which were received late in the year include, brownfield register (£4k), Council Tax Family annexes (£12k), Transparency Code (£28k), Property Searches (£20k), EU Exit Preparation (£17k), Custom Build Grant (£30k) and Pocket Parks (£40k).
Budget Savings Required		-225		-225	225	Savings identified during the year include £30k Marketing service income, £42.5k Contact Centre digital transformation, Planning Services £60k & £1.3k SDHT Investment Interest, the balance being a shortfall against target.
Total Service Income	-28,679	-26,382	-26,179	-26,382	203	
Expenditure						
Employees	8,049	8,370	8,156	8,370	-214	A vacancy factor of £140k was set for the 2018/19 budget, this has been overachieved due to higher numbers of vacancies.
Premises	678	709	744	709	35	£38k NNDR on corporate buildings as a result of increases from the latest RV review.
Supplies And Services	8,648	8,605	8,697	8,605	93	Over spends as follows : Costs for insurance £19k through increased premiums, Costs for specialist support and general printing costs for Development Management £36k, increase in new business on the commercial waste contract increased costs by £31k, upturn in the requirement for temporary accommodation through legislation changes £22k and Communications support including a special edition of Citizenlink £14k, invoice write-offs including provision for bad debt adjustments £26k, Legal Service Support Costs through volume of work £74k (£61k Legal Support contract, £12k other service related costs) and Data & Systems Costs including hosting fees and increases in annual maintenance costs £20k. This is offset by refuse collection contract savings (£75k) across all collection services, the 18/19 budget was increased for additional rounds due to significant property growth in the district over the last 12 months, work continues with the contractor to mitigate the strain. Recycling costs are (£60k) below budget for disposal costs from lower tonnages collected over summer and lower contract fees due to inflation indexes. There a smaller savings including Scrutiny & Standards Committee Costs (£17k) as specialist costs not needed for the year and External Audit Fees (£11k) from reduced contract fees.
Transport	150	150	163	150	13	Car allowances across services £8k in particular through P4G funded posts and other associated travel costs.
Benefit Payments	15,256	13,714	13,670	13,714	-44	Over the course of the year there has been a 20% reduction in housing benefit claims caseload as Universal Credit rolls out reducing significantly the level of payments compared to last year. Overall after subsidy and overpayment transactions there is a £47k surplus against benefits.
Third Party Payments	77	-22	-22	-22		
Drainage Board Levy	1,663	1,685	1,685	1,685		
External Interest Payable	100	75	82	75	6	Interest charges on leases, offset by MRP in accounting adjustments below.
Contingency		43		43	-43	Unspent Operational Contingency for 18/19
Total Service Expenditure	34,621	33,328	33,174	33,328	-153	
Total Accounting & Non Service Budgets	-5,942	-6,946	-7,054	-6,946	-109	Movement in the drawdown from reserves and capital financing costs.
Net Total			-59		-59	

HRA Management Accounts 2018-19
Results as at 31st March
HRA

	Previous Year Actuals	Latest Approved Budget	Year to Date		Variances
	Actual	Budget	Actual	Budget	Year to date Actual
	£k	£k	£k	£k	£k
Income					
Investment Income	-62	-75	-163	-75	-88
Garage Rents	-98	-100	-102	-100	-3
Housing Rents	-12,025	-11,940	-11,891	-11,940	49
Customer & Client Receipts	-170	-145	-173	-145	-27
Government Grants	-1	-20		-20	20
Recharges	-14	-18	-9	-18	9
Total Service Income	-12,370	-12,298	-12,338	-12,298	-40
Expenditure					
Employees	40	2	36	2	34
Premises	747	806	684	806	-122
Supplies And Services	1,127	1,060	1,031	1,060	-29
Support Services	2,752	2,806	2,814	2,806	8
Transport	112	113	114	113	1
Debt Management Expenses	6	6	6	6	
External Interest Payable	2,413	2,787	2,413	2,787	-374
Contingencies		75		75	-75
Provision for Bad Debts	69	263	107	263	-156
Total Service Expenditure	7,266	7,918	7,205	7,918	-713
Total Accounting & Non Service Budgets	5,104	4,380	4,380	4,380	
Net Total			-753		-753
Comment					
Additional income achieved in investment interest due to buoyant cash balances and the recent rates rise.					
Deficit in rent income was anticipated through a number of long term void properties. Work continues to address long term void properties to get them back in to rental including procuring contractors for specific works. Sales to date have some influence but are in line with assumptions made for the year (21 sales against 20 estimated). The completion of the Crawford Close development in Byram will have a positive impact on income.					
Hostel and Temp Accommodation rent income exceeded budget by (£6k), Community Centre Room Hire (£9k) and other smaller amounts including recovered legal costs and property management charges.					
Loss of Supporting People Homelessness funding					
Reduced income from recharges for works on corporate buildings.					
Costs of Cleaning staff at the Community Centres, resolved for 2019/20 as part of the HRA budget setting exercise.					
Savings for the year on painting (£36k), due to the volume of properties requiring surveying in conjunction with the capital programme. There is a saving of (£22k) on solid fuel servicing this is from fewer failures and the push to get more property on a gas supply. There are savings of (£26k) at Ousegate Hostel and other temporary accommodation on repairs and utilities for the year, similarly Community Centre utilities & repairs (£33k).					
There are numerous variances, the largest being (£71k) saving on subcontractors as some of the works (wet rooms) are being managed through the capital programme. Other smaller savings include Tenant Participation costs (£13k), ICT (£7k), Rent cards (£7k), Septic Tank emptying (£7k) and community centre costs (£7k). This is offset by materials £17k due to prices and work done in-house, change of tenancy £22k to get void property back in to use, general insurance costs £16k. Other smaller overspend variances include, Skip Hire £6k, Court Costs £5k, Gas Audits £5k and general Ousegate Hostel Costs £5k.					
Slight Increase in Support Services from the General Fund.					
Due to delays in housing development programme, no new borrowing was taken for 2018/19. Interest rates rises may prompt action to increase borrowing to mitigate future interest costs.					
Contingency drawdowns not utilised during the year.					
A nominal provision against rents is made in the budget, arrears calculations have not suggested an increase is required yet although the continuing roll out of universal credit may have an influence in future years.					

SAVINGS PLAN

Indicative Cumulative Profile - GF

Potential Saving	Sponsor	2018/19 Target £000's	2018/19 Outturn £000's	Q3 December 2018	Current Risk
Pest Control	KC	15	15	Completed	Low
Income generation	SR	0	0	Fees and charges are under review as part of the budget process with limited opportunities in 19/20 and further opportunities to be identified from 20/21 onwards . There will not be any additional income from fees and charges in the current year.	High
Process improvements /on-line transactions	JS	70	42.5	Savings in the year generated from vacancies within the contact centre which have been removed from the structure from 19/20. Channel shift and housing system projects have been approved. Work has been undertaken that has identified the savings and there is confidence that the target for 19/20 will be exceeded.	Medium
Planning service review	JC	200	60	The target was revised during the year as it became clear that £200k could not be saved this year without considerable detriment to the service. Work continues to recruit to vacant posts in order to reduce agency spend, however a net saving against the payroll / agency budgets overall indicates that the agency premium has been negated by staffing at lower levels than establishment, despite planning income being at similar level to prior year.	High

SAVINGS PLAN

Asset rationalisation	JS	90	28	Ex Profiles Gym has been let to a tenant generating £28k in 18/19. The remainder of this saving is dependent upon the contact centre move from Market Cross and Police Co-location. The extension to accommodate the Police and the contact centre (telecoms) will be completed in Q1 2019/20. Some changes to the Civic Centre to accommodate face to face customers will also take place in Q1 2019/20. Negotiations are ongoing with the landlord of Market Cross to realise the savings in rent. The contract for the Police move will commence from April which will generate £69,000 in rent and service charges. In addition, Align Property Services will be using desk space at the Civic Centre which will deliver £X additional income.	High
Commissioning & collaboration	JS	0	30	The savings expected in 2019/20 have been identified as part of the budget process. The 18/19 target will be met through the work done for another local District Council.	High
New SDHT Loans	DC	17	18.3	Loans currently made to the Selby District Housing Trust have generated £18.3k of interest returns in 2018/19. A number of schemes are currently in progress. The revised and expanded Housing Development Programme agreed by Executive in January 2018 identifies a significant role for the SDHT in delivery which will provide further loan opportunities for SDC. Forecast has been retained at the level of current existing loans, but there is scope for new loans to be made during the year.	Medium
PFI	KI	57	57	Completed	Low
MRP	KI	185	185	Completed	Low
Pension Fund Deficit	KI	419	419	Completed	Low
Total Savings		1,053	855		
Assumed Savings Target		1,053	1,053		
(Surplus) / Shortfall		0	198		

NB Low risk savings assumed to be delivered at 100%

SAVINGS PLAN

Indicative Cumulative Profile - HRA					
Potential Saving	Sponsor	2018/19 Target £000's	2018/19 Outturn £000's	Q2 September 2018	Current Risk
Process improvements /on-line transactions	JS	5	0	Business Case for 'channel shift' project approved - implementation of first two phases scheduled for 2018/19. Implementation of Housing Management System is on-going, full implementation expected by July 2019. Project brief for 'Modern Office Project' to support a more flexible and mobile workforce currently being developed. Work is underway as part of the budget setting process to identify where these savings will be generated from.	High
Pension Fund Deficit	KI	226	226	Completed	Low
Total		231	226		
Assumed Savings Target		148	148		
(Surplus) / Shortfall		-83	-78		

Low risk savings assumed to be delivered at 100%

General Fund	Annual Budget	Year End Actual	Year End Variance	Carry Forward	Final Variance	Comments
Selby Park Improvement Work	20,888	-172	-21,060	21,060	0	Works to replace the lighting columns within the park were delayed until after TDY. A carry forward for the funds was submitted as part of the year end process. Failure to secure the funds would result in the works not proceeding. Currently awaiting timescale for completion from contractor. Works anticipated to come in on budget
DIP System upgrade	23,000	22,575	-425	0	-425	Northgate upgrade for year completed.
Industrial Units - Road Adoption	325,000	0	-325,000	325,000	0	Further information being sought from NYCC Highways regarding detailed specification requirements and contribution to enable formulation of an estimate of costs. Budget costings received from contractor.
GIS System	65,641	28,510	-37,131	37,131	0	Budget for GIS Digitalisation project is now committed for completion by May 2019. Spend to be phased over 18/19 and 19/20. 18/19 actual spend £29k. 19/20 £37k budget requested to be carried forward to be used to cover the business case of an upgrade to the GIS system. The upgrade will allow for seamless data available in the field and enable mobile working around site planning visits. This will maximise the benefits of the digitalisation project.
Benefits & Taxation System upgrade	12,675	4,000	-8,675	8,675	0	Software upgrades for legislative changes and E-billing implementation and configuration for Annual billing process in Jan 19. Remaining budget is linked to software upgrade supporting Channel Shift Phase 1. Carry forward to be used for Software upgrades for legislative changes and E-billing implementation delayed from 18/19
IDOX Planning System	37,274	23,546	-13,728	13,728	0	18/19 costs for standard IDOX upgrades & £14k towards consultancy and user training on Licensing/Enterprise Planning and Maploader for ARCGIS. Carry forward to support the IDOX suite of software applications for upgrades and patches as part of the IDOX Roadmap. This will ensure that we remain PSN compliant throughout 2019/20. Also this will support the software recommendations that form part of the Planning Service Review currently ongoing throughout 2019/20.
ICT - Infrastructure Costs	32,082	27,485	-4,597	4,597	0	Projects in motion for infrastructure improvements include; Upgrade to door access system, Trades team move to Vivars, Server upgrade for Northgate, Changes to GCSX mail. Carry forward requested is to be used for improvements to the ICT Infrastructure in respect of projects in the digital strategy.

