



Meeting: **SCRUTINY COMMITTEE**
Date: **MONDAY, 11 APRIL 2022**
Time: **5.00 PM**
Venue: **MICROSOFT TEAMS - REMOTE**
To: **Councillors S Shaw-Wright (Chair), W Nichols (Vice-Chair),
A Lee, N Reader, R Sweeting, K Ellis, J McCartney and
J Chilvers**

Agenda

1. Apologies for Absence

2. 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.

3. Minutes (Pages 1 - 8)

To confirm as a correct record the minutes of the meetings of the Scrutiny Committee held on 17 February 2022 and 1 March 2022.

4. Chair's Address to the Scrutiny Committee

5. Dentistry in Selby District (Pages 9 - 20)

To consider and discuss dentistry services in Selby District.

In attendance will be Ruth Stockdale, Network and Engagement Manager from HealthWatch North Yorkshire.

Attached to the agenda are a HealthWatch Update for the Local Dental Network and the presentation to be given at the meeting.

6. Corporate Performance Report - Quarter 3 2021-22 (S/21/16) (Pages 21 - 52)

To consider the content of the report and make any comments on the Council's performance.

7. Financial Results and Budget Exceptions Report Q3 - 2021-22 (S/21/17) (Pages 53 - 82)

To consider the content of the report and make any comments on the Council's financial results and budget exceptions.

8. Treasury Management - Quarterly Update Q3 - 2021-22 (S/21/18) (Pages 83 - 98)

To consider the content of the report and make any comments on the Council's treasury management.

9. Scrutiny Committee Work Programme planning for 2022-23 (Pages 99 - 108)

To consider and agree the Committee's work plan for the next municipal year, 2022-23.

Janet Waggott

Janet Waggott, Chief Executive

<p>Dates of next meetings (5.00pm) Thursday, 30 June 2022</p>
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Enquiries relating to this agenda, please contact Democratic Services on democraticservices@selby.gov.uk.

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Scrutiny Committee
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protocol on audio/visual recording and photography at meetings, a copy of which is available on request. Anyone wishing to record must contact Democratic Services on the above details prior to the start of the meeting. Any recording must be conducted openly and not in secret.

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Minutes

Scrutiny Committee

Venue:	Microsoft Teams - Remote
Date:	Thursday, 17 February 2022
Time:	5.00 pm
Present:	Councillors S Shaw-Wright (Chair), W Nichols (Vice-Chair), N Reader, R Sweeting, K Ellis and J McCartney
Officers present:	Victoria Foreman, Democratic Services Officer
Others present:	Chris Neal, Group Manager for Selby District, North Yorkshire Fire and Rescue Service, Supt. Mark Khan, North Yorkshire Police Service, Rachel Pippin, Deputy Head of Operations, Yorkshire Ambulance Service and Ken Lowe, Area Operations Manager covering Selby, Yorkshire Ambulance Service
Public:	N/A
Press:	N/A

42 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor J Chilvers.

43 DISCLOSURES OF INTEREST

There were no disclosures of interest.

44 MINUTES

The Committee considered the minutes of the meeting held on 20 January 2022.

RESOLVED:

To approve the minutes of the Scrutiny Committee meeting held on 20 January 2022 for signing by the Chair.

45 CHAIR'S ADDRESS TO THE SCRUTINY COMMITTEE

The Chair thanked the representatives from the emergency services who were in attendance at the meeting for joining the Committee.

46 BLUE LIGHT SERVICES: POLICE AND FIRE SERVICES, AND YORKSHIRE AMBULANCE SERVICE (YAS)

Members noted that present at the meeting were:

- Chris Neal, Group Manager for Selby District, North Yorkshire Fire and Rescue Service
- Supt. Mark Khan, North Yorkshire Police Service
- Rachel Pippin, Deputy Head of Operations, Yorkshire Ambulance Service
- Ken Lowe, Area Operations Manager covering Selby, Yorkshire Ambulance Service

Each representative gave an update on the service that they covered.

Chris Neal, Group Manager for Selby District, North Yorkshire Fire and Rescue

- A new risk and review model would be published in March and would set out how services would be delivered in the next year; a public consultation would begin following publication.
- The staff at Selby fire station operated on a four-on/four-off basis, with an on-call crew also available, as well as being backed up by other stations across the area including Tadcaster and York; there was also cross-border liaison with South Yorkshire and Humberside services.
- Following the pandemic, it was felt that fire crews needed to be more visible once again; as such, preventative work with businesses and communities that the fire service was good at would be started again, including flooding mitigation and preparedness.

Members asked questions around the use of fire stations for women fleeing domestic violence, which could be difficult at Selby as it wasn't manned 24 hours a day, and how links to the PFCC could affect the fire service's budget. The Group Manager explained that the service had a Chief Fire Officer who decided on policy and was then scrutinised by the PFCC, who could set the service's protected budget. The governance model in place in North Yorkshire was pioneering and there were distinct advantages to the arrangements.

Supt. Mark Khan, North Yorkshire Police Service

- The Supt. emphasised that all crime was a priority and that the control strategy was the service's plan as to what they would be focusing on, which were:
 - Serious and organised crime;
 - Safeguarding and violence against women and girls;
 - Community harm; and
 - Road safety.
- The Uplift Programme was increasing the number of officers in North Yorkshire from 1,400 to 1,500; for the Selby area this equated to a quarter vacancy for a PCSO and three for full officers. The student officer programme in Selby currently had 32 enrolled in it, in their first and second years. Individuals now needed a degree to become an officer, for which there was an Open University course, as well as practical experience. The first cohort would be available from June and backfilling the Selby vacancies.
- The Neighbourhood Policing model would be investigated in order to develop a better three-to-five-year plan as to how the service operates prevention and early intervention, including a public health approach to policy. More information would be available about this plan in the next 12 to 24 months.
- Fixed site cameras were not being taken forward but this, to an extent, depended on the view of the PFCC; there had been discussions with the road safety team as to why not. In response the team had explained that the vans were more flexible and could be placed where people were not expecting them to be, as well as having good links with community speed watch schemes.

The Committee asked if councils could pay for and install their own fixed cameras; Members were advised that this could be possible but that assessments by the police service would still need to be undertaken. The representative from the fire service explained that there was a road safety partnership, chaired by them. Information from the public could be fed back to the partnership if there were problem areas identified by residents. Speed monitoring could be set up and existing data could be used to inform the services where to place cameras and why.

Some Members asked why speed vans went to the same spots and felt that average speed cameras would be of more use. Following on from a previous query, some data had been produced around speeding in Whitley and as such officers were assessing what needed to be done in the area.

Other issues raised by Members during the discussion, which were also to be fed back to the PFCC, included neighbourhood policies, weight limits on roads and bridges, anti-social behaviour, cross border crime, parking on footways and fly tipping. Supt. Khan asked that details of the

above were also sent to him.

The Committee were pleased with a new community constable in Tadcaster who was getting to know the local area and was frequently visible on the streets of the town, which residents appreciated.

With regards to parking matters, Members acknowledged that this wasn't always an issue for the police to address and felt that the Council should invest more into tackling the problem; discussion and partnership around the issue was needed across all services. Some Committee Members strongly felt that on-street parking and the obstruction of highways was an issue that should be ticketed by the police; areas such as Bridlington had an enforcement team that were on patrol frequently.

Some Members were of the view that quick contact and response times and cross border crime, particularly drugs, had got worse due to the reduction in staffing levels and the impact of austerity on jobs. Supt. Khan explained that wherever possible access by telephone was being improved but agreed that long waits for assistance were unacceptable.

In conclusion and following a query from Members Supt. Khan confirmed that in the Selby district there were 34 warranted officers, plus 14 neighbourhood officers, with 3 current vacancies. The PFCC had indicated that she would be looking to increase officer numbers further by an extra 70 posts across North Yorkshire.

Rachel Pippin, Deputy Head of Operations and Ken Lowe, Area Operations Manager covering Selby, Yorkshire Ambulance Service

The representatives from Yorkshire Ambulance Service gave a presentation which covered the following points:

- Over the winter months nationwide, all urgent and emergency systems had faced significant pressure; YAS had been at level 4 (the highest level of escalation) since July 2021 and had experienced extremely high demand in NHS 111, 999 and PTS services. The 999-contact centre had seen a demand increase of 25% above pre-pandemic levels, handling an average of 3500 calls per day. This was due to the combined challenges presented by the Omicron COVID variant, including the impact on YAS own staff, and winter pressures.
- Actions taken to tackle the pressures included a recruitment campaign, especially focused on 999/111 contact centres, increasing the estate for contact centres to accommodate additional staff and provide resilience, the prioritisation of key activities and redeployment of staff to increase the number of ambulance crews on the road, the maximised use of alternative care pathways to reduce conveyance to A&E departments., deployment of welfare vehicles to support staff wellbeing and enhance staff morale and military aid, which had been in place

within YAS from the 18 January 2022.

- Future priorities included continued monitoring of the situation closely and thanking all the hard-working staff and volunteers for their efforts during such a challenging time. The focus of the YAS was now on recovery from winter pressures and a return to business as usual. The service would be identifying lessons from COVID and building future resilience plans, as well as prioritising staff wellbeing and welfare. YAS would maintain its work with system partners to improve patient choice and access to care through development of alternative care pathways.

The Committee thanked the YAS for all their hard work over the past couple of years and asked for detail of the military aid that had been provided. The YAS officers explained that it was drivers that were assisting them from the military, but that they had been given basic medical training should they need to assist further.

The welfare vehicle for delayed and waiting staff at A&E departments visited whenever such delays were experienced, which was frequently as the entire NHS system was still under sustained pressure. Members asked if they could be provided with the costs of the welfare vehicle, which was funded through the government's NHS winter funding.

Members asked if the provision of defibrillators across the district was proving to be beneficial; the YAS officers confirmed that they were invaluable and could save lives. The defibrillator in Selby had been used a couple of times, and it was important that the public knew where they all were; YAS officers confirmed that the sites where they were installed could be looked up online. Members emphasised the importance of messaging about how to use them and that members of the public should ring the NHS if they need to use one.

The Committee asked what they could do to tackle the queues and pressure at A&E departments; the YAS thanked the community for their support which had been helpful and would continue to be so.

The Committee again thanked the attendees from North Yorkshire Police, the Yorkshire Ambulance Service and the North Yorkshire Fire and Rescue for all they did and for attending the meeting.

RESOLVED:

The Committee noted the updates from attendees and asked to be provided with the costs of the welfare vehicle.

47 WORK PROGRAMME

The Committee considered the 2021-22 work programme as presented in the agenda.

Members asked for several additions and amendments to the work programme and also discussed remote meetings; the Committee generally agreed that remote meetings were easier for Members to attend and should continue, but that some matters were better dealt with in person.

RESOLVED:

- 1. That the Democratic Services Officer write to the attendees for the previous Blue Light Services item to thank them for joining the meeting.**
- 2. That the Ward Members that covered Barlby be invited to the future education themed meeting.**
- 3. That North Yorkshire Police be invited back to a future meeting of the Committee to present new information on the Neighbourhood Policing model, which would be developed as a better three-to-five-year plan as to how the service operated prevention and early intervention, including a public health approach to policy; more information would be available about this plan in the next 12 to 24 months.**
- 4. That an attendee from the Sherburn Dental Practice be invited to the forthcoming single-issue meeting on dentistry provision in the district.**
- 5. That, if possible, the single-issue housing and property services item be presented to the Committee as soon as practicable, and that updates on housing be provided on a more regular basis.**

The meeting closed at 6.15 pm.

Minutes

Scrutiny Committee

Venue:	Council Chamber - Civic Centre, Doncaster Road, Selby, YO8 9FT
Date:	Tuesday, 1 March 2022
Time:	5.00 pm
Present:	S Shaw-Wright (Chair), R Packham, N Reader, R Sweeting, K Ellis, J McCartney and J Chilvers
Officers present:	Janet Waggott, Chief Executive, Karen Iveson, Chief Finance Officer, Suzan Harrington, Director of Corporate Services and Commissioning, Alison Hartley, Monitoring Officer, Palbinder Mann, Democratic Services Manager and Victoria Foreman, Democratic Services Officer
Others present:	Councillors M Crane, Leader of the Council and Councillor C Lunn, Lead Executive Member for Finance and Resources

48 APOLOGIES FOR ABSENCE

Apologies for absence had been received from Councillor W Nichols; Councillor R Packham was in attendance as a substitute for Councillor Nichols.

49 DISCLOSURES OF INTEREST

There were no disclosures of interest.

50 CHAIR'S ADDRESS TO THE SCRUTINY COMMITTEE

There was no Chair's address.

51 PRIVATE SESSION - EXCLUSION OF PRESS AND PUBLIC

It was proposed, and seconded, that the Committee sit in private session for the following business due to the nature of the business to be transacted.

RESOLVED:

That, in accordance with Section 100(A)(4) of the Local Government Act 1972, in view of the nature of business to be transacted the meeting be not open to the press and public during discussion of the following items as there will be disclosure of exempt information as described in paragraphs 3 and 6 of Schedule 12(A) of the Act.

52 CALL-IN: UPDATE ON LEISURE SERVICES PROVISION - EXECUTIVE REPORT E/21/45(S/21/15)

The Director for Corporate Services and Commissioning presented the report which asked the Committee to consider the Call In of the decision made in respect of report E/21/45 – Update on Leisure Services Provision, which was made by the Executive at their meeting on 3 February 2022.

The Leader of the Council and the Lead Executive Member for Finance and Resources were in attendance at the meeting.

The Committee discussed the report and asked numerous questions on a range of matters of the officers and Members of the Executive present.

It was proposed and seconded that the Committee agree with the decision made by the Executive and take no further action.

An amendment was proposed and seconded that the Scrutiny Committee receive regular updates on leisure services provision at future meetings of the Committee.

A vote was taken on the substantive motion and was approved.

RESOLVED:

- i. To agree with the decision made by the Executive and take no further action.**
- ii. To agree that regular updates on leisure services provision be provide at future meetings of the Committee.**

The meeting closed at 5.32 pm.

Healthwatch Update for Local Dental Network

Volume of Dentistry Feedback

Within the past 6 months 164 people have actively contacted Healthwatch North Yorkshire regarding dentistry. Dentistry continues to be the number one topic we receive feedback about, over and above the feedback we receive regarding other topics such as GP services and hospital care.

The 5 key issues we are hearing about relating to dentistry are outlined below:

1. Lack of NHS dentists for people to register with

A large majority of the feedback received is regarding people being unable to register with an NHS dentist. People who have just moved to the area, those who have been struck off their dental practice register, have had their dental practice close down or switch to only offering private treatment have been forced to try to register with a new practice. However, the large majority are unable to find a practice taking on new patients, meaning some travel very long distances to access NHS dental services or cannot access dental services at all.

Access to information regarding where you can register with an NHS dentist continues to be poor, and the online NHS service finder to search for a local dentist often has out of date information. There are also concerns around NHS 111 and that 'urgent' problems are not considered urgent enough, meaning people are living in pain.

"Our dentist of the past 30 years suddenly closed and although I have rung all practices within a 20/25-mile radius I cannot get on one list. My husband was in the middle of a course of treatment and I will soon need a check-up. What do we do? Ringing 111 has proved spectacularly ineffective".

2. Long waiting times to register

Those on waiting lists to join a practice with an NHS dentist have expressed their frustration with the length of the wait time, which tends to vary between 3-5 years. Some dental practices have up to 1,000 people on their waiting list.

"I have called tens of surgeries and many are not accepting NHS patients or have a 3-5 year waiting list. I have also called the NHS helpline to locate a dentist, but all the surgeries they recommended for me to contact didn't accept new patients. The NHS advice was to go private".

3. People being forced to go private

Many people have informed us that when they try to register with an NHS dentist they are told there is no availability for NHS patients but they could be seen as a private patient. However, some treatments can cost hundreds to thousands of pounds, and many cannot afford this option.

One person who contacted us had serious issues with their gums and has been trying to get NHS treatment but have only been offered private treatment at a cost of £4,000.

4. Impact on other aspects of life (e.g., mental health, employment)

Being unable to register with an NHS dentist has also had a negative impact on other aspects of people's lives such as on their mental health and employment. One person who contacted us from Selby was on a three-year waiting list to get NHS free services. They were in a vicious cycle whereby they felt unable to afford to pay for treatment (due to being unemployed) and yet felt that no one would employ them looking the way they did. This secondary impact means further strain is being placed on already overstretched services such as mental health support services.

"Our son, who is 15 needs to see the orthodontist as [he] requires braces and we've been told it could be three years + before he might be seen and [have] been told to go private. The cost to do this is very expensive and we just can't afford to do this. Our son is very conscious about how his teeth are and doesn't want to smile and gets frustrated that he is teased by others in and out of school. I'm sure this has an effect on his mental well-being".

5. Effect on children's oral health

Some feedback has been regarding people being unable to access treatment for their children, raising concerns around the long-term impact this might have on children's oral health. We have also received feedback from pregnant mothers who have been unable to access treatment even though they are entitled to free NHS dental services.

Latest Research and Reports

Healthwatch North Yorkshire have completed 3 reports looking at dentistry:

<https://bit.ly/HWNYRHBR>

This report from September 2021 gives the results of a survey following a provider in Robin's Hood Bay handing back their NHS contract.

Key messages: The survey results demonstrate a strong desire for NHS services to be available in the Robin Hood's Bay area but also evidence a willingness to travel to larger areas nearby, such as Whitby, and Scarborough.

<https://bit.ly/HWNYSDR>

This report from September 2021 provides the results from 3 focus groups looking at NHS dentistry in Scarborough as part of the procurement process following closures of dental surgeries in the area.

Key messages: The report demonstrates a strong desire for NHS dentistry in the area. Respondents made it clear that they wanted accessible, affordable, friendly, and regular dentistry.

[NHS Dentistry in North Yorkshire: 1-Year Review of Public Feedback \(healthwatchnorthyorkshire.co.uk\)](https://healthwatchnorthyorkshire.co.uk)

This report, from August 2021 provides a review of the 176 pieces of feedback and signpost requests received regarding dentistry between 15th May 2020 and 14th May 2021.

Key messages: Lack of clarity around which dental practices listed on NHS Choices are providing NHS treatment. Many cannot register with an NHS dentist and waiting lists can be as long as 3 years. People are being forced to pay for private treatment where they can afford it. Feedback regarding lack of access to treatment for children and pregnant mothers.

What Else We Know

Healthwatch England have published their Annual Report. NHS Dentistry is featured - [20220203 Healthwatch England Annual Report Final.pdf](#) with talk of the twin crises of access and affordability. They are also calling for urgent reform of dental commissioning.

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The state of NHS dentistry in North Yorkshire

Background & key issues for dentistry

- Centralised NHS England contract for NHS dentistry established in 2006 not fit for purpose.
- Dental funding does not meet the needs of local populations.
- Lack of qualified dental practitioners being trained or available.
- NHS dentists leaving the profession and/or going private.
- A review of NHS dental contract and service began this year.
- Severe shortage of NHS dental places for the public.

