



Meeting: **SCRUTINY COMMITTEE**
Date: **THURSDAY, 29 SEPTEMBER 2022**
Time: **5.00 PM**
Venue: **COUNCIL CHAMBER - CIVIC CENTRE, DONCASTER ROAD, SELBY, YO8 9FT**
To: **Councillors S Shaw-Wright (Chair), W Nichols (Vice-Chair), A Lee, R Sweeting, J Chilvers, K Ellis and J McCartney**

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 - 6)

To confirm as a correct record the minutes of the meeting of the Scrutiny Committee held on 30 June 2022.

4. Chair's Address to the Scrutiny Committee

5. Update on Leisure Services Provision (S/22/4) (Pages 7 - 10)

To receive a performance and operational update on the leisure services

provision in the district, as requested at the meeting of the Committee on 30 June 2022.

6. Corporate Performance Report Quarter 4, 2021-22 (S/22/5) (Pages 11 - 46)

The Committee are asked to consider the content of the Quarter 4 report and make any comments on the Council's corporate performance

7. Financial Results and Budget Exceptions - Quarter 1, 2022-23 (S/22/6) (Pages 47 - 74)

To consider the report of the Chief Finance Officer which sets out Financial Results and Budget Exceptions Report for Quarter 1.

8. Treasury Management - Monitoring Report - Quarter 1, 2022-23 (S/22/7) (Pages 75 - 90)

To consider the report of the Chief Finance Officer which reviews the Council's borrowing and investment activity (Treasury Management) for Q1 and presents performance against the Prudential Indicators.

9. Work Programme (Pages 91 - 100)

To consider the Committee's work programme.

Janet Waggott

Janet Waggott, Chief Executive

Date of next meeting (5.00pm)

Thursday, 27 October 2022

Enquiries relating to this agenda, please contact Democratic Services on democraticservices@selby.gov.uk.

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Minutes

Scrutiny Committee

| | |
|-------------------|----------------------------------------------------------------------------------------------------------------------------------------------------|
| Venue: | Council Chamber - Civic Centre, Doncaster Road, Selby, YO8 9FT |
| Date: | Thursday, 30 June 2022 |
| Time: | 5.00 pm |
| Present: | Councillors W Nichols (Vice Chair), Councillor J Mackman and Councillor P Welch, |
| Officers present: | Karen Iveson, Chief Finance Officer, Keith Cadman, Head of Commissioning, Contracts and Procurement, Victoria Foreman, Democratic Services Officer |
| Others present: | Councillor C Lunn, Executive Lead Member for Finance and Resources |
| Public: | 0 |
| Press: | 0 |

1 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors K Ellis, S Shaw-Wright and R Sweeting.

Councillor J Mackman was in attendance as a substitute for Councillor K Ellis; Councillor P Welch was in attendance as a substitute for Councillor S Shaw-Wright.

Vice Chair Councillor W Nichols in the chair.

2 DISCLOSURES OF INTEREST

Councillor J Mackman declared a personal non-pecuniary interest in agenda item 7 – Financial Results and Budget Exceptions Report Q4 2021-22 and agenda item 8 – Treasury Management Quarterly Update Q4 2021-22 as he was Chair of the Selby District Housing Trust, but was not required to leave the meeting during consideration thereof.

3 MINUTES

The Committee considered the minutes of the meetings held on 17 February 2022 and 1 March 2022.

RESOLVED:

To approve the minutes of the Scrutiny Committee meetings held on 17 February 2022 and 1 March 2022 for signing by the Chair.

4 CHAIR'S ADDRESS TO THE SCRUTINY COMMITTEE

The Vice Chair reminded Members that a supplementary agenda had been circulated containing a revised version of the report at agenda item 8 – Treasury Management Quarterly Update Q4 – 2021-22, as the version in the main agenda was incorrect.

The Vice Chair informed the Committee that the order of the agenda would be amended to accommodate the attendance of Officers at the meeting.

5 UPDATE ON LEISURE SERVICES PROVISION (VERBAL)

The Head of Commissioning, Contracts and Procurement gave an update on the provision of leisure services, mainly covering the period January to March 2022.

Members asked questions on several issues, including health and fitness memberships, the use of the leisure centre, fitness class attendance, fee levels and income, the effect of inflation and increased energy prices, staff pay and training for safety roles such as lifeguards.

Officers explained that the use of the leisure centres for fitness classes and memberships had increased, which had improved the income levels, but these were not at profit levels yet. The repayment of the subsidy given due to the pandemic was expected at the end of Quarter 1 2022-23; as well as footfall the effects of inflation and increases in energy costs had impacted the financial position of leisure services. Public confidence in leisure services was still damaged due to the pandemic.

Inspiring Healthy Lifestyles (IHL) had been training staff that were needed in safety roles but were having trouble recruiting the number of lifeguards required due to the rates of pay and role requirements. Members noted that this was an issue being experienced not just in the Selby District but around the country.

The Committee asked Officers to find out if leisure staff were on the real living wage and to report back to them after the meeting with that

information.

RESOLVED:

The Committee noted the update and asked Officers to follow up the query regarding the living wage.

6 ANNUAL REPORT 2021-22 (S/22/3)

The Democratic Services Officer introduced the Committee's Annual Report for 2021-22; Members were asked to approve the report and make any comments or suggestions as to how the format of the Committee's Annual Report could be improved for future years. Members approved the Annual Report for 2021-22.

An update on the work of the Committee would be provided at the upcoming Council meeting in July 2022.

RESOLVED:

To approve the Scrutiny Committee Annual Report for 2021-22.

7 WORK PROGRAMME 2022-23

The Committee considered the 2022-23 work programme as presented in the agenda.

Members agreed that going forward, items of priority for consideration were Covid-19 in Selby district and housing voids.

RESOLVED:

That the committees' 2022-23 work programme be amended to reflect Members' suggestions as detailed above.

8 NORTH YORKSHIRE POLICE, FIRE AND CRIME COMMISSIONER

Zoe Metcalfe, the North Yorkshire Police, Fire and Crime Commissioner (PFCC), was welcomed to the meeting and gave an update on her role and the work of the police and fire services in the county.

The Committee discussed numerous issues with the PFCC, who gave updates on her recent work such as the development of the strategic Police and Crime Plan and Fire Plans, her focus on tackling the root causes of crime, precept consultations, a new victims centre in York, road safety, violence against women and girls and child protection.

Members asked the PFCC questions about the provision of fire services in Selby, dealing with gypsies and travellers, neighbourhood policing, speed limits in the district, cross border drug dealing 'county lines', the provision of night marshalls in Selby town and the waiting times and efficiency of both the 999 and 101 phone services.

The PFCC made a note of the issues raised by the Committee and thanked them for inviting her.

Members thanked the PFCC for attending the meeting.

9 FINANCIAL RESULTS AND BUDGET EXCEPTIONS REPORT Q4 - 2021-22 (S/22/1)

The Committee received the report of the Chief Finance Officer which asked Members to consider and comment on the Council's financial and budget exceptions for Quarter 4 of the 2021-22 year.

In attendance for the item was the Executive Lead Member for Finance and Resources.

Members noted that after carry forwards of £1,880.2k the full year revenue outturn in the general fund was a surplus of (£1,619k) driven primarily by favourable variances across a number of income streams. In the HRA, full year revenue outturn after carry forwards of £18.6k was a (£645k) surplus for the HRA, with lower borrowing costs and bad debt provision offset by lower rents.

The Committee were informed that the General Fund planned savings were £2k short of the (£184k) target. The £195k saving in the Housing Revenue Account for the housing system was not achieved this year as it was predicated on the implementation of phase 2 of the housing system which had been further delayed to next financial year.

Officers explained that the capital programme was underspent by (£1,243k) at the year end, with £500k related to the General Fund. The most significant underspends being on play area refurbishment, car park improvements and office reception alterations. This was offset by higher than expected spend on external grant funded Disabled Facilities Grants. It was proposed that all but (£72.7k) of the General Fund underspend be carried forward to enable projects to be completed in 22/23. There was an HRA underspend across a number of programmes totalling (£743k). It was proposed that £525k was carried forward and (£218k) taken as a saving as it was no longer required following the conclusion of the Empty Homes Programme.

The Programme for Growth spend was £6,629k in the year, which was £2,034k lower than budget. Of the in-year spend, £947k was staffing costs. There was significant spend reported in quarter 4 including £2.6m on the purchase of Selby Business Centre as part of the Transforming Cities Fund project which was completed in December and £2m invested into the Community Legacy Fund with Two Ridings.

Members asked a number of questions and expressed some concerns in relation to budget carry forwards and their uses, P4G project delivery, the Transforming Cities Fund (TCF) and use of the new housing software,

Officers explained that it had continued to be a difficult two years and as a result a significant amount of financial contingency had been made to protect against any issues caused by Covid-19 or Local Government Reorganisation (LGR). The TCF land assessment had begun, and whilst costs had increased significantly due to inflation, the final business cases were in progress. The combined authority had been supportive, and the project was looking promising as a significant project for Selby.

RESOLVED:

The Committee considered and noted the report.

10 TREASURY MANAGEMENT - QUARTERLY UPDATE Q4 - 2021-22 (S/22/2)

The Committee received the report of the Chief Finance Officer which asked Members to consider the report that reviewed the Council's borrowing and investment activity (Treasury Management) for the period 1 April 2021 to 31 March 2022 and presented performance against the Prudential Indicators.

In attendance for the item was the Executive Lead Member for Finance and Resources.

Officers explained that on average the Council's investments held in the NYCC investment pool totalled £82.11m over the year, at an average rate of 0.24% and earned interest of £201k (£136k allocated to the General Fund; £65k allocated to the HRA), which was £83k above the total annual budget. This exceeded the Q3 estimated return of £159k by £42k, an upturn in performance driven by the recent increases in Bank of England Base rate.

Members noted that in addition to investments held in the pool, the council had £5.46m invested in property funds as at 31 March 2022. The funds achieved 3.46% revenue return and 17.39% capital gain over the course of the year. This resulted in revenue income of £173.0k to the end of Q4 and an 'unrealised' capital gain of £809.0k for the year. The funds were long term investments and changes in capital values were realised when the units in the funds were sold.

The Committee acknowledged that long-term borrowing totalled £52.833m at 31 March 2022, (£1.6m relating to the General Fund; £51.233m relating to the HRA) and interest payments of £1.922m were paid in 2021/22, a saving of £218k against budget. The Council undertook no short-term borrowing in year.

Officers confirmed that the Council's affordable limits for borrowing were not breached during this period.

Members were informed that, looking ahead to 2022/23, investment returns were expected to continue to rise due to the recent increases in

Bank Base Rate. Base rate was currently expected to continue to rise over the course of the year, with latest estimates showing an increase to 1.25% by March 2024. Property Fund performance in year had been driven by a recovery following an initial decrease in value as a result of the Covid-19 pandemic.

RESOLVED:

The Committee considered and noted the content of the report.

The meeting closed at 6.40 pm.



Report Reference Number: S/22/4

To: Scrutiny Committee
Date: 29 September 2022
Ward(s) Affected: All
Author: Keith Cadman, Head of Commissioning,
Contracts and Procurement
Lead Executive Member: Cllr Mark Crane, Leader of the Council
Lead Officer: Suzan Harrington, Director of Corporate
Services and Commissioning

Title: Update on Leisure Services Provision

Summary:

To provide the Scrutiny Committee with a performance and operational update on leisure services since the verbal update provide to Scrutiny Committee on 30th June 2022.

Recommendations:

Report to be noted

Reasons for recommendation:

N/A

1. Introduction and background

- 1.1** Leisure services in Selby District have been provided by Wigan Leisure and Culture Trust, trading as Inspiring Healthy Lifestyles (IHL) since September 2009. The original contract was for a period of 10 years with an option to extend for a further 5 years should both parties agree to extend the contract.
- 1.2** Selby leisure centre was destroyed by fire in February 2012 and a new facility was built with funding from insurance settlement and Sport England Grant. IHL provided significant input into the design of the new facility working closely with Selby District and Sport England. The operation of the new facility was added to the contract as part of a formal contractual variation that also included the extension of the contract. The extended contract is due to expire on 31st August 2024.

- 1.3 The Covid 19 Pandemic occurred early 2020 which forced the closure of leisure facilities across the country and upon subsequent re-opening social distancing requirements significantly impacted capacity. Facilities finally re-opened at Selby late April 2022 and Tadcaster early May 2022.
- 1.4 The Covid 19 pandemic severely impacted leisure customer confidence resulting in much reduced footfall and income forecasts. Selby District Council agreed a Covid Subsidy to support the maintenance of Leisure Services in the District for 2022 / 2023 due to reduced income forecasts and unforeseen cost increases beyond IHL control.

2. Report

- 2.1 Scrutiny committee were provided with a verbal update in June regarding progress being made to increase memberships, footfall, class attendance and swimming provision. Members were also updated verbally about cost pressures and staff recruitment and retention issues.
- 2.2 Summarised in the table below are the performance figures for April to August pre, during and post pandemic period of operation. The period does include school holidays which sees reduced attendance but is a like for like comparison between years and provides an insight into attendance and membership increases whilst compared to pre pandemic levels. It is a positive trend but does indicate utilisation of the facilities remains below pre pandemic levels.

| KPI Indicator | Apr 19 to Aug 19 | Apr 21 to Aug 21 | Apr 22 to Aug 22 | Comments |
|-------------------------------|-------------------------|-------------------------|----------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Memberships | 4,324 members | 2,966 members | 3,167 members | Gym memberships are increasing but are only at 74% of pre pandemic levels. |
| SLC - total visits | 150,235 | 78,852 | 88,066 | Visits increasing but only at 59% pre pandemic levels |
| TLC – total visits | 28,362 | 9,411 | 14,524 | Visits increasing but only at 51% pre pandemic levels |
| Combined visits | 178,597 | 88,263 | 102,590 | Visits increasing but only at 57% pre pandemic levels |
| Swimming lesson visits | Average 1,298 per month | Average 1,097 per month | Average of 1,129 per month | 21/22 - average of 1,097 per month when compared to same period last year. A growth of 2.9% but remains below pre pandemic levels |
| Casual swimming visits | 16,287 | 17,021 | 13,752 | Casual swimming usage is down by 3,269 visits when comparing the same period last year. Lifeguard recruitment and not being open at full capacity will attribute to the decline in usage |

- 2.3 Staff recruitment and retention remains an issue in the leisure sector as a whole and whilst IHL pay at least national living wage staffing remains an

issue. Recruitment of qualified swimming instructors remains a challenge but pay incentives have resulted in staffing levels to provide 95% cover.

3. Alternative Options Considered

3.1 none for this report

4. Implications

4.1 Legal Implications

None directly from this report

4.2 Financial Implications

None directly from this report

4.3 Policy and Risk Implications

None directly from this report

4.4 Corporate Plan Implications

None directly from this report

4.5 Resource Implications

None directly from this report

4.6 Other Implications

None directly from this report

4.7 Equalities Impact Assessment

None directly from this report

5. Conclusion

5.1 report be noted

6. Background Documents

None

7. Appendices

None

Contact Officer:

Keith Cadman

Head of Commissioning, Contracts and Procurement

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Report Reference Number: S/22/5

To: Scrutiny Committee
Date: 29 September 2022
Author: Dawn Drury, 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 4 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 4 for the 2021-22 year.

The report was considered by the Executive at its meeting on 7 July 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 report 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 7 July 2022 attached to this report at Appendix 1.

2. The Report

2.1 Please see section 2 of the report considered by the Executive on 7 July 2022 attached to this report at Appendix 1.

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 7 July 2022 attached to this report at Appendix 1.

4.3 Financial Implications

4.4 Please see section 4 of the report considered by the Executive on 7 July 2022 attached to this report at Appendix 1.

4.5 Policy and Risk Implications

4.6 Please see section 4 of the report considered by the Executive on 7 July 2022 attached to this report at Appendix 1.

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 7 July 2022 attached to this report at Appendix 1.

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 7 July 2022 attached to this report at Appendix 1.

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 1 – Executive Report – 7 July 2022

Appendix A: Executive Report of 7 July 2022 - Council Delivery Plan 2020-23
Monitoring Report Q4 2021/22

Appendix B: Executive Report of 7 July 2022 - KPI Report Q4 2021/22

Appendix C: Executive Report of 7 July 2022 - Annual/Year End Performance
2021/22

Contact Officer:

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Democratic Services Officer
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Report Reference Number: E/22/9

| | |
|-------------------------------|-----------------------------------------------------------------------|
| To: | Executive |
| Date: | 7 July 2022 |
| Status: | Non-Key Decision |
| Ward(s) Affected: | All |
| Author: | Gillian Bruce, Business Transformation 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 4 2021/22 (January to March)

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:

- 1. That the report is noted and approved.**
- 2. That the 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 There are three parts to this report:

- the Council Delivery Plan 2020-23 Monitoring Report (Appendix A) which sets out the objectives, actions and key milestones under each theme and provides overall commentary and RAG rating for each action (updates as at the end of April 2022);
- the quarterly Corporate Performance Report (Appendix B) which sets out the detail in terms of progress (or otherwise) against the Council's priorities in quarter 4 of 2021/22 (covering the period January to March 2022); and
- the Year End summary report (Appendix C) which covers performance across the whole of 2021/22.

Throughout 2021/22 Covid-19 was a live incident which inevitably had an impact on the delivery of a number of services.

2. Issues for consideration

2.1 The specific focus of this report covers the period January to March 2022. The majority of restrictions due to the Covid-19 pandemic were lifted during this period.

2.2 The report also looks at overall performance for 2021/22 and how it compares to 2020/21. This is picked up in section 3.

2.3 Summary of progress in quarter 4.

To summarise progress in quarter 4:

- 54% of KPIs reported are showing improvement over the longer term or have maintained 100% performance. In quarter 3, this figure was 64%.
- 78% of KPIs reported are on target – with 9% of KPIs within acceptable tolerances. In quarter 3, this figure was 64%.