2018/19 Selby District Council Capital Programme - To 31 March 2019

General Fund	Annual Budget	Year End Actual	Year End Variance	Carry Forward	Final Variance	Comments
ICT - Annual Software Licence	85,000	0	-85,000	85,000	0	To be used to purchase Microsoft Licenses in 19/20. Procurement was delayed whilst soft market testing was undertaken and agreement found with NYCC. A carry forward has been requested to be used to purchase Microsoft licences in 19/20. The carry over is because the procurement of a Microsoft Partner was delayed. A partner is now being contracted and the project has started with the design stages in progress - these stages will inform the licence requirements. The licences will enable digital workforce and ensure the organisation is licensed correctly for Microsoft products.
ICT - Desktop Replacement Programme	7,448	7,536	88	0	88	Desktop replacements as required. Equipment refresh order in March 2019 to complete the year
ICT - Software	85,194	0	-85,194	85,194	0	Budget committed to the Digital Foundations Project. A carry forward has been requested to support software requirements and configuration for digital workforce. The carry over is because the procurement of a Microsoft Partner was delayed whilst soft market testing was undertaken and agreement found with NYCC. A partner is now being contracted and the project has started with the design stages in progress - these stages will inform the software implementation requirements.
Committee Management System	18,000	15,000	-3,000	3,000	0	ModernGov software now live as of April 19, £3k carry forward requested to cover final costs
Northgate Revs & Bens	32,000	6,925	-25,075	25,075	0	Budget required for system upgrades following legislative changes in relation to e-billing. Currently awaiting costs for the Benefits/Information@Work integration before commitment. This work will aid the delayed channel shift project. Currently committed £950 to Northgate for HMRC Landlords extract. £20k virement actioned for Scanstation funding to be delivered in 19/20
Asset Management Plan - Leisure & Parks	30,210	0	-30,210	0	-30,210	IHL have completed inspections of the items in the planned maintenance programme for 2018/19. No works are required and items deferred to 2019/20. As part of the budget setting process progress is being made to develop the 2019/20 planned maintenance programme which will include a review of deferred works from 2018/19.
Portholme Road Culvert	371,374	-47,766	-419,140	419,140	0	An updated streetworks license with permission to occupy the highway from 13th May is in place. Traffic management signage has been installed with a works commencement date of 15th May with a construction period of 9 weeks. Due to unplanned delays, contract costs amounting to £37k have been incurred in addition to the tendered sum. At this stage and until works commence, it is not known what the likely final cost will be, although the optimism bias has significantly reduced to 10%. Early indications from the Environment Agency are that the Grant in Aid claim is likely to be approved to the value of £109k. Due to the tendered price and reduced optimism bias plus the grant, this scheme will come in below budget.
Bus Station Refurbishment	53,000	41,916	-11,084	0	-11,084	Project completed resulting in a saving for 18/19

2018/19 Selby District Council Capital Programme - To 31 March 2019

General Fund	Annual Budget	Year End Actual	Year End Variance	Carry Forward	Final Variance	Comments
Police Co-Location Project	229,710	188,376	-41,334	41,334	0	Works commenced on site with a scheduled build of 19 weeks, due to a number of factors the build will have taken 30 weeks to complete, primarily supply chain issues for Interserve following insolvency and inflation due to the delays in the project. The budget Expected outturn will be £10k over budget at approximately £240,000. Work still ongoing with costings, this an estimated final cost (the final valuation hasn't been completed) The police have been invoiced from the 1 April 2019 following the issue of the certificate of partial completion and occupation by the neighbourhood policing team.
Car Park Improvement Programme	582,376	154,395	-427,981	427,987	6	Works to Audus Street are now complete, South Parade are due to commence on 20th May 2019 (delayed until after TDY), costs are due to come in as anticipated. A carry forward request and appropriate accrual were submitted as part of the year end process. The carry forward will be required to complete South Parade and the 2 Micklegate car parks.
ICT - Channel Shift 1 Website & Intranet	10,500	10,500	0	0	0	£10.5k current spend to date on Phase 1 project to implement Northgate solution. Potential integration costs between Northgate and East Riding (Revs and Bens hosts) still to be obtained once integration work has been agreed.
ICT - Channel Shift 2 Website & Intranet	57,500	0	-57,500	57,500	0	Channel shift Phase 2 (Customer portal) project which is due to be delivered in 19/20 as per the business case and project plan. This will follow the implementation of Channel shift phase 1 (Revs & Bens project) in Q1 19/20
ICT - Channel Shift 3 Website & Intranet	18,000	0	-18,000	18,000	0	Channel shift Phase 3 (Housing management CX integration) project which is due to be delivered in 19/20 as per the business case and project plan. this will follow the implementation of Channel shift phase 2 (Customer portal project) in Q1 19/20
ICT - Disaster Recovery Improvements - Software / Hardware	41,500	13,812	-27,688	27,688	0	Project started but progress slow, Project documentation being developed for approvals. - £14k Back up solution - has been implemented. A carry forward request has been submitted for the procurement of replacement Firewalls and Remote Access solution to meet the organisations Disaster Recovery and Business Continuity requirements. The procurement has been delayed due to NYCC proposing a suitable solution aligned to the improvements being made in the Digital Strategy projects. Project to be delivered by end July 2019. New firewalls and remote access solution will be procured and will be implemented by end July 2019.
ICT - End User Devices - Software / Hardware	96,000	9,005	-86,995	86,995	0	Budget committed to the Digital Workforce Project, project documentation being developed. Actual spend will follow the Microsoft procurement and will be phased over 18/19 and 19/20 The procurement has been delayed due to procurement of Microsoft licenses. Until licences are procured the organisation is unable to purchase new devices. A partner is now being contracted for Microsoft Licenses and roll out of new devices will align to the roll out of Microsoft licenses during 19/20

2018/19 Selby District Council Capital Programme - To 31 March 2019

General Fund	Annual Budget	Year End Actual	Year End Variance	Carry Forward	Final Variance	Comments
ICT - Digital Workforce - Telephones - Mobile Working	40,000	0	-40,000	40,000	0	Budget committed to the Digital Workforce Project & Project documentation being developed. The project has been delayed due to sourcing an improved solution which needs to wait until new user devices are available to be rolled out to officers A carry forward has been requested and will be used to standardise workstations aligned to the digital workforce project, ensuring officers have the tools to undertake their roles. This includes the purchase of monitors, docking stations and power where required.
New Build Projects (Loans to SDHT)	6,619,900	1,623,588	-4,996,312	4,996,312	-0	These are schemes delivered by SDHT through loans from SDC. Ulleskelf scheme - Handover has taken place on all 12 properties. Riccall scheme is now complete and handover to the Trust has taken place, project is under budget (awaiting final confirmation and final account due September 2019) Exchange has taken place for the purchase of 12 properties at Bridge Wharf, Ousegate and 6 have been completed, with the remaining 6 properties expected to be handed over during May 19 once the outstanding planning conditions are discharged. Further work is to be done on costings on packaging up smaller sites for development to deliver value for money.
Private Sector - Home Improvement Loans	60,000	-2,085	-62,085	12,407	-49,678	The Repair Loan is a reactive service which provides emergency repairs (such as boiler and heating replacements) to vulnerable private sector owner occupiers. Take-up in 2018/19 was low which is reflected in the significantly reduced spend. The underspend will include a number of loan repayments (recovered on the sale of properties) and these will be carried forward into 2019/20 in line with previous Regional Housing Board requirements. The Repair Loan service will remain available in its current form in 2019/20.
Disabled Facilities Grants (DFG)	668,203	440,093	-228,110	228,110	0	Bringing the service in house has seen real improvement in the throughput of grants. Working closely with NYCC OTs and contractors to streamline the processes has resulted in a significant reduction in days to complete down from 127 last year to just 79 this year. The number of completions has increased with 57 completions in 2018/19, 33 more people able to remain living at home. With the new systems in place it is anticipated all this year's carry forward (£228,110) will be spent and the 2019/20 outturn will be 100% of £671,705 budget.
	9,622,475	2,567,239	-7,055,236	6,963,933	-91,303	

Housing Revenue Account	Annual Budget	Year End Actual	Year End Variance	Carry Forward	Final Variance	Comments
Kitchen Replacements	130,000	4,924	-125,076	125,076	0	Funding for the kitchen programme was originally held back in order to combine it with funding from 19/20 in order to make a more attractive and cost effective package for external contractors. The Council's decision to support our capital bid to increase funding overall for the kitchen programme, combined with the funds from 18/19 will ensure we can maximise value for the investment.
Housing & Asset Management System	262,083	129,707	-132,376	132,376	0	Forms part of the Housing software replacement project that will continue throughout 2019/20
Pointing Works	846,400	570,939	-275,461	275,461	0	A carry forward for the outstanding funding was submitted as part of the year end process. The underspend is reflective of the investment held back in anticipation of the Hillside project coming forward at some point in the future.
Electrical Rewires	240,000	214,535	-25,465	0	-25,465	This budget is used as and when upgrades and partial re-wires are required
Bathroom Replacements	59,860	57,804	-2,056	0	-2,056	Programme commenced as scheduled and is now complete, slight saving as customer refused work to be carried out
Asbestos Surveys	13,232	12,951	-281	0	-281	Slight underspend due to higher levels of access refusal than anticipated in relation to pointing programme.
External Cyclical Repairs (Painting & Windows)	320,000	61,034	-258,966	258,966	0	Contractor pricing of properties surveyed to date received on 31/10/18. As anticipated, the level of works required exceeds the budget available in 18/19. Additional funds sought for window and door replacement works from 19/20 onwards. The bulk of the programme was delayed due to the volume of properties requiring surveying, the main programme commenced March 2019 and running through in to 19/20. This will dovetail with the increased capital bid approved by the Executive (subject to Council approval).
Central Heating System Replacements	295,000	238,227	-56,773	56,773	0	Currently identifying systems which are nearing the end of their economical lifecycle with a view to implementing a replacement programme early in the new year. Based on previous year's it is anticipated that there will be an underspend on this budget of circa 25% which we will seek to roll forward as in previous years. Looking at the current asset profile, it is envisaged there will be a peak in spend in 22/23. We are seeking to smooth this spike through proactive replacement.

