

Appendix D : 2020/21 Selby District Council Capital Programme - To 31 December 2020

**Approved Programme & Carry Forward
Proposal**

General Fund	Revised Budget	Year to date Revised Budget	Year to date Actual	YTD Variance	Forecast	Carry Forward	Year End Variance	Comments	Forecast 21/22	Forecast 22/23	Forecast 23/24
Transforming Customer Services	110,000	82,500	2,700	-79,800	110,000	0	0	Covid-19 has prevented the start of work on the reception alterations delaying the contact centre move. It is hoped that procurement of the contractor will be progressed with work being completed at the end of March 2021 with the contact centre operating from the Civic as soon as possible Covid allowing. The project is expected to be on budget. In addition the Call centre on the first floor of the extension is now operational working within Covid guidelines			
Website Development	10,000	7,500	0	-7,500	0	10,000	-10,000	This project is to enhance the platform to allow for future development of the website. We are in discussions with NYCC to deliver the new platform. A meeting has been scheduled with NYCC in January 2021 with a view for this work to be completed in 2021/22. The budget is requested to be reforecasted into the new financial year.	10,000		
Industrial Units - Road Adoption	0	0	0	0	0	0	0	The current condition of the road does not justify the significant investment required to bring the road up to adoptable standard. It is proposed to delay this project until such time as the condition of the road makes this work appropriate and necessary.			
GIS System	37,131	27,848	0	-27,848	37,131	0	0	The project has been scoped for this budget. Decision to be made is dependant on the decision for an Appointment System for the new Customer Contact Centre under Covid secure Government guidelines.			
Benefits & Taxation System upgrade	16,475	12,356	3,242	-9,114	16,475	0	0	This budget is linked to software upgrade supporting Channel Shift Phase 2.	15,000	15,000	15,000
IDOX Planning System	19,250	14,438	19,250	4,813	19,250	0	0	To support the IDOX suite of software applications for upgrades and patches as part of the IDOX Roadmap. This will ensure that we remain PSN compliant throughout 2020/21	15,000	15,000	15,000
ICT - Servers	7,590	5,693	7,410	1,718	7,590	0	0	Servers are being upgraded to align to Microsoft licencing requirements.	30,000		
ICT - Software	29,694	22,271	8,000	-14,271	29,694	0	0	Budget committed to the Digital Workforce Project and the implementation of Microsoft 365 Tools. The project is underway for the implementation of Microsoft 365 tools. The project has been delayed due to Covid-19, however it is anticipated that the project will be completed in the current financial year.			
Adobe Licence Replacement	0	0	0	0	0	0	0	Replacement due 2021/22.	15,000		
Finance System Replacement	0	0	0	0	0	0	0	Replacement for the finance system proposed for 2021/22 in the current programme. It is proposed to reforecast this spend into 2022/23.	0	150,000	
Committee Management System	3,000	2,250	0	-2,250	3,000	0	0	ModernGov software now live as of 2019/20, the final £3k budget to cover final costs to upgrade the software due Q4 2020/21.			
Upgrade to Assure from M3	20,000	15,000	11,500	-3,500	20,000	0	0	This budget is to migrate from M3 to Assure software, this project commenced in Q3 2020/21 to be completed in the current year.			
Cash receipting System	32,500	24,375	0	-24,375	32,500	0	0	Income Management Software replacement project. The capital budget for this project will be used for training and consultancy on the new software commencing in Q3 with delivery completing in Q4 2020/21.			
Northgate Revs & Bens	3,606	2,705	0	-2,705	3,606	0	0	Budget required for system upgrades following legislative changes in relation to e-billing. The budget will be to complete the software changes / upgrades.			