2.4 A focus on repairs to council owned properties

The ongoing pressure on resources, coupled with the nature of the works now residing within the original backlog created during the various lockdowns, has resulted in progress slowing significantly with around 87% completed.

In addition, as staffing numbers have dipped due to resignations and capacity within the remaining workforce reduced, the number of open repairs has seen an increase of circa 15%.

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 Q4 there were 2589 repairs outstanding which includes the 13% of backlog repairs still to be completed, as well as those still within their respective target dates.

2.5 What went well in quarter 4 - Positive Performance - KPIs

- 2.5.1 The number of SMEs supported stands at 79. This is comparable to the same period last year (80) and significantly exceeds the target of 50.
- 2.5.2 Total number of empty homes (6 months+) brought back through direct action is 79 for Q4. This comfortably exceeds the revised target of 20 (previously 15). However, it is lower than Q4 for 2020/21 which was 99.
- 2.5.3 98.1% of Council Tax liability was collected against the target of 97.9% and is comparable to the same time last year (98.11%).
- 2.5.4 102.36% of the 2021/22 Non-domestic rates liability was collected against a target of 98.55%. This takes into account Covid-19 Additional Relief Fund payments. However, removing CARF payments the collection rate is 96.78% - still better than last year but below target for 2021/22.
- 2.5.5 98.5% of Sundry Debt was collected against the target of 97.01% - this is also better than last year.
- 2.5.6 National targets were met for both processing of new benefit claims and processing of changes of circumstances. This was a major achievement for a service also dealing with Covid grants and preparing for the government's energy rebate scheme.
- 2.5.7 All planning applications were dealt with within the relevant statutory targets or extension of time.
- 2.5.8 92% of stage 1 corporate complaints were fully responded to within required timescales against the target of 90%. Whilst slightly down on the previous quarter, this is broadly in line with performance in Q4 last year.
- 2.5.9 Similarly, 92% of freedom of information requests were responded to within the target time of 20 days – better than Q3 and exceeds the target of 86%
- 2.5.10 The average days to re-let standard void types now stands at 13.64 days sustaining the improvement seen across the first three quarters of the year. This is against a target of 26 days. At the same time, the average days to re-let major void types now stands at 40.88 days against the target of 45 days
- 2.5.11 Performance on the number of missed waste collections was significantly better than previous quarters.

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

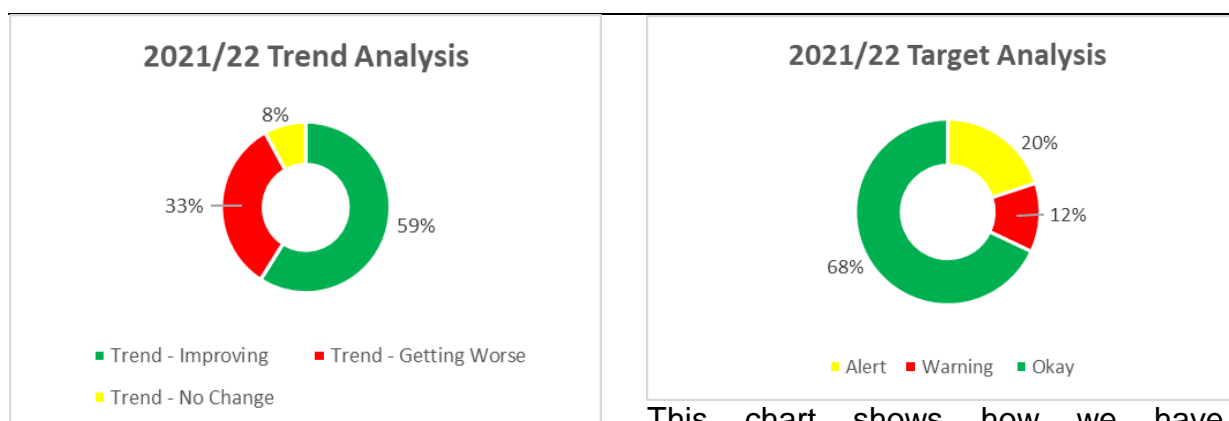
- 2.6.1 Whilst planned savings in the general fund of £184k are expected to be achieved, the remaining £195k saving is linked to securing the benefits of some of our digital investment and transformation.
- 2.6.2 The percentage of stage 2 corporate complaints fully responded to within the required time saw a drop in performance to 66.6% against a target of 90%. However, this relates to a total of 3 stage 2 complaints being dealt with, one of which was responded to out of time.

- 2.6.3 Average days sick per FTE (full time employee) rolling 12 months saw a further rise in sickness absence in Q4 at 6.79 days per FTE – higher than the previous quarter (6 days) and higher than the same period last year (3.78) - against a target of 5 days per FTE. Q4 has seen an increase in staff returning to work in the office more regularly. During Q4 Covid accounted for 77.95 days lost (20.04% of total absences). Over the last rolling 12 months, Covid accounted for 199.95 days lost (13.30% of total absences).
- 2.6.4 Performance on the amounts of household waste collected (more collected) and the recycling rates (less recycled) was below previous quarters.

3. Annual Performance Report 2021/22

- 3.1 Appendix C sets out the detail in terms of progress (or otherwise) against the Council's priorities during 2021/22.

A summary of performance is set out in the charts below:



This chart shows how we have performed in 2021/22 in comparison to 2020/21. It only includes those indicators which are

This chart shows how we have performed in 2021/22 against our annual targets. This does not include those indicators which are for data only.

- 3.2 Headlines:

Trend analysis

| Year | Improved performance | Reduced performance | No change |
|---------------------|----------------------|---------------------|-----------|
| 2021/22 (c/w 20/21) | 59% | 33% | 8% |
| 2020/21 (c/w 19/20) | 46% | 54% | 0% |
| 2019/20 (c/w 18/19) | 44% | 56% | 0% |

Target analysis

| Year | On target | Amber warning | Missed target |
|---------|-----------|---------------|---------------|
| 2021/22 | 68% | 20% | 12% |
| 2020/21 | 68% | 29% | 3% |
| 2019/20 | 72% | 3% | 25% |

4. Implications

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 Q4 2021/22

Appendix B: KPI Report Q4 2021/22




Appendix C: Annual/Year End Performance 2021/22

Contact Officer: Stuart Robinson, Head of Business Development and Improvement
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APPENDIX A




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 Development Management Service is continuing to process applications efficiently. The Covid pandemic created a back log which has been coupled with a high number of planning applications during 2021/22. This reflected in annual income of over £1.5m which is the highest amount recorded. Significant progress has been made on the production of a Local Plan. This document sets out a portfolio of housing and employment sites to meet growth up to 2040. Consultation on the Preferred Options draft of the plan took place between 31st January and 12 March 2021. Over 1200 comments were received. 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 evidence base documents have also been consulted on as a separate exercise. They related to the |  |
| | | | | 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 |
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| | | | | | | | | approach to Greenbelt, CIL and Local Plan Viability, Greenspace Audit and Indoor/Outdoor Sports. A revised Local Development Scheme has been brought into effect. Officers are working on Publication Version (Regulation 19) of the Local Plan with a view to public consultation and submission to the Secretary of State in early 2023. | |
| Page 22 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 | | ▶ | <p>At the end of 2021/22 the total number of empty homes in Selby district is 379 which shows a reduction from the total of 406 at the end of 2020/21.</p> <p>We have brought 79 empty homes that have been empty for 6+ months back into use during 2021/22. This is against a target of 20 which shows the benefit of the dedicated Empty Homes Officer and also the partnership approach between that officer and the Council Tax team. Of the 79 homes brought back into use, 42 had been empty for more than 2 years which again shows that the work of the Empty Homes Officer in targeting long term empty homes is reaping excellent results.</p> <p>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.</p> <p>At the end of March, we completed the Empty Homes Acquisition programme. This programme has brought 10 empty properties back into use as affordable housing.</p> | ▶ |
| Increased Housing Supply | Implement a Selby District Council Housing Development Programme | Phil Hiscott | Cllr Musgrave | Agree the most appropriate delivery models for the HDP | 31-Dec-2020 | 1-Apr-2021 | ▶ | <p>Delivery Models</p> <p>Affordable Housing Strategy for 2021 onwards approved by the Executive</p> | ▶ |

| OBJECTIVE | ACTION | OFFICER LEAD | EXECUTIVE LEAD | MILESTONE | DUE DATE | COMPLETED DATE | RAG | OVERALL COMMENTARY | OVERALL RAG |
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| | | | | Create HDP Programme Board, agree priority sites within Phase 2 and the Development Programme. | 31-March-2023 | | | <p>April 2021. This sets out the delivery priorities for the HDP. HDP Board created and meetings taking place.</p> <p>HDP Phase 2:</p> <p>Following the grant of planning consent for Barff View, work now underway to finalise the tender package for all four sites, ready for issue to market. Further progress will be determined by the cost submissions received and financial viability modelling thereon.</p> <p>S106 Acquisitions:</p> <p>Planning consent for the Staynor Hall development by Persimmon secured. Dialogue regarding the Council's interest in securing 22 of their affordable housing provision ongoing - next milestone is the formal completion of the land purchase by Persimmon in April 2022.</p> <p>Negotiations ongoing to purchase Selby & District Housing Trust Homes. Executive agreed in principle purchase in April.</p> <p>Empty Homes/Council House Buy-backs:</p> <p>The programme part funded by Homes England to acquire 10 empty homes is now complete, with works to the final three properties finishing in Q4.</p> <p>The first property to be acquired through our one-for-one replacement programme using S106 monies is also progressing well, with completion scheduled for April 2022.</p> | |




| OBJECTIVE | ACTION | OFFICER LEAD | EXECUTIVE LEAD | MILESTONE | DUE DATE | COMPLETED DATE | RAG | OVERALL COMMENTARY | OVERALL RAG |
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| Improve our housing stock Page 24 | 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. We continue to work through the remaining backlog of works resulting from the various Covid lockdowns and have brought in additional internal and external support to clear the remaining repairs as soon as possible. |  |
| | | | | Deliver the HRA Business Plan 3 Year Capital Investment Programme (agreed Dec 2019). | 31-March-2023 | |  | We continue to experience increased lead times on numerous materials (kitchens, roof tiles, central heating components) and are working with our contractor and suppliers to mitigate the impact of these delays. Access refusals relating to Covid have seen a gradual decline in Q4, although we do continue to encounter understandable reticence in some settings. In addition, we have seen further requests for price increases due to increased material and labour costs. Delivery of the capital investment programme continued over Q4, with circa 95% of the overall budget available spent improving people's homes across the district. | |
| 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 | |  | Revitalising Towns Initiative 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 |  |




| OBJECTIVE | ACTION | OFFICER LEAD | EXECUTIVE LEAD | MILESTONE | DUE DATE | COMPLETED DATE | RAG | OVERALL COMMENTARY | OVERALL RAG |
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| | | | | Develop partnership groups for implementing Selby, Sherburn and Tadcaster Town Centre Action Plans. | 31-Dec-2020 | |  | 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. Projects include: - Tadcaster – Improvements to Tadcaster Bus Station | |
| | | | | Complete Town Centre Action Plan for Tadcaster | 30-Apr-2022 | |  | Sherburn – Low Street improvements Selby – Market Place and Park improvements The Town Centre Action Plan for Tadcaster will be finalised alongside the next stage of the Local Plan. | |
| | | | | Implement the Opening Town Centres Safely plan. | 31-Mar-2022 | |  | 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. | |
| | | | | Implement key projects from Town Action Plans for Selby, Sherburn and Tadcaster including: | 31-Mar-2021 | |  | A Place and Movement Phase 2 is currently being progressed by NYCC Highways. The Phase Two report will build upon the outcome of the consultation and identify a set of priority projects, focussed on key junctions in Selby and Sherburn and measures to support active travel. | |

| OBJECTIVE | ACTION | OFFICER LEAD | EXECUTIVE LEAD | MILESTONE | DUE DATE | COMPLETED DATE | RAG | OVERALL COMMENTARY | OVERALL RAG |
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| | | | | Complete Places and Movement study of Selby, Sherburn and Tadcaster – joint with NYCC (plus LEP funds). | 30-Apr-2021 | 30-Apr-22 (Phase 1) | ▶ | <p>Selby Station Gateway Transforming Cities Fund (TCF)</p> <p>The Outline Business Case (OBC) was submitted to WYCA Final approval for the OBC was received in February 2022. Work is now being completed on the FBC and this will be submitted in August 2022 (subject to approval by the SDC Executive).</p> | |
| | | | | Deliver the Selby town centre High St Heritage Action Zone programme. | 31-Mar-2023 | | ▶ | <p>Strong progress has been achieved with land acquisition, including purchase of the Selby Business centre in December 2022.</p> <p>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 Council has identified sufficient funding to ensure that the Station Gateway scheme will be fully delivered, including the Station Plaza, by March 2024.</p> | |
| | | | | 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 (await final confirmation) | ▶ | <p>DfT have confirmed verbally 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 four-year programme funded by Historic England, which began in July 2020 and runs until the end of March 2024. It includes the creation of new planning guidance, the Town Centre Design Guide, which explores the details of Selby's heritage character, and is now available to assist the Planning Team at the Council with making decisions on planning applications and guidance to property owners about sensitive development in the town centre.</p> | |

| OBJECTIVE | ACTION | OFFICER LEAD | EXECUTIVE LEAD | MILESTONE | DUE DATE | COMPLETED DATE | RAG | OVERALL COMMENTARY | OVERALL RAG |
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| | | | | | | | | <p>Two building conservation projects are now on site in the town centre and a third was completed in March 2022. The project is now looking ahead to develop the next phase, carrying out surveys in more possible projects for this coming year. New streetscape and car park designs are to come this next year.</p> <p>Community engagement in 2021/22 included the use of Lego and Minecraft to engage our younger residents, walking tours with a character guide, architecture lectures about conservation and exemplar development ideas, and art workshops to explore our famous residents and visitors.</p> | |

Theme: A great place to ENJOY

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| 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 |  | £2M Community Legacy Fund with Two Ridings Community Foundation established to support local community organisations to access District funding, protected to the area in perpetuity. The Fund was launched on 1 st November 2021. |  |
| | | | | Collaborate with community representatives and funders to establish the community engagement and funding process post covid-19 | 30-Jun-2021 | 01-Nov-2021 |  | | |

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| | | | | 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 | 31-Mar-2022 |  | Selby Health Matters Partnership 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 in line with LGR Community Networks. 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. | |
| 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 | |  | <p>February Council approved the Low Carbon Strategy 2021 – 2030 and agreed to support achievement of carbon neutrality before 2050 or sooner and to offset scope 1 and 2 emissions from 2018 to 2023.</p> <p>Scope 1, 2 and 3 emissions data collated for 2019/20, 20/21 and 21/22 – aim to have this completed by June.</p> <p>Seven Fitbits raffled to staff in April to encourage walking and more sustainable travel. Cycle to work scheme promoted.</p> <p>Pilot project to use HVO fuel in waste collection vehicles has proved successful and will reduce emissions created by our fleet. Funding now being sought to implement fully.</p> <p>Discussed options for using renewable energy with YPO. On hold due to less than 12 months left of SDC.</p> <p>Tree planting plans are progressing with collaboration with the White Rose Forest (WRF).</p> <p>'An Introduction to Climate Change' module is now available for all staff to complete.</p> <p>Progress made with a BRE who are developing the housing stock modelling software which will allow us to analyse</p> |  |




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| | | | | | | | | <p>the energy efficiency of housing in the district.</p> <p>Working in collaboration with North Yorkshire colleagues on LGR plans around climate change – including drafting baseline position statement for the new council.</p> <p>Also in discussions with NYCC as to how to support continued delivery for remainder of SDC when Low Carbon Project officer leaves in June.</p> | |
| 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 | | ▶ | <p>A contract for four playgrounds at parkland drive and woodlands avenue in Tadcaster and Volta Street and Petre Avenue in Selby was awarded in April 2022. Contract meetings have been held and consultations are due to commence in May with all works due for completion in this financial year.</p> | ▶ |