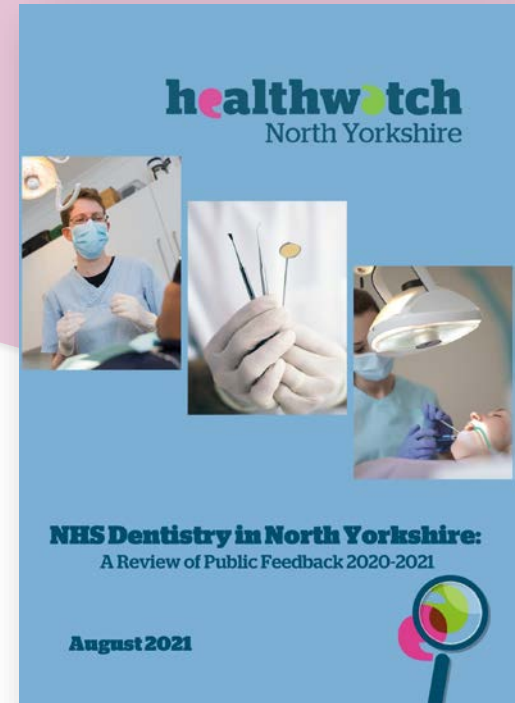
Dentistry concerns

- Dentistry has been a major concern for us during 2021
- Over 12 months we've heard from almost 200 people about dentistry
- No.1 issue – lack of ability to register with an NHS dentist
- COVID-19 has exacerbated an already fragile service
- Height of the pandemic NHS dental practices were running at 40% capacity
- System has pushed people to go private & pay huge costs

Our findings over 12 months

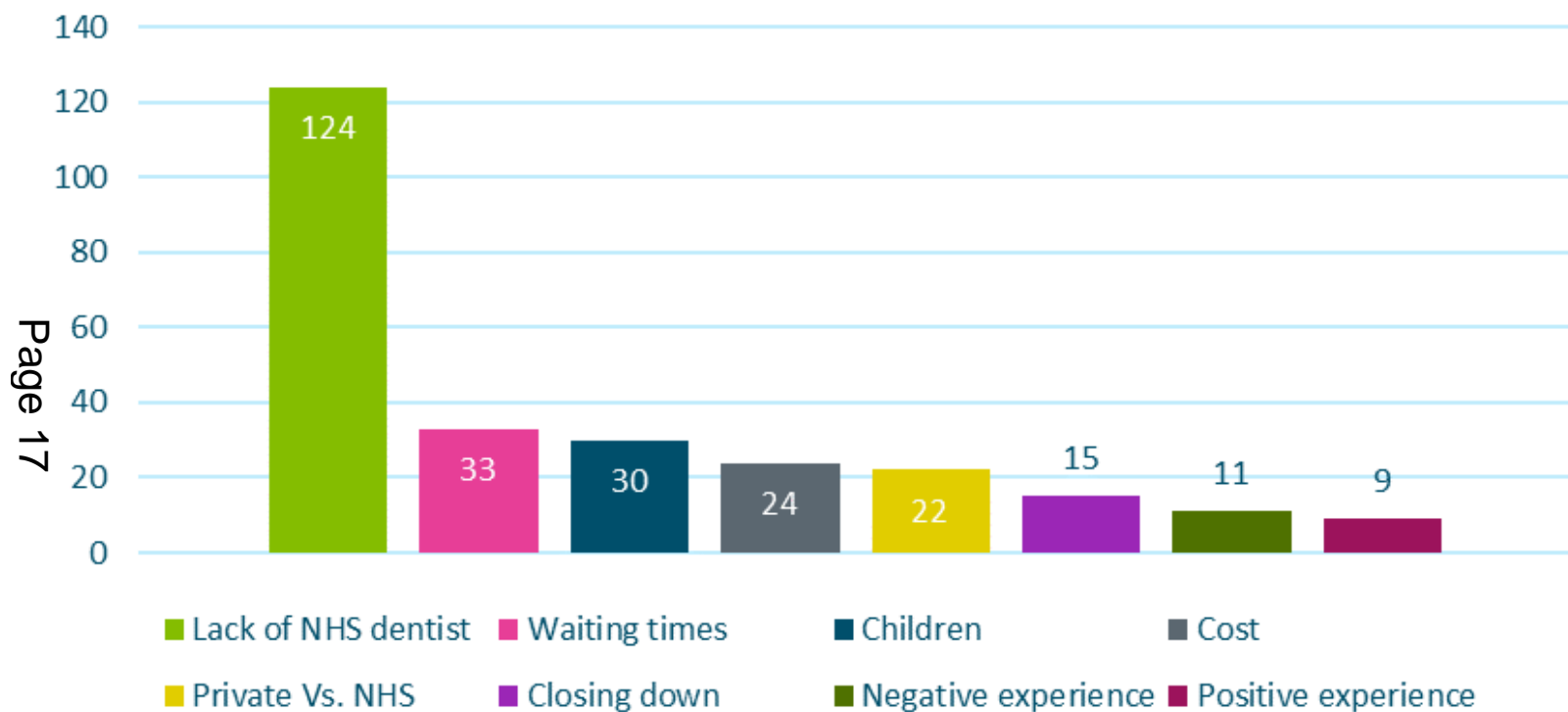
- 77 NHS dental practices across North Yorkshire
- One practice per 8,000 people
- Only 2 practices taking on NHS clients
- Waiting lists for the public can be as long as 3 years, with over 1,000 people on a list
- Public not seeking treatment as no places and can't afford to go private
- Children's oral health suffering as no access to places

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Volume of themes within dental feedback



Current action & next steps

- HWNY raised issues around dentistry with NYCC health & scrutiny committee
- HWNY working with NHS Public Health dental commissioners on new procurement of dental services
- HWNY to join new HCV dental network to support planning & commissioning of services

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Our recommendations

- New oral health task force for North Yorkshire (or ICS area)
- Greater public involvement to shape existing & new services
- Greater role for the new ICS to commission and plan for NHS dental provision and services
- More NHS dentists, in terms of access & affordability
- Improved clarity of information of NHS dentist locations
- Dental practices explore opportunities to support people's general health



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Report Reference Number: S/21/16

To: Scrutiny Committee
Date: 11 April 2022
Author: Victoria Foreman, Democratic Services Officer
Lead Executive Member: Mark Crane, Leader of the Council
Lead Officer: Stuart Robinson, Head of Business Development and Improvement

Title: Corporate Performance Report – Quarter 3 2021-22

Summary:

The Scrutiny Committee is asked to consider the report of the Head of Business Development and Improvement which provides a progress update on delivery of the Council Plan 2020-2030 as measured by a combination of: progress against priority projects/high level actions; and performance against KPIs. The report covers Quarter 3 for the 2021-22 year.

The report was considered by the Executive at its meeting on 3 March 2022.

Recommendation:

The Scrutiny Committee is asked to consider the content of the report and make any comments on the Council's performance.

Reasons for recommendation

The Committee is asked to consider the information as set out in the reports as part of their role in reviewing and scrutinising the performance of the Council in relation to its policy objectives, performance targets and/or particular service areas. The reporting of performance data enables the Council to demonstrate progress on delivering the Corporate Plan Priorities to make Selby District a great place.

1. Introduction and background

1.1 Please see section 1 of the report considered by the Executive on 3 March 2022 attached to this report at Appendix A.

2. The Report

2.1 Please see section 2 of the report considered by the Executive on 3 March 2022 attached to this report at Appendix A.

3. Alternative Options Considered

3.1 None applicable.

4. Implications

4.1 Legal Implications

4.2 Effective Scrutiny arrangements form part of the governance framework of the Council. Please see section 4 of the report considered by the Executive on 3 March 2022 attached to this report at Appendix A.

4.3 Financial Implications

4.4 Please see section 4 of the report considered by the Executive on 3 March 2022 attached to this report at Appendix A.

4.5 Policy and Risk Implications

4.6 Please see section 4 of the report considered by the Executive on 3 March 2022 attached to this report at Appendix A.

4.7 Corporate Plan Implications

4.8 The Council's Corporate Plan sets out long term plans to make Selby District a great place to do business, enjoy life, make a difference, supported by the Council delivering great value. An effective scrutiny function is essential to fair and transparent decision making, which underpins the work of the Council. This scrutiny function includes reviewing and scrutinising the performance of the Council in relation to its policy objectives, performance targets and/or particular service areas. The information contained in the report enables the Council to monitor its performance.

4.9 Resource Implications

4.10 Please see section 4 of the report considered by the Executive on 3 March 2022 attached to this report at Appendix A.

4.11 Other Implications

Not applicable.

4.12 Equalities Impact Assessment

4.13 Please see section 4 of the report considered by the Executive on 3 March 2022 attached to this report at Appendix A.

5. Conclusion

5.1 The Scrutiny Committee discharges the Council's statutory overview and scrutiny functions and as such has responsibility for reviewing the Council's

performance; the Committee's comments and observations on performance are welcomed.

6. Background Documents

None.

7. Appendices

Appendix A – Executive Report – 3 March 2022

Appendix B – (Appendix A of Executive Report 3 March 2022) – Council Delivery Plan 2020-23 Monitoring Report Quarter 3 2021-22

Appendix C - (Appendix B of Executive Report 3 March 2022) – Corporate Performance Report – Quarter 3 2021-22

Contact Officer:

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Report Reference Number: E/21/46

To: Executive
Date: 3 March 2022
Status: Non-Key Decision
Ward(s) Affected: All
Author: Isobel Hall, Policy and Performance Officer
Lead Executive Member: Cllr Mark Crane, Leader of the Council and Lead Member for Housing, Leisure, Strategic Matters, External Relations and Partnerships
Lead Officer: Stuart Robinson, Head of Business Development & Improvement

Title: Corporate Performance Report - Quarter 3 2021/22 (October to December)

Summary:

The quarterly Corporate Performance Report provides a progress update on delivery of the Council Plan 2020-2030 as measured by a combination of: progress against priority projects/high level actions; and performance against KPIs.

Recommendations:

- i. The report is noted and approved
- ii. Executive consider any further action they wish to be taken as a result of current performance.

Reasons for recommendation

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

1. Introduction and background

- 1.1 High level performance reporting of progress against the Council's priorities – as set out in the Council Plan 2020-2030 – is a key element of the performance management arrangements.
- 1.2 Progress on delivering the Council's priorities is demonstrated by a combination of:

- progress against priority projects/high level actions (are we meeting/expecting to meet delivery timescales) see Appendix: A Council Delivery Plan 2020-23 Monitoring Report; and
- performance against KPIs (are targets being met; are we getting better) see Appendix B: Corporate Performance Report.

1.3 It should be noted that changes have been made to Leisure KPIs and we are now reporting three KPIs: number of memberships at combined leisure centres; number of visits to combined leisure centres; and number of GP referrals.

2. Issue for consideration

2.1 The specific focus of this report covers the period October to December 2021. The Covid-19 pandemic continued throughout this period.

2.2 Summary of progress

To summarise progress in quarter 3:

- 64% of KPIs reported are showing improvement over the longer term or have maintained 100% performance. In quarter 2, this figure was 57%.
- 64% of KPIs reported are on target – with 20% of KPIs within acceptable tolerances. In quarter 2, this figure was 63%.

2.3 A focus on repairs to council owned properties

Performance on repairs continues to see a steady improvement as the service continues its recovery from the suspensions enforced due to Covid-19 and backlogs that were created as a result. Following resumption of the full repairs service in May 2021 we have cleared 86% of our overdue repairs. On average, the Council receives between 300 and 350 new repairs each week, which results in a rolling average of between 1,500 and 1,800 repairs ongoing at any one time. At the end of the Q3 there were 1,876 repairs outstanding which includes the 14% of backlog repairs still to be completed, as well as those still within their respective target dates.

2.4 What went well in quarter 3 - Positive Performance - KPIs

2.4.1 Number of SMEs supported

Currently, the number of SMEs supported stands at 73, this is significantly higher than Q3 of the previous year (64) and comfortably exceeds the target of 50.

2.4.2 Total number of empty homes (6 months+) brought back through direct action

The total number of empty homes brought back into use through direct action is 71 for Q3. This comfortably exceeds the target of 15. However, it is lower than Q3 for 2020/21 which was 89.

2.4.3 Proportion of sundry debt collected

89.46% of debt collected significantly exceeds the target of 69.24% and is much better than at the same time last year (66.39%).

2.4.4 % Major planning applications decided within statutory or extension of time

For Q3, 100% of major applications were dealt with within statutory or extension of time (EoT) for the second quarter in a row. Progress remains high at well over the 60% government target and exceeds performance in the same period last year (60%).

2.4.5 % Non-major other planning applications decided within statutory or EoT limit

For Q3, this KPI has improved significantly, showing a figure of 78.43%. This is an increase on the Q2 value of 69.90%.

2.4.6 % Stage 1 corporate complaints fully responded to in required timescales

Following disappointing performance of only 50% in Q2, 100% of stage 1 corporate complaints were fully responded to in the required timescales in Q3. It is pleasing to report that 100% of Stage 2 corporate complaints were also fully responded in required time. Again, a significant improvement on the Q2 figure (55%).

2.4.7 % of people accessing benefit forms and taxation direct debit forms online in relation to other channels

The % of people accessing benefit forms and taxation direct debits forms online has remained consistently above target and has increased from Q2 (60.16) to Q3 (63.27).

2.4.8 Average days to re-let standard void types

Performance improvements seen in Q1 and Q2 have continued into Q3 with the average time taken to bring a standard void back in to re-use now sitting at 13.64 days - a reduction of 7.86 days on Q1. Whilst acknowledging this is a major improvement, we have been fortunate during this period to receive several voids which had minimal works, thus enabling rapid turn-round. It is recognised this is not always the case and we expect the averages to increase in Q4 based on voids currently in process.

2.4.9 Council tax base

124 new dwellings were added to the List in Q3 and 33 100% exemptions were added so the net increase is 91 dwellings. After movements in discounts and exemptions overall the base has increased by 54 properties.

2.4.10 Proportion of council housing rent and arrears collected

We improved performance on this KPI in Q3 – collecting 95.4% of rent and arrears – compared to 93.3% collected in Q2. This exceeds the target of 93.6%. It is, however, below the performance in Q3 last year (96.5%).

2.5 What did not go so well in quarter 3 – and what are we doing about it

2.5.1 Average days to re-let major void types

Performance in Q3 has unfortunately dropped again as the impact result of longer lead times on key materials and resource challenges both internally and within our sub-contractor support continues to affect delivery. The average time taken to bring a major void back in to re-use is now sitting at 55.17 days - an increase of 8.34 days on Q2.

2.5.2 Average days to process new benefit claims/change of circumstances

Whilst targets continue to be met, performance on both these measures has deteriorated since the previous quarter and is worse than the same period last year. This may be due to increased pressure on the service caused by processing Covid-payments.

2.5.3 Amount of planned savings achieved

Savings in the general fund of £184k are expected to be achieved. The £195k saving in the HRA is aligned with the implantation of phase 2 of the new housing system which is due to be implemented in the first half of 2022/23 and will therefore not be achieved in the current financial year.

2.5.4 Percentage of FOIs responded to within 20 days

Although better than a year ago, Q3 performance (85.25%) was slightly worse than Q2 (87.22%) and just below the target of 86%.

2.5.5 Average days sick per FTE (full time employee) rolling 12 months

Q3 saw a steep rise in sickness at 6 days per FTE – higher than the previous quarter (4.5 days/FTE) and missing the target of 5 days/FTE. At the beginning of Q3, those staff who had been WFH moved to a hybrid model, spending a little more time in the office. At the end of Q3 we returned to WFH for most staff as the Omicron variant caused a spike in Covid cases. Up to and including Q1 2021 there were no recorded absences due to Covid; by the end of Q3 Covid accounted for 122 days lost (9% of total absences).

3. Alternative Options Considered

N/A

4. Implications

N/A

4.1 Legal Implications

None

4.2 Financial Implications

Delivery of Council Plan priorities is reflected in the Medium-Term Financial Strategy.

4.3 Policy and Risk Implications

Performance is a corporate risk. Failure to adequately perform will result in the corporate priorities not being delivered. Performance reporting is part of a suite of mitigating actions which make up our Performance Management Framework.

4.4 Council Plan Implications

This report provides a progress update on delivery of the Council Plan 2020-23.

4.5 Resource Implications

Performance reporting highlights areas where we are not performing well or are performing too well. Where an under or over allocation of resource is highlighted as a reason for poor performance we can explore opportunities to adjust resources to support effective implementation of the Council Plan as part of our on-going business and budget planning.

4.6 Other Implications

N/A

4.7 Equalities Impact Assessment

An Equality, Diversity and Community Impact Assessment screening report has been undertaken on the Council Plan and its priorities – and due regard has been given.

5. Conclusion

- 5.1 The performance data demonstrates continued performance improvement and delivery against Council Plan Priorities.

6. Background Documents

None

7. Appendices

Appendix A: Council Delivery Plan 2020-23 Monitoring Report Quarter 3 2021/22




Appendix B: Corporate Performance Report Quarter 3 2021/22

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Council Delivery Plan 2020-23 Monitoring Report

Key:

-  Corporate priority is on track
-  There are some concerns about this corporate priority
-  Significant concerns



Theme: A great place to LIVE

OBJECTIVE	ACTION	OFFICER LEAD	EXECUTIVE LEAD	MILESTONE	DUE DATE	COMPLETED DATE	RAG	OVERALL COMMENTARY	OVERALL RAG
Increased Housing Supply	Maintain our Five-Year Housing Land Supply	Martin Grainger	Cllr Musgrave	Deal with pre-application queries and planning applications for new residential development expeditiously	31-Mar-2023			The Planning Development Management Service is continuing to process applications as efficiently as possible. The Covid pandemic has created a back log which are now addressing. In addition, the number of planning applications is high with an increase of around 23.5 to 29% seen in the first six months of 2020/21. As you would expect this is reflected in incomes which is also high. Significant progress has been made on the production of a Local Plan. This document sets out a portfolio of housing and employment sites for the next twenty years. Consultation on the Preferred Options draft of the plan took place between 31st January and 12 March 2021. Over 1200 comments were received which will help to inform the Publication version of the Local Plan, which will be consulted on in early 2022. A further 44 sites were submitted as part of the Preferred Options consultation and a further consultation on these additional sites took place between 2nd August and 13th September 2021. A number of additional	
				Explore new sources of supply and a long-term pipeline of housing sites to 2040 through the new Local Plan (see below).	31-Mar-2023				
				Proactive Work with developers to unlock 'stuck sites'	31-Mar-2023				
				Provide appropriate Planning support to deliver the Councils Housing Development Programme and HRA new-build projects	31-Mar-2023				

OBJECTIVE	ACTION	OFFICER LEAD	EXECUTIVE LEAD	MILESTONE	DUE DATE	COMPLETED DATE	RAG	OVERALL COMMENTARY	OVERALL RAG
								evidence base documents have also been consulted on as a separate exercise. They related to the approach to Greenbelt, CIL and Local Plan Viability, Greenspace Audit and Indoor/Outdoor Sports. Technical work is now progressing with further consultation programmed for summer 2022.	
Page 32 Increased Housing Supply	Maximise the number of available homes through delivering the Empty Homes programme.	Sarah Thompson	Cllr Crane	Deliver the Empty Homes Programme	31-Mar-2022		▶	By end December 2021 there were 353 homes that had been empty and unfurnished for more than 6 months, compared 411 12 months ago. During the first three quarters of 2021/22, 73 homes that have been empty for 6 months+ have been brought back into use back in use (or demolished) following interventions from the Council. This includes 36 homes brought back into use (or demolished) that have been empty over 2 years. Most often these successes have been the result of letters offering assistance, advice letters supporting VAT reductions, follow up calls and nudge behaviour towards taking responsibility and decisions about the property's future. The Council's empty homes grant programme, which turns empty homes into homes for households at risk of homelessness/ rough sleeping, also continues to contribute to this figure. Whichever form the Council's intervention takes, in most cases homes became re-occupied after a change in ownership. We continue to work with Homes England to complete the Empty Homes Acquisition programme. Seven properties purchased have now been let as affordable housing and another three are expected to be complete and let by the end of Q4.	▶

OBJECTIVE	ACTION	OFFICER LEAD	EXECUTIVE LEAD	MILESTONE	DUE DATE	COMPLETED DATE	RAG	OVERALL COMMENTARY	OVERALL RAG
Increased Housing Supply	Implement a Selby District Council Housing Development Programme	Sarah Thompson	Cllr Musgrave	Agree the most appropriate delivery models for the HDP	31-Dec-2020	1-Apr-2021	▶	A new Affordable Housing Strategy for 2021 onwards has been approved by the Executive. This sets out the delivery priorities for the HDP.	▶
				Create HDP Programme Board, agree priority sites within Phase 2 and the Development Programme.	31-March-2023		▶	HDP Board created and meetings taking place. Due to other Covid related work, phase 2 Planning reports (flood risk) had been delayed. The information needed to complete this work has now been provided. Further responses from the EA delayed progress of this to Planning Committee in August. This will now go to the Planning Committee in March. On 1 st April the Executive approved a new Affordable Housing Policy and a revised Policy on the use of Section 106 funding to purchase and build affordable housing, this will enable the HDP to be accelerated. Negotiations to purchase 22 S106 properties are ongoing.	
Improve our housing stock	Deliver the housing improvement programme element of the HRA Business Plan 2019-2025.	Phil Hiscott	Cllr Crane	Deliver the HRA improvement Plan.	31-Mar-2022		▶	The Housing Repairs Service is continuing to refurbish VOID properties and carry out all repairs and performance in these areas remains on target. Substantial progress has been made with Covid backlog work. Reducing this by 86% 2 additional trades staff have been recruited to work on the backlog of jobs.	▶
				Deliver the HRA Business Plan 3 Year Capital Investment Programme (agreed Dec 2019).	31-March-2023		▶	Increased lead times on numerous materials (kitchens, plaster, timber, door slabs etc.,) coupled with increasing numbers of customers refusing works due to self-isolation, shielding and simply not wanting people in their homes continues to severely hamper programme delivery. In addition, we have seen further requests for price increases due to increased material and labour costs.	