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Asset Management Plan - Leisure & Parks	32,780	24,585	1,084	-23,501	32,780	0	0	There are a number of planned maintenance works to be carried out this year at both Selby and Tadcaster leisure centres. The works are being co-ordinated by IHL and although have been delayed due to Covid, are expected to be completed on time.	47,891	9,005	17,746
Committee Room Microphone system	65,000	48,750	0	-48,750	0	65,000	-65,000	Specification is written and tenders have been invited for the Committee Room microphone system. However, the project is currently on hold due to Covid-19 and expected to be completed in 2021/22.	65,000		
Portholme Road Collapsed Culvert	0	0	-14,060	-14,060				Final invoices have been received against this project, costs have come in slightly below expected spend.			
Car Park Ticket Machines	36,000	27,000	13,527	-13,473	36,000	0	0	The purchase of new ticket machines is linked to changes to the Car Parking Strategy, new tariffs etc. There has been delays to all services as a result of coronavirus, following approval of the new tariffs by full Council, orders have been placed for upgraded software etc for the car parking machines. We are currently awaiting confirmation of timescales from the supplier for installation of the new software and card readers on the car parking machines. New signage to support the revised car parking tariffs has been ordered and is due for delivery before Christmas.			
Industrial Units Maintenance	20,000	15,000	0	-15,000	20,000	0	0	An initial report detailing the options has been provided to LT for consideration. Further work is now required to develop a formal business case for each option. Given the nature of the options being considered it is considered inappropriate to seek approval to invest the existing capital funds at this time. Improvements to the industrial units are subject to the outcome of a report to Executive in respect of the future direction. We are awaiting information regarding demand from colleagues in ED to inform the recommendations of the report. Progress has been delayed in respect of provision of demand information due significant resource pressures resulting from further Covid19 restrictions and additional support requirements for local businesses. The revised budget for 2020/21 is on the basis of expected essential spend for the year.	227,200	7,200	
Car Park Improvement Programme	300,000	225,000	9,928	-215,072	300,000	0	0	Work to progress improvement to Back Micklegate, Micklegate and Portholme Crescent car parks has been delayed in order to maximise funding options through external funding bids such as the Heritage Action Zone funding, delays have also been encountered due to discussions with Landowners. In the meantime engagement with the Landscape Architects will take place to progress designs for Portholme Crescent. The funds will be required in 2020/21 as match funding for the wider investment programme being considered. A pre-start meeting has been arranged with the winning bidder for provision of the Electrical Vehicle Charging Points (EVCP) in Back Micklegate and South Parade car parks, with a view to commencing installation as soon as possible after Christmas. Progress on delivery of the wider car park improvement programme remains paused whilst we continue to resolve a number of legal issues around land ownership on part of Back Micklegate car park. Plans to focus delivery on Portholme Crescent whilst these issues are addressed have been scaled back to enable the space to be utilised as a walk-in testing centre for Covid19.	230,096		
ICT - Channel Shift 2 Website & Intranet	57,500	43,125	40,775	-2,350	57,500	0	0	Channel shift Phase 2 (Customer portal) project which has been delayed from 19/20 as per the business case and project plan. Citizens Access Portal (Revenues) is anticipated to go Live in Q3 2020/21 with Citizens Access Portal (Benefits) in Q4 2020/21. The remaining budget will be used for Scanstation/CAB/CAR and CA_LL and e-forms development through 2020/21			
ICT - Channel Shift 3 Website & Intranet	0	0	0	0	0	0	0	Channel shift Phase 3 (Housing management CX integration) project which has been delayed from 19/20 as per the business case and project plan. This will follow the implementation of Channel shift phase 2 (Customer portal project) expected to be during 2020/21. This budget will be used as the Digital Front Door Options Appraisal, however, due to Covid-19 it is anticipated that this will not commence until 2021/22.	18,000		
ICT - Disaster Recovery Improvements - Software / Hardware	24,786	18,590	6,992	-11,598	24,786	0	0	This budget is for improvements aligned to Microsoft requirements & Disaster Recovery Improvements in 2020/21. In Q4 2020/21 it is anticipated a server upgrade will be required.			