Page 1

Theme: A great place to GROW

| OBJECTIVE | ACTION | OFFICER LEAD | EXECUTIVE LEAD | MILESTONE | DUE DATE | COMPLETE D DATE | RAG | OVERALL COMMENTARY | OVERALL RAG |
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| Local Plan | Deliver the Local Plan by 2023 | Martin Grainger | Cllr Musgrave | Develop Preferred Options and consult stakeholders. | 28-Feb-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. A further 44 sites were submitted as part of the Preferred Options consultation and a further consultation on these additional sites | ▶ |
| | | | | Develop Submission Draft and consult stakeholders | 31-Jul-2022 | | ▶ | | |
| | | | | Draft Local Plan Submitted for Examination by the Planning Inspectorate | 31-Jan-2023 | | ▶ | | |
| | | | | Create the evidence base – including an Infrastructure Delivery Plan for the Selby district. | 31-Mar-2023 | | ▶ | | |





| OBJECTIVE | ACTION | OFFICER LEAD | EXECUTIVE LEAD | MILESTONE | DUE DATE | COMPLETE D DATE | RAG | OVERALL COMMENTARY | OVERALL RAG |
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| | | | | Local Plan adopted | 31-Jan-2024 | | | 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. A revised Local Development Scheme has been brought into effect. Officers are working on Publication Version (Regulation 19) of the Local Plan with a view to public consultation and submission to the Secretary of State in early 2023. | |
| Page 30 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 | | 'Get to Know Your Heart' resident weekend delivered across district 8-10 Apr. Campaign reached over 100,000 people through social media channels and promoted on buses and radio across district. | |
| | | | | Deliver short-term outputs – emphasis on local people & stay-cationing | 31-Mar-2021 | 31-Dec-2021 | | Engagement and planning with national/international trade slowed due to Covid recovery. | |
| | | | | Deliver medium term outputs – broadening emphasis to national trade | 31-Dec-2021 | Ongoing | | Visitor Economy Strategy Refresh completed and due at Executive in May 2022. Priorities include connecting the sector, strengthening activity and product quality around food and drink, and heritage. Longer term focus to support sector to recover from Covid 19. | |
| | | | | Longer term outputs – developing emphasis to include international travellers | 31-Mar-2023 | Ongoing | | | |
| 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. One of 5 in Yorkshire and Humber. Activity plan to be agreed with Arts Council England in Autumn 2022. | |
| | | | | Implement immediate short-term outputs from the framework; develop key projects in line with covid-19 | 30-Apr-2022 | Ongoing | | Cultural Development Framework signed off in July 2021. Artist in residence appointed to Selby Abbey. Product from engagement now | |

| OBJECTIVE | ACTION | OFFICER LEAD | EXECUTIVE LEAD | MILESTONE | DUE DATE | COMPLETE D DATE | RAG | OVERALL COMMENTARY | OVERALL RAG |
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| | | | | response and external investment e.g. Barlby Road Corridor project; extending festivals/events offer; | | | | being created and displayed in the Abbey throughout the year. Artist in residence appointed to TCF station development. Concepts for public realm completed and 4 micro-commissions awarded to Selby College students to deliver artwork for the scheme. Artists in residence appointed to two further projects: to engage on the marketplace and to support design of Barlby Road corridor. | |
| 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 initiatives. Covid economic responses are largely complete now. 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 as well as contributing to the BE/II workstream on how the new authority's priorities will be delivered. |  |
| | | | | 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 | |  | Post-Covid there are challenges particularly in recruitment, property shortage, supply chain issues and rising costs, particularly fuel. Now exacerbated by the Ukraine war, but the outlook is still 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; | |





| OBJECTIVE | ACTION | OFFICER LEAD | EXECUTIVE LEAD | MILESTONE | DUE DATE | COMPLETED DATE | RAG | OVERALL COMMENTARY | OVERALL RAG |
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| | | | | | | | | <ul style="list-style-type: none"> • Consultancy support funding; • SDC has planned and is delivering a series of workshops to help businesses grow/deal with changing legislation and economic challenges. • Planned 2nd Selby District Business Awards; • Re-Established two successful forums/networking groups post-lockdown – now held once again in person; • Planned and delivered the first 3 Employment and Skills Forums and the 4th is 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 9 months and is planning the team's priorities for the remainder of the lifetime of this Council, working with the Executive. During Q4 the outlook for strategic development sites has continued to remain positive with significant progress being made on most of them on a speculative build basis. This is the result of market shift and significant demand for industrial and storage space in the 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</p> | |





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| | | | | | | | | 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 |
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| Page 33 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 commenced – replacing devices on ad hoc basis. 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 for Revs and Benefits customers – customers now signing up for e-billing of council tax Implementation of Ascendant software to support delivery of the governments £150 energy rebate scheme. |  |
| | | | | Complete implementation of phases 1 – 3 of Digital Customers – Northgate Citizens Access; CivicaPay; Scanstation; Citizens Online project | 31-Dec-2021 | 31-Jan-2022 |  | | |
| | | | | Complete full implementation of Civica CX digital platform for housing and asset management. | 30-Sept-2022 | |  | | |

| OBJECTIVE | ACTION | OFFICER LEAD | EXECUTIVE LEAD | MILESTONE | DUE DATE | COMPLETED DATE | RAG | OVERALL COMMENTARY | OVERALL RAG |
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| | | | | | | | | <ul style="list-style-type: none"> Implemented new suite of online forms for Licensing – linked to new payments system. Civica Cx Housing System <ul style="list-style-type: none"> Phase 1 (rents, tenancy) completed. Upgrade to live system (bug fixes plus improvements in automating lettings) completed. Project plan in place for phase 2 (assets, repairs) – expect to complete Sept 2022. Upgrade to test system completed. Tenants Portal expected to go live at end May Q4. | |
| 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 delivering increased number of 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 change | Stuart Robinson | Cllr Lunn | Deliver People Plan, including new HR and OD service delivery arrangements; Leadership and Management Development Programme; | 31-Mar-2023 | | ▶ | <ul style="list-style-type: none"> Training Planning completed – staff advised of successful requests for qualification-based training. | ▶ |

| OBJECTIVE | ACTION | OFFICER LEAD | EXECUTIVE LEAD | MILESTONE | DUE DATE | COMPLETED DATE | RAG | OVERALL COMMENTARY | OVERALL RAG |
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| | | | | enhanced approach to staff engagement and wellbeing; development of staff core skills | | | | <ul style="list-style-type: none"> Climate change Awareness added to mandatory staff training requirements. Supported delivery of LGR staff focus groups and staff survey - SDC had highest response rate across North Yorkshire. Facilitated staff briefing session with Richard Flinton in March – in addition to further all staff briefing in February. Trialled recording of staff briefing session in April. Manager Forum held in February. | |
| Page 39 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.</p> <p>The disposal part of the Portholme Road site to Aldi has completed.</p> <p>The lease and sale to L & G and the new licence for the Police is also now complete.</p> <p>Work continues with the winning bidder to finalise the disposal of the old Council depot at Barlby Road.</p> <p>Marketing has commenced for Edgerton Lodge.</p> |  |
| Value for Money | Deliver robust arrangements to ensure financial plans are delivered, costs are minimised and planned savings and new opportunities for | Karen Iveson | Cllr Lunn | 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 pandemic response.</p> |  |

| OBJECTIVE | ACTION | OFFICER LEAD | EXECUTIVE LEAD | MILESTONE | DUE DATE | COMPLETED DATE | RAG | OVERALL COMMENTARY | OVERALL RAG |
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| | income are delivered | | | Monitor the budget for 21/22 and set balanced budget for 22/23 in light of Covid and LGR. | 31-Mar-2021 | 24-Feb-2022 |  | The budget for 21/22 was approved by Council in February 2021. It includes provision for 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, waste recycles income and an 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 by Full Council in February 2022. Deferral of savings to 24/25 has been confirmed with reserves bridging the gap in the short-medium term. There is a Council Tax freeze for 22/23. |  |
| | | | | 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. |  |



Delivering corporate priorities

Corporate Performance Report

Quarter 4 2021/22

Delivering corporate priorities: Exceptions Q4 2021/22

KPIs Summary

54%

Improved
in the long term

78%

On target
with 9% close to target










| Indicator | Exception | Comments |
|---------------------------------------------------------------------------------------------|----------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| What's gone well - KPIs | | |
| Number of SMEs supported | Target exceeded | The number of SMEs supported stands at 79. This compares to similar performance for the same period last year (80) and significantly exceeds the target of 50. |
| Total number of empty homes (6 months +) brought back in use through direct action | Target exceeded | 79 empty homes were brought back into use during 2021/22. This is lower than Q4 for 2020/21 but significantly exceeds the increased target of 20. |
| % Council Tax collected | Target exceeded | 98.1% of the 2020/21 Council Tax liability has been collected against a target of 97.9%. This is broadly the same as last year. |
| % Non-domestic rate collected | Performance improved | 102.36% of the 2021/22 NNDR liability has been collected against a target of 98.55% taking into account Covid-19 Additional Relief Fund (CARF) payments. Removing CARF payments the collection rate is 96.78% - below target but significant improvement on the same period last year (94.24%). |
| Sundry debt collected | Target exceeded & Performance improved | 98.5% of debt collected against a target of 97.01% which reflects collection rate at the same time last year. |
| Average days to process new benefit claims (total) | Target exceeded | The average time to process new housing benefit claims for Quarter 4 was 17.05 against a national target of 22 days. |
| Average days to process change of circumstances | Target exceeded & Performance improved | Average time to process changes stands at 1.55 days against the national figure used for benchmarking of 8.4 days. Performance was also better than both the previous quarter and the same period last year. |
| % Major applications within statutory or extension of time | Target met | For Q4, 60% of major applications were dealt with within statutory targets or extension of time, which meets the government target. However, performance was lower than the previous quarter and the same period last year. |
| Processing of planning applications: Minor applications | Target exceeded & Performance improved | Performance has improved significantly during quarter 4, showing a figure of 81.36% and this exceeds the government target of 70%. Performance was better than Q3 (67%) and the same period last year (60%). |
| Processing of planning applications: Other applications | Target exceeded & Performance improved | Performance has remained above target at 82.57% which exceeds the government target of 70%. Performance was lower than Q3 (85%) but better than the same period last year (79%). |
| % Stage 1 corporate complaints fully responded to in required timescales | Target exceeded & Performance improved | 92% were fully responded to against a target of 90% which is comparable to the same period last year. |
| % FOI responded to within 20 days | Target exceeded & Performance improved | 92% of freedom of information requests were responded to within 20 days, which shows an improvement compared to Q3 (85.25%) and exceeds the target of 86% |
| The average wait time – in minutes – before a customer phone call is answered by an advisor | Target exceeded & Performance improved | During quarter 4 performance has improved compared to quarter 3 from an average wait of 1.1 minutes to an average 1 minute wait for a call to be answered – against a target of 5 minutes. A total number of 21,219 phone calls were answered during the quarter. |










































| | | |
|----------------------------------------------------------------------------------------------------------|----------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| % 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 Q3 (63.27) to Q4 (80.98). |
| Corporate health and safety: the number of incidents report in the last 12 months (rolling year) | Target met | Two incidents have been reported in this quarter against a target of 3. Where necessary the appropriate risk assessments were reviewed and all information on incidents continues to be shared at the meetings of the Health and Safety Forum. |
| Council tax base | Target exceeded | 129 new dwellings were added to the List in quarter 4 of 2021/22 and 35 100% exemptions were added so the net increase is 94 dwellings. After movements in discounts and exemptions, overall the base has increased by 118.53 properties this quarter |
| Average days to re-let standard void types | Target exceeded | Despite significant pressure on staff resources, particularly post Christmas, performance improvement seen across Q1 to Q3 has been largely sustained in Q4 with the average time taken to bring a standard void back in to re-use currently sitting at 13.64 days. |
| Average days to re-let major void types | Target exceeded & Performance improved | Notwithstanding significant pressure on staff resources, particularly post Christmas, performance has improved in Q4 with the average time taken to bring a major void back in to re-use now sitting at 40.88 days. |
| Number of missed waste collections | Target exceeded & Performance improved | Q4 saw the best performance for a number of quarters – fewer missed bins than Q3 and also better than the same quarter last year. |

Delivering corporate priorities: Exceptions Q4 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 remaining £195k saving is linked to securing the benefits of some of our digital investment and transformation. |
| Percentage of stage 2 corporate complaints fully responded to in the required time | Target not met | Q4 saw a drop in performance at 66.6% against a target of 90%. This figure relates to 1 complaint from 3 for the quarter answered outside of time. |
| Average days sick per FTE (full time employee) rolling 12 months | Target not met | Q4 saw a further rise in sickness at 6.79 days per FTE – higher than the previous quarter (6 days/FTE) and higher than the same period last year (3.78 days/FTE) against a target of 5 days/FTE. Q4 has seen an increase in staff returning to work in the office more regularly. During Q4 Covid accounted for 77.95 days lost (20.04% of total absences). Over the last rolling 12 months, Covid accounted for 199.95 days lost (13.30% of total absences). |
| Residual household waste per household (kg) | Performance drop | More household waste was collected per household (149kg) in Q4 than in Q3 (136kg) and the same period last year (149kg). The aim is to reduce the amount of waste. |
| % Household waste recycled | Performance drop | The amount of household waste recycled in Q4 (36.7%) was lower than in Q3 (39.1%) and the same quarter last year (38.2%). Accepting that recycling rates are likely to be lower during winter months (no green waste), we should be seeking to increase comparative recycling rates. |





Delivering corporate priorities: KPIs Q4 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 | Q4 2020/21 | Q1 2021/22 | Q2 2021/22 | Q3 2021/22 | Current Value | Target | Short Term Trend | Long Term Trend | Status |
|---------------------------------------------------------------------------------------------------------------|---------------------|------------|------------|------------|------------|---------------|--------|---------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------|
| | | Value | Value | Value | Value | | | | | |
| Number of SMEs supported | Aim to Maximise | 80 | 67 | 61 | 73 | 79 | 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 | 99 | 29 | 57 | 71 | 79 | 20 |  |  |  |
| % Council Tax collected | Aim to Maximise | 98.11 | 29.27 | 56.26 | 83.75 | 98.10 | 97.90 |  |  |  |
| % Council housing rent and arrears collected | Aim to Maximise | 97.41 | 92.28 | 93.28 | 95.42 | 97.35 | 98.10 |  |  |  |
| % Non-domestic rate collected | Aim to Maximise | 94.24 | 26.38 | 53.34 | 80.13 | 96.78 | 98.55 |  |  |  |
| Sundry debt collected | Aim to Maximise | 97.01 | 46.16 | 55.80 | 89.46 | 98.5 | 97.01 |  |  |  |
| Amount of planned savings achieved (£s) | Aim to Maximise | 141k | 184k | 184k | 184k | 184k | 379k |  |  |  |
| Average days to process new benefit claims (total) | Aim to Minimise | 16.42 | 17.08 | 17.91 | 21.92 | 17.05 | 22.00 |  |  |  |
| Average days to process change of circumstances | Aim to Minimise | 1.73 | 4.09 | 3.22 | 3.81 | 1.55 | 8.40 |  |  |  |
| % Major applications within statutory or extension of time | Aim to Maximise | 85.71 | 100 | 100 | 100 | 60 | 60 |  |  |  |
| Processing of planning applications: Minor applications | Aim to Maximise | 60.42 | 82.14 | 62.00 | 67.27 | 81.36 | 70 |  |  |  |
| Processing of planning applications: Other applications | Aim to Maximise | 78.95 | 83.33 | 72.60 | 84.69 | 82.57 | 70 |  |  |  |
| % Stage 1 corporate complaints fully responded to in required timescales | Aim to Maximise | 91 | 89 | 50 | 100 | 92 | 90 |  |  |  |

| KPI | Direction of Travel | Q4 2020/21 | Q1 2021/22 | Q2 2021/22 | Q3 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 | 83.33 | 100 | 55 | 100 | 66.6 | 90 | | | |
| % FOI responded to within 20 days | Aim to Maximise | 85.80 | 85.71 | 87.22 | 85.25 | 92 | 86 | | | |
| The average wait time – in minutes – before a customer phone call is answered by an advisor | Aim to Minimise | 2.73 | 2.87 | 1.86 | 1.10 | 1.00 | 5.00 | | | |
| % of people accessing benefit forms and taxation direct debit forms online in relation to other channels | Aim to Maximise | 81.95 | 69.32 | 60.16 | 63.27 | 80.98 | 50.00 | | | |
| Corporate health and safety: the number of incidents report in the last 12 months (rolling year) | Aim to Minimise | 0 | 0 | 0 | 1 | 2 | 3 | | | |
| Average days sick per FTE (full time employee) rolling 12 months | Aim to Minimise | 3.78 | 4.02 | 4.50 | 6.00 | 6.79 | 5.00 | | | |
| Amount of business rates retained | Aim to Maximise | 11.2 | 11.2 | 11.3 | 11.3 | 11.3 | 7.5 | | | N/A |
| Council tax base | Aim to Maximise | 32183 | 32279 | 32618 | 32672 | 32791 | 32708 | | | |
| Number of missed waste collections | Aim to Minimise | 349 | 170 | 188 | 165 | 123 | 186 | | | |
| Residual household waste per household (kg) | Aim to Minimise | 146 | 147 | 144 | 136 | 149 | N/A | | | N/A |
| % Household waste recycled | Aim to Maximise | 38.2 | 46.49 | 49.4 | 39.05 | 36.66 | N/A | | | N/A |
| Number of memberships at combined leisure centres | Aim to Maximise | N/A | N/A | 2,966 | 2,914 | 3,104 | N/A | | N/A | N/A |
| Number of visits to combined leisure centres | Aim to Maximise | N/A | N/A | 60,591 | 57,005 | 70,084 | N/A | | N/A | N/A |
| Number of GP referrals | Aim to Maximise | N/A | 11 | 15 | 9 | 0 | N/A | | N/A | N/A |
| Average days to re-let standard void types | Aim to Minimise | 33.26 | 23.53 | 21.5 | 13.4 | 13.64 | 26 | | | |
| Average days to re-let major void types | Aims to Minimise | 52.11 | 43.75 | 46.83 | 55.17 | 40.88 | 45 | | | |