2018/19 Selby District Council Capital Programme - To 31 March 2019

Housing Revenue Account	Annual Budget	Year End Actual	Year End Variance	Carry Forward	Final Variance	Comments
Roof Replacement	741,636	29,831	-711,805	711,805	0	Following completion of the Section 20 consultation process for the replacement of the roofs on the Hillside estate, SDC were notified by one of the leaseholders of a potential issue not covered within the scope of works. We have commissioned an independent survey of the property in question and surveys of one property of each design type. This will confirm changes in the scope of the work. The contract prices received will need to be updated once this work is complete
Damp Works	220,000	91,888	-128,112	128,112	0	Although contractual damp works are now underway, delays agreeing the contract early in the year have impacted delivery. As the funds are contractually committed however the outstanding funds an application to roll forward the funds to 19/20 has been submitted
External Door Replacements	226,051	29,388	-196,663	196,663	0	Contractor delays in surveying properties and confirming prices has impacted delivery commencement. We had a meeting with the contractor on 22nd February to review performance and realign the delivery programme. As the funds are contractually committed however, an application to roll forward the funds to 19/20 has been submitted
Void Property Repairs	145,000	183,083	38,083	0	38,083	2 additional staff members allocated to working specifically on voids, full year budget anticipated to be spent by the year end.
Encasing Programme	42,821	21,991	-20,830	20,830	0	Phase 1 of the programme completed on time and in budget. Phase two programme issued to contractor and completed by end of 18/19. A carry forward has been requested towards works for completion on Yr 3 of the programme, the additional funding will enable more properties to be completed
St Wilfrid's Court	13,000	0	-13,000	13,000	0	Budget relates to works required to upgrade lifeline equipment and is to be undertaken as part of wider improvement of the property. A significant programme of investment is planned for St Wilfrids Court in 2019/2020 and this funding has been held back to enable SDC to maximise value achieved through these works.
Laurie Backhouse Court	28,000	-10,231	-38,231	38,231	0	Original quotations to replace the lift exceeded the available budget by circa £15k. Additional funds will need to be secured in order to complete these works. Due to the time which has elapsed since the initial tender process was completed, updated pricing to be obtained from the market prior to commissioning the works. It is anticipated this will be around £10k. A virement form to cover the expected shortfall in funding will be submitted once the revised pricing is received. Works to replace the lift are ongoing and tenders have been received in April 2019 and contracts issued.

2018/19 Selby District Council Capital Programme - To 31 March 2019

Housing Revenue Account	Annual Budget	Year End Actual	Year End Variance	Carry Forward	Final Variance	Comments
Environmental Improvement Plan	150,488	1,579	-148,909	145,710	-3,199	Capital improvement works are shortly to commence on improvement projects at both St Wilfrids Court, Brayton and Prospect Place, Wistow. The funds for these projects are contractually committed. Colleagues in our Contracts team have also identified a project which requires significant investment and they are currently working with the local community to agree the design proposals. The balance of funding from this programme will be utilised to support the hard landscaping elements of this project
Housing Development Project	1,200,000	0	-1,200,000	1,199,400	-600	Programme for the development of up to 10 HRA properties on small sites, Starts on these sites is not anticipated until September 19. Work including asbestos surveys and garage clearance is being progressed.
Garage Sites - improvements to property	18,572	9,490	-9,082	0	-9,082	Works required are influenced by which sites are identified for potential housing development.
Ousegate Hostel	59,499	3,695	-55,804	55,804	0	The fire risk assessment completed at the property in February 2019 identified significant issues in terms of compartmentation works which need to be addressed. We are currently sourcing a third quotation for the works to enable the necessary upgrades to be completed. A carry forward has been requested and works will be completed in 19/20.
Phase 1 Hsg Dev. Byram / Eggborough Bungalows	0	740	740	0	740	Project is now complete
Phase 1 Hsg Dev. Byram Park Road	1,455,711	859,014	-596,697	0	-596,697	The project has been completed with an official opening in February 2019. The final retention value has been accrued into 18/19.
Footpath Repairs	12,237	675	-11,562	11,562	0	A programme of footpath improvements has been agreed and although a contract was awarded, the contractor has rescinded. Discussions ongoing with the Contract team on a way forward. A carry forward has been requested to complete the works in 19/20. This budget / contractor is linked with Estates Enhancements
Estate Enhancements	133,000	8,588	-124,412	124,412	0	As above - contractor rescinded
Community Centre Refurbishment	48,000	0	-48,000	48,000	0	Works on hold pending formal Fire Risk Assessment. Capital bid submitted for FRA programme to commence in 19/20. This programme of assessments will identify and inform the works required at this site. On this basis, funds will need to be rolled from 18/19 to 19/20.
Sheltered homes adaption	180,000	95,201	-84,799	84,799	0	This funding is used to support a programme of installation of wet rooms in appropriate void properties. Due to the nature of the works however it is impossible to predict when works will be required. A carry forward was submitted as part of the year end process.

2018/19 Selby District Council Capital Programme - To 31 March 2019

Housing Revenue Account	Annual Budget	Year End Actual	Year End Variance	Carry Forward	Final Variance	Comments
Empty Homes Programme - Improvements to Property	600,000	0	-600,000	600,000	0	This supports the Empty Homes Programme and is available to purchase Empty properties that will be brought back in to use and let through the HRA. This is part of a 3 year programme to fund the purchase of 20 properties and includes S106 and Homes England Grant funding. We aim to purchase 6 properties in 2019/2020. We are currently progressing with one Compulsary Purchase of an Empty Homes and are considering a number of voluntary purchase options.
Aids and adaptations programme	125,000	127,002	2,002	0	2,002	As with Sheltered homes, this funding is used to support a programme of aids and adaptations in appropriate void properties.
	7,565,590	2,742,055	-4,823,535	4,226,980	-596,555	
Total Capital Programme	17,188,065	5,309,294	-11,878,771	11,190,913	-687,858	

Programme for Growth 2018/19 Financial Year Project Updates
Multi Year schedule for the project lifespan

Project	Lead Officer	Multi-Year Project Budget	In Year Spend 18/19	Remaining Project Spend to Carry Forward	Update
Healthy Living Concepts Fund	Angela Crossland	82,176	385	(81,791)	The HLC fund is an accrued fund. The Selby Health Matters group have now finalised a 3 year action plan to support delivery of local initiatives for which this fund will support. A final year of contribution is due to fund for 2019/20 of £35k. The amount also needs to carry forward into the following year to support the action plan. Current projects underway are the Local Cycling and Walking Infrastructure Plan which has a committed amount from the fund of £50k. The work commenced in Dec 18 and is due to conclude by end Sep 19.
Visitor Economy (Tourism & Culture)	Angela Crossland	542,193	64,964	(477,229)	Budget represents a 3 year programme which will be complete by 1/10/22. Year 1 was about creating the foundations. Whilst the initial period has seen very little expenditure, the foundations for delivery have been put in place, including quality officers being recruited into the delivery posts. These are helping with the delivery of the two major cycle races. The team have also led on securing funding to support some of the Selby 950 celebrations (see project below). The emphasis of the work has been on: <ul style="list-style-type: none"> • Developing baseline and evaluation data to build a picture of what events and activities bring to local business and audiences. • Establishing strong business and community relationships to continue activity, strengthen visitor products and build legacy partnerships in the district's visitor, heritage and creative sectors; • Establishing baseline data on audiences, visitors and how these demonstrate the strength and response to our district offer.
Celebrating Selby 950	Angela Crossland	50,000	5,551	(44,449)	The budget represents SDC's contribution to a the major programme of events to celebrate Selby 950 being led by SDC in partnership with other key stakeholders in the town and is also partially funded by external funders. Match funding has successfully been awarded by ACE (£70k) and HLF (£45k) which will enable an exciting and engaging programme of work to be delivered in 2019/20. Contracts will be awarded in April 2019, as soon as permission has been given by the funders and is expected to be complete by February 2020.
Retail Experience - Tadcaster Linear Park	Angela Crossland	160,003	9,730	(150,273)	The Tadcaster Riverside Park project is a long running project currently at design and costings phase with Amey Enterprises. Recent work has been to finalise the design costings. Phase 2 is to put the contract and operational arrangements in place to deliver the project in 2019. Carry Forward amount required to complete the project in full.
Growing Enterprise	Iain Brown	76,761	14,211	(62,550)	Budget to support one of the 10 priorities in Economic Development Framework (EDF) 2 year delivery programme as approved at the January 2019 Executive. It helps to match-fund small business support with the Leeds City Region LEP and unlock support for small businesses through the Ad:Venture and Digital Enterprise. We also held a very successful first Selby District Business Week. £35k was re-allocated from this project to fund staffing in the Economic Development & Regeneration service to support delivery of the 2 year EDF delivery Plan as approved at the January 2019 Executive.
Marketing Selby's USP	Mike James	78,108	43,213	(34,895)	The focus during the second half of 2018/19 has been to create human-interest case studies linked to our strategic development sites and to create material that can tell the story of the positive impact on local people and businesses of new investment. This two-pronged approach has enabled us to support the District Council's offer at the recent international property exhibition, MIPIM (working in partnership with the LCR LEP), as well as to support a number of local media campaigns focusing on people already living in the district who're benefiting from new jobs and opportunities. The project is scheduled to continue until December 2019 and at the financial year end we carried out a review of the impact of the work so far. This has helped to shape the proposed approach for the next six months.