ICT - End User Devices - Software / Hardware	25,341	19,006	19,930	924	25,341	0	0	Budget is required for replacement hardware in relation to the digital workforce strand of the digital strategy.	49,500	49,500	49,500
ICT - Digital Workforce - Telephones - Mobile Working	16,000	12,000	920	-11,080	16,000	0	0	Budget is for replacement Mobile phone hardware in relation to the digital workforce strand of the digital strategy. Replacements are scheduled to happen in Q4 2020/21.	9,500	9,500	9,500

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South Milford Retaining Wall	15,000	11,250	0	-11,250	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). It is currently unknown how long the process will take. Given the relatively small amount of funding involved, no alteration to the outturn forecast has been made at this time.			
Waste Collection Fleet	4,000,000	3,000,000	3,639,500	639,500	4,000,000	0	0	An order was placed last year via a framework for the purchase of 21 x RCV's and 1 x mechanical sweeper. All RCV's have been received, the mechanical sweeper is awaiting delivery due to a hold up in the manufacturing process, we anticipate this to be resolved and delivered before the end of the financial year. A bid in the budget for one additional vehicle to be delivered in 2021/22.	200,000		
Wheelie Bins	0	0	-6,470	-6,470	0	0	0	Final invoices have been received against this project, costs have come in slightly below expected spend.			
Council Play Area Maintenance	105,000	78,750	3,130	-75,620	105,000	0	0	Groundwork have been commissioned to project manage this project and the design and consultation stages have been completed for the first site which is Grange Road, Tadcaster. Tender documents are in the process of being finalised and will be issued in the coming weeks with works scheduled to be completed by the end of the financial year.	100,000	100,000	
Replacement of Vehicle Fleet	7,950	5,963	0	-5,963	7,950	0	0	Following a couple of false starts caused by supply chain delays resulting from Covid19, the majority of the Council's replacement light vehicle fleet has now been received. Work to agree appropriate livery for the new fleet is currently underway and it is anticipated this will be completed and installed by early February 2021.			
Purchase of Land	0	0	0	0	0	0	0	To facilitate affordable housing development and acquisitions and will be subject to business case.	937,500		
New Build Projects (Loans to SDHT)	0	0	0	0	0	0	0	Sites have been identified for potential acquisition. However, the Covid lockdown has delayed negotiations. There small sites identified for development and are progressing through Planning, when approved, tenders can be completed to attain absolute costs. Tenders have been delayed due to resources being redirected as a result of Covid, the tenders are not likely to be issued until Q1 2021/22. Discussions are taking place with SDHT as part of the development of the new Affordable Housing Strategy.	2,800,000	9,132,038	
Private Sector - Home Improvement Loans	39,031	29,273	1,006	-28,267	39,031	0	0	There has been a slow start to RAS Loans in 2020/21, due in part to Covid-19 but also due to RAS loans been somewhat seasonal during the winter months and difficult to profile, despite this we would still expecting full spend of the budget in 2020/21. RAS loans are repaid to the council upon sale of the property and then recycled into new loans. This allows more vulnerable households to receive the help they need. In 2019/20 we received 4 repaid loans totalling £12,117 which meant that around 3 additional households were able to receive essential assistance. We would expect to receive at least a similar number of repayments in 2020/21.			