Delivering corporate priorities: KPIs Year end 2021/22




Key:  Data Only  Trend - No Change  Trend - Improving  Trend - Getting Worse

 Alert – target not met  Warning – target not met but within acceptable limit  OK – target met

| KPI | Direction of Travel | 2020/2021 | 2021/2022 | Trend | Target | What does this mean? |
|-------------------------------------------------------------------------------------------|---------------------|-----------|-----------|-------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Residual household waste per household (kg) | Aim to Minimise | 583 | 571 | N/A |  | The total of residual household waste per household for the full year reduced in comparison with the previous year |
| % Household waste recycled | Aim to Maximise | 44.81% | 43.75% | N/A |  | The percentage of household waste recycled reduced in comparison with the previous year. |
| Number of SMEs supported | Aim to Maximise | 298 | 280 |  |  | The number of SMEs supported during the year significantly exceeds the target of 200. |
| Number of additional homes provided in the district | Aim to Maximise | 489 | 465 |  |  | The number of additional homes exceeds the annual target of 319 set through the standard housing methodology |
| Number of affordable homes provided in the district | Aim to Maximise | 137 | 140 |  |  | The Core Strategy seeks affordable housing up to a target of 40% of total housing requirement ie 40% of 465 dwellings per annum depending on viability – target 21/22 186 |
| Number of new Selby District Council/HRA units delivered | Aim to Maximise | 7 | 4 |  |  | No new HRA properties delivered in terms of the housing development programme in either of the last two years. However, there are 11 buy back properties 7 in 20/21 and 4 in 21/22. |
| % emergency/urgent repairs to council-owned properties completed within agreed timescales | Aim to Maximise | N/A | N/A | N/A | N/A | Annual performance figures are unable to be measured due to issues with data resulting from suspensions during the Covid pandemic. |
| The number of empty properties brought back into habitable use (Year to date) | Aim to Maximise | 99 | 79 |  |  | Annual target of 20 exceeded by Q2. |
| % relevant land and highways assessed as with contract standard for litter | Aim to Maximise | N/A | 98.04 |  |  | Inspections were resumed following restrictions due to Covid. Performance exceeds the target of 95% and shows improvement compared with 2019/20 (97.03) |
| % of Council Tax collected | Aim to Maximise | 98.11 | 98.10 |  |  | Performance broadly the same as 2020/21 but exceeds the target of 97.90 |
| % of Council housing rent & arrears | Aim to Maximise | 97.41 | 97.35 |  |  | Collection was impacted by restrictions on formal recovery action which have now been lifted. |
| % of non-domestic rate collected | Aim to Maximise | 94.24 | 96.78 |  |  | 102.4% of the 2021/22 NNDR liability has been collected against a target of 98.55% taking into account Covid-19 Additional Relief Fund (CARF) payments. However, removing CARF payments the collection rate is 96.78%. |
| % of sundry debt collected | Aim to Maximise | 97.01 | 98.5 |  |  | Performance exceeds the target of 97.01 despite challenging resource availability during the year |
| External auditor Value for Money conclusion | N/A | YES | YES |  |  | The external auditor concludes that we have in place arrangements to secure value for money. |
| Amount of planned savings achieved (£000s) | Aim to Maximise | 141 | 184 |  |  | £184k out of a target of £379k achieved. |
| Average days to process new benefit claims (total) | Aim to Minimise | 18.76 | 18.97 |  |  | Performance marginally lower than 2020/21 but significantly exceeds the target (22). The number of claims has reduced but increased in complexity |
| Average days to process Change of Circumstances | Aim to Minimise | 2.86 | 3.27 |  |  | As in the previous year, performance has exceeded the national target of 8.4 days |








Delivering corporate priorities: KPIs Year end 2021/22

Key:  Data Only  Trend - No Change  Trend - Improving  Trend - Getting Worse

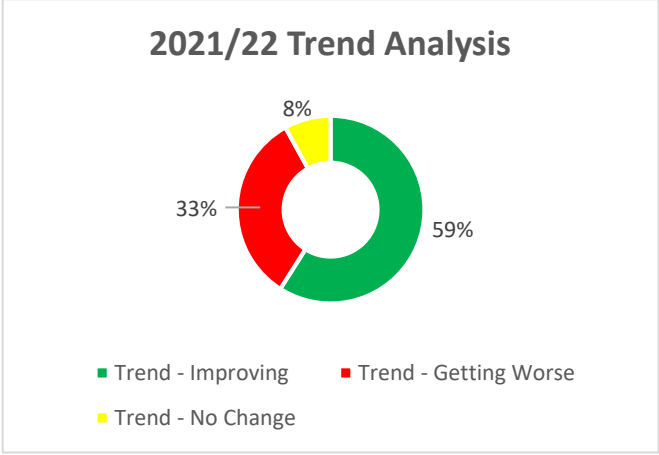
 Alert – target not met  Warning – target not met but within acceptable limit  OK – target met

| KPI | Direction of Travel | 2020/2021 | 2021/2022 | Trend | Target | What does this mean? |
|---------------------------------------------------------------------------------------------------------|---------------------|-----------|----------------|-------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------|
| % of Major applications within statutory or extension of time | Aim to Maximise | 84.38 | 90.48 |  |  | The target of 60% continues to be significantly exceeded |
| % of non-major applications within statutory or extension of time limit | Aim to Maximise | 63.19 | 73.64 |  |  | The target of 70% continues to be exceeded |
| % stage 1 corporate complaints fully responded to in required timescale | Aim to Maximise | 90 | 72 |  |  | The overall annual performance was affected by lower performance in Q1 and Q2 |
| % Freedom of Information requests responded to within in 20 days | Aim to Maximise | 85.71 | 87.71 |  |  | Target exceeded throughout the year. |
| The average wait time - in minutes - before a customer phone call is answered by an advisor | Aim to Minimise | 2.14 | 1.78 |  |  | 92,497 calls were received, with 79,701 served. The target of 5 minutes wait time has been exceeded throughout the year. |
| % people accessing Benefits forms and Taxation direct debits forms online in relation to other channels | Aim to Maximise | 70.15 | 70.18 |  |  | 2539 forms (direct debits/new benefit claims/change of circumstances) were received online in 2021/22. |
| Corporate health & safety: The number of incidents reported | Aim to Minimise | 3 | 3 |  |  | Performance remains comparable with 2020/21. |
| Average days sick per FTE (full time employee) Rolling 12 months | Aim to Minimise | 3.78 | 6.79 |  |  | Sickness absence has risen in line with staff returning to the office when they previously worked from home. |
| Amount of Business Rates retained (million £s) | Aim to Maximise | 11.2 | 11.3 |  |  | Income is comprised of the safety net payment of £2.2M and retained renewables income of £9M |
| Council Tax Base | Aim to Maximise | 32183.9 | 32790.9 |  |  | There was a net increase of 500 properties during the year, which after discounts and exemptions increased the overall base by 607 properties. |
| Percentage of stage 2 corporate complaints fully responded to in required time | Aim to Maximise | 71.4 | 80 |  |  | 16 stage 2 complaints were fully responded to in the required time out of 20 for the year. Q2 performance impacted negatively on the overall annual figure. |
| Number of missed waste collections | Aim to Minimise | 1,366 | 646 | N/A |  | Performance across this year reflects improvement compared with 2020/21 and 2019/2020 (1013) |
| Number of visits to combined leisure centres | Aim to Maximise | 27,350 | 235,126 |  |  | Visits have increased over the year – previous year figure impacted negatively due to Covid restrictions and relates to Q1 only. |
| Memberships at combined leisure centres | Aim to Maximise | N/A | 11,873 | N/A |  | No data is available for comparison against 2020/21. |
| Average days to re-let Standard Void Types | Aim to Minimise | 33.26 | 18.02 |  |  | Despite significant pressure on resources performance has exceeded the target of 26 days |
| Average days to re-let Major Void Types | Aim to Minimise | 52.11 | 46.66 |  |  | Despite significant pressure on resources performance has improved, with the annual figure impacted by particular pressures during quarter 3 |

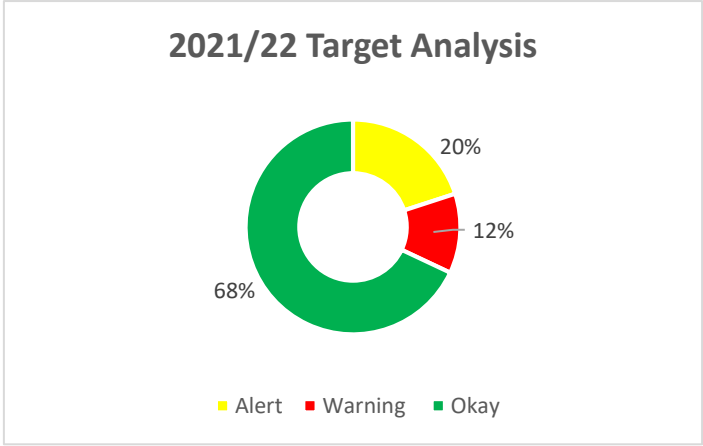
Delivering corporate priorities: KPIs Year end 2021/22

Key:  Data Only  Trend - No Change  Trend - Improving  Trend - Getting Worse
 Alert – target not met  Warning – target not met but within acceptable limit  OK – target met

| KPI | Direction of Travel | 2020/2021 | 2021/2022 | Trend | Target | What does this mean? |
|-----|---------------------|-----------|-----------|-------|--------|----------------------|
|-----|---------------------|-----------|-----------|-------|--------|----------------------|



This chart shows how we have performed in 2021/22 in comparison to 2020/21. It only includes those indicators which are directly comparable.



This chart shows how we have performed in 2021/22 against our annual targets. This does not include those indicators which are for data only.

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Report Reference Number: S/22/6

To: Scrutiny Committee
Date: 29 September 2022
Author: Dawn Drury, 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 Q1 – 2022-23

Summary:

The Scrutiny Committee is asked to consider the report of the Chief Finance Officer which sets out Financial Results and Budget Exceptions Report for Quarter 1.

The Quarter 1 report was considered by the Executive at its meeting on 1 September 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 report 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 report 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 1 September 2022 attached as appendices to this report.

2. The Report

2.1 Please see section 2 of the report considered by the Executive on 1 September 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 1 September 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 1 September 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 1 – Executive Report – 1 September 2022

Appendices A – D of the Executive Report from 1 September 2022

Contact Officer:

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Democratic Services Officer
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Report Reference Number: E/22/15

To: Executive
Date: 1 September 2022
Status: Key Decision
Ward(s) Affected: All
Author: Peter Williams, Head of Finance
Lead Executive Member: Councillor Cliff Lunn, Lead Executive Member for Finance and Resources
Lead Officer: Karen Iveson, Chief Finance Officer

Title: Financial Results and Budget Exceptions Report to 30 June 2022

Summary:

At the end of Q1, current estimated full year revenue outturn estimates indicate surpluses of (£382k) for the General Fund (GF) and a £28k deficit for the Housing Revenue Account (HRA) before pay award. Should the pay award offer which is currently under consideration by the unions be accepted, it is anticipated that this will reduce the GF surplus to (£45k) and increase the HRA deficit to £184k. The key variances are highlighted in the report with further detail in Appendix A.

All new general fund savings have been delayed to 2024/25, post Local Government reorganisation (LGR). The £195k saving in the Housing Revenue Account for the housing system will be aligned to delivery of phase 2 of the project, which is anticipated to be in September 2022, although savings may not be realised until future years and resource requirements for local government reorganisation may impact on delivery timescales.

The capital programme is currently underspent by (£26k) at the end of quarter 1. At this moment, both the GF and HRA forecast their programmes to be spent by year end with the exception of the housing acquisition and development programme which has been spread over two years. Headlines can be found in the report below with a more detailed analysis in Appendix C.

Programme for Growth projects spend was £658k in quarter 1 including £224k on staffing costs, £165k on the Transforming Cities Fund project and £122k on the Tadcaster business flood grant scheme. Project by project progress is shown in Appendix D.

Recommendations: The Executive are asked to

- i) endorse the actions of officers and note the contents of the report;**

- ii) approve re-profiled capital programmes and Programme for Growth as set out at Appendices C and D; and
- iii) approve a permanent virement of £2,000 p.a from the LEP and Partnership budget, to facilitate the additional maintenance costs resulting from the proposed improvement works to the Sherburn in Elmet, Low Street site as laid out in point 2.17 of the report.

Reasons for recommendation

To ensure that budget exceptions are brought to the attention of the Executive in order to approve remedial action where necessary and to ensure that the project at Low Street, Tadcaster can progress.

1. Introduction and background

1.1 The revenue budgets and capital programmes were approved by Council on 24 February 2022, this report and associated appendices present the financial performance as at 30 June 2022 and a full year forecast against these budgets.

1.2 There are areas of the Council which have resourcing issues, and additional workload pressures resulting from Local Government Reorganisation. There is a risk in 2022/23 that this could impact on delivery in some areas.

2. Main Report

General Fund Revenue

2.1 Latest forecasts show an expected full year surplus of (£382k) excluding pay award and a surplus of (£45k) including proposed pay award. Details of the variances against budget are set out at Appendix A.

2.2 The table below shows the summary position at the end of June 2022.

| General Fund Account Q1 2022/23 Outturn | Latest Approved Budget £000's | Forecast £000's | Forecast Variance £000's |
|-------------------------------------------------|--------------------------------------|------------------------|---------------------------------|
| Service Income | -32,001 | -32,448 | -447 |
| Service Expenditure | 51,187 | 50,973 | -214 |
| Accounting adjustments / non-service budgets | -19,186 | -18,907 | 279 |
| Total Surplus / Deficit Before Pay Award | 0 | -382 | -382 |
| Proposed pay award | 0 | 337 | 337 |
| Total Surplus / Deficit After Pay Award | 0 | -45 | -45 |

2.3 The main forecasted variances against the General Fund are:

- A net saving of (£282k) on the waste and recycling service. The key components of this are:
 - Commodity payments savings (£417k) driven by a continuing increase in the rate per tonne received for paper and card.
 - Partly offset by a £135k additional costs including an anticipated increase above budget on contract inflation at the contract anniversary in October which will impact on the costs in the second half of the year, higher contract costs for the waste fleet maintenance and an increase in gate fees.
- The commercial and other waste services have successfully maintained and grown the customer base resulting in an additional (£34k) of forecasted income for the year.
- Improved investment interest returns driven by base rate rises have resulted in an additional (£519k) of forecasted income in year. The £350k cap on interest from cash investments that approved as part of the Medium Term Financial Strategy means that £279k of this will be transferred to the Contingency reserve. This leaves an overall favourable variance of (£240k).
- Salaries before pay award currently show a forecasted deficit position of £3k showing that vacancy factor targets for the year have been broadly met due to continued vacancies in services. The impact of the pay award is covered in point 2.4.
- There is a (£63k) saving expected on drainage board levies due to the difference in actual inflation on the fees compared to what was assumed in the budget which was based on early estimates.
- There continues to be a shortfall in income against the lifeline service £82k due to lack of growth with the effects of the pandemic making it challenging to grow, £50k for Assets Team commercial work due to vacancies in the team meaning work is prioritised towards maintaining our dwellings and occupancy £22k of the industrial units due to condition issues.
- The cost of utilities remains a concern against rising prices. Whilst in Q1 there is not sufficient data to gauge an accurate estimate, a 50% increase has been forecast, resulting in a net additional cost pressure of £52k (some savings are anticipated against the old Contact Centre site). This will be reviewed again at quarter 2.

2.4 The assumption on salaries in the main report is based on a budgeted 2% pay award but the current pay offer which is under consideration by Unions is substantially above this at a flat £1,925 per post. The impact of this on base budgets is estimated to be an increase in costs of £337k on the General Fund.

This is not yet included in the appendices until confirmed but has been appended to the table at 2.2, which shows that it will result in a reduced surplus forecast of (£45k) for 2022/23. The overall estimated average increase in salaries for all staff equates to 6.4%.

Housing Revenue Account (HRA)

2.5 Latest forecasts show a £28k deficit which is expected to rise to £184k following the conclusion of the pay award discussions. This will result in a reduction in the transfer to the major repairs reserve from £4,310k to £4,126k and will therefore impact on the improvement programme.

2.6 The table below shows the summary position at the end of June 2022. Full details of forecast variances against budget are set out at Appendix A.

| Housing Revenue Account – Q1 2022/23 | Budget £000's | Outturn £000's | Variance £000's |
|------------------------------------------------------------------------------------|--------------------------|---------------------------|----------------------------|
| Net Revenue Budget | 8,339 | 8,265 | (74) |
| Dwelling Rents | (12,649) | (12,547) | 102 |
| Net (Surplus) / Deficit transferred to Major Repairs Reserve | (4,310) | (4,282) | 28 |
| Proposed pay award | 0 | 156 | 156 |
| Net (Surplus) / Deficit transferred to Major Repairs Reserve post pay award | (4,310) | (4,126) | 184 |

2.7 The main forecasted variances against the HRA deficit are:

- (£200k) forecasted additional investment interest due to base rate increases.
- While phase 2 of the Housing Development programme has been suspended, there will not be the requirement to borrow additional funds generating a (£60k) saving.
- 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.
- Rent collection forecasts to date shows a £102k shortfall. The main driver being that void rates are higher than budget which is driven by the assumptions in the business plan. This is mainly due to the condition they are left in when vacated and the resource available to bring back in to use. Contracts have been agreed to progress bringing properties back in to use which should hopefully see the void rates reduce. The cost-of-living increases are also starting to impact on collection rates but this will be reviewed again at quarter 2 when there is a little more data available.

- Currently there is insufficient data to be able to accurately predict the outturn for utility costs, but as they are expected to rise, an increase of 50% above budget, which equates to £67k, has been forecast. This will be reviewed again at quarter 2.
- The proposed pay award is expected to increase salaries including those recharged from the general fund by £156k. The proposal is currently being considered by Unions.

Planned savings

- 2.8 All new general fund savings have been delayed to 2024/25, post Local Government reorganisation (LGR).
- 2.9 The £195k saving in the Housing Revenue Account for the housing system will be aligned to delivery of phase 2 of the project, which is anticipated to be in September 2022, although savings may not be realised until future years and resource requirements for local government reorganisation may impact on delivery timescales.

Capital Programme

| Capital Programme Q1 2022/23 | Actual Year to Date £k | Budget Year to Date £k | Year To Date Variance £k | Full Year Budget £k | Full Year Forecast £k | Full Year Variance £k |
|---------------------------------|------------------------------------|---------------------------------|-----------------------------------|------------------------------|-----------------------------|-----------------------------|
| GF | 72 | 80 | -8 | 3,694 | 3,694 | 0 |
| HRA | 2,159 | 2,177 | -18 | 17,042 | 13,578 | 3,464 |
| Total | 2,231 | 2,257 | -26 | 20,736 | 17,272 | 3,464 |

- 2.10 The capital programme shows an underspend at the end of quarter 1 of just (£26k) of which (£8k) is in the general fund and (£18k) in the HRA.
- 2.11 General Fund and Housing Revenue Account programmes are expected to be fully spent by the end of the year with the exception of the housing acquisition and development programme in the Housing Revenue Account. This had a £9.4m budget allocated and whilst acquisitions of properties is expected to continue, the building programme is currently on hold due to rising costs. This has resulted in £3.5m of the programme being pushed back to 2023/24.