OBJECTIVE	ACTION	OFFICER LEAD	EXECUTIVE LEAD	MILESTONE	DUE DATE	COMPLETED DATE	RAG	OVERALL COMMENTARY	OVERALL RAG
								A programme of 548 properties have been issued to the contractor for survey or work. Orders are being issued as the surveys are returned. This included the properties we were unable to access in 2020 due to tenants refusing access, the 2021 programme and some properties programmed for 2022.	
Page 34 Market Town Regeneration	Develop and implement Town Action Plans and partnerships for Selby, Tadcaster and Sherburn-in-Elmet	Julian Rudd	Cllr Buckle	Complete Town Centre Action Plans for Selby & Sherburn	30-Sep-2020			<p>Revitalising Towns Initiative Officers have identified potential schemes and highlighted their relevance to wider Council initiatives and policies. The priority projects included within the Town Centres Revitalisation Programme were approved by Executive in September 2021. The scope of the work has been broadened to include Sherburn Legacy Projects. Detailed project plans are being developed to ensure projects are completed (or at least in contract or under construction) by March 2023.</p> <p>Selby District Places and Movement Study A report summarising the consultation, and proposed way forward was approved at the September Executive. The report also acknowledged the current work being undertaken by the Local Plan Team in Tadcaster, which includes place and movement type proposals. We still intend to take forward proposals through a future Levelling Up Fund bid, should the timings align. SDC has allocated £2m as a match for a bid of up to £20m to implement projects coming out of this P&M study. The Phase 1 Report is being finalised with consultants WSP and partners NYCC before work starts on Phase 2, to refine proposals and agree priority projects.</p>	
				Develop partnership groups for implementing Selby, Sherburn and Tadcaster Town Centre Action Plans.	31-Dec-2020				

OBJECTIVE	ACTION	OFFICER LEAD	EXECUTIVE LEAD	MILESTONE	DUE DATE	COMPLETED DATE	RAG	OVERALL COMMENTARY	OVERALL RAG
Page 35				Complete Town Centre Action Plan for Tadcaster	31-Mar-2021			Selby Station Gateway Transforming Cities Fund (TCF) The Outline Business Case (OBC) was submitted to WYCA at the end of April and WYCA requested further work to be done to show how the TCF contribution can be fully spent by March 2023. This work has now been completed and it was submitted in October 2021. Final approval for the OBC is now expected in February 2022, and recommendations on how to proceed to the Full Business Case will be identified. Submission of the FBC is expected in June/July 2022 (following its approval by the Executive). Strong progress has been achieved with land acquisition, including purchase of the Selby Business centre in December 2022. The planning application for TCF is now submitted and is being considered. Officers are in continuous dialogue with WYCA over delivery timescales and Members will be informed as further information becomes available. The	
				Implement the Opening Town Centres Safely plan.	31-Mar-2021				
				Implement key projects from Town Action Plans for Selby, Sherburn and Tadcaster including:	31-Mar-2023				
				Complete Places and Movement study of Selby, Sherburn and Tadcaster – joint with NYCC (plus LEP funds).	31-Dec-2022				
				Deliver the Selby town centre High St Heritage Action Zone programme.	31-Mar-2023				
				Deliver Transforming Cities Fund programme to transform the Selby station area.	31-Mar-2023 Note extension to completion date approved by DfT. New completion date March 2024				

OBJECTIVE	ACTION	OFFICER LEAD	EXECUTIVE LEAD	MILESTONE	DUE DATE	COMPLETED DATE	RAG	OVERALL COMMENTARY	OVERALL RAG
<p style="writing-mode: vertical-rl; transform: rotate(180deg);">Page 36</p>								<p>Council has identified sufficient funding to ensure that the Station Gateway scheme will be fully delivered, including the Station Plaza, by March 2024. In addition, DfT have verbally confirmed that spend of TCF can extend to March 2024.</p> <p>Selby Town Centre High Street Heritage Action Zone</p> <p>The HSHAZ is a national grant programme by Historic England to invest in Selby town centre through community engagement and building regeneration projects. This includes the creation of new planning guidance which explores the details of Selby's heritage character and features and offer guidance on how to maintain and enhance them. It is under draft internal review and was written by Donald Insalls architects.</p> <p>A number of premises have taken up the property improvement grant initiative and will start to show heritage renovation in coming quarters.</p> <p>The quarter has included cultural and community activity including 'Selby Stories' - oral histories and reminiscences of local people.</p> <p>Song-writing workshops and a new iteration of the Minecraft project including in person workshops.</p> <p>'Selby Faces' researching famous and well-known Selby people with portraits developed and displayed in the Abbey.</p> <p>National Heritage Open Days local activity including a 'Streets For All' audit approach</p>	

OBJECTIVE	ACTION	OFFICER LEAD	EXECUTIVE LEAD	MILESTONE	DUE DATE	COMPLETED DATE	RAG	OVERALL COMMENTARY	OVERALL RAG
Theme: A great place to ENJOY									
Community	Develop a resilient community	Angela Crossland	Cllr Buckle	Establish local arrangements that support residents in addressing financial difficulty.	31-Dec-2020	31-Mar-2021		Full Council approved the establishment of a £2M Community Legacy Fund with Two Ridings Community Foundation to support local community organisations to access District funding, protected to the area in perpetuity. The Fund was launched on 1 st November 2021. Selby health Matters Partnership have established a new action plan for 2021-2023 which includes developing a leadership programme to support VCSE and health leaders to provide joined up services. Programme design will be developed. Interim local place leader networks established by Community First Yorkshire. Selby District AVS has joined the Equalities and Advice networks to further strengthen connections between VCSE providers. Revised due date 31 Mar 2022.	
				Collaborate with community representatives and funders to establish the community engagement and funding process post covid-19	30-Jun-2021	01-Nov-2021			
				Collaborate with local authority, health, and voluntary sectors to establish a development pathway for a strong and resilient VCS sector to support community emergency response and long-term recovery of communities from Covid-19.	30-Sep-2021				
Environment – Low Carbon	Implement the recommendations of the Low Carbon Working Group (LCWG)	Dave Caulfield	Cllr Musgrave	Develop a Low Carbon Action Plan considering the recommendations of the Low Carbon Working Group.	31-Dec-2020			The Policy Review Committee LCWG attended a prioritisation and planning workshop with officers on 9 December. Low Carbon Officer has developed a Low Carbon Strategy which was approved by Executive on 7 th October and was due to go to full Council in December. Due to cancellation of the meeting it will now be considered by Council in February. Progress is being made with a number of low carbon projects – baseline emissions study for 2018-2019 has been completed by APSE, further data gathering will be completed to calculate carbon footprint for 2019-2020 and 2020-2021; tree planting plans are progressing with collaboration with the White Rose Forest (WRF); there are now pages on the website for climate work under Resident > Sustainability; further	

								EV chargers are proposed; and methods for reducing emissions in our built environment and vehicle use are being investigated. An LGR officer workstream on climate change has commenced to develop proposals for the new Council – first workshop scheduled for January 2022.	
Environment – Green Space	Work with local partners to maintain and enhance local parks, play areas and open spaces.	Keith Cadman	Cllr Grogan	Deliver capital investment of £100k p.a. to improve quality and accessibility of Council play areas – improving two play areas per year for the years 2020-21; 2021-22; 2022-23.	31-Mar-2023			Works to Grange Road are at interim completion stage and the play area reopened in December. The final pieces of trim trail equipment will be fitted in early 2022. Tenders were opened on 14th January for improvements to a further 4 sites. Evaluation is due for completion by the middle of February with contract award to follow shortly after including agreement of a programme of works.	

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Theme: A great place to GROW

OBJECTIVE	ACTION	OFFICER LEAD	EXECUTIVE LEAD	MILESTONE	DUE DATE	COMPLETED DATE	RAG	OVERALL COMMENTARY	OVERALL RAG
Local Plan	Deliver the Local Plan by 2023	Martin Grainger	Cllr Musgrave	Develop Preferred Options and consult stakeholders.	28-Feb-2021	31-Mar-2021		Significant progress has been made on the production of a Local Plan. This document sets out a portfolio of housing and employment sites for the next twenty years. Consultation on the Preferred Options draft of the plan took place between 31st January and 12 March 2021. Over 1200 comments were received which will help to inform the Publication version of the Local Plan, which will be consulted on in early 2022. A further 44 sites were submitted as part of the Preferred Options consultation and a further consultation on these additional	
				Develop Submission Draft and consult stakeholders	28-Feb-2022				
				Draft Local Plan Submitted for Examination by the Planning Inspectorate	30-Jun-2022				
				Create the evidence base – including an Infrastructure Delivery Plan for the Selby district.	31-Mar-2023				
				Local Plan adopted	31-Mar-2023				




OBJECTIVE	ACTION	OFFICER LEAD	EXECUTIVE LEAD	MILESTONE	DUE DATE	COMPLETED DATE	RAG	OVERALL COMMENTARY	OVERALL RAG
								sites took place between 2nd August and 13th September 2021. A number of additional evidence base documents have also been consulted on as a separate exercise. They related to the approach to Greenbelt, CIL and Local Plan Viability, Greenspace Audit and Indoor/Outdoor Sports. Technical work is now progressing with further consultation programmed for summer 2022.	
Page 39 Visitor Economy	Continued delivery of the 'Selby District Visitor Economy Strategy 2018-22 – and beyond'.	Angela Crossland	Cllr Grogan	Work plan reviewed for the 'Selby District Visitor Economy Strategy 2018-22 – and beyond' with emphasis on sectoral support and development needs in response to C-19:	30-Sep-2020	11-Jul-2021		Heart of Yorkshire website and branding now launched with local VE businesses. Reached over 11,000 visits on the site. 'Get to Know Yor Heart' resident weekend delivered in three towns on 16/17 Oct. Campaign reached over 70,000 people through social media channels and promoted on 10 buses across district. Engagement and planning with national/international trade slowed due to Covid recovery. Continue to access national/international through Welcome to Yorkshire.	
				Deliver short-term outputs – emphasis on local people & stay-cationing	31-Mar-2021	31-Dec-2021			
				Deliver medium term outputs – broadening emphasis to national trade	31-Dec-2021				
				Longer term outputs – developing emphasis to include international travellers	31-Mar-2023				
Visitor Economy	Develop and implement the Selby District Cultural Development Framework.	Angela Crossland	Cllr Grogan	Selby District Cultural Development Framework completed (including evidence base & consultation with stakeholders, as agreed with funders)	31-Dec-2020	31-Jul-2021		Announced as one of Arts Council England's National Priority Places. Announced as one of Arts Council England's National Priority Places. One of 5 in Yorkshire and Humber. Cultural Development Framework signed off in July 2021 and delivery commenced. Selby Stories commenced in line with Heritage Action Zone. Artist in residence appointed to Selby Abbey to	
				Implement immediate short-term outputs from the framework; develop key projects in line with covid-19 response and external	30-Apr-2022				






OBJECTIVE	ACTION	OFFICER LEAD	EXECUTIVE LEAD	MILESTONE	DUE DATE	COMPLETED DATE	RAG	OVERALL COMMENTARY	OVERALL RAG
				investment e.g. Barby Road Corridor project; extending festivals/events offer;				complete this work. Artist in residence appointed to TCF station development.	
Enterprise & Growth	Deliver the Selby District Economic Development Framework 2022...and beyond	Julian Rudd	Cllr Buckle	Deliver a sustainable and targeted programme of support to SME businesses – to support the post-Covid recovery	31-Mar-2023			SDC have been fully involved with the LEP in the development and shaping of the Covid-19 Economic Recovery Plan. This Plan is constantly reviewed to reflect emerging economic challenges and central government responses to the Covid impact and now reflects actions supported by the budget announcements as well as ongoing Covid business support packages, the latest being for the hospitality sector. The Council's key economic priorities and projects have been put forward for inclusion in the LGR workstream 'Economic Strategy', which will guide the early years of the new authority. SDC provided support with an initial emphasis on reopening the high streets safely, which was very successful, all 3 towns in the district showing a better than average post-lockdown performance. Post-Covid there are challenges particularly in recruitment, property shortage, supply chain issues and rising costs, particularly fuel, but the outlook is positive and there are significant growth opportunities. In summary, SDC has continued to provide support on an increasingly in-person basis: <ul style="list-style-type: none"> · Business support to SME's; · Grant funding for innovation & start-ups; · Consultancy support funding; · SDC has planned and is delivering 	
				Develop and agree with the owners of each key strategic site identified in the EDF Framework (e.g. S2, Eggborough, Kellingley) a programme of short, medium term deliverable actions to bring the site forward in line with EDF	31-Mar-2023				







OBJECTIVE	ACTION	OFFICER LEAD	EXECUTIVE LEAD	MILESTONE	DUE DATE	COMPLETED DATE	RAG	OVERALL COMMENTARY	OVERALL RAG
<p style="text-align: center;">Page 41</p>								<p>a series of workshops to help businesses grow/deal with changing legislation and economic challenges.</p> <ul style="list-style-type: none"> · Planned 2nd Selby District Business Awards; · Planned Circular economy forum; · Re-Established two successful forums/networking groups post-lockdown – now held once again in person; · Planned and delivered the first 2 Employment and Skills Fora and the 3rd s planned – held bi-monthly; · Worked closely with NYBEP (North Yorkshire Business & Education Partnership) working with schools forming a relationship between schools and businesses. · Worked with YNYLEPP, employers, apprenticeship providers and the Apprenticeships Hubs. <p>The new Economic Development Manager has now been in place almost 6 months and is planning the team's priorities for the remainder of the lifetime of this Council, working with the Executive. During Q3 the outlook for strategic development sites has continued to remain positive with significant progress being made on most of them and whilst developers would prefer a tenant before building starts, they are broadly prepared to commence construction even without a tenant in mind meaning that progress continues to accelerate on most sites. This is the result of market shift and significant demand for industrial and storage space in the</p>	



OBJECTIVE	ACTION	OFFICER LEAD	EXECUTIVE LEAD	MILESTONE	DUE DATE	COMPLETED DATE	RAG	OVERALL COMMENTARY	OVERALL RAG
								region. SDC has worked with developers to facilitate this and to encourage the type of development that would fit with our own Economic Development Strategy, the YNY Plan for Growth and the emerging Economic Strategy for the new authority.	

Theme: A great place with a Council delivering GREAT VALUE

OBJECTIVE	ACTION	OFFICER LEAD	EXECUTIVE LEAD	MILESTONE	DUE DATE	COMPLETED DATE	RAG	OVERALL COMMENTARY	OVERALL RAG
42	Digital Customers Deliver Digital Strategy 2020	Stuart Robinson	Cllr Lunn	Complete implementation of Digital Workforce – Office 365; new devices; MyView	31-Dec-2020	31-Mar-2021		Digital Workforce <ul style="list-style-type: none"> All main elements of the programme now delivered (O365, new devices, MyView). Access to partner organisations in place to support collaboration. Additional training for staff delivered and improved security – including biometrics – in place. Upgrade to member devices and new tablets for Trades scheduled Q4. Mobile phone replacement of older devices also Q4. Digital Customers <ul style="list-style-type: none"> CivicaPay now implemented – enhancing the number of council services that can be paid for online. Implementation of Citizens Access Revenues completed – offering additional functionality 	
				Complete implementation of phases 1 – 3 of Digital Customers – Northgate Citizens Access; CivicaPay; MyScan; Citizens Online project	31-Dec-2021				

OBJECTIVE	ACTION	OFFICER LEAD	EXECUTIVE LEAD	MILESTONE	DUE DATE	COMPLETED DATE	RAG	OVERALL COMMENTARY	OVERALL RAG	
Page 43				Complete full implementation of Civica CX digital platform for housing and asset management.	30-Sept-2022			<p>for Revs and Benefits customers – including the ability to submit evidence via smart phone and check whether benefits paid online.</p> <p>Civica Cx Housing System</p> <ul style="list-style-type: none"> • Upgrade to live system (bug fixes plus improvements in automating lettings) completed. • Project plan in place for phase 2 – expect to complete Sept 2022. • Upgrade to test system completed. • Tenants Portal expected to go live in Q4. Campaigns and feedback modules by end Q4/early Q1 • 2nd round of workshops for the Cx Contractor (asset module) completed. 		
	Digital Customers	Transform customer contact services and achieve channel shift	Stuart Robinson	Cllr Buckle	Set up Contact Centre at Civic Centre and provide appointment-based face to face customer services.	01-Nov-22			<p>Civic Centre reception is now fully open. Customer Services are now open for appointment-based services for those customers unable to access services by other means.</p> <p>Work to improve private meeting space is under consideration. However, LGR customer services and locality workstreams are currently working up proposals for delivering face to face and other customer contact in the new council. It is sensible to await a direction of travel on that work before committing to any significant changes to our current provision.</p>	
	Quality Workforce	Deliver People Plan to support and develop staff through major	Stuart Robinson	Cllr Lunn	Deliver People Plan, including new HR and OD service delivery arrangements; Leadership and Management	31-Mar-2022			<ul style="list-style-type: none"> • Dec staff briefing session attended by 184 employees (74%) • Management development 	

OBJECTIVE	ACTION	OFFICER LEAD	EXECUTIVE LEAD	MILESTONE	DUE DATE	COMPLETED DATE	RAG	OVERALL COMMENTARY	OVERALL RAG
	change			Development Programme; enhanced approach to staff engagement and wellbeing; development of staff core skills				<p>programme completed – positive feedback.</p> <ul style="list-style-type: none"> • Leadership development modules commenced – including coaching. • Staff engagement programme continued with second staff survey at end Oct - followed by focus group and feedback to staff. • Manager Forum held in December. • Push to complete PDRs launched – aim to finalise Training Plan in Q4. 	
Page 44 Effective use of Assets	Develop and implement the Asset Strategy 2020-30.	Phil Hiscott	Cllr Lunn	Develop Asset Strategy 2020-30 and high-level Action Plan – focus on our assets	30-Sep-2022			<p>The Property Service staff review has commenced, which will provide capacity to progress this work. The disposal part of the Portholme Road site to Aldi has completed. The lease and sale to L & G and the new licence for the Police is also now complete. Work continues with the winning bidder to finalise the disposal of the old Council depot at Barlby Road. Marketing has commenced for Edgerton Lodge.</p>	
				Implement the strategic objectives set out in the MTFS – deliver investment programmes and savings	31-Mar-2023			<p>Covid has impacted severely on the Council's finances and capacity over the last year. The overarching MTFS objectives remain but the majority of savings have been pushed back to 23/24. Investment programmes are in place but spending has been delayed as a result of capacity diverted toward the Council's response to the pandemic.</p>	
Value for Money	Deliver robust arrangements to ensure financial plans are delivered, costs are minimised and planned savings and new opportunities for income are delivered	Karen Iveson	Cllr Lunn	Monitor the budget for 21/22 and set balanced budget for 22/23 in light of Covid and	31-Mar-2021			<p>The budget for 21/22 was approved by Council in February 2021. It includes provision for</p>	

				LGR.				Covid and LGR contingencies and takes account of the contractual risks highlighted in the MTFS which crystallised over 20/21. In year budget monitoring shows that Covid pressures continue but there has also been some upturn in planning income and improvement in investment returns. Investment programmes have also been delayed with some slipping into 22/23. The draft budget for 22/23 (Selby's last budget) was approved for consultation by the Executive in December 2021. Deferral of savings to 24/25 has been confirmed with reserves bridging the gap in the short-medium term. A Council Tax freeze for 22/23 is proposed.	
				Update the MTFS in light of Covid impacts and delayed 'Spending Review' (incorporating the Fair Funding Review and any changes to Business Rates and Retention).	31 March 2022			The MTFS was updated and approved by Council in July 21. It incorporates covid impacts plus areas of additional investment. The spending review and review of business rates retention however continue to be delayed with expectations now for 23/24 or later.	

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A



Delivering corporate priorities

Corporate Performance Report

Quarter 3 2021/22

Delivering corporate priorities: Exceptions Q3 2021/22

KPIs Summary

64%

Improved
in the long term

64%

On target
with 20% close to target

Indicator	Exception	Comments
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What's gone well - KPIs










































Number of SMEs supported	Target exceeded	Currently, the number of SMEs supported stands at 73, this is significantly higher than Q3 of the previous year (64) and comfortably exceeds the target of 50.
Total number of empty homes (6 months +) brought back in use through direct action	Target exceeded	The total number of empty homes brought back into use through direct action is 71 for Q3. This comfortably exceeds the target of 15. However, it is lower than Q3 for 2020/21 which was 89.
Sundry debt collected	Target exceeded	89.46% of debt collected – significantly exceeding the target of 69.24% and much better than at the same time last year (66.39%).
% Council housing rent and arrears collected	Target exceeded	This KPI has significantly improved its performance in Q3 at a figure of 95.42% in comparison to being below target in Q2 at 93.42%.
% Major applications within statutory or extension of time	Target exceeded	For Q3, 100% of major applications were dealt with within statutory or extension of time for the second quarter in a row. Progress remains high at well over the 60% government target and exceeds performance in the same period last year (60%).
% Non-major other applications within statutory or extension of time limit	Target exceeded	For Q3, this KPI has improved significantly, showing a figure of 78.43%. This is an increase on the Q2 value of 69.90%.
% Stage 1 corporate complaints fully responded to in required timescales	Target exceeded	100% of stage 1 corporate complaints have been fully responded to in the required timescales. This is a significant improvement on the Q2 figure which was below target at 50%
% Stage 2 corporate complaints fully responded in required time	Target exceeded	100% of stage 2 corporate complaints have been fully responded to in the required timescales. This is a significant improvement on the Q2 figure which was below target at 55%.
% of people accessing benefit forms and taxation direct debit forms online in relation to other channels	Target exceeded	The % of people accessing benefit forms and taxation direct debits forms online has remained consistently above target and has increased from Q2 (60.16) to Q3 (63.27).
Average days to re-let standard void types	Target exceeded	Performance improvements seen in Q1 and Q2 have continued into Q3 with the average time taken to bring a standard void back in to re-use now sitting at 13.64 days - a reduction of 7.86 days on Q1. Whilst acknowledging this is a major improvement, we have been fortunate during this period to receive several voids which had minimal works, thus enabling rapid turn-round. It is recognised this is not always the case and we expect the averages to increase in Q4 based on voids currently in process.
Council tax base	Target exceeded	124 new dwellings were added to the List in quarter 3 of 21-22 and 33 100% exemptions were added so the net increase is 91 dwellings. After movements in discounts and exemptions overall the base has increased by 54 properties this quarter.

