

GF Management Accounts 2019-20
Results as at 30th September
 General Fund

	Previous Year Actuals	Latest Approved Budget	Year to Date		Annual Total	Variances		Comment
	Actual	Budget	Actual	Budget	Forecast	Year to date Actual	Full Year Forecast	
	£k	£k	£k	£k	£k	£k	£k	
Income								
Investment Income	-454	-300	-196	-196	-341		-41	Additional income achieved in investment interest due to buoyant cash balances and favourable investment returns.
Recharges	-3,024	-10,172			-10,180		-8	Additional allocation of Bank Charges to the HRA
Customer & Client Receipts	-6,523	-5,899	-3,041	-3,451	-5,505	410	394	There are a number of income shortfalls including Planning Income £152k due to large applications not coming forward as anticipated, Recycling income which is currently forecasting a £102k shortfall due to the low rate received per tonne for recyclable materials now not covering the costs of bulking. The Warden Lifeline Service is currently predicting a £34k shortfall in income, numbers of customers grow slowly but a marketing plan is being implemented to promote the service offer. Land charges income is anticipating a £16k shortfall, which is broadly in line with last years performance due to demand, there is an anticipated shortfall in industrial unit rents of £59k due to occupancy levels and lettable condition and Assets Team Trading activities £50k due to capacity issues in the team. Income from the sale of bins for new developments is predicted to exceed budget by (£10k) and Taxi Licence income should exceed budget by (£12k).
Government Grants	-14,442	-11,792	-5,750	-5,707	-11,848	-43	-56	In conjunction with benefit payments below, lower demand for benefits and the introduction of Universal Credit continues to see a reduction in subsidy received, this is offset by reduced benefit payments below and impacts at over £4.1m. DWP new burdens grants total (£34k) including Universal Credit Admin changes and (£8k) DWP grant contributions towards the impact of legislative changes to our benefit systems.
Other Government Grant	-1,811	-1,955	-977	-977	-1,955			
Other Grants/Contributions Etc	-112	-35	-35	-35	-35			
Budget Savings Required		-1,141			-777		363	Refer to App B planned savings for more information
Total Service Income	-26,365	-31,293	-9,999	-10,366	-30,640	367	653	
Expenditure								
Employees	8,138	8,558	4,060	4,196	8,398	-136	-161	A vacancy factor of £353k was set for the 2019/20 budget which is currently being exceeded.
Premises	743	764	327	321	771	6	7	A number of small variances make up this forecasted overspend, including the costs to purchase new litter bins which will be recovered from parishes.
Supplies And Services	8,687	10,127	3,819	4,068	10,038	-249	-89	Supplies & Services is made up of a number of variances, the main ones being (£29k) on the overall waste collection service, particularly from the recycling service but costs offsetting this include the costs for skips for street waste and flytipping and additional round and disposal costs, this will be closely monitored. Savings are anticipated for Development Management office & specialist costs (£15k), Business Support Office costs (£9k) and partner payment to NYCC for their share of income (£25k) due to the reduced income forecasts mentioned in customer & client receipts, Land Charges (£8k), Scrutiny & Standards Board Savings (£19k) and reduced External Audit Fees (£11k). These savings are offset by costs for increased hours from the NY Regional Strategy Officer £8k, and Bank Charges £17k.
Transport	164	145	64	70	136	-6	-9	Small saving currently anticipated on car allowances.
Benefit Payments	13,670	11,195	5,574	5,573	11,195	1		There continues to be a reduction in housing benefit claims caseload as Universal Credit rolls out reducing significantly the level of payments compared to last year.
Support Services		7,723			7,723			
Third Party Payments	149	-2	-9	-10	-1	1	1	Impact of actual inflation on the Leisure Services contract against budgeted estimate.
Drainage Board Levy	1,685	1,720	852	860	1,704	-8	-17	Inflation increases anticipated when setting the budget were higher than actual levies.
External Interest Payable	82	75	32	32	75			
Contingency		385			385			
Total Service Expenditure	33,318	40,691	14,719	15,110	40,424	-391	-267	
Total Accounting & Non Service Budgets	-6,952	-9,398	-4,636	-4,623	-9,485	-13	-88	Additional funds required from P4G Reserve to cover salaries.
Net Total			84	121	298	-37	298	

HRA Management Accounts 2019-20
Results as at 30th September

HRA

	Previous Year Actuals	Latest Approved Budget	Year to Date		Annual Total	Variances		Comment
	Actual	Budget	Actual	Budget	Forecast	Year to date Actual	Full Year Forecast	
	£k	£k	£k	£k	£k	£k	£k	
Income								
Investment Income	-163	-135			-153		-18	Additional income achieved in investment interest due to buoyant cash balances and the property investment returns.
Garage Rents	-102	-103			-105		-2	
Housing Rents	-11,891	-11,840	-2,997	-2,960	-11,849	-37	-9	Surplus currently anticipated improved performance in turning round void properties is having a positive impact on rent income. Work continues to address long term void properties to get them back in to rental including procuring contractors for specific works. Sales to date have some influence but are broadly in line with assumptions made for the year (7 sales to date against 20 estimated annually).
Customer & Client Receipts	-173	-147	-44	-31	-144	-12	4	Hostel and Temp Accommodation rent income anticipated to be below budget by (£7k), due to occupancy levels at Ousegate Hostel, partially offset by recharge income.
Recharges	-9	-18	-6	-9	-18	3		
Savings		-214			-19		195	£12k planned savings identified in supplies & services for the NY Procurement Partnership and £7k on maintenance savings from the new housing system. Remainder of savings anticipated in 2019/20.
Total Service Income	-12,338	-12,457	-3,051	-3,000	-12,288	-51	169	
Expenditure								
Employees	36	37	15	18	35	-4	-2	Small saving anticipated on cleaner salaries.
Premises	684	826	259	317	819	-58	-7	Savings anticipated on the running costs of the community centres offset property service depot at the Vivars.
Supplies And Services	1,031	1,058	481	454	1,079	27	21	Budget shortfall is likely due to the use of sub-contractors covering vacant posts due to difficulties in recruitment £37k, £20k costs to turn round void property offset partially by savings on responsive adaptation work (£30K) and Resource Accounting (£8) including annual purchase of the HRA Business Plan Model.
Support Services	2,814	2,840			2,840			
Transport	114	113	41	41	113	-1		
Debt Management Expenses	6	6			6			
External Interest Payable	2,413	2,713	64	64	2,413		-300	Until schemes are finalised for the housing development programme, no new borrowing will be taken. Interest rates rises may prompt action to increase borrowing to mitigate future interest costs.
Contingencies		75			75			
Provision for Bad Debts	107	260	1		260	1		
Total Service Expenditure	7,205	7,928	860	895	7,640	-35	-288	
Total Accounting & Non Service Budgets	5,133	4,529			4,529			
Net Total			-2,191	-2,105	-118	-86	-118	