Programme for Growth (P4G)

| Programme For Growth Q1 2022/23 | Full Year Budget £k | Actual Year to Date £k | Full Year Forecast £k | Full Year Variance £k | Budget Full Programme Spend £k | Forecast Full Programme Spend £k | Project Budget Remaining £k |
|---------------------------------|---------------------|------------------------|-----------------------|-----------------------|--------------------------------|----------------------------------|-----------------------------|
| Expenditure | 6,866 | 658 | 5,156 | -1,703 | 18,968 | 19,968 | 0 |
| Funded by: | | | | | | | |
| Reserve | -6,343 | -456 | -4649 | -1687 | 18,277 | 18,277 | 0 |
| Grant Funding | -523 | -202 | -507 | -17 | 691 | 691 | 0 |

2.12 A report was taken to Executive in July with proposals to re-allocate money within the P4G programme. This was approved and those amendments to the programme are reflected in this report and the project detail in Appendix D.

2.13 The total programme for growth for delivery from 2022/23 onwards is £18,968k of which £6,866k was expected to be spent in 2022/23. This has been reforecast at Q1 to a reduced value of £5,156k.

2.14 There are a number of projects where spend is expected to vary from the phasing of the budget including:

- Visitor Economy £183k due to the ongoing impacts of covid and extended development periods.
- Burn Airfield spend of £433k is expected to align to outcome of local plan prioritisation of new settlement options and is therefore pushed back to 2023/24, with the future of the project to be discussed at October Executive.
- Property acquisitions in the Transforming Cities Fund project are now expected to be funded by P4G monies in 2022/23, so £1.25m of that budget has been brought forward from 2023/24 to 2022/23.
- Town projects have been rephased as a result of a more accurate picture of spend profile is emerging as the Business Cases for these schemes are developed with £2.2m being moved from 2022/23 to future years.

2.15 In year spend in quarter 1 includes:

- £122.5k which has been transferred to Two Ridings Community Foundation to fund and administrate the Tadcaster Business Flood Grant Scheme. 22 businesses are currently being funded through the scheme.
- £53.4k on the High Street shop front scheme.
- £164.5k for the acquisition of the Selby Railway Club as part of the Transforming Cities Fund programme.

- £224k of staff costs.

2.16 Excellent progress has been made across a range of other project areas with project-by-project detail on delivery to be found in Appendix D.

2.17 Progress has been made on a number of the Programme for Growth Town Centre Revitalisation Schemes, with business cases for a number of projects currently undergoing preparation. In September 2021, Executive gave approval to progress these schemes, subject to no additional ongoing revenue being incurred as a result of the various projects under consideration. Subsequent to this approval, further investigatory work into the Business Case to deliver improvements to the Sherburn in Elmet, Low Street site, has indicated that the proposed scheme will result in a minor ongoing revenue cost to the Council of £2,000 p.a. (this would be a maximum annual cost with any unspent funds building up for larger repairs in future years). It is therefore proposed to fund this additional cost through the permanent virement of equivalent funding from the LEP & Partnership Budget. Subject to this approval, the business case will be progressed to detailed designs and submission of planning, with Leadership Team approval required to contract to construct the scheme.

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.

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. Projects are keeping this under review and looking to mitigate increases within existing budgets through project re-engineering to help mitigate prices increases

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

Resource requirements for Local Government Reorganisation has put considerable pressure on the Council to deliver all of its priorities from the Council plan. An additional £900k including carry forward from 2021/22 is in the budget to manage additional costs as a result of Local Government Reorganisation. At the end of quarter 1, none of this funding has been drawn down.

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 1 is forecasting a (£382k) surplus for the year. If the proposed pay award goes ahead this is expected to reduce to (£45k).
- 5.2 Interest receivable is forecast to exceed the £350k cap in the general fund, resulting in an expected £279k transfer to contingency reserve as per the medium-term financial strategy.
- 5.3 The housing revenue account is forecasting a £28k deficit at the end of quarter 1 which will reduce the contribution to the Major Repairs Reserve. If the proposed pay award goes ahead this is expected to increase the deficit to £184k.
- 5.4 There has been increased pressure on resources and capacity to deliver the Council's priorities with local government reorganisation requiring considerable resource which is only set to increase.

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 B – Planned Savings

Appendix C – General Fund and Housing Revenue Account Capital Programme

Appendix D – Programme for Growth

Contact Officer: Peter Williams, Head of Finance - pwilliams@selby.gov.uk

| | 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 | -374 | -400 | -400 | 22 | -100 | -919 | 122 | -519 | Forecast annual return on Council Investments shows an anticipated y/e surplus of £519k, driven by the recent sustained rises in Bank of England base rate seen over the previous months in an effort to combat inflationary increases any excess income earned above a £350k income ceiling is transferred to Contingency Reserve. Base Rate has accordingly risen from 0.25% when budgets were initially set, to their current level of 1.25%. Revenue returns on Council Property Funds and loans to SDHT currently expected to match current budgets |
| Recharges | -10,626 | -12,004 | -12,024 | | | -12,028 | | -4 | Estimated additional External Audit fees rechargable to the HRA |
| Customer & Client Receipts | -6,094 | -4,858 | -5,544 | -1,108 | -1,071 | -5,432 | -37 | 112 | The Lifeline service is anticipating a shortfall of £82k against its income target for the year, this is from the lack of customer growth in the service. There is a shortfall of industrial unit income £22k from occupancy levels due to condition, the approved investment programme will contribute to rectifying it. It is anticipated that the Trades Team will not generate any income from commercial work £50k, this is due to capacity in the team where the focus is on void property and responsive repairs. Car park income is estimated to show an improved position over last year but is £15k short of its income target. Commercial Waste Income is ahead of budget by (£34k), this is due to maintaining and increasing the customer base through the pandemic and recycling services available. |
| Government Grants | -9,920 | -11,634 | -11,872 | -2,525 | -2,482 | -11,909 | -43 | -37 | Housing Benefit resource management grants (£45k) received offset by reduced Admin Subsidy £8k. |
| Other Government Grant | -2,570 | -1,816 | -1,816 | -575 | -454 | -1,816 | -121 | | |
| Other Grants/Contributions Etc | -7,404 | -271 | -344 | -48 | -28 | -344 | -20 | | |
| Total Service Income | -36,988 | -30,984 | -32,001 | -4,235 | -4,136 | -32,448 | -99 | -447 | |
| Expenditure | | | | | | | | | |
| Employees | 8,598 | 8,699 | 9,523 | 2,178 | 2,376 | 9,527 | -198 | 3 | A £364k Vacancy factor target was set for the year, current forecasts suggest this has been met, showing a small shortfall at this point in time. This position is anticipated to move in to a savings position as the year progresses driven by vacancies and recruitment challenges to vacant posts. However, pay award is currently built into the budget and forecast at 2%, but substantial upward pressure means that it is likely to be higher than this. Calculations on the current offer equate to a £xxk increase in salary costs. |
| Premises | 1,021 | 1,042 | 1,042 | 435 | 561 | 1,121 | -126 | 78 | £10k is for the estimated contractual inflation for grounds maintenance and NNDR charges £12k, in particular some historical costs for the Leisure Centre Car Park. Inflation on Energy, a 50% estimated increase above budget for gas & electricity adds a £52k cost pressure, this will continue to be monitored as utility bills get paid to gauge the continued rise in prices. |
| Supplies And Services | 18,447 | 9,383 | 15,774 | 2,143 | 2,479 | 15,525 | -337 | -249 | There is a net saving (£282k) to date for the waste and recycling service, including Commercial Waste, significant savings on commodity payments calculated using costs for bulking, haulage, processing and the offset for income received for recycling materials. There continues to be a consistent increase in the rate per tonne received for paper and card, this income and that for cans, plastic and glass is offset against the cost that would be levied to us by Urbaser Ltd. This saving is offset in part to inflation on the contract anniversary being significantly higher than budgeted. Payments to NYCC for the profit share on the industrial units is likely to be reduced (£11k) due to occupancy levels. There are savings on the Building Control contract fee (£13k), this is from a higher than expected surplus for the final 21/22 which is netted out against the contract fee. There are anticipated costs for External Audit Fees £16k in line with expectations for 20/21 & 21/22, additional cost to the PFI scheme due to inflation £15k, £8k Internal Audit charges and an estimated shortfall in LT subscriptions £16k. |
| Transport | 124 | 147 | 147 | 23 | 41 | 137 | -17 | -10 | Various car allowance savings across services in some cases attributable to vacancies. |
| Benefit Payments | 9,627 | 11,610 | 11,610 | 2,129 | 2,315 | 11,610 | -187 | | |
| Support Services | 7,469 | 8,571 | 8,571 | | | 8,571 | | | |
| Third Party Payments | 973 | -27 | 964 | 226 | 241 | 991 | -15 | 27 | The forecast variance is the net result of the funding approved to cover the expected annual costs of providing leisure services against the previously budget contract position. |
| Drainage Board Levy | 1,760 | 1,886 | 1,886 | 912 | 943 | 1,823 | -31 | -63 | Inflation increases anticipated when setting the budget were higher than actual levies. |
| External Interest Payable | 75 | 75 | 75 | | | 75 | | | |
| Contingency | | 1,972 | 1,595 | | | 1,595 | | | |
| Total Service Expenditure | 48,095 | 43,359 | 51,187 | 8,045 | 8,957 | 50,973 | -912 | -214 | |
| Accounting - Non Service budgets | | | | | | | | | |
| Total Accounting & Non Service Budgets | -11,107 | -12,375 | -19,186 | 986 | 986 | -18,907 | | 279 | Interest on cash investments exceeds the £350k cap by £279k which is transferred to Contingency Reserve. |
| Net Total | | | | 4,796 | 5,808 | -382 | -1,011 | -382 | |

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HRA Management Accounts 2022-23
Results as at 30th June
HRA

| | Previous Year | Original Budget | Latest | Year to Date | | Annual Total | Variances | | Comment |
|----------------------------------------|----------------|-----------------|----------------|---------------|---------------|----------------|--------------|-------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| | Actuals | | Approved | Actual | Budget | Forecast | Year to date | Full Year | |
| | £k | £k | Budget | £k | £k | £k | Actual | Forecast | |
| | | | | | | | £k | £k | |
| Income | | | | | | | | | |
| Investment Income | -65 | -43 | -43 | | | -243 | | -200 | Forecast annual return driven by the recent sustained rises in Bank of England base rate seen over the previous months in an effort to combat inflationary increases. Base Rate has accordingly risen from 0.25% when budgets were initially set, to their current level of 1.25%. |
| Garage Rents | -91 | -109 | -109 | -16 | -27 | -91 | 11 | 18 | A shortfall in Garage income as sites have been identified and cleared for HDP schemes, the budget has not been reduced to reflect that position. Ongoing shortfall in rents against budget. This follows the ongoing impact of Covid-19 on households, cost of living increases on families impacting on collection rates and higher than anticipated void levels due to resource availability and condition issues when returned in to management leading to longer periods empty. Contractors have been procured to address some of the refurbishment issues that can't be delivered by our Trades Team. |
| Housing Rents | -12,111 | -12,649 | -12,649 | -2,343 | -2,372 | -12,547 | 29 | 102 | Income returns for alternative heating system installs (£30k) offsetting increased gas servicing charges in premises. |
| Customer & Client Receipts | -192 | -153 | -153 | -31 | -32 | -187 | 1 | -34 | Internal rechargeable works on corporate buildings have not been taking place due to Covid-19 restrictions and prioritisation of resources available, therefore no charges raised to date in this financial year. |
| Recharges | | -18 | -18 | | -5 | -14 | 5 | 5 | |
| Total Service Income | -12,460 | -12,972 | -12,972 | -2,390 | -2,435 | -13,082 | 45 | -110 | |
| Expenditure | | | | | | | | | |
| Employees | 70 | 75 | 75 | 12 | 19 | 72 | -7 | -3 | Small saving on Housing Enforcement officer post and tenant training fees. |
| Premises | 746 | 792 | 787 | 162 | 207 | 855 | -46 | 68 | Although this is a small net cost, it is made up of a number of items. There is an estimated shortfall in budget for Gas Servicing £30k, this is offset by savings on estimated solid fuel servicing (£18k) as systems are being replaced with gas heating and alternative systems which contributes to this saving. Although is early in the year, it is anticipated there will be increased energy costs due to the ongoing energy crisis. Forecasts are currently assumed at 50% above budget giving a £67k shortfall, this will be closely monitored as the year progresses and more information becomes available. |
| Supplies And Services | 1,268 | 1,304 | 1,308 | 259 | 268 | 1,278 | -9 | -30 | Based on payments to date and estimated future charges, the new housing system has the potential generated savings of (£27k) on annual maintenance costs. |
| Support Services | 2,788 | 2,816 | 2,836 | | | 3,031 | | 195 | Delays in implementation of the housing system phase 2 until September 22 mean that savings are unlikely to be realised in 2022/23. |
| Transport | 54 | 148 | 148 | 51 | 34 | 135 | 18 | -13 | Estimated saving on the cost of renting vans over the year (£18k), fuel charges for the vehicle fleet traditionally underspend, due to vacancies in the team, with the cost of fuel it is anticipated that this will exceed this saving and budget by £5k and will be closely monitored. |
| Debt Management Expenses | 6 | 6 | 6 | | | 6 | | | No borrowing anticipated to support the HDP Capital Programme in 22/23, therefore savings anticipated, the focus is on acquisition of property. |
| External Interest Payable | 1,847 | 1,901 | 1,901 | -14 | | 1,842 | -14 | -60 | The contingency hasn't been required during quarter 1. |
| Contingencies | | 77 | 77 | | | 57 | | -19 | Rent provision has been calculated as a proportion of rents to meet arrears, it is anticipated that there will be an impact on this as the cost of living crisis continues to impact on households. |
| Provision for Bad Debts | 82 | 278 | 278 | | | 278 | | | |
| Total Service Expenditure | 6,861 | 7,398 | 7,417 | 469 | 528 | 7,554 | -59 | 138 | |
| Accounting & non service budgets | | | | | | 5,555 | | | |
| Total Accounting & Non Service Budgets | 5,599 | 5,574 | 5,555 | | | | | | |
| Net Total | | | | -1,921 | -1,907 | 28 | -14 | 28 | |

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Appendix B : Planned Savings

| Strategic Category | Lead | HRA - Potential Saving | Risk | 2022/23 Planned Savings Budget £000's | 2022/23 Planned Savings Actual £000's | 2022/23 Planned Savings Variance £000's | Update/Comments |
|--------------------|------------------|--------------------------------------------|------|------------------------------------------|------------------------------------------|--------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Transforming | Suzan Harrington | Process improvements /on-line transactions | High | 195 | 0 | 195 | The new housing/asset management system is in the process of being implemented and will be completed in 2022/23. The project has experienced resource pressures and it will take time to adapt to the new system, meaning minimal savings realised to date but this will be kept under review during and following the implementation. |
| Total | | | - | 195 | | | |

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Appendix C : 2022/23 Selby District Council Capital Programme - To 30 June 2022

| General Fund | Original Budget Incl C/F | Revised Budget | Year to date Revised Budget | Year to date Actual | Year to date Variance Before Carry Forwards | Forecast | Carry Forward | Year to date Variance After Carry Forwards | Comments | Approved Programme & Carry Forward Proposal | | |
|-----------------------------------------|--------------------------|----------------|-----------------------------|---------------------|---------------------------------------------|----------|---------------|--------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------|----------------|----------------|
| | | | | | | | | | | Forecast 23/24 | Forecast 24/25 | Forecast 25/26 |
| Transforming Customer Services | 104,090 | 104,090 | 0 | 0 | 0 | 104,090 | 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 early in 2022/23. | | | |
| GIS System | 26,820 | 26,820 | 0 | 0 | 0 | 26,820 | 0 | 0 | This budget has been carried forward to fund the Contact Centre arrangements. | | | |
| Benefits & Taxation System upgrade | 28,850 | 28,850 | 14,425 | 11,650 | -2,775 | 28,850 | 0 | 0 | This budget is linked to software upgrades supporting Channel Shift as part of the Digital Strategy. This years budget includes a carry forward to deliver the e-billing processes. | 15,000 | 15,000 | 15,000 |
| HRIS Project | 20,000 | 20,000 | 20,000 | 18,073 | -1,927 | 20,000 | 0 | 0 | This budget is to maintain the current Finance software suite. Initial payment of £18k has been made, confirmation will be sought during Q2 if any further invoices will be paid. | | | |
| IDOX Planning System | 28,225 | 28,225 | 7,056 | 7,550 | 494 | 28,225 | 0 | 0 | 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 2022/23. | 15,000 | 15,000 | 15,000 |
| Adobe Licence Replacement | 15,000 | 15,000 | 0 | 0 | 0 | 15,000 | 0 | 0 | Licences replacement programme was delayed to 2022/23 | | | |
| Finance System Replacement | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | Replacement for the finance system has been reforecast into 2024/25 although this will be reviewed as part of LGR transition. | | 150,000 | |
| SAN Storage | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | To replace the existing Councils storage area network with storage on NYCC SAN. | 30,000 | | |
| Committee Management System | 3,000 | 3,000 | 0 | 0 | 0 | 3,000 | 0 | 0 | ModernGov software upgrade expected early in 2022/23 as part of legislative changes. | | | |
| Upgrade to Assure from M3 | 3,500 | 3,500 | 0 | 0 | 0 | 3,500 | 0 | 0 | This budget is to migrate from M3 to Assure software as part of the Digital Transformation programme. The Assure migration is now live, the balance of the budget has been carried forward to fund the final invoices in relation to the reporting function. | | | |
| Cash receipting System | 17,600 | 17,600 | 0 | 0 | 0 | 17,600 | 0 | 0 | This budget is to carry out the configuration work to decommission PARIS in Q3 2022/23, and run feeder files directly out of Civica Pay | | | |
| Northgate Revs & Bens | 3,600 | 3,600 | 0 | 0 | 0 | 3,600 | 0 | 0 | Budget required for system upgrades following legislative changes in relation to e-billing in line with the Digital Strategy. | | | |
| Asset Management Plan - Leisure & Parks | 15,005 | 15,005 | 3,751 | 1,363 | -2,388 | 15,005 | 0 | 0 | A work programme for 2022/23 is currently being pulled together. | 17,746 | | |
| Committee Room Microphone system | 65,000 | 65,000 | 0 | 0 | 0 | 65,000 | 0 | 0 | The Committee Room microphone system has been upgraded pending receipt of the invoice. Any balance remaining in this budget is to be utilised to upgrade the projector in the Civic Suite. | | | |