Empty Property Grants	80,000	60,000	49,415	-10,585	80,000	0	0	We have completed 3 Empty Homes Grants during the first three quarters of 2020/21. The Empty Homes Officer has progressed a number of enquiries leading to around 6 expressions of interest from empty property owners which we would expect to convert into full grants in due course. Empty Homes Grants remain popular and are an excellent way of sourcing private rented accommodation for vulnerable households at risk of homelessness. It is expected that the full budget be spent in 2020/21.	80,000	80,000	
Disabled Facilities Grants (DFG)	265,700	199,275	149,208	-50,067	265,700	0	0	Covid-19 continues to have a significant impact on the delivery of DFGs. Currently 48 are approved, on averaged there are 3 contractors on site a week. YTD 27 have been completed. This is comparable with previous years within the number of weeks contractors have been unable to get on site due to Covid. As a result of the estimated 17 weeks lost means the revise outturn of £266k is on target to be achieved.	816,977	402,360	402,360
Total General Fund	5,379,334	4,034,501	3,966,987	-67,514	5,304,334	75,000	-75,000		5,666,664	9,969,603	509,106

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Housing Revenue Account	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 21/22	Forecast 22/23	Forecast 23/24
Housing & Asset Management System	132,375	99,281	28,710	-70,571	132,375	0	0	The remaining capital of £132k is expected to be paid in Q4 2020 following the Rents module Go Live and the repairs module that will commence in January 2021.			
St Wilfrid's Court	19,267	14,450	17,969	3,519	19,267	0	0	The programme scoping meeting identified requirement for significantly more investment than is available in the current budget. The current budget will therefore be utilised to address some of the higher priority issues identified during visit, as well as any essential health and safety related works. Work to replace the Tunstall system within the property has now been completed as this was deemed an emergency due to increasing false/no alarm reports. Progress in identifying additional improvement works at the scheme are however still on hold due to the continuing situation around Covid 19. Due to the nature of the scheme and to protect the safety of the residents it is felt essential to limit the works being undertaken whilst the Covid situation remains uncertain. With this in mind, we will focus efforts on fully scoping and procuring the improvement works with a view to implementation in April/May 2021, providing the situation allows.	93,733		
Environmental Improvement Plan	108,152	81,114	0	-81,114	108,152	0	0	This funding is earmarked to support a scheme being led by colleagues in the Contracts and Procurement Team. Work to progress the scheme has however been delayed by the coronavirus outbreak. Colleagues in our Contracts and Procurement team continue to progress the scheme. Tender for the work went out in early December with a view to having a contractor on site in January with completion before year end			
Housing Development Project	400,000	300,000	19,055	-280,945	50,000	350,000	-350,000	Programme for the development of HRA properties on phase 2 small sites, Starts on these sites has been delayed due to Covid and is anticipated in 2021/22. Work including, feasibility studies, asbestos surveys and garage clearance has been completed. Planning permission for development of three schemes has now been secured and work is underway to progress these through to tender. Due to the continuing delays due to Covid, progress on these projects has seen further delays, as a result the Q3 forecast is requested to be adjusted to £50k spend in the current financial year with the balance being phased into the 2021/22 budget. The actual costs relate to feasibility costs for the sites that are progressing to tender, these costs will be allocated to the individual programmes once the sites move into the construction stage.	3,377,643		
Ousegate Hostel	10,394	7,796	9,125	1,330	10,394	0	0	An upgrade of the CCTV within the building was undertaken with Fire Risk Assessment and communal area refurbishment works progressing in tandem. This budget is required to complete the final elements of the works identified within the Fire Risk Assessment and will be assessed for Covid compliance. Formal certification of the fire safety works has now been received.			