Delivering corporate priorities: Exceptions Q3 2021/22

Indicator	Exception	Comments
What hasn't gone so well - KPIs		
Amount of planned savings achieved	Target not met	Savings in the general fund of £184k are expected to be achieved. The £195k saving in the HRA is aligned with the implantation of phase 2 of the new housing system which is due to be implemented in the first half of 2022/23 and will therefore not be achieved in the current financial year.
Average days to process new benefit claims / process change of circumstances	Performance got worse	Whilst targets continue to be met, performance on both these measures has deteriorated since the previous quarter and is worse than the same period last year. This may be due to increased pressure on the service caused by processing Covid-payments
% FOI responded to within 20 days	Performance got worse/Target not met	Although better than a year ago, Q3 performance (85.25%) was slightly worse than Q2 (87.22%) and just below the target of 86%
Average days sick per FTE (full time employee) rolling 12 months	Performance got worse/Target not met	Q3 saw a steep rise in sickness at 6 days per FTE – higher than the previous quarter (4.5 days/FTE) and missing the target of 5 days/FTE. At the beginning of Q3, those staff who had been WFH moved to a hybrid model, spending a little more time in the office. At the end of Q3 we returned to WFH for most staff as the Omicron variant caused a spike in Covid cases. Up to and including Q1 2021 there were no recorded absences due to Covid; by the end of Q3 Covid accounted for 122 days lost (9% of total absences).
Average days to re-let major void types	Target not met	Performance in Q3 has dropped again as the impact result of longer lead times on key materials and resource challenges both internally and within our sub-contractor support continues to affect delivery. The average time taken to bring a major void back in to re-use is now sitting at 55.17 days - an increase of 8.34 days on Q2.

Delivering corporate priorities: KPIs Q3 2021/22

PI Status		Long Term Trends		Short Term Trends	
	Alert		Improving		Improving
	Warning		No Change/Not applicable		No Change/Not applicable
	OK		Getting Worse		Getting Worse

KPI	Direction of Travel	Q3 2020/21	Q4 2020/21	Q1 2021/22	Q2 2021/22	Current Value	Target	Short Term Trend	Long Term Trend	Status
		Value	Value	Value	Value					
Number of SMEs supported	Aim to Maximise	64	80	67	61	73	50			
% Repairs to council-owned properties completed within agreed timescales (emergency /urgent repairs combined)	Aim to Maximise	N/A	N/A	N/A	N/A	N/A	90			N/A
Total number of empty homes (6 months +) brought back in use through direct action	Aim to Maximise	89	99	29	57	71	15			
% Council Tax collected	Aim to Maximise	83.89	98.11	29.27	56.26	83.75	85.60			
% Council housing rent and arrears collected	Aim to Maximise	96.47	97.41	92.28	93.28	95.42	93.60			
% Non-domestic rate collected	Aim to Maximise	77.26	94.24	26.38	53.34	80.13	82.00			
Sundry debt collected	Aim to Maximise	66.39	97.01	46.16	55.80	89.46	69.24			
Amount of planned savings achieved (£s)	Aim to Maximise	156k	141k	184k	184k	184k	379k			
Average days to process new benefit claims (total)	Aim to Minimise	16.59	16.42	17.08	17.91	21.92	22.00			
Average days to process change of circumstances	Aim to Minimise	2.76	1.73	4.09	3.22	3.81	8.40			
% Major applications within statutory or extension of time	Aim to Maximise	60	85.71	100	100	100	60			
Processing of planning applications: Minor applications	Aim to Maximise	61.70	60.42	82.14	62.00	67.27	70			
Processing of planning applications: Other applications	Aim to Maximise	79.82	78.95	83.33	72.60	84.69	70			
% Stage 1 corporate complaints fully responded to in required timescales	Aim to Maximise	100	91	89	50	100	90			

APPENDIX C to Scrutiny Report

KPI	Direction of Travel	Q3 2020/21	Q4 2020/21	Q1 2021/22	Q2 2021/22	Current Value	Target	Short Term Trend	Long Term Trend	Status
		Value	Value	Value	Value					
% Stage 2 corporate complaints fully responded in required time	Aim to Maximise	100	83.33	100	55	100	90			
% FOI responded to within 20 days	Aim to Maximise	81.88	85.80	85.71	87.22	85.25	86			
The average wait time – in minutes – before a customer phone call is answered by an advisor	Aim to Minimise	1.53	2.73	2.87	1.86	2.16	5.00			
% of people accessing benefit forms and taxation direct debit forms online in relation to other channels	Aim to Maximise	64.52	81.95	69.32	60.16	63.27	50.00			
Corporate health and safety: the number of incidents report in the last 12 months (rolling year)	Aim to Minimise	2	0	0	0	1	3			
Average days sick per FTE (full time employee) rolling 12 months	Aim to Minimise	5.56	3.78	4.02	4.50	6.00	5.00			
Amount of business rates retained	Aim to Maximise	11.2	11.2	11.2	11.3	11.3	7.5			
Council tax base	Aim to Maximise	32035	32183	32279	32618	32672.4	32258			
Number of missed waste collections	Aim to Minimise	254	349	170	188	165	186			
Residual household waste per household (kg)	Aim to Minimise	145	146	147	144	136	N/A			N/A
% Household waste recycled	Aim to Maximise	39.92	38.2	46.49	49.4	39.05	N/A			N/A
Number of memberships at combined leisure centres	Aim to Maximise	N/A	N/A	N/A	2,966	2,914	N/A			N/A
Number of visits to combined leisure centres	Aim to Maximise	N/A	N/A	N/A	60,591	57,005	N/A			N/A
Number of GP referrals	Aim to Maximise	N/A	N/A	11	15	9	N/A			N/A
Average days to re-let standard void types	Aim to Minimise	N/A	33.26	23.53	21.5	13.4	26			
Average days to re-let major void types	Aims to Minimise	N/A	52.11	43.75	46.83	55.17	45			

Context indicators

Q3 2020/21

These indicators are those which we may be able to influence, but not directly affect.

Indicator	Update frequency	Previous Value	Latest Value	Regional comparison
Resident population of the district	annual	89,100	90,600	n/a
% of the district population of working age (16-64)	annual	61.4	61.1	below average
% of the district population aged 65+	annual	19.9	20.1	above average
% working age population in employment	quarterly	77.9	75.6	above average
% Out-Of-Work Benefits	quarterly	2.8	2.6	above average
Number of Out-Work Benefits	quarterly	1,545	1,465	n/a
% working age population qualified to Level 4+ (annual measure)	annual	34.7	30.4	below average
% working age population with no qualifications (annual measure)	annual	6.9	#	n/a
Total Gross Value Added (£)	annual	1,930m	2,110m	n/a
Business births	annual	480	580	n/a
% Business survival rate (2-year)	annual	77.8	74	above average
Median Gross Weekly Pay for Full-Time Workers £ (Workplace- based)	annual	589.9	588.8	above average
Unemployment Rate - % of 16-64 working age population	quarterly	3.2	3.6	below average
% adults defined as overweight or obese (annual measure)	annual	63.5	69.6	above average
% children defined as overweight or obese (at year 6) (annual measure) (reported in Q4)	annual	31.96	33.59	above average



Report Reference Number: S/21/17

To: Scrutiny Committee
Date: 11 April 2022
Author: Victoria Foreman, Democratic Services Officer
Lead Executive Member: Councillor Cliff Lunn, Lead Member for Finance and Resources
Lead Officer: Karen Iveson, Chief Finance Officer

Title: Financial Results and Budget Exceptions Report Q3 – 2021-22

Summary:

The Scrutiny Committee is asked to consider the report of the Chief Finance Officer which sets out Financial Results and Budget Exceptions Reports for Quarter 3.

The Quarter 3 report was considered was considered by the Executive at its meeting on 3 February 2022.

Recommendation:

The Scrutiny Committee is asked to consider the content of the reports and make any comments on the Council's financial results and budget exceptions.

Reasons for recommendation

The Committee is asked to consider the information as set out in the reports as part of their role in reviewing and scrutinising the performance of the Council in relation to its policy objectives, performance targets and/or particular service areas. The financial information contained in the reports enables the Council to monitor its financial and budgetary position and to ensure that budget exceptions are brought to the attention of Councillors.

1. Introduction and background

1.1 Please see the summary and introduction and background sections of the report considered by the Executive on 3 February 2022 attached as appendices to this report.

2. The Report

2.1 Please see section 2 of the report considered by the Executive on 3 February 2022 attached as appendices to this report.

3. Alternative Options Considered

3.1 None.

4. Implications

4.1 Legal Implications

4.2 Please see section 4 of the report considered by the Executive on 3 February 2022 attached as appendices to this report.

4.3 Financial Implications

4.4 Please see section 4 of the report considered by the Executive on 3 February 2022 attached as appendices to this report.

4.5 Policy and Risk Implications

4.6 Not applicable.

4.7 Corporate Plan Implications

4.8 The Council's Corporate Plan sets out long term plans to make Selby District a great place to do business, enjoy life, make a difference, supported by the Council delivering great value. An effective scrutiny function is essential to fair and transparent decision making, which underpins the work of the Council. This scrutiny function includes reviewing and scrutinising the performance of the Council in relation to its policy objectives, performance targets and/or particular service areas. The financial information contained in the reports enables the Council to monitor its financial and budgetary position and to ensure that budget exceptions are brought to the attention of Councillors.

4.9 Resource Implications

4.10 None applicable.

4.11 Other Implications

4.12 Not applicable.

4.13 Equalities Impact Assessment

4.14. Not applicable.

5. Conclusion

5.1 The Scrutiny Committee discharges the Council's statutory overview and scrutiny functions and as such has responsibility for reviewing the Council's performance; the Committee's comments and observations on financial results and budget exceptions are welcomed.

6. Background Documents

6.1 None.

7. Appendices

Appendix A – Executive Report - 3 February 2022

Appendix B - Appendices A - D of the Executive Report from 3 February 2022

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Report Reference Number: E/21/41

To: Executive
Date: 3 February 2022
Status: Key Decision
Ward(s) Affected: All
Author: Peter Williams, Head of Finance
Lead Executive Member: Cllr C Lunn, Lead Member for Finance & Resources
Lead Officer: Karen Iveson, Chief Finance Officer

Title: Financial Results and Budget Exceptions Report to 31st December 2021

Summary:

At the end of Q3, the forecasted full year revenue outturn in the general fund indicates a surplus of (£979k) for the General Fund driven primarily by planning income and improved income from recyclates. In the HRA, latest forecasts show an expected (£185k) surplus for the HRA. The key variances are highlighted in the report with further detail in Appendix A.

General Fund planned savings are currently forecast to deliver at (£184k), details can be found in Appendix B. The £195k saving in the Housing Revenue Account for the housing system however will not be achieved this year as it is predicated on the implementation of phase 2 of the housing system which will not happen in this financial year.

The capital programme is currently underspent by (£3,235k) at the end of quarter 3. Of this, (£3,172k) is forecast to be underspent at the year end, of which (£264k) is in the General Fund. The majority of the General Fund underspend relates to the car park improvement programme, ICT Investment and Disabled Facilities Grants. The HRA underspend of (£2,908k) is made up in the main of the Housing Acquisitions & Development programme where any significant spend isn't expected until the new financial year, Property Investment and Refurbishment Programmes impacted by lead in times and material availability, the housing system upgrade and community centre refurbishment.

Headlines can be found in the report below with a more detailed analysis in Appendix C.

Programme for Growth projects spend was £1,038k to the end of November, £648k of which was staffing costs with the majority of the remainder on visitor economy,

transforming cities fund, high street shop fronts and towns masterplanning projects. It is anticipated that £5.1m will be spent in year, less than the profiled budget due primarily to the Selby match funding element on TCF being spent later in the project. This is a reduction on the anticipated spend at Q2 of £1.5m. Project by project progress is shown in Appendix D.

The latest MHCLG return submitted for November indicates an overall estimated gross impact on Council finances of £2,941k across both the General Fund and HRA when compared to pre-pandemic budget levels.

Recommendations:

Recommendations:

It is recommended that:

- i) The Executive endorse the actions of officers and note the contents of the report;
- ii) The Executive approve re-profiled capital programmes and Programme for Growth as set out at Appendices C and D.

Reasons for recommendation

To ensure that budget exceptions are brought to the attention of the Executive in order to approve remedial action where necessary.

1. Introduction and background

- 1.1 The revenue budgets and capital programmes were approved by Council on 18 February 2021, this report and associated appendices present the financial performance as of 31 December 2021 and a full year forecast against these budgets.
- 1.2 The country has continued under some levels of Covid-19 restrictions in 2021/22. Many staff have continued to work from home and some resources continue to be diverted towards the Council's response, with the risk of this increasing with the new variant.
- 1.3 Emergency grant schemes for businesses are now closed with reconciliation exercises underway, but administration of the test and trace payment scheme continues.
- 1.4 The estimated financial impacts for the year as a result of Covid-19 have been recorded in monthly returns to the Ministry for Housing, Communities and Local Government (MHCLG). This equates to £2.9m of additional pressures on income and costs when compared to pre-pandemic budget levels.

2. Main Report

General Fund Revenue

2.1 Latest forecasts show an expected full year surplus of (£979k).

2.2 The table below shows the summary position at the end of December 2021.

General Fund Account Q3 2021/22	Latest Approved Budget £000's	Forecast £000's	Forecast Variance £000's
Corporate Services & Commissioning	7,348	7,025	(323)
Economic Regeneration & Place	10,983	10,409	(574)
Corporate / Finance	(863)	(956)	(92)
Legal, Democratic, Licensing, Electoral & Land Charges	827	836	10
Contingency	812	812	0
Net Service Expenditure	19,106	18,127	(979)
Contribution to / from reserves	(1,635)	(1,635)	0
Other Accounting Adjustments	129	129	0
Council Tax	(5,875)	(5,875)	0
Business Rates & Associated Grants	(2,402)	(2,402)	0
Collection fund Deficit / (Surplus)Share	(9,322)	(9,322)	0
Shortfall / (Surplus)	0	(979)	(979)

2.3 The main forecasted variances against the General Fund are:

- A net saving is currently forecasted (£251k) for the waste and recycling service. This is driven by significant savings on net commodity payments (£362k). These are calculated using costs for bulking, haulage, processing, and the offset by income received for recycling materials. Over the year there has been a significant increase in the rate per tonne received for paper and card (currently £92.55 per tonne), this income and that for cans, plastic and glass is forecasted to offset any costs. The income rates are subject to change due to volatility of prices but for the moment remain strong although there is no guarantee these levels could be maintained in the new financial year. This saving is offset in part to inflation on the contract anniversary being higher than budgeted and additional contract costs for the waste fleet maintenance which was not included in the budget and gate fees. If the trend continues to the end of the year then we could find ourselves in a surplus position.
- There is a saving anticipated on the Building Control contract fee (£50k), this is from a higher than expected surplus for the final 20/21 accounts and an estimated surplus return for 21/22.

- The commercial waste service has seen an increase in contract income which is expected to be (£49k) higher than budget this year this is due to a combination of fee increases, customer retention and gain. At the same time there is anticipated a reduction in disposal costs based on latest costs which is expected to result in a (£16k) saving, so a (£65k) increase in the profitability of the service.
- The contract for the use of the Summit premises as a vaccination centre has been extended to 31 March 2022 on the same terms, this is forecast to generate an additional (£114k).
- Due to the number of large planning applications including those from the transforming cities fund project, the current budget is expected to be exceeded by (£492k).
- The return on property funds has improved since the budget was set. It was anticipated the return would be halved to £100k as a consequence of covid-19, but the first six months figures indicate an outturn of £160k for the year.
- The sales, fees and charges compensation scheme relating to the period April – June is for (£86k) which is expected to be received in the second half of the year. This helps to cover some of the income losses on leisure, car parking, lifeline and street naming services.
- Salaries are expected to be over budget by £83k in the general fund due to a low number of vacancies in the services and some vacant posts being filled by ongoing agency appointments. This includes £28k of vacancies in the trades team but the benefit of this is recharged to the HRA, so the overall variance on the general fund for salaries is £111k over budget.
- There is a (£47k) saving on the drainage board levies due to the difference in inflation on the fees compared to what was assumed in the budget.

Housing Revenue Account (HRA)

2.4 Latest forecasts show a (£185k) surplus which will result in an increase in the transfer to the major repairs reserve from £3,589k to £3,774k.

2.5 The table below shows the summary position at the end of December 2021. Full details of forecast variances against budget are set out at Appendix A.

Housing Revenue Account – Q3 2021/22	Budget £000's	Forecast £000's	Variance £000's
Net Revenue Budget	8,713	8,352	(361)
Dwelling Rents	(12,302)	(12,126)	176
Net (Surplus) / Deficit transferred to Major Repairs Reserve	(3,589)	(3,774)	(185)

2.6 The main forecasted variances against the HRA surplus are:

- (£455k) saving on interest and borrowing charges following reduced requirements this year based on current anticipated progress in the housing development programme.
- The £195k saving which would be generated from the implementation of the housing system will not be achieved in year due to timing of the implementation of phase 2 plus continuing requirement of resources as a result of covid-19.
- Lower rent collection based on latest trends which indicate a £176k shortfall over the year. Collection rates have fallen slightly below target through 20/21 and 21/22 to date attributable to the pandemic and more formal recovery is taking place in line with government procedures. Rents have also had the compounding impact of not replacing homes in line with the HRA business plan which in turn drove the budget. For every property sold under right to buy, the aim was to replace with another property. To date in 2021/22 11 have been sold and 2 purchased.

Planned savings

- 2.7 Many of the savings were pushed back to 2024/25 as part of the latest Medium Term Financial Strategy. Three savings remain in the General Fund totalling £184k and all are currently expected to be achieved.
- 2.8 The HRA has a budgeted savings target for 2021/22 of (£195k) which relates to efficiency savings following implementation of new Housing and Asset Management System. The second phase of the implementation is due to go live later in August 2022, savings will not be realised in the current financial year and have been forecast out.

Details of all planned savings can be found in Appendix B.

Capital Programme

Capital Programme 2021/22	Full Year Budget £k	Full Year Forecast £k	Full Year Variance £k
GF	1,720	1,456	-264
HRA	10,709	7,801	-2,908
Total	12,429	9,257	-3,172

- 2.9 The capital programme shows a forecast underspend of (£3,172k) which (£264k) is in the general fund and (£2,908k) in the HRA.
- 2.10 In the General Fund the main variances of the (£264k) is made up of:
- Car Park Improvement Programme – Forecast has been revised to £100k for 21/22 with £420k is proposed to carry forward to 22/23

relating to delays on work at Back Micklegate due to timing of external funding opportunities and ongoing landowner discussions.

- £72k Disabled Facilities Grants, this is due to the type of jobs being carried out (level access showers), these cost less to action than some of the works anticipated.
- £65k Committee Room Microphone System – Project unlikely to commence until 22/23, specification is written, and tenders invited, but alternative options are also being considered.
- South Milford Retaining Wall - £15k, delays due to a faculty application.
- Various ICT Projects - £63k reasons include supply of equipment, dependency on progression of other projects and continued support required in 22/23.

2.11 The HRA currently has a forecast variance of (£2,908k), the main variances are:

- Housing & Asset Management System - £104k will now be in 22/23 following completion of phase two of the project in August 22.
- Housing Acquisition and Development - £1,980k, the carry forward relates in the main to S106 affordable housing purchases, discussions are ongoing but spend unlikely this year.
- Community Centre Refurbishment - £24k work was paused due to Covid, in the process of agreeing a programme of fire safety upgrade measures, with work to complete early 22/23.
- Property Refurbishment & Investment Programmes - £800k, slippage due to impact of material availability and supplier lead times.

Details of the Capital Programme can be found in Appendix C.