Appendix C : 2022/23 Selby District Council Capital Programme - To 30 June 2022

| 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 23/24 | Forecast 24/25 | Forecast 25/26 |
|------------------------------------------------------------|--------------------------|----------------|---------------------|---------------------|-----------------------|----------|---------------|-------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|----------------|----------------|
| Skate Park | 150,000 | 150,000 | 0 | 0 | 0 | 150,000 | 0 | 0 | To improve and enhance the outdoor skatepark adjacent to Selby Leisure Centre. The specification is currently being finalised with a view to contract award in early August. Works are scheduled to be completed by the end of the financial year. | | | |
| Industrial Units Maintenance | 229,400 | 229,400 | 0 | 0 | 0 | 229,400 | 0 | 0 | Currently working with the Energy Auditor to finalise specification for the Prospect centre ahead of issue of tenders, works to be completed in 2022/23. Further work is required to understand the needs in relation to the Sherburn units, anticipate works commencing in this financial year. Agreed no further works will be undertaken at the Vivars pending the strategic masterplanning exercise in relation to One Public Estate. | | | |
| Industrial Units Investment | 640,163 | 640,163 | 2,041 | 1,800 | -241 | 640,163 | 0 | 0 | Currently working with the Energy Auditor to finalise specification for the Prospect centre ahead of issue of tenders, works to be completed in 2022/23. Further work is required to understand the needs in relation to the Sherburn units, anticipate works commencing in this financial year. Agreed no further works will be undertaken at the Vivars pending the strategic masterplanning exercise in relation to One Public Estate. | 300,669 | | |
| Car Park Improvement Programme | 490,398 | 490,398 | 600 | 638 | 39 | 490,398 | 0 | 0 | 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. Portholme Crescent is now back in use as a car park following the removal of the walk-in testing centre for Covid-19. Work will commence to engage architects to prepare initial design concepts. Tenders have now been received for Britannia car park, Tadcaster. These are currently being reviewed and once completed and costs are established it is hoped work can commence in Q3 2022/23. | | | |
| ICT - Channel Shift 2 Website & Intranet | 13,820 | 13,820 | 3,455 | 2,900 | -555 | 13,820 | 0 | 0 | Citizens Access Portal (Revenues) is now live, Citizens Access Portal (Benefits) has been delayed pending review of its suitability with regards to LGR. The remaining budget will also be used for e-forms development. | | | |
| ICT - Channel Shift 3 Website & Intranet | 18,000 | 18,000 | 0 | 0 | 0 | 18,000 | 0 | 0 | Channel shift Phase 3 - Housing management CX Portal project was delayed due to Channel Shift 2 delays. As a result of the delays on these projects Channel Shift 3 will commence in 2022/23. | | | |
| ICT - Disaster Recovery Improvements - Software / Hardware | 12,040 | 12,040 | 0 | 0 | 0 | 12,040 | 0 | 0 | This budget is for improvements aligned to Microsoft requirements & Disaster Recovery Improvements in 2022/23. A number of Oracle server upgrades will be required throughout Q3 2022/23 to ensure that they remain compatible following software upgrades. | | | |
| ICT - End User Devices - Software / Hardware | 60,260 | 60,260 | 0 | 0 | 0 | 60,260 | 0 | 0 | Budget is used for the replacement hardware in relation to the digital workforce strand of the digital strategy. Discussions are ongoing in relation to replacement of hardware in connection with LGR. | 49,500 | 49,500 | 49,500 |
| ICT - Digital Workforce - Telephones - Mobile Working | 21,270 | 21,270 | 0 | 0 | 0 | 21,270 | 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 potentially required depending on the performance outcomes with the new Housing system. Following the implementation of the Housing System in Q3 a review can be undertaken to assess the requirements going forward. | 9,500 | 9,500 | 9,500 |
| South Milford Retaining Wall | 15,000 | 15,000 | 0 | 0 | 0 | 15,000 | 0 | 0 | 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). The budget has been carried forward into this financial year, it is currently unknown how long the process will take. | | | |

Appendix C : 2022/23 Selby District Council Capital Programme - To 30 June 2022

| 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 23/24 | Forecast 24/25 | Forecast 25/26 |
|-----------------------------------------|--------------------------|------------------|---------------------|---------------------|-----------------------|------------------|---------------|-------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|----------------|----------------|
| Council Play Area Maintenance | 272,440 | 272,440 | 1,110 | 1,000 | -110 | 272,440 | 0 | 0 | A contract has been awarded for the remaining play areas with works scheduled to be completed by the end of 2022. | | | |
| Pick Protection Software | 8,000 | 8,000 | 0 | 0 | 0 | 8,000 | 0 | 0 | This is a one off budget to maintain the current PICK Protection software. | | | |
| Sherburn GP Surgery | 750,000 | 750,000 | 0 | 0 | 0 | 750,000 | 0 | 0 | Due diligence is nearing completion and expected to conclude in Q2. | | | |
| Private Sector - Home Improvement Loans | 55,044 | 55,044 | 0 | 0 | 0 | 55,044 | 0 | 0 | RAS Loans remain an important tool in providing support for emergency repairs in homes owned by vulnerable people. 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. | 30,000 | | |
| Empty Property Grants | 121,780 | 121,780 | 0 | 0 | 0 | 121,780 | 0 | 0 | Despite some slowdown in delivery due to covid, Empty Homes Grants remain popular and are an excellent way of sourcing much needed private rented accommodation for vulnerable households at risk of homelessness. There are 2 self contained proposals being processed for completion in 2022/23 and discussions are already underway with owners about potential other schemes. Our linking of Empty Homes Grant to the homelessness service has attracted a lot of positive interest amongst our district council colleagues and it is hoped that the scheme may be extended throughout North Yorkshire Council from 2023/24. | | | |
| Disabled Facilities Grants (DFG) | 495,589 | 495,589 | 27,897 | 26,897 | -1,000 | 495,589 | 0 | 0 | Due to underspends as a result of Covid the budget has been profiled through to 2024/25. This helps the annual budget by reflecting more accurately the amount granted in the year from the Better Care Fund. YTD 7 have been completed and the expectation is 65 people will have had their home adapted by the end of the year, YTD 25 referrals have been received. This year there will several significant spends on major adaptations with contributions from NYCC as the costs exceed the DFG statutory and discretionary grant available. The average time from Approval to completion has gone up to approx. 84 days from 79. This is primarily due to supply chain issues and competing demands on contractors. | 500,000 | 129,621 | |
| Total General Fund | 3,693,894 | 3,693,894 | 80,335 | 71,871 | -8,464 | 3,693,894 | 0 | 0 | | 967,415 | 368,621 | 89,000 |

Appendix C : 2022/23 Selby District Council Capital Programme - To 30 June 2022

| 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 23/24 | Forecast 24/25 | Forecast 25/26 |
| Housing & Asset Management System | 103,660 | 103,660 | 0 | 0 | 0 | 103,660 | 0 | 0 | The remaining capital balance is expected to be paid following the Phase 2 project completion in Q3 2022/23. | | | |
| St Wilfrid's Court | 93,733 | 93,733 | 0 | 0 | 0 | 93,733 | 0 | 0 | The programme scoping meeting identified requirement for significantly more investment than is available in the current budget. This 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. | | | |
| Environmental Improvement Plan | 74,672 | 74,672 | 0 | 0 | 0 | 74,672 | 0 | 0 | Work to progress the scheme was delayed due to Covid-19. Of the 6 sites this budget is supporting 3 have been completed with works on the remaining 3 to be completed in 2022/23. | | | |
| Housing Acquisition and Development | 9,391,273 | 9,391,273 | 157,818 | 151,516 | -6,302 | 5,927,976 | 3,463,297 | -3,463,297 | Programme for the development of HRA properties on phase 2 small sites. Starts on these sites has been delayed due to Covid. Work including, feasibility studies, asbestos surveys and garage clearance has been completed. Planning permission for development of the fourth schemes has now been secured. The HDP board have agreed not to go out to tender, but to financially assess based on current indicative build rates, once this is completed further affordability can be assessed. This budget is also allocated to the purchase of S106 properties and for the 1:1 replacement programme, there has been one purchase of a 1:1 property in Q1. The forward forecast has been adjusted for the purchase of S106 properties in 2022/23 and a small number of 1:1 purchases. The timing of the S106 properties is subject to contract and the 1:1 purchases are a challenge given the active property market at present. | 3,463,297 | | |
| Community Centre Refurbishment | 64,377 | 64,377 | 0 | 0 | 0 | 64,377 | 0 | 0 | Work to identify requirements outlined for the community centres under the FRA process has been received and is being reviewed. Progress on delivery of the programme was delayed due to Covid-19. however, 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, work is due to commence in Q2 and will be completed in 2022/23. | | | |

Appendix C : 2022/23 Selby District Council Capital Programme - To 30 June 2022

| 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 23/24 | Forecast 24/25 | Forecast 25/26 |
|-----------------------------------------|--------------------------|-------------------|---------------------|---------------------|-----------------------|-------------------|------------------|-------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------|------------------|------------------|
| Energy Efficient Programme | 758,759 | 758,759 | 270,380 | 267,501 | -2,879 | 758,759 | 0 | 0 | A programme of properties was identified for boiler and/or system upgrade this financial year. In Q1 2022/23 our gas contractor has completed 94 installs which included some boilers replaced due to early failure. We anticipate completing another 30 boilers in the rest of the financial year. 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. 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. However, we are being impacted with material shortages in this programme. | 554,852 | 566,504 | 1,573,263 |
| Health and Safety Improvement Programme | 1,053,122 | 1,053,122 | 93,281 | 86,860 | -6,421 | 1,053,122 | 0 | 0 | A significant programme of work has been allocated to our major works contractor and anticipate to complete 2000 in the financial year (not all of these invoices have been processed as yet). In Q1 we have completed 243 properties for survey; 89 bathrooms, 45 kitchens and 243 electrical surveys. Material availability and cost increases continue to pose a significant risk to delivery of the programme. | 601,353 | 613,981 | 626,261 |
| Property Refurbishment Programme | 4,403,810 | 4,403,810 | 1,630,953 | 1,630,659 | -294 | 4,403,810 | 0 | 0 | A significant programme of work has been allocated to our major works contractor and anticipate to complete 2000 in the financial year. In Q1 we have completed 243 properties for survey; 89 bathrooms, 45 kitchens and 243 electrical surveys. Material availability and cost increases continue to pose a significant risk to delivery of the programme. | 3,984,323 | 4,091,037 | 4,126,994 |
| Property Investment Programme | 1,098,340 | 1,098,340 | 24,585 | 22,705 | -1,880 | 1,098,340 | 0 | 0 | A significant programme of work has been allocated to our major works contractor and anticipate to complete 2000 in the financial year (not all of these invoices have been processed yet). In Q1 we have completed 243 properties for survey; 89 bathrooms, 45 kitchens and 243 electrical surveys. Material availability and cost increases continue to pose a significant risk to delivery of the programme. The year to date spend is below forecast due to ongoing investigations regarding works required to an unadopted highway within a HRA housing estates. | 467,928 | 477,754 | 531,011 |
| | 0 | | 0 | 0 | 0 | | 0 | 0 | | | | |
| Total HRA | 17,041,746 | 17,041,746 | 2,177,016 | 2,159,241 | -17,775 | 13,578,449 | 3,463,297 | -3,463,297 | | 9,071,753 | 5,749,276 | 6,857,529 |
| Total Capital Programme | 20,735,640 | 20,735,640 | 2,257,351 | 2,231,112 | -26,239 | 17,272,343 | 3,463,297 | -3,463,297 | | 10,039,168 | 6,117,897 | 6,946,529 |

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| | Annual Budget |
|---------------------------|------------------|
| GF | |
| Capital Receipts | 1,089,427 |
| Grants & Contributions | 495,589 |
| Asset Management Reserves | 1,003,893 |
| IT Reserve | 354,985 |
| CIL | 750,000 |
| TOTAL | 3,693,894 |

| Forecast |
|------------------|
| |
| 1,089,427 |
| 495,589 |
| 1,003,893 |
| 354,985 |
| 750,000 |
| 3,693,894 |

| Forecast 23/24 | Forecast 24/25 | Forecast 25/26 |
|----------------|----------------|----------------|
| | | |
| 330,669 | 0 | 0 |
| 500,000 | 129,621 | 0 |
| 17,746 | 0 | 0 |
| 119,000 | 239,000 | 89,000 |
| 0 | 0 | 0 |
| 967,415 | 368,621 | 89,000 |

| HRA | |
|--------------------------------------------|-------------------|
| Capital Receipts | 1,878,255 |
| Major Repairs Reserves | 7,546,813 |
| IT Reserve | 103,660 |
| S.106 Commuted Sums - affordable housing s | 7,513,018 |
| TOTAL | 17,041,746 |

| 1,185,595 |
|-------------------|
| 7,546,813 |
| 103,660 |
| 4,742,381 |
| 13,578,449 |

| 692,659 | 0 | 0 |
|------------------|------------------|------------------|
| 5,608,456 | 5,749,276 | 6,857,529 |
| 0 | 0 | 0 |
| 2,770,638 | 0 | 0 |
| 9,071,753 | 5,749,276 | 6,857,529 |

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Appendix D : Programme for Growth 2022/23 Financial Year Project Updates
Multi Year schedule for the project lifespan

| Project | Lead Officer | Amended Multi-Year Budget | Position @ 30 June 2022 | | | | Full Programme Position | | | Update | Phasing of future spend | | | |
|----------------------------------------------------|----------------------------------|---------------------------|-------------------------|---------------------|--------------------------------|---------------------------|---------------------------|-------------------------------|--------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------|----------------|----------------|----------------|
| | | | In Year Budget 22/23 | Spend to Date 22/23 | Forecast Full Year Spend 22/23 | Forecast In Year variance | Multi-Year Project Budget | Forecast Full Programme Spend | Project Budget Remaining | | Forecast 22/23 | Forecast 23/24 | Forecast 24/25 | Forecast 25/26 |
| Healthy Living Concepts Fund | Angela Crossland | 77,031 | 30,000 | 0 | 30,000 | 0 | 77,031 | 77,031 | 0 | Of the remaining £77,031 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. Barlow Common project still in train. To look at enhancement of visitor experience. | 30,000 | 47,031 | | |
| Visitor Economy (Tourism & Culture) - P4G | Angela Crossland | 809,629 | 486,145 | 36,706 | 323,484 | (162,661) | 809,629 | 809,629 | 0 | the Heart of Yorkshire Brand launched, a second Residents First weekend delivered, the cross-sector Visitor Economy Advisory Board developing a number of initiatives, ongoing support for businesses impacted by Covid, the first projects in the Cultural Development Framework three year Action Plan are about to start this year (e.g. a rural arts touring programme). The ACE Priority Place status will see a range of creative arts and visitor economy projects delivered across the district in the coming years. There has been some slippage from forecast due to longer development periods and the sector continues to feel the impact of Covid. The three year budget will deliver a range of projects against the 5 priority objectives of the Cultural Development Framework. We are also currently developing the ACE National Priority Place programme which will include match fund requirements to unlock ACE and other partner investment, so the budget is fully committed. | 323,484 | 486,145 | | |
| Visitor Economy (Tourism & Culture) - S106 Funding | Angela Crossland | 81,722 | 20,000 | 0 | 0 | (20,000) | 81,722 | 81,722 | 0 | £81,722 of Section 106 funding within the Visitor economy Budget. £31,722 relating to Kellingey Colliery, to be used for public artwork to create an entrance feature at the main entrance on Weeland Road, making reference to the previous use of the site as a former colliery. £50,000 relating to Staynor Hall, to also be used for public art to be integrated into the Recreational Open space and/or the Landscape Management Areas | 0 | 81,722 | | |
| HAZ Selby Stories (p4G Funded spend) | Angela Crossland | 54,615 | 27,900 | 14,655 | 27,900 | 0 | 54,615 | 54,615 | 0 | 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. Funding contractually obligated as match fund to Historic England HSHAZ funding. | 27,900 | 26,715 | | |
| Low Carbon resources | Stuart Robinson | 95,638 | 47,819 | 8,822 | 47,819 | 0 | 95,638 | 95,638 | 0 | This funding supports the employment of a Low Carbon Projects Officer. Officer commenced in April 2021 and has progressed the agreement of a new Low Carbon Strategy and delivery of activity in the Low Carbon Action Plan. Low Carbon Projects Officer left post in June 2022 and recruitment of an effective replacement will be challenging in the context of LGR. The phasing of future spend is, therefore, uncertain and will be addressed at Q2. | 47,819 | 47,819 | | |
| Marketing Selby - MSP | Stuart Robinson / Communications | 146,212 | 48,737 | 69 | 48,737 | 0 | 146,212 | 146,212 | 0 | Funding is used to support employment of a Communications & Marketing Officer and the Officer is in place. The Communications & Marketing Manager left in August 2021 and has not been replaced. The additional challenges of LGR mean the place branding project is unlikely to progress in the way initially planned. Options for alternative use of the funding - along similar lines to the original intention such as supporting communications around the TCF project are under consideration. | 48,737 | 97,475 | | |
| Retail Experience - STEP | Duncan Ferguson | 1,500 | 1,500 | 1,500 | 1,500 | 0 | 1,500 | 1,500 | 0 | This was a fixed budget to support events, street scene improvements identified by the STEP group who no longer meet. £61k of this budget remained at the start of the 2022/23 financial year, therefore the July P4G report to Executive reallocated the £60k remaining of this budget into the budget, after current year spend, for the Selby Town Regen (Abbey Ctr) project (currently £1m for marketplace and park). | 1,500 | 0 | 0 | |
| Legal Support | Julian Rudd | 100,843 | 100,843 | 80 | 60,000 | (40,843) | 100,843 | 100,843 | 0 | Legal Support for agreements and advice associated with the P4G programme / projects. At this stage it is expected that all of this budget will be required | 60,000 | 30,000 | 10,843 | |
| Towns Masterplanning (Regeneration) - P4G Funded | Duncan Ferguson | 112,705 | 112,705 | 10,480 | 112,705 | 0 | 112,705 | 112,705 | 0 | This fund is used for People and Places consultancy (Chris Wade) to develop town centre revitalisation plans and a small amount approx 5k is still to be paid out. Funding of £50k has been previously used to support the MHCLG Reopening High Street Safely Fund (RHSSF) and 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, will be supported through this fund (Executive agreed up to £80k). However, the remainder of this budget is uncommitted, therefore of the £613k budget remaining at the start of the 2022/23 financial year £500k was reallocated in the July P4G report to P4G Staffing. | 112,705 | | | |
| Strategic Sites Masterplanning | Duncan Ferguson | 33,102 | 33,102 | (9,058) | 33,102 | 0 | 33,102 | 33,102 | 0 | Funded due diligence work for strategic sites masterplanning, including Selby Station Gateway and consultancy costs for development of feasibility/ viability assessments, Business Cases, surveys, design, legal and valuation fees. AECOM Consultants now appointed (at a cost of up to £138k) to undertake One Public Estate (OPE) sites & east of Station Masterplan and will utilise up to £33k from this budget during 2022/23, plus £70k grant from OPE & £35k from York & North Yorkshire DODS. The remainder of this budget was unallocated, therefore of the £256k remaining at the start of the 2022/23 financial year, £223k was reallocated in the July P4G report to P4G Staffing. | 33,102 | 0 | | |
| Access to Employment | Richard Beason / Julian Rudd | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | No spend is anticipated from this budget and the £19,282 remaining budget was therefore reallocated in the July P4G report to P4G Staffing | 0 | | | |
| Growing Enterprise | Richard Beason / Julian Rudd | 238,393 | 238,393 | 11,103 | 238,393 | 0 | 238,393 | 238,393 | 0 | This P4G budget is being used in 2 main areas: 1. 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. Up to £120,000 has been identified for this work 2. A post COVID Business Delivery Plan has been developed and is being delivered with the focus on providing a targeted programme of business support, networking and skills events through to March 2023 to include a widening of the skills support programme, addressing recruitment challenges, specific support for hospitality and retail and work with Start-up businesses. Events and activities totalling up to £100k has been allocated for this work. Subsequent to Q4 21/22, £22.5k has been re-allocated from this budget to the Tadcaster Business Flood Grant Scheme. | 238,393 | 0 | | |
| Selby TCF Revenue | Duncan Ferguson | 57,889 | 57,889 | 0 | 57,889 | 0 | 57,889 | 57,889 | 0 | This allocated Budget relates to grant recovery funds received from WYCA. The budget will be used for potential non recoverable revenue costs relating to TCF, and is fully committed for this purpose | 57,889 | | | |