Savings Plan

Strategic Category	General Fund - Potential Saving	Original Risk in Budget	2019/20 Target £000's	Forecast £000's	2019/20 Remaining Target £000's	Update/Comments
Growing resources	Income generation	High	12	0	12	At the current time, income streams have not been increased beyond inflation and no new income streams have been introduced. This will be kept under review, and options where additional income can be generated will be considered.
Growing resources	Asset rationalisation	Medium	76.5	20	56.5	Additional income has been generated from a number of sources. The remainder of this saving however is dependent upon the move from Market Cross. The move of the contact centre is anticipated to happen in the near future, but the negotiations on the lease at Market Cross are still ongoing and other alternatives such as sub-letting and alternate uses are being considered.
Growing resources	New SDHT Loans	High	100	80	20	In 19/20 loans include Riccall, Ulleskelf, and Ousegate, all of which contribute towards this target. The revised and expanded Housing Development Programme agreed by Executive in January 2018 identifies a significant role for the SDHT in delivery which will provide further loan opportunities for SDC, although the timing of these new opportunities will only become clearer as the programme progresses. At the present time, no additional loans are anticipated in the current year, meaning that £80k of new interest will be generated in the current year against the target of £100k.
Growing resources	Commercial property acquisition	High	50	0	50	The current programme for growth has £3.5m earmarked for commercial property acquisition which will generate a direct return on investment. To date this has been used to acquire two vacant former banks, but these are not expected to make an ongoing revenue stream in the current financial year. There have been no further acquisitions at this stage, this will be updated as and when new acquisitions occur.
Growing resources	Property Fund Investment		200	193	7	An investment was made in October 2018 into 2 property funds with an estimated net return of 4% per annum. At the end of Q2, this investment has made 4% but the invested sum has reduced meaning that overall returns are forecast to be £193k. This will be kept under review as returns for the full year are subject to fund performance.

Strategic Category	General Fund - Potential Saving	Original Risk in Budget	2019/20 Target £000's	Forecast £000's	2019/20 Remaining Target £000's	Update/Comments
Growing resources	Increase cap on investment income - NEW		50	50	0	£300k cap included in MTFS - potential to reassess and increase if outlook for interest rates remains high but reducing balances will counteract so this brings some risk. Balances and expected rates to date in 2019/20 suggest that this is low risk for that year. Thereafter this will be kept under review and confirmed as cashflow forecasts are updated and interest rates are known.
Total Growing Resources		0	488.5	343	145.5	
Transforming	Process improvements /on-line transactions	Medium	200	137	63	The Channel shift project is currently being delivered and savings from this are starting to be recognised. There have been savings made through natural turnover where the benefits of digitalisation have lead to increased efficiency plus additional savings generated from reduction in paper and postage as a result of increased usage of IT. Further benefits from this are expected to be achieved as the projects continue to roll out, but some of this will be in the next financial year.
Transforming	Planning service review	Low	100	15	85	A review is currently taking place. The current expectation is that £40k of annual efficiencies can be found in the service and this will be updated once the review is completed. The review is being undertaken with a view to maximising efficiency whilst ensuring no detriment to service delivery, and the final confirmed position achieved will reflect this aim. Any savings generated from the review will be introduced part way through 19/20, so a full year saving is not expected in the current year.
Total Transforming		0	300	152.032	147.968	
Commissioning	Environmental contract	Medium	40	0	40	The environmental saving target of (£40k) is now unlikely to be delivered in year. However it will be tied in with the investment in a standard rear loading collection fleet and area based working and a range of opportunities to increase the efficiency of contract delivery which are being explored currently. There is potential to exceed the target in future years. This provides the opportunity to maximise operational efficiencies which will be captured as part of the formal contract variation to deliver cashable savings in 2020/21 and beyond.
Commissioning	Procurement partnership	Low	12	12	0	Selby has exited from the North Yorkshire Procurement Partnership in April 2019, which will achieve £12k saving. Approved by the Executive 4/10/2018.
Collaboration	Work carried out for third parties	High	30	0	30	This work with another District Council has now ceased. There is currently no third party support being provided to others.
Commissioning	Contract renewals	Medium	10	10	0	A saving is still expected from this, and a clearer picture will be available as these contract renewals are completed.
Total Collaboration & Commissioning		0	92	22	70	