Phase 1 HDP Byram Park Road	0	0	-5,305	-5,305	0	0	0	Final Retention invoice received £5k lower than anticipated			
Community Centre Refurbishment	10,000	7,500	0	-7,500	0	10,000	-10,000	The Fire Risk Assessment works identified at Grove House have now been completed except for the installation of the new entrance doors and door entry system which are on order. Work to identify further requirements outlined for other community centres under the FRA process is required. Progress on delivery of the programme remains paused whilst we deal with other priorities and as a result of diverted staff resources as a result of Covid. In light of the above, delivery of the programme remains paused whilst staff resources are focused on delivering other key priorities and adapting to the changing Covid 19 guidance. It is therefore unlikely any spend will be incurred in 2020/21 and thus the budget is requested to be carried forward to 2021/22.	64,377		
Empty Homes Programme - Improvements to Property	252,632	189,474	595	-188,879	252,632	0	0	This supports the Empty Homes Programme and is available to purchase Empty properties that will be brought back in to use and let through the HRA and former council properties sold through the Right to Buy. This is part of a 3 year programme to fund the purchase of 20 properties and includes S106 and Homes England Grant funding. We purchased 7 properties in 2019/2020, the work to improve these properties to a lettable position has been delayed due to the Covid lockdown, there was 1 long term empty property and 6 former Right to Buy, buy backs. We are also still progressing with the Compulsory Purchase of a long term empty property. These properties have been added to the HRA and will be let at an affordable rent once the works are complete. The Q2 forecast assumes a further 3 properties will be purchased in 2020/21 in line with the approved funding from Homes England with the balance of the budget forecasted to be spent in 2021/22. A revised programme is being drawn up for those further acquisitions.	842,108		

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Assets Vehicle Fleet	60,950	45,713	0	-45,713	60,950	0	0	Following a couple of false starts caused by supply chain delays resulting from Covid19, the majority of the Council's replacement light vehicle fleet has now been received. Work to agree appropriate livery for the new fleet is currently underway and it is anticipated this will be completed and installed by early February 2021.			
Energy Efficient Programme	701,869	526,402	219,790	-306,612	701,869	0	0	Whilst the cessation of all but emergency works due to lockdown severely impacted initial progress on delivery of the capital programme, the team have worked hard to accelerate delivery with our contract partners. Although we do understandably continue to see increased refusal of works due to self-isolation and/or shielding we anticipate the current 2020/21 programme will be completed.	500,224	510,225	520,430
Health and Safety Improvement Programme	886,724	665,043	361,613	-303,430	886,724	0	0	The cessation of all but emergency repairs due to Covid has impacted delivery of the capital investment programme. Whilst the cessation of all but emergency works due to lockdown severely impacted initial progress on delivery of the capital programme, the team have worked hard to accelerate delivery with our contract partners and the scheduled programme is to deliver this years programme of works. However, we do understandably continue to see increased refusal of works due to self-isolation and/or shielding.	668,652	554,675	565,770
Property Refurbishment Programme	4,200,000	3,150,000	1,614,651	-1,535,349	3,500,000	700,000	-700,000	The cessation of all but emergency repairs due to coronavirus has impacted delivery of the capital investment programme. We are continue to work on our recovery plans for reintroduction of services and talking with contractor partners about programme delivery. We have reassessed the programme with our main contractor and with the additional kitchen, bathroom, window and door replacements to be completed this financial year we anticipate completing 75% of works. This is monitored and reviewed with our contractors for future Covid impacts. Whilst the cessation of all but emergency works due to lockdown severely impacted initial progress on delivery of the capital programme, the team have worked hard to accelerate delivery with our contract partners; although we do understandably continue to see increased refusal of works due to self-isolation and/or shielding.	4,734,234	3,677,796	3,740,890
Property Investment Programme	350,000	262,500	224,486	-38,014	350,000	0	0	The cessation of all but emergency repairs due to coronavirus has impacted delivery of the capital investment programme. Current estimations are maintained to deliver 30% of the programme in the current financial year. Whilst the cessation of all but emergency works due to lockdown severely impacted initial progress on delivery of the capital programme, the team have worked hard to accelerate delivery with our contract partners; although we do understandably continue to see increased refusal of works due to self-isolation and/or shielding.	1,373,310	427,133	435,680
		0	0	0		0	0				
Total HRA	7,132,363	5,349,272	2,490,689	-2,858,583	6,072,363	1,060,000	-1,060,000		11,654,281	5,169,829	5,262,770
Total Capital Programme	12,511,697	9,383,773	6,457,676	-2,926,097	11,376,697	1,135,000	-1,135,000		17,320,945	15,139,432	5,771,876