Programme for Growth (PfG)

Programme For Growth 2021/22	Full Year Budget £k	Full Year Forecast £k	Full Year Variance £k
Total	8,335	5,078	-3,257

2.12 Following approval of additional projects, the total programme for growth for delivery from 2021/22 onwards is £23,824k. £1,038k of this was spent in the first 3 quarters of the year of which £648k was spent on P4G funded posts across the Council delivering on key Council Plan priorities and including staff in Economic Development & Regeneration, Communities & Partnerships, Planning and Communications. It is expected that £5.1m will be spent in 2021/22 which is a £1.5m decrease on that reported at Q2. This includes £2m on the Community Legacy Fund which was not included at Q2 but £3m of Selby match funding on the TCF project will now be spent later in the project with the WYCA grant funding spend being brought forward.

2.13 Although there has been some slippage in programme spend, it is a three year-funded programme and good progress is being made across a range of project areas including:

- Visitor Economy (Tourism & Culture) – with the Heart of Yorkshire Brand launched, the first Residents First weekend, a cross-sector Visitor Economy Advisory Board set up, ongoing support for businesses impacted by Covid, the Cultural Development Framework adopted with a three year Action Plan and Priority One status confirmed by Arts Council England. This will see a range of creative arts and visitor economy projects delivered across the district in the coming years in partnership with others.
- Community Legacy Fund - £2m of P4G funding has been invested through the Two Ridings Community Foundation in an to ensure community projects in Selby District can be supported in perpetuity. The Heart of Yorkshire Fund was launched in November with the first applications expected in early 2022.
- Tadcaster Community Sports Trust – P4G funding has been provided to help them develop their plans and business case which are required to unlock external funding which is needed to deliver their vision for a major new sports and community hub in the town
- Towns Revitalisation programme – key projects have been identified in Tadcaster, Sherburn and Selby including enhancement of the Selby market place and Selby Park and the Low Street improvement project. Design and consultation will take place in 2022 with delivery starting on the ground from 2022 onwards. A range of Sherburn 'legacy projects will be delivered by local partners from 2022 onwards. The first phase of the Places & movement Study was completed with the second phase due to start in early 2022. This will identify and develop the business cases for future external funding bids (e.g. Levelling Up Fund or through the Devo Deal) to deliver highway and public realm improvement schemes.
- The Selby High Street Heritage Action Zone is progressing well with a number of building and public realm improvements to be implemented from 2022 onwards including the New Lane public realm scheme – these are being aligned with delivery of car park enhancements at Back Micklegate and Micklegate.
- Selby Station Gateway TCF project – excellent progress is being made in property acquisition to enable delivery of the scheme. Wider TCF programme management to achieve early spend means that these are funded initially from TCF rather than P4G funds which would be reallocated later in the programme.

2.14 Project by project detail can be found in appendix D.

3. Alternative Options Considered

3.1 Not applicable.

4. Implications

4.1 Legal Implications

- 4.1.1 There is a legal requirement to balance the budget. In addition, any actions to tackle the deficit position need to avoid any potential for contractual or legal dispute as well as following appropriate governance.

4.2 Financial Implications

There are no financial implications beyond those highlighted in the report.

4.3 Policy and Risk Implications

Slippage in capital programmes and programme for growth could see increased budget pressure from rising prices of materials and suppliers in future years.

4.4 Corporate Plan Implications

The financial position and performance against budget is fundamental to delivery of the Council Plan, achieving value for money and ensuring financial sustainability.

4.5 Resource Implications

The pandemic has put considerable pressure on the Council to deliver all of its priorities from the Council plan in addition to the new requirements as a result of covid-19 and LGR. An additional £500k has been put into the 2021/22 budget to cater for additional staffing requirements to deal with backlogs of work as a result of the pandemic of which to date £353k has been allocated to assist the planning service.

4.6 Other Implications

None.

4.7 Equalities Impact Assessment

There are no equalities impacts as a direct result of this report.

5. Conclusion

- 5.1 The general fund at the end of quarter 3 is forecasting a (£979k) surplus for the year driven by higher planning income and income from paper recycles.
- 5.2 The housing revenue account is forecasting a (£185k) surplus driven by lower external borrowing partially offset by lower rents and a shortfall on savings.

- 5.2 The council is still suffering considerable losses in 2021/22 against pre-pandemic budgets although income from planning and waste services is buoyant.
- 5.3 There continues to be increased pressure on resources and capacity to deliver the Council's priorities with covid-19 and local government reorganisation both likely to require considerable resource throughout the financial year.

6. Background Documents

None.

7. 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.

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	Previous Year Actuals	Original Budget	Latest Approved Budget	Year to Date		Annual Total	Variances		Comment
	Actual	Budget	Budget	Actual	Budget	Forecast	Year to date Actual	Full Year Forecast	
	£k	£k	£k	£k	£k	£k	£k	£k	
Income									
Investment Income	-646	-300	-300	-163	-200	-385	37	-85	Interest rates on council investments have now stabilised following the drop in Bank of England base rate as a result of the Covid-19 pandemic, and for the remainder of the 21/22 financial year the rate of return on investment is currently expected to remain at current levels. The average interest rate achieved for Q3 was 0.19% against base rate of 0.1%. Property fund revenue return performance higher than estimated when the budget was set. Return expected to be approximately £160k v a budget of £100k.
Recharges	-11,293	-11,375	-11,463	-10	-10	-11,437		26	£28k Savings against the Trades Team salaries due to recruitment challenges which will to some degree be addressed by the restructure going forward has led to a lower recharge to the HRA. Increased External Audit & Bank Charge costs recharged to the HRA of (£2k) slightly offset this.
Customer & Client Receipts	-4,364	-4,785	-6,069	-3,901	-3,288	-6,764	-613	-696	Planning income is currently forecasted to exceed its budget by (£492k) at end of October income was approximately £1.075m against the annual budget of £953k. Taking the 5 years pre Covid the yearly average is around £887k per annum. If we continue on a financial trajectory that reflects a normal year this would take us to around £1.445m and takes into account the large applications expected in Q4 including TCF. The extended use of the Summit Premises as a vaccination centre to 31 March is anticipated to generate (£114k). Commercial Waste is forecasting an improved position of (£49k), this is due to maintaining and increasing the customer base through the pandemic. Other waste service income is expected to exceed income by (£28k) and Land Charges income is expected to exceed budget by (£36k). Offsetting this there is anticipated to be a shortfall of industrial unit income £33k from occupancy levels due to condition, the approved investment programme will contribute to rectifying it and Civic Centre room usage £15k.
Government Grants	-10,772	-11,502	-11,534	-5,886	-5,929	-11,545	42	-11	Housing Benefit resource management grant (£18k) received offset by reduced Admin Subsidy £7k.
Other Government Grant	-2,686	-1,823	-2,015	-1,573	-1,573	-2,015			
Other Grants/Contributions Etc	-30,615	-1,009	-1,471	-1,125	-1,125	-1,497	-1	-26	Additional New Burdens funding received for Local Elections and Sales Fees and Charges grant received, net of prior year accruals (£20k).
Budget Savings Required		-34	-34			-34			
Total Service Income	-60,376	-30,828	-32,886	-12,659	-12,124	-33,678	-534	-792	
Expenditure									
Employees	8,423	8,456	9,441	5,811	6,125	9,524	-314	83	£229k of Vacancy factor has been identified to date leaving £129k still to be achieved (£358k Target). Forecast indicates a £46k saving against salaries at this stage to further contribute to meeting VF giving the overall £83k variance. This position is expected to change as the year goes progresses. Part of the savings on salaries relates to the Assets Team, a forecast saving of £28k is anticipated which is 100% rechargable to the HRA, this saving is reflected in the recharges line above.
Premises	815	815	949	613	625	988	-12	39	£29k is for additional grass cutting from April to September outside of the agreed contract, £16k shortfall anticipated on NNDR, the majority relates to William Jaques House which forms part of the TCF project, this is partly offset by small repair and utility savings at the Contact Centre premises.
Supplies And Services	37,454	8,451	18,169	5,360	5,862	17,930	-502	-239	A net saving is currently forecasted (£251k) for the waste and recycling service, significant savings on commodity payments calculated using costs for bulking, haulage, processing and the income received for recycling materials. Over the year there has been a significant increase in the rate per tonne received for paper and card, this income and that for cans, plastic and glass is forecasted to offset any cost, this is offset in part to inflation on the contract anniversary being higher than budgeted and additional contract costs for the waste fleet maintenance and gate fees. There is a saving anticipated on the Building Control contract fee (£50k), this is from a higher than expected surplus for the final 20/21 accounts and an estimated surplus return for 21/22. There is a forecasted shortfall on B&B provision of £14k for homeless services, this is still impacted by the pandemic. There are also increased costs for Bank Charges for the volume of card payments £11k additional Audit Fees £7k, £30k for specialist support for Leisure Services and a increase in Land Charge Search fees £12k offset in part by increased income.
Transport	114	145	149	80	100	126	-19	-23	Various car allowance savings across services as a result of reduced travelling due to Covid-19 restrictions.
Benefit Payments	10,268	11,610	11,623	5,420	5,413	11,623	7		
Support Services	8,201	8,085	8,085			8,085			
Third Party Payments		-23	881	514	588	881		-73	
Drainage Board Levy	1,739	1,814	1,807	1,760	1,807	1,760		-47	Inflation increases anticipated when setting the budget were higher than actual levies.
External Interest Payable	77	75	75	38	38	75			
Contingency		2,400	812			812			
Total Service Expenditure	67,090	41,830	51,992	19,596	20,556	51,805	-960	-187	
Accounting - Non Service budgets									
Total Accounting & Non Service Budgets	-6,714	-11,002	-19,106	-2,674	-2,674	-19,106			
Net Total				4,264	5,758	-979	-1,494	-979	

HRA Management Accounts 2021-22
Results as at 31st December
HRA

	Previous Year Actuals		Latest Approved Budget		Year to Date		Annual Total		Variances		Comment
	Actual £k	Budget £k	Actual £k	Budget £k	Forecast £k	Year to date					
						Actual £k	Full Year Forecast £k				
Income											
Investment Income	-101	-38		-25	-52	25	-14			Interest rates on council investments have now stabilised following the drop in Bank of England base rate as a result of the Covid-19 pandemic, and for the remainder of the 21/22 financial year the rate of return on investment is currently expected to remain at current levels. The average interest rate achieved for Q3 was 0.19% against base rate of 0.1%	
Garage Rents	-102	-107	-61	-71	-93	10	14			Anticipate a shortfall in Garage income as sites identified for HDP have not been replaced.	
Housing Rents	-12,010	-12,302	-8,085	-8,201	-12,126	116	176			Forecasts suggest a shortfall in rents against budget. This follows the ongoing impact of Covid-19 on households and homes not being replaced per assumptions in the approved HRA Business Plan.	
Customer & Client Receipts	-501	-150	-76	-83	-156	7	-5			Small increase in Ousegate Hostel Rent due to occupancy levels and recharges to former tenants.	
Recharges		-18		-12		12	18			Internal rechargeable works on corporate buildings have not been taking place due to Covid-19 restrictions, therefore no charges raised to date and unlikely there will be in this financial year.	
Total Service Income	-12,714	-12,616	-8,223	-8,393	-12,427	171	189				
Expenditure											
Employees	69	123	45	51	115	-6	-7			Small savings expected on Cleaning Staff and Housing Enforcement officer posts. Although this is a small net variance, this is made up of a number of items. There is currently forecast a shortfall in budget for Gas Servicing, this position may improve as the servicing cycle progresses. This is offset by income returns for the alternative heating systems installed and savings on Fencing, Footpaths and Asbestos surveying managed now through the capital programme, savings are also anticipated on solid fuel servicing as systems are being replaced which contributes to this shortfall. There are increased costs for cleaning at the community centres as facilities need to be provided for the Trades Staff in the areas they are working and due to Covid require specialist cleaning support, this is offset by general running and utility costs for these centres not being in general use. There are other smaller savings across services.	
Premises	825	725	431	483	716	-52	-9				
Supplies And Services	1,189	1,278	591	699	1,265	-108	-13			This is made up of numerous forecasted variances, the most significant being (£11k) for Tenant Participation and (£7k) general operational savings at the Community Centres.	
Support Services	2,742	2,808			2,975		167			Delays in implementation of the housing system phase 2 combined with resources still being required to deal with the pandemic mean that the saving of £195k will not be achieved this year. Salary savings due to vacancies in the Assets Team will reduce GF recharges by (£28k).	
Transport	189	147	133	98	146	35	-1			Saving anticipated on fuel charges for the vehicle fleet offset by other smaller corresponding vehicle costs.	
Debt Management Expenses	40	6			6						
External Interest Payable	1,915	2,065	911	921	1,852	-10	-213			Not anticipating and borrowing to support the HDP Capital Programme in 21/22, therefore savings anticipated. The focus is on acquisitions and the use of affordable housing receipts.	
Contingencies		75			19		-56			The contingency hasn't been required so far this year.	
Provision for Bad Debts	35	271	4		271	4					
Total Service Expenditure	7,004	7,497	2,116	2,252	7,365	-136	-132				
Accounting & non service budgets											
Total Accounting & Non Service Budgets	5,710	5,119			4,877		-242			No borrowing anticipated for the HDP Capital programme in 2021/22.	
Net Total			-6,106	-6,141	-185	35	-185				

Appendix B : Planned Savings

Strategic Category	Lead	General Fund - Potential Saving	Budget Risk	2021/22 Planned Savings Budget £000's	2021/22 Planned Savings Forecast	2021/22 Planned Savings Variance	Commentary
Transforming	Suzan Harrington	Introduce CT Penalty Scheme - NEW	Medium	5	5	0	Council Tax Penalty Scheme was not being enforced due to covid-19 but has now been reintroduced.
Transforming	Dave Caulfield	Planning service review	Low	11	11	0	The planning service review has concluded with an annual recurring saving of £11k
		Total Transforming		16	16	0	
Commissioning	Suzan Harrington	Contract renegotiations	Low	168	168	0	Savings from contract negotiations
		Total Collaboration & Commissioning	0	168	168	0	
		Total		184	184	-	

Low Risk		11	11	0
Medium Risk		173	173	0
High Risk		0	0	0
Total		184	184	0

Strategic Category	Lead	HRA - Potential Saving	Risk	2021/22 Planned Savings Budget £000's	2021/22 Planned Savings Forecast £000's	2021/22 Planned Savings Variance £000's	Update/Comments
Transforming	Suzan Harrington	Process improvements /on-line transactions	Medium	195	0	195	The new housing/asset management system is in the process of being implemented and phase 2 will be implemented in 2021/22 but a combination of resource pressures and the time it will take to implement phase 2 and adapt to the new system make the saving unlikely this year. This will be kept under review following implementation.
		Total	-	195	-	195	

Appendix C : 2021/22 Selby District Council Capital Programme - To 30 November 2021

General Fund	Original Budget Incl C/F	Revised Budget	Year to date Revised Budget	Year to date Actual	YTD Variance	Forecast	Carry Forward	Year End Variance	Comments	Approved Programme & Carry Forward Proposal		
										Forecast 22/23	Forecast 23/24	Forecast 24/25
Transforming Customer Services	106,575	106,575	79,931	5,429	-74,502	106,575	0	0	Covid-19 and other delays have prevented the start of work on the reception alterations delaying the contact centre move. The Call Centre continues to operate from the first floor extension at the Civic Centre and face to face appointments are being offered for the most vulnerable customers. Due to LGR, a reassessment is taking place of the requirement for wholesale changes to the Civic Centre reception and are now looking at modifying existing meeting rooms to ensure face to face services can be delivered effectively.			
Website Development	10,000	10,000	0	0	0	10,000	0	0	This project is to enhance the platform to allow for future development of the website. Currently reviewing the scope of this projects with NYCC / LGR on the horizon & a decision will be taken in Q4.			
GIS System	31,380	31,380	23,535	1,600	-21,935	9,000	22,380	-22,380	This project forms part of the Contact Centre re-opening project. This capital budget will fund the software requirements as required. Committed £7k for Lone Worker software from PICK Protection & £2k GIS licences. The balance is requested to be carried forward to next year to fund the Contact Centre arrangements.	22,380		
Benefits & Taxation System upgrade	21,380	21,380	16,035	2,852	-13,183	15,000	6,380	-6,380	This budget is linked to software upgrades supporting Channel Shift as part of the Digital Strategy. The forecast has been reduced to £15k to cover upgrades in relation to the annual billing process, the remaining budget can be carried forward at next year.	21,380	15,000	15,000
IDOX Planning System	15,000	15,000	11,250	1,000	-10,250	10,000	5,000	-5,000	To support the IDOX suite of software applications for upgrades and patches as part of the IDOX Roadmap. This ensured that we remained PSN compliant throughout 2021/22. The forecast has been reduced to £10k for the anticipated updates required in January with the balance requested to be carried forward.	20,000	15,000	15,000
IT - Servers	30,000	30,000	22,500	24,912	2,412	30,000	0	0	Renewed Sophos Cybersecurity to September 2023 at a cost of £28k (pending receipt of the invoice).			
ICT - Software	4,694	4,000	4,000	4,000	0	4,000	0	0	Budget committed to the Digital Workforce Project and the implementation of Microsoft 365 Tools - training has now been completed and the final invoice has been paid for £4k, no further costs will be incurred.			
Adobe Licence Replacement	15,000	15,000	0	0	0	15,000	0	0	Licences replacement programme due 2021/22 with the invoice being paid in Q4.			
Finance System Replacement	0	0	0	0	0	0	0	0	Replacement for the finance system has been reforecast into 2022/23.	0		150,000
Committee Management System	3,000	3,000	0	0	0	3,000	0	0	ModernGov software upgrade expected in Q4 2021/22 as part of legislative changes			
Upgrade to Assure from M3	8,500	8,500	6,375	5,000	-1,375	8,500	0	0	This budget is to migrate from M3 to Assure software as part of the Digital Transformation programme. The Assure migration is expected to Go Live in Q4 2021/22 with the balance of the invoice to be paid.			
Cash receipting System	32,500	32,500	0	0	0	32,500	0	0	Income Management Software replacement project. The budget for this project will be used for the capital purchase of the system, training and consultancy on the new software due to GO LIVE in Q4 2021/22.			
Northgate Revs & Bens	3,600	3,600	0	0	0	3,600	0	0	Budget required for system upgrades following legislative changes in Q4 in relation to e-billing in line with the Digital Strategy			
Asset Management Plan - Leisure & Parks	47,891	47,891	35,918	4,732	-31,186	47,891	0	0	Works have been completed to the water tank at Selby Park, the car park at Tadcaster Leisure Centre and some glazing work at the same site. Further works are scheduled this year but not yet completed.	9,005	17,746	
Committee Room Microphone system	65,000	65,000	0	0	0	0	65,000	-65,000	Specification is written and tenders have been invited and are with Procurement for review for the Committee Room microphone system, should this project be completed the system will not be progressed until 2022/23, it is therefore requested this budget be carried forward. Consideration is also being given to alternative options such as renting equipment following LGR, in all likelihood this equipment will still be required at the Civic Centre irrespective of the LGR outcome.	65,000		

Appendix C : 2021/22 Selby District Council Capital Programme - To 30 November 2021

General Fund	Original Budget Incl C/F	Revised Budget	Year to date Budget	Year to date Actual	Year to date Variance	Forecast	Carry Forward	Forecast Variance	Comments	Forecast 22/23	Forecast 23/24	Forecast 24/25
Car Park Ticket Machines	22,473	22,473	16,855	9,704	-7,151	22,473	0	0	Implementation of the revised car park tariffs was delayed whilst technical issues relating to acceptance of card transactions was resolved. Implementation of the associated machine upgrades is now completed and operational and we are awaiting final invoices.			
Industrial Units Maintenance	25,000	25,000	18,750	0	-18,750	25,000	0	0	An initial report detailing the options has been provided to LT for consideration. Further work is now required to develop a formal business case for each option. Given the nature of the options being considered it is considered inappropriate to seek approval to invest the existing capital funds at this time. Improvements to the industrial units are subject to the outcome of a report to Executive in respect of the future direction. We are awaiting information regarding demand from colleagues in ED to inform the recommendations of the report. Progress has been delayed in respect of provision of demand information due significant resource pressures resulting from further Covid19 restrictions and additional support requirements for local businesses. The forecast has been revised to £25k 21/22 for completion of the building surveys & immediate remediation costs with the balance in 22/23.	229,400		
Industrial Units Investment	0	20,000	15,000	0	-15,000	20,000	0	0	New Bid approved at Council on 22 July 2021. Major updating of industrial units including energy efficiency, panel erosion and refurbishments. We are currently working with our EPC Assessor to establish the nature and scale of works required to achieve the minimum required energy efficiency standards required to bring out industrial units back into use. Following completion of this work, a specification will be developed and issued to the market. Due to capacity issues with the team however is not anticipated this will occur until Q4, with works commencing in Q1/Q2 of 2022/23. The forecast is therefore requested to be reduced to £20k for the current year with the balance of this years budget being forecasted into 2022/23.	620,163	300,669	
Car Park Improvement Programme	520,168	150,000	112,500	19,865	-92,635	100,000	50,000	-50,000	Work to progress improvement to Back Micklegate and Micklegate car parks is delayed in order to maximise funding options through external funding bids such as the Heritage Action Zone funding; however delays have also been encountered due to discussions with Landowners. Plans to focus delivery on Portholme Crescent whilst these issues are addressed have been scaled back to enable the space to be utilised as a walk-in testing centre for Covid-19. Work to install the first of Electrical Vehicle Charging Points (EVCP) is now complete, with points in South Parade and Back Micklegate car parks operational. We are working closely with colleagues in the Economic Development and Regeneration team to maximise funding available for improvements at Britannia car park, Tadcaster. It is anticipated tenders will be issued in January. The forecast has been amended to reflect ongoing delays around the Back Micklegate development.	420,168		
ICT - Channel Shift 2 Website & Intranet	16,720	16,720	12,540	2,900	-9,640	16,720	0	0	Citizens Access Portal (Revenues) has gone live in Q3 2021/22. Citizens Access Portal (Benefits) is anticipated in Q4 2021/22. The remaining budget will be used for e-forms development through 2021/22.			
ICT - Channel Shift 3 Website & Intranet	18,000	18,000	0	0	0	0	18,000	-18,000	Channel shift Phase 3 - Housing management CX Portal project which has been delayed will commence throughout 2021/22 once Channel Shift 2 has been completed and the Civica CX Phase 2 project has commenced. As a result of the delays on these projects Channel Shift 3 will not now commence until 2022/23, it is therefore requested this budget be carried over to next year.	18,000		
ICT - Disaster Recovery Improvements - Software / Hardware	17,790	17,790	0	0	0	17,790	0	0	This budget is for improvements aligned to Microsoft requirements & Disaster Recovery Improvements in 2021/22. A number of Oracle server upgrades will be required throughout the year to ensure that they remain compatible following software upgrades. Upgrades will take place in Q4 to align to software changes.			