Strategic Category	General Fund - Potential Saving	Original Risk in Budget	2019/20 Target £000's	Forecast £000's	2019/20 Remaining Target £000's	Update/Comments
Technical/housekeeping	Remove contributions to pension reserve - NEW	Low	100	100	0	This mitigates above inflationary rises in future pension contributions - risk to be managed within base budget from 2019/20.
Technical/housekeeping	Reduce contingencies - NEW	Low	160	160	0	£260k is included in the revenue budget to cover unforeseen items - £110k for operational items and £150k for additional commissions from the Executive. This option would reduce the operational contingency to £100k (the minimum advisable for operational purposes) and draw down funding from the Contingency reserve for additional Executive Commissions as part of the annual budget process. The Contingency reserve would be topped up through windfalls/in-year surpluses.
Total Technical/Housekeeping		0	260	260	0	
To be delivered not budgeted		-	1,141	777	363	

Strategic Category	HRA - Potential Saving	Risk	2019/20 Target £000's	Forecast to Achieve Q1 £000's	2019/20 Remaining £000's	Update/Comments
Transforming	Process improvements /on-line transactions	Medium	194	7	187	The new housing/asset management system is in the process of being implemented. There have been delays in the development of the new software modules by the supplier which has resulted in phase 2 (where most savings are expected to be implemented) slipping into early 2020/21. The savings that will be recognised this year related to the saving on maintenance costs.
Commissioning	Commissioning & collaboration	High	8	0	8	Opportunities will continue to be considered for savings on contracts, but there is no current view on where this saving may be generated from.
Commissioning	NYCC Procurement Partnership	Low	12	12	0	Selby has exited from the North Yorkshire Procurement Partnership in April 2019, which will achieve £12k saving. Approved by the Executive 4/10/2018.
To be delivered not budgeted		-	214	19	195	

General Fund	Annual Budget	Year to date Budget	Year to date Actual	Year to date Variance	Forecast	Forecast Variance	Comments
Transforming Customer Services	110,000	55,000	0	-55,000	110,000	0	Final designs from NHS still to be approved by HoS. The project is expected outturn on budget.
Selby Park Improvement Work	21,060	10,530	14,114	3,584	21,060	0	Work to upgrade to the lighting provision within the park is now complete. Final contractor invoices are being received and a final project spend is anticipated by the end of September.
Industrial Units - Road Adoption	325,000	325,000	0	-325,000	325,000	0	Further information being sought from NYCC Highways regarding detailed specification requirements and contribution to enable formulation of an estimate of costs. Budget costings received from contractor. This budget has been rolled forward for a number of years and a decision is now required as to whether to invest in upgrading the highway provision to adoptable standard.
GIS System	37,131	18,566	0	-18,566	37,000	-131	19/20 £37k budget to be used to cover the business case of an upgrade to the GIS system. The upgrade will allow for seamless data available in the field and enable mobile working around site planning visits. This will maximise the benefits of the digitalisation project.
Benefits & Taxation System upgrade	8,675	4,338	2,000	-2,338	8,200	-475	This budget is linked to software upgrade supporting Channel Shift Phase 1. An order to purchase Northgate CA-LL Landlord portal £4k has been placed, this will be used alongside the CAB/CAR channel shift modules that have already been purchased. Carry forward to be used for Software upgrades for legislative changes and E-billing implementation delayed from 18/19.
IDOX Planning System	13,728	6,864	6,130	-734	13,500	-228	To support the IDOX suite of software applications for upgrades and patches as part of the IDOX Roadmap. This will ensure that we remain PSN compliant throughout 2019/20. Also this will support the software recommendations that form part of the Planning Service Review currently ongoing throughout 2019/20. A Commitment has been made to procure £4k for the Uniform and £2k server upgrade and leaving the TLC and Public Access upgrades until 20/21.
ICT - Infrastructure Costs	4,597	2,298	0	-2,298	4,597	0	To be used for improvements to the ICT Infrastructure in respect of projects in the digital strategy.
ICT - Annual Software Licence	170,000	85,000	61,279	-23,721	85,000	-85,000	To be used to purchase Microsoft Licenses in 19/20. Procurement was delayed whilst soft market testing was undertaken and agreement found with NYCC. £62k has now been committed to Microsoft Enterprise Licence Agreement July 2019, this is expected to increase up to £85k for year end once all licence requirements have been identified. This will then be a recurring cost for 3 years. £85k to be carried forward due to the delay in starting the project.

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General Fund	Annual Budget	Year to date Budget	Year to date Actual	Year to date Variance	Forecast	Forecast Variance	Comments
ICT - Servers	25,000	12,500	0	-12,500	25,000	0	Servers are being upgraded to align to Microsoft licencing requirements before year end.
ICT - Software	85,194	42,597	0	-42,597	85,000	-194	Budget committed to the Digital Foundations Project. Our Microsoft partner, Phoenix has now been procured via the KCS framework committing the £85,000 budget to implement our Microsoft software. Phoenix will invoice us for payment at the end of each stage of the software project.
Committee Management System	3,000	1,500	0	-1,500	3,000	0	ModernGov software now live as of April 19, £3k carry forward requested to cover final costs that are still awaited.
Cash receipting System	36,100	18,050	0	-18,050	22,500	-13,600	Income Management Software replacement project. A commitment has been made to procure £22,500 for the software migration from Northgate PARIS to CIVICAPAY. The migration will not take place until Q4. The remaining capital will be used for training and consultancy on the new software.
Northgate Revs & Bens	40,075	20,038	13,697	-6,341	40,000	-75	Budget required for system upgrades following legislative changes in relation to e-billing. Currently awaiting costs for the Benefits/Information@Work integration before commitment. Scanstation to be delivered during Q2 19/20.
Asset Management Plan - Leisure & Parks	19,002	9,501	0	-9,501	19,002	0	Work will be commencing shortly on the landlord planned maintenance works. In addition, additional works have been identified and completed at Selby Park as a result of a recent asbestos survey.
Committee Room Microphone system	40,000	20,000	0	-20,000	40,000	0	Specification is written and tenders are being invited. Decision on Supplier will be made in Q3. Timescales and costs will be established once a preferred supplier has been identified.
Portholme Road Culvert	419,141	209,570	207,783	-1,787	419,141	0	The programme of works was scheduled for 9 weeks but was delayed a further 3 weeks due to issues with utilities which had been discovered during excavation of the road. The culvert work is complete and subject to final highway surfacing a final valuation is due in October. The Project is expected to remain on budget.