Project	Lead Officer	Multi-Year Project Budget	In Year Spend 18/19	Remaining Project Spend to Carry Forward	Update
Tour De Yorkshire	Angela Crossland	150,000	46	(149,954)	SDC contribution to hosting the finish of the first stage of Tour de Yorkshire (TdY) in May 2019 in Selby Town which will be incurred in early 19/20. This will give the town a massive publicity boost in the year of the Abbey's 950 celebrations.
Retail Experience - STEP	Angela Crossland	108,340	30,192	(78,148)	STEP have an identified action plan and have been moving slowly on this. New work has been commissioned by SDC to develop a town centre strategy and action plan (see below) and this aligns well with the work STEP are doing. Final plans to deliver street scene priorities identified by STEP are due to be implemented in late 2019/20. Spend heavily reliant on partnership engagement and influence on project delivery.
Towns Masterplanning (Regeneration)	Angela Crossland	120,000	273	(119,727)	Work has been commissioned in 2019/20 from the People and Places consultancy (Chris Wade) to develop town revitalisation plans and prepare for Future High Streets Fund applications throughout 2019. The first stage of work has been completed in 2019/20 including significant survey and engagement work. Further work on this across the three towns will continue into Summer/Sept 2019. Work will identify where match fund and further commission is needed and establish the further governance model to move the project forward.
Strategic Sites Masterplanning	Iain Brown	200,613	47,296	(153,317)	Funded due diligence work on Olympia Park, Portholme Road, Edgerton Lodge and Selby Station Masterplan. Likely future projects will include strategic infrastructure response to Sherburn Employment sites, improvements to the area around the railway station in Selby and the Crosshills site. Expenditure includes consultancy work to support the Transforming Cities Fund bid for Selby Station. £46k was re-allocated in the budget from this project to fund staffing in the Economic Development & Regeneration service to support delivery of the 2 year EDF delivery Plan as approved at the January 2019 Executive.
Access to Employment	Iain Brown	40,000	0	(40,000)	Liaison with local businesses has emphasised the increasing severity of labour market challenges at Sherburn-in-Elmet. This will likely be exacerbated by the impending development of S2. Through collaboration managed by the Economic Development team between Arriva, WYCA, and Sherburn based businesses, we are close to a transport solution to improve scheduled public transport services. The option for Selby District Council to underwrite short term risk using P4G funding is being considered if necessary to achieve a collective agreement between all stakeholders. £60k was re-allocated from this project to fund staffing in the Economic Development & Regeneration service to support delivery of the 2 year EDF delivery Plan as approved at the January 2019 Executive.
Green Energy	Iain Brown		0	0	£50k was re-allocated from this project to fund staffing in the Economic Development & Regeneration service to support delivery of the 2 year EDF delivery Plan as approved at the January 2019 Executive.
Church Fenton Studios	Iain Brown		0	0	£300k was re-allocated from this project to fund staffing in the Economic Development & Regeneration service to support delivery of the 2 year EDF delivery Plan as approved at the January 2019 Executive.
Business Space & Accommodation Review	Iain Brown		0	0	£17.2k was re-allocated from this project to fund staffing in the Economic Development & Regeneration service to support delivery of the 2 year EDF delivery Plan as approved at the January 2019 Executive.
Housing development Feasibility Work	Iain Brown	125,000	24,806	(100,194)	Housing development feasibility project to identify viability of sites for development.

Project	Lead Officer	Multi-Year Project Budget	In Year Spend 18/19	Remaining Project Spend to Carry Forward	Update
Empty Homes	June Rothwell Simon Parkinson	115,475	27,020	(88,455)	Overall the project is progressing well and there have been some good early results and the Empty Homes Officer has directly helped bring empty homes back into use by offering advice and assistance to owners. Homes England Grant funding has been secured to support the options of voluntary and compulsory purchase. A total of £390,000 has been secured, subject to individual business cases for the properties, to purchase and repair the empty homes, bringing them to a habitable standard. This indicative funding is to bring back in to use 10 empty properties up to 2020, providing up to £39,000 per property. We are currently pursuing our first Compulsory Purchase Order and a report will be taken to executive in December 2018. The process can be long and quite complex but a successfully CPO will send the message that this is a priority for us. We can also use the funding to purchase 'right to buy' buy backs and this is something we will consider on a case by case basis.
Selby District Housing Trust	Iain Brown	38,300	3,450	(34,850)	This fund is to support SDHTs role in the more ambitious HDP approved by Executive in January 2018. A new officer has now been appointed to support the SDHT. The Trust have taken occupation of an additional 13 new affordable homes in 2018/19 delivered through new build and Section 106 acquisitions.
Stepping Up' Housing Delivery	Iain Brown	24,862	14,943	(9,919)	The Project will support the implementation of the Housing Development Programme approved by the Executive in January 2018. £25k was re-allocated from this project to fund staffing in the Economic Development & Regeneration service to support delivery of the 2 year EDF delivery Plan as approved at the January 2019 Executive.
Olympia Park	Iain Brown	435,000	144,015	(290,985)	Good progress towards delivering Olympia Park has been achieved in 2018/19. The majority of surveys and reports have now been completed on the site, and the lead developer (OPD Ltd) is using these to inform alternative engineering design solutions to address the flood and ground condition issues identified through this up to date survey work. The Council will be consulting on a new Development Brief and masterplan for the site this summer. An application for the link road into the site is also due this summer and the evidence base and masterplan will support the submission of a detailed planning application for the site later in 2019. The Council has a dedicated project manager to lead the delivery of this key site. We are also continuing to work with our legal and property advisers to ensure our delivery strategy is robust. The Council secured £8.878m Housing Infrastructure Funding from Homes England and draw-down of the grant funding will start in 2019/20 with completion of the new link road into the site due by March 2021.
Making our Assets work	Iain Brown	180,000	13,407	(166,593)	The budget is targeted at funding due diligence work to bring the Council's own land assets to the market. These include small garage sites, Portholme Road, Edgerton Lodge, Barlby Road depot and Bondgate. £50k was re-allocated from this project to fund staffing in the Economic Development & Regeneration service to support delivery of the 2 year EDF delivery Plan as approved at the January 2019 Executive.
Summit Indoor Adventure Activity Refresh	Keith Cadman	230,000	228,480	(1,520)	Works completed during 2018/19 to change the activity mix at the summit after the identification of activities that needed a refresh.
Commercial property acquisition fund	Iain Brown	3,500,000	460,576	(3,039,424)	This fund was used to acquire the two former Nat West Banks in Selby and Tadcsater. Other opportunities are being explored subject to developing robust business cases.
High Street shop fronts	Angela Crossland	100,000	0	(100,000)	Scope in place and workshop arranged with Historic England to explore heritage development initiatives. Possible opportunity for match-funding through the new High Streets Heritage Action Zone fund to be overseen by Historic England. This initiative is also interdependent with the Towns Masterplanning project (see above). Funds are allocated to be spent within the next 2 financial years. A project officer has now been assigned to lead this from within the Communities and Partnerships team.

Project	Lead Officer	Multi-Year Project Budget	In Year Spend 18/19	Remaining Project Spend to Carry Forward	Update
New lane - Public Realm	Iain Brown	200,000	0	(200,000)	This project has been delayed and new timelines are to be determined because of current capacity issues at both SDC and NYCC. This initiative is also interdependent with the Towns Masterplanning project (see above). £30k was re-allocated from this project to fund staffing in the Economic Development & Regeneration service to support delivery of the 2 year EDF delivery Plan as approved at the January 2019 Executive.
Staffing costs		3,007,000	872,655	(2,134,345)	Costs of staffing the programme
Contingency		70,000	0	(70,000)	
		9,633,831	2,005,213	(7,628,618)	

General Fund Revenue - Carry Forward Requests 2018/19

Appendix E

Description	Purpose of Carry Forward	18/19 Current Budget	Remaining Budget	Carry Forward Request
Benefits NYBTG Bid 8	Monies are held on behalf of 8 NY authorities, for the purpose of NY Benefits training Group, therefore do not belong to SDC	8,407	5,282	5,282
Local Welfare Assistance	DWP funding to support universal credit claimants and to support the implementation of Universal Credit in this district	57,951	10,026	10,026
Partnership Development	The partnership development budget enables the CPC team to develop strategic partnerships. Allocation will be reviewed in line with potential new in year agreements with potential to support Local Nature Partnership, Safer Selby Hub admin provision. Activities agreed at LT level.	10,000	6,903	6,903
Community parks and open spaces	Council received notification from MHCLG on 22/3/19 for a grant of £13,795 from their Play Area Improvement Fund. Costs for the scheme have been committed and PO's have been raised but invoices will not be received until April 19	13,795	13,795	13,795
Street Cleansing	Council received notification from MHCLG on 22/3/19 for a grant of £15,409 from their High Street Litter Fund. Costs for the scheme have been committed and PO's have been raised but invoices will not be received until April 19	15,409	15,409	15,409
Taxation, Benefits & Debt	DWP Funding paid to LA's to provide them with capacity to process Verify Earnings and Pension alerts and Real time information referrals. Funding is used to pay for additional member of staff on a temp contract to carry out this work	22,930	15,453	15,453
Council Tax / NNDR Discounts	Budget for Discretionary relief / Localism relief was agreed for 2 years in a bid for 17/18 and 18/19 £100k per year. One application has been received in 18/19 for £28,600. This carry forward is to support any new requests in 19/20 - without the c/fwd would be difficult to agree any requests that may be received without additional budget being found from elsewhere	100,000	71,400	50,000
Consultancy fees	To Fund planning service improvement and other transformation projects	50,000	50,000	50,000
HR Corporate training course fees	To be used as a contribution to leadership and management development training that is expected to emerge from the OD strategy	12,000	7,976	7,000
HR short courses subs expr	To be used as a contribution to leadership and management development training that is expected to emerge from the OD strategy	3,790	3,685	3,000

Description	Purpose of Carry Forward	18/19 Current Budget	Remaining Budget	Carry Forward Request
ICT Consultancy fees	To be used to pay for consultancy support required from NYCC in respect of projects delivering the Digital workforce as part of the digital strategy. There has been an indicative fee of £12k for the work to be undertaken by NYCC which was expected to be completed in 18/19, however due to delays with procurement this work will now be carried out in 19/20. The c/fwd of £6k will fund half of the costs alongside a further £6k c/fwd from ICT External Contractors	21,940	6,599	6,000
ICT External contractors	To be used to pay for contractor support required from NYCC in respect of projects delivering the Digital workforce as part of the digital strategy. There has been an indicative fee of £12k for the work to be undertaken by NYCC which was expected to be completed in 18/19, however due to delays with procurement this work will now be carried out in 19/20. The c/fwd of £6k will fund half of the costs alongside a further £6k c/fwd from ICT Consultancy Fees	151,000	6,960	6,000
Data and system - agency and contracted staff	To support the Housing software replacement implementation project throughout 19/20. This will fund extensions to the contracts of Business Transformation Project officers (Total cost c£25k) as they will be delivering the housing system	130,000	109,265	109,265
Partnerships - misc grants	Selby Station Lift contribution in line with TPE Access for All funding bid, as approved by the Leader.	53,810	50,260	50,000
Countryside rec & Mgmt	Brayton Barff Bid. Work to be commissioned start of new financial year	13,000	13,000	10,000
Chairman's allowance	Chairman's budget to be carried forward	5,910	1,221	1,221
Democratic core - Members Seminars & Training	This budget will be used to deliver the Member Induction programme for new Members and the training programme for 2019/20	8000	4250	4000
Democratic services	Unspent Central CEF Budget	20,000	11,742	11,742
Democratic services	Unspent Western CEF Budget	20,000	12,279	12,279
Democratic services	Unspent Eastern CEF Budget	20,000	6,469	6,469
Democratic services	Unspent Southern CEF Budget	20,000	3,021	3,021
Democratic services	Unspent Tadcaster CEF Budget	20,000	1,063	1,063