| Project | Lead Officer | Amended Multi-Year Budget | In Year Budget 22/23 | Spend to Date 22/23 | Forecast Full Year Spend 22/23 | Forecast In Year variance | Multi-Year Project Budget | Forecast Full Programme Spend | Project Budget Remaining | Update | Forecast 22/23 | Forecast 23/24 | Forecast 24/25 | Forecast 25/26 |
|-----------------------------------------------------|-------------------------------|---------------------------|----------------------|---------------------|--------------------------------|---------------------------|---------------------------|-------------------------------|--------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|----------------|----------------|----------------|
| HAZ - P4G | Caroline Skelly | 9,076 | 4,578 | 0 | 8,700 | 4,122 | 9,076 | 9,076 | 0 | The Project Fund is a match contribution to the ongoing Selby High Streets Heritage Action Zone (HSHAZ) project. The budget covers a programme of community engagement activities and local history events. | 8,700 | 376 | | |
| HAZ Selby Stories - Grant Funded spend | Angela Crossland | 76,350 | 44,755 | 0 | 44,755 | 0 | 76,350 | 76,350 | 0 | 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. Funding contractually obligated as match fund to Historic England HSHAZ funding. | 44,755 | 31,595 | | |
| Tadcaster Business Flood Grant Scheme | Angela Crossland | 122,500 | 122,500 | 122,500 | 122,500 | 0 | 122,500 | 122,500 | 0 | Funding transferred to Two Ridings Community Foundation to support Tadcaster businesses recovering from flooding. Scheme up and running. 22 businesses currently funded by the scheme. | 122,500 | | | |
| High Street shop fronts - P4G | Caroline Skelly | 58,799 | 38,299 | 16,000 | 48,050 | 9,751 | 58,799 | 58,799 | 0 | 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. The Selby High Street Heritage Action Zone is progressing well with a building improvement grant programme launched leading to a number of building repair to be implemented from 2022 onwards. | 48,050 | 10,749 | | |
| High Street shop fronts - Grants | Caroline Skelly | 314,401 | 178,286 | 37,428 | 161,700 | (16,586) | 314,401 | 314,401 | 0 | Heritage England Grant to support Delivery of the High Street shop fronts and HAZ P4G Programmes. Quarterly claims submitted to HE to reclaim qualifying expenditure incurred under these schemes. There has been a minor reduction in HE grant available of £10,552 as a result of project underclaims. This is under challenge with HE, as this underclaim only incurred as a result of HE instructions | 161,700 | 152,701 | | |
| Places and Movement Study (Leveling up Bid Support) | Duncan Ferguson | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | Previously for 10% match from Selby District Council to enable a future Levelling Up Fund bid. This budget was reallocated in the July 22 P4G report, with £1m moved to the Selby 'Abbey Quarter' project and £1m as contingency for the TCF project. If this contingency is not required, this latter £1m will subsequently also be reallocated to the Abbey Quarter. | 0 | 0 | | |
| Tadcaster Community Sport Trust | Angela Crossland | 162,000 | 162,000 | 0 | 162,000 | 0 | 162,000 | 162,000 | 0 | Funding provided for developments at Tadcaster Community Sport Trust. Project in progress. As per the grant framework any funding is to be released in phases subject to achievement of agreed milestones. | 162,000 | 0 | | |
| Empty Homes | Simon Parkinson | 1,251 | 1,251 | 95 | 650 | (601) | 1,251 | 1,251 | 0 | 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 numerous empty homes back into use over the course of the scheme. 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. | 650 | 601 | | |
| Selby District Housing Trust | Phil Hiscott | 133,480 | 133,480 | 0 | 133,480 | 0 | 133,480 | 133,480 | 0 | This fund is to support SDHTs role in the more ambitious HDP approved by Executive in January 2018. The budget includes funds to assist with the review of the future of the trust. This budget will be updated when the review is completed. | 133,480 | | | |
| Stepping Up' Housing Delivery | Phil Hiscott | 4,437 | 4,437 | 100 | 2,437 | (2,000) | 4,437 | 4,437 | 0 | 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. An Affordable Housing Strategy has been agreed by the Executive and work on this scheme is therefore underway in line with the agreed strategy. | 2,437 | 2,000 | | |
| Making our Assets work | Duncan Ferguson | 34,149 | 34,149 | 15,582 | 20,000 | (14,149) | 34,149 | 34,149 | 0 | 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, Barby 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 regeneration and other beneficial uses. This will include costs associated with land and buildings acquired for TCF. Given the latter, the budget is expected to be fully utilised. | 20,000 | 14,149 | | |
| Burn | Julian Rudd / Duncan Ferguson | 452,650 | 452,650 | 1,750 | 20,000 | (432,650) | 452,650 | 452,650 | 0 | Works associated with promoting Burn Airfield as a new settlement in Local Plan. Now awaiting outcome of Local Plan prioritisation of new settlement options, future of project to be discussed at August Executive. Committed expenditure relating to legal advice payments are remaining, approx 20k still to be paid out. | 20,000 | 432,650 | | |
| Asset Strategy | Phil Hiscott | 80,000 | 0 | 0 | 0 | 0 | 80,000 | 80,000 | 0 | 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 | 114,708 | 57,354 | 0 | 57,354 | 0 | 114,708 | 114,708 | 0 | Additional support for P4G projects is now in place from October 2021. | 57,354 | 57,354 | | |

| Project | Lead Officer | Amended Multi-Year Budget | In Year Budget 22/23 | Spend to Date 22/23 | Forecast Full Year Spend 22/23 | Forecast In Year variance |
|--------------------------------------------------------------------------------------|---------------------------------|---------------------------|----------------------|---------------------|--------------------------------|---------------------------|
| TCF Site Acquisitions Property Running Costs. Selby Business Centre Car Park | Duncan Ferguson / Phil Hiscott | 3,673 | | 1,197 | (3,688) | 0 |
| | | | 3,700 | | | |
| TCF Site Acquisitions Property Running Costs. Selby Business Centre Industrial Units | Duncan Ferguson / Phil Hiscott | 22,595 | | 716 | 7,388 | |
| New lane - Public Realm | Caroline Skelly | 200,000 | 125,000 | 0 | 0 | (125,000) |
| Selby TCF Capital - P4G | Duncan Ferguson | 6,844,739 | 0 | 0 | 1,250,000 | 1,250,000 |
| Selby TCF Capital - WYCA Grant | Duncan Ferguson | 300,000 | 300,000 | 164,512 | 300,000 | 0 |
| Low Carbon projects (Phase 1) CAPITAL | Gillian Bruce / Stuart Robinson | 239,400 | 239,400 | 0 | 239,400 | 0 |
| Town Regen Selby | Duncan Ferguson | 2,059,281 | 1,000,000 | 0 | 25,000 | (975,000) |
| Town Centre Tadcaster | Duncan Ferguson | 479,328 | 479,328 | 0 | 33,875 | (445,453) |
| Town Centre Sherburn | Duncan Ferguson | 500,000 | 450,000 | 0 | 30,000 | (420,000) |
| Sherburn Projects | Duncan Ferguson | 562,202 | 562,202 | 0 | 250,000 | (312,202) |
| Tadcaster Projects | Duncan Ferguson | 0 | 0 | 0 | 0 | 0 |
| Staffing costs | | 4,383,464 | 1,260,520 | 223,820 | 1,260,520 | 0 |
| Contingency | | 0 | 0 | 0 | 0 | 0 |
| TOTAL P4G PROGRAMME | | 18,967,763 | 6,866,310 | 658,057 | 5,155,650 | (1,703,272) |

| Multi-Year Project Budget | Forecast Full Programme Spend | Project Budget Remaining | Update |
|---------------------------|-------------------------------|--------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 3,673 | 3,673 | 0 | Selby Business Centre site purchased via the Selby Gateway TCF project. Budget represents the revenue implications of the car park of the building. Budget anticipated to be in surplus for the initial year, before moving to a net cost over the next two years. Net budget of £2,770 for the whole site for the period in question |
| 22,595 | 22,595 | 0 | Selby Business Centre site purchased via the Selby Gateway TCF project. Budget represents the revenue implications of the Industrial units of the building. Budget anticipated to be in surplus for the initial year, before moving to a net cost as the tenants relocate over the next two years. Net budget of £2,770 for the whole site for the period in question |
| 200,000 | 200,000 | 0 | 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. Active discussions are ongoing as to the best method of delivering the project, with feedback from interested parties factoring in to considerations. |
| 6,844,739 | 6,844,739 | 0 | 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. It also includes £4m to fund the Station Plaza element of the Station Gateway scheme. Spend to date has been on the Selby Business Centre which was acquired in December, plus James William House and the Selby Railway Club (both to be reclaimed from TCF funds). This budget also includes £1m funding to acquire strategic development sites consistent with the Councils regeneration and commercial development opportunities and the Selby TCF project. £250k of the funding allocated for land acquisition outside of (but adjacent to) the Station Gateway area was reallocated out of this budget to P4G Staffing via the July 2022 P4G report. The July report also allocated a further £1m to this project as contingency for delivery, however if this extra funding is not required this will subsequently be reallocated to the Selby Abbey Quarter Project. Further purchases of land adjacent to TCF site area anticipated in 2022/3, estimated at £750k with a general fund of £500k. |
| 300,000 | 300,000 | 0 | Grant funding received from West Yorkshire Combined Authority relating to qualifying capital expenditure incurred as part of the TCF capital programme. Selby DC qualifying capital costs relate to Land Assembly and Property Acquisition. Funding received in current year relates primarily to grant funding provided to facilitate the council's purchase of James William House. 3 further purchases are forecast for 2022/23. The Purchase of the Selby Railway Club was completed in Q1. The acquisition of land at Ousegate Wharf from Barratt David Wilson Homes is pending final agreement of the purchase price and will require ELT approval. The acquisition of land at the Malt Shovel is predicated on proceeding with the acquisition of the Barratt David Wilson land and as such is currently on hold. Both acquisitions are also subject to a cost review of the full TCF project, which is being undertaken by NYCC, the outcome of which will be known in 3 weeks from the time of writing. |
| 239,400 | 239,400 | 0 | 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. Following approval of the Low Carbon Strategy and the departure of the Low Carbon Projects Officer, a review of potential delivery projects - and delivery resources - is currently underway. However, due to resource challenges and the impending LGR it may be difficult to spend the remaining budget in 2022/23, and this will be reviewed at Q2. |
| 2,059,281 | 2,059,281 | 0 | Projects include the enhancement of 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. As part of the July P4G report, additional funds were reallocated to this budget to fund a Phase 2 of improvements to the Abbey Quarter / Park. Additional funding to the extent of £60k from the STEP budget, and £1m from the levelling up Bid support incorporated into this budget. A further £1m of funding may also be further allocated from this budget from TCF contingency, if this contingency pot is not required. Consultant spend expected first two years of this project. |
| 479,328 | 479,328 | 0 | This fund enables Tadcaster Bus station project to refurbish the public toilet, feasibility for changing places unit and improve the bus station structure and surrounds for a better visitor experience. This includes 350k for the project and 65k Align Property Services fees. Remaining budget allocated to 43 Kirkgate. |
| 500,000 | 500,000 | 0 | Low Street/Wolsey Croft public realm improvements to east side of village centre, realignment of parking, improved surface materials, greenery, signage, and street furniture. Project includes Align Property Services fees. |
| 562,202 | 562,202 | 0 | Initial work on the business case for the Low Street Scheme has indicated a small recurring revenue cost of £2k p.a may be incurred to the general fund as a result of the scheme. This is proposed to be funded by a permanent reduction to the LEP & Partnership contribution budget, to enable the scheme to progress with nil bottom line impact to the general fund |
| 0 | 0 | 0 | A range of Sherburn 'legacy' projects will be delivered by local partners up to 650k. Two have been approved to date - a community cinema and roof repairs, both at the Sherburn Old Girls School community venue. Other applications expected to come forward in 22/23 are Eversley Park improvements, White Rose conversion of flat green bowling pitch, tennis court improvements, Highfield Green and Fairways Park. Funding that was being considered for a land assembly opportunity was reviewed and subsequently, of the £1,062k of budget remaining at the start of the 2022/23 financial year, £500k was reallocated to P4G Staffing as part of the July 2022 P4G report. |
| 0 | 0 | 0 | Budget originally to fund new projects in Tadcaster. This budget was reallocated to fund P4G Staffing as part of the July P4G Report |
| 4,383,464 | 4,383,464 | 0 | 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. The July 2022 Report extended the funding available for P4G posts for the further two years. |
| 0 | 0 | 0 | The balance remaining on Tadcaster Linear Park has been transferred back to P4G contingency. Budget for the Housing Development Feasibility Work (£289,368) has been moved back to contingency as this work will now fall under the Housing Revenue Account. £100k from Contingency has been utilised in Q1 to support the Tadcaster Flood Support Scheme. The remainder was reallocated to P4G Staffing in the July P4G report |
| 18,967,762 | 18,967,762 | 0 | |

| Forecast 22/23 | Forecast 23/24 | Forecast 24/25 | Forecast 25/26 |
|------------------|------------------|------------------|------------------|
| -3,688 | 7,361 | | |
| 7,388 | 15,207 | | |
| 0 | 200,000 | | |
| 1,250,000 | 5,594,739 | | |
| 300,000 | 0 | | |
| 239,400 | 0 | | |
| 25,000 | 250,000 | 1,284,281 | 500,000 |
| 33,875 | 51,853 | 393,600 | |
| 30,000 | 50,000 | 420,000 | |
| 250,000 | 260,000 | 52,202 | |
| 0 | 0 | | |
| 1,260,520 | 1,286,000 | 1,312,000 | 524,944 |
| 0 | | | |
| 5,155,650 | 9,314,241 | 3,472,926 | 1,024,944 |

| Funding Split | | | | |
|----------------------------|------------------|----------------|------------------|-------------------|
| External Grants | 523,041 | 201,940 | 506,455 | -16,586 |
| S106 | 20,000 | - | - | 20,000 |
| Reserve Funded | 6,323,269 | 456,117 | 4,649,195 | -1,666,686 |
| Total P4G Programme | 6,866,310 | 658,057 | 5,155,650 | -1,703,272 |

| 690,751 | 690,751 | 0 | 506,455 | 184,296 |
|-------------------|-------------------|----------|------------------|------------------|
| 81,722 | 81,722 | - | - | 81,722 |
| 18,195,288 | 18,195,289 | 0 | 4,649,195 | 9,048,223 |
| 18,967,762 | 18,967,762 | 0 | 5,155,650 | 9,314,241 |
| | | | | 3,472,926 |
| | | | | 1,024,944 |

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Report Reference Number: S/22/7

To: Scrutiny Committee
Date: 29 September 2022
Author: Dawn Drury, 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 Q1 - 2022-23

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 Q1 and presents performance against the Prudential Indicators.

The Quarter 1 report was considered was considered by the Executive at its meeting on 1 September 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 1 September 2022 attached at Appendix 1.