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General Fund	Annual Budget	Year to date Budget	Year to date Actual	Year to date Variance	Forecast	Forecast Variance	Comments
Police Co-Location Project	49,334	20,667	40,868	20,201	49,334	0	The works to complete the Police Co-Location programme are complete (snagging to be concluded).
Industrial Units Maintenance	50,000	25,000	0	-25,000	50,000	0	A formal report to Executive is required before any funds from this budget can be committed. It is currently anticipated that such report will be presented to the Executive in Q3.
Car Park Improvement Programme	727,987	363,994	197,891	-166,103	727,987	0	Work to Audus street and South Parade car parks is now complete. A decision regarding the future direction of improvements for Back Micklegate and Micklegate car parks is still awaited
ICT - Channel Shift 2 Website & Intranet	57,500	28,750	0	-28,750	57,500	0	Channel shift Phase 2 (Customer portal) project which is due to be delivered in 19/20 as per the business case and project plan. The Citizens Access Portal for Revs & Bens. Project has commenced as is expected to be delivered Q3.
ICT - Channel Shift 3 Website & Intranet	18,000	9,000	0	-9,000	0	-18,000	Channel shift Phase 3 (Housing management CX integration) project which is due to be delivered in 19/20 as per the business case and project plan. this will follow the implementation of Channel shift phase 2 (Customer portal project) expected to be during 2020/21.
ICT - Disaster Recovery Improvements - Software / Hardware	47,688	23,844	21,974	-1,870	30,000	-17,688	Design changes have enabled lower costs for this project. The Microsoft project will drive further Disaster Recovery improvements and these will be identified by Q3. £17.6k to be carried forward for improvements aligned to Microsoft requirements in 2020/21.
ICT - End User Devices - Software / Hardware	126,995	63,498	17,400	-46,098	50,000	-76,995	Budget is required for replacement hardware in relation to the digital workforce strand of the digital strategy. Spend forecast in Q2 and Q3. End user devices are being procured on a lease model, £77k will be carried forward into 2020/21 to pay for the continuing lease agreement.

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General Fund	Annual Budget	Year to date Budget	Year to date Actual	Year to date Variance	Forecast	Forecast Variance	Comments
ICT - Digital Workforce - Telephones - Mobile Working	100,000	50,000	0	-50,000	100,000	0	Budget is required for replacement hardware in relation to the digital workforce strand of the digital strategy. Spend forecast in Q3 and Q4. Devices for mobile working are being purchased on a lease model. Year 1 will fully utilise this budget.
South Milford Retaining Wall	15,000	7,500	0	-7,500	15,000	0	We are currently trying to establish with the parish priest whether approval for the improvement works to the wall will need to go through a Faculty application (similar to Listed Building Approval). Once this position has been confirmed we will be better placed to advise on likely timescales for completion of the works.
New Build Projects (Loans to SDHT)	12,690,612	3,172,653	1,059,670	-2,112,983	1,059,670	-11,630,942	These are schemes delivered by SDHT through loans from SDC. Tadcaster scheme - Delivered 5 properties. Ulleskelf scheme - Handover has taken place in 18/19 on 12 properties. Riccall scheme - Handover has taken place in 18/19 on 5 properties. Ousegate, Selby scheme - Handover of all 12 properties has taken place in 19/20. Further work is to be done on costings on packaging up smaller sites for development to deliver value for money.
Private Sector - Home Improvement Loans	42,407	21,204	20,649	-555	42,000	-407	Expecting to fully spend the RAS budget this year. Additional applications relating to defective boilers are expected due to changes in funding available through the Better Homes energy efficiency service. The year to date spend has already surpassed last year's total spend. This is a repayable loan and any repayments received throughout the year are recycled and offsets some of the spend.
Disabled Facilities Grants (DFG)	630,445	315,222	19,903	-295,319	499,580	-130,865	Q2 approved / committed spend is £199k against a predicted outturn of £500k leaving £131k yet to be allocated. Referrals have dropped to an average of 1 per week (20 received YTD), NYCC are working with all the other Housing Authorities to test new pathways to reduce the NYCC backlog due to the lack of OT's at NYCC.
	15,913,671	4,942,684	1,683,358	-3,259,326	3,939,071	-11,974,600	