Appendix C : 2021/22 Selby District Council Capital Programme - To 30 November 2021

General Fund	Original Budget Incl C/F	Revised Budget	Year to date Budget	Year to date Actual	Year to date Variance	Forecast	Carry Forward	Forecast Variance	Comments	Forecast 22/23	Forecast 23/24	Forecast 24/25
ICT - End User Devices - Software / Hardware	54,760	54,760	41,070	16,103	-24,967	44,000	10,760	-10,760	Budget is required for replacement hardware in relation to the digital workforce strand of the digital strategy. £44k has been raised as an order, some of which have been delivered, however we are waiting for devices to be delivered for CLRs and new starters and central stock, due to delivery issues this is anticipated for delivery in Q4. The remaining is requested to be carried forward for high spend items such as monitors especially with any breakages and return to workplace requirements to support a soft hybrid environment - jabras/ cameras etc.	60,260	49,500	49,500
ICT - Digital Workforce - Telephones - Mobile Working	11,770	11,770	0	0	0	11,770	0	0	Budget is for replacement Mobile hardware in relation to the digital workforce strand of the digital strategy. A further 25 trades tablets are being purchased for rollout this year as current tablets are nearing end life and require and upgrade. It is anticipated these are received in Q4.	9,500	9,500	9,500
South Milford Retaining Wall	15,000	15,000	0	0	0	0	15,000	-15,000	We are still awaiting confirmation from the parish priest as to whether approval for the improvement works to the wall will need to go through a Faculty application (similar to Listed Building Approval). As progress has not yet been made we request this budget is carried forward into the next year as it is currently unknown how long the process will take.	15,000		
Waste Collection Fleet	200,000	190,570	190,570	186,495	-4,075	190,570	0	0	The additional RCV was delivered at the end of November and is now in use. Final invoices are being reviewed and there may be a small balance remaining and not required at the end of the review.			
Council Play Area Maintenance	197,730	197,730	148,298	0	-148,298	197,730	0	0	Works at Grange Road have been completed and the site reopened w/c 29th November. The tenders for the remaining sites in this project will be issued next week with the works starting with Charles Street and continuing over the next two years.	100,000		
Replacement of Vehicle Fleet	3,510	0	0	0	0	0	0	0	The Council's replacement commercial vehicle fleet has now arrived and is fully operational. The forecast has been updated to nil as all outstanding invoices have now been received.			
Purchase of Land	937,500	0	0	0	0	0	0	0	This budget has been removed as part of the MTFS approval			
New Build Projects (Loans to SDHT)	2,800,000	0	0	0	0	0	0	0	This budget has been removed as part of the MTFS approval			
Private Sector - Home Improvement Loans	27,720	30,000	22,500	11,896	-10,604	30,000	0	0	RAS Loans remain an important tool in providing support for emergency repairs in homes owned by vulnerable people. We have completed 4 RAS loans in the first two quarters of 2021/22, 3 for new heating and hot water systems (including our first private sector air source heat pump) and 1 for a new bathroom. There are 4 new roof loans that are currently delayed due to contractor workloads but these should all complete during quarter 3. Historically, RAS loans are repaid to the council upon sale of the property allowing them to be recycled into new loans. This allows more vulnerable households to receive the help they need. We have so far received 1 repaid loan in 2021/22. In the whole of 2020/21 we received 3 repaid loans. New Bid approved at Council on 22 July 2021 for an additional £30k allocation per annum over the next 3 years to 2023/24. Approval is sought to revise the current year forecast to £30k and carry forward the balance into 2022/23.	57,720	30,000	
Empty Property Grants	84,886	84,886	63,665	19,152	-44,513	84,886	0	0	Empty Homes Grants remain popular and are an excellent way of sourcing private rented accommodation for vulnerable households at risk of homelessness. We have completed 1 Empty Homes Grants in the first quarter of 2021/22, which provided a three bedroom house to a homeless family. Progress on other schemes has slowed although a further 3 grants should complete in quarter 3 and discussions are on-going regarding a possible 2 further conversion schemes that will hopefully progress to full grants thus ensuring that our private rented portfolio for homeless households continues to grow.	80,000		

Appendix C : 2021/22 Selby District Council Capital Programme - To 30 November 2021

Disabled Facilities Grants (DFG)	813,357	471,544	353,658	194,133	-159,525	400,000	71,544	-71,544	Covid-19 and supply chain delays remain an issue for contractors, increasing costs and causing delays in completing adaptations. Due to the substantial budget £814k (DFG grant £503k- £311 carry forward) the additional temporary Technical Officer has been (recruited for 2 days a week) has been extended for a further 3 months. It remains difficult to forecast an accurate outturn but the aim is for at least a 75 completions in 21/22 compared with 50 last year, YTD we have completed 48. The reduction in the outturn is based on current spending with the majority of jobs being lower costing Level Access Showers. The balance of the forecast is requested to be phased over the next 3 yrs.	550,000	550,000	129,621
Total General Fund	6,160,904	1,720,069	1,194,949	509,773	-685,176	1,456,005	264,064	-264,064		2,297,976	987,415	368,621

Appendix C : 2021/22 Selby District Council Capital Programme - To 30 November 2021

Housing Revenue Account	Original Budget Incl C/F	Revised Budget	Year to date Budget	Year to date Actual	Year to date Variance	Forecast	Carry Forward	Forecast Variance	Comments	Approved Programme & Carry Forward Proposal		
										Forecast 22/23	Forecast 23/24	Forecast 24/25
Housing & Asset Management System	103,660	103,660	0	0	0	0	103,660	-103,660	The remaining capital balance is expected to be paid following the Phase 2 project completion in August 2022. This budget is therefore requested to be carried forward due to the delay in Phase 2.	103,660		
St Wilfrid's Court	93,733	0	0	0	0	0	0	0	The programme scoping meeting identified requirement for significantly more investment than is available in the current budget. The current budget will therefore be utilised to address some of the higher priority issues identified during visit, as well as any essential health and safety related works. Government changes to the roadmap for easing restrictions has meant works to finalise the scoping works and subsequent issue of tenders was progressed as planned. Further delays have been experienced due to a lack of capacity within the team, which we are seeking to address through the ongoing restructure process. Given the ongoing upward pressure on materials and labour costs however, it is unlikely we would be able to deliver the improvements required within the available budget; hence a decision has been made to delay tender issue until next financial year when indications suggest the market pressures may have stabilised.	93,733		
Environmental Improvement Plan	108,152	40,000	30,000	0	-30,000	40,000	0	0	This funding is earmarked to support a scheme being led by colleagues in the Contracts and Procurement Team. Work to progress the scheme was delayed due to Covid-19. Of the 6 sites this budget is supporting one site is due for completion in Q3, with a further site hoped to go to be completed by the end of the financial year. Works on the remaining 4 to be completed in 2022/23. The forecast has been adjusted accordingly with the estimated level of spend for this financial year.	68,152		
Housing Acquisition and Development	1,701,273	2,000,273	0	0	0	20,000	1,980,273	-1,980,273	Programme for the development of HRA properties on phase 2 small sites, Starts on these sites has been delayed due to Covid and is anticipated in 2021/22. Work including, feasibility studies, asbestos surveys and garage clearance has been completed. Planning permission for development of three schemes has now been secured. Planning permission for the fourth scheme forming part of the package of works to be tendered has been delayed. This has resulted in a subsequent delay to the issue of the tender package originally anticipated in Q2. It is hoped planning permission will now be determined in Q3 with tenders to be issued in Q4. This budget is also allocated to the purchase of S106 properties. As a result of the delays experienced the majority of the budget has been forecasted to spend in the next financial year. New Bid approved at Council on 22 July 2021. To extend the New Build/Acquisitions programme to maximise spend of s106 affordable housing commuted sums. Spend subject to 'self-financing business case'. The forward forecast has yet to be determined as the position of the schemes is yet to be confirmed.	9,371,273		
Community Centre Refurbishment	64,377	64,377	0	0	0	40,000	24,377	-24,377	Work to identify requirements outlined for other community centres under the FRA process is required. Progress on delivery of the programme was paused whilst we addressed other priority works which have been generated as a result of the various service suspensions resulting from Covid-19. We are now currently in the process of agreeing a programme of works to upgrade Fire Safety measures in a number of our community centres, the contract has now been let. Works are anticipated to commence in Q4 with the work completing early in 2022/23, the forecast has been adjusted accordingly with the balance to be carried over into 2022/23.	24,377		

Appendix C : 2021/22 Selby District Council Capital Programme - To 30 November 2021

Empty Homes Programme - Improvements to Property	200,000	600,000	450,000	278,731	-171,269	600,000	0	0	<p>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 and former council properties sold through the Right to Buy. We purchased 7 properties in 2019/2020, the work to improve these properties to a lettable position was delayed due to the pandemic but now works are complete and these are now let. 3 further properties are expected to be purchased in 21/22 (of which 1 has completed in October 2021) which will complete the programme.</p> <p>New Bid was approved at Council on 22 July 2021 for £400k to complete the Empty Homes Programme.</p>	0	0	0
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Appendix C : 2021/22 Selby District Council Capital Programme - To 30 November 2021

Housing Revenue Account	Original Budget Incl C/F	Revised Budget	Year to date Budget	Year to date Actual	Year to date Variance	Forecast	Carry Forward	Forecast Variance	Comments	Forecast 22/23	Forecast 23/24	Forecast 24/25
Energy Efficient Programme	856,084	856,084	642,063	524,381	-117,682	856,084	0	0	<p>The multiple lockdowns experienced during the past year as a result of Covid-19 severely impacted the ability of our major works contractors to complete the programme identified. The situation was further exacerbated by customer refusals due to concerns around virus transmission, shielding, self-isolation etc., and material shortages.</p> <p>A programme of 315 properties has been identified for boiler and/or system upgrade this financial year. To date, our gas contractor has completed 150 installs on the programme, with a further 32 boilers replaced due to early failure.</p> <p>We continue to monitor material/labour availability and upward financial pressures on the same; although thus far these have not manifest in a request for increased rates.</p> <p>We are also currently developing a small programme of air source heat pump upgrades where the existing solid fuel or electric only systems are beyond economical repair.</p>	510,225	520,430	530,840
Health and Safety Improvement Programme	1,010,552	650,000	487,500	310,178	-177,322	650,000	0	0	<p>The multiple lockdowns experienced during the past year as a result of Covid-19 severely impacted the ability of our major works contractors to complete the programme identified. The situation was further exacerbated by customer refusals due to concerns around virus transmission, shielding, self-isolation etc., and material shortages.</p> <p>A significant programme of work has been allocated to our major works contractor for completion this year including: 412 properties for survey; 179 bathrooms, 130 kitchens and 548 electrical surveys. Thus far, our contractor is on target to complete these works as programmed.</p> <p>Material availability and cost increases continue to pose a significant risk to delivery of the programme however, and we are currently in discussions with our major works contractor regarding a significant uplift in rates to cover rising prices. We have also recently been notified of an increase to the lead time for each kitchen, taking the period to six weeks; and are seeing increasing issues securing some materials e.g. roof tiles where the increasing energy costs are impacting manufacturers operations.</p> <p>The forecast has been reduced due to the contractor not having the resources to deliver additional works.</p>	915,227	565,770	577,090
Property Refurbishment Programme	5,013,864	5,013,864	3,760,398	2,299,738	-1,460,660	4,713,864	300,000	-300,000	<p>The multiple lockdowns experienced during the past year as a result of Covid-19 severely impacted the ability of our major works contractors to complete the programme identified. The situation was further exacerbated by customer refusals due to concerns around virus transmission, shielding, self-isolation etc., and material shortages.</p> <p>A significant programme of work has been allocated to our major works contractor for completion this year including: 412 properties for survey; 179 bathrooms, 130 kitchens and 548 electrical surveys. Thus far, our contractor is on target to complete these works as programmed.</p> <p>Material availability and cost increases continue to pose a significant risk to delivery of the programme however, and we are currently in discussions with our major works contractor regarding a significant uplift in rates to cover rising prices. We have also recently been notified of an increase to the lead time for each kitchen, taking the period to six weeks; and are seeing increasing issues securing some materials e.g. roof tiles where the increasing energy costs are impacting manufacturers operations.</p> <p>We are currently finalising tender documentation to issue to market for a major capital voids programme. It is anticipated this programme of works will commence will commence in Q4 2021/22.</p> <p>The forecast has been adjusted to reflect the increased lead in times and material availability as above and is requested to be carried forward into 2022/23, this is somewhat offset by a one-off price increase agreed with the contractor.</p>	3,977,796	3,740,890	3,838,150

Appendix C : 2021/22 Selby District Council Capital Programme - To 30 November 2021

Property Investment Programme	1,381,030	1,381,030	1,035,773	442,698	-593,075	881,030	500,000	-500,000	The multiple lockdowns experienced during the past year as a result of Covid-19 severely impacted the ability of our major works contractors to complete the programme identified. The situation was further exacerbated by customer refusals due to concerns around virus transmission, shielding, self-isolation etc., and material shortages. A significant programme of work has been allocated to our major works contractor for completion this year including upgrades to carbon monoxide detection in 548 properties. Thus far, our contractor is on target to complete these works as programmed. Material availability and cost increases continue to pose a significant risk to delivery of the programme however, and we are currently in discussions with our major works contractor regarding a significant uplift in rates to cover rising prices. We have also recently been notified of an increase to the lead time for each kitchen, taking the period to six weeks; and are seeing increasing issues securing some materials e.g. roof tiles where the increasing energy costs are impacting manufacturers operations. We have now let the contracts for works to upgrade fire safety measures in a number of our communal areas; which will also incorporate improvements (decoration etc..) to those spaces. We will be looking to commence this work early in Q4. Due to the delays above we request the forecast be adjusted with the balance to be carried forward into 2022/23	927,133	435,680	444,390
	0		0	0	0		0	0				
Total HRA	10,532,725	10,709,288	6,405,734	3,855,726	-2,550,008	7,800,978	2,908,310	-2,908,310		15,991,576	5,262,770	5,390,470
Total Capital Programme	16,693,629	12,429,357	7,600,683	4,365,499	-3,235,184	9,256,983	3,172,374	-3,172,374		18,289,552	6,250,185	5,759,091

Appendix D : Programme for Growth 2021/22 Financial Year Project Updates
Multi Year schedule for the project lifespan

Project	Lead Officer	Multi-Year Project Budget	Position @ 30 Novemberr 2021			Project Budget Remaining	Update	Phasing of future spend Q2		
			In Year Spend 21/22	Forecast				Forecast 21/22	Forecast 22/23	Forecast 23/24
Healthy Living Concepts Fund	Angela Crossland	53,281	(23,750)	53,281	77,031	Of the remaining £53,281 in this fund - £10k allocated to develop active travel sustainable travel packs in line with the visitor economy niche trails work, £30k allocated to development of project with Yorkshire Wildlife Trust for Barlow Common to develop project and funding bids as they arise (Barlow Common delayed due to Covid). Remaining £13k will support public health initiatives identified as part of covid recovery plans.	30,000	23,281	0	
Visitor Economy (Tourism & Culture)	Angela Crossland	1,021,761	120,609	1,021,761	901,152	Delivery of the Visitor Economy Strategy and the Cultural Development Framework for the District. This is a multi-year programme which includes the cultural programme for the HSHAZ, visitor place-making and marketing, product development and sector support. Much of the investment is to be used as match funding against investment from external funding partners. Cultural Delivery Framework is in delivery. Key focus for the next quarter: Heritage Interpretation Masterplan, Public Art Plan, programme for Tadcaster, artist residencies Barlby Road, TCF & Tadcaster. Selby Stories delivery. Visitor Economy Strategy will be refreshed in next quarter. Key focus also on Food & Drink development. Some slippage from forecast due to longer development periods (e.g. procurement etc.). Continue to feel the impact of Covid.	300,670	486,145	234,946	
Celebrating Selby 950	Angela Crossland	0	0	0	0	Final reports have been submitted to funders and final grant payments received. All delivery is complete.	0	0		
HAZ Selby Stories	Angela Crossland	60,000	(16,263)	60,000	76,263	Project total £150,950 over 3 years. £60,000 from P4G, £89,500 from Historic England grant. Payment schedule from HE: 21/22 £49,225, 22/23 £26850, 23/24 £13,425. The programme completes 31 March 2024. Programme includes wide-ranging cultural activity in Selby town centre, including performance, exhibitions, artist residencies and testing of outside event spaces (e.g. amphitheatre). Year to date credit relates to grant income received in advance. Delivery underway with some slippage (agreed by Funder) due to impact of Covid on programme and procurement issues for some areas of delivery.	16,640	20,300	23,060	
Low Carbon Resources	Stuart Robinson	135,000	25,362	135,000	109,638	This funding is to recruit a Low Carbon Projects Officer. Officer recruited and commenced in April 2021. Officer is progressing the agreement and delivery of activity in the Low Carbon Action Plan.	45,000	45,000	45,000	
Retail Experience - Tadcaster Linear Park	Angela Crossland	0		0	0	On receipt of project update report and feasibility of project, Members and Tadcaster Town Council have agreed to close this project due to risks to delivery from cost increases and the impacts of longer term flood defence work now being progressed by the Environment Agency. £80k to be returned to Tadcaster Town Council. Outstanding P4G funds returned to reprofile against new projects.	0	0		
Marketing Selby's USP	Stuart Robinson / Communications	152,912	0	152,912	152,912	Funding is used to support employment of an additional Communications & Marketing Officer - to support place related marketing - and the development of place branding marketing collateral. The Officer is in place. Whilst development of place branding case studies slowed in the second half of 2020/21 as we prioritised response to the pandemic and recruited a replacement Communications & Marketing Manager, the delivery of this project is now being re-energised following the successful recruitment to this post.	50,971	50,971	50,970	
Tour De Yorkshire	Angela Crossland	0		0	0	SDC contribution to hosting the finish of the first stage of Tour de Yorkshire (TdY) in May 2019 in Selby Town. This has given the town a massive publicity boost in the year of the Abbey's 950 celebrations. The Leeds City Region Business Rates Pilot Pool has agreed to fund the £100k start fee for the Selby event in line with the funding provided for other starts and finishes across the LCR. This will go back into the P4G programme as contingency to fund other important P4G related work e.g. asset strategy. Project now complete.	0	0		
Retail Experience - STEP	Duncan Ferguson	63,781	3,000	63,781	60,781	This is a fixed budget to support events, street scene improvements identified by the STEP group.	15,000	48,781		
Legal Support	Julian Rudd	139,000	0	139,000	139,000	Legal Support for agreements and advice associated with the P4G programme / projects	47,000	92,000	0	