2. The Report

2.1 Please see section 2 of the report considered by the Executive on 1 September 2022 attached at Appendix 1.

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 1 September 2022 attached at Appendix 1.

4.3 Financial Implications

4.4 Please also see section 4 of the report considered by the Executive on 1 September 2022 attached at Appendix 1.

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 1 – Executive Report from 1 September 2022
Appendix A of Executive Report from 1 September 2022

Contact Officer:

Dawn Drury
Democratic Services Officer
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Report Reference Number: E/22/16

To: Executive
Date: 1 September 2022
Status: Non-Key Decision
Ward(s) Affected: All
Author: Chris Chapman, Accountant
Lead Executive Member: Councillor Cliff Lunn
Lead Officer: Karen Iveson – Chief Finance Officer, S151

Title: Treasury Management – Quarterly Update Quarter 1 2022/23

Summary:

This report reviews the Council's borrowing and investment activity (Treasury Management) for the period 1 April 2022 to 30 June 2022 and presents performance against the Prudential Indicators.

Investments – On average the Council's investments held in the NYCC Investment pool totalled £83.5m over the quarter at an average rate of 0.78% and earned interest of £161.7k (£116.6k allocated to the General Fund; £45.0k allocated to the HRA) which is £123.5k above the year-to-date budget. Current performance trends indicate that forecast returns for the year could be in the region of £871.8k (£628.9k GF, £243.0k HRA) a total budget surplus of £719.4k. For the General Fund, any interest earned above a £350k threshold is to be transferred to the Contingency Reserve. This figure is currently forecast to be £278.9k.

Return on council investments has performed positively when compared to budgets for the year. This is as a result of the regular and sustained rises in Bank of England base rate that have been experienced over the course of the year, in an effort to combat inflationary increases. Base Rate has accordingly risen from 0.25% at the equivalent point last year when budgets were initially set, to their current level of 1.25%. The forecasted return for the year outlined above takes into account the tapering effect of these rises, as older investments at lower rates mature and are replaced by newer investments at higher rates. This position remains fluid as further Base rate rises, currently anticipated by the market, will serve to further increase potential returns against budget.

In addition to investments held in the pool, the council has £5.63m invested in property funds as at 30 June 2022. The funds have achieved a 2.93% revenue return and 3.13% capital gain over the course of the quarter. This has resulted in revenue income of £40.5k to the end of Q1 and an 'unrealised' capital gain of £170.8k. 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 30 June 2022, (£1.6m relating to the General Fund; £51.233m relating to the HRA), Interest payments of £1.917m are forecast to be paid in 2022/23, a saving of £59k against budget. The Council has no plans for any short-term borrowing for the year.

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

Looking ahead to 2022/23 investment returns are expected to continue to rise due to the recent increases in Bank Base Rate. Base rate is expected to continue to rise over the course of the year, with latest estimates showing an increase to 2.75% by March 2023.

Recommendation:

The Executive are asked to endorse the actions of Officers on the Council's treasury activities for Quarter 1 2022/23 and approve 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 first monitoring report for treasury management in 2022/23 and covers the period 1 April 2022 to 30 June 2022. During this period the Council complied with its legislative and regulatory requirements.
- 1.2 Treasury management in Local Government is governed by the CIPFA "Code of Practice on Treasury Management in the Public Services" and in this context is the management of the Council's cash flows, its banking and its capital market transactions, the effective control of the risks associated with those activities and the pursuit of optimum performance consistent with those risks. This Council has adopted the Code and complies with its requirements.
- 1.3 The Council's Treasury Strategy, including the Annual Investment Strategy and Prudential Indicators was approved by Council on 24 February 2022.
- 1.4 The two key budgets related to the Council's treasury management activities are the amount of interest earned on investments £152.5k (£110k General Fund, £42.5k HRA) and the amount of interest paid on borrowing £1.976m (£75k General Fund, £1.901m HRA).

2. The Report

Market Conditions and Interest Rates

2.1 The Council's treasury advisors Link Group summarised the key points associated with economic activity in 2022/23 up to 30 June 2022:

- The two preceding quarters of falling GDP and economic output have seen the UK economy move towards a recession. GDP figures have been impacted however by the wind-down of the COVID-19 Test and Trace Vaccination programme. When this is factored into consideration, the underlying economic momentum is not as weak as the headline figures initially imply.
- There is not much evidence as of yet that higher inflation and higher interest rates have resulted in a drag in economic activity, with consumer facing services seeing a growth in output.
- CPI inflation rose from 9.0% in April to a new 40 year high of 9.1% in May. Further increases are anticipated over the coming months and are currently expected to peak at around 10.5% in October.
- The Monetary Policy Committee has indicated that it will act forcefully in response to persistent inflationary pressures. Current expectations are that the MPC will raise rates from 1.25% now to a peak of 2.75% in the following year.
- The Chancellors latest fiscal support package will help to support GDP in the second half of the calendar year. Further support packages may be announced in the Autumn Budget; however, the nature of this support will be significantly impacted by the result of the developing political situation in Westminster

Interest Rate Forecasts

2.2 The current interest rate forecasts (as at 30th June 2022) of Link Group are as follows:

| Date | Bank rate | 5-year PWLB* | 10-year PWLB* | 25-year PWLB* | 50-year PWLB* |
|---------------|------------------|---------------------|----------------------|----------------------|----------------------|
| Current rates | % | % | % | % | % |
| Sept 2022 | 1.25% | 2.96% | 3.27% | 3.57% | 3.31% |
| Dec 2022 | 1.75% | 3.20% | 3.40% | 3.70% | 3.40% |
| March 2023 | 2.25% | 3.30% | 3.50% | 3.70% | 3.50% |
| June 2023 | 2.75% | 3.30% | 3.50% | 3.70% | 3.50% |
| Sept 2023 | 2.75% | 3.30% | 3.50% | 3.70% | 3.40% |
| Dec 2023 | 2.75% | 3.20% | 3.40% | 3.70% | 3.40% |
| March 2024 | 2.50% | 3.10% | 3.30% | 3.60% | 3.30% |
| June 2024 | 2.50% | 3.00% | 3.20% | 3.50% | 3.20% |

* Net of certainty rate 0.2% discount

2.3 Recent months have seen the Bank of England take unprecedented action via increases to the Bank Base Rate in an effort to combat inflationary pressures. As such current Base rate set by the Monetary Policy Committee is sitting at 1.25%. As shown in the forecast table above, further increases in Bank Rate are anticipated over the coming months. This position remains highly fluid given the current economic situation and will be updated and reviewed in future Treasury reports.

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 Councils 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 30 June 2022 was as follows:

| | |
|---------------------------------------------|---------|
| • Balance invested at 30 June 2022 | £78.15m |
| • Average Daily Balance Q1 2022/23 | £83.52m |
| • Average Interest Rate Achieved Q1 2022/23 | 0.78% |
| • Total Interest Budgeted for 2022/23 | £152.5k |
| • Total Forecast Interest for 2022/23 | £871.8k |

2.8 The average return to Q1 2022/23 of 0.78% compares with the average benchmark returns as follows:

| | |
|-------------|-------|
| • 7 day | 0.86% |
| • 1 month | 0.80% |
| • 3 months | 0.64% |
| • 6 months | 0.42% |
| • 12 months | 0.23% |

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 long-term borrowing during 2022/23 to support the budgeted capital programme. Currently there are no plans to undertake further long-term borrowing in the coming financial year.
- 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 2022/23 on the 24 February 2022 within the Council’s Treasury Strategy.
- 2.12 As at 30th June 2022 Long-term borrowing totalled £52.833m, (£1.6m relating to the General Fund; £51.233m relating to the HRA). This figure is forecast to remain unchanged throughout the year, with the next scheduled loan repayment scheduled for March 2035.
- 2.13 The Treasury 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 allow for repayment of the outstanding debt. Following an updating of the HRA business plan in 2021/22, 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, £1.21m of HRA Voluntary MRP is currently forecast to be incurred in 2022/23.
- 2.14 As at 30th June 2022, the Council was in an under-borrowed position of £1.5m. This means that capital borrowing (external debt) is currently and temporarily lower than the Council’s underlying need to borrow. This under-borrowed position has been driven by the council’s utilisation of internal borrowing, a Treasury Management practice whereby a Council can defer the need to borrow funds externally, thus attracting additional interest expenses, by utilising its existing cash balances to finance its capital programme. At year end, following the voluntary set aside of the MRP payments, the council is forecast to be in an over-borrowed position of £772k. This is in line with the approved Treasury Management Strategy, which had forecast an over-borrowed position at year end of £700k.

Capital Strategy

- 2.15 The Capital Strategy was included as part of the Council’s Annual Treasury Management and Investment Strategy 2022/23, approved in February 2022. 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.

2.16 Alternative non-treasury investments are considered as part of the Capital Strategy. Given the technical nature of potential alternative investments and strong linkages to the Council's Treasury Management function, appropriate governance and decision-making arrangements are needed to ensure robust due diligence in order to make recommendations for implementation. As a result, all investments are subject to consideration and where necessary recommendations of the Executive.

2.17 Aside from the existing loans to Selby & District Housing Trust to support the Housing Delivery Programme, no further options for alternative investments are currently being pursued.

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. No further schemes are planned, though the existing loans to fund provision of affordable homes in the district have continued over the course of Q1 2022/23.

| Scheme | Loan Rate % | Principal Outstanding as at 30 June 2022 (£) | Interest Q1 22/23 (£) | Interest Full year (£) |
|---------------------------------------|--------------------|-----------------------------------------------------|------------------------------|-------------------------------|
| Kirgate, Tadcaster | 4.56% | 178,293 | 2,129 | 8,514 |
| St Joseph's St | 4.20% | 193,573 | 2,083 | 8,331 |
| Jubilee Close, Riccall | 3.55% | 514,240 | 4,603 | 18,410 |
| Ulleskelf | 4.87% | 1,017,691 | 12,418 | 49,670 |
| Ousegate | 3.65% | 825,158 | 7,624 | 30,496 |
| Total Principal / Average Rate | 4.19% | 2,728,955 | 28,856 | 115,423 |

Commercial Property Investments

2.19 The Council currently possesses one Commercial Property, the former NatWest Bank located in Tadcaster. As part of the Council's wider P4G

programme a decision has been made to declare the property as surplus to council requirements and formally dispose of the property.

Property Funds

2.20 The position on Property Funds at 30 June 2022 is as follows:

In Year Performance -

| Fund | Bfwd Investment | Valuation as at | In Year Performance Q1 22/23 | | | |
|--------------|-----------------|-----------------|------------------------------|-------------|----------------|-------------|
| | £k | 30-Jun-22 | Capital Gain / (Loss) | | Revenue Return | |
| | | £k | £k | % | £k | % |
| Blackrock | 2,823.44 | 2,887.90 | 64.5 | 2.69 | 17.9 | 2.52 |
| Threadneedle | 2,636.30 | 2,742.67 | 106.4 | 4.72 | 22.5 | 3.36 |
| Total | 5,459.73 | 5,630.57 | 170.9 | 3.13 | 40.5 | 2.93 |

Total Fund Performance

| Fund | Original Investment | Valuation as at | Total Performance | | | |
|--------------|---------------------|-----------------|-----------------------|--------------|----------------|-------------|
| | £k | 30-Jun-22 | Capital Gain / (Loss) | | Revenue Return | |
| | | £k | £k | % | £k | % |
| Blackrock | 2,502.50 | 2,887.90 | 385.4 | 15.40 | 286.5 | 3.14 |
| Threadneedle | 2,439.24 | 2,742.67 | 303.4 | 12.44 | 378.2 | 3.20 |
| Total | 4,941.73 | 5,630.57 | 688.8 | 13.94 | 664.7 | 3.17 |

2.21 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.

2.22 The Capital Values of both funds have continued to show strong performance seen in 2021/22 over the course of the first quarter of the current year. Both funds now show a combined capital gain on their initial purchase price. At the end of Q1 2022/23 the funds have demonstrated a combined capital gain of £170.9k so far for the year, and a gain of £688.8k over initial purchase price. Both funds have also continued to generate a positive revenue return, amounting to £40.5k over the course of the quarter.

3. 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. Implications

4.1 Legal Implications

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

4.2 Financial Implications

The financial implications are set out in the report.

4.3 Policy and Risk Implications

4.3.1 Management of the Council's treasury activities are in accordance with approved policies. Treasury management in Local Government is governed by the CIPFA "Code of Practice on Treasury Management in the Public Services" which aims to ensure 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.

4.4 Corporate Plan Implications

4.4.1 There are no direct Corporate Plan implications as a result of this report.

4.5 Resource Implications

4.5.1 The resources necessary to manage the Council's Treasury activities are contained within the collaboration agreement with NYCC.

4.6 Other Implications

4.6.1 There are no other implications as a direct result of this report.

4.7 Equalities Impact Assessment

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

5. Conclusion

5.1 Overall the Council's investments have performed well over the quarter, with strong revenue returns achieved against budgets set. This has been driven by the sustained increases in the Bank Base Rate which will translate into continued increasing investment returns for the coming year.

5.2 Property Fund investments have further continued to perform well over the quarter, continuing the trend of strong capital growth seen in the previous financial year, and continuing to generate revenue returns. These investments are intended to be longer term in nature and as such their strong capital growth will not impact on the General Fund until units in the funds are sold, with any change in value (up or down) until that point held on the Balance Sheet in an unusable reserve.

- 5.3 The Council's debt position is in line with expectations set out in the Strategy. Opportunities to ensure the optimisation of the Council's Debt Portfolio will remain under review, however at present no changes are expected, either via the early resettlement of existing debt or the raising of further borrowing.
- 5.4 The Council operated within approved Strategy Indicators over the course of the quarter, with no breaches on authorised limits. The Prudential Indicators are reviewed annually as part of the Treasury Strategy to ensure approved boundaries remain appropriate; activities during Q1 2022/23 have not highlighted any concerns.

6. Background Documents

None.

7. Appendices

Appendix A – Prudential Indicators as at 30 June 2022

Contact Officer: Chris Chapman, Accountant – External Clients, NYCC
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Karen Iveson, Chief Finance Officer
kiveson@selby.gov.uk

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Prudential Indicators - As at 30 June 2022

| Note | Prudential Indicator | Quarter 1 | |
|------|---------------------------------------------------------|---------------------|---------|
| | | 2022/23 TM Strategy | Actual |
| 1 | Capital Financing Requirement £'000 | 52,133 | 54,350 |
| | Gross Borrowing £'000 | 52,833 | 52,833 |
| | Investments £'000 | 53,216 | 86,510 |
| 2 | Net Borrowing £'000 | -383 | -33,677 |
| 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.

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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 |
|-----------------|-----------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 30 June 2022 | 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>Email to PFCC office - 30 June 2022 still acceptable for PFCC.</i></p> |
| | Annual Report 2021-22 | To consider and approve the Scrutiny Committee Annual report for 2021-22. |

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| | 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. Q3 report scheduled for April meeting superseded by this item. |
| | 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. Q3 report scheduled for April meeting superseded by this item. |
| | Update on Leisure Services Provision | To receive a short verbal update on the leisure services provision in the district, as requested at the meeting of the committee on 1 March 2022; more detailed information will be provided at September 2022 meeting. |
| 29 September 2022 | 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. |
| | 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. |
| | 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. |

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| | Treasury Management - Monitoring Report – Q1 2022-23 | To consider the Council’s Treasury Management Activity for Q1 and the performance against the prudential indicators. |
| Provisional Date - 27 October 2022 - TBC | S106 and CIL Monies | To examine the use and breakdown of CIL and S106 monies 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. |
| | 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. |
| | Housing and Property Services - Presentation | <p>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:</p> <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 |

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| | | <p>children's services at NYCC.</p> <ul style="list-style-type: none"> - 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 emailed May 2022 to check the above acceptable; after summer proposed.</p> |
| | Work Programme 2022-23 | To consider the Scrutiny Committee's Work Programme for 2022-23. |
| 24 November 2022 | 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. |
| 19 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 |

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| | | 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. |
| | 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 that attended in Feb 2022: - Chris Neale, Group Manager Selby District, NY Fire and Rescue Service - Supt. Mark Khan, NY Police Service - Rachel Pippin, Deputy Head of Operations, YAS and Ken Lowe, Area Operations Manager covering Selby |
| | 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 |

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| | | 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 suggestion.

| Issue | Details | When? |
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| Provision of Dentistry in Selby District | <p>To explore and evaluate the provision of NHS dentistry services in Selby District. <i>Suggested by the Chair of Policy Review Committee in 2021.</i></p> <p>Attendance had been confirmed (in April) from:</p> <ul style="list-style-type: none"> - Ruth Stockdale, Network and Engagement Officer, Healthwatch North Yorkshire <p>TBC:</p> <ul style="list-style-type: none"> - Deborah Pattinson (Dental Commissioning Lead – Yorkshire and the Humber) (or her manager) – no response received. - BDA North Yorkshire rep – no response | Original date of 11 April 2022, meeting cancelled at request of Chair. To be rearranged in 2022-23. |

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| | <p>received.</p> <ul style="list-style-type: none"> - Invitation also sent to Elmet Dental Care – unable to attend. | |
| Public Transport in Selby District | Invite representatives from Arriva, National Rail etc. to discuss public transport in the district. | TBC |
| 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 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> | TBC |
| 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 | TBC |

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| | and what advice they offer. Unlikely to have time before LGR; remove from work programme? | |
| 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 | <p>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).</p> <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> | June 2022 to Policy Review |

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| <p>Nigel Adams MP</p> | <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>Asked 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> <p>30.6.22 - Area Committee no longer asking NA to attend in person; written reports requested instead. Attendance will need to be arranged at Selby separately.</p> | <p>Possibly September 2022 jointly with Selby and Ainsty Area Committee</p> |
| <p>Education in Selby District</p> | <p>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 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</p> | <p>DATE TBC</p> |

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| | meeting. | |
| Visit to Barlow Common and Hambleton Hough | 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). | Summer 2022 |