Housing Revenue Account	Annual Budget	Year to date Budget	Year to date Actual	Year to date Variance	Forecast	Forecast Variance	Comments
Kitchen - Decent Homes	305,076	5,000	4,278	-722	280,000	-25,076	SDC performance specification for works now virtually complete. Kitchen programme will be packaged with bathroom, rewires and CO detection programmes to provide more attractive proposition to the market at tender. Currently awaiting information from Efficiency North to enable completion of documentation for tender process. Tender programme slightly delayed due to finalisation of new EN Framework for these type of works. Now anticipate works will commence on site in January 2020 and will continue into 2020/21.
Housing & Asset Management System	132,375	7,500	6,522	-978	130,000	-2,375	Forms part of the Housing software replacement project that will continue throughout 2019/204 Phase 1 of the Housing system will be LIVE in Q3.
Pointing Works	575,461	400,000	390,287	-9,713	575,461	0	Phase 3 of the pointing programme is progressing well. Works to the value of circa £295,000 have been commissioned with the remaining budget held back as in previous years for pointing works associated with the leaseholder roofing scheme at Hillside, Tadcaster.
Electrical Rewires	240,000	40,000	39,787	-213	100,000	-140,000	Rolled in to programme with Kitchens and bathrooms. Now anticipate works will commence on site in January 2020 and £140k expected to be carried forward into 2020/21.
Bathroom Replacements	134,400	7,500	6,689	-811	70,000	-64,400	Rolled in to programme with Kitchens and rewires. Now anticipate works will commence on site in January 2020 and £64k expected to be carried forward into 2020/21.
Asbestos Surveys	120,000	20,000	15,243	-4,757	120,000	0	Asbestos surveys continue to be commissioned for all properties identified for inclusion within the pointing, kitchen, bathroom and rewire programmes. Further work is required to identify properties for inclusion within window and door programmes which will then also be added to the asbestos survey programme. Updated asbestos survey information is also being requested for all void properties, as well as properties requiring heating installation and upgrade. As delivery of the capital investment programme begins in earnest, it is anticipated expenditure related to removal of asbestos containing material will increase.
External Cyclical Repairs (Painting & Windows)	418,966	120,000	120,057	57	418,966	0	90% of properties identified as part of our Phase 2 programme of improvements have now been surveyed and the contractor has been given the go ahead to commence production and installation. As the programme of works will address all properties previously identified on what was known as the 'mop up list' the team are now pro-actively seeking properties for inclusion in this and future programmes in line with our aspirations to move towards a cyclical programme of elemental replacement.

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Housing Revenue Account	Annual Budget	Year to date Budget	Year to date Actual	Year to date Variance	Forecast	Forecast Variance	Comments
Central Heating System Replacements	601,773	150,000	138,019	-11,981	601,773	0	Work is currently underway to identify properties for inclusion within the central heating upgrade programme. The focus of the programme will be on 'just in time' replacement of systems which are approaching the end of their lifecycle; although we are also taking advice from our contract partner as to replacement of any models where parts are becoming difficult to obtain. As at the end of Q2, 105 system changes have been programmed, of which 27 are completed.
Roof Replacement	1,111,805	0	2,195	2,195	100,000	-1,011,805	Following completion of the Section 20 consultation process for the replacement of the roofs on the Hillside estate, SDC were notified by one of the leaseholders of a potential issue not covered within the scope of works. We have commissioned an independent survey of the property in question and surveys of one property of each design type. This will confirm changes in the scope of the work. The contract prices received will need to be updated once this work is complete Data gained from the stock condition surveys continues to build a programme of roof replacement works and we are now looking to engage our external QS resources to review and upgrade our detailed performance specification in this area. The continued process of identifying and finalising the works required at Hillside are however likely to mean there will be significant underspend in CY in this budget. We are currently discussing options for whether other programmes can be pulled forward to address this position and monies realigned (within existing budgets) in future years.
Damp Works	348,110	120,000	106,355	-13,645	348,110	0	Work to deliver damp related improvements continue to be addressed as they are identified.
External Door Replacements	354,263	177,134	187,434	10,300	354,263	0	90% of properties identified as part of our Phase 2 programme of improvements have now been surveyed and the contractor has been given the go ahead to commence production and installation. As the programme of works will address all properties previously identified on what was known as the 'mop up list' the team are now pro-actively seeking properties for inclusion in this and future programmes in line with our aspirations to move towards a cyclical programme of elemental replacement.
Window replacements	333,300	166,650	506	-166,144	333,300	0	As per Door replacements
Void Property Repairs	145,000	72,502	79,088	6,586	145,000	0	Although difficult to predict when void properties requiring major elemental replacement will come in, there are already a number of such properties within the team's void programme currently. We are continuing to work through the backlog of void properties which require major elemental replacement and are making good headway in getting the numbers down and properties back in to use.
Fencing Programme	60,830	30,417	44,182	13,765	60,830	0	We are continuing to pro-actively address legacy fencing issues, replacing dilapidated concrete post and wire fencing with timber fencing; whilst also picking up new requirements as they are reported to us by our customers.

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Housing Revenue Account	Annual Budget	Year to date Budget	Year to date Actual	Year to date Variance	Forecast	Forecast Variance	Comments
St Wilfrid's Court	113,000	56,500	0	-56,500	113,000	0	The programme scoping meeting identified requirement for significantly more investment than is available in the current budget, necessitating a separate bid for 2020/21. 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 scope the priority issues identified and develop a specification which can be used to secure tender submissions continues. It is anticipated this is likely to be ready to issue to the market in mid October, with works commencing early January 2020.
Laurie Backhouse Court	38,231	19,116	33,483	14,367	33,532	-4,699	Works to replace the lift carriage are now complete.
Environmental Improvement Plan	145,710	72,855	21,525	-51,330	145,710	0	Work to deliver environmental improvements at Prospect Place, Wistow are now almost complete. We continue to await further information of the project identified by colleagues in the Contracts team to enable accurate forecasting of the balance of spend.
Housing Development Project	3,479,400	1,739,700	0	-1,739,700	3,479,400	0	Programme for the development of up to 10 HRA properties on small sites, Starts on these sites is not anticipated until later in 2019. Work including asbestos surveys and garage clearance is being progressed.
Ousegate Hostel	55,804	27,902	795	-27,107	55,804	0	Work to address the issues identified in the Fire Risk Assessment have been delayed due to contractor availability. Works are now scheduled to commence in September.
Footpath Repairs	184,062	92,031	0	-92,031	184,062	0	This budget / contractor is linked with Estates Enhancements Work to upgrade the first batch of priority footpath repairs is now underway, with the first 200m of path due to be completed in September.
Estate Enhancements	224,412	112,208	0	-112,208	224,412	0	Linked to the footpath repairs programme.
Community Centre Refurbishment	78,000	39,002	0	-39,002	78,000	0	Work to address the issues identified in the Fire Risk Assessment have been delayed due to contractor availability. Works are now scheduled to commence in September
Sheltered homes adaption	249,799	124,900	51,806	-73,094	249,799	0	This funding is used to support a programme of installation of wet rooms in appropriate void properties. Work to address the issues identified in the Fire Risk Assessment have been delayed due to contractor availability. Works are now scheduled to commence in September.