Project	Lead Officer	Multi-Year Project Budget	In Year Spend 21/22	Forecast	Project Budget Remaining	Update	Forecast 21/22	Forecast 22/23	Forecast 23/24
Towns Masterplanning (Regeneration)	Duncan Ferguson	615,031	31,924		583,107	A contribution from this fund supported the commissioning in 2019/20 of the People and Places consultancy (Chris Wade) to develop town centre revitalisation plans. Funding of £50k has been previously used to support the MHCLG Reopening High Street Safely Fund (RHSSF) and the re-branded 21/22 Welcome Back Fund. A contribution from this fund has also been used to support the Places and Movement Study, in partnership with NYCC Highways and YNY LEP. The next phase of the Places and Movement Study, taking on board recent consultation outcome, will be supported through this fund.	200,000	415,031	
Strategic Sites Masterplanning	Duncan Ferguson	275,418	1,200	275,418	274,218	Funded due diligence work for strategic sites masterplanning, including Selby Station Gateway. Future costs will include consultancy costs for development of feasibility/ viability assessments, Business Cases, surveys, design, legal and valuation fees. Brief agreed for One Public Estate (OPE) sites & east of Station Masterplan will utilise upto £95k from this budget during 2022/23. This work will also utilise £70k grant from OPE & £35k from York & North Yorkshire DODS.	50,000	225,418	0
Access to Employment	Richard Beason / Julian Rudd	19,282	0	19,282	19,282	Projects within this budget are targeted at supporting social mobility to give people in areas of higher deprivation in Selby District access to current and future employment opportunities e.g. connecting people to existing employment opportunities at Sherburn, Tadcaster and more rural sites as well as employment sites currently being developed such as Konect 62 (former Kellingley site), Sherburn 2, Sherburn 42 and Core 62 (Former Eggborough power station). Future initiatives being reviewed against this budget include the opportunity to support future projects linking residential communities with employment hubs and opportunities related to electric bike programmes and other environmentally friendly transport initiatives.	4,282	15,000	
Growing Enterprise	Richard Beason / Julian Rudd	271,426	1,285	271,426	270,141	Budget to support one of the 10 priorities in Economic Development Framework (EDF) 2 year delivery programme as approved at the January 2019 Executive - The additional P4G budget is being used to support businesses displaced by the TCF land assembly to relocate within the district. There is still unpredictability on timing but the bulk of this spend is expected in 2022/23. A new post COVID Business Delivery Plan has been developed and is being delivered with the focus on providing a targeted Business programme through to March 2023 to include a widening of the skills support programme, addressing recruitment challenges and work to with Start-up businesses. Events and activities will be funded from this budget.	30,000	241,426	0
UCI Road World Championships	Angela Crossland	0	0	0	0	The Leeds City Region Business Rates Pilot Pool has agreed to fund the £25k start fee for the Tadcaster event in line with the funding provided for other starts and finishes across the LCR. This will go back into the P4G programme as contingency to fund other important P4G related work e.g. asset strategy. Project now complete.	0	0	
Selby TCF Revenue	Duncan Ferguson	56,542	0	56,542	56,542	This allocated Budget relates to the grant recovery for 2019/20 recovered from WYCA in 2020/21. The budget will be used for potential non recoverable revenue costs relating to TCF.	56,542		
HAZ	Caroline Skelly	19,556	1,297	19,556	18,259	The Project Fund is a match contribution to the Selby High Streets Heritage Action Zone (HSHAZ) project. The budget covers a programme of community engagement activities and local history events.	7,026	7,030	5,500
Places and Movement Study (Leveling up Bid Support)	Duncan Ferguson	2,000,000	0	2,000,000	2,000,000	10% match from Selby District Council to enable a future Levelling Up Fund bid. Levelling up Fund bids for Priority Two places such as Selby District will need to be "exceptionally high quality" and focus on tangible and visible place transformation including strong focus on arts, culture, and heritage for the 3 main town centres Selby, Sherburn and Tadcaster. By effectively combining the transformative aspirations set out in the District's Cultural Development Framework and Visitor Economy Strategy, Selby High Street Heritage Action Zone Project as well as the emerging Local Plan, we may be able to submit a bid for Levelling Up Funding that achieves the exceptionally high-quality criteria set for Priority Two locations.	0	2,000,000	0
Tadcaster Community Sport Trust	Angela Crossland	162,000	0	162,000	162,000	Funding provided for developments at Tadcaster Community Sport Trust. Project has commenced and funding will be released in phases subject to agreed milestones.	50,000	72,000	40,000
Community Legacy Fund	Angela Crossland	2,000,000	0	2,000,000	2,000,000	Investment in the Community Legacy Fund with Two Ridings to generate grants to be spent in the Selby District. The Fund was launched on 1st November 2021.	2,000,000		

Project	Lead Officer	Multi-Year Project Budget	In Year Spend 21/22	Forecast	Project Budget Remaining	Update	Forecast 21/22	Forecast 22/23	Forecast 23/24
TCF Site Acquisitions Property Running Costs Car Park (revenue implications)	Duncan Ferguson / Phil Hiscott	0	0	0	0	The Council is acquiring and managing sites around Selby station in order to deliver the land use changes and improvements that form the Selby Gatework TCF project. These costs will include business rates, limited maintenance / insurance / utilities ahead of the sites being cleared to deliver the TCF proposals from late 2022 to late 2023. There will be income from the car park at the Selby Business centre site which will help to cover the costs in the first year. This budget is to be allocated between the revenue implications for the Business Centre and Car Park.	0	0	
Empty Homes	June Rothwell Simon Parkinson	3,751	1,750	3,751	2,001	This budget supports the work of the private sector housing team and the empty homes officer to bring empty homes back into use. Overall the project is very successful and the Empty Homes Officer has directly helped bring 99 empty homes back into use during 2020/21. The majority of this success is achieved through offering advice and assistance to owners. At times, we need to utilise our enforcement powers to secure empty homes and to eradicate issues that are a statutory nuisance or prejudicial to health to neighbours. This budget specifically contributes to this area of enforcement work.	3,751	0	
Selby District Housing Trust	June Rothwell Phil Hiscott	138,850	5,299	138,850	133,551	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 17 new affordable homes in 2018/19 delivered through new build and Section 106 acquisitions and a further 12 Section 106 acquisitions in Q1 2019/20. SDHT continue to work with SDC colleagues on the affordability and viability of new properties coming forward via the Housing Development Programme. Discussions with external providers regarding possible S106 acquisitions are also ongoing.	124,000	14,850	
Stepping Up' Housing Delivery	June Rothwell Phil Hiscott	4,938	16	4,938	4,922	The Project will support the implementation of the Housing Development Programme approved by the Executive in January 2018. Seeking opportunities to maximise the social and economic benefits of the Council's asset portfolio. As Government restrictions continue to ease we will be looking to recommence works to deliver the Council's Housing Development Programme. An Affordable Housing Strategy has been agreed by the Executive and is being progressed.	4,938	0	
Olympia	Richard Beason / Julian Rudd	0	0	0	0		0	0	
Making our Assets work	Duncan Ferguson	52,551	15,845	52,551	36,706	The budget is targeted at funding due diligence work to bring the Council's own land assets to the market and see them developed. These include small garage sites, Portholme Rd, Egerton Lodge, Barlby Rd depot, Bondgate and Burn airfield. This budget will be used to fund the feasibility, surveys and technical work to enable the Council's own land assets to be brought forward for development to deliver housing and other beneficial uses.	32,551	20,000	0
Housing development Feasibility Work	Phil Hiscott	289,368	10,106	289,368	279,262	Housing development feasibility project to identify viability of sites for development. Phase 2 feasibility costs have been transferred to the individual development budgets for three identified sites; Camblesforth, Hambleton and Sherburn in Elmet. It is expected that Burn will progress to planning in Q3 2021/22. The progression to tender stage for these sites will be reviewed due to the continuing pressures on material and labour costs. A proportion of the costs have been incurred as abortive fees against sites which will not be progressing.	139,368	100,000	50,000
Burn	Julian Rudd / Duncan Ferguson	500,000	28,568	500,000	471,432	Additional works associated with promoting Burn Airfield as a new settlement through the Local Plan. This includes flood modelling and mitigation; highways and transport design and assessments; legal advice on development options/collaboration; ecology and landscape; viability; urban design and planning; ground conditions; utilities and infrastructure; green infrastructure and ecology;	100,000	400,000	
Asset Strategy	Phil Hiscott	80,000	0	80,000	80,000	Work to review/agree the brief was completed pre LGR. Due to Local Government Review the development of the Strategy is on hold.	0	80,000	
Finance Support	Peter Williams	139,000	0	139,000	139,000	Business Case development & Financial monitoring / reporting	20,000	59,500	59,500
TCF Site Acquisitions Property Running Costs Business Centre (revenue implications)	Duncan Ferguson / Phil Hiscott	2,770	0	2,770	2,770	The Council is acquiring and managing sites around Selby station in order to deliver the land use changes and improvements that form the Selby Gatework TCF project. These costs will include business rates, limited maintenance / insurance / utilities ahead of the sites being cleared to deliver the TCF proposals from late 2022 to late 2023. There will be income from the business units the Selby Business centre site which will help to cover the costs in the first year. This budget is to be allocated between the revenue implications for the Business Centre and Car Park.	-20,040	6,810	16,000
High Street shop fronts	Caroline Skelly	100,000	41,629	100,000	58,371	The Project fund is a Match fund contribution to the Selby High Streets Heritage Action Zone (HSHAZ) project. Budget covers a building improvement grant programme - the P4G money is allocated for professional fees of the HSHAZ architectural team from Buttress architects	55,000	19,500	25,500

Project	Lead Officer	Multi-Year Project Budget	In Year Spend 21/22	Forecast	Project Budget Remaining	Update	Forecast 21/22	Forecast 22/23	Forecast 23/24
New lane - Public Realm	Caroline Skelly	200,000	0	200,000	200,000	The Project is a Match fund contribution to the Selby High Streets Heritage Action Zone (HSHAZ) project. The project is under development with other SDC and NYCC projects that relate to the redesign off New Lane, Selby.	25,000	100,000	75,000
Selby TCF Capital	Duncan Ferguson	8,221,570	110,900	8,221,570	8,110,670	This budget is the Selby match funding which will be used to acquire strategic development sites consistent with the Councils regeneration and commercial development opportunities and to match fund acquisitions as part of the Selby TCF bid submission. The current live project and spend to date relates to the purchase of James William House near Selby Station as part of the TCF to provide new access to platform 2 and additional car parking. It is forecast that SDC will purchase all sites required within the f/yr but this will be reimbursed through TCF grant claim and so not be paid from the Selby match which will be used towards the end of the project. The grant is paid in arrears, with between 2 and 3 quarters between claim and repayment. A significant amount of funding from this budget has been put forward as match funding within the Council's TCF proposals for Selby Station including contingency for the purchases of property. Exec have agreed to remove the restriction on the funding to be general match to the TCF and spent at the end of the project, so that the TCF funds can be spent first.	0	0	8,221,570
Low Carbon projects (Phase 1) CAPITAL	Gillian Bruce / Stuart Robinson	250,000	10,600	250,000	239,400	Phase 1 project delivery fund to support approved projects flowing from the Low Carbon Working Group - projects subject to business case approval by the Executive. Low Carbon Officer recruited and in place beginnign 2021-22. The project spend will be determined through prioritisation of projects in the Low Carbon Strategy and the Low Carbon Action Plan. Early indications suggest a key project of tree planting will be considered towards the end of 21/22.	35,600	214,400	0
Town Regen Selby	Duncan Ferguson	1,000,000	0	1,000,000	1,000,000	Selby Market Place and Selby Park, Abbey Quarter initiative - Making space around the Abbey event ready, creating a more welcoming and accessible area. Rejuvenation of the park, enhancement of the link with the Abbey	0	1,000,000	0
Town Centre Tadcaster	Duncan Ferguson	500,000	20,672	500,000	479,328	A Forward Framework and Action Plan has been prepared to include A659 Gateway - Britannia Car Park/Bus station area - supporting car park improvement scheme and bus staition improvements for visitors.	50,000	450,000	0
Town Centre Sherburn	Duncan Ferguson	500,000	0	500,000	500,000	A Forward Framework and Action Plan has been prepared to include Low Street/Wolsey Croft, realignment of parking, improved public realm, improved surface materials, greenery, signage , and street furniture.	50,000	450,000	0
Sherburn Projects	Duncan Ferguson	1,150,000	0	1,150,000	1,150,000	Investment in Sherburn including Eversley Park improvments, conversion of flat green bowling pitch, tennis court improvements and a land assembly opportunity for a new car park.	150,000	1,000,000	0
Tadcaster Projects	Duncan Ferguson	500,000	0	500,000	500,000	New projects in Tadcaster.	0	500,000	0
New programme resources	Extended Leadership Team	261,000	0	261,000	261,000	Additional staffing resources: Planning Projects Officer, Regenerations Town Centre Co-ordinator. The start date for these appointments is anticipated to be February 2021, the forecast has been adjusted into 2023/24	87,000	87,000	87,000
Staffing costs		2,735,407	647,538	2,735,407	2,087,869	This covers all the P4G funded posts across SDC including the extensions to contracts approved in the budget. These posts support delivery of this P4G programme. It also covers the additional core staffing costs in a number of teams required to deliver the Council's corporate growth ambitions including the Economic Development and Regeneration team (to deliver the Economic Development Framework 2 year action plan) and key posts in Communities and Partnerships, Planning and Marketing and Communications.	1,163,190	1,173,520	398,697
Contingency		150,302	0	150,302	150,302	The funding we are receiving from the West & North Yorkshire Business Rates pool for the Tour de Yorkshire and UCI £200k has been put back into P4G contingency to fund essential work on the asset management strategy. Also the balance remaining on Tadcaster Linear Park has been transferred back to P4G contingency.	150,302		
		23,824,497	1,037,587	23,209,466	22,786,910		5,073,791	9,417,963	9,332,743

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Report Reference Number: S/21/18

To: Scrutiny Committee
Date: 11 April 2022
Author: Victoria Foreman, Democratic Services Officer
Lead Executive Member: Councillor Cliff Lunn, Lead Member for Finance and Resources
Lead Officer: Karen Iveson, Chief Finance Officer

Title: Treasury Management – Quarterly Update Q3 - 2021-22

Summary:

The Scrutiny Committee is asked to consider the report of the Chief Finance Officer which reviews the Council's borrowing and investment activity (Treasury Management) for Q2 and presents performance against the Prudential Indicators.

The Quarter 2 report was considered was considered by the Executive at its meeting on 3 February 2022.

Recommendation:

The Scrutiny Committee is asked to consider the content of the reports and make any comments on the Council's treasury management.

Reasons for recommendation

The Committee is asked to consider the information as set out in the reports as part of their role in reviewing and scrutinising the performance of the Council in relation to its policy objectives, performance targets and/or particular service areas. The information contained in the reports is required in order to comply with the Treasury Management Code of Practice.

1. Introduction and background

1.1 Please see section 1 of the report considered by the Executive on 3 February 2022 attached at Appendix A.

2. The Report

2.1 Please see section 2 of the report considered by the Executive on 3 February 2022 attached at Appendix A.

3. Alternative Options Considered

3.1 None applicable.

4. Implications

4.1 Legal Implications

4.2 Please see section 4 of the report considered by the Executive on 3 February 2022 attached at Appendix A.

4.3 Financial Implications

4.4 Please also see section 4 of the report considered by the Executive on 3 February 2022 attached at Appendix A.

4.5 Policy and Risk Implications

4.6 Not applicable.

4.7 Corporate Plan Implications

4.8 The Council's Corporate Plan sets out long term plans to make Selby District a great place to do business, enjoy life, make a difference, supported by the Council delivering great value. An effective scrutiny function is essential to fair and transparent decision making, which underpins the work of the Council. This scrutiny function includes reviewing and scrutinising the performance of the Council in relation to its policy objectives, performance targets and/or particular service areas. The information contained in the reports enables the Council to monitor its treasury management arrangements and to ensure that the Treasury Management Code of Practice is complied with.

4.9 Resource Implications

4.10 None applicable.

4.11 Other Implications

4.12 Not applicable.

4.13 Equalities Impact Assessment

4.14 Not applicable.

5. Conclusion

5.1 The Scrutiny Committee discharges the Council's statutory overview and scrutiny functions and as such has responsibility for reviewing the Council's performance; the Committee's comments and observations on treasury management are welcomed.

6. Background Documents

6.1 None.

7. Appendices

Appendix A – Executive Report from 3 February 2022

Appendix B – Appendix A of Executive Report from 3 February 2022

Contact Officer:

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Report Reference Number: E/21/43

To: Executive
Date: 3 February 2022
Status: Non-Key Decision
Ward(s) Affected: All
Author: Christopher Chapman, Accountant
Lead Executive Member: Councillor Cliff Lunn, Lead Member for Finance & Resources
Lead Officer: Karen Iveson, Chief Finance Officer, S151

Title: Treasury Management –Quarterly Update Q3 2021/22

Summary:

This report reviews the Council's borrowing and investment activity (Treasury Management) for the period 1st April to 31st December 2021 (Q3) and presents performance against the Prudential Indicators. As a result of the timing of the report, the figures presented in the current version of the report reflect the expected position as at 31st December based on current quarterly trends, and the document should be read on this basis.

Investments – On average the Council's investments held in the NYCC Investment pool totalled an estimated £79.6m up to the end of the third quarter, at an average rate of 0.20% and earned interest of £114.5k (£77.2k allocated to the General Fund; £37.3k allocated to the HRA) which is £26.4k above the year to date budget. Interest rates on council investments have now stabilised following the initial drop in Bank of England base rate as a result of the Covid-19 pandemic, and for the remainder of the 21/22 financial year the rate of return on investment is currently expected to slowly increase from current levels. In this regard forecast returns could be in the region of £159k, a budget surplus of £41k. The Bank of England voted by a majority of 8-1 to increase the Bank Rate by 0.15 Percentage points, to 0.25% during its December Meeting. The increased rate will take time to filter through to council investments, as existing investments mature and are replaced by those at higher rates.

Cash balances invested over the course of the year have remained higher than was forecast in earlier reports, due to the timing of expenditure on the Capital Programme. The increased balances invested is the main driving factor behind the currently forecast budget surplus.

In addition to investments held in the pool, the Council has £5.06m invested in property funds as at 31st December 2021. The funds have achieved a 3.41% revenue return and 8.06% capital gain over the course of the year. This resulted in revenue income of £124.3k to the end of Q3 and an ‘unrealised’ capital gain of £374.8k. These funds are long term investments and changes in capital values are realised when the units in the funds are sold.

Borrowing – Long-term borrowing totalled £52.833m at 31st December 2021, (£1.6m relating to the General Fund; £51.233m relating to the HRA). Interest payments of £1.912m are forecast for 2021/22, a saving of £0.015m against budget. The Council had no short-term borrowing in place as at 31st December 2021.

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

Recommendation:

- i. That Executive note the actions of officers on the Council’s treasury activities for Q3 2021/22 and approve the revised Prudential Indicators set out at Appendix A to the report.**

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 third monitoring report for treasury management in 2021/22 and covers the period 1 April to 31 December 2021. 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. The Council's Treasury Strategy, including the Annual Investment Strategy and Prudential Indicators was approved by Council on 18 February 2021.

- 1.3 The two key budgets related to the Council's treasury management activities are the amount of interest earned on investments £118k (£80k General Fund, £38k HRA) and the amount of interest paid on borrowing £1.927m (£75.2k General Fund, £1.852m HRA).

2. The Report

Market Conditions and Interest Rates

- 2.1 A summary of the key updates provided by the Council's treasury advisors Link Asset Services – Treasury Solutions associated with economic activity in Q3 2021/22 up to 31 December 2021 are provided below:

- The emergence of the Omicron Covid variant has formed a key focus, which had caused expectations for a Bank of England Base Rate rise in December's Monetary Policy Committee (MPC) to be cut back accordingly by some observers.
- Despite this however, the MPC voted by an 8-1 majority to increase the Base rate to 0.25% in its 16th December meeting.
- A further rise in Base rate to 0.50% in June 2022 and 0.75% in March 2023 remains forecast, though this remains under review as the impact of the emergence of the Omicron Variant, and the efficacy of existing vaccines, becomes further understood.
- Decembers MPC saw a vote to leave the current Quantitative Easing Programme unchanged
- Bank of England Staff have revised growth estimates for the UK economy for 2022 down from 6% to 5%. It is also forecast that growth is expected to slow sharply to 1.5% in 2023 and 1% in 2024.
- CPI inflation is expected to remain at current levels over the course of the Winter months, peaking at around 5% in April 2022, before falling back materially from the second half of next year. Current forecasts project CPI inflation to be marginally above the 2% target in two years' time, subsequent to possible tightening of monetary policy by the MPC.