Description	Purpose of Carry Forward	18/19 Current Budget	Remaining Budget	Carry Forward Request
Homeless persons	The flexible Homelessness Support Grant is ring-fenced to support local authorities compliance with the Homelessness Reduction Act 2017. Funding has been used to fund extra staff resource to manage the additional duties contained in the new act and to support the development of new tenancy incentives to improve the availability and quality of private rented sector accommodation. The carry forward is required to ensure the support is spread over a 3 yr period as intended.	293,093	36,331	36,331
Homeless persons	The flexible Homelessness Support Grant is ring-fenced to support local authorities compliance with the Homelessness Reduction Act 2017. Funding has been used to fund extra staff resource to manage the additional duties contained in the new act and to support the development of new tenancy incentives to improve the availability and quality of private rented sector accommodation. The carry forward is required to ensure the support to the overall scheme is continued.	66,632	32,655	32,650
Pollution Monitoring - Air quality	Following the designation of an Air Quality Management Area in Selby District the resulting project work continues on developing and implementing an Action Plan in accordance with the prescribed DEFRA process. The ongoing work associated with the plan did the need to procure assistance with this work will entail costs and along with any remedial action or funding of expected survey work will require the additional budget requested. The annual status report will need to be also completed in the next 2 months, which will also entail additional cost against the budget	6,500	4,731	4,731
Specialist fees	The specialist fees budget has been approved to support the preparation of the sites allocation local plan and plan Selby. Work will continue on the preparation of the sites allocations local plan over the next financial year and the remaining budget is required to facilitate this work	453,163	318,557	318,557
Better Together	To support Better Together Projects with NYCC. The Better Together Project Board have agreed to carry forward monies set aside for future joint initiatives for another year.	50,000	50,000	50,000
Data & Systems - computer maintenance	Annual support & Maintenance for yrs 2 & 3 of scanstation software	20,000	20,000	20,000
HR Corporate short course fees	To be used as a contribution to additional demand for training that is expected to emerge from this OD strategy	33,080	6,968	6,500

Description	Purpose of Carry Forward	18/19 Current Budget	Remaining Budget	Carry Forward Request
HR Corporate Qual training course fees	To be used as a contribution to additional demand for training that is expected to emerge from this OD strategy	14,000	6,254	6,000
Local Plan Statutory Req	This is required in association with the formal stages of consultation. These have not been undertaken due to delays in preparing the local plan this financial year but are anticipated in the next financial year	7,000	7,000	7,000
Neighbourhood Plans Specialist fees	£40k of grants received through DCLG for Neighbourhood Planning which is to support local communities in preparing Neighbourhood Plans. No further grants will be paid unless Neighbourhood Plans reach adoption and therefore these funds must be retained to cover the costs of any future referendums and any other potential costs which may be incurred.	31,647	30,879	30,879
Core transfer Balances	Unused Contingency Drawdown	300,000	164,386	135,614
	Grand Total	2,053,057	1,103,819	1,046,190

General Fund Capital - Carry Forward Requests 2018/19

Appendix E

Description	Purpose of Carry Forward	18/19 Current Budget	Remaining Budget	Carry Forward Request
Portholme Road collapsed culvert	Repair works - Stage 2 interim invoices have been paid up to the end of January but works will now not start until 7/5/19 due to issues with street works licensing	419,141	419,141	419,141
Mand Disabled Fac Grant Payment	DFG is a mandatory means tested grant. In 2018/19 DFG was brought in house to improve delivery. Although 18/19 has seen a significant increase in spend and completed DFG's there is still a significant underspend which can be utilised in supporting future commitments.	668,203	228,110	228,110
Committee management system - Software	Carry forward to allow the completion of the Committee Management software rollout in April 2019	18,000	3,000	3,000
Police Co-location project	Works to complete the extension to the Civic Centre are on going. This funding is required in order to fulfil SDC's commitment to the project. Failure to carry forward this budget will result in SDC being in breach of contract	229,710	41,334	41,334
Industrial units - road adoption	This funding in 19/20 will result in the required improvements to bring the road to adoptable standard - without funding, will result in additional liability for SDC in the future as the current road deteriorates.	325,000	325,000	325,000
Selby Park improvement	Works to replace the lighting columns within the park have been delayed until after the Tour de Yorkshire. Failure to secure the funds in 2019/2020 will result in these works not progressing.	21,060	21,060	21,060

Description	Purpose of Carry Forward	18/19 Current Budget	Remaining Budget	Carry Forward Request
Car park improvement programme	Improvement works to the Year 2 programme (Audus Street and South Parade) have taken longer to come to site due to requirements to upgrade the electrical installations to accommodate electrical vehicle charging infrastructure. Contracts have been let for both car parks and an accrual of £50,000 has been submitted for works completed at Audus Street which have not yet been invoiced. Works to South Parade car park have been postponed until after the Tour de Yorkshire. Failure to secure the outstanding budget to support the works committed and in preparation will significantly impact our ability to deliver the improvement programme across the nine identified areas.	582,376	477,981	427,987
Annual licenses software	To be used to purchase Microsoft Licenses in 19/20. Procurement was delayed whilst soft market testing was undertaken and agreement found with NYCC. A partner is now being contracted and the project has started with the design stages in progress - these stages will inform the licence requirements. initial discussions and soft market testing indicate that the value should cover requirements for SDC year 1. Bids have been agreed for yrs 2 and 3 which will need moving once year forward. The licences will enable digital workforce and ensure the organisation is licenses correctly for Microsoft products	85,000	85,000	85,000
Digital workforce	This will be used to standardise workstations aligned to the digital workforce project ensuring officers have the tools to undertake their roles. This includes purchase of monitors, docking stations and power where required. The project has been delayed due to sourcing an improved solution which needs to wait until new user devices are available to be rolled out to officers	40,000	40,000	40,000

Description	Purpose of Carry Forward	18/19 Current Budget	Remaining Budget	Carry Forward Request
Disaster recovery	To be used for the procurement of replacement firewalls and remote access solution to meet the organisations disaster recovery and business continuity requirements. The procurement has been delayed due to NYCC proposing a suitable solution aligned to the improvements being made in the digital strategy projects. A supplier is now being contracted and the work will be completed in Q1 19/20	41,500	27,688	27,688
End user devices	To be used to replace end user devices aligned to the digital workforce project, due to the current device estate being end of life and not fit for purpose. The procurement has been delayed due to procurement of Microsoft licenses. Until licences are procured the organisation is unable to purchase new devices. A partner is now being contracted for Microsoft Licenses and roll out of new devices will align to the roll out of Microsoft licenses	96,000	86,995	86,995
Software	To be used to support software requirements and configuration for digital workforce. The procurement of a Microsoft partner was delayed while soft market testing was undertaken and agreement found with NYCC. A partner is now being contracted and the project has started with the design stages in progress - these stages will inform the software requirements	85,194	85,194	85,194
GIS system	To be used to cover the business case of an upgrade to the GIS system. The upgrade will allow for seamless data available in the field and enable mobile working around site planning visits. This is to maximise the benefits of the digitalisation project.	65,641	37,131	37,131
Planning system	To support the IDOX suite of software applications for upgrades and patches as part of the IDOX roadmap. This will ensure that we remain PSN compliant through 19/20	37,274	13,728	13,728

General Fund Capital - Carry Forward Requests 2018/19

Appendix E

Description	Purpose of Carry Forward	18/19 Current Budget	Remaining Budget	Carry Forward Request
Channel Shift 3	To be used for the Channel shift Phase 3 (Housing management CX integration) project which is due to be delivered in 19/20 as per the business case and project plan. Budget is to be spent in 19/20 following implementation of Channel shift phase 2 (Customer portal project) in Q1 19/20	18,000	18,000	18,000
Channel Shift 2	To be used for the Channel shift Phase 2 (Customer portal) project which is due to be delivered in 19/20 as per the business case and project plan. Budget is to be spent in 19/20 following implementation of Channel shift phase 1 (Revs & Bens project) in Q1 19/20	57,500	57,500	57,500
Benefits & Taxation system - Software	To support the Northgate Revs & Bens software changes to ensure PSN compliance throughout 19/20	12,675	8,675	8,675
ICT capital projects	To support the purchase of the Northgate scan station connector / Mobile devices and implementation costs	32,000	25,075	25,075
Repair Assistance Loans	We have received £12,407 in recycled loans funds which relate to previous Regional Housing Board funding and which must be used for Private Sector Housing initiatives. This money will support the RAS product which has increased from £4k to £6k	60,000	49,678	12,407
ICT Infrastructure	This carry forward is to be used for improvements to the ICT infrastructure in respect of projects in the digital strategy	32,082	4,597	4,597
New Build Projects	To carry forward the balance for the New Build Projects, loans to the SDHT	6,619,900	4,996,312	4,996,312
	Grand Total	9,546,256	7,051,199	6,963,934

Description	Purpose of Carry Forward	18/19 Current Budget	Remaining Budget	Carry Forward Request
Central Heating systems	Not experienced as many failures in 18/19 as anticipated therefore seeking to roll forward the balance of funding to enable us to continue our programme of 'just in time' replacements. As highlighted in previous years we are anticipating a spike of replacements in 22/23 based on the installation cycle: and we continue to try and smooth this through proactive early replacement where possible. Provision of adequate heating is Category 1 hazard under the Housing Health and Safety Rating System; failure to ensure such provision could leave SDC open to increased claims for disrepair under the new homes (fitness for Human Habitation) Act 2018	295,000	56,773	56,773
Community centre refurbishment	A fire risk assessment (FRA) completed at Grove House identified a number of issues which need to be addressed around the fire safety and security our community centres. This funding has been held pending completion of the programme of FRA's approved as part of the 2019/2020 budget to enable us to maximise value for money for the improvements required to the community centres. The risk of not undertaking this work is that we fail in our statutory duty as a landlord, and potentially put our customers at risk should a fire occur. The penalties for failing to comply with statutory Health and Safety legislation are severe.	48,000	48,000	48,000
Damp Works	Delays in agreeing the contract impacted delivery of the programme. Damp and problems associated with its presence is the primary cause of disrepair claims received by the council. In recent months SDC has seen an upturn in 'claims farm' generated disrepair cases and the New Homes (Fitness for Human Habitation) Act 2018 is likely to increase the number exponentially. Failure to secure the balance of funding in 19/20 will impact on our ability to address problems of damp within our properties and may ultimately result in additional expenditure being incurred via compensation to tenants through successful disrepair claims.	220,000	128,112	128,110

Description	Purpose of Carry Forward	18/19 Current Budget	Remaining Budget	Carry Forward Request
Environmental improvement	Capital improvement works are shortly to commence on improvement projects at both St Wilfrid's Court, Brayton and Prospect Place, Wistow. The funds for these projects are contractually committed and failure to secure the funds in 19/20 may leave SDC open to potential breach of contract proceedings. Colleagues in our Contracts team have also identified a project which requires significant investment and they are currently working with the local community to agree the design proposals. The balance of funding from this programme will be utilised to support the hard landscaping elements of this project.	150,488	148,909	145,710
Fencing programme	Contract let over 3 years to upgrade fencing to the Councils housing stock. Yr 2 of the programme has been successfully completed. Works for completion on Yr 3 of the programme have been identified and the additional funding will enable more properties to be completed.	42,821	20,830	20,830
Housing development scheme	This funding relates to delivery of the Housing Development programme which is ongoing.	1,200,000	1,199,400	1,199,400
Kitchens	Funding for the kitchen programme was originally held back in order to combine it with funding from 19/20 in order to make a more attractive and cost effective package for external contractors. The councils decision to support our capital bid to increase funding overall for the kitchen programme, combined with the funds from 18/19 will ensure we can maximise value for the investment.	130,000	125,076	125,076

Description	Purpose of Carry Forward	18/19 Current Budget	Remaining Budget	Carry Forward Request
Ousegate Lodge	The fire risk assessment completed at the property in February 2019 identified significant issues in terms of compartmentation works which need to be addressed. We are currently sourcing three quotations for the works to enable the necessary upgrades to be completed. Failure to secure the funds in 2019/2020 will result in funds needing to be secured from the responsive repairs budget which will increase financial pressure on that budget. The risk of not undertaking this work is that we fail in our statutory duty as a landlord, and potentially put our customers at risk should a fire occur. The penalties for failing to comply with statutory Health and Safety legislation are severe	59,499	55,804	55,804
Pointing Programme	Contract let over 3 years for ongoing pointing programme and associated works. Failure to secure the funds in 2019/20 will result in significantly less properties being improved under the programme, with potential impact on the weather tightness of our housing stock. Weather tightness is a key criteria under HHSRS and failure to address such requirements could open SDC to claims of disrepair	846,400	275,461	275,461
Roof replacement	Following completion of the Section 20 process for the replacement of the roofs on the Hillside estate, SDC were notified by one of the leaseholders of a potential issue not covered within the scope of works. An independent survey of the property in question has confirmed a number of the issues raised by the leaseholder and we are now in the process of commissioning additional surveys to the various property archetypes to establish the extent of the problem. The roofs are in desperate need of replacement having reached the end of their useful asset lifespan and failure to secure these funds in 2019/2020 will mean the programme cannot proceed. This will lead to cost pressures on the repairs budget and may ultimately lead to structural failure of the properties.	746,636	711,805	711,805

Description	Purpose of Carry Forward	18/19 Current Budget	Remaining Budget	Carry Forward Request
Sheltered Homes adaption	This funding is used to support a programme of installation of wet rooms in appropriate void properties. Due to the nature of the works however it is impossible to predict when works will be required. The funding is required to support the continued delivery of this programme in 2019/2020.	180,000	84,799	84,799
St Wilfrid's Court	A significant programme of investment is planned for St Wilfrid's Court in 2019/2020 and this funding has been held back to enable SDC to maximise value achieved through these works.	13,000	13,000	13,000
Estate enhancements	Linked to footpath improvement programme. A programme of improvements has been agreed and contract award is currently pending receipt of satisfactory references. Securing an appropriate contractor to undertake the required works was held until Feb 19 pending approval of the proposal for an increased programme of improvements in 19/20. Following council approval of the 19/20 Capital programme, the c/fwd funds from 18/19 will ensure we can deliver the required improvements more cost effectively and quickly. Failure to secure the c/fwd will result in fewer repairs being completed in 19/20 which may potentially result in increased claims to the Council for compensation due to personal injury or property damage	133,000	124,412	124,412
External cyclical repairs	Funds are committed to an ongoing programme. Commencement of the programme in 2018/2019 was delayed due to the volume of properties which required surveying; finally commencing in December 2018. Failure to secure the funds in 2019/20 will result in significantly less properties being improved under the programme, with potential impact on the weather tightness of our housing stock. Weather tightness is a key criteria under HHSRS and failure to address such requirements could open SDC to claims of disrepair	320,000	258,966	258,966

Description	Purpose of Carry Forward	18/19 Current Budget	Remaining Budget	Carry Forward Request
External door replacements	Funds are committed to an ongoing programme. The programme is linked with external cyclical repairs programme - the same contractor is completing both elements. Commencement of the programme was delayed in 18/19 due to the volume of properties which required surveying; finally commencing in Dec 18. Failure to secure the funds in 2019/20 will result in significantly less properties being improved under the programme, with potential impact on the weather tightness of our housing stock. Weather tightness is a key criteria under HHSRS and failure to address such requirements could open SDC to claims of disrepair	226,051	196,663	196,663
Footpath repairs	A programme of footpath improvements has been agreed and contract award is currently pending receipt of satisfactory references. Securing an appropriate contractor to undertake the required works was held in Feb 19 pending approval for an increased programme in 19/20. Following council approval of the 19/20 Capital programme, the c/fwd funds from 18/19 will ensure we can deliver the required improvements more cost effectively and quickly. Failure to secure the c/fwd will result in fewer repairs being completed in 19/20 which may potentially result in increased claims to the Council for compensation due to personal injury or property damage	12,237	11,562	11,562
Empty homes programme - improvements to property	Empty homes Delivery plan was approved by Exec in Jan 18 and included a £2m program over 3 years to purchase 20 units. Empty homes officer has successfully brought 24 homes back into use through direct action and exceeded target of 20. Case load of 20 properties is still being worked on which could result in either compulsory or voluntary purchase. Commitment has been made to Homes England to purchase 6 properties in 19/20 and a further 4 by Sep 20. The grant can be used to purchase long term empty homes and also previous council houses which have been lost through RTB. Intention is to re-profile the expected spend over the next 2 years and therefore c/fwd would support the continuation of this work	600,000	600,000	600,000

Description	Purpose of Carry Forward	18/19 Current Budget	Remaining Budget	Carry Forward Request
Laurie Backhouse Court	Works to replace the lift are ongoing. Tenders have been received - we are in the midst of contract preparation. Failure to secure the funds will mean the lift cannot be replaced, leading to potentially increased repair costs	38,231	38,231	38,231
Housing & Asset Management Software Replacement	To support the implementation of the housing software replacement project throughout 19/20	262,083	132,375	132,375
	Grand Total	5,523,446	4,230,178	4,226,977

P4G Revenue - Carry Forward Requests 2018/19

Appendix E

Description	Purpose of Carry Forward	18/19 Current Budget	Remaining Budget	Carry Forward Request
P4G Towns regeneration	Current work commissioned from People and Places to develop town revitalisation plans and prepare for Future High Streets Funds. Further work on this across the three towns will continue into Summer/Sept 2019. Work will identify where match fund and further commission is needed and establish further governance model to move project forward.	120,000	119,727	119,727
P4G Retail Experience - STEP	STEP have an identified plan and have been moving slowly on this. New work commissioned to develop a town centre strategy and action plan aligns well with this and should have final plans to deliver street scene priorities late 2019/20. Budget should finalise within this period. Spend heavily reliant on partnership engagement and influence on project delivery	108,340	78,148	78,148
P4G Retail Experience	The Tadcaster Riverside Park project is a long running project currently at design and costings phase with Amey Enterprises. Recent work has been to finalise the design costings. Phase 2 is to put the contract and operational arrangements in place to deliver the project in 2019. Carry Forward amount required to complete the project in full.	160,003	150,273	150,273
P4G Celebrating Selby 950	The budget represents SDC's contribution to a programme of events partially funded by external funders. Funding has been awarded by ACE (£70k) and HLF (£45k) which will enable the programme of work to be delivered in 2019/20. Contracts will be awarded in April 2019, as soon as permission has been given by the funders and is expected to be complete by February 2020.	50,000	44,449	44,449

P4G Revenue - Carry Forward Requests 2018/19

Appendix E

Description	Purpose of Carry Forward	18/19 Current Budget	Remaining Budget	Carry Forward Request
P4G3 Tourism & Culture	Budget represents a 3 year programme which will be complete by 1/10/22. The initial period has seen very little expenditure whilst the foundations for delivery have been put in place, including officers being recruited into the delivery posts	542,193	477,229	477,229
P4G Empty Homes	A number of loan applications have been received and are progressing. The total amount committed in 18/19 for loans is £21,500 but this budget is a P4G budget and there will not be further resources allocation in 19/20 therefore the request to c/fwd the total remaining budget and not just the committed spend will allow this work to continue	115,474	88,455	88,455
P4G - Healthy living concept Page 49	The HLC fund is an accrued fund. The Selby Health Matters group have now finalised a 3 year action plan to support delivery of local initiatives for which this fund will support. A final year of contribution is due to fund for 2019/20 of £35k. The amount also needs to carry forward into the following year to support the action plan. Current projects underway are the Local Cycling and Walking Infrastructure Plan which has a committed amount from the fund of £50k. The work commenced in Dec 18 and is due to conclude by end Sep 19	82,176	81,791	81,791
P4G - Tour De Yorkshire	The TDY is a fixed event in 2019 and will be delivered on 2nd May 19. Contract arrangements are in place for delivery. Amount outstanding will complete the project in 2019	150,000	149,954	149,954
P4G - Making our Assets work	This is a P4G budget to support the 2 year delivery programme as approved at the January 19 Executive within the EDF - Refresh Report commencing Jan 19 including accruals	180,000	166,593	166,593

P4G Revenue - Carry Forward Requests 2018/19

Appendix E

Description	Purpose of Carry Forward	18/19 Current Budget	Remaining Budget	Carry Forward Request
P4G - SDHT	This is a P4G budget to support the 2 year delivery programme as approved at the January 19 Executive within the EDF - Refresh Report commencing Jan 19	38,300	34,850	34,850
P4G - Stepping up Housing delivery	This is a P4G budget to support the 2 year delivery programme as approved at the January 19 Executive within the EDF - Refresh Report commencing Jan 19	24,862	9,919	9,919
P4G - Olympia Park	This is a P4G budget to support the 2 year delivery programme as approved at the January 19 Executive within the EDF - Refresh Report commencing Jan 19. Accruals have been raised for service fees totalling £25,252 and have been accounted for in the above balance	435,000	290,985	290,985
Housing development and regeneration	Carry over of this budget to be retained by HDP feasibility work.	125,000	100,194	100,194
P4G3 strategic site masterplan	This is a P4G budget to support the 2 year delivery programme as approved at the January 19 Executive within the EDF - Refresh Report commencing Jan 19. Accruals raised to cover M62 SDZ work (£15.5k) and TCF work (£25k)	200,613	153,317	153,317
P4G3 - access to employment	This is a P4G budget to support the 2 year delivery programme as approved at the January 19 Executive within the EDF - Refresh Report commencing Jan 19.	40,000	40,000	40,000
P4G - Growing enterprise	This is a P4G budget to support the 2 year delivery programme as approved at the January 19 Executive within the EDF - Refresh Report commencing Jan 19. This figure includes an accrued credit of £3190 from LCR and £1286 contributions/credit for SDC delivered business events	76,761	62,550	62,550

P4G Revenue - Carry Forward Requests 2018/19

Appendix E

Description	Purpose of Carry Forward	18/19 Current Budget	Remaining Budget	Carry Forward Request
P4G - Open for Business	The project plan agreed with LT and Executive was for the work to cover an 18 month period across two financial years. The carry forward request mirrors this arrangement. We move into the next phase of the work just after the election in May. The project end date is December 2019.	78,108	34,895	34,895
Staffing	Staff costs to carry forward to cover the full programme	3,007,000	2,134,345	2,134,345
Contingency	Contingency for the programme carried forward	70,000	70,000	70,000
	Grand Total	5,603,830	4,217,674	4,217,674