2019/20 Selby District Council Capital Programme - To 30 September 2019

Appendix C

Housing Revenue Account	Annual Budget	Year to date Budget	Year to date Actual	Year to date Variance	Forecast	Forecast Variance	Comments
Empty Homes Programme - Improvements to Property	1,300,000	650,002	110,000	-540,002	750,000	-550,000	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 aim to purchase 6 properties in 2019/2020. We are currently progressing with the Compulsory Purchase of a long term empty property and are considering a number of voluntary purchase options. In Q2 we completed our first acquisition and purchased a former council property that had been sold through the Right to Buy. This property will now be added to the HRA and let at an affordable rent. We aim to complete on a further 4 properties in Q3.
Aids and adaptations programme	0	0	5,853	5,853	0	0	As with Sheltered homes, this funding is used to support a programme of aids and adaptations in appropriate void properties.
Fire Risk Assessments	100,000	50,002	15,130	-34,872	100,000	0	A contract for provision of fire risk assessments for all our communal areas and industrial stock has now been let. A joint visit with the provider has taken place to a number of sites and our contract partner is now working up a programme for completion. Our Fire Risk Assessors have now completed a further 79 assessments in Q2 and continue to work through the assessment programme at pace. As the reports are received, we are beginning to get a picture of the type and scale of works required and are actively working to pull together a specification which can be used to secure pricing for completion from the market.
Co Detection Programme	226,600	113,302	0	-113,302	130,000	-96,600	SDC performance specification for works now virtually complete. CO detection programme will be packaged with kitchen, bathroom and rewires programmes to provide more attractive proposition to the market at tender. Currently awaiting information from Efficiency North to enable completion of documentation for tender process. Tender programme slightly delayed due to finalisation of new EN Framework for these type of works. Now anticipate works will commence on site late October 2019
Communal Area Refurbishment	230,000	115,001	0	-115,001	230,000	0	The delays and additional works encountered in bringing forward the kitchen, bathroom, rewire and CO detection programmes has impacted our QS/ME consultants ability to devote sufficient time to development of the communal area refurbishment programme. Consequently, it is now anticipated that this programme will commence in November 2019.
Energy Efficiency Programme	150,000	75,000	0	-75,000	150,000	0	We have now identified the first seven properties which will be included in the energy efficiency programme and installation of air source heat pumps and other thermal efficiency measures is now underway.
Sewage Pump replacement programme	120,000	60,000	0	-60,000	120,000	0	We are continuing to work with relevant experts to develop appropriate solutions for each site. We are currently anticipating works to commence on site at the beginning of October 2019.
	11,576,377	4,529,224	1,379,234	-2,886,815	8,951,422	-1,894,955	
Total Capital Programme	27,490,048	9,471,908	3,062,592	-6,146,141	12,890,493	-13,869,555	

Programme for Growth 2019/20 Financial Year Project Updates
Multi Year schedule for the project lifespan

Appendix D

Project	Lead Officer	Multi-Year Project Budget	Position @ 30 September 2019			Update
			In Year Spend 19/20	Forecast	Forecast Variance	
Healthy Living Concepts Fund	Angela Crossland	116,791	23,750	116,791	0	The Selby Health Matters group have now finalised a 3 year action plan to support delivery of local initiatives for which this fund will support. 2019/20 P4G allocation is the final year contribution to this fund. Current projects underway are the Local Cycling and Walking Infrastructure Plan which has a committed amount from the fund of £47.5k. The work commenced in Dec 2018 and is due to conclude by end 2019. Current work with Selby Health Matters and IHL to shape two projects. One on developing active travel information and supporting walking and cycling. Budget outline £10k for this. One on a 3 year healthy schools zone pilot nutrition and activity project to tackle childhood obesity. Budget outline £35k for this. Further meeting to shape the schools project outline due 23.10.19.
Visitor Economy (Tourism & Culture)	Angela Crossland	477,229	58,020	477,229	0	Budget represents a 3 year programme which will be complete by 1/10/22. Year 1 was about creating the foundations. Whilst the initial period has seen very little expenditure, the foundations for delivery have been put in place, including quality officers being recruited into the delivery posts. These are helping with the delivery of the two major cycle races. The team have also led on securing funding to support some of the Selby 950 celebrations (see project below) and in delivering the programme. The emphasis of the work to date has been on: <ul style="list-style-type: none"> • Developing baseline and evaluation data to build a picture of what events and activities bring to local business and audiences. • Establishing strong business and community relationships to continue activity, strengthen visitor products and build legacy partnerships and capacity in the district's visitor, heritage and creative sectors; • Establishing baseline data on audiences, visitors and how these demonstrate the strength and response to our district offer. It is anticipated that the 2019/20 financial year will see a sustained period of delivery. It is anticipated that expenditure will include £32,905 on data capture, monitoring & evaluation (including social and economic impact studies for Selby 950); £6000 on business events and networking; £20,000 on Visitor Economy place branding and marketing; £1500 to service the Tourism Advisory Board; £7500 on our partnership with Visit York to ensure Selby District businesses receive maximum benefit; £3000 to test Visitor Information Points and £5000 for niche trail maps.
Celebrating Selby 950	Angela Crossland	62,949	7,223	62,949	0	The budget represents SDC's contribution to the major programme of events to celebrate Selby 950 being led by SDC in partnership with other key stakeholders in the town and is also partially funded by external funders. Match funding has successfully been awarded by ACE (£70k), HLF (£45k) and Drax Group plc (£20k) which has enabled an exciting and engaging programme of work to be delivered in 2019/20. Successful events such as Selby Sings (involving 250 school-children singing in the Abbey) and the St Germain parade (involving 450 in its preparation and many more watching in the town) have generated significant regional and local media coverage and positive local feedback. Most of the artists contracts are in place, now that permission has been given by the funders and is expected to be complete by February 2020.
Retail Experience - Tadcaster Linear Park	Angela Crossland	150,273	0	150,273	0	The Tadcaster Riverside Park project is a long running project currently at design and costings phase with Amey Enterprises. Recent work has been to finalise the design costings. Phase 2 is to put the contract and operational arrangements in place to deliver the project in 2019. The procurement exercise underway with results expected October 2019. Some key risks identified to deliverability include final cost outline and major EA works identified for the river bank. Further decisions required on the progress of the project.
Growing Enterprise	Iain Brown	62,550	(377)	62,550	0	Budget to support one of the 10 priorities in Economic Development Framework (EDF) 2 year delivery programme as approved at the January 2019 Executive. It helps to match-fund small business support with the Leeds City Region LEP and unlock support for small businesses through the Ad:Venture and Digital Enterprise.