Interest Rate Forecasts

2.2 The current interest rate forecasts of Link Asset Services – Treasury Solutions are as follows:

Link Group Interest Rate View	20.12.21													
	Dec-21	Mar-22	Jun-22	Sep-22	Dec-22	Mar-23	Jun-23	Sep-23	Dec-23	Mar-24	Jun-24	Sep-24	Dec-24	Mar-25
BANK RATE	0.25	0.25	0.50	0.50	0.50	0.75	0.75	0.75	0.75	1.00	1.00	1.00	1.00	1.25
3 month ave earnings	0.20	0.30	0.50	0.50	0.60	0.70	0.80	0.90	0.90	1.00	1.00	1.00	1.00	1.00
6 month ave earnings	0.40	0.50	0.60	0.60	0.70	0.80	0.90	1.00	1.00	1.10	1.10	1.10	1.10	1.10
12 month ave earnings	0.70	0.70	0.70	0.70	0.80	0.90	1.00	1.10	1.10	1.20	1.20	1.20	1.20	1.20
5 yr PWLB	1.40	1.50	1.50	1.60	1.60	1.70	1.80	1.80	1.80	1.90	1.90	1.90	2.00	2.00
10 yr PWLB	1.60	1.70	1.80	1.80	1.90	1.90	2.00	2.00	2.00	2.10	2.10	2.10	2.20	2.30
25 yr PWLB	1.80	1.90	2.00	2.10	2.10	2.20	2.20	2.20	2.30	2.30	2.40	2.40	2.50	2.50
50 yr PWLB	1.50	1.70	1.80	1.90	1.90	2.00	2.00	2.00	2.10	2.10	2.20	2.20	2.30	2.30

Figures are Net of certainty rate 0.2% discount

2.3 After the Bank of England took emergency action in March 2020 to cut Bank Rate to 0.10%, the Monetary Policy Committee had left the rate unchanged at its subsequent meetings, before voting by a majority of 8-1 to increase the rate to 0.25% in its December 2021 meeting. As shown in the forecast table above, a second increase to 0.50% is forecast in June 2022, a third to 0.75% in March 2023, and a fourth to 1.00% in March 2024, and a final rise to 1.25% in March 2025.

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 Q3 2021/22 was as follows:-

- Forecast Balance invested at 30 December 2021 £79.6m
- Average Daily Balance Q3 21/22 £79.6m
- Average Interest Rate Achieved Q3 21/22 0.20%
- Total Interest Budgeted for 2021/22 £118k

- Total Forecast income for 2021/22 £159k

2.8 The average return to Q3 2021/22 of 0.20% compares with the average benchmark returns as follows:

- 7 day -0.08%
- 1 month -0.07%
- 3 months -0.05%
- 6 months -0.02%
- 12 months 0.07%

Borrowing

2.9 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.

2.10 The TMSS indicated that there was no requirement to take external borrowing during 2021/22 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 to optimise the timing of external debt.

2.11 The Council approved an Authorised Borrowing Limit of £78m (£77m debt and £1m Leases) and an Operational Borrowing Limit of £73m (£72m debt and £1m Leases) for 2021/22.

2.12 The current 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, to enable the Council to be in a position to repay the outstanding debt. Following an updating of the HRA business plan, the voluntary set aside of HRA MRP payments has been reprofiled over the life of the existing debt, a change from the original 30 year profiling period. As a result of this update, £1.33m is budgeted for HRA Voluntary MRP for 2021/22.

2.13 The combination of the long-term loan repayment in 2020/21, and the Council’s voluntary MRP strategy, has meant the Council was in an under-borrowed position of £3.6m as at 31 December 2021. This means that capital borrowing (external debt) is currently lower than Council’s underlying need to borrow. Based on current forecasts, and the timing on current year capital spend and adjustments, the council will be in an under borrowed position of £1.1m at year end, which is in line with MTFS indicators.

- 2.14 The Council's external borrowing requirements continue to be reviewed on an on-going basis to ensure the borrowing strategy reflects the latest capital programme needs and forecast borrowing rates.
- 2.15 Plans to undertake any additional long term borrowing in the short/medium term will be kept under review while borrowing rates remain low, as the HRA Extended Housing Delivery Programme will continue to progress.

Capital Strategy

- 2.16 The Capital Strategy was included as part of the Council's Annual Treasury Management and Investment Strategy 2021/22, approved in February 2021 and updated in July 2021 as part of a refreshed Medium-Term Financial Strategy. 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.
- 2.17 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.

Housing Delivery Programme Loans

- 2.18 The Housing Delivery Programme has delivered a number of successful schemes so far, in partnership with Selby & District Housing Trust. Whilst no further schemes are planned, existing loans to fund provision of affordable homes in the District continue. The forecast income for the year in addition to standard treasury returns is £118k, which is approximately £112k over the forecasted standard interest that is currently achieved on cash investments.

2.19

Scheme	Loan Rate %	Principal Outstanding 30 December 2021 £	Interest Q3 21/22 £	Interest Full Year £
Kirgate, Tadcaster	4.56%	182,373	6,531	8,708
St Joseph's St	4.20%	198,103	6,390	8,520
Jubilee Close, Ricall	3.55%	536,299	14,120	18,826
Ulleskelf	4.87%	1,049,193	37,921	50,562
Ousegate	3.65%	849,425	23,359	31,146
Average Rate / Total Principal and Interest	4.19%	2,815,394	88,321	117,762

Commercial Property Investments

2.20 To date there have been two Commercial Property acquisitions, one in Selby town and one in Tadcaster, both buildings are ex-Natwest Bank Properties. The first acquisition was a Tadcaster property, which completed during Q2 18/19. The second in Selby, which completed towards the end of Q3 18/19 and was subsequently sold in July 2020 generating small surplus of around £10k. Plans for the future of the Tadcaster property are currently being considered.

2.21 Property Funds

The position on Property Funds at 31 December 2021 is as follows:

In Year Performance

Fund	Bfwd Investment £k	Valuation as at 31-Dec-21 £k	In Year Performance Q3 21/22			
			Capital Gain / (Loss)		Revenue Return	
			£k	%	£k	%
Blackrock	2,394.96	2,587.88	192.9	8.05	52.1	2.78
Threadneedle	2,225.82	2,474.28	218.5	9.68	72.1	4.06
Total	4,650.78	5,062.16	411.4	8.85	124.3	3.41

Total Fund Performance

			Total Performance			
Fund	Original Investment £k	Valuation as at 31-Dec-21 £k	Capital Gain / (Loss)		Revenue Return	
			£k	%	£k	%
2.22 Blackrock	2,502.50	2,587.88	85.4	3.41	247.3	3.46
2.23 Threadneedle	2,439.24	2,474.28	35.0	1.44	328.2	4.08
Total	4,941.73	5,062.16	120.4	2.44	575.5	3.76

Investments held in Property Funds are classified as Non-Specified Investments and are, consequently, long term in nature. Valuations can, therefore, fall and rise 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.

The strong performance of the Capital Values of both funds has continued into Q3, with both funds now showing a combined capital gain on their initial purchase price. At the end of Q3 2021/22 the funds have demonstrated a combined capital gain of £411.4k in the year. Both funds have also continued to generate a positive revenue return, amounting to £124.3k for 2021/22 by the end of Q3.

3.0 Alternative Options Considered

3.1 The Council has access to a range of investments through the pooled arrangements in place through North Yorkshire County Council.

4.0 Implications

4.1 Legal Implications

4.1.1 There are no legal implications as a direct result of this report.

4.2 Financial Implications

4.2.1 The financial implications are set out in the report.

5. Conclusion

5.1 The ongoing impact of the pandemic, and the speed and nature of the economic recovery seen, continue to have an impact on the Council's investment returns. An increase in Bank of England base rate in December 2021 has now been announced, though this will take time to filter through

to Council investments as existing investments mature and are replaced. Further rate increases are forecast for 2022, however this position will be kept under review as the impacts of the emergence of the new Omicron Covid variant become better understood.

- 5.2 The Council's debt position is in line with expectations with no further in year loans to the Selby District Housing Trust, and no expenditure funded by borrowing as part of the capital programme anticipated, as approved under the latest Medium Term Financial Strategy. Opportunities to optimise the Council's debt portfolio will continue to remain under review. As part of this, a reprofiling of the HRA Voluntary MRP provision has taken place as part of the revision of the HRA business plan, with MRP provision now linked to the life of existing debt, as set out in paragraph 2.12.
- 5.3 The Prudential Indicators are reviewed annually as part of the Treasury Strategy to ensure approved boundaries remain appropriate. The indicators in the Appendix reflect the updated position approved as part of the refreshed MTFS approved in July 2021, as referenced in the Q1 report. The Council operated within approved Strategy Indicators for the quarter, with no breaches on authorised limits

6. Background Documents

None

Contact Details

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Appendices:

Appendix A – Prudential Indicators as at 31 December 2021

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Prudential Indicators - As at 31 December 2021

Note	Prudential Indicator	2021/22 Updated Indicator - MTFS	Quarter 3 Estimate
1	Capital Financing Requirement £'000	53,682	56,472
	Gross Borrowing £'000	52,833	52,833
	Investments £'000	53,216	87,477
2	Net Borrowing £'000	-383	-34,644
3	Authorised Limit for External Debt £'000	78,000	52,833
4	Operational Boundry for External Debt £'000	73,000	52,833
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%	0.00%
	5 to 10 years %	50%	0.00%
	10 to 15 years %	50%	3.00%
	15 years and above %	90%	97.00%

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.

Scrutiny Committee Work Plan for 2022-23

Please note that any items 'called in' will be considered at the next available meeting. Councillor Call for Action will also be considered at the next available meeting. **PROVISIONAL DATES FOR 2022-23** – 27 October 2022, 15 December 2022, 16 February 2023

Date of meeting	Topic	Action required
Single Issue Meeting – arrange extra meeting for early/mid-June 2022	Housing and Property Services Members have requested that this meeting should be in person, not remote.	Following a lengthy discussion at Committee on 20.1.22, Members requested a single-issue meeting to cover numerous matters raised at (and after) the meeting, including: <ul style="list-style-type: none"> - Progress of void property repairs and lettings over past 3 years; - Breakdown of void property figures, i.e., how many empty/void SDC properties there were in the district; - Inclusion of team contact details on letters to residents; - Provision of thermostatic controls in SDC properties to enable residents to control heating (important due to rising gas and electricity costs) - Details of housing policies for addressing anti-social behaviour (i.e., anti-social behaviour policy), untidy gardens, etc., and figures and details of actions taken to deal with the issues; - Tenancy agreements, how the introductory tenancy system works to assess the suitability of new tenants in SDC housing, i.e., liaising with NY Police and adult and children's services at NYCC. - Provision of 1-bedroom bungalows and how many tenants needed them, if they could be altered to 2-bedroom which were in greater demand. <p>Officers (S Thompson, P Hiscott, H McCoubrey) emailed 11 March 2022 to check the above acceptable. Awaiting response.</p>

		The Leader, as Executive Member for Housing, will be invited to attend the meeting.
30 June 2022 – Remote or in person?	North Yorkshire PFCC	<p>To invite the PFCC to a meeting of the Committee to hear about forthcoming plans.</p> <p>Topics suggested by Members so far:</p> <ul style="list-style-type: none"> - Cheap car/mobile home battery chargers that can go wrong and have caused a serious fire in Hensall. - Plans for fighting crime - Plans for increase in police numbers <p><i>Following by-election on 25 November 2021, the new PFCC will be invited to this meeting.</i></p> <p><i>Update at 13.1.21 - PFCC has requested May or June (which would take us into the 2022-23 municipal year) to accommodate finalising the Police and Crime Plan along with the Fire and Rescue Service Plan.</i></p> <p><i>PFCC's office confirmed 30 June 2022 available (2.2.22) – Members would like a date earlier than this.</i></p> <p><i>Update 20.1.22 - Executive Member for Housing and Culture and member of the Police and Crime Panel offered assistance in establishing a date for PFCC's attendance.</i></p>
	North Yorkshire Safeguarding Adults and Children Boards Annual Reports 2020-21	To consider the annual reports of the North Yorkshire Safeguarding Adults and Children Boards for 2020-21.
	Annual Report 2022-23	To consider and approve the Scrutiny Committee Annual report for 2022-23.

	Work Programme 2022-23	To consider the Scrutiny Committee's Work Programme for 2022-23.
	Treasury Management Monitoring Report – Q4 2021-22	To consider the Council's Treasury Management Activity for Q4 and the performance against the prudential indicators.
	Financial Results and Budget Exceptions – Q4 2021-22	To consider the financial results and budget exceptions report for Q4. This report now also includes the Programme for Growth quarterly update.
	Corporate Performance Report Q4 2021-22	To provide a progress update on delivery of the Council's Corporate Plan as measured by a combination of progress against priority projects/high level actions and performance against key performance indicators.
	Update on Leisure Services Provision	To receive an update on the leisure services provision in the district, as requested at the meeting of the committee on 1 March 2022.
29 September 2022	Work Programme 2022-23	To consider the Scrutiny Committee's Work Programme for 2022-23.
	Public Transport in Selby District	Invite representatives from Arriva, National Rail etc. to discuss public transport in the district.
	Corporate Performance Report Q1 2022-23	To provide a progress update on delivery of the Council's Corporate Plan as measured by a combination of progress against priority projects/high level actions and performance against key performance indicators.
	Financial Results and Budget Exceptions – Q1 2022-23	To consider the financial results and budget exceptions report for Q1. This report now also includes the Programme for Growth quarterly update.

	Treasury Management - Monitoring Report – Q1 2022-23	To consider the Council's Treasury Management Activity for Q1 and the performance against the prudential indicators.
	6-monthly Emergency Planning Incidents Update	To receive an update on incidents to which the Council's Emergency Response Team have dealt with.
	Programme for Growth (P4G)	To receive an update and information on the latest position of the Programme for Growth (P4G). <i>If there is no update to give, to be removed from the agenda.</i>
Provisional Date - 27 October 2022 - TBC	S106 and CIL Monies	To examine the use and breakdown of CIL and S106 monies in the district.
	Work Programme 2022-23	To consider the Scrutiny Committee's Work Programme for 2022-23.
24 November 2022	Corporate Performance Report Q2 2022-23	To provide a progress update on delivery of the Council's Corporate Plan as measured by a combination of progress against priority projects/high level actions and performance against key performance indicators.
	Financial Results and Budget Exceptions – Q2 2022-23	To consider the financial results and budget exceptions report for Q1. This report now also includes the Programme for Growth quarterly update.
	Treasury Management - Monitoring Report – Q2 2022-23	To consider the Council's Treasury Management Activity for Q1 and the performance against the prudential indicators.
	Work Programme 2022-23	To consider the Scrutiny Committee's Work Programme for 2022-23.

	North Yorkshire Safeguarding Adults and Children Boards Annual Reports 2021-22	To consider the annual report of the North Yorkshire Safeguarding Adults and Children Boards for 2021-22.
16 January 2023	Work Programme 2022-23	To consider the Scrutiny Committee's Work Programme for 2022-23.
	Update on Leisure Services Provision	To receive an update on the leisure services provision in the district, as requested at the meeting of the committee on 1 March 2022.
	Director of Public Health (Including Annual Report 2021-22)	To invite the Director of Public Health for North Yorkshire to the meeting and ask them to present the annual reports for 2021-22.
	Barlow Common and Hambleton Hough Annual Reports 2021-22 – Yorkshire Wildlife Trust and Wildlife Habitat Protection Trust	To consider the annual reports by the Yorkshire Wildlife Trust and Wildlife Habitat Protection Trust for Barlow Common (YWT) and Hambleton Hough (WHPT).
23 March 2023	Treasury Management - Monitoring Report – Q3 2022-23	To consider the Council's Treasury Management Activity for Q3 and the performance against the prudential indicators.
	Financial Results and Budget Exceptions – Q3 2022-23	To consider the financial results and budget exceptions report for Q3. This report now also includes the Programme for Growth quarterly update.
	Blue Light Services - Police and Fire Services, and Yorkshire Ambulance Service (YAS)	Ask reps back again following their attendance in February 2022. Guests invited in 2022: - Chris Neale, Group Manager Selby District, NY Fire and Rescue Service - confirmed - Supt. Mark Khan, NY Police Service - confirmed - Rachel Pippin, Deputy Head of Operations, YAS and Ken Lowe,

		Area Operations Manager covering Selby - confirmed
	Corporate Performance Report – Q3 2022-23	To provide a progress update on delivery of the Council's Corporate Plan as measured by a combination of progress against priority projects/high level actions and performance against key performance indicators.
	Final Report of the Selby District Council Scrutiny Committee 2022-23	To agree the final report of the Scrutiny Committee before local government reorganisation to a North Yorkshire Unitary Council from 1 April 2023.
	6-monthly Emergency Planning Incidents Update	To receive an update on incidents to which the Council's Emergency Response Team have dealt with.
	Programme for Growth (P4G)	To receive an update and information on the latest position of the Programme for Growth (P4G). <i>If there is no update to give, to be removed from the agenda.</i>

Other issues to be added to the work plan as appropriate in 2022-23; Members need to indicate which are PRIORITIES as there a numerous suggestions.

Issue	Details	When?
Covid-19 in Selby District	<p>Single issue meeting? To look at the work of the Council during the COVID-19 pandemic – how things progressed, what work was undertaken and how it affected the work of the Council (across all areas, i.e., housing, street cleansing, working from home, decision making/virtual meetings etc, should these become the new norm?) Written report and Officer attendance to answer queries.</p> <p>Examine the CEF Covid-19 community support funding offered by the Council between July and September 2020 to provide a 'community float', to enable local voluntary groups to access financial assistance to support their</p>	TBC

	<p>activities that help communities to connect again.</p> <p>Lastly, also compare Selby's performance/approach to the pandemic to the spending, work and performance of other Councils in response to Covid.</p>	
Public Engagement	To look at the Council's public engagement. May not have time before LGR? Remove from work programme?	TBC
Loneliness	Possible future theme for the Committee to consider, older and younger people. Unlikely to have time before LGR? Remove from work programme?	TBC
Safety Advisory Group	Suggested as a future topic at mid-cycle briefing; what they do, who is involved, how they offer advice to groups and what advice they offer. Unlikely to have time before LGR; remove from work programme?	TBC
Community Partnerships	Was provisionally due for consideration in April 2020 but cancelled due to Covid-19. For Members to consider when they would like this to come to Committee and what specific aspects they want to consider. Unlikely to have time before LGR; remove from work programme?	TBC
Industrial Units	Industrial Units for rent owned by the Council require upgrading and improvements, currently void/empty and not generating income. Added to work programme following 13 August 2020 meeting. Also referred to Scrutiny Committee as a matter for consideration from Audit and Governance Committee who, when they met in January 2021, suggested that they wished to do a 'deep dive' into industrial units within the district. Suggested as a hybrid meeting of all three committees (Audit and Governance, Policy Review and Scrutiny Committee).	June 2022 to Policy Review

	<p>Officers have advised that the Council was working with an energy assessor to determine the extent of works required to bring the industrial units to a position where they will comply with regulations to enable them to be let once more. No precise timescale for completion of assessment as yet, would need this information before being able to commit to a specific date; anticipate April likely to be preferable.</p> <p>Information report to be brought to Policy Review Committee in June 2022 as next step. From there consider if cross-committee work or should just be taken forward by Policy Review or Scrutiny.</p>	
Nigel Adams MP	<p>At the meeting of the Scrutiny Committee in October 2021, it was suggested by Members that attendance of the Selby and Ainsty MP, Nigel Adams, be combined with a meeting of North Yorkshire County Council's Selby and Ainsty Area Constituency Committee. Officers have contacted NYCC to enquire as to this arrangement. The next realistic date of the Selby and Ainsty Area Committee that Nigel Adams MP could attend would be in June 2022, as the April 2022 meeting of the Area Committee will be in the midst of purdah.</p> <p>Ask NYCC if Scrutiny Committee Members can attend Selby and Ainsty Area Committee and are permitted to speak. Ask questions as Area Committee members would.</p>	Possibly June 2022, Selby and Ainsty Area Committee
Education in Selby District	Originally planned for the 2021-22 year in March 2022 but moved to the 2022-23 year as NYCC have requested that the meeting take place after the May 2022 elections, as	DATE TBC

	<p>31 May is within the pre-election period.</p> <p>As a result, the Chair was consulted and agreed that this item should be moved to the 2022-23 year.</p> <p>The following should be invited to this meeting when rearranged in 2022-23: Selby College (Principal or Vice Principal), Scunthorpe College, Pontefract College, York College, Ebor Academy Trust, Hope Learning Trust York, NYCC Education Services, Hope Sentamu Learning Trust. Also invite Ward Members for Barlby to the future meeting.</p>	
<p>Visit to Barlow Common and Hambleton Hough</p>	<p>Following consideration of BC and HH Annual Reports at January 2022 meeting, Members asked that a visit be arranged for the committee to both sites to view the work being undertaken. Invite reps from Yorkshire Wildlife Trust (David Craven) and Wildlife Habitat Protection Trust (Martin Blakey) for Barlow Common (YWT) and Hambleton Hough (WHPT).</p>	<p>Summer 2022</p>

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