P4G Capital - Carry Forward Requests 2018/19

Appendix E

Description	Purpose of Carry Forward	18/19 Current Budget	Remaining Budget	Carry Forward Request
P4G High street shop fronts	High Street Shop Fronts delivery to take place as part of the VE Strategy and the pending decisions around FHSF and TCF applications.	100,000	100,000	100,000
P4G - Comm Prop Acquisition fund	This is a P4G budget to support the 2 year delivery programme as approved at the January 19 Executive within the EDF - Refresh Report commencing Jan 19. this budget is retained to support future opportunities to acquire commercial property in line with SDC's Ed & Regen programme and to bring forward properties already acquired (NWB Properties)	3,500,000	3,039,424	3,039,424
P4G - New Lane - Public realm	This is a P4G budget to support the 2 year delivery programme as approved at the January 19 Executive within the EDF - Refresh Report commencing Jan 19. New lane Public realm programme	200,000	200,000	200,000
	Grand Total	3,800,000	3,339,424	3,339,424



Report Reference Number: E/19/02

To: Executive
Date: 30 May 2019
Status: Non Key Decision
Ward(s) Affected: All
Author: Michelle Oates, Senior Accountant
Lead Executive Member: Councillor Cliff Lunn, Lead Executive Member for Finance and Resources
Lead Officer: Karen Iveson, Chief Finance Officer

Title: Treasury Management – Annual Review 2018/19

Summary:

This report reviews the Council's borrowing and investment activity (Treasury Management) for the period 1st April 2018 to 31st March 2019 (Q4) and presents performance against the Prudential Indicators.

Investments – On average the Council's treasury deposits totalled £63.413m over the year at an average rate of 0.81% earning interest of £518k (£356k allocated to the General Fund; £163k allocated to the HRA) which is £279k above budget. In line with the approved Medium Term Financial Strategy, general fund income above £300k should be transferred to Contingency reserve, resulting in year-end transfer of £56k.

Property Funds – A budget of £5m was approved to invest in Property Funds, split equally between Blackrock and Threadneedle. As previously reported entry fees of £76k were treated as revenue expenses and offset against returns in year one, resulting in net income of £6k and a closing investment value of £4.93m, a loss of 0.69% (£34.2k) against the original investment. Excluding entry fees, the funds achieved a combined return revenue return of 4.13%

Loans to SDHT – During 2018/19 interest earned on loans to SDHT was £18k, in relation to Kirkgate and St Joseph's street Tadcaster.

Borrowing – Long-term borrowing totalled £59.3m at 31st March 2019, (£1.6m relating to the General Fund; £57.7m relating to the HRA),

Interest payments of £2.49m were made during 2018/19, a saving of £0.37m against budget, which is due to deferral of borrowing assumed for the Housing Development Programme. The Council had no short term borrowing in place as at 31 March 2018, and has not undertaken any during 2018/19.

Prudential Indicators – the Council’s affordable limits for borrowing were not breached during this period.

Recommendations:

- i. Councillors endorse the actions of officers on the Council’s treasury activities for 2018/19 and approve the report.**
- ii. Note that investment income allocated to the General Fund, over the £300k threshold is to be transferred to Contingency Reserve – equating to £56k for the year.**

Reasons for recommendation

To comply with the Treasury Management Code of Practice, the Executive is required to receive and review regular treasury management monitoring reports.

1. Introduction and background

- 1.1 This is the final monitoring report for treasury management in 2018/19 and covers the period 1 April 2018 to 31 March 2019. During this period the Council complied with its legislative and regulatory requirements.
- 1.2 Treasury management in Local Government is governed by the CIPFA “Code of Practice on Treasury Management in the Public Services” and in this context is the management of the Council’s cash flows, its banking and its capital market transactions, the effective control of the risks associated with those activities and the pursuit of optimum performance consistent with those risks. This Council has adopted the Code and complies with its requirements.
- 1.3 The Council’s Treasury Strategy, including the Annual Investment Strategy and Prudential Indicators was approved by Council on 22 February 2018.
- 1.4 The two key budgets related to the Council’s treasury management activities are the amount of interest earned on investments £240k (£165k General Fund, £75k HRA) and the amount of interest paid on borrowing £2.862m (£75k General Fund, £2.787m HRA).

2. The Report

Interest Rates and Market Conditions

2.1 The Council's treasury advisors Link summarised the key points associated with economic activity in 2018/19 as follows:

- Brexit negotiations have been a focus of much attention during the year;
- UK growth in 2018 was weak initially and then strengthened during the year before falling again in the final quarter;
- As expected the MPC raised Bank Rate from 0.50% to 0.75% on 2 August 2018;
- No further rate rises were expected until uncertainties regarding Brexit were resolved; and
- CPI inflation was on a falling trend throughout the year;

2.2 Deposit rates at the start of 2018/19 have gradually increased, as the rate increases in Q3 17/18 and Q2 18/19 have filtered through into investments placed by the pooled Treasury Fund. As expected, there were no further base rate increases during the final quarter, with the final outturn position of £519k being close to the Q3 forecast of £491k.

Borrowing and Investment Rates in 2018/19

2.3 The movement in relevant UK market interest rates for the year was as follows:

a) For Bank rate

	%
From 1 April 2018 to 1 August 2018	0.50
From 2 August 2018 to 31 March 2019	0.75

b) For PWLB rates (inclusive of the 0.2% discount rate)

Item	Range during Year %	Start of Year %	End of Year %	Average In Year %
Fixed Interest Maturity				
1 year	1.28 – 1.64	1.48	1.48	1.50
5 years	1.50 – 2.07	1.84	1.55	1.80
10 years	1.80 – 2.50	2.22	1.85	2.19
25 years	2.33 – 2.93	2.55	2.40	2.65
50 years	2.16 – 2.79	2.27	2.23	2.46

c) For Investment rates

The average return to Q4 2018/19 of 0.81% compares with the average benchmark returns as follows:

Item	Range during Year %	Start of Year %	End of Year %	Average during Year %
7 day LIBID	0.35 – 0.59	0.36	0.57	0.51
1 month	0.37 – 0.61	0.39	0.61	0.54
3 month	0.48 – 0.81	0.59	0.72	0.68
6 month	0.59 – 0.92	0.70	0.83	0.79
1 year	0.75 – 1.06	0.88	0.94	0.94

Annual Investment Strategy

- 2.4 The Annual Investment Strategy outlines the Council's investment priorities which are consistent with those recommended by DCLG and CIPFA:
- Security of Capital and
 - Liquidity of its investments
- 2.5 The Investment of cash balances of the Council are managed as part of the investment pool operated by North Yorkshire County Council (NYCC). In order to facilitate this pooling, The Council's Annual Investment strategy and Lending List has been aligned to that of NYCC.
- 2.6 NYCC continues to invest in only highly credit rated institutions using the Link suggested creditworthiness matrices which take information from all the credit ratings agencies. Officers can confirm that the Council has not breached its approved investment limits during the year.

2.7 The Council's investment activity in the NYCC investment pool up to Q4 2018/19 was as follows:-

- Balance invested at 31 March 2019 £52.62m
- Average Daily Balance Q4 18/19 £63.41m
- Average Interest Rate Achieved Q4 18/19 0.81%

Borrowing

2.8 It is a statutory duty for the Council to determine and keep under review its "Affordable Borrowing Limits". The Council's approved Prudential Indicators (affordable limits) were outlined in the Treasury Management Strategy Statement (TMSS). A list of the limits is shown at Appendix A. Officers can confirm that the Prudential Indicators were not breached during the year.

2.9 The TMSS indicated that there was no requirement to take long term borrowing during 2018/19 to support the budgeted capital programme. However, the borrowing requirement is largely dependent on the Housing Development Programme and whilst it is expected that this will be funded by internal borrowing, this will continue to be reviewed.

2.10 The Council approved an Authorised Borrowing Limit of £84m (£83m debt and £1m Leases) and an Operational Borrowing Limit of £79m (£78m debt and £1m Leases) for 2018/19.

2.11 The strategy, in relation to capital financing, is to continue the voluntary set aside of Minimum Revenue Provision (MRP) payments from the HRA in relation to self-financing debt in order to create capacity to internally borrow to support the Housing Delivery Programme. £1.26m is budgeted for 2018/19 but actual borrowing is currently deferred.

2.12 As a result, the Council was in an under-borrowed position of £99k as at 31 March 2019. This means that capital borrowing is currently below the Council's underlying need to borrow. The reduction compared to the start of the financial year is the net impact of in-year HRA Voluntary MRP and new capital expenditure in relation to the Housing Delivery Programme, as planned.

2.13 The 2018/19 Treasury Management Strategy forecast an under-borrowed position by the end of 18/19, rising to £14.5m by the end of 20/21 as loans are made to support the Housing Trust, and HRA Housing Investment Programme. Plans to undertake any additional long term borrowing in the short/medium term will be kept under review as the Extended Housing Delivery Programme progresses and while borrowing rates remain low

Capital Strategy

- 2.14 The Capital Strategy was included as part of the Council's Annual Treasury Management and Investment Strategy 2018/19, approved in February 2018. The Capital Strategy sets out how capital expenditure, capital financing and treasury management contribute to the provision of Corporate and service objectives and properly takes account of stewardship, value for money, prudence, sustainability and affordability. It sets out the long term context in which capital expenditure and investment decisions are made and gives due consideration to both risk and reward and impact on the achievement of priority outcomes.
- 2.15 Alternative non-treasury investments are considered as part of the Capital Strategy. Given the technical nature of potential alternative investments and strong linkages to the Council's Treasury Management function, appropriate governance and decision making arrangements are needed to ensure robust due diligence in order to make recommendations for implementation. As a result, all investments are subject to consideration and where necessary recommendations of the Executive.
- 2.16 In addition to loans to Selby & District Housing Trust to support the Housing Deliver Programme, options for alternative investments currently being explored are Commercial Property investments, which will be subject to individual business case approval, and Property Funds.
- 2.17 **Housing Delivery Programme Loans**

The Housing Delivery Programme has delivered a number of successful schemes so far, in partnership with Selby & District Housing Trust. One of the principals underpinning the programme is financial support will be provided to the Trust by way of grant and loans to fund provision of affordable homes in the District whilst achieving a revenue return for the Council's General Fund. The table below summarises the loans provided to date.

Scheme	Loan Rate %	Principal Outstanding £	Interest 18/19 £
Kirgate, Tadcaster	4.56%	190,326	9,240
St Joseph's St	4.20%	313,786	8,904
Jubilee Close, Ricall	3.55%	553,225	- *1
Ulleskelf	4.87%	1,080,060	- *1
Ousegate	3.65%	114,000	- *1
Total Principal / Average Rate	4.36%	2,251,396	18,144

* First instalments due in 2019/20

Commercial Property Investments

- 2.18 To date there have been two successful bids on Commercial Properties, one in Selby town and one in Tadcaster, both buildings are ex-Natwest Bank Properties. The first successful bid was placed for the Tadcaster property, which completed during Q2 18/19. The second in Selby, which completed towards the end of Q3 18/19. Business cases are currently being developed for the on-going use of the buildings, which means that costs relating to managing the properties, such as Business Rates, security etc. will need to be funded through the Programme for Growth budget until an income stream is generated or the properties are sold on. During 2018/19 cost of £8.6k were incurred.

Property Funds

- 2.19 On 6th September 2018, The Executive approved exemption of the Council's procurement rules to invest £5m in Property funds, which have been selected through a procurement exercise carried out by the NYCC Treasury Team, in conjunction with the Council's joint treasury advisors, Link, who were commissioned to support the selection process.
- 2.20 Throughout September and October, the Treasury team carried out the complex application process to buy into the secondary market of Blackrock and Threadneedle Funds, to place £2.5m per fund, direct investment on behalf of SDC. This included application under Mifid II¹ * regulations as the holdings will be wholly owned by SDC. The units were purchased on 31 October 2018.
- 2.21 The initial investment in both Property Funds incurred total fund entrance fees of £76k – these costs have been charged to the revenue budget in year. The combined opening value of the units was £4.94m.
- 2.22 Investments held in Property Funds are classified as Non-Specified Investments and are, consequently, long term in nature. Valuations can, therefore, rise as well as fall, over the period they are held. Any gains or losses in the capital value of investments are held in an unusable reserve on the balance sheet and do not impact on the General Fund until units in the funds are sold. Both funds have experienced minor capital losses to the end of March 2019.
- 2.23 Each fund also provides a monthly revenue return, representing interest earned on the fund over that period. The position on Property Funds at

¹ *Investment firm" under the Markets in Financial Instruments Directive (MiFID) means "any legal person whose regular occupation or business is the provision of one or more investment services to third parties and/or the performance of one or more investment activities on a professional basis" (Article 4(1)).*

The MiFID definition, therefore, covers all natural and legal persons who perform investment services and activities using financial instruments, as a regular occupation or business, and on a professional basis.

31 March 2019 is as follows:-

Fund	Investment £k	Valuation as at 31-Mar-19 £k	Capital Gain / (Loss) £k	Capital Gain / (Loss) %	Revenue Return £k	Revenue Return %	Total Return %
Blackrock	2,502.50	2,491.49	(11.0)	(0.44)	34.73	3.43	2.99
Threadneedle	2,439.24	2,416.03	(23.2)	(0.93)	47.74	4.84	3.92
Total	4,941.73	4,907.52	(34.2)	(0.69)	82.5	4.13	3.43

3. Alternative Options Considered

3.1 Not Applicable.

4.0 Implications

4.1 Legal Implications

There are no legal issues as a result of this report.

4.2 Financial Implications

4.2.1 The Councils investment income during the year has been highlighted through in-year monitoring and is reported in the surplus outturn position for the General Fund and HRA.

4.2.3 Fund entry fees came in lower than anticipated at £76k on the secondary market, which includes frees from the Broker and Link, funded by year one revenue income, generating a net saving in year 1 of £6.5k. If the trend continues into 2019/20, it is expected the funds will generate income of circa £200k per year.

5. Conclusion

5.1 The impact of the economy and Brexit negotiations continue to create uncertainty in the financial markets. Whilst returns remain relatively modest, the council has performed well against benchmark returns whilst maintaining security of the council's cash balances. The property fund investments have provided an additional boost to overall returns, expected to continue over the coming years.

5.2 The Council's debt position is in line with expectations set out in the Strategy, with no immediate changes on the horizon. However, as the Housing Delivery programme progresses and interest rates begin to rise, opportunities to optimise the Council's debt portfolio will be kept under review.

5.3 The Council operated within approved Strategy Indicators for the

quarter, with no breaches on authorised limits. The Prudential Indicators are reviewed annually as part of the Treasury Strategy to ensure approved boundaries remain appropriate; activities to date during 18/19 have not highlighted any concerns.

6. Background Documents

Finance Treasury Management Files

Contact Details

Michelle Oates
Senior Accountant – Capital & Treasury
North Yorkshire County Council

Appendices:

Appendix A – Prudential Indicators as at 31 March 2019

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Prudential Indicators - As at 31 March 2019

Note	Prudential Indicator	2018/19 Indicator	Quarter 4 Actual
1	Year End Capital Financing Requirement £'000	61,404	54,588
	Gross Borrowing £'000	59,487	59,487
	Investments £'000	34,869	59,586
2	Net Borrowing £'000	24,618	-99
3	Authorised Limit for External Debt £'000	84,000	59,487
4	Operational Boundry for External Debt £'000	79,000	59,487
5	Limit of fixed interest rates based on net debt %	100%	100%
	Limit of variable interest rates based on net debt %	30%	0%
6	Principal sums invested for over 364 days		
	1 to 2 years £'000	20,000	0
	2 to 3 years £'000	15,000	0
	3 to 4 years £'000	5,000	0
	4 to 5 years £'000	5,000	0
7	Maturity Structure of external debt borrowing limits		
	Under 12 months %	20%	0.00%
	1 to 2 years %	20%	0.00%
	2 to 5 years %	50%	10.96%
	5 to 10 years %	50%	0.00%
	10 to 15 years %	50%	0.00%
	15 years and above %	90%	89.04%

1. Capital Financing Requirement – this is a measure of the Council's underlying need to borrow long term to fund its capital projects.

2. Net Borrowing (Gross Borrowing less Investments) – this must not except in the short term exceed the capital financing requirement.

3. Authorised Limit for External Debt – this is the maximum amount of borrowing the Council believes it would need to undertake its functions during the year. It is set above the Operational Limit to accommodate unusual or exceptional cashflow movements.

4. Operational Boundary for External Debt – this is set at the Council's most likely operation level. Any breaches of this would be reported to Councillor's immediately.
5. Limit of fixed and variable interest rates on net debt – this is to manage interest rate fluctuations to ensure that the Council does not over expose itself to variable rate debt.
6. Principal Sums Invested for over 364 days – the purpose of these limits is so that the Council contains its exposure to the possibility of loss that might arise as a result of having to seek early repayment or redemption of investments.
7. Maturity Structure of Borrowing Limits – the purpose of this is to ensure that the Council is not required to repay all of its debt in one year. The debt in the 15 years and over category is spread over a range of maturities from 23 years to 50 years.



Report Reference Number: E/19/03

To:	Executive
Date:	30 May 2019
Status:	Non Key Decision
Ward(s) Affected:	All
Author:	Palbinder Mann, Democratic Services Manager
Lead Executive Member:	Councillor Mark Crane, Leader of the Council
Lead Officer:	Janet Waggott, Chief Executive

Title: Executive Appointments on Outside Bodies 2019/20

Summary:

This report informs the Executive of the current Executive appointments to outside bodies. It asks the Executive to consider these appointments for 2019/20 and make any changes as appropriate.

Recommendations:

To make the Executive appointments to Outside Bodies for the 2019/20 Municipal Year.

Reasons for recommendation

To ensure the Council is represented on outside bodies as necessary in 2019/20.

1. Introduction and background

- 1.1** Under the current Executive arrangements, the responsibility for appointing representatives on Outside Bodies is split between the Executive and the Council. This report asks the Executive to consider those appointments within its remit.

2. The Report

- 2.1** The full list of current Executive appointments to outside bodies can be found at Appendix A.
- 2.2** The Executive is asked to consider the appointments and outline its nominations for the 2019/20 municipal year.

3. Alternative Options Considered

None – appointments to outside bodies are required to ensure the Council is represented on the relevant bodies for 2019/20.

4. Implications

4.1 Legal Implications

There are no specific legal issues

4.2 Financial Implications

Travel expenses may be incurred for Councillors attending meetings.

5. Conclusion

- 5.1** The Executive is asked to consider and approve the appointments to outside bodies for the 2019/20 municipal year.

6. Background Documents

None

7. Appendices

Appendix A – Executive Appointments to Outside Bodies 2018/19

Contact Officer:

Palbinder Mann
Democratic Services Manager
pmann@selby.gov.uk
01757 292207

Selby District Council
Executive Appointments on Outside Bodies 2019/20

OUTSIDE BODY	PLACES	REPRESENTATIVE
Local Government North Yorkshire and York	1	Councillor Mark Crane Deputy – Councillor John Mackman
Local Government Association	1	Chris Metcalfe Deputy – Councillor Cliff Lunn
Yorkshire and Humber Employers' Committee	1	Councillor Mark Crane
York and North Yorkshire Strategic Housing Board	1	Councillor Chris Pearson Substitute: Councillor John Mackman
Leeds City Region Planning Board	1	Councillor John Mackman
West Yorkshire Combined Authority Partnership Committee	1	Councillor Mark Crane Deputy – Councillor John Mackman
The First Ainsty Internal Drainage Board	2	Councillor Donald Mackay Councillor Keith Ellis
Danvm Drainage Board	5	Debbi White Councillor Mike Jordan Mrs Gillian Ivey Mel Hobson Dave Peart

OUTSIDE BODY	PLACES	REPRESENTATIVE
Trans-Pennine Trail Board	1	Mrs Gillian Ivey
PATROL (Parking and Traffic Regulations Outside London)	1	Chris Metcalfe
Ouse and Derwent Internal Drainage Board	6	<u>First Electoral Division – Ouse</u> Liz Casling Councillor John Cattanach Councillor Keith Ellis <u>Third Electoral Division – Cliffe</u> Jim Deans Brian Marshall Mrs Kay McSherry
Selby Area Internal Drainage Board	11	Councillor Chris Pearson (Vice Chair) Councillor John Mackman Councillor John Cattanach Councillor Ian Chilvers Dave Peart Jim Deans Mel Hobson Councillor Cliff Lunn Mrs Gillian Ivey Councillor David Buckle Councillor Judith Chilvers
North Yorkshire Building Control Partnership	1 and 1 Substitute	Councillor Cliff Lunn Substitute – Councillor Chris Pearson
Groundwork (North Yorkshire)	2	Councillor Paul Welch Mel Hobson

OUTSIDE BODY	PLACES	REPRESENTATIVE
Community Safety Partnership	1	Mel Hobson
North Yorkshire Police and Crime Panel	1	Mel Hobson
North Yorkshire Joint Procurement Committee	1	Councillor Cliff Lunn
York and North Yorkshire Spatial Planning Board	1	Councillor John Mackman
Selby and District Housing Trust	3	Councillor John Mackman Councillor Stephanie Duckett Mrs Gillian Ivey
York, North Yorkshire and East Riding Local Enterprise Partnership Overview and Scrutiny Group	1	Chris Metcalfe
Humber Strategy Forum	1	Councillor John Mackman Sub – Councillor Mark Crane

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