Project	Lead Officer	Multi-Year Project Budget	In Year Spend 19/20	Forecast	Forecast Variance	Update
Marketing Selby's USP	Mike James	34,895	12,798	34,895	0	<p>This is the final stage of the 18-month Place Branding project. The project objectives are to support investment and jobs by telling a positive story of the district as a place to do business. We've been delivering this through a series of stories - relating back to our Economic Framework objectives - and working with others, such as the LEPs, to maximise the reach of our material to the relevant audiences. We undertook a full project review following the election and have an updated delivery plan to take us to the end of December 2019.</p> <p>The project continues, along the following themes:</p> <ol style="list-style-type: none"> 1. Targeting marketing - a number of media partnerships have been set up to help push key updates about the business and lifestyle 'offer' of the district. These reach targeted business audiences, as well as working with local media to highlight the positive impacts of growth on jobs and opportunities for existing residents. 2. Creation of a new business-specific web microsite - this helps to better support business interactions. 3. Working with LCR LEP to include Selby district's offer as part of MIPIM 2020 - subject to final confirmation of the approach. 4. Continuing to build a library of case studies that tell the story of the district's business offer, which can be used to support all types of communication and marketing activity about the area.
Tour De Yorkshire	Angela Crossland	149,954	149,825	149,954	0	SDC contribution to hosting the finish of the first stage of Tour de Yorkshire (TdY) in May 2019 in Selby Town. This has given the town a massive publicity boost in the year of the Abbey's 950 celebrations. The Leeds City Region Business Rates Pilot Pool has agreed to fund the £100k start fee for the Selby event in line with the funding provided for other starts and finishes across the LCR. Project now complete and final closedown payments in process.
Retail Experience - STEP	Angela Crossland	78,148	928	78,148	0	Town centre revitalisation and strategy work is underway. Noticeboard element of street scene work to be completed by end 2019 in line with car park refurbishment. Open House event plan scheduled for October 2019. Work to deliver on priorities in line with the town centre strategy and revitalisation action plan. Anticipate that plans for local delivery will align with reprioritisation for town centres as part of new Corporate Plan period 2020+
Towns Masterplanning (Regeneration)	Angela Crossland	119,727	8,600	119,727	0	<p>Work has been commissioned in 2019/20 from the People and Places consultancy (Chris Wade) to develop town centre revitalisation plans and prepare for Future High Streets Fund applications throughout 2019 (£15-20k commission) The first stage of work has been completed in 2019/20 including significant survey and engagement work in Selby Town centre. Further work on this across the three towns will continue into Summer/Sept 2019. Sherburn work commenced early October 2019 and Tadcaster due late 19/20. Work will identify where match fund and further commission is needed and establish the further multi-partner governance model needed to deliver the strategies and action plans for each town centre.</p> <p>Identified work around a places and movement study with Highways is required and would be supported from this funding allocation. Circa £30k. Anticipate that plans for local delivery will align with reprioritisation for town centres as part of new Corporate Plan period 2020+</p>
Strategic Sites Masterplanning	Iain Brown	153,317	(39,952)	150,000	(3,317)	Funded due diligence work on Olympia Park, Portholme Road, Edgerton Lodge and Selby Station Masterplan. Future projects will include strategic infrastructure response to Sherburn Employment sites, improvements to the area around the railway station in Selby. Expenditure will include consultancy work to support the Transforming Cities Fund bid for Selby Station.
Access to Employment	Iain Brown	40,000	0	40,000	0	Projects within this budget will be targeted at supporting social mobility to give unemployed people in areas of higher deprivation in Selby District access to current and future employment opportunities e.g. connecting people to employment opportunities at Sherburn, the former Kellingley Colliery, Church Fenton etc.
UCI Road World Championships	Angela Crossland	65,000	6,295	74,000	9,000	The Leeds City Region Business Rates Pilot Pool has agreed to fund the £25k start fee for the Tadcaster event in line with the funding provided for other starts and finishes across the LCR. Project now complete and final closedown payments in process.
Empty Homes	June Rothwell Simon Parkinson	88,455	32,506	88,455	0	Overall the project is progressing well and the Empty Homes Officer has directly helped bring empty homes back into use in line with the targets set by offering advice and assistance to owners. Homes England Grant funding has been secured to support the options of voluntary and compulsory purchase. A total of £390,000 has been secured, subject to individual business cases for the properties, to purchase and repair the empty homes, bringing them to a habitable standard. This indicative funding is to bring back in to use 10 empty properties up to 2020, providing up to £39,000 per property. We can also use the funding to purchase 'right to buy' buy backs and this is something we will consider on a case by case basis. We are currently pursuing our first Compulsory Purchase Order. The process is long and quite complex but a successfully CPO will send the message that this is a priority for us.

Project	Lead Officer	Multi-Year Project Budget	In Year Spend 19/20	Forecast	Forecast Variance	Update
Selby District Housing Trust	June Rothwell Phil Hiscott	34,850	0	34,850	0	This fund is to support SDHTs role in the more ambitious HDP approved by Executive in January 2018. A new officer has now been appointed to support the SDHT. The Trust have taken occupation of an additional 17 new affordable homes in 2018/19 delivered through new build and Section 106 acquisitions and a further 12 Section 106 acquisitions in Q1 2019/20.
Stepping Up' Housing Delivery	June Rothwell Phil Hiscott	9,919	5,994	9,919	0	The Project will support the implementation of the Housing Development Programme approved by the Executive in January 2018.
Olympia Park	Iain Brown	290,985	81,130	290,985	0	Following further detailed information about costs and technical issues at the Olympia Park development site in Selby, Selby District Council, the landowners and developers involved have reluctantly concluded that conditions attached to a government grant towards site costs cannot now be met. Despite the best endeavours taken by the Council, its advisers and Olympia Park Development (OPD), the project in its current form cannot be delivered within the timescales required to access the grant offered towards infrastructure costs. In September 2017, the Council secured funding in principle from Homes England through the Housing Infrastructure Fund (HIF). The £8.878m grant support from Homes England was offered on the basis that it be used to fund site assembly and upfront infrastructure works (including a new access road into the Olympia Park site) by 31 March 2021. The investment was offered on the understanding that the infrastructure unlocks the delivery of 1,190 homes on the site by 2038. A legal 'Grant Determination Agreement' was required by the end of September 2019 to access the grant offered by Homes England. Over the last two years, all those involved in this major project including landowners, existing businesses, developers and the District and County Council have undertaken extensive work to enable the site to be brought forward for development. This has included extensive technical work by Olympia Park Developments Ltd (ODP) in order to find specialist solutions to flood risk, remediation and the preparation of development plateaus for new housing and employment space; and a new access road off the A63 bypass. Recent work by ODP has revealed that the access road cannot be delivered in a cost effective manner within the necessary timescales to draw down the HIF investment. There are many reasons for this – none of which were foreseeable at the time the application for funding was made. These include changes in legislative requirements around building in areas that could potentially be affected by flooding, which have further impacted on the financial viability and deliverability of the proposed development and put into question the ability to deliver the number of housing units required. Everyone involved remains fully committed to effective use of the site in the future to support existing businesses and enable the delivery of appropriate new employment space and homes. The Council and OPD now have the benefit of significant detailed technical information regarding the site and continue to work together to unlock its significant potential for development, particularly given the close proximity to the town centre and railway station.
Making our Assets work	Iain Brown / Phil Hiscott	86,593	2,058	86,593	0	The budget is targetted at at funding due diligence work to bring the Council's own land assets to the market. These include small garage sites, Portholme Rd, Egerton Lodge, Barlby Rd depot and Bondgate.
Housing development Fesibility Work	Phil Hiscott	100,194	93,424	100,194	0	Housing development feasibility project to identify viability of sites for development.
Asset Strategy	June Rothwell	80,000	0	80,000	0	£80k budget moved from SF0415
Summit Indoor Adventure Activity Refresh	Keith Cadman	0	(2,502)	(3,131)	(3,131)	Works completed during 2018/19 to change the activity mix at the summit after the identification of activities that needed a refresh. In year spend relates to the final costings being processed.
Commercial property acquisition fund	Iain Brown	3,039,424	0	3,039,424	0	This budget will be used to acquire strategic development sites consistent with the Councils regeneration and commercial development opportunities, in some instances this may be used to match fund acquisitions as part of the TCF bid submission.
High Street shop fronts	Angela Crossland	100,000	0	100,000	0	The Project Fund is a match fund contribution to the successful High Streets Heritage Action Zone bid. We are now in Programme Design Stage until December 2019 to identify the programme specifics and how the fund will be spent. This is a 4 year funding programme to commence April 2020, therefore no forecasted spend in 19/20. This initiative is also inter-dependent with Towns Masterplan and Revitalisation projects. A project officer has now been assigned to lead this from within the Communities and Partnerships team. We anticipate that this funding line will amalgamate into a HAZ project allocation with New Lane public realm development and in partnership with car park improvements for the Back/Micklegate area.

Project	Lead Officer	Multi-Year Project Budget	In Year Spend 19/20	Forecast	Forecast Variance	Update
New lane - Public Realm	Iain Brown / Angela Crossland	200,000	0	200,000	0	The Project Fund is a match fund contribution to the successful High Streets Heritage Action Zone bid. We are now in Programme Design Stage until December 2019 to identify the programme specifics and how the fund will be spent. This is a 4 year funding programme to commence April 2020, therefore no forecasted spend in 19/20. This initiative is also inter-dependent with Towns Masterplan and Revitalisation projects. A project officer has now been assigned to lead this from within the Communities and Partnerships team. We anticipate that this funding line will amalgamate into a HAZ project allocation with High Street Improvements fund and in partnership with car park improvements for the Back/Micklegate area.
Staffing costs		2,134,345	367,136	2,134,345	0	This covers all the P4G funded posts across SDC. 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, Assets, Property, Planning and Marketing and Communications.
Contingency		0	0	0	0	
		7,675,598	806,856	7,678,150	